



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



MONDAY, APRIL 14, 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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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. March 10, 2025
6. **INTRODUCTIONS**
7. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**
8. **PRESENTATION ABOUT CIVIC CENTER MASTER PLAN**
9. **NEW BUSINESS**
 - 9.1. Treasurer's Report for the Youth Commission as of April 1, 2025.
 1. Staff Report: Emily Lai, Treasurer
 2. Public Comment
 3. Possible Action: Review and accept Treasurer's reports as of April 1, 2025.
 - 9.2. Discussion of End of Year Presentation to City Council
 1. Staff Report: Adam Henig, Staff Liaison
 2. Public Comment
 3. Possible Action: Discuss what will be presented at the annual end-of-year Youth Commission presentation to City Council

10. **OLD BUSINESS**

- 10.1. Review FY2025 (July 1, 2024 - June 30, 2025) Youth Commission Work Plan
1. Staff Report: Adam Henig, Staff Liaison
 2. Public Comment
 3. Possible Action: Review and provide comment on the FY2025 Work Plan.

11. **STAFF/COMMISSIONER COMMENTS**

- 11.1 Graduating Seniors with terms ending in 2026 (Romero and Sandoval Rodriguez)

12. **ADJOURNMENT**

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

1. **CALL TO ORDER**

James called the meeting to order at 6:01 p.m.

2. **FLAG SALUTE**

3. **ROLL CALL**

Attendance	Attendee Name
Present	Maya Beyret, Commissioner Alfred James, Commissioner Thanmay Sarath, Commissioner (late, 6:10pm) Biruh Abaneh, Commissioner Jacob Ortega , Commissioner Karin Sandoval-Rodriguez , Commissioner Anna Nguyen, Commissioner Gianna Garcia, Commissioner Sofia Romero , Commissioner
Absent	Emily Lai, Commissioner

4. **SECRETARY'S REPORT**

Meeting agenda was posted on March 7, 2025.

5. **APPROVAL OF MINUTES**

5.1. February 10, 2025

RESULT: Pass

MOVER: Biruh Abaneh, Commissioner

SECONDER ,

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

ABSENT: Commissioner Lai

6. **INTRODUCTIONS**

None.

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

AAUW Jan Guffey encouraged commissioners to attend an Earth Day event on Saturday, April 19 at San Ysidro Park.

8. **NEW BUSINESS** - none.

9. **OLD BUSINESS**

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

Henig went over the staff report. James led the discussion about the final planning for the OpportuniTEEN Fair, which will be held on March 22 at Wheeler Gym. The following was mentioned:

- Henig will forward the vendor confirmation letter to commissioners, who will send it to the vendors that they reached out to and are planning to attend. Henig recommends they follow-up again two days before the event.
- Marketing – The Commission plans to pass out flyers and create a promotional video. James will create the video and have it ready by the end of the week to be used to promote the event.
- Gift basket for vendors – commissioners will arrive on March 20 at 4:30pm at the Senior Center to compile the gift basket.
- Event setup will occur on Friday, March 21 at Wheeler Gym. It will include setting up tables and chairs, creating signage, and making a balloon arch.
- Commissioners will arrive at 9am on Saturday for the event. Karin and Anna have offered to be the emcees. Gianna and Maya will be the photographers.

The legislative committee is about half-way done with their report. They will need one or two more committee meetings to complete it before presenting it to the Commission at the April meeting.

9.2. **Youth Commission Workplan for Fiscal Years 2026 and 2027**

The Youth Commission agreed to propose the following work plan items for FY26 and FY27:

- OpportuniTEEN Fair
- Senior Tech days
- Support Breakfast with Santa
- Identify a legislative issue that impacts youth and teens of Gilroy or community at large.
- Participate in a community clean-up day
- Senior/Intergenerational Dance

Commissioner Sandoval-Rodriguez motioned to submit the above items as their work plan for FY26 and FY27. Commissioner Romero seconded. Motion passed 10-0-0.

RESULT: Pass

MOVER: Karin Sandoval-Rodriguez , Commissioner

SECONDER Sofia Romero , Commissioner

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

ABSENT: Commissioner Lai

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

The Youth Commission agreed to propose the following budget development items:

1. Priority #1 – Funding Request for the OpportuniTEEN Fair, \$2,000
 - o FY26 – \$1,150 (\$300 for food/snacks, \$300 for professionally-made sign, \$100 for raffle items, \$250 for vendor thank you gifts; \$100 for decorating; and \$100 for Peachjar payment to advertise at schools)
 - o FY27 – \$850 (same as FY26 but no sign; one-time fee)
2. Priority #2 – Funding request for Senior/Intergenerational dance at the Senior Center for 125 people (including commissioners), \$4,150
 - o FY26 – \$2,075 (Catered appetizers, 125 people x \$15/person = \$1,875 ; \$200 for decorations)
 - o FY27 – \$2,075 (same as FY26)
3. Priority #3 – Funding request for apparel for Youth Commissioners to wear at events and conferences, \$880
 - o FY26 – \$550 Sweatshirts (11 x \$50/person)
 - o FY27 – \$330 (11 x \$30/person)

Commissioner Ngyuen motioned to approve to submit the commission’s budget request for FY26 and FY27. Commissioner Sandoval-Rodriguez seconded. Motion passed 10-0-0.

RESULT: Pass

MOVER: Anna Nguyen, Commissioner

SECONDER Karin Sandoval-Rodriguez , Commissioner

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

ABSENT: Commissioner Lai

10. AGENDA ITEMS FOR NEXT MEETING

Henig informed the Commission the annual presentation to City Council will be held on Monday, May 5.

11. STAFF/COMMISSIONER COMMENTS – Henig mentioned the Civic Center Master Plan workshop series.

12. ADJOURNMENT – James adjourned the meeting at 7:03 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: Treasurer's Report for the Youth Commission as of April 1, 2025.
Meeting Date: April 14, 2025
From: Adam Henig, Recreation Manager

RECOMMENDATION

Review and accept Treasurer's reports as of April 1, 2025.

BACKGROUND

The Treasurer is responsible for maintaining the Youth Commission's financial budget, which is part of a financial account managed by the Recreation Division. For the 2024-25 term, the Commission selected Emily Lai to serve as its treasurer. Per the Youth Commission's bylaws, the Commission receives a treasurer's report three times during the term--August, December, and April.

Since the most recent treasurer's report, which was presented at the December meeting, the Commission has spent \$509.57, which was all to support this year's OpportuniTEEN Fair, which was held on March 22, 2025. As a point of reference, the Commission spent \$494.93 for last year's event.

The Commission currently has a balance in the amount of \$294.81.

Attachments:

1. Youth Commission Budget as of 4.1.25

801 FUND ANALYSIS

PERIOD ENDING: 6/30/2025

ACCOUNT DESCRIPTION: "Youth Commission"

ACCOUNT # 801-2400-D140-3899

MUNIS: 8005000-47830

80050D140-DEPOSITS

PREPARER: Adam Henig

DATE:

TRANS DATE	DEPOSITOR/ VENDOR	DESCRIPTION	BEGINNING BALANCE +/-	Deposits +	Expenditure -	ENDING BALANCE +
7/1/2024	BEGINNING BALANCE		\$ 1,068.83			
11/26/2024	Zazzle	Youth Commission T-shirts	\$ 1,068.83		264.45	\$804.38
2/27/2025	Amazon	Thank you baskets	\$ 804.38		66.54	\$737.84
3/5/2025	PeachJar	Advertising flyer for Opp. Fair	\$ 737.84		\$ 100.00	\$637.84
3/19/2025	Smart & Final	Snacks for Opp. Fair	\$ 637.84		\$ 80.45	\$557.39
3/19/2025	Camino Coffee	Gift Card for OpportuniTEEN Fair	\$ 557.39		\$ 20.00	\$537.39
3/20/2025	Savvy's DOWNTOWN SWEETS	Gift Card for OpportuniTEEN Fair	\$ 537.39		\$ 20.00	\$517.39
3/21/2025	Fifth Street Roasting	Gift Card for OpportuniTEEN Fair	\$ 517.39		\$ 20.00	\$497.39
3/21/2025	Domino's	Lunch for vendors	\$ 497.39		\$ 134.58	\$362.81
3/22/2025	Super Doughnuts	Morning snack for vendors	\$ 362.81		\$ 68.00	\$294.81
					\$774.02	\$294.81



City of Gilroy Youth Commission

STAFF REPORT

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

Meeting Date: April 14, 2025

From: Adam Henig, Recreation Manager

RECOMMENDATION

Review and provide comment on the FY2025 Work Plan.

BACKGROUND

At the October 14, 2024 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

The March 22 event was held at Wheeler Center Gym and featured 24 vendors. Approximately 200 people attended with more than 80 passports submitted from teens, who received a raffle ticket in exchange. With a diverse group of vendors--comprising of government agencies, nonprofits and businesses—offering paid positions, internships

and volunteer opportunities, the event provide local teens an array of choices to choose from. The committee worked diligently to ensure the event was marketed well and was setup prior to the day of.

A breakdown of which schools attendees went to was conducted by Commissioner Ngyuen. Here's the list:

- CHS
- GECA
- GHS
- Other

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 committee—Karin, Jacob, Maya, Sofia, Ethan—have been meeting on a weekly basis, researching and writing about their findings. They have drafted a memo that they will be sharing with the Commission for their feedback and will eventually submit it to the City Council on May 5, when the Commission conducts their annual presentation.

Attachments:

1. Draft of Loma Prieta White Paper

Protection of the Loma Prieta Flower

This year we identified a native species in Gilroy that has a great value in conservation and is in danger of going extinct. It symbolizes the loss of biodiversity and the need for reducing the effects of climate change.

Background

A rare species of legume, known as Loma Prieta leatherroot, Loma Prieta hoita, and/or Hoita strobilina, is indigenous to California and is currently endangered. It reaches nearly 3 feet tall and grows purple pea-like flowers. It can be found in various places such as Mt. Madonna and Lions Creek. Aside from Gilroy, it can be discovered throughout the Bay Area in dry, rocky environments, but its presence is dwindling due to increased urbanization and habitat loss.



Photo taken near Coyote Creek at the edge of the Diablo Foothills © 2004 Janell Hillman.

http://www.elkhornsloughctp.org/factsheet/factsheet.php?SPECIES_ID=60

Relation to Ecosystem

In 2013, the county issued the Santa Clara Valley Habitat Plan, a report published by the County's Habitat Agency. It identified the Loma Prieta flower as a species that needs to be protected because it is at risk of becoming extinct.

Plants are responsible for the air we breathe, the food we eat, and even the medicine we use. According to the British Broadcasting Corporation, current plant extinction rates are close to 500 times their natural rates as a result of human activity. Each part of the ecosystem is tied together; removing one plant from the equation might not collapse a habitat, but continuously removing plants will cause dire, irreversible effects. The hoita strobilina attracts pollinators which benefit our local crops such as garlic, and with agriculture at the heart of Gilroy, this could have adverse effects on our city's agricultural economy.

Take Action

Other government agencies have taken action to protect their local species in various ways:

- California Poppy - The State of California has enforced protections on this plant by making it punishable to pick or harm them in state parks and public land.

- Free-Roaming Cat Management Policy - The East Bay Regional Park District created a policy to address the growing number of feral cats in their parks. It included:
 - Informing the public about this problem and what can be done to solve it.
 - Coordinating with local animal services agencies about the best methods for tracking and locating colonies, leading to removal.
- Gilia flower in Monterey County - There are zoning laws and regulations in Monterey County that restrict certain types of development in areas where the flower grows. Ongoing research and monitoring efforts through the Fort Ord Reuse Authority help track the health of existing populations of the flower, through habitat surveys, seed collection, and restoration projects.

Potential Solutions

As a first step, the Youth Commission is recommending to the City Council that they take action to address the conservation of the Loma Prieta flower. We propose the following:

- Educating the public. Through the City's website and other partners (i.e., Gilroy Welcome Centers, Gilroy Gardens, Gilroy Outlet, etc.), creating content to encourage residents to protect the flower. In addition, at community-wide events, setting up an information booth about the importance of protecting the Loma Prieta.
- Growing the flower on city properties and future developments.
- A fine for removing the plant anywhere within city limits.

Works Cited

- East Bay Regional Park District. "Free-Roaming Cat Management." *East Bay Parks*, East Bay Parks, 15 June 2021, https://www.ebparks.org/sites/default/files/free-roaming_cat_mgmt_policy_adopctd_06.15.2021.pdf Accessed 25 February 2025.
- Hayes, Grey F., and Dean W. Taylor. "Hoita Strobilina." *Elkhorn Slough Coastal Training Program*, Elkhorn Slough Coastal Training Program, 5 September 2005, http://www.elkhornsloughctp.org/factsheet/factsheet.php?SPECIES_ID=60 Accessed 12 February 2025.
- Regents of the University of California. "Hoita Strobilina." *The University and Jepson Herbaria*, Jepson Herbaria, 19 March 2025, https://ucjeps.berkeley.edu/eflora/eflora_display.php?tid=28328 Accessed 25 February 2025.
- Helen Briggs, "Plant extinction 'bad news for all species,'" BBC, 10 June 2019, <https://www.bbc.com/news/science-environment-48584515>. Accessed 25 February 2025.



City of Gilroy Youth Commission

STAFF REPORT

Agenda Item Title: Discussion of End of Year Presentation to City Council
Meeting Date: April 14, 2025
From: Adam Henig, Recreation Manager

RECOMMENDATION

Discuss and determine what will be presented at the annual end-of-year Youth Commission presentation to City Council.

BACKGROUND

Every year, the Gilroy Youth Commission chair delivers an end-of-the-year presentation to the City Council. This year it will be held on Monday, May 5 in the Council Chambers. Although the Chair will be delivering the presentation, all commissioners are expected to attend and show their support.

Using a PowerPoint presentation, the presentation is a recap of their work plan achievements during this past school year:

- OpportuniTEEN Fair 2025
- Senior Tech Day
- Breakfast with Santa
- Legislative Issue.

Staff will show the previous year's presentation. This year's presentation will be led by Chair James and a member the legislative committee to present about the Loma Prieta flower. Based on the feedback from the commission, James, a legislative committee member, and Staff liaison Henig will work together to prepare the slideshow.