CITY OF GILROY
YOUTH COMMISSION
REGULAR MEETING AGENDA

MONDAY, MAY 8, 2023 | 6:00 PM

GILROY SENIOR CENTER
7371 HANNA STREET
GILROY, CA 95020

Chair: Lavender Hwang ***Vice Chair*****:** Winston James

Commissioners**:** James Dinh, Aiden Francis, Sophie Gong, Isaac Hwang, Alfred James, Ezequiel Lopez, Alexis Miller, Jaimee Nguyen, & Melanie Reynolds

Staff Liaison: LeeAnn McPhillips, Assistant City Administrator, Vince Bautista, Jr., Recreation Coordinator

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Materials related to an item on this agenda submitted to the City of Gilroy Youth Commission after distribution of the agenda packet are available with the agenda packet on the City website at www.cityofgilroy.org subject to Staff's ability to post the documents before the meeting.

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PUBLIC COMMENT GUIDELINES:

During the **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA** portion of the meeting, each person wishing to speak should prepare a presentation of not more than three (3) minutes. Persons wishing to address the Commission are requested, but not required, to complete a Speaker's Card at the entrances. Completion of this speaker's card is voluntary. All persons may attend this meeting and speak, regardless if a card is completed or not. Speaker's slips should be submitted to the Secretary **BEFORE** this meeting portion begins. Anyone wishing to address the Commission on

any other item on this **AGENDA** is requested, but not required, to fill out a speaker's slip and submit it to the Secretary **BEFORE** the Commission takes action on the item.

Materials related to an item on this agenda submitted to the City of Gilroy Youth Commission after distribution of the agenda packet are available for public inspection with the agenda packet in the Recreation Division at Senior Center, 7371 Hanna Street, during normal business hours. These materials are also available with the agenda packet on the City website at www.cityofgilroy.org.
The agenda for this regular meeting is as follows:

1. **CALL TO ORDER**

2. **FLAG SALUTE**

3. **ROLL CALL**

4. **SECRETARY'S REPORT**

5. **APPROVAL OF MINUTES**

   5.1. Monday, April 10, 2023

6. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

7. **NEW BUSINESS**

   7.1. **Proposed Start Date to Monday, August 21, 2023.**
   1.Staff Report: Vince Bautista Jr., Recreation Coordinator
   2.Public Comment
   3.Possible Action: The Youth Commission will motion and vote to change the next meeting date from August 14 to August 21, 2023.

8. **OLD BUSINESS**

   8.1. **Updates on the Youth Commission Work Plan.**
   1.Staff Report: Lavender Hwang, Youth Commission Chair
   2.Public Comment
   3.Possible Action: The Commission will receive and comment on the 2022-2023 Youth Commission Work Plan.

   8.2. **Review the May 15, 2023 Youth Commission Presentation to City Council.**
   1.Staff Report: Vince Bautista Jr., Recreation Coordinator
   2.Public Comment
   3.Possible Action: The Youth Commission will review and provide feedback on the May 15, 2023 presentation to City Council.

9. **AGENDA ITEMS FOR NEXT MEETING**

10. **STAFF/COMMISSIONER COMMENTS**

11. **ADJOURNMENT**

12. **FUTURE MEETINGS**

The next regular meeting of the Youth Commission will be held Monday, August 14, 2023 at 6:00 p.m. in the Gilroy Senior Center Meeting Room, 7371 Hanna Street, Gilroy, CA 95020.

City of Gilroy
Youth Commission Regular Meeting Minutes
Monday, April 10, 2023 | 6:00 PM

1. **CALL TO ORDER**

The regular meeting of the Youth Commission was called to order by Chair L. Hwang at 6:01 p.m.

2. **FLAG SALUTE**

Flag salute was led by Chair L. Hwang.

3. **ROLL CALL**

Attendance	Attendee Name
Present	James Dinh, Commissioner Isaac Hwang, Commissioner Alfred James, Commissioner Ezequiel Lopez, Commissioner Alexis Miller, Commissioner Jaimee Nguyen, Commissioner Winston James, Vice Chair Lavender Hwang, Chair
Absent	Aiden Francis, Commissioner Sophie Gong, Commissioner Melanie Reynolds, Commissioner

4. **SECRETARY'S REPORT**

The Youth Commission meeting packet and agenda was posted online and at the City Hall kiosk on Friday, April 7, 2023.

5. **APPROVAL OF MINUTES**

5.1. Monday, March 13, 2023

RESULT: Pass
MOVER: Alexis Miller, Commissioner
SECONDER Winston James, Vice Chair
AYES: Commissioner Dinh, Commissioner Hwang, Commissioner James, Commissioner Lopez, Commissioner Miller, Commissioner Nguyen, Vice Chair James, Chair Hwang

ABSENT: Commissioner Francis, Commissioner Gong, Commissioner Reynolds

6. **INTRODUCTIONS**

No introductions.

7. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

No public comment.

8. **NEW BUSINESS**

8.1. **Youth Commission Presentation to City Council- Monday, May 15, 2023.**

Chair L. Hwang and Vice Chair W. James will meet with Staff Bautista on Sunday, April 30, 2023 to review the PowerPoint presentation to City Council on Monday, May 15, 2023. The presentation will include seven slides with an overview of the Commissions accomplishments throughout the year.

9. **OLD BUSINESS**

9.1. **Follow Up with Fiscal Year 2024 and Fiscal Year 2025 Budget Requests**

L. Hwang, W. James, and Commissioner I. Hwang presented a proposed grant program to recommend to City Council. This approach will support individuals or groups who are interested in pursuing a community service project and/or a passion project that benefit local youth and teens. Applicants can request up to $1,500, which enables funding for more than one grantee. The Commission is seeking $2,500 per fiscal year to award. The application process for the grant would begin in early fall; winners will be announced in late fall. Commission motioned to submit this budget request of $5,000 to City Council on behalf of the Youth Commission.

RESULT:
MOVER: Isaac Hwang, Commissioner
SECONDER James Dinh, Commissioner
AYES: Commissioner Dinh, Commissioner Hwang, Commissioner James, Commissioner Lopez, Commissioner Miller, Commissioner Nguyen, Vice Chair James, Chair Hwang

ABSENT: Commissioner Francis, Commissioner Gong, Commissioner Reynolds

9.2. **Follow Up Discussion on a Youth and Teen Center in Gilroy.** Commissioners discussed the community need for the development of a youth and teen center in Gilroy. Commissioners reported on their findings. Below is information about existing youth centers throughout the South Bay:

City of Santa Clara (Youth and Teen Center)
- Recreation activities, homework help, computer lab, social space, and has a skate park.
- Available to elementary, middle, and high school.
- After school program available to elementary and middle school.
- Gym is available to all parents. Requires a $30 membership card (per school year)

Morgan Hill (Teen Center at Centennial Recreation Center)
- Partnership w/ YMCA. Offers a membership free from 6th - 12th grade
- Amenities: Computers, foosball table, TVs', ping pong, pool, video games.
- Activities: Art club, LGBTQ+ youth allies club, Multicultural club, homework help from 4-5:30pm daily

Milpitas Teen Center
- Free membership, 13 - 18 yrs. Old
- Activities: dance studio, large auditorium, ping pong/billiard rooms, and reserved rooms.

City of San Jose Teen Centers
- Membership free, 6th - 12th grade

- Activities: video games, pool, ping pong, sports, leadership activities, field trips, movies, open gym, and tutoring.

The Morgan Hill Teen Center at the Centennial Recreation Center is a great example of a successful and accessible youth and teen center. It boasts several opportunities for students to socialize and offered educational resources. Among its amenities, it features computers, foosball table, a large flat screen TV, large outdoor patio, ping pong table, and pool table. Additionally, the Teen Center hosts a variety of social, academic, and recreational activities, such as tournaments, movie nights, tutoring, and more.

The cost to build a Youth and Teen Center depends on a variety of factors such as the size, amenities, location, land acquisition, and construction costs. Plus, there's ongoing operational expenses. The plan is for the Commission to present their findings at the annual presentation to City Council on Monday, May 15 at 6:00 p.m. Everyone is expected to attend.

Commissioner Dinh, Miller, and I. Hwang will meet with Bautista on Sunday, April 30 and put together the slides for the Youth Center section of the p resentation.

9.3. **Updates to the Youth Commission Work Plan.**

The Commission discussed the following items from the current work plan:

- **Day of the Child/Kids Discover Art**: Saturday, April 29 from 1-4 pm at San Ysidro Park. Staff and Commissioners will arrive at 10:30am for setup. The Commission will continue to update materials for purchasing on the Google spreadsheet. This includes bracelets and face paint.
- **Royal Red Carpet**: Saturday, May 13, 2023, from 9:30-12pm at Wheeler Community Center. Commissioners will continue to update the Google spreadsheet for requested materials. The materials include crowns and stickers, decorations, nails, face paint supplies, and more. Miller sent the flyer. The Commission will discuss the layout of the event at the next meeting.

10. AGENDA ITEMS FOR NEXT MEETING

The following items will be added to the May regular meeting agenda:
1. Presentation to City Council on Monday, May 15, 2023.
2. Review PowerPoint on a Potential Youth and Teen Center.
3. Feedback on the Youth Commission Work Plan.

11. STAFF/COMMISSIONER COMMENTS

Staff Bautista commended the Commission for their participation in today's discussion, specifically in their research of a potential youth and teen center in Gilroy. Staff Bautista also praised Commissioner Lopez and Commissioner Nguyen for arriving early.

12. ADJOURNMENT

Chair L. Hwang adjourned the meeting at 7:46 p.m.

I HEREBY CERTIFY that the foregoing minutes were duly adopted at a regular meeting of the Youth Commission of the City of Gilroy.

Vince Bautista, Jr.
Secretary

City of Gilroy
Youth Commission

STAFF REPORT

Agenda Item Title:	Change Youth Commission Meeting Schedule in August 2023.
Meeting Date:	May 8, 2023
From:	Vince Bautista Jr., Recreation Coordinator

RECOMMENDATION

Change August, 2023 regular meeting date from August 14, 2023 to August 21, 2023.

BACKGROUND

The Youth Commission voted unanimously on Monday, March 13, 2023, to add two more regular meetings to the schedule—August and September. The meeting date in August is scheduled for Monday, August 14, 2023, at 6:00 p.m., however, staff is recommending it be changed to the following Monday (August 21) so the meeting will fall during the school year.

ANALYSIS

Staff is recommending the date change since the meeting occurs two days prior to the first day of school (August 16) for Gilroy Unified School District students. Potential conflicts for commissioners include student orientation as well as getting ready to go back to school. In addition, there may be commissioners returning from summer vacation and not available to meet on August 14th.

The rescheduled meeting will be held at the same time and location, 6:00 p.m. at the Gilroy Senior Center Meeting Room.

City of Gilroy
Youth Commission

STAFF REPORT

Agenda Item Title:	Updates on the 2022-2023 Youth Commission Work Plan.
Meeting Date:	May 8, 2023
From:	Vince Bautista Jr., Recreation Coordinator

RECOMMENDATION

The Commission will receive and comment on the 2022-2023 Youth Commission Work Plan.

BACKGROUND

The Youth Commission adopted the 2022-2023 Work Plan on Monday, October 10, 2022. The Work Plan is reviewed and updated by staff and Commissioners at every scheduled meeting. Each Commissioner will report back to its peers on research, assignments, and materials.

ANALYSIS

The following items is an update from the current Commission work plan:

- **Day of the Child/Kids Discover Art**: Completed on Saturday, April 29 from 1-4 pm at San Ysidro Park. The Commission will provide feedback on their experience from the event.
- **Royal Red Carpet**: Saturday, May 13, 2023, from 9:30-12pm at Wheeler Community Center. Commissioners will continue to update the Google spreadsheet for requested materials. The materials include crowns and stickers, decorations, nails, face paint supplies, and more. Commissioner Alexis sent over the flyer. The Commission will finalize the logistics of the event including volunteers, map layout, and materials.
    - Arts & Crafts- Commissioner(s) Jaimee, Sophie, Aiden, Alfred
        - Number of volunteers:
    - Decorations- Commissioner(s) Aiden, Sophie, Lavender
        - Number of volunteers:
    - Face paint: Commissioner Alexis
        - Number of volunteers:
    - Guided Games- Commissioner(s) James

- Number of volunteers: 1-2
- ♦ Nails- Commissioner(s) Melanie, Sophie
- Number of volunteers:
- ♦ Photo booth/Backdrop- Commissioner(s) Ezequiel, Isaac

- Number of volunteers: 1-2
- ♦ Snack table: Volunteers: 1-2
- ♦ Flyer: Thank you Alexis
- ♦ Donations outreach update: All Commissioners
- ♦ Volunteers: All volunteers check in and check out with Vince.

- **VolunTEEN Event**: Postponed for Fall 2023.
- **City Council Presentation:** Staff met with Chair Lavender, Commissioner James, Commissioner Alexis, and Commissioner Isaac to discuss the presentation along with the Youth Center slides.

Project Name	Work	Lead Commissioner/ Staff	Date	Time	Location	Status
Holiday Parade	Participate in the Gilroy Holiday Parade.	5 commissioners	12/3/2022	Check in at 3:45pm Event starts at 5:00pm	Downtown Gilroy	Parade was cancelled due to rain.
Holiday Posada Event	Participate in the Holiday Posada event held at San Ysidro Park.	7 attended	12/17/2022	Check in at 1:30pm. Event starts at 3-8pm	San Ysidro Park	GYC hosted an arts and crafts/face painting booth. Served 300+ youth.
Kids Discovery Art/Day of the Child	The Commission will be partaking in bracelets, face paint, and guided games.	9 attended, 2 absent	29-Apr-23	Set up: 11am Volunteers: 11:30am Event: 1-4pm Shift: 11-5:30pm	San Ysidro Park	9 Commissioners were present. Served 300+ participants at three stations.
Royal Red Carpet	Face paint, wands, color pages, hair, nails, games, and snacks.	All commissioners	13-May-23	Set up: 7:30am Volunteers: 8:00am Event: 9:30-12:00pm Shift: 7:30-1:00pm	Wheeler Gym	All supplies have been ordered. Will need an update with volunteers and donations.
OpportuniTEEN Fair	Meet and greet residents at special events in the City; inform residents about the Commission & parks and recreation	All commissioners	Late Fall 2023	To be determined at a later time.	Pending	Commission decided to postpone for Fall 2023.
May 15, 2023, Presentation to City Council	Prepare a PowerPoint presentation to City Council.	All commissioners	15-May-23	Presentation: 6:00pm Arrive: 5:45pm	City Hall Council Chambers	Met with Chair Lavender and Commissioners on Sunday, April 30. Will meet again to review presentation.

Other discussions

Last updated: 5/5/2023

Promotion of recreational activities

City of Gilroy
Youth Commission

STAFF REPORT

Agenda Item Title:	Review of the Youth Commission Presentation to City Council
Meeting Date:	May 8, 2023
From:	Vince Bautista Jr., Recreation Coordinator

RECOMMENDATION

The Youth Commission will review and provide feedback on the upcoming presentation to City Council on May 15, 2023.

BACKGROUND

The Youth Commission will recap the year to City Council using a PowerPoint presentation. The Youth Commission presentation represents a summary of achievements throughout the term. These achievements include special events that the Commission has been involved with and their research on the development of a Youth and Teen Center in Gilroy.

ANALYSIS

The Youth Commission will collaborate as a team to organize a five-minute presentation to City Council. Staff shared the previous year's slideshow. Chair Lavender Hwang will be the speaker and Vice Chair Winston James will serve as the backup.

Attachments:

Youth Commission May 15, 2023, Presentation