



**CITY OF GILROY
YOUTH COMMISSION
REGULAR MEETING AGENDA**



MONDAY, MARCH 10, 2025 | 6:00 PM

GILROY SENIOR CENTER
7371 HANNA STREET
GILROY, CA 95020

Chair: Alfred James | **Vice Chair:** Maya Beyret
Treasurer: Emily Lai

Commissioners: Biruh Abandeh, Ethan Diep, Gianna Garcia, Anna Nguyen, Jacob Ortega, Karin Sandoval Rodriguez, Sofia Romero, Thanmay Sarath

Staff Liaison: LeeAnn McPhillips, Assistant City Administrator, and Adam Henig, Recreation Manager



In compliance with the Americans with Disabilities Act, the City will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the Recreation Division at least 72 hours prior to the meeting at (408) 846-0460 or rec@cityofgilroy.org to help ensure that reasonable arrangements can be made.



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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Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, task forces, councils and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE, TO RECEIVE A FREE COPY OF THE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE OPEN GOVERNMENT COMMISSION STAFF AT (408) 846-0204

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 outline for this agenda is as follows:

1. **CALL TO ORDER**

2. **FLAG SALUTE**

3. **ROLL CALL**

4. **SECRETARY'S REPORT**

5. **APPROVAL OF MINUTES**

5.1. February 10, 2025

6. **INTRODUCTIONS**

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

8. **NEW BUSINESS**

9. **OLD BUSINESS**

9.1. Review FY2025 (July 1, 2024 - June 30, 2025) Youth Commission Work Plan

1. Staff Report: Adam Henig, Recreation Manager

2. Public Comment

3. Possible Action: Comment and review the Fiscal Year 2025 Youth Commission work plan.

9.2. Youth Commission Workplan for Fiscal Years 2026 and 2027

1. Staff Report: Adam Henig, Recreation Manager

2. Public Comment

3. Possible Action: Develop and motion to vote on the Youth Commission Workplan for Fiscal Years 2026 and 2027.

9.3. Youth Commission and City of Gilroy's Fiscal Year 2026 and 2027 Budget Development

1. Staff Report: Adam Henig, Recreation Manager

2. Public Comment

3. Possible Action: Motion to approve Commission consensus on budget requests for the Fiscal Year 2026 and 2027 budget cycle.

11. **AGENDA ITEMS FOR NEXT MEETING**

12. **STAFF/COMMISSIONER COMMENTS**

- Community Workshop Series: Visioning the Gilroy Civic Center Master Plan

13. **ADJOURNMENT**

**City of Gilroy
Youth Commission Regular Meeting Minutes
Monday, February 10, 2025 | 6:00 PM**

1. **CALL TO ORDER**

Meeting called to order by Chair James at 6:02 p.m.

2. **FLAG SALUTE**

3. **ROLL CALL**

Attendance	Attendee Name
Present	Maya Beyret, Commissioner Alfred James, Commissioner Thanmay Sarath, Commissioner Biruh Abaneh, Commissioner Karin Rodriguez Sandoval, Commissioner Anna Nguyen, Commissioner Sofia Romero , Commissioner Emily Lai, Commissioner Ethan Diep, Commissioner
Absent	Jacob Ortega , Commissioner Gianna Garcia, Commissioner

4. **SECRETARY'S REPORT**

The meeting agenda and packet were posted on February 7, 2025.

5. **APPROVAL OF MINUTES**

5.1. January 13, 2025

Commissioner Sarath motioned to approve the minutes. Commissioner Nguyen seconded. Motion passed 9-0-0.

RESULT: Pass

MOVER: Thanmay Sarath, Commissioner

SECONDER Anna Nguyen, Commissioner

AYES: Commissioner Beyret, Commissioner James, Commissioner Sarath, Commissioner Abaneh, Commissioner Ortega, Commissioner Rodriguez Sandoval, Commissioner Nguyen, Commissioner Romero , Commissioner Lai, Commissioner Diep

ABSENT: Commissioner Garcia

6. **INTRODUCTIONS**

6.1. Ethan Diep, new commissioner

Commissioner Diep introduced himself.

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

None.

8. **OLD BUSINESS**

8.1. Review FY2025 (July 1, 2024 - June 30, 2025) Youth Commission Work Plan

Staff liaison Henig reviewed the updated OpportuniTEEN vendor list. As of the meeting, there were fourteen vendors who committed to participating in the March 22 event. The committee will meet again before the next meeting to review the vendor list and go over next steps. The legislative issue committee shared their updates following their committee meeting. They created an outline of what will be included in their memo/white paper to the City Council. They have scheduled a follow-up meeting to begin the writing portion of the memo.

9. **NEW BUSINESS**

9.1. Youth Commission and City of Gilroy's Fiscal Year 2026 and 2027 Budget Development

Henig presented the staff report. He suggested proposing funding for future trainings such as the YAC Attack and the OpportunitTEEN Fair, which was discussed in the staff report. Staff Liaison McPhillips recommended the Commission consider looking into other trainings as well that would benefit them. Commissioner Ngyuen proposed to table the adoption until the next meeting. Commissioner Sandoval seconded. The motion passed 9-0-0.

RESULT: Pass

MOVER: Anna Nguyen, Commissioner

SECONDER Karin Rodriguez Sandoval, Commissioner

AYES: Commissioner Beyret, Commissioner James, Commissioner Sarath, Commissioner Abaneh, Commissioner Rodriguez Sandoval, Commissioner Nguyen, Commissioner Romero , Commissioner Lai, Commissioner Diep

ABSENT: Commissioner Garcia, Commissioner Ortega

9.2. Youth Commission Workplan for Fiscal Years 2026 and 2027

Henig presented the staff report. He suggested the Commission consider adopting a similar work plan to the current one. Chair James recommended the Commission consider incorporating the OpportuniTEEN Fair and Senior Tech Day. Commissioner Abandeh recommended adding clean-up days that are already organized by Gilroy Recreation to the list. However, there is still time to discuss further at the next meeting since the deadline is March 28. Commissioner Abandeh proposed to table the adoption of the work plan until the next meeting. Commissioner Ngyuen seconded. The motion passed 9-0-0.

RESULT: Pass

MOVER: Biruh Abaneh, Commissioner

SECONDER Anna Nguyen, Commissioner

AYES: Commissioner Beyret, Commissioner James, Commissioner Sarath, Commissioner Abaneh, Commissioner Ortega , Commissioner Rodriguez Sandoval, Commissioner Nguyen, Commissioner Romero , Commissioner Lai, Commissioner Diep

ABSENT: Commissioner Garcia, Commissioner Ortega

10. **STAFF/COMMISSIONER COMMENTS**

Henig asked if all commissioners have a Commission T-shirt. He will order a new one for the newest commissioner, Diep.

11. **ADJOURNMENT**

James adjourned the meeting at 6:46 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.

/s/Adam Henig
Secretary



City of Gilroy Youth Commission

STAFF REPORT

Agenda Item Title: Review FY2025 (July 1, 2024 - June 30, 2025) Youth Commission Work Plan

Meeting Date: March 10, 2025

From: Adam Henig, Recreation Manager

RECOMMENDATION

Comment and review the Fiscal Year 2025 Youth Commission work plan.

BACKGROUND

At the October 14 meeting, the Youth Commission adopted its FY25 work plan. It comprised of the following:

- OpportuniTEEN Fair –similar to the previous year’s event, but this time add a college admission component
- Tech Week for Seniors –commissioners will identify days that they can assist seniors with their personal devices.
- Support Breakfast with Santa –commissioners will assist at the annual Breakfast with Santa event on Saturday, December 7 at the Gilroy Senior Center.
- Environmental issue –identifying a specific environmental issue that impacts Gilroy or Gilroyans.
- Resubmit a letter of support to the City Council in favor of funding a youth center in Gilroy

ANALYSIS

Below is a status update for each of the work plan items.

OpportuniTEEN Fair

It is scheduled for Saturday, March 22, 2025, at Wheeler Center Gym. A committee has been formed (Alfred, Gianna, Thanmay, Biruh, Anna) to lead the event planning efforts. They will be responsible for the following:

- Recruiting Vendors – recruit local businesses, nonprofits, and government agencies to table at the event. The committee reviewed the vendor list and will

start contacting the vendors they are assigned to, following this meeting. They'll report back in early February at a committee meeting.

- Marketing – spreading the word to Gilroy teens about the event. A marketing strategy will be developed. This will occur once the vendors have been solidified.
- Logistics – everything that is needed for the day of the event. This will begin approximately 30 days prior to the event.

On Wednesday, February 25, the committee met and provided an update on their vendor recruitment efforts. As of March 5, the committee has confirmed 23 vendors, while 8 are pending. Prior to this meeting, Henig will reach out to those commissioners assigned to vendors who are tentative to get a status update.

In addition, the committee has begun the marketing efforts. They have taken flyers and distributed them at their schools. Henig has also submitted it to GUSD's PeachJar and will send it electronically through the City's e-newsletters. Lastly, the committee will meet at least one more time before setup begins the day before the event. The committee meeting will focus on day of logistics such as setup, signage, thank you gifts for vendors, and raffle prizes.

Tech Week for Seniors

Commissioners completed two weeks (in November and December 2024) of assisting seniors with their personal devices at the Senior Center.

Support Breakfast with Santa

Five commissioners assisted at the annual Breakfast with Santa event on Saturday, December 7 at the Gilroy Senior Center.

Legislative Issue

The Commission's legislative issue will focus on protecting the vulnerable and native Loma Prieta Hoita, a flower that is grown throughout the SF Bay Area, including in South County. The committee members--Karin, Jacob, Maya, Sofia, Ethan—recently met on February 25 and are nearing completion of their white paper/memo. They are scheduled to meet again on March 11. They anticipate having it completed in April.

Attachments:

1. 2025 OpportuniTEEN Fair Vendor List as of March 7, 2025

Name of Business/Organization		Job	Internship	Volunteer	Commissioner	Status Update
Academic & Wellness Center				X	Maya	LIKELY YES
American Eagle	X				Gianna	no
Brew City	X				Thanmay	Maybe
City of Gilroy Emergency Services				X	Biruh	No
City of Gilroy Recreation	X	X		X	Biruh	Yes
City of Morgan Hill	X	X		X	Alfred	YES
Community Solutions			x	x	Adam	Yes
Diversity Our Narrative- Gilroy Chapter				X	Alfred	Yes
Garlic City Kitty Rescue				X	Jacob	No
Gavilan College Career Center			X	X	Alfred	Yes
Gilroy Bowl	X				Thanmay	No
Gilroy Foundation			X	X	Anna/Alfred	YES
Gilroy Gardens	X				Alfred	YES
Gilroy Library				X	Gianna	Yes
Gilroy Museum				X	Alfred	Yes
Gilroy Youth Commission				X	Biruh	Yes
Interact Club				X	Emily/Anna	Yes
Journeys (shoe store)	X				Emily	No
Kumon	X				Emily	Yes
Levis'	X				Gianna	No
LJB Farms	X				Gianna	No
Merrill Gardens Senior Facility				X	Karin	Maybe
Naval Science & Engineering Apprenticeship Program			X		Alfred	Yes
O'neills	X				Gianna	No

Name of Business/Organization		Job	Internship	Volunteer	Commissioner	Status Update
Santa Clara County Student Interns	X	X			Alfred	Yes
SBARI	X	X		X	Thanmay	Yes
Sixth Street Art Studio				X	Gianna/Adam	Likely Yes
St. Louise Hospital		X		X	Alfred	No
Starbucks	X				Thanmay	Contact Corporate
TeraBats- Coding Club				X	Biruh	No
Tommy Hilfiger	X				Alfred	No
TownCats				X	Emily	Yes (still need to confirm)
YMCA Youth Board of Mount Madonna				X	Alfred	Maybe
Youth Alliance	X				Biruh	Yes



City of Gilroy Youth Commission

STAFF REPORT

Agenda Item Title: Youth Commission Workplan for Fiscal Years 2026 and 2027
Meeting Date: March 10, 2025
From: Adam Henig, Recreation Manager

RECOMMENDATION

Develop and motion to vote on the Youth Commission Workplan for Fiscal Years 2026 and 2027.

BACKGROUND

The Youth Commission is tasked with developing and adopting a new work plan for the upcoming two-year budget, Fiscal Years 2026 and 2027. The work plan reflects what the Commission will be working on during this period. The previous work plan comprised of the following items:

- OpportuniTEEN Fair –similar to the previous year’s event, but this time add a college admission component
- Tech Week for Seniors –commissioners will identify days that they can assist seniors with their personal devices.
- Support Breakfast with Santa –commissioners will assist at the annual Breakfast with Santa event on Saturday, December 7 at the Gilroy Senior Center.
- Environmental issue –identifying a specific environmental issue that impacts Gilroy or Gilroyans.
- Resubmit a letter of support to the City Council in favor of funding a youth center in Gilroy

At last month’s meeting, the Commission showed interest in adopting a work plan that included organizing OpportuniTEEN Fair and Senior Tech Day as well as adding community clean-up days at city parks.

ANALYSIS

The work plan should comprise of tasks that have a clear, concise, and measurable goal that can be delivered upon no later than June 30, 2027. The Commission has the option of adopting a work plan like their current one. This would include the following:

- OpportuniTEEN Fair
- Senior Tech days
- Support Breakfast with Santa
- Legislative Issue
- Participate in community clean-up day (new)

Work plan items should offer value to the youth and teens of Gilroy and be completed during the school year term.



City of Gilroy Youth Commission

STAFF REPORT

Agenda Item Title: Youth Commission and City of Gilroy's Fiscal Year 2026 and 2027 Budget Development

Meeting Date: March 10, 2025

From: Adam Henig, Recreation Manager

RECOMMENDATION

Motion to approve Youth Commission consensus on budget requests for Fiscal Year 2026 and 2027 budget cycle.

BACKGROUND

The City of Gilroy prepares its budgets on a two-year cycle. The City's fiscal year begins on July 1 of each year and ends June 30 of the following year (as an example, the current fiscal year commenced July 1, 2024, and will end on June 30, 2025). The City is currently in its second and final budget year from the previous budget cycle. As staff prepares the budget proposal, the City's boards and commissions are being provided the opportunity to submit budget requests for consideration of inclusion in the proposed and potentially adopted City budget.

ANALYSIS

Staff is requesting that the Youth Commission identify and provide, through Commission consensus, its budget requests for Fiscal Years 2025-26 and 2026-27.

According to the Letter from the City Administrator, the budget requests should include the following information:

- A description of the item you are requesting.
- The justification for the request and how it fits within your board/commission workplan.
- An estimate of the cost for the request, including any revenue source (if applicable)

An example would be the OpportuniTEEN Fair and all the costs associated with it:

- Snacks and lunch for commissioners and participating vendors \$300

- Thank you gifts to the vendors – \$250
- Materials for decorating – \$100
- Professionally made sign (one-time) – \$300
- Photobooth for participants – \$200
- Marketing flyer (via Peachjar) - \$100

The budget requests will be documented by the assigned staff and included in the City's budget process for consideration. For more information about the budgetary request, please see the attached letter.

During the February meeting, Henig suggested requesting funding for future trainings such as the YAC Attack or something similar.

Attachments:

1. Letter to Advisory Body requesting Budget Input



City of Gilroy

7351 Rosanna Street
Gilroy, California
95020

City Administrator's Office
Telephone (408) 846-0250
<http://www.cityofgilroy.org>

February 5, 2025

To: Gilroy Youth Commission

Re: City of Gilroy's Fiscal Year 2026 and 2027 Budget Development

The City will begin its budget development process for the Fiscal Years 2026 and 2027 in January 2025. This process is a formal method through which the City Council establishes its priorities and goals for the upcoming fiscal years and the budget is subsequently developed to align with set priorities and goals. The City develops and adopts two one-year budgets, also known as a biennial budget. Each fiscal year begins on July 1st and ends on June 30th.

I would like to invite you to participate in the process by providing input on what you would like the City Council to consider in this budget development. The input could include funding for professional training, conferences, grants, or projects your board/commission would like the City Council to consider. All input received will be presented to the City Council.

Budget requests should include the following information:

- A description of the item you are requesting
- The justification for the request and how it fits within your board/commission workplan
- An estimate of the cost for the request, including any revenue source (if applicable)

In addition, as part of the budget adoption process, City Council will be asked to review and approve each board or commission's workplan for the two fiscal years.

Please submit your proposed board/commission workplan and any budget requests as one collective request from the entire board/commission. An action on your board/commission agenda to approve the recommendations is encouraged. Please prepare a memo to the Board's assigned Executive Sponsor. All requests should be submitted no later than March 28, 2025.

Respectfully,

Jimmy Forbis
City Administrator

Please join us!



Visioning the **Gilroy Civic Center Master Plan**

Community Workshop Series

at the **Wheeler Center**, located at 270 W 6th Street

Workshops will be conducted in English and Spanish

The City of Gilroy is launching a project to modernize and reimagine the Civic Center by developing a new Civic Center Master Plan. The existing Master Plan, adopted in 2002, needs an update to address the increasing demands of the community, underutilized spaces, and aging facilities.

The community is invited to participate in a series of workshops to share your ideas and priorities for a new civic center.

Community Workshop #1

Open House & Gallery Information Walk

Tuesday, March 4, 2025
9am or 6pm (two sessions)

Community Workshop #2

Alternative Concepts & Visioning Sessions

Tuesday, April 8, 2025
9am or 6pm (two sessions)

Community Workshop #3

Preferred Concept & Visioning Sessions

Tuesday, May 20, 2025
9am or 6pm (two sessions)

Snacks and childcare will be provided.



For additional information, please visit, www.cityofgilroy.org/CCMP or scan QR code.



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7351 Rosanna St.
Gilroy, CA 95020
408.846.0219
www.cityofgilroy.org



Ryan Osenton
Project Manager
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¡Favor de acompañarnos!

Visualizar el Plan Maestro del Centro Cívico de Gilroy

Serie de Talleres Comunitarios **en el Centro Wheeler, ubicado en 270 W 6th Street** **Los talleres se realizarán en inglés y en español**

La Ciudad de Gilroy está lanzando un proyecto para modernizar y reimaginar el Centro Cívico mediante el desarrollo de un nuevo Plan Maestro del Centro Cívico. El Plan Maestro actual, adoptado en el 2002, necesita una actualización para hacer frente al aumento de las demandas de la comunidad, a los espacios infrutilizados y al envejecimiento de las instalaciones.

Se invita a la comunidad a participar en una serie de talleres para compartir sus ideas y prioridades para un nuevo centro cívico.

Taller Comunitario #1
Visita Comunitaria y Paseo Informativo por la Galería
Martes, marzo 4, 2025
9am o 6pm (dos sesiones)

Taller Comunitario #2
Conceptos Alternativos y Sesiones de Visualización
Martes, abril 8, 2025
9am o 6pm (dos sesiones)

Taller Comunitario #3
Concepto Preferido y Sesiones de Visualización
Martes, mayo 20, 2025
9am o 6pm (dos sesiones)

Habrà bocadillos y cuidado de niños.



Para más información, favor de visitar, www.cityofgilroy.org/CCMP o escanee el código QR.



Ayuntamiento de Gilroy
7351 Rosanna St.
Gilroy, CA 95020
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els/
Architects, Designers, and
Community Collaborators

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