

IN THE CITY COUNCIL OF THE CITY OF SAN LEANDRO

**RESOLUTION NO. 2025-XXX**

**RESOLUTION TO AMEND ADMINISTRATIVE CODE TITLE 17, YOUTH ADVISORY COMMISSION,  
SECTION 17.1.100, TO CHANGE THE MEETING FREQUENCY FROM TWICE MONTHLY TO ONCE  
MONTHLY**

**WHEREAS**, the Youth Advisory Commission is a 21-member body composed of youth entering their freshman, sophomore, junior, or senior years of high school at the time of appointment; and

**WHEREAS**, Administrative Code §17.1.100 currently requires the Youth Advisory Commission to hold regular meetings twice each month, while most City boards and commissions meet monthly; and

**WHEREAS**, Staff analysis indicates that high school-aged commissioners balance academic workloads, extracurricular activities, and family obligations, resulting in frequent scheduling conflicts under a twice-monthly meeting structure; and

**WHEREAS**, reducing the meeting frequency to once monthly would ease scheduling pressures, better accommodate the realities of students' commitments, and support greater participation, consistent attendance, and improved engagement; and

**WHEREAS**, on October 7, 2025, the Youth Advisory Commission reviewed past attendance data and voted unanimously to recommend modifying the meeting schedule from twice monthly to once monthly.

**NOW, THEREFORE**, the City Council of the City of San Leandro does **RESOLVE** as follows:

That Administrative Code Title 17, Youth Advisory Commission, Section 17.1.100 is hereby amended to read as follows:

**§ 17.1.100 REGULAR MEETINGS.**

Regular meetings of the Youth Advisory Commission shall be held ~~two times~~ once each month, with the exact dates as agreed upon by the Commission, convening at the hour of 6:00 p.m.

Introduced by Councilmember \_\_\_\_\_ and passed and adopted this 8<sup>th</sup> day of December 2025 by the following vote:

**AYES:** \_\_\_\_\_ ( )

**NOES:** \_\_\_\_\_ ( )

**ABSENT:** \_\_\_\_\_ ( )

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

Sarah K. Bunting  
Acting City Clerk

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