



# City of Santa Clara

## Meeting Agenda

### Youth Commission

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Tuesday, October 12, 2021

6:00 PM

Teen Center  
2446 Cabrillo Avenue  
Santa Clara, CA 95051

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#### CALL TO ORDER AND ROLL CALL

#### CONSENT CALENDAR

- 1.A 21-4996 [Youth Commission Minutes of September 14, 2021](#)

**Recommendation:** Approve the Youth Commission Minutes of September 14, 2021.

- 1.B 21-4997 [Adopt Youth Commission Calendar of Meetings for 2022](#)

**Recommendation:** Recommend to Council for Approval of the Youth Commission Calendar of Meetings for 2022.

#### PUBLIC PRESENTATIONS

#### GENERAL BUSINESS

2. 21-4998 [Youth Commission Election of Chair and Vice Chair](#)
3. 21-4999 [Youth Commission FY2021/22 Work Plan & Goals](#)

#### STAFF REPORT

#### COMMISSIONERS REPORT

#### ADJOURNMENT

*The next meeting will be on Tuesday, November 9, 2021.*

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the City of Santa Clara will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities, and will ensure that all existing facilities will be made accessible to the maximum extent feasible. The City of Santa Clara will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities including those with speech, hearing, or vision impairments so they can participate equally in the City's programs, services, and activities. The City of Santa Clara will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities.

Agendas and other written materials distributed during a public meeting that are public record will be made available by the City in an appropriate alternative format. Contact the City Clerk's Office at 1 408-615-2220 with your request for an alternative format copy of the agenda or other written materials.

Individuals who require an auxiliary aid or service for effective communication, or any other disability-related modification of policies or procedures, or other accommodation, in order to participate in a program, service, or activity of the City of Santa Clara, should contact the City's ADA Coordinator at 408-615-3000 as soon as possible but no later than 48 hours before the scheduled event.



# City of Santa Clara

1500 Warburton Avenue  
Santa Clara, CA 95050  
santaclaraca.gov  
@SantaClaraCity

## Agenda Report

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21-4996

Agenda Date: 10/12/2021

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### REPORT TO YOUTH COMMISSION

#### SUBJECT

Youth Commission Minutes of September 14, 2021

#### RECOMMENDATION

Approve the Youth Commission Minutes of September 14, 2021.

Reviewed by: Jon Kawada, Recreation Coordinator

Approved by: James Teixeira, Director of Parks & Recreation

#### ATTACHMENTS:

1. Draft - Youth Commission Minutes September 14, 2021



# City of Santa Clara

## Meeting Minutes Youth Commission

09/14/2021

6:00 PM

Teen Center  
2446 Cabrillo Avenue  
Santa Clara, CA 95051

### CALL TO ORDER AND ROLL CALL

Staff Liaison Jon Kawada called the meeting to order at 6:21 p.m.

- Present** 14 - Commissioner Mitchell Blanda, Commissioner Rishith Gopiseti, Commissioner Malia Martin, Commissioner Hiranya Parekh, Commissioner Samarth Suresh, Commissioner Kaitlyn Butcher, Commissioner Aarav Gupta, Commissioner Ahmad Ismail, Commissioner Khadeejah Khan, Commissioner Rajvi Khanjan Shroff, Commissioner Riya Mehta, Commissioner Palak Parikh, Commissioner Sarah Zuo, and Commissioner Jasmine Kelly-Tanti
- Absent** 1 - Commissioner Mitali Gaidhani

**A motion was made by Commissioner Kelly-Tanti, seconded by Commissioner Mitchell to excuse Commissioner Gaidhani from the September 14, 2021 meeting. The motion carried by the following vote:**

- Aye:** 14 - Commissioner Blanda, Commissioner Gopiseti, Commissioner Martin, Commissioner Parekh, Commissioner Suresh, Commissioner Butcher, Commissioner Gupta, Commissioner Ismail, Commissioner Khan, Commissioner Shroff, Commissioner Mehta, Commissioner Parikh, Commissioner Zuo, and Commissioner Kelly-Tanti

- Absent:** 1 - Commissioner Gaidhani

### CONSENT CALENDAR

- 1.A. [21-5900](#) Youth Commission Minutes of May 11, 2021

**Recommendation:** Approve the Youth Commission Minutes of May 11, 2021.

**A motion was made by Commissioner Parikh, seconded by Commissioner Ismail, that this item be recommended for approval. The motion carried by the following vote:**

**Aye:** 14 - Commissioner Blanda, Commissioner Gopiseti, Commissioner Martin, Commissioner Parekh, Commissioner Suresh, Commissioner Butcher, Commissioner Gupta, Commissioner Ismail, Commissioner Khan, Commissioner Shroff, Commissioner Mehta, Commissioner Parikh, Commissioner Zuo, and Commissioner Kelly-Tanti

**Excused:** 1 - Commissioner Gaidhani

### **PUBLIC PRESENTATIONS**

None

### **GENERAL BUSINESS**

2. [21-5901](#) Pruneridge Avenue Complete Streets Plan

Youth Commissioners were presented information on the status of the Pruneridge Avenue Complete Streets Plan from City staff and consultants. Draft concept plans were shared, along with analysis of each.

Commissioners were able to ask questions and provide feedback on concept plans. For more information:

<https://www.santaclaraca.gov/our-city/departments-g-z/public-works/engineering/traffic-engineering/pruneridge-avenue-complete-streets-plan>

3. [21-5902](#) Youth Commission FY2021/22 Work Plan & Goals

Commissioners began to share their ideas for the FY2021/22 Work Plan & Goals. Ideas include, but are not limited to, promoting cultural diversity and inclusiveness, sharing mental health resources, improving the environment, addressing youth homelessness, and promoting teen job and career opportunities. Commissioners will continue their discussion at their next meeting and begin to focus their priorities for the term.

**STAFF REPORT**

**Gayle Ichiho, Recreation Supervisor:** Fall programs and activities have begun for the Parks & Recreation Department. Sunset Cinema outdoor movie night is on Friday, September 17, 2021 at Live Oak Park, the Children's Halloween Party is on Saturday, October 30, 2021 from 1-4 p.m. and volunteers are needed. The S.O.S. school-year teen volunteer program has started. [www.SantaClaraCA.gov/ParksandRec](http://www.SantaClaraCA.gov/ParksandRec)

**Rachel Hughes, Librarian:** Libraries are now open to the public, and a new Teen Librarian has been hired for Central Library. The new City Librarian has been hired, and all teen programs are online. [www.SCCL.SantaClaraCA.gov](http://www.SCCL.SantaClaraCA.gov)

**Jon Kawada, Staff Liaison:** Explained the roles of the Youth Commission Chair and Vice Chair and how the process will work to elect these officers at the October meeting, and discussed the possibility of creating a social committee to organize and schedule team building and social activities for the Commission during the term.

**COMMISSIONERS REPORT**

None

**ADJOURNMENT**

**A motion was made by Commissioner Ismail, seconded by Commissioner Gopisetti, that this meeting be adjourned at 8:23 p.m.**

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## Agenda Report

21-4997

Agenda Date: 10/12/2021

### REPORT TO YOUTH COMMISSION

#### SUBJECT

Adopt Youth Commission Calendar of Meetings for 2022

#### BACKGROUND

The Santa Clara Youth Commission's regular meeting day, months, and time were established by Resolution No. 6047 (Attachment 1) adopted by the City Council in 1987 and amended by Resolution No. 19-8771 (Attachment 2). The Regular meetings are to be held on the second Tuesday of each month, from September to May, at 6:00 p.m.

#### DISCUSSION

At the October 12, 2021 Youth Commission meeting, the Commission will review the proposed Youth Commission calendar of meetings for 2022 (Attachment 3), which includes nine (9) meetings to be held on the second Tuesday of each month from January through May and September to December at 6:00 p.m., except for the April meeting which will be on the first Tuesday due to school break.

#### ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

#### FISCAL IMPACT

There is no fiscal impact other than administrative time and expense to set the meetings.

#### PUBLIC CONTACT

Public contact was made by posting the Youth Commission's agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

#### RECOMMENDATION

Recommend to Council for Approval of the Youth Commission Calendar of Meetings for 2022.

Prepared by: Jon Kawada, Recreation Coordinator  
Reviewed by: Kimberly Castro, Recreation Manager  
Approved by: James Teixeira, Director of Parks & Recreation



**ATTACHMENTS**

1. Resolution No. 6047
2. Resolution No. 19-8771
2. Youth Commission Calendar of Meetings for 2022

RESOLUTION NO. 6047

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA CLARA DECLARING THE GENERAL POWERS, DUTIES AND RESPONSIBILITIES OF THE "YOUTH COMMISSION"

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SANTA CLARA, as follows:

WHEREAS, the City of Santa Clara's Youth Commission Ad Hoc Committee completed its study on the need to form a City of Santa Clara Youth Commission ["Youth Commission"] and recommended to the City Council the desire and need for establishing a Youth Commission; and

WHEREAS, the City Council of the City of Santa Clara ["City Council"] found and determined that the purpose of the Youth Commission is to foster and encourage civic and neighborhood pride and a sense of identity through the knowledge, understanding, and increased involvement of the City's youth in the City's present and future municipal affairs; and

WHEREAS, the City Council acting pursuant to the authority provided by Section 1000 of "The Charter of the City of Santa Clara" ["Charter"] established, by ordinance, a new commission entitled "Youth Commission" [City Code §§ 2-90 and 2-101]; and,

WHEREAS, the City Council, pursuant to the authority granted to it by the Charter and in its judgment confers to the Youth Commission such powers and duties as are consistent with the provisions of the Charter and City Code.

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SANTA CLARA as follows:

1. Powers, duties, and responsibilities.

The Youth Commission shall have the following general powers, duties and responsibilities in addition to those set forth in Article X of the City Charter and Article VII of Chapter 2 of the City Code, and it shall be primarily responsible for and have the following duties:

(a) Act in an advisory capacity to the City Council in all matters pertaining to the youth and teen population within Santa Clara, especially as related to municipal programs and projects of the City.

(b) Foster increased involvement in the affairs of municipal government.

(c) Study problems, issues, activities, and concerns of youth, especially as related to municipal programs and projects of the City of Santa Clara.

(d) Hold forums on problems, issues, activities, and concerns of youth.

(e) Recommend the implementation of community programs which the Youth Commission deems desirable.

(f) Review municipal matters referred to the Youth Commission by the City Council, or by other City Commissions and, as appropriate, make recommendations on such matters.

(g) Perform such other related functions as may be assigned to them by the City Council.

2. Eligibility for the Youth Commission.

The following criteria will be considered in order to be eligible to apply as a member of the Youth Commission:

(a) Applicants must be residents of the City of Santa Clara.

(b) Young people ages 12 to 19 years will be sought for membership.

(c) The Youth Commission shall consist of up to fifteen members each serving a one year term. The maximum term of service is four calendar years.

(d) Members of the Youth Commission shall not hold any paid office or employment in the City of Santa Clara government.

(e) As a minimum, the Youth Commission membership should include at least one representative from each high school and middle school: Santa Clara High, Wilcox High, Buchser Middle School, Cabrillo Middle School.

(f) Officers will be elected by the Youth Commission every September. Officer positions will include: Chair, Vice Chair, and Secretary.

3. Oversight by City staff.

The City Manager and/or designee will oversee the selection process. The Staff liaison will be appointed by the City Manager.

(a) Applications shall be distributed and available to middle school and high school students in the City of Santa Clara.

(b) The Staff Liaison will coordinate the interview process.

(c) Student Volunteers from Santa Clara University and Mission College will be selected to review application forms and conduct interview with qualified applicants.

(d) The Santa Clara University and Mission College volunteer students will submit a list of recommendations and alternates to the Youth Commission membership to the City Council.

(e) City Council approval will be required for final selection and appointment of Youth Commission members.

\* \* \* \*

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE COPY OF A RESOLUTION PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SANTA CLARA, CALIFORNIA, AT A REGULAR MEETING THEREOF HELD ON THE 25th DAY OF July, 1995, BY THE FOLLOWING VOTES:

AYES: COUNCILORS: Arno, Ash, DeLozier, Gillmor, Mahan, Procunier and Mayor Nadler

NOES: COUNCILORS: None

ABSENT: COUNCILORS: None

ABSTAINED: COUNCILORS: None

ATTEST: J. E. Boccignone  
J. E. BOCCIGNONE  
City Clerk  
City of Santa Clara

[\\DATA\WP\RESOLUTION\YOUTH.A]

**RESOLUTION NO. 19-8771**

**A RESOLUTION OF THE CITY OF SANTA CLARA, CALIFORNIA  
TO AMEND RESOLUTION NO. 6047 TO SET THE DAY, MONTHS  
AND TIME OF THE REGULAR YOUTH COMMISSION MEETINGS  
AND TO EXTEND THE TERMS OF THE COMMISSIONERS**

**BE IT RESOLVED BY THE CITY OF SANTA CLARA AS FOLLOWS:**

**WHEREAS**, the City of Santa Clara Youth Commission was established on June 6, 1995 by Ordinance No. 1673 is subject to City Code section 2.120.030 and whose members are appointed by City Council and serves in an advisory capacity to Council and makes recommendations on matters pertaining to the youth and teen population, especially as related to municipal programs and City projects, and is under supervision of a staff liaison designated by the City Manager;

**WHEREAS**, on July 25, 1995 Council passed Resolution No. 6047 which further defined eligibility criteria for membership and granted powers and duties to the Commission, such that the Youth Commission is comprised of 15 residents of the City of Santa Clara, aged 12-19, who serve a one-year term with a maximum term of service of four calendar years, who don't hold paid office or employment in the City, and include at least one representative from each high school and middle school in the City;

**WHEREAS**, on May 21, 2019, Council adopted Resolution No. 19-8707 which amended Resolution No. 6047 to update the Youth Commission Selection process; and

**WHEREAS**, Currently the Youth Commission Regular Meeting Schedule is not defined.

**NOW THEREFORE, BE IT FURTHER RESOLVED BY THE CITY OF SANTA CLARA AS FOLLOWS:**

1. That the City Council hereby finds that the above Recitals are true and correct and by this reference makes them a part hereof.

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2. The City Council hereby amends City Council Resolution 6047 by deleting the following text from that Resolution:

“2.d) The Youth Commission shall consist of fifteen members each serving a one-year term. Maximum term of service is four calendar school years.”

and replacing it with:

“2.d) The Youth Commission shall consist of fifteen members each serving a one-year term. The maximum term of service is six, one-year (academic/school year) terms.”


3. The City Council hereby amends City Council Resolution 6047 by adding the following text:

“2.e) The Youth Commission Regular Meeting schedule day, months and time is established as the second Tuesday of each month, September through May, at 6:00 p.m.”

4. Effective date. This resolution shall become effective immediately.

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE COPY OF A RESOLUTION PASSED AND ADOPTED BY THE CITY OF SANTA CLARA, CALIFORNIA, AT A REGULAR MEETING THEREOF HELD ON THE 5<sup>TH</sup> DAY OF NOVEMBER 2019, BY THE FOLLOWING VOTE:

AYES:	COUNCILORS:	Chahal, Davis, Hardy, Mahan, O’Neill, and Watanabe, and Mayor Gillmor
NOES:	COUNCILORS:	None
ABSENT:	COUNCILORS:	None
ABSTAINED:	COUNCILORS:	None

ATTEST:   
 \_\_\_\_\_  
 NORA PIMENTEL, MMC  
 ASSISTANT CITY CLERK  
 CITY OF SANTA CLARA

Attachments incorporated by reference: None



### **2022 Youth Commission Schedule of Meetings**

Regular meetings are typically held on the second Tuesday of the month, from September to May, beginning at 6:00 p.m. Meetings will be held at the Santa Clara Teen Center, 2446 Cabrillo Avenue, Santa Clara, CA 95051:

#### **Meeting Dates**

**January 11, 2022**

**February 8, 2022**

**March 8, 2022**

**April 5, 2022\***

**May 10, 2022**

**September 13, 2022**

**October 11, 2022**

**November 8, 2022**

**December 13, 2022**

\*Meeting date moved due to Santa Clara Unified School District Spring Break from April 11-15, 2022.



# City of Santa Clara

1500 Warburton Avenue  
Santa Clara, CA 95050  
santaclaraca.gov  
@SantaClaraCity

## Agenda Report

21-4998

Agenda Date: 10/12/2021

### **SUBJECT**

Youth Commission Election of Chair and Vice Chair

### **BACKGROUND**

At the beginning of each term, the Youth Commission appoints a Chair to facilitate the monthly meetings and a Vice Chair to serve in the role of meeting facilitator in the event the Chair is unavailable. The role of the Chair is to facilitate monthly meetings, speak at City Council meetings when necessary, and work with Staff Liaison on preparing the agenda. The role of the Vice Chair is to fulfill the role of the responsibilities of the Chair when the Chair is not available.

### **DISCUSSION**

The Youth Commission may nominate Youth Commissioners for the position of Chair or Vice Chair. The individuals nominated can either accept or decline the nomination. Commissioners will then vote for candidates for the roles of Chair and Vice Chair. The Commissioner receiving the most votes for each position will assume the role and responsibilities for the 2021-2022 term.

### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

### **PUBLIC CONTACT**

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Reviewed by: Jon Kawada, Recreation Coordinator

Approved by: James Teixeira, Director of Parks & Recreation





# City of Santa Clara

1500 Warburton Avenue  
Santa Clara, CA 95050  
santaclaraca.gov  
@SantaClaraCity

## Agenda Report

21-4999

Agenda Date: 10/12/2021

### **SUBJECT**

Youth Commission FY2021/22 Work Plan & Goals

### **BACKGROUND**

The Youth Commission develops an annual work plan for each term which is created through a discussion of current trends relating to the youth and teen population. In recent terms, Commissioners have chosen a variety of goals including:

- encourage health and wellness,
- public outreach, environmentalism outreach and education, and
- foster inclusiveness in the community.

### **DISCUSSION**

Youth Commissioners will continue discussing, and begin prioritizing, trends and ideas to consider for the FY2021/22 term work plan. The community and economy of Santa Clara have been affected by the COVID19 global pandemic. The possible work plan goals will be discussed, evaluated and prioritized in the context of resource allocation and public health guidelines for this term.

### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

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Reviewed by: Jon Kawada, Recreation Coordinator

Approved by: James Teixeira, Director of Parks & Recreation