

MINUTES
TUESDAY, SEPTEMBER 26, 2023
SARATOGA YOUTH COMMISSION
7:00 P.M. REGULAR MEETING

Chair Chao called the Regular Meeting to order at 7:08pm

ROLL CALL

Chair Chao, Vice Chair Dharwadkar, Commissioner Chowdhri, Commissioner Chen, Commissioner Jing, Commissioner Krishna, Commissioner McCormick, Commissioner Mukund, Commissioner Sutioso, Commissioner Zhao

Absent: Commissioner Gonzalez

Also Present:

- **Mainini Cabute, Public Works Department**
- **Leslie Arroyo, Assistant City Manager**
- **Ramona McGary, Administrative Analyst**

ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS

Staff liaison Ramona McGary explained the public comment process.

AGENDA ITEMS:

1. Public Works Sustainability Project and Youth Commission Involvement

Recommended Action:

Presentation from Mainini Cabute, Saratoga Public Works Department

The Saratoga Public Works Department would like to obtain input from the Youth Commission on a sustainable landscape beautification project at the front of City Hall. The project goals are to beautify the front of City Hall, using sustainable features, and to create space for community members to enjoy sustainable landscaping.

Ms. Cabute showed a PowerPoint presentation to the Commissioners, explaining the project, its scope, and introduced project elements on which the Commissioners could provide feedback. A project timeline was provided to the Commission, and project budget was estimated to be \$75-80,000.

2. Youth Commission Minutes

Recommended Action:

Review and approve the minutes from the September 19, 2023, Special Meeting

Commissioner Jing made a motion to approve the minutes, and Commissioner McCormick seconded the motion. The motion was unanimously approved.

3. Recap State of the City event

Recommended Action:

Debrief the State of the City event. Share feedback on what went well and what could be improved.

Vice Chair Dharwadkar said the Youth Commission introduced the Mayor, then themselves. Chair Chao thinks the Commission should continue to participate in this annual event.

4. Slideshow Creation for Joint Session with the City Council

Recommended Action:

Create a slideshow for the Youth Commission presentation to the City Council on October 18, 2023 (the proposed 2023-2024 Youth Commission work plan). Any slides will need to be provided to staff before October 6, 2023.

Chair Chao made a motion to move this agenda item to the end of tonight's agenda for further discussion. Commissioner Zhao seconded the motion, and it was unanimously approved.

5. Commission Apparel

Recommended Action:

Receive update from Vice Chair Dharwadkar and finalize the Commission apparel selection.

Commissioners viewed pictures of the proposed clothing. All Commissioners said that they liked the 22-23 hoodie design. Commissioner Krishna suggested that the Commission look at other vendors. After more discussion, Commissioner McCormick made a motion to move this agenda item forward to the next meeting's agenda. Vice Chair Dharwadkar seconded the motion and it was unanimously approved.

6. 2023-2024 Meeting Schedule

Recommended Action:

Review meeting dates; reschedule any if necessary.

After a review of the meeting dates, Vice Chair Dharwadkar motioned to cancel the Commission's December 2023 meeting, and reschedule it for January 9, 2023. Commissioner McCormick seconded the motion, and it was unanimously approved.

**7:55p.m. Commissioner Krishna motioned for a brief recess and Chair Chao seconded the motion. All agreed to the motion.
Meeting resumed at 8:01p.m.**

7. 2023-2024 Youth Commission Work Plan and annual budget

Recommended Action:

Finalize five events for the year and decide our key focus on each. Preliminary options include:

Witchy Walk-A-Bout (Saturday, 10/28/23); Saratoga Fun Run (Sunday, 11/5/23); Tree Lighting and Candy Cane Village (Friday, 11/24/23); Lunar New Year (February 2024), St. Paddy's Day (March 2024); Blossom Festival (March or April 2024)

Commissioners split into several smaller groups to discuss this agenda item. When the group came back together, they chose the following as their focus themes: sustainability, collaboration and connection, and culture

Events and projects the Commission will participate in this year are: The City of Saratoga Sustainability Project, SED Talks, Color Dash, Basketball Tournament, Saratoga Summer Movie Night events.

Community events will be all of the community events listed in this agenda item except the Fun Run.

Commissioner McCormick made a motion to have the Commission participate in these events for the 2023-2024 year, Commissioner Krishna seconded the motion, and it was agreed upon unanimously.

8. Subcommittee Creation

Recommended Action:

Create subcommittees for each finalized event and develop work schedule.

City of Saratoga Sustainability Project subcommittees are Agriculture & Information (signage) and Layout. Commissioners on the Agriculture & Information Subcommittee are Commissioner Zhao (Head of Committee), Commissioner Krishna, Commissioner Chowdhri, Commissioner Mukund, and Commissioner Chen. Members of the Layout Subcommittee are Commissioner McCormick (Head), Chair Chao, Vice Chair Dharwadkar, Commissioner Jing, and Commissioner Sutioso.

Movie Event subcommittee members are Commissioner Jing (Head), Commissioner Sutioso, Commissioner Chowdhri, and Vice Chair Dharwadkar.

SED Talks subcommittee members are Commissioner Krishna (Head), Commissioner Zhao, Commissioner Chao, and Commissioner Chen.

Color Dash subcommittee members are Vice Chair Dharwadkar (Head), Commissioner McCormick, Commissioner Gonzalez, Commissioner Mukund, and Commissioner Chowdhri.

Basketball Tournament subcommittee members are Chair Chao (Head), Vice Chair Dharwadkar, Commissioner Krishna, and Commissioner Sutioso.

Commissioner McCormick made a motion to approve the subcommittees and the coordinators of the subcommittees, Commissioner Mukund seconded the motion, and the motion was unanimously approved.

9. Youth Commission Positions

Recommended Action:

Select Treasurer, Secretary, and Marketing Chair. Discuss possible creation of new _____ roles.

By Commissioners' hidden vote, the 2023-2024 Treasurer is Commissioner Zhao. The Secretary is Commissioner Jing, and the Marketing Chair is Commissioner Chen.

Commissioner Krishna proposed the new position of "Government Liaison"—a Youth Commissioner who will work with City Council and other government officials and staff. Chair Chao made a motion to approve this new position, Commissioner Chowdhri seconded the motion, and the motion was unanimously approved. By Commissioners' hidden vote, Commissioner Krishna was selected as the Government Liaison.

Commissioner McCormick made a motion to approve the new appointments, Mukund seconded the motion, and the motion was unanimously approved.

10. City Report

Recommended Action:

Receive report from staff of City updates.

Administrative Analyst Ramona McGary presented information on several, upcoming community events, including the virtual Youth Town Hall with Assemblymember Marc Berman.

11. Discussion of agenda item 4: Slideshow Creation for Joint Session with the City Council

Recommended Action:

Create a slideshow for the Youth Commission presentation to the City Council on October 18, 2023 (the proposed 2023-2024 Youth Commission work plan). Any slides will need to be provided to staff before October 6, 2023.

Vice Chair Dharwadkar will use last year's slideshow to create the new slideshow and share with the other Commissioners. The following Commissioners are to assist Vice Chair Dharwadkar with community event slides to be added to the final presentation: Mukund (Witchy Walk-A-Bout), Chen (St. Paddy's Day), Sutioso (Blossom Festival), Chowdhri (Tree Lighting), and Gonzalez (Lunar New Year).

Vice Chair Dharwadkar made a motion to create a new slideshow, Chair Chao seconded the motion, and the motion was unanimously approved.

12. Future Agenda Items

Recommended Action:

Review the agenda planner for upcoming important dates.

Commissioners reviewed upcoming dates on the Commission's calendar.

ADJOURNMENT

Chair Chao adjourned the meeting at 9:34p.m.

Minutes respectfully submitted:

Ramona McGary, Administrative Analyst