



**CITY OF DUBLIN  
YOUTH ADVISORY COMMITTEE  
MEETING AGENDA**

**WEDNESDAY, JANUARY 25, 2017, 7:00 PM  
DUBLIN SENIOR CENTER, 7600 AMADOR VALLEY BOULEVARD**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ORAL COMMUNICATIONS**

**3.1 Public Comments**

At this time, the public is permitted to address the Youth Advisory Committee on non-agendized items. The Committee must, however, comply with all State Laws in regard to items not appearing on the posted agenda. The Committee may respond to statements made or questions asked, or may request Staff to report back at a future meeting concerning the matter. Any member of the public may contact the Parks and Community Services Department related to the proper procedure to place an item on a future Youth Advisory Committee agenda. The exceptions under which the Youth Advisory Committee MAY discuss and/or take action on items not appearing on the agenda are contained in GC 54954.2(b)(1)(2)(3).

**4. MINUTES OF THE SPECIAL MEETINGS**

**4.1 Minutes of the December 7, 2016 Special Meeting**

The Advisory Committee will consider approval of the minutes of the December 7, 2016 Special Meeting.

**STAFF RECOMMENDATION:**

Approve the minutes of the December 7, 2016 Special Meeting.

**5. WRITTEN COMMUNICATIONS – None.**

**6. UNFINISHED BUSINESS – None.**

**7. NEW BUSINESS**

**7.1 Shamrock 5K Fun Run & Walk**

The Advisory Committee will discuss promoting and volunteering for the annual Shamrock 5K Fun Run & Walk event.

**STAFF RECOMMENDATION:**

Assist in promoting and volunteering for the Shamrock 5k Fun Run & Walk on Sunday, March 19, 2017 from 5:00 to 11:00 AM.

**7.2 Dublin Benefit Concert Subcommittee**

The Advisory Committee will discuss a partnership with the Dublin Senior Center Advisory Committee to form a Dublin Benefit Concert Subcommittee.

**STAFF RECOMMENDATION:**

Appoint three Advisory Committee Members and/or non-Committee members to serve on a Dublin Benefit Concert Subcommittee.

This AGENDA is posted in accordance with Government Code Section 54954.2(a)

*If requested, pursuant to Government Code Section 54953.2, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation, please contact the Shannon Community Center (925) 556-4500 at least 72 hours in advance of the meeting.*

*A complete packet of information containing Staff Reports (Agenda Statements) and attachments related to each item is available for public review at least 72 hours prior to a Youth Advisory Committee Meeting or, in the event that it is delivered to the Committee less than 72 hours prior to a Youth Advisory Committee Meeting, as soon as it is so delivered. The packet is available at the Shannon Community Center, 11600 Shannon Avenue, Dublin.*

**7.3 Tri-Valley Teen Job and Career Fair**

The Advisory Committee will receive a report regarding the March 4, 2017 Tri-Valley Teen Career Job Fair being held at the City of San Ramon Senior Center from 12:00 to 4:00 PM.

**STAFF RECOMMENDATION:**

Recommend all Youth Advisory Committee Members assist in promoting the event at their schools and if available, attend the event.

**7.4 Youth Advisory Committee Booth at the City's St. Patrick's Day Festival**

The Advisory Committee will receive a report regarding the Youth Advisory Committee Booth at the City's St. Patrick's Day Festival on March 18 and 19, 2017.

**STAFF RECOMMENDATION:**

Staff recommends that each Youth Advisory Committee Member volunteer at least one shift at the booth during the St. Patrick's Day Festival on March 18 and 19, 2017.

**8. OTHER BUSINESS** – Brief INFORMATION ONLY reports from Advisory Committee Members and/or Staff, including Reports by Advisory Committee related to Meetings Attended at City Expense (AB 1234).

**9. ADJOURNMENT**



## STAFF REPORT YOUTH ADVISORY COMMITTEE

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**DATE:** January 25, 2017

**TO:** Honorable Chair and Committee Members

**FROM:** Lisa McPherson, Recreation Supervisor

**SUBJECT:** Minutes of the December 7, 2016 Youth Advisory Committee Special Meeting

### EXECUTIVE SUMMARY:

The Youth Advisory Committee will consider approval of the minutes of the December 7, 2016 Youth Advisory Committee Special Meeting.

### FINANCIAL IMPACT:

None.

### RECOMMENDATION:

Approve the minutes of the December 7, 2016 Youth Advisory Committee Special Meeting.

### DESCRIPTION:

The Youth Advisory Committee will consider approval of the minutes of the December 7, 2016 Youth Advisory Committee Special Meeting.

### NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

### ATTACHMENTS:

1. Draft Minutes of the December 7, 2016 Youth Advisory Committee Special Meeting



## YOUTH ADVISORY COMMITTEE

### SPECIAL MEETING

#### *Draft Minutes*

#### CITY OF DUBLIN

December 7, 2016

The December 7, 2016 meeting of the Youth Advisory Committee was called to order at 7:00 PM at the Dublin Senior Center by Chair Nicki Butler.

#### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by the Commission, Staff and those present.

#### ROLL CALL

Committee Members (CM) Present: Alini, Batra, Brunckhorst, Butler, Goel, Mitr, Tran, Wang, Wong, Zhu

Committee Members Absent: Brakeman, Imran, Kolan, Mahadeshwar, Nuruddin, Shangle

Liaison Present: Bedi, Parks and Community Services Commission Liaison

Staff Present: Siu, Dublin Police Officer Blaylock

#### ORAL COMMUNICATIONS

**3.1 Public Comments** – None.

#### APPROVAL OF MINUTES

**4.1 Minutes of the November 16, 2016 Special Meeting**

On a motion by CM Wang, seconded by CM Batra, and by a vote of 10-0-0, with Committee Members Brakeman, Imran, Kolan, Mahadeshwar, Nuruddin and Shangle absent, the Youth Advisory Committee voted to approve the minutes of the Special Meeting of November 16, 2016, as presented.

WRITTEN COMMUNICATIONS – None.

UNFINISHED BUSINESS – None.

#### NEW BUSINESS

**7.1 Youth Advisory Committee Mini Grant Program Application Presentations**

Recreation Coordinator, Henry Siu, presented the Staff Report. The Youth Advisory Committee received and rated five Youth Advisory Committee Mini Grant applicant presentations from Dublin High Best Buddies Club, Dublin High's Plushies Aimed to Comfort Hearts (P.A.T.C.H) Club, Dublin High Model United Nations, Fallon Middle School California Junior Scholarship Federation (CJSF), and Wells Middle School Leadership Club. Student representatives of the organizations and clubs were accompanied by an adult sponsor and provided a five-minute presentation regarding their grant funding request. Staff informed presenters that they were welcomed to stay for the duration of the meeting and observe the Advisory Committee's discussion and decision on grant funding recommendations.

#### *ACTION*

On a motion by CM Tran, seconded by CM Wang, and by a vote of 9-0-1, with Committee Members Brakeman, Imran, Kolan, Mahadeshwar, Nuruddin and Shangle absent, and with Committee Member Batra, a member of Dublin High's P.A.T.C.H Club, abstaining due to conflict of interest, the Youth

Advisory Committee voted to fund Dublin High Best Buddies Club \$350, Dublin High's P.A.T.C.H Club \$300, Dublin High Model United Nations \$300, Fallon Middle School CJSF \$325 and Wells Middle School Leadership Club \$325.

Staff stated they will contact each organization or club regarding their rewarded grant funds by Friday, December 9, 2016, and that each organization will be requested to provide a letter indicating how the grant funds were used and if goals were met.

**OTHER BUSINESS**

The Advisory Committee Members provided brief reports on meetings attended over the past month and upcoming events.

**ADJOURNMENT**

Being no further business, the meeting adjourned at 8:20 PM.

Minutes prepared by Henry Siu, Recreation Coordinator.

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Chairperson

ATTEST: \_\_\_\_\_

Lisa McPherson  
Recreation Supervisor



## STAFF REPORT YOUTH ADVISORY COMMITTEE

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**DATE:** January 25, 2017

**TO:** Honorable Chair and Committee Members

**FROM:** Lisa McPherson, Recreation Supervisor

**SUBJECT:** Shamrock 5K Fun Run & Walk

### EXECUTIVE SUMMARY:

The Advisory Committee will discuss promoting and volunteering for the annual Shamrock 5K Fun Run & Walk event.

### FINANCIAL IMPACT:

None.

### RECOMMENDATION:

Assist in promoting and volunteering for the Shamrock 5K Fun Run & Walk on Sunday, March 19, 2017 from 5:00 to 11:00 AM.

### DESCRIPTION:

At the October 26, 2016 Youth Advisory Committee Meeting, Committee Members discussed an interest in hosting a 5K Run & Walk at Dublin High School. Volunteering at the Shamrock 5K Fun Run & Walk will offer insight on the complexity of operating a 5K Run & Walk event.

The City's 19th annual Shamrock 5K Fun Run & Walk will be held on Sunday, March 19, 2017, starting on Dublin Boulevard across from the Dublin Civic Center. The event utilizes volunteers to run a large portion of the event. Advisory Committee members are being asked to help in promoting the event, volunteering during the Shamrock 5K Fun Run & Walk on Sunday, March 19 from 5:00 to 11:00 AM, and assisting with event preparation in February. Day of event activities include set-up and clean-up, and job shadowing Staff members in key positions during the event.

### NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

### ATTACHMENTS:

None.



## STAFF REPORT YOUTH ADVISORY COMMITTEE

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**DATE:** January 25, 2017

**TO:** Honorable Chair and Committee Members

**FROM:** Lisa McPherson, Recreation Supervisor

**SUBJECT:** Dublin Benefit Concert Subcommittee

### EXECUTIVE SUMMARY:

The Youth Advisory Committee will discuss a partnership with the Dublin Senior Center Advisory Committee to plan the Dublin Benefit Concert to be held on Sunday, April 9, 2017 at 2:00 PM at the Dublin Senior Center.

### FINANCIAL IMPACT:

None.

### RECOMMENDATION:

Appoint three Advisory Committee Members and/or non-Committee members to serve on a Dublin Benefit Concert Subcommittee.

### DESCRIPTION:

The Dublin Benefit Concert has become an annual event since 2014. The concert showcases the talents of both local youth and seniors to promote and support an intergenerational event. Another goal of the Dublin Benefit Concert is to raise funds for the City of Dublin Fee Assistance Programs, which provide fee assistance to qualified persons who could not otherwise participate in City of Dublin recreation programs.

The duties of the Dublin Benefit Concert Subcommittee will consist of attending regularly scheduled meetings, promoting the event, screening and selecting performers, and assisting Staff at the event.

Dublin Benefit Concert application forms will be available online at [www.dublin.ca.gov](http://www.dublin.ca.gov) starting February 17, 2017. Deadline for completed applications will be March 17, 2017, at 5:00 PM. The Dublin Benefit Concert Subcommittee will screen and select performers the week of March 20, 2017. Selected performers will be notified the week of March 27, 2017.

**NOTICING REQUIREMENTS/PUBLIC OUTREACH:**

None.

**ATTACHMENTS:**

1. Dublin Benefit Concert Application



## City of Dublin Benefit Concert

The City of Dublin Benefit Concert will be held at the Dublin Senior Center on Sunday, April 9, 2017 at 2:00 PM. The goal of the Benefit Concert is to showcase local intergenerational talent and raise funds for the City of Dublin Fee Assistance Programs, which provides fee assistance to qualified persons who could not otherwise participate in City of Dublin recreation programs.

Performers must submit the following to be considered for review:

1. Complete the attached application before Friday, March 17, 2017 at 5:00 PM.
2. Include a video or a link to YouTube of the proposed performance.
3. A letter of endorsement about the performance from an adult (if under 18 years old).

Mail, drop-off, or email your application, with enclosures, by March 17, 2017 at 5:00 PM to Recreation Coordinator, Henry Siu:

(1) **Email:** [Henry.Siu@dublin.ca.gov](mailto:Henry.Siu@dublin.ca.gov)

(2) **Mail:** City of Dublin Shannon Community Center, Attention: Henry Siu, 11600 Shannon Avenue, Dublin, CA 94568

(3) **Drop-off:** City of Dublin Shannon Community Center, Attention: Henry Siu, 11600 Shannon Avenue, Dublin, CA 94568

Completed applications will be reviewed the week of March 20, 2017. Selected performers will be notified the week of March 27, 2017.

Thank you for your interest in performing at the 2017 Benefit Concert.

Sincerely,

Youth Advisory Committee



**City of Dublin  
Benefit Concert Application  
Performance Date: Sunday, April 9, 2017, 2:00 PM  
Dublin Senior Center, 7600 Amador Valley Boulevard, Dublin, CA 94568**

Main Contact Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

E-Mail \_\_\_\_\_

Performer or Group Name \_\_\_\_\_

Performer or Group's Talent Background:

\_\_\_\_\_  
\_\_\_\_\_

Describe the performance you or your group will perform. What instrument will you be playing? Will you be dancing or singing?

\_\_\_\_\_  
\_\_\_\_\_

Please list the song(s) you will perform and how long it will last.

\_\_\_\_\_  
\_\_\_\_\_

**Please check a box below to indicate that you have provided a video or a YouTube link, and you have provided a letter of endorsement about the performance (if under 18 years old):**

Included a video

Provide a link to Youtube \_\_\_\_\_

Included a letter of endorsement about my/our performance



## STAFF REPORT YOUTH ADVISORY COMMITTEE

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**DATE:** January 25, 2017

**TO:** Honorable Chair and Committee Members

**FROM:** Lisa McPherson, Recreation Supervisor

**SUBJECT:** Tri-Valley Teen Job and Career Fair

### EXECUTIVE SUMMARY:

The Youth Advisory Committee will receive a report regarding the March 4, 2017 Tri-Valley Teen Job and Career Fair being held at the City of San Ramon Senior Center from 12:00 to 4:00 PM.

### FINANCIAL IMPACT:

None.

### RECOMMENDATION:

Staff recommends all Youth Advisory Committee Members assist in promoting the event at their schools and if available, attend the event.

### DESCRIPTION:

The Tri-Valley Teen Job and Career Fair is an event sponsored by the Dublin/San Ramon Women's Club and the cities of Dublin, Pleasanton, San Ramon and Town of Danville. Each year the event is held at a community center and teens are offered the experience of mock interviews, resume writing, and workshops (such as Volunteering into a Job, Managing Finances and Interview Techniques) for teens and parents. Various local employers attend the event to hire teens for the summer as well as throughout the year. Last year the event was held on March 5, 2016, at the Dublin Senior Center with approximately 377 in attendance. This year the event will be held at the City of San Ramon Senior Center on Saturday, March 4, 2017 from 12:00 to 4:00 PM. Event flyers will be distributed to Danville, Dublin, Pleasanton, and San Ramon Middle Schools and High Schools in early February. Staff will email an electronic copy to the Youth Advisory Committee to assist in promoting the event.

### NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

### ATTACHMENTS:

None.



## STAFF REPORT YOUTH ADVISORY COMMITTEE

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**DATE:** January 25, 2017

**TO:** Honorable Chair and Committee Members

**FROM:** Lisa McPherson, Recreation Supervisor

**SUBJECT:** Youth Advisory Committee Booth at the City's St. Patrick's Day Festival

### EXECUTIVE SUMMARY:

The Youth Advisory Committee Members will receive a report regarding the Youth Advisory Committee Booth at the City's St. Patrick's Day Festival on March 18 and 19, 2017.

### FINANCIAL IMPACT:

None.

### RECOMMENDATION:

Staff recommends that each Youth Advisory Committee Member volunteer at least one shift at the booth during the St. Patrick's Day Festival on March 18 and 19, 2017.

### DESCRIPTION:

Each year during the City's St. Patrick's Day Festival, the Youth Advisory Committee operates a booth at the Festival. Youth Advisory Committee Members provide a brochure explaining available Fee Assistance Programs and offer a "spinning wheel" activity. Youth Advisory Committee Members will collect a donation from Festival participants who choose to spin the wheel for various prizes. All donations will benefit City of Dublin Fee Assistance Programs which provide fee assistance to qualified persons who could not otherwise participate in City of Dublin recreation programs.

Volunteer shifts are available both Saturday and Sunday, March 18 and 19, 2017, and are in increments of three hours each. Shift time slots are 9:00 AM to 12:00 PM, 12:00 to 3:00 PM, and 3:00 to 6:00 PM. A minimum of two persons per shift is requested.

### NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

### ATTACHMENTS:

None.