



SARATOGA YOUTH COMMISSION SPECIAL MEETING

SEPTEMBER 19, 2023

AMENDED AGENDA

- REMOTE LOCATION ADDED
- ZOOM URL UPDATED

6:30 P.M. SPECIAL MEETING

Saratoga City Hall, Linda Callon Conference Room • 13777 Fruitvale Avenue, Saratoga CA 95070

Public Participation Information

In accordance with Saratoga City Council's Remote Public Participation Policy, the public may participate in person at the location listed above on the agenda or via the Zoom platform using the information below.

- Webinar URL: <https://us02web.zoom.us/j/87637042671>
- Webinar ID: 876 3704 2671
- Call In: 1.408.638.0968 or 1.669.900.6833 (enter the Webinar ID provided above when prompted)

In Person:

- Saratoga City Hall, Linda Callon Conference Room, 13777 Fruitvale Avenue, Saratoga, CA, 95070
- 7350 Johnson Dr Pleasanton, CA 94588 United States

Written Communications

Comments can be submitted in writing at www.saratoga.ca.us/yc. Written communications received prior to the end of the comment period will be provided to the members of the commission and included in the agenda packet and/or supplemental meeting materials.

Public Comment

Members of the public may comment on any item for up to three (3) minutes. The amount of time for public comment may be reduced by the Chair or by action of the Commission. Public Comment will begin with speakers attending in person first followed by those attending via Zoom.

ROLL CALL

REPORT ON POSTING OF THE AGENDA

The agenda for this meeting was properly posted on September 14, 2023.

ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS

Any member of the public may address the Youth Commission for up to three (3) minutes on matters not on the Agenda. The law generally prohibits the Youth Commission from discussing or taking action on such items. However, the Youth Commission can schedule the item for discussion at a future meeting.

AGENDA ITEMS:

1. Tour of City Hall

Recommended Action:

Take a tour of the Saratoga City Hall campus and facility spaces that have been commonly used for Youth Commission efforts in previous years.

2. Commissioner Handbook

Recommended Action:

Receive presentation on handbook, roles, and expectations of a Youth Commissioner.

Commissioner Handbook

Rules of Parliamentary

3. Brown Act & Communications

Recommended Action:

Receive presentation from staff about the Brown Act and communications.

Brown Act FAQ

5. Review of 2022-2023 Youth Commission Work Plan

Recommended Action:

Review previous year's workplan and calendar of events.

Work Plan

22-23 Schedule

6. Subcommittee Execution

Recommended Action:

Receive presentation on the role of subcommittees and how to execute them.

Process Guide

7. Youth Commission Apparel

Recommended Action:

Select a piece of apparel for the Youth Commission 2023-2024 year. Share input on designs and color if decided.

8. Agenda Planner 2023-2024

Recommended Action:

Discuss agenda items for 2023-2024.

22-23 Agenda Planner

ADJOURNMENT

**CERTIFICATE OF POSTING OF THE AGENDA, DISTRIBUTION OF THE AGENDA PACKET,
COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT**

I, Ramona McGary, Administrative Analyst for the City of Saratoga, declare that the foregoing agenda for the meeting of the Youth Commission was posted and available for review on September 14, 2023, at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, California and on the City's website at www.saratoga.ca.us.

Signed this 14th day of September 2023 at Saratoga, California.

Ramona McGary, Administrative Analyst

In accordance with the Ralph M. Brown Act, copies of the staff reports and other materials provided to the Youth Commission by City staff in connection with this agenda, copies of materials distributed to the Youth Commission concurrently with the posting of the agenda, and materials distributed to the Youth Commission by staff after the posting of the agenda are available on the City Website at www.saratoga.ca.us. Following removal of State and local shelter in place orders these materials will be available for review in the office of the City Clerk at 13777 Fruitvale Avenue, Saratoga, California.

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk at bavrit@saratoga.ca.us or calling 408.868.1216 as soon as possible before the meeting. The City will use its best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety. [28 CFR 35.102-35.104 ADA title II]