



SARATOGA YOUTH COMMISSION SPECIAL MEETING

AUGUST 24, 2021

4:00 PM YOUTH COMMISSION SPECIAL MEETING

City Hall, Linda Callon Conference Room, 13777 Fruitvale Avenue, Saratoga, CA

Teleconference/Remote Public Participation Information:

The public may participate in this meeting in person at the location listed above or remotely using the meeting access information below:

1. Using the Zoom website <https://us02web.zoom.us/j/87269422498> or App (Webinar ID 872 6942 2498) and using the tool to raise their hand in the Zoom platform when directed by the Chair to speak on an agenda item; OR
2. Calling 1.408.638.0968 or 1.669.900.6833, entering the Webinar ID 872 6942 2498, and pressing *9 to raise their hand to speak on an agenda item when directed by the Chair.

As always, members of the public can send written comments to the Commission prior to the meeting by commenting online at www.saratoga.ca.us/yc prior to the start of the meeting. These emails will be provided to the members of the Commission and will become part of the official record of the meeting. During the meeting the Chair will explain the process for members of the public to be recognized to offer public comment.

In accordance with the Americans with Disabilities Act and the Governor's Executive Order, if you need assistance to participate in this meeting due to a disability, please contact the Deputy City Clerk at cbothelio@saratoga.ca.us or calling 408.868.1269 as soon as possible before the meeting. The City will use its best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety.

ROLL CALL 4:13 p.m.

Present: Bradley, Hao, Henry, Hicks (late), Huang, Jain, Kelkar, Leung, Lu, Singh, Xia.

ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS

Any member of the public may address the Youth Commission for up to three (3) minutes on matters not on the Agenda. The law generally prohibits the Youth Commission from discussing or

taking action on such items. However, the Youth Commission can schedule the item for discussion at a future meeting.

AGENDA ITEMS:

1. Youth Commission Minutes

Recommended Action:

Review and approve the minutes from the June 8, 2021 meeting.

Bradley motioned to approve the June 8 minutes. Huang seconded the motion.

AYES: Bradley, Hao, Henry, Huang, Jain, Kelkar, Leung, Lu, Singh, Xia. NOES: none.

ABSTAIN: none. PASSED 10-0.

2. Commissioner Handbook

Recommended Action:

Review the handbook, roles and expectations of a Youth Commissioner.

- **All Commissioners should be present 5 minutes early so the group can start immediately**
- **Expect prompt attendance, especially in the spring**
- **Contact the staff liaison and the chair to report a tardy or excused absence**
- **CC staff liaison for all related Commission emails to facilitate follow-ups**
- **All correspondence with city council should come from the chair, if not the vice chair**
- **Commissioners are expected to check and respond to emails regularly**
- **Be professional and respectful at all times**
- **Follow through with responsibilities**
- **Don't be afraid to ask questions!**

3. Brown Act & Communications

Recommended Action:

Receive presentation from staff about the Brown Act and communications.

4. Work Plan 2021-2022

Recommended Action:

Discuss ideas to include in the 2021-2022 Youth Commission work plan that will be further discussed in September 2021.

- **Tentative joint meeting date: September 15, 6:00-8:30 p.m.**
- **Common issues seen within the community:**
 - **Physical fitness/going outside**
 - **Socializing**
 - **Showcasing talents**
 - **Inclusivity**
- **Event ideas:**

- Teen art festival (music, film, and art)
- Guide to Downtown Saratoga
- Fitness week, potentially ending with the Color Dash
- Saratoga “roadtrip”
- Scavenger hunt
- Fair (picnic, games, etc.)
- DIY activities (ornaments, carvings, painting to replace facepaint events in previous years)
- Commission electrical box (fundraiser)
- Kindness Week and chalk wall
- Saratoga Speaks
- SED Talks
- Toga Trails
- Pet day (bring animals or host a petting zoo; check budget or find a sponsor)
- YAC Attack
- Events geared towards climate change (droughts, fires, etc.)

5. Youth Commission Positions

Recommended Action:

Discuss the process, roles, and responsibilities of each Youth Commission position. Select a chair, vice chair, secretary, treasurer, and marketing chair.

- Chair: Hicks
- Vice chair: Jain
- Secretary: Lu
- Treasurer: Huang
- Marketing: Leung

Lu motioned to approve the August 24 minutes with adding Leung as the Marketing Chair and nominating all

6. Joint Meeting Presentation

Recommended Action:

The joint meeting with the Saratoga City Council is scheduled for September 15, 2021. During the meeting, the Youth Commission will present their 2021-2022 work plan and should be prepared to answer any questions.

7. Future Agenda Items

Recommended Action:

Consider agenda items for upcoming meetings. The next regular Youth Commission meeting is scheduled for September 28, 2021. The Youth Commission may choose to schedule a Special Meeting on September 7, 2021 to work on the 2021-2022 work plan.

Bradley motioned to schedule a Special Meeting on September 7, 2021 to work on the 2021-2022 work plan. Leung seconded the motion. AYES: Bradley, Hao, Henry.

Hicks, Huang, Jain, Kelkar, Leung, Lu, Singh, Xia. NOES: none. ABSTAIN: none. PASSED 11-0.

ADJOURNMENT 9:06 p.m.

CERTIFICATE OF POSTING OF THE AGENDA, DISTRIBUTION OF THE AGENDA PACKET, COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT

I, Kayla Nakamoto, Administrative Analyst for the City of Saratoga, declare that the foregoing agenda for the meeting of the Youth Commission was posted and available for review on August 19, 2021 at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, California and on the City's website at www.saratoga.ca.us.

Signed this 19th day of August 2021 at Saratoga, California.

Kayla Nakamoto, Administrative Analyst

In accordance with the Ralph M. Brown Act, copies of the staff reports and other materials provided to the Youth Commission by City staff in connection with this agenda, copies of materials distributed to the Youth Commission concurrently with the posting of the agenda, and materials distributed to the Youth Commission by staff after the posting of the agenda are available on the City Website at www.saratoga.ca.us. Following removal of State and local shelter in place orders these materials will be available for review in the office of the City Clerk at 13777 Fruitvale Avenue, Saratoga, California.

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