



CITY OF GILROY
YOUTH COMMISSION
REGULAR MEETING AGENDA



MONDAY, SEPTEMBER 8, 2025 | 6:00 PM

GILROY SENIOR CENTER
7371 HANNA STREET, GILROY, CA 95020

Chair: Anna Nguyen

Vice Chair: Benedict Pham

Treasurer: Biruh Abandeh

Commissioners: Alazander Cruz Bermudez, Ashleen Bhandal, Diana Diakova, Logan Gill, Gianna Garcia, Jacob Ortega, Maya Sanchez, Thanmay Sarath

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



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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 the 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 located 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 portion of the

meeting 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 as well 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. **Approval of the Minutes from the August 25, 2025 Special Meeting of the Youth Commission**
6. **INTRODUCTIONS**
7. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**
8. **NEW BUSINESS**
 - 8.1. **Treasurer's Report for the Youth Commission as of September 1, 2025**
 - 8.2. **Discussion of FY26 Youth Commission Work Plan**
9. **OLD BUSINESS**
10. **STAFF/COMMISSION COMMENTS**
11. **ADJOURNMENT**

**City of Gilroy
Youth Commission
Minutes
Monday, August 25, 2025 | 6:00 PM**

1. CALL TO ORDER

Meeting was called to order by interim chair Anna Nguyen at 6:02 p.m.

2. FLAG SALUTE

3. ROLL CALL

Attendance	Attendee Name
Present	Biruh Abaneh, Commissioner Alazander Cruz Bermudez, Commissioner Ashleen Bhandal, Commissioner Diana Diakova, Commissioner Gianna Garcia, Commissioner Logan Gill, Commissioner Anna Nguyen, Commissioner Jacob Ortega , Commissioner Benedict Pham, Commissioner Maya Sanchez, Commissioner Thanmay Sarath, Commissioner
Absent	None.

4. SECRETARY'S REPORT

The meeting agenda and packet was posted on August 21, 2025.

5. APPROVAL OF MINUTES

1. May 12, 2025 Meeting Minutes

Motion to approve the minutes was made by Commissioner Ortega. Commissioner Gill seconded. Motion passed 11-0-0.

6. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

No public comment.

7. 2025-26 YOUTH COMMISSION ORIENTATION

Staff liaison Henig presented the annual orientation for the Youth Commission. Topics discussed were the Brown Act, communication, meetings, motioning, and the work plan.

8. NEW BUSINESS

1. Elections for Chair, Vice Chair, and Treasurer for 2025-2026 Youth Commission

There were two candidates who nominated themselves to run for chair, Commissioner Nguyen and Ortega. Nguyen received the most votes and was selected as chair. For Vice Chair, commissioners Pham, Sarath, and Ortega nominated themselves. Commissioner Pham received the most votes and was selected as vice-chair. For Treasurer, commissioners Sanchez and Bhandal nominated themselves. Abaneh was nominated by Nguyen. Abaneh received the most votes and was selected as treasurer.

9. OLD BUSINESS

None.

10. STAFF/COMMISSION COMMENTS

Henig reminded commissioners about the next meeting date and upcoming commission-sponsored events such as the Intergenerational Dance and Breakfast with Santa.

11. ADJOURNMENT

The meeting adjourned at 7:38 p.m.

I HEREBY CERTIFY that the foregoing minutes were duly adopted at a special 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
September 1, 2025

Meeting Date: September 8, 2025

From: Adam Henig, Recreation Manager

Department: Youth Commission

Submitted by:

Prepared by: Adam Henig, Recreation Manager

RECOMMENDATION

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

BACKGROUND

For the 2025-26 term, the Commission selected Biruh Abaneh to serve as its treasurer. Abaneh will work closely with staff in managing the Youth Commission budget to ensure it is accurate. Per the Youth Commission's bylaws, the Commission will receive a treasurer's report three times during the term--August, December, and April. Since a report was not presented at the August meeting (as officers were not yet selected), the report is being shared this month.

The Treasurer is responsible for maintaining the Youth Commission's financial budget, including Youth Commission items approved by City Council, which is part of a financial account managed by the Recreation Division, and will oversee the council-approved budgets too (see attachment).

ANALYSIS

The Commission currently has \$294.51 in its budget. In addition to these funds, the Commission was allocated funds from the City Council during the budget adoption for FY26 and FY27. The following items received funding:

- **\$2,075** to organize and host an Intergenerational Dance (Nov. '25)
- **\$1,150** to organize and host OpportuniTEEN Fair (March '26)
- **\$550** for 25-26 youth commission apparel

If needed, the Senior Advisory Board has indicated it can allocate some additional funds for the intergenerational dance. Still, the Commission will need to budget accordingly to ensure they do not overspend.

ALTERNATIVES

None.

FISCAL IMPACT/FUNDING SOURCE

See attached treasurer's report.

Attachments:

1. Youth Commission FY26 Budget

Youth Commission Budget

TRANS DATE	DEPOSITOR/ VENDOR	DESCRIPTION	BEGINNING BALANCE +/-	Deposits +	Expenditures -	ENDING BALANCE +
7/1/2024	BEGINNING BALANCE		\$ 1,068.53			
11/26/2024	Zazzle	Youth Commission T-shirts	\$ 1,068.53		264.45	\$804.08
2/27/2025	Amazon	Thank you baskets	\$ 804.08		66.54	\$737.54
3/5/2025	PeachJar	Advertising flyer for Opp. Fair	\$ 737.54		\$ 100.00	\$637.54
3/19/2025	Smart & Final	Snacks for Opp. Fair	\$ 637.54		\$ 80.45	\$557.09
3/19/2025	Camino Coffee	Gift Card OpportuniTEEN Fair	\$ 557.09		\$ 20.00	\$537.09
3/20/2025	Savvy's Downtown Sweets	Gift Card OpportuniTEEN Fair	\$ 537.09		\$ 20.00	\$517.09
3/21/2025	Fifth Street Roasting	Gift Card OpportuniTEEN Fair	\$ 517.09		\$ 20.00	\$497.09
3/21/2025	Domino's	Lunch for vendors	\$ 497.09		\$ 134.58	\$362.51
3/22/2025	Super Doughnuts	Morning snack for vendors	\$ 362.51		\$ 68.00	\$294.51

FY26 City Adopted Budgeted Items

Apparel

TRANS DATE	DEPOSITOR/ VENDOR	DESCRIPTION	BEGINNING BALANCE +/-	Deposits +	Expenditures -	ENDING BALANCE +
9/1/2025	BEGINNING BALANCE		\$ 550.00			

OpportuniTEEN Fair

TRANS DATE	DEPOSITOR/ VENDOR	DESCRIPTION	BEGINNING BALANCE +/-	Deposits +	Expenditure -	ENDING BALANCE +
9/1/2025	BEGINNING BALANCE		\$ 1,150.00			

Intergenerational Dance

TRANS DATE	DEPOSITOR/ VENDOR	DESCRIPTION	BEGINNING BALANCE +/-	Deposits +	Expenditure -	ENDING BALANCE +
9/1/2025	BEGINNING BALANCE		\$ 2,075.00			



City of Gilroy Youth Commission

STAFF REPORT

Agenda Item Title: Discussion of FY26 Youth Commission Work Plan
Meeting Date: September 8, 2025
From: Adam Henig, Recreation Manager
Department: Youth Commission
Submitted by:
Prepared by: Adam Henig, Recreation Manager

RECOMMENDATION

Receive and comment on the FY26 Commission Work Plan and determine who will serve on the various committees that are needed to complete the Work Plan items. Also, the Commission should designate one or two commissioners to work on this term's logo design for their apparel.

BACKGROUND

The purpose of the work plan is to serve as a guide for the Commission's goals. During the budget adoption for FY26 and FY27, the Youth Commission approved the following work plan:

1. Identify a legislative issue that impacts youth and teens of Gilroy or community at large.
2. Participate in a Community Clean-up day
3. Organize and host an Intergenerational Dance at the Senior Center
4. Support Breakfast with Santa
5. Assist seniors with their Technological devices
6. Organize and host OpportuniTEEN Fair

At the end of this term in May, the chair will present to the City Council the Commission's accomplishments from this past year.

ANALYSIS

Commissioners will review each item and identify the various committees that will need

to be formed and who will serve on them. For example, there will need to be a committee for the Intergenerational dance (planning), OpportuniTEEN Fair (recruiting vendors, logistics, marketing) and the legislative issue. Upon its formation, a committee will meet with city staff and then report its findings at the following regular commission meeting.

ALTERNATIVES

N/A

FISCAL IMPACT/FUNDING SOURCE

The City Council has set aside funds for the OpportuniTEEN Fair (\$1150) and Intergenerational Dance (\$2,075) events as well as Youth Commission apparel (\$550).

Attachments:

None