



CITY OF MILPITAS Youth Advisory Commission

REGULAR MEETING AGENDA

6:00 P.M.

Thursday, September 11, 2025
Milpitas Teen Center
40 N. Milpitas Blvd.
Room 140/141

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Seating of Alternates
5. Approval of Agenda: September 11, 2025
6. Approval of Meeting Minutes: June 12, 2025
7. Public Forum
Members of the audience are invited to address the Commission on any subject not on the agenda. Speakers must state their name (address is optional) for the record and limit their remarks to three minutes or less. For items not listed on the agenda, no response is required of City staff or Commissioners. However, Commissioners may ask staff to place the item on a future meeting agenda.
8. Announcements
Welcome new Commissioners!
9. Business Items
 - a. Commissioner Handbook and Commission By-Laws

Background: The Youth Advisory Commission operates within a series of public meeting rules and regulations including City of Milpitas Commission by-laws, Robert Rules of Order, and the Commissioner Handbook. These three documents serve as guidelines for city commissions that include but are not limited to expectations of commissioners, attendance, meeting schedules, and how to hold a public meeting legally.

Recommendation: Review the Commissioner Handbook, Commission by-laws, and Roberts Rules of Order.

b. Elections: Chair & Vice-Chair

Background: In accordance with the by-laws, at the beginning of each fiscal year the Youth Advisory Commission is required to select a Chair and Vice Chair from appointed members for a term of one year.

Recommendation: Nominate and elect position of Chair and Vice Chair to serve through June 2026.

c. Youth Advisory Commission Work Plan

Background: At the beginning of each fiscal year, the Youth Advisory Commission prepares its annual work plan, which is recommended for final approval by the City Council. The Work Plan is a list of the advisory topics, projects, goals, initiatives, etc. that the Commissioners will focus on over the next year.

Recommendation: Discuss and finalize 2025-2026 work plan.

10. City Liaison Reports

- a. Report from Councilmember
- b. Report from City staff

11. Upcoming Agenda Items – City Staff

- a. 25/26 Work Plan

12. Adjournment

- a. The next Youth Advisory Commission meeting will be on Thursday, October 9, 2025, at the Milpitas Teen Center Room 140/141 starting at 6:00 p.m.

KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review.

For more information on your rights under the Open Government Ordinance or to report a violation, contact the City Attorney's office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas, CA 95035 e-mail: creech@milpitas.gov
Phone: 408-586-3040

The Open Government Ordinance is codified in the Milpitas Municipal Code as Title I Chapter 310 and is available online at the City's website www.milpitas.gov by selecting "I Want to . . . View " link.

Materials related to an item on this are available for public inspection on the City website. Commission agendas and related materials can be viewed online: <https://ca-milpitas.civicplus.com/129/Agenda-Minutes>
(select meeting date from drop down)

APPLY TO SERVE ON A CITY COMMISSION

Commission application forms are available online at www.milpitas.gov or at Milpitas City Hall. Contact the City Clerk's office at 408-586-3003 for more information.

If you need assistance, per the Americans with Disabilities Act, for a City of Milpitas public meeting, please call Vince Collantes at 408-586-3231 or send an e-mail to vcollantes@milpitas.gov prior to the meeting. You may request a larger font agenda, or arrange for mobility assistance. For hearing assistance, headsets are available in the City Council Chambers for all meetings.