



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



**MONDAY, DECEMBER 8, 2025 | 6:00 PM**

**GILROY SENIOR CENTER  
7371 HANNA STREET, GILROY, CA 95020**

**Chair:** Anna Nguyen

**Vice Chair:** Benedict Pham

**Treasurer:** Biruh Abaneh

**Commissioners:** Biruh Abaneh, Alazander Cruz Bermudez, Ashleen Bhandal, Diana Diakova, Logan Gill, Sophia Gutierrez, Anna Nguyen, Jacob Ortega, Benedict Pham, Maya Sanchez, Thanmay Sarath

**Staff Liaison:** LeeAnn McPhillips, Assistant City Administrator & 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 City Clerk's Office at least 72 hours prior to the meeting at (408) 846-0204 or [cityclerk@cityofgilroy.org](mailto:cityclerk@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](http://www.cityofgilroy.org) subject to the Staff's ability to post the documents before the meeting.

**KNOW YOUR RIGHTS UNDER THE GILROY OPEN GOVERNMENT ORDINANCE**

**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 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](http://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 November 10, 2025 Regular Meeting of the Youth Commission
6. **INTRODUCTIONS**
7. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**
8. **NEW BUSINESS**
9. **OLD BUSINESS**
  - 9.1. **Discussion of FY26 Youth Commission Work Plan**
    1. Staff Report: Adam Henig, Recreation Manager
    2. Public Comment
    3. Possible Action: Receive and comment on the FY26 Commission Work Plan.
  - 9.2. **Treasurer's Report for the Youth Commission as of December 1, 2025**
    1. Staff Report: Adam Henig, Recreation Manager and Biruh Abaneh, Treasurer
    2. Public Comment
    3. Possible Action: Review and accept the Treasurer's reports as of December 1, 2025.
10. **STAFF/COMMISSION COMMENTS**

- 10.1.** Reflection of California Association of Youth Commissions conference on November 15, 2025.
- 10.2.** Upcoming/Save the Date: YAC Attack Conference 2026 in Los Altos on Saturday, March 7, 2026, from 9:30 AM – 2:30 PM.

**11. ADJOURNMENT**

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

**1. CALL TO ORDER**

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

**2. FLAG SALUTE**

**3. ROLL CALL**

Present	Biruh Abaneh, Commissioner Alazander Cruz Bermudez, Commissioner Ashleen Bhandal, Commissioner Diana Diakova, Commissioner Sophia Guterrez, 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 packet was posted on November 7, 2025.

**5. APPROVAL OF MINUTES**

**1. Approval of the Minutes from October 13, 2025 Regular Meeting of the Youth Commission**

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

**6. INTRODUCTIONS**

None.

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

None.

**8. NEW BUSINESS**

**1. Involvement in Youth Leadership Organizations**

Henig and McPhillips reported on the Silicon Valley Youth Climate Action, a local youth activist organization focused on addressing climate change. Staff explained that even if the Commission decides not to pursue a legislative issue that pertains to the environment, they can still be engaged with the local chapter, Morgan Hill/Gilroy group.

Staff also shared information about the Association of California Youth Commissions (ACYC), who are hosting a virtual conference on Saturday, November 15. Three commissioners are planning to attend the conference--Pham, Ngyuen, and Bhandal. Henig has submitted an application to join ACYC and is waiting to hear back.

## **9. OLD BUSINESS**

### **1. Discussion of FY26 Youth Commission Work Plan**

The Commission discussed the following items on its work plan.

Henig provided an update on the Intergenerational Dance, including that there are no more tickets available; it's sold out at 70 attendees. The seating will consist of 10 tables, with 7 seniors and 1 youth commissioner at each table. Also, commissioners will meet with their dance committees one more time and there will be an all-commissioner scheduled set up for Wednesday, November 19 after school. The final setup will occur two hours before the dance begins (4:00 p.m.), which is scheduled for Friday, November 21 at 6:00 p.m.

On the legislative front, a committee was formed made up of Commissioners Gill, Ortega, Sanchez, Nguyen, Bhandal. They will meet prior to the next regularly scheduled meeting and make a recommendation to the commission in December about which legislative issue they should explore this term. Staff reminded the commission that the issue must be something that the City has jurisdiction over.

During the week of November 24, four commissioners volunteered to help seniors with their personal digital devices. They are commissioners Bermudez, Pham, Nguyen, and Sarath. Lastly, Commissioner Abaneh explained what's involved with Breakfast with Santa, which will occur on Saturday, December 6 at the Senior Center.

## **10. STAFF/COMMISSION COMMENTS**

Henig reviewed the planning and setup schedule in the lead-up for the intergenerational dance.

## **11. ADJOURNMENT**

Chair Nguyen adjourned the meeting at 6:42 p.m.



# City of Gilroy Youth Commission

## STAFF REPORT

**Agenda Item Title:** Discussion of FY26 Youth Commission Work Plan  
**Meeting Date:** December 8, 2025  
**From:** LeeAnn McPhillips, Assistant City Administrator  
Adam Henig, Recreation Manager  
**Department:** Youth Commission  
**Submitted by:** Adam Henig, Recreation Manager  
**Prepared by:** Adam Henig, Recreation Manager

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### RECOMMENDATION

Receive and comment on the FY26 Commission Work Plan.

### 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

### ANALYSIS

#### Intergenerational Dance

The Intergenerational Dance was held on Friday, November 21 at the Senior Center. Feedback from the senior participants was very positive. In all, there were 70 seniors who registered for the event, which was the maximum number allowed. Commissioners are encouraged to discuss what worked and what can be improved upon when offered again next year.

### Legislative

On Tuesday, December 2, the legislative committee—Sanchez, Nguyen, Bhandal, Gil and Ortega--met to discuss potential topics. The Committee shall make a recommendation to the Commission for it to adopt as the year's legislative issue.

### Digital Assistance, Breakfast with Santa (12/6)

Four commissioners (Bermudez, Pham, Sarath, and Nguyen) assisted with providing digital assistance to 22 seniors for their personal electronic devices during the Thanksgiving break. Possible dates for the next digital assistance would be the week of December 15.

Also, commissioners volunteered at the annual Breakfast with Santa event on Saturday, December 6.

### OpportuniTEEN Fair (3/21)

Commissioners should form committees—vendors, marketing, and logistics—in anticipation of the annual job/internship/volunteer fair, which will be held on Saturday, March 21, 2026 at Wheeler Gym.



# City of Gilroy Youth Commission

## STAFF REPORT

**Agenda Item Title:** Treasurer's Report for the Youth Commission as of  
**December 1, 2025**

Meeting Date: December 8, 2025

From: LeeAnn McPhillips, Assistant City Administrator  
Adam Henig, Recreation Manager

Department: Youth Commission

Submitted by:

Prepared by:

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### RECOMMENDATION

Review and accept the Treasurer's reports as of December 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.

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 funding by the City Council for FY26 for the following items:

- **\$2,075** to organize and host an Intergenerational Dance — *Balance of \$204.85 (\$1,870.15 was spent)*
- **\$1,150** to organize and host OpportuniTEEN Fair - *No money has been spent yet*
- **\$550** for 25-26 youth commission apparel — *Balance of \$210.10 (\$339.90 was*

*spent)*

**FISCAL IMPACT/FUNDING SOURCE**

See attached treasurer's report.

**Attachments:**

1. Youth Commission 801 FY26

## Youth Commission Budget

TRANS DATE	DEPOSITOR/ VENDOR	DESCRIPTION	BEGINNING BALANCE +/-	Deposits +	Expenditures -	ENDING BALANCE +
<b>7/1/2024</b>	<b>BEGINNING BALANCE</b>		\$ 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 for OpportuniTEEN Fair	\$ 557.09		\$ 20.00	\$537.09
3/20/2025	Savvy's Downtown Sweets	Gift Card for OpportuniTEEN Fair	\$ 537.09		\$ 20.00	\$517.09
3/21/2025	Fifth Street Roasting	Gift Card for 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
						<b>\$294.51</b>

## FY26 Budgeted Items

### *Apparel*

TRANS DATE	VENDOR	DESCRIPTION	BEGINNING BALANCE +/-	Deposits +	Expenditures -	ENDING BALANCE +
<b>9/1/2025</b>	<b>BEGINNING BALANCE</b>		\$ 550.00			
10/24/2025	CustomInk	Youth Commission T-shirts	\$ 550.00		\$ 339.90	<b>\$210.10</b>

### *OpportuniTEEN Fair*

TRANS DATE	DEPOSITOR/ VENDOR	DESCRIPTION	BEGINNING BALANCE +/-	Deposits +	Expenditures -	ENDING BALANCE +
<b>9/1/2025</b>	<b>BEGINNING BALANCE</b>		\$ 1,150.00			

*Intergenerational Dance*

<b>TRANS DATE</b>	<b>DEPOSITOR/ VENDOR</b>	<b>DESCRIPTION</b>	<b>BEGINNING BALANCE +/-</b>	<b>Deposits +</b>	<b>Expenditures -</b>	<b>ENDING BALANCE +</b>
<b>9/1/2025</b>	<b>BEGINNING BALANCE</b>		\$ 2,075.00			
10/21/25	Oriental Trading	Senior Dinner Decorations and Equipment	\$ 2,075.00		\$ 293.57	\$1,781.43
10/22/25	Walmart	Senior Dinner Movie posters	\$ 1,781.43		\$ 61.83	\$1,719.60
10/22/2025	Allposters	Senior Dinner Movie posters	\$ 1,719.60		\$ 25.06	\$1,694.54
10/22/2025	Amazon	Senior Dinner Decorations	\$ 1,694.54		\$ 212.67	\$1,481.87
10/22/2025	movieposters	Senior Dinner Movie posters	\$ 1,481.87		\$ 46.98	\$1,434.89
10/23/2025	Amazon	Dots for Musical Chairs	\$ 1,434.89		\$ 28.36	\$1,406.53
10/29/2025	Amazon	Fairy Lights	\$ 1,406.53		\$ 10.90	\$1,395.63
10/29/2025	Oriental Trading	Movie Napkins	\$ 1,395.63		\$ 32.12	\$1,363.51
10/29/2025	Amazon	Senior Dinner Decorations	\$ 1,363.51		\$ 67.64	\$1,295.87
10/31/2025	Movieposters	Senior Dinner Movie poster	\$ 1,295.87		\$ 28.49	\$1,267.38
11/5/2025	Amazon	Drinking Cups	\$ 1,267.38		\$ 43.62	\$1,223.76
11/5/2025	Walmart	Paper Cups	\$ 1,223.76		\$ 35.47	\$1,188.29
11/12/2025	Target	Popcorn Supplies and Cutlery	\$ 1,188.29		\$ 46.20	\$1,142.09
11/12/2025	Michaels	Poster Frames	\$ 1,142.09		\$ 98.19	\$1,043.90
11/13/2025	Staples	Senior Dinner Decorations and Equipment	\$ 1,043.90		\$ 38.49	\$1,005.41
11/13/2025	Amazon	Fairy Lights	\$ 1,005.41		\$ 20.70	\$984.71
11/13/2025	Amazon	Fairy Lights	\$ 984.71		\$ 10.90	\$973.81
11/18/2025	Target	Paper Bowls	\$ 973.81		\$ 10.79	\$963.02
11/18/2025	Staples	Markers	\$ 963.02		\$ 8.17	\$954.85
12/1/2025	YMCA	Provided dinner	\$ 954.85		\$ 750.00	<b>\$204.85</b>
					\$ 1,870.15	