



YOUTH COMMISSION MINUTES

Regular Meeting of Monday, June 21, 2004
Hillview Community Center, Room A
97 Hillview Avenue, Los Altos, California 94022

ROLL CALL

Chairperson Stanley called the meeting to order at 7:07pm

Present: Chairperson Stanley, Commissioners Angelo, Bien, DeMartini, Demmer, Lorell and Zwarenstein

Absent: Vice Chairperson Wright (excused), Commissioners Elchert (excused), Sachdeva (excused) and Wyse (excused)

Also Present: Staff Liaison Carolyn McDowell and Teen Program Coordinator Molly Jansson

APPROVAL OF MINUTES

ZWARENSTEIN MOVED that the minutes from the June 7, 2004 meeting be approved as presented. THE MOTION WAS SECONDED BY ANGELO AND PASSED UNANIMOUSLY BY VOICE VOTE.

BUSINESS

- YC Underground** – Teen Program Coordinator Jansson informed the Commission that the Underground was averaging ten participants daily as the school year came to a conclusion. On June 12, 2004, a “Kick-off to Summer” barbecue was held at the Underground with twelve participants in attendance. During the Summer, the Underground will be open Tuesday through Saturday from 1:00-7:00pm. A detailed calendar of activities at the Underground is being prepared and will be shared with the Commission at their next meeting.
- Skate Park** – At their June 7, 2004, meeting, the Youth Commission made a motion to proceed to the Parks, Arts and Recreation Commission with an interest to research skate parks. It was suggested the Commission develop a comprehensive scope of research and timeline before proceeding to the Parks, Arts and Recreation Commission, followed by the City Council. As a result, the Commission brainstormed the following elements to include in their research:
 - Tour and photograph local mobile, temporary and permanent skate parks;

- Secure previous staff memos and/or Youth Commission meeting minutes, which highlight the possible skate park locations, which were previously discussed prior to building the skate park at the Hillview Community Center. After review of the material, reevaluate the previous sites recommended and brainstorm alternate locations;
- Request the following information from local skate parks:
 - Size of the park;
 - Cost to build and operate the park;
 - Name of the park designer(s) and/or equipment supplier(s);
 - Learn how the project was funded;
 - Determine the park style (in-line, skateboard and/or BMX);
 - Find out the park intensity level (ie beginner, intermediate, advanced);
 - Verify the park elements (ie rails, bowls, etc.) and learn which elements are most and least popular;
 - Confirm the park amenities (ie restrooms, drinking fountain, electricity, lighting, storage facility, bleachers, vending machines/snack bar, rental equipment, fencing, etc.);
 - Gain information about how the skate park location was determined;
 - Discuss the process which was implemented to gain community input;
 - Identify how the agency was able to address challenges and gain community and City Council support;
 - Learn how liability issues were addressed;
 - Discover park hours and seasons of operation;
 - Find out the park rules are how the rules are enforced (ie staff, Police, Rangers, etc.);
 - Gain attendance statistics (if available);
 - Determine whether an entry fee is charged and, if so, how the fee was determined;
 - Find out what concerns or issues have been addressed since the park has opened;
 - Learn what types of classes or events are held at the park and how much the fee is to participate in the programming;
 - Be educated, in hindsight, what the City and/or Commission may have done differently?

The Commission agreed to complete the research within three months from the time of City Council approval, pending other additions made by the PARC or Council. Should the research process be adjusted, the timeline will be modified accordingly. Upon Council approval, the Youth Commission will establish specific Commissioner assignments and deadlines to achieve the November, 2004, target completion date.

The Commission requested that staff provide them with a list of local skate parks.

The Parks, Arts and Recreation Commission has scheduled a special meeting on Wednesday, June 30, 2004, at 7:00pm at City Hall in order for the Youth Commission to present a staff report to the Commission regarding the skate park.

3. **Meeting date and time** - The Youth Commission discussed the possibility of changing its' regular meeting day and time. It was determined, however, to maintain the existing schedule (first and third Mondays at 7:00pm) through Summer and agendize this item again in the Fall.
4. **LAVA** - Chairperson Stanley agreed to contact Mr. Ted Garrett, Los Altos Village Association (LAVA), Chief Operating Officer, regarding the Commissions interest in recruiting family and friends to assist with the set-up and clean-up at the Los Altos Art and Wine Festival. Chairperson Stanley will then work with the remainder of the Commission to determine a volunteer schedule.
5. **Underground** - The Commission is interested in utilizing the money it raises from assisting LAVA with various community events to revitalize the Underground. To determine the needs for the Underground, the Commission agreed they should tour the Underground. In addition, the Commission asked Teen Program Coordinator Jansson, to post a wish list for program participants to share their ideas for improvements to the facility.
6. **Community Picnic Special Event** - After consulting with the City Attorney, the Commission will be allowed to bring four portable basketball hoops to Hillview Park for the August 29, 2004, Community Picnic. There is a possibility that participants may be asked to sign a liability waiver. Commissioner Elchert, although he was not present at this meeting, shared his interest with Staff Liaison, McDowell, to Chair the basketball tournament with Recreation Supervisor, Legge. Should additional assistance be necessary, Chairperson Stanley agreed to assist. Finally, the Commission accepted a challenge by the Parks, Arts and Recreation Commission and City Council to a bocce ball game.
7. **Summer events** - MOTION BY COMMISSIONER ZWARENSTEIN, SECONDED BY DeMARTINI to delete this item from the agenda. THE MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.
8. **Work Plan/Budget** - Staff Liaison, McDowell, described the need to prepare a Commission work plan for the 2004-2005 term and communicated the City's budget submittal process and timeline. The Commission discussed a number of projects and activities, agreeing to coordinate the following:

<u>Activity/Project</u>	<u>Estimated expense</u>
Skate park research	n/a
Sponsor a booth at the City's Community Picnic	\$50
Raise funds (via LAVA events) to revitalize the Underground	n/a
Host "The Project" a high school dance	\$2,034
Organize a "Battle of the Bands" for high school students	\$2,014

With the Fiscal Year 2004-2005 budget already approved by City Council, ZWARENSTEIN MOVED to request \$4,098 (\$1,048 part-time staffing; \$1,850 contractual services; \$1,200 rental equipment, supplies, publicity and decorations) to support the programs on the Commissions' work

plan. THE MOTION WAS SECONDED BY DeMARTINI AND PASSED WITH A 5:1 VOICE VOTE (Chairperson Stanley in opposition).

ITEMS OF INTEREST

Staff Liaison, McDowell, informed the Commission of the change in policy regarding attendance at City Council meetings; the Youth Commission is only required to be in attendance when an agenda item is appropriate

Staff Liaison, McDowell, thanked the Commissioners for attending informational interviews on June 18, 2004.

ADJOURNMENT

Chairperson Stanley adjourned the meeting at 8:29pm.