



# City of Santa Clara

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## Agenda Report

19-191

Agenda Date: 2/12/2019

### **SUBJECT**

Action on Recommendation to Set the Number and Start Time of Regular Youth Commission Meetings

### **BACKGROUND**

City Charter section 1003 states that each of the boards and commissions of the City shall hold regular meetings as required by ordinance. City Code section 2.120.030 states that each board or commission shall hold regular meetings at the times and on the days indicated by resolution of the City Council, and that such resolution may be amended from time to time by further Council resolution.

Youth Commission holds regular meetings on the second Tuesday of each month, from September to May at 6:00 p.m.

### **DISCUSSION**

At the February 12, 2019 Youth Commission meeting, the Commission will discuss and recommend a Youth Commission Meeting Schedule for 2019 (Attachment 1), which will include the start time for each meeting. The recommendation for Council consideration includes authorization for the Youth Commission to set its future meeting dates and times in a proposed Council resolution (Attachment 2).

### **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**

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) or at the public information desk at any City of Santa Clara public library.

### **RECOMMENDATION**

Recommend that Council adopt a Resolution to set the number of meetings, dates and the start time of the 2019 Youth Commission Calendar of Meetings, and delegate authority to the Youth Commission to adopt future annual meeting calendars.

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

**ATTACHMENTS**

1. Youth Commission Meeting Schedule for 2019
2. Proposed Council Resolution to Set Dates and Start Times of Youth Commission Meetings