



City of San Ramon

TEEN COUNCIL AGENDA

Amritha Ramesh – Chair • Jaanavi Thanamala – Vice Chair • Sanjay Anasuri • Risha Chakraborty
Sophie Cooper • Soham Kinkhikar Danielle Lee • Conrad Lin • Diya Madhok • Sahithi Malreddy
Reha Matai • Rishi Misra • Himaja Nimmagadda • Jose Sarmiento • Amina Syed • Kanishka Verose
Daniela Wise • Anya Ayyappan* • Pavithra Movva* • *Denotes Committee Alternate

TELECONFERENCE

April 20, 2021
6:30 P.M.

AGENDA QUESTIONS: PLEASE CALL PARKS & COMMUNITY SERVICES STAFF AT (925) 973-3375.

Documents received after publication of this Agenda and considered by the Teen Council in its deliberation will be available for inspection only via electronic document transfer, due to COVID-19. See the COVID-19 provisions outlined below. Please call or email the supervisor during normal business hours if you require access to any such documents.

CORONAVIRUS DISEASE (COVID-19) ADVISORY AND MEETING PROCEDURE

Under the Governor’s Executive Order N-29-20, this meeting may utilize teleconferencing. As a precaution to protect the health and safety of staff, officials, and the general public. Teen Council members will not be physically in attendance, but will be available via video conference.

There will be no physical location for members of the public to participate in the meeting. We encourage members of the public to shelter in place and access the meeting online using the web-video communication application, Zoom. Zoom participants will have the opportunity to speak during Public Comment (for topics not on the agenda), in addition to each of the agenda items.

If you are submitting public comment via email, please do so by 5:30 p.m. on Tuesday, April 20, 2021 to jegault@sanramon.ca.gov. Please include “Public Comment 4/20/2021” in the subject line. In the body of the email please include your name and the item you wish to speak on. Public comments submitted will be read during Public Comment and will be subject to the regular three-minute time restriction.

This meeting will be conducted on the web-video communication platform, Zoom. In order to view and/or participate in this meeting, members of the public will need to download Zoom from its website, www.zoom.com. It is recommended that anyone wishing to participate in the meeting complete the download process before the start of the meeting.

There will be zero tolerance for any person addressing the Teen Council making profane, offensive and disruptive remarks, or engaging in loud, boisterous, or other disorderly conduct, that disrupts the orderly conduct of the public meeting.

HOW TO VIEW THE MEETING REMOTELY:

1. Livestream online at: <https://cityofsanramon.zoom.us/j/98697106461>

Webinar ID: 986 9710 6461

2. For audio access to the meeting by telephone, use the dial-in information below:
+1 (669) 900-6833

Webinar ID: 986 9710 6461

HOW TO PARTICIPATE IN THE MEETING REMOTELY:

1. Provide live remote public comments: <https://cityofsanramon.zoom.us/j/98697106461>
From a PC, Mac, iPad, iPhone or Android device

Webinar ID: 986 9710 6461

(To supplement a PC, Mac, tablet or device without audio, please also join by phone:
+1 (669) 900-6833)

To comment by video conference, click the “Raise Your Hand” button or *9 on your telephone to request to speak when Public Comment is being taken on the Agenda item. You will then be unmuted when it is your turn to make your comment for up to three minutes. After the allotted time, you will then be re-muted.

2. Provide public written comments prior to the meeting by email, to jegault@sanramon.ca.gov.

If you are submitting public comment via email, please do so by 5:30 p.m. on Tuesday, April 20, 2021 to jegault@sanramon.ca.gov. Please include “Public Comment 4/20/2021” in the subject line. In the body of the email please include your name and the item you wish to speak on. Public comments submitted will be read during Public Comment and will be subject to the regular three-minute time restriction.

1. CALL TO ORDER

2. ROLL CALL

3. SPECIAL ITEMS/ANNOUNCEMENTS

4. PUBLIC COMMENT OR WRITTEN COMMUNICATION

At this time, those in the audience are encouraged to address the Teen Council on any item not already included on today's agenda. If possible, comments should not exceed five minutes. If this is not considered sufficient time to address the issue, please arrange with the Secretary to have that item placed on the Agenda for a future Committee meeting.

5. APPROVAL OF MINUTES

5.1 Minutes of March 16, 2021 Monthly Meeting

6. COMMITTEE BUSINESS

6.1 Discussion and Approval of the 2020-2021 Teen Council Annual Report –
Amritha Ramesh

6.2 Walking District Charrette Summary – *Jennifer Gault, Recreation Supervisor*

6.3 Public Relations Subcommittee Update – *Daniela Wise*

6.4 Programming Subcommittee Update – *Himaja Nimmagadda*

6.5 Community Outreach Subcommittee Update - *Risha Chakraborty*

7. COMMITTEE LIAISON REPORTS

7.1 Arts Advisory Committee – *Diya (P), Pavithra (A)*

7.2 Economic Development Advisory Committee – *Kanishka (P), Rishi (A)*

7.3 Housing Advisory Committee – *Daniela (P), Conrad (A)*

7.4 Library Advisory Committee – *Risha (P), Anya (A)*

7.5 Planning Commission – *Daniela (P), Soham (A)*

7.6 Senior Advisory Committee – *Himaja (P), Danielle (A)*

7.7 Transportation Advisory Committee – *Sanjay (P), Reha (A)*

7.8 Open Space Committee – *Sophie (P), Jaanavi (A)*

7.9 Parks and Community Services Commission – *Amritha Ramesh*

7.10 City Council Representatives– 2nd Tuesday of the month – *Amina (P), Sahithi (A)*
4th Tuesday of the month – *Jose (P), Soham (A)*

8. STAFF REPORTS

8.1 Parks & Community Services Department Updates – *Jennifer Gault, Recreation Supervisor*

9. COMMITTEE MEMBER ITEMS & ANNOUNCEMENTS

10. ADJOURNMENT

I hereby certify the Teen Council agenda was posted 72 hours before the noted meeting:


Christina Franco, City Clerk

Dated: April 15, 2021

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**CITY OF SAN RAMON
TEEN COUNCIL MEETING**

March 16, 2021
Regular Meeting-Teleconference
Draft

1. CALL TO ORDER (Audio 0:08)

The Teen Council meeting was called to order by Council Chair Amritha Ramesh at 6:36 p.m. The meeting was held Via Zoom Teleconference.

Prior to roll call, the Recording Secretary made an announcement that the meeting was conducted pursuant to the Governor’s Executive Orders relaxing the requirements pertaining to remote meetings under the Brown Act. To facilitate social distancing and slow the spread of the Coronavirus (COVID-19) pandemic the Executive Orders authorize state and local legislative bodies, including the Commission, to hold public meetings by teleconference. The Executive Orders allow public meetings accessible to the public via electronic means, including telephone. The Commission and the Recording Secretary were instructed to take roll call votes for the meeting. **(Audio 1:48)**

2. ROLL CALL (Audio 0:46)

Present: Chair: Amritha Ramesh, Sanjay Anasuri, Risha Chakraborty, Sophie Cooper, Soham Kinhikar, Danielle Lee, Conrad Lin, Reha Matai, Rishi Misra, Himaja Nimmagadda, Jose Sarmiento, Amina Syed, Jaanavi Thanamala, Kanishka Verose, Daniela Wise, Anya Ayyappan (Alternate), Pavithra Movva (Alternate)

Absent: Diya Madhok, Sahithi Malreddy

Staff Attendees:

Jennifer Gault, Parks & Community Services Recreation Supervisor

Stacy Munsell, Parks & Community Services Interim Administrative Coordinator

Other Attendees:

Parks & Community Services Commission, Julia Oseland

3. SPECIAL ITEMS AND ANNOUNCEMENTS (Audio 3:05)

No special items or announcements.

4. PUBLIC COMMENT OR WRITTEN COMMUNICATION (Audio 3:12)

Members of the audience are encouraged to address the Committee on any non-agenda item. Members of the public who are participating via Zoom will have the opportunity to make comments to the Committee live through the Zoom application.

*To comment by video conference, Zoom, click the “Raise Your Hand” button or *9 on your telephone to request to speak when Public Comment is being taken on the Agenda item. You will then be unmuted when it is your turn to make your comment for up to three minutes. After the allotted time, you will then be re-muted.*

5. APPROVAL OF MINUTES (Audio 3:43)

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5.1 Minutes of February 16, 2021 Monthly Meeting (Audio 3:45)
Teen Council Member Daniela Wise moves to approve the minutes of February 16, 2021.
The motion was seconded by Teen Council Member Risha Chakraborty and passed,
14-0-2-1.

6. COMMITTEE BUSINESS (Audio 6:29)

6.1 2020-2021 Teen Council Annual Report Development [Verbal Report] – Amritha Ramesh (Audio 6:31)

Teen Council Chair Amritha Ramesh gave a report.

6.2 Public Relations Subcommittee Update – Daniela Wise (Audio 33:44)

Public Relations Subcommittee Chair Daniela Wise gave a report.

6.3 Programming Subcommittee Update – Himaja Nimmagadda (Audio 35:11)

Programming Subcommittee Chair Himaja Nimmagadda gave a report.

6.4 Community Outreach Subcommittee Update - Risha Chakraborty (Audio 36:41)

Community Outreach Subcommittee Chair Risha Chakraborty gave a report.

7. COMMITTEE LIAISON REPORTS (Audio 47:24)

7.1 Arts Advisory Committee – Pavithra Movva (A) (Audio 47:26)

Teen Council Member –Pavithra Movva gave a report.

7.2 Economic Development Advisory Committee – Kanishka Verose (Audio 53:35)

Teen Council Member Kanishka Verose gave a report.

7.3 Housing Advisory Committee – Daniela Wise (Audio 54:07)

No Report.

7.4 Library Advisory Committee – Risha Chakraborty (Audio 54:20)

No Report.

7.5 Planning Commission – Daniela Wise (Audio 54:25)

Teen Council Member Daniela Wise gave a report.

7.6 Senior Advisory Committee – Himaja Nimmagadda (Audio 55:08)

No Report.

7.7 Transportation Advisory Committee – Sanjay Anasuri (Audio 55:22)

No Report.

7.8 Open Space Committee – Sophie Cooper (Audio 55:35)

No report.

7.9 Parks and Community Services Commission – Chair Amritha Ramesh (Audio 55:44)

97 Teen Council Chair Amritha Ramesh gave a report.

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99 **7.10 City Council Representatives (Audio 58:31)**

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101 **2nd Tuesday of the Month:** Amina Syed

102 Teen Council Member Amina Syed gave a report.

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104 **4th Tuesday of the Month:** Jose Sarmiento

105 Teen Council Member Jose Sarmiento gave a report.

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107 **8. STAFF REPORTS (Audio 59:25)**

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109 **8.1 Parks and Community Services Department Updates-** Jennifer Gault **(Audio 59:27)**

110 Recreation Supervisor Jennifer Gault gave a report.

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112 **9. COMMITTEE MEMBER ITEMS & ANNOUNCEMENTS (Audio 1:10:27)**

113 Teen Council Chair Amritha Ramesh made an announcement.

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115 **10. ADJOURNMENT (Audio 1:11:54)**

116 The meeting was adjourned at 7:48 P.M. on Tuesday, March 16, 2021.

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118 Submitted by Jennifer Gault, Recreation Supervisor.

San Ramon Teen Council



Meeting Staff Report

Date: April 20, 2021

From: Jennifer Gault, Recreation Supervisor
Presented by Amritha Ramesh, Teen Council Chair

Subject: Discussion and Approval of the 2020-2021 Teen Council Annual Report

Recommended Action:

Review and approve the Teen Council Annual Report from 2020-2021.

Background:

The City Council adopted a procedure for all City committees whereby each committee would provide an annual report to the City Council on their operations, accomplishments, and work plans. The report also serves as a tool for the incoming Teen Council to carry forward the work from the preceding year. The Teen Council is tentatively scheduled to present the annual report to the Parks and Community Services Commission on May 12 and to the City Council May 25.

Attachments:

Attachment 1: Teen Council Annual Report 2020-2021

2020-2021 Annual Report to the City Council

San Ramon Teen Council

Scheduled to be presented to the Parks Commission – May 12, 2021

Scheduled to be presented to the City Council – May 25, 2021

I. Charge of the Teen Council

1. Advise and inform the Parks and Community Services Commission and staff on the various issues relating to teens, outlining the needs of the population.
2. Provide recommendations to the staff and Parks and Community Services Commission on teen programs and policies relating to teen recreation services.
3. Appoint appropriate subcommittees as necessary to further the work of the teen program mission and the efforts of the department and the Teen Council.
4. Receive input from the teen population in San Ramon as well as other organizations and individuals on issues relevant to the teen population.
5. Act as a liaison for teen issues to governmental and private organizations.
6. Advocate teen issues within the entire community.
7. Identify problems of teen services and recommend appropriate solutions.
8. Be a channel of communication between the staff and the teen population.
9. Provide feedback to the staff on the assessment of current and future needs of the teen population for the purpose of program planning.

II. History of the Committee

The Teen Council was established by the City Council on August 23, 1994, pursuant to a recommendation by the Parks and Community Services Commission.

Currently, the Teen Council consists of 17 members and 2 alternates, in grades 9-12 from California High School, Dougherty Valley High School, and The Quarry Lane School.

There were three appointed subcommittees this year including the Community

Outreach Subcommittee, Programming Subcommittee, and Public Relations Subcommittee.

III. **Review of 2020-2021 Committee Accomplishments and Projects**

1. Community Outreach Subcommittee

Committee Chair: Risha Chakraborty

The Community Outreach Subcommittee focused on marketing the various Teen Council events throughout the year and coordinating the Ambassador Program. The subcommittee researched effective and novel methods to advertise to the teen population of San Ramon, especially given that direct advertisement in classrooms was difficult due to remote learning.

The subcommittee prioritized using social media and direct advertisement to organizations that teens were involved with. These organizations included sports, religious and scout groups, nonprofit and volunteer organizations such as CSF and NHS, and school administration staff who could post flyers on Schoolloop, Peachjar and Google Classrooms. These methods should be considered for advertisement in the future, along with direct advertisement to classrooms when school returns to in-person learning.

Community Outreach continued to develop the purpose of the Ambassador Program this year. The goal of the Ambassadors was to aid the subcommittee in marketing to the teen population and assist Teen Council in identifying issues that relate to the teens of San Ramon. This year, the Ambassadors identified three topics including female empowerment, increasing teen involvement through nonprofits, and improving mental health. The Ambassadors are working with Teen Council to create a web series for teens to address these topics. The videos will include prominent nonprofit founders, mental health counselors and female role models in San Ramon. Looking forward, the Teen Council should continue to develop new opportunities for the Ambassadors to assist the Teen Council.

2. Programming Subcommittee

Committee Chair: Himaja Nimmagadda

The Programming Subcommittee focused on orchestrating the logistical aspects of transitioning the Senior Tech Days during the pandemic and the video project.

Following months of planning and collaboration with the Senior Advisory Committee, the subcommittee debuted the Senior Live Lounge, a virtual program connecting isolated senior citizens with teens. The subcommittee developed a flyer for the program that was distributed through the Senior Meals Program. There was one senior who showed interest, but no participation in the program. The Teen Council will continue to further research new ways to connect with seniors in a virtual format.

In addition to this collaboration, the Teen Council video project was developed. Despite the ongoing pandemic, the subcommittee was able to identify key trails and locations in San Ramon to highlight in a video series. In the future, the subcommittee plans on identifying virtual events for teens and working with local organizations to highlight teen-centered locations and activity options in San Ramon.

3. Public Relations Subcommittee

Committee Chair: Daniela Wise

The Public Relations Subcommittee focused on the advertisement and development of projects such as the Outstanding Teen Citizenship Award and a partnership with the Alcohol & Drug Abuse Prevention Team (ADAPT).

Continuing the Outstanding Teen Citizenship Award, the subcommittee worked diligently to transform and advertise the application to a virtual platform. The Teen Council received a record high of 24 applications for the award. After reviewing all of the applications, the Teen Council selected Vishakh Arora as the Outstanding Teen Citizen. Vishakh was recognized for his accomplishments at the Teen Council meeting, Parks and Community Services Commission meeting, City Council meeting, and the San Ramon Chamber of Commerce Awards Dinner.

In addition, the Public Relations subcommittee continued their partnership with ADAPT, focusing on educating teens and families about substance abuse prevention. The subcommittee is working on a virtual program to raise awareness, collaborating with Patty Hoyt from the Discovery Counseling Center.

IV. **Volunteer Activities**

Teen Council members are required to serve eight hours of volunteer work each month. This requirement ensures an active membership in the community and encourages their peers to volunteer. While volunteer opportunities were less abundant than in previous years, Teen Council members were able to remain active by participating in a variety of

events. Teen Council members volunteered at Senior Live Lounge, Zoom with Santa, Parks Make Life Better Clean-up at Crow Canyon Gardens, and the Leave No Trace trail cleanup at the Tassajara Ridge Trail.

V. Representation in City Government

The Teen Council has liaisons for the Arts Advisory Committee, Economic Development Advisory Committee, Housing Advisory Committee, Library Advisory Committee, Planning Commission, Open Space Committee, Senior Advisory Committee, Transportation Advisory Committee, the Parks and Community Services Commission, and four City Council Representatives. These liaisons serve as a vital link for teen input on these committees. Teen Council Members attend meetings and report back to the Council to consider various aspects of other committees when making suggestions and changes.

VI. New Programs of the 2020-2021 Term

The Teen Council successfully connected with San Ramon residents through events and programs directed at fostering creativity, involvement, and community service including:

- Further development and purpose of the Teen Council Ambassador program
- Partnership with Leave No Trace trail cleanup event
- Transformation of Senior Tech Days to Senior Live Lounge
- Inauguration of the Video Project highlighting the City of San Ramon

Suggestions for the 2021-2022 Term

1. Research teen recreation opportunities. Explore ways to support these opportunities and address new community needs.
2. Research and execute partnerships with local organizations, businesses, and committees to promote teen wellness, mental health, and recreation such as the Rock Band Showcase with A Brighter Day organization.
3. Transition Senior Technology Days to include a virtual platform (Zoom, live streaming workshops, etc.), and work to increase attendance by expanding promotional campaigns.
4. Continue organizing workshops targeted at youth conferences such as She's All That and look into expanding to additional youth groups such as Boy Scouts, Girl Scouts, and other organizations.
5. Continue the Teen Council Ambassador Program, and increase the involvement of the Ambassadors at the Teen Council meetings and subcommittee meetings. Further develop the purpose and timeline of the program.
6. Continue the individual Outstanding Teen Citizenship Award, and seek partnerships with

local organizations.

7. Expand the video project by encouraging subcommittees to film videos highlighting the San Ramon community, and work closely with the City of San Ramon for video ideas and distribution.
8. Explore ways to build relationships with the school district, high schools, middle schools, and Leadership classes.
9. Establish a stronger social media presence for Teen Council using Instagram or other social media platform page.

Meeting Staff Report

Date: April 20, 2021
From: Jennifer Gault, Recreation Supervisor
Subject: Walking District Charrette Summary

Recommended Action:

Review the Walking District Charrette Summary Report and provide feedback on the information gathered from the stakeholder and public meetings.

Background:

The San Ramon Walking District began as a grassroots effort by local residents to create a more pedestrian oriented space in San Ramon's core. The city of San Ramon has expanded on the original grassroots effort to create a more walkable, interconnected city and has begun to work towards a San Ramon Walking District Master Plan. Stakeholder engagement for the San Ramon Walking District Master Plan began with a series of one-on-one interviews with various stakeholders. The goals of the walking district include: Creating a comfortable place for people to walk and bike; identifying walking and biking routes and loops; connecting to civic, recreation, and commercial destinations; enhancing wayfinding; and providing a long-term vision for pedestrian-oriented access and connectivity.

Stakeholder engagement for the San Ramon Walking District Master Plan began with a series of one-on-one interviews with various stakeholders. The first charrette was held on March 2, 2021 and provided an opportunity to dive in to the more interactive elements of visioning and planning. The charrette was conducted via zoom with co-facilitators from the Design Workshop team using mural boards behind the scenes to capture information in real time. The attached document is a summary of the information gathered.

Following the first round of public engagement, two to three different alternatives will be developed. These alternatives will combine information derived from stakeholder and public engagement, mapping exercises, relevant research, city input, and best practice. Site alternatives will identify locations throughout the Walking District for public art, trees and vegetation, gathering places, site furnishings, lighting and other landscape elements. Each alternative will consider critical factors such as access, connectivity, implementation strategy, phasing, and pedestrian and bicycle mobility.

The alternatives will be shared with the community in May for additional feedback before a final walking district plan is finalized.

Attachments:

San Ramon Walking District Master Plan – Charrette Summary