



## Agenda for the Regular Meeting of the Laguna Niguel Youth Committee

REGULAR MEETING OF  
September 5, 2019 - 7:00 p.m.

**COUNCIL CHAMBERS  
LAGUNA NIGUEL CITY HALL**

**30111 Crown Valley Parkway  
Laguna Niguel, California 92677**

**WELCOME TO YOUR YOUTH COMMITTEE MEETING!**

*Regular meetings are held on the first Thursday of each month at 7:00 p.m. in the Council Chambers at City Hall, 30111 Crown Valley Parkway.*

*Any person wishing to address the Youth Committee on any matter, whether or not it appears on this agenda, is requested to complete a "Request to Speak" form available on the counter near the door. Please submit the completed form to the Secretary prior to being heard by the Committee. Each individual will be allowed three (3) minutes. No action will be taken on any items not on the agenda, unless the Committee makes a determination that an emergency exists or that there is a need for immediate action and the need to take action came to the attention of the City subsequent to the agenda being posted.*

*Any documents that are provided to the Youth Committee regarding items on this agenda less than 72 hours prior to this meeting will be available for public inspection at the public review table that is located in the reception area at the main entrance to City Hall at 30111 Crown Valley Pkwy., Laguna Niguel, California 92677, until 5:00 p.m. on the date of the Committee meeting. After 5:00 p.m., the documents will be available at the counter that is located inside of the City Council Chambers at 30111 Crown Valley Pkwy., Laguna Niguel, California 92677.*

*Thank you for attending your Youth Committee meeting.*

**City Hall  
30111 Crown Valley Parkway  
949/362-4300 Fax 949/362-4340  
[www.cityoflagunaniguel.org](http://www.cityoflagunaniguel.org)**

**CALL TO ORDER AND ROLL CALL  
Youth Committee**

**PLEDGE OF ALLEGIANCE**

## **PUBLIC COMMUNICATIONS**

### **1. ADMINISTRATION**

- A. ADMINISTER THE OATH OF OFFICE TO NEWLY APPOINTED MEMBERS**
- B. INTRODUCTIONS**
- C. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA NIGUEL ESTABLISHING LAGUNA NIGUEL YOUTH COMMITTEE**
- D. RALPH M. BROWN ACT REVIEW**
- E. MEETING SCHEDULE**

### **2. APPROVAL OF MINUTES OF THE MAY 2, 2019 YOUTH COMMITTEE MEETING**

#### **Recommendation**

Approve as written or amended.

### **3. COMMITTEE PROJECTS**

#### **A. Support for Together4Teens Mental Wellness and Prevention Event**

##### **Recommendation**

That the Committee

- a) Determine what level of sponsorship is necessary to support the event; and
- b) Discuss a plan to promote the event.

## **COMMITTEE MEMBER, CITY COUNCIL & STAFF REPORTS**

## **ADJOURNMENT**

### **LAGUNA NIGUEL YOUTH COMMITTEE**

**Committee Member Makayla Brown  
Committee Member Courtney Bunge  
Committee Member Janan Bustami  
Committee Member Lauren Chou  
Committee Member Nick Drossel  
Committee Member Natalie Glennon  
Committee Member Emily Guilfoyle  
Committee Member Bella Leibovitz  
Committee Member Skylar Neeve**

**Committee Member Zoe Neeve  
Committee Member Andrew Nesson  
Committee Member Tyler Noxon  
Committee Member John Reid  
Committee Member Kyle Wade  
Committee Member Amanda Zidron**

**Council Liaisons  
Mayor John Mark Jennings  
Council Member Elaine Gennawey**

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E-mail address.....[info-ln@cityoflagunaniguel.org](mailto:info-ln@cityoflagunaniguel.org)  
Website address..... [www.cityoflagunaniguel.org](http://www.cityoflagunaniguel.org)

*Americans with Disabilities Act - In compliance with the Americans with Disabilities Act, if you are an individual who requires accommodations to participate in this meeting, please contact the City Clerk's Office at (949) 362-4300. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility.*

*The Council Chambers is wheelchair accessible and disabled parking is available in the City Hall parking lot. Assisted Listening is available in the Council Chambers. To arrange for use of a personal listening device, please contact the City Clerk prior to the meeting.*

**AFFIDAVIT OF POSTING**

COUNTY OF ORANGE  
CITY OF LAGUNA NIGUEL

I, MICHELLE NEWTON, PARKS AND RECREATION COORDINATOR OF THE CITY OF LAGUNA NIGUEL, hereby certify, under penalty of perjury, that I caused the posting of this agenda by 5:00 p.m. on August 30, 2019 at City Hall, 30111 Crown Valley Parkway; Crown Valley Community Park, 29751 Crown Valley Parkway, and Sea Country Senior and Community Center, 24602 Aliso Creek Road.

POSTED BY:



Michelle Newton, Recreation Coordinator  
Parks and Recreation Department

**RESOLUTION NO. 2019-1277**

**RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF LAGUNA NIGUEL, CALIFORNIA,  
RESTATING THE PROCEDURES, RULES AND REGULATIONS FOR  
THE LAGUNA NIGUEL YOUTH COMMITTEE**

**WHEREAS**, on June 6, 2000, the Laguna Niguel City Council adopted Resolution No. 2000-598 establishing the Laguna Niguel Youth Committee; and

**WHEREAS**, on July 15, 2003, the Laguna Niguel City Council adopted Resolution No. 2003-730 reestablishing the Committee and repealing Resolution No. 2000-598; and

**WHEREAS**, on March 15, 2005, the Laguna Niguel City Council adopted Resolution No. 2005-804 changing the method of appointment and terms for members and alternate members of the Committee; and

**WHEREAS**, on June 6, 2006, the Laguna Niguel City Council adopted Resolution No. 2006-842 reestablishing the Laguna Niguel Youth Committee and repealing Resolution No. 2003-730; and

**WHEREAS**, on August 1, 2006, the Laguna Niguel City Council adopted Resolution No. 2006-853 reestablishing the Laguna Niguel Youth Committee and repealing Resolution Nos. 2005-804 and 2006-842; and

**WHEREAS**, on May 18 2010, the Laguna Niguel City Council adopted Resolution No. 2010-1000 reestablishing the Laguna Niguel Youth Committee and repealing Resolution No. 2006-853; and

**WHEREAS**, on March 19 2019, the Laguna Niguel City Council adopted Resolution No. 2019-1277 reestablishing the Laguna Niguel Youth Committee, with additional changes to appointment and removal provisions and repealing Resolution No. 2010-1000; and

**WHEREAS**, the City Council of the City of Laguna Niguel desires to adopt a resolution that includes all of the procedures, rules and regulations for said Committee.

**NOW THEREFORE, BE IT RESOLVED**, by the City Council of the City of Laguna Niguel as follows:

1. Establishment of Committee.

The City Council of the City of Laguna Niguel hereby reestablishes the Laguna Niguel Youth Committee.

2. Membership and Appointment.

- (a) The Committee shall consist of up to fifteen (15) voting members who shall be high school students residing in Laguna Niguel. Students attending both the public and private high schools that serve the community are eligible for membership.
- (b) City staff shall review the applications to insure that the minimum application requirements are satisfied. The two City Council Liaisons to the Youth Committee shall interview all applicants that meet the minimum qualifications and ~~select~~ appoint up to fifteen (15) members for the Committee.
- (c) The City Council may appoint less than fifteen members to the Committee.
- (d) It is the intent of the City Council that the Committee shall consist of a broad range of members with varying and diverse interests and backgrounds.
- (e) Applicants must have a grade point average of 2.25 or higher.

3. Duties of the Committee.

- (a) Maintain and update a Laguna Niguel Teen Web Site.
- (b) Maintain and update a Youth Community and Volunteer Service Directory.
- (c) Maintain a Youth Employment Directory as part of the Laguna Niguel Teen Web Site.
- (d) Develop or participate in an annual local youth job fair.
- (e) Annually review and recommend new teen recreation programs and events.
- (f) Plan one or two teen recreation programs each year.
- (g) Participate as volunteers at City sponsored events.
- (h) Work cooperatively with the Dana Point Youth Board on projects of mutual interest.
- (i) Hold annual Joint Meeting with the City Council.

- (j) Hold annual Joint Meeting with the Parks and Recreation Commission to review and provide feedback on teen programs.
- (k) Each member shall participate in or attend at least one of the quarterly City sponsored special teen programs.
- (l) Provide youth input on City projects and/or programs upon request of the City Council.

4. Term of Membership.

- (a) The term of office of members of the Laguna Niguel Youth Committee shall be for a period of two (2) years or until graduation from high school, whichever occurs first.
- (b) For seniors, the term of office shall run from September 1 of the school year to June 30 of that school year. For all others, the term shall run from September 1 of the school year appointed to June 30 of the following school year.
- (c) The City Council Liaisons to the Youth Committee have the sole authority to remove any member of the Committee before the expiration of their term and may do so with or without cause or with or without a reason.

5. Time, Place and Quorum for Meetings.

- (a) The Youth Committee shall meet monthly from September through June.
- (b) All meetings of the Committee shall be held at the City of Laguna Niguel City Hall.
- (c) A quorum for the transaction of any business shall be five (5) members of the Committee.

6. Staff Assistance.

The Recreation Supervisor who is responsible for Youth/Teen Programs shall provide the necessary staff for the Committee, under the direction of the Parks and Recreation Director. The Recreation Supervisor shall also provide assistance to the City Council during the interview process.

7. Officers.

The Committee shall, annually in October of each year, select one of its members to serve as Chairperson of the Committee and a second member to serve as Vice Chairperson of the Committee.

8. Repeal of Prior Resolutions.

Resolution No. 2010-1000 is hereby repealed.

9. Effective Date.

This Resolution becomes effective upon its adoption.

**PASSED, APPROVED AND ADOPTED** this 19<sup>th</sup> day of March 2019.

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John Mark Jennings, Mayor

ATTEST:

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Eileen C. Gomez  
City Clerk

## **BROWN ACT TRAINING FOR YOUTH COMMITTEE MEMBERS**

The Brown Act establishes the procedures that members of local legislative bodies must abide by to **openly** meet, debate, deliberate and act.

### **How do we comply?**

- All Youth Committee meetings must be fully open and accessible to the public.
- Youth Committee Members must discuss, deliberate and act on the public's business openly.
- Materials reviewed by Youth Committee Members must be accessible to the public.

### **Who must comply?**

- All legislative bodies of local governmental agencies.
- Advisory and standing sub-committees created by formal action of the legislative body.
- All boards, committees and bodies created by federal or state law.

### **What is a meeting?**

- A meeting is a **majority of Committee members** present at the same time and place to **hear, discuss, deliberate or take action on any** government business.
- **A meeting is also any gathering** of a majority of Committee members that involves any discussion of government business. This type of gathering would trigger Brown Act open meeting requirements. The Youth Committee consists of a total of fifteen (15) voting members. However, a quorum for this Committee for the transaction of any business shall be five (5) members of the Committee.

### **What is an illegal meeting?**

- Using a telephone, e-mail, another person or any other device by members of the legislative body to discuss governmental business triggers Brown Act open meeting requirements. **Remember not to "reply all" when responding to emails.**



### **What is an example of an illegal meeting?**

A series of meetings to discuss Committee business - each of which involves less than a majority of members, but which taken together involve a majority of members of the legislative body. This includes social media conversations or discussions on Facebook, Twitter or others.

### **What is not an illegal meeting?**

- An individual Committee member conferring with constituents, staff, consultants, or a colleague.

### **Remember the rule about collective concurrence!**

### **What is not considered a meeting?**

Conferences, workshops and community forums as long as there is no discussion of Youth Committee business unless it is part of the scheduled program. Also, social or ceremonial gatherings with no discussion of Youth Committee business.

### **How can the public participate?**

- Members of the public are not required to state name or address.
- Setting time limits is allowable.
- Public recording is permitted.

If you have any questions or need more information, please feel free to contact the City Clerk's Office. Thank you and have a great meeting!

**MINUTES OF THE  
CITY OF LAGUNA NIGUEL YOUTH COMMITTEE MEETING  
CITY COUNCIL CHAMBERS  
30111 CROWN VALLEY PARKWAY, LAGUNA NIGUEL, CA 92677  
May 2, 2019 @ 7:00 p.m.**

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**CALL TO ORDER** by Chair Alyssa Siegel at 7:02 p.m.

**PLEDGE OF ALLEGIANCE** led by Chair Alyssa Siegel

**ROLL CALL**

Committee Members Present: Makayla Brown, Lauren Chou (7:37 arrival), Nick Drossel, Natalie Glennon, Nikki Minagar, Skylar Neeve, Alex Probolsky, Mason Rosal, Kyle Wade; Vice Chair Ileana Avila, Chair Alyssa Siegel

Committee Members Absent: Mathew Bermingham, Sean Casey, Elena Singh, John Stensby

Staff Present: Gretchen Malcolm, Recreation Supervisor  
Sheila Huettl, Recreation Coordinator  
Eileen White, Recording Secretary

Liaisons Present: John Mark Jennings, Mayor

**PUBLIC COMMUNICATIONS** - None

**1. APPROVAL OF MINUTES**

- A. Minutes of the Joint Parks and Recreation Commission/Youth Committee Meeting of April 11, 2019

**A MOTION** was made by Vice Chair Avila and seconded by Makayla Brown to receive and file the minutes of the Joint Parks and Recreation Commission/Youth Committee Meeting of April 11, 2019, as submitted.

**Motion carried 11-0-4, with Mathew Bermingham, Sean Casey, Elena Singh and John Stensby being absent.**

## 2. ADMINISTRATION

Supervisor Malcolm encouraged all to RSVP if they have not done so already to their invitations for the Volunteer Appreciation Dinner; discussed attire and event format.

## 3. COMMITTEE PROJECTS

### A. LNTEENS.ORG

Kyle Wade volunteered to write the meeting recap/news flash for the LNTEens.org website.

Supervisor Malcolm announced that the LNTEens website will be converted from its stand-alone status to a link from the official City website; discussed potential to develop an app for Youth Committee interaction.

### B. Social Media Update

Natalie Glennon reported that April's post focused on the dangers of opioids; noted posts will focus on alcohol in May. She announced that a driving program posted by Elena Singh has already gathered 200 followers. She will post the Music Festival flyer once it's finalized tonight.

### C. Music Festival Update

Supervisor Malcolm played demos from remaining bands 83, Hypnosis, and White Collar, as well as single artist Ava August and requested the Committee choose two artists to fill out the program for the Music Festival.

Committee Members unanimously chose 83 and Hypnosis for the two artists needed, and decided the order of play will be: 1) 83, 2) Dahlia, and 3) Hypnosis.

Following discussion of potential charities to receive any funds collected, the Committee unanimously chose the Citizen Foundation.

Committee Members selected Alex Probolsky to act as the Master of Ceremonies during the event.

Committee Members encouraged each other to use all social media, relevant contacts, school administration etc., to promote the event.

Ileana Avila and Nikki Minagar offered to meet with Mr. Silverberg to ask him for promotion assistance and discuss potential for extra credit given to

attendees. Natalie Glennon requested those with videos of past music festivals forward them to her for posting on social media. Additionally, Committee Members offered to help promote the event by reaching out to those in charge of school announcements, list serves, weekly emails, etc.

D. Live Clean Initiative Update

Natalie Glennon reported she will continue to post substance awareness information/news during the summer; noted no months have been designated as specific topics as yet; advised she will research methods to make the postings more specific and personal to reach out more effectively.

F. Wellness and Prevention Event

Supervisor Malcolm reviewed the staff report.

Natalie Glennon discussed potential format, content, locations, etc., and requested the Committee Members provide input. She will continue working on developing the events throughout the summer and keep in contact with Supervisor Malcolm. Comments/suggestions from the Committee Members, staff and Committee liaisons included the following:

- Suggestion to hold two events, one for youth and one for parents. The youth event should be held in a less formal environment, such as a coffee shop, restaurant, etc. The adult one could be held at a City facility.
- Public Health representatives, school and behavior counselors, Wellness Prevention Center representatives, volunteers, etc., will be invited to attend both meetings.
- The teen event should have a comfortable, casual feel, with anonymously asked questions answered, and all the latest information on depression, mental illness, anxiety, etc., available. Additionally, there should be information available on stress relieving strategies, mindfulness, calming measures, etc.
- Teens might not be comfortable attending and/or sharing their feelings in a public format, even if it's in a comfortable, informal setting.
- The main focus should be a discussion on getting schools/individuals the resources they need to help teens.
- Questioned whether teens would be honest in a peer-based session, including their state of mind, how much time they spend studying, etc.
- Keep topics general and broad, stay with general advice rather than focus on individuals or specific behaviors.

- Suggestion to hold the events in the beginning of the school term, such as September or October, so the impact is felt for the entire term; avoid Thanksgiving or December due to full agendas.

## **COMMITTEE MEMBER/CITY COUNCIL & STAFF REPORTS**

Recreation Supervisor Malcolm announced she will email the Committee Members with the City Council meeting particulars once the date/time has been scheduled; noted what a pleasure it had been for her to work with them and watch them grow; encouraged them to attend the Music Festival and keep in touch going forward.

Mayor Jennings thanked the Committee Members for the time and effort they spent to make a difference in their peers' lives. He asked those leaving the Committee to keep in touch and wished them success going forward. He encouraged all to attend the (date TBD) City Council meeting for formal thanks and plaque awards.

Chair Alyssa Siegel thanked all for their support during her tenure as Chair and noted what an honor it had been. She extended best wishes for all in college and as they continue with their lives; encouraged them to continue striving to the best of their ability. She thanked Mayor Jennings and asked him to convey thanks to Councilmember Gennaway as well for the support, encouragement, and knowledge they provided.

## **NEXT MONTH'S AGENDA**

### **ADJOURNMENT**

**THERE BEING NO FURTHER BUSINESS BEFORE THE COMMITTEE, CHAIR SIEGEL ADJOURNED THE MEETING** at 8:02 p.m. to the Inaugural Youth Committee meeting to be held on Thursday, September 5, 2019, at 7:00 p.m. in the City of Laguna Niguel Council Chambers located at 30111 Crown Valley Parkway, Laguna Niguel, CA.

# CITY OF LAGUNA NIGUEL

## AGENDA ITEM

### YOUTH COMMITTEE

SEPTEMBER 5, 2019

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**TO:** Youth Committee

**FROM:** Gretchen Malcolm, Recreation Supervisor

**SUBJECT:** Youth Committee support for Together4Teens, Mental Wellness and Prevention Event for Teens and Parents

**SUMMARY:** Youth Committee members have partnered with several agencies to host a mental wellness event on Saturday, October 12, 2019. The event will include a keynote speaker, workshops for parents and teens and a teen panel available for questions. It is recommended that the Committee determine what level of sponsorship is necessary to support the event; and discuss a plan to promote the event.

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#### BACKGROUND

Youth Committee Member, Natalie Glennon, brought up the idea of organizing a mental wellness event at the May 2, 2019 Youth Committee Meeting, after a middle school student at Don Juan Avila took his life. Natalie suggested to the committee that an event should be organized to educate parents and teens about the resources available for students that are suffering from depression, anxiety and other mental health issues. The City Council liaisons suggested to the Youth Committee to reach out to the Wellness & Prevention Center to get suggestions on how such an event should be organized. Natalie attended the summer planning meetings and the event will be held on Saturday, October 12, 2019, at Capistrano Valley High School, from 8:30am to 1:00pm. A keynote speaker, Comedian Adam Grabowski, will kick off the event and then parents and teens will attend separate workshops on topics such as; mental health, suicide prevention, social media, gender and sexuality, coping skills and stress management. The event will be an opportunity for attendees to earn community service hours.

The Youth Committee Members should refer to Attachment A, which includes sponsorship opportunities for consideration including the Asset Builder at \$500 or the Health Resource at \$100. Sponsorships are requested to assist with covering expenses in an effort to offer a successful and quality event. This will allow the Laguna Niguel Youth Committee to provide their financial support of this educational workshop to benefit teens and parents, which will result in increased awareness and understanding of mental health issues.

The Youth Committee Members should discuss what actions they will take to promote this event. Members should volunteer for specific tasks at each of the high schools that they attend. Suggestions for marketing and promotion include social media, posters, e-mails, distribution of flyers, and morning announcements.

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**FISCAL IMPACT**

Sponsorship opportunities for consideration include: Asset Builder at \$500 or Health Resource at \$100. Adequate funding is available in the Parks and Recreation Department's Fiscal Year 2019-20 Operating Budget to cover the expense.

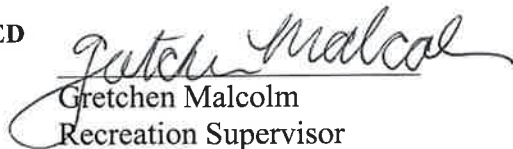
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**RECOMMENDATION**

That the Committee:

- a) Determine what level of sponsorship is necessary to support the event; and
  - b) Discuss a plan to promote the event.
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**SUBMITTED  
BY:**

  
Gretchen Malcolm  
Recreation Supervisor

**REVIEWED  
BY:**

  
Ron Rivera  
Recreation Manager

Attachment

- A. Together4Teens Sponsorship Opportunities

# Together4Teens

## 2019 SPONSORSHIP & VENDOR INFORMATION



Come together for teens to support awareness, understanding and access by sponsoring

Date: October 12<sup>th</sup> 2019

Location: Capistrano Valley High School, Mission Viejo California

Time: 8:30am-1:00pm

Together4Teens is an education day for parents and teens with activities designed to increase awareness, understanding, and access for teens and adults about today's pressures on teenagers. The Keynote presenter, America's Got Talent finalist, comedian Adam Grabowski brings his personal experience with depression and anxiety as well as a mental health stigma reduction campaign called #sayitanyway. The event will feature workshops for parents and youth on topics including suicide prevention, social media, transitions, mental health, and stress management. We expect that 300 adults and youth will attend this event. The event will be promoted through 3 local newspapers with a distribution of 40,000 homes, through the Capistrano Unified School District which has approximately 54,000 students, and through social media and print. Details for sponsorship packages are outlined below. Contact Lauren Gallegos for more information at 949-677-0402 or [lauren@www.wpc-org](mailto:lauren@www.wpc-org).

<p><b>Visionary</b> <b>\$3,000</b></p>	<ul style="list-style-type: none"> <li>• Event sponsor, 1 available</li> <li>• Mention in Press Release, E-newsletter, social media</li> <li>• Logo on all promotional items</li> <li>• Opportunity to place own promotional items in resource bag</li> <li>• Introduce Keynote presenter</li> <li>• 5 Reserved seats for Keynote</li> <li>• Vendor booth</li> <li>• Full page program ad</li> </ul>
<p><b>Community Partner</b> <b>\$1,000</b></p>	<ul style="list-style-type: none"> <li>• Mention in Press Release, E-newsletter, social media</li> <li>• Logo on all promotional items</li> <li>• Opportunity to place own promotional item in resource bag</li> <li>• 2 Reserved seats for Keynote</li> <li>• Vendor booth</li> <li>• ½ page program ad</li> </ul>
<p><b>Asset Builder</b> <b>\$500</b></p>	<ul style="list-style-type: none"> <li>• Mention in E-newsletter and social media</li> <li>• Logo on event flyer</li> <li>• Opportunity to place own promotional item in resource bag</li> <li>• Vendor booth</li> <li>• ¼ page program ad</li> </ul>
<p><b>Health Resource</b> <b>\$100</b> <b>Non-profit \$25</b></p>	<ul style="list-style-type: none"> <li>• Non-Profit Vendor Booth &amp; mention in program Ad - \$25 or raffle item valued at \$25 or more</li> <li>• Vendor booth and mention in program ad, must contribute raffle item \$25 or more - \$100</li> </ul>

This event is planned by the Wellness & Prevention Coalition, a group of organizations and individuals who share the goals of supporting youth and building a healthy community. The Mission of the coalition is to build a thriving community empowered to live healthy lives. Since 2014 the coalition has been working towards this vision by improving access to services that support mental and physical health and promote drug free lifestyles in south Orange County communities.