City of Louisville
COLORADO • SINCE 1878

Youth Advisory Board

*Agenda**

Agenda updated on 11/4/25

November 6, 2025
Louisville Public Library
951 Spruce Street
1st Floor Meeting Room
6:00-7:30 PM

Members of the public are welcome to attend and give comments remotely; however, the in-person meeting may continue even if technology issues prevent remote participation.

- *You can call in to 888 788 0099 US*
  Webinar ID #: https://us02web.zoom.us/j/84894035329
  Passcode: 591156
- *You can log in via your computer. Please visit the City's website here to link to the meeting: www.louisvilleco.gov/yab.*

The Board will accommodate public comments during the meeting. Anyone may also email comments to the Board prior to the meeting at Jschwartz@LouisvilleCO.gov.

I. Call to Order

II. Approval of Agenda

III. Public Comments on Items Not on the Agenda

IV. Vote for YAB to Co-Sponsor a December All-Careers Event at the Boulder Public Library

V. Visit from Keith and Katie from DTJ Design to discuss PROS Long Range Plan

VI. Officer Elections

- Chair, Vice Chair, Secretary, Marketing Manager

VII. Volunteer Projects

VIII. Annual Project – Discuss ideas from October with the goal of finalizing the project. What seems feasible with our limited time and resources?

- A “cocoa and cram” study/relaxation type of event
- Some sort of sports event
- Craft or activism fair

IX. Discussion Items for Next Meeting

X. Comments from Liaisons

XI. Adjourn

City of Louisville
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Youth Advisory Board

Minutes

October 2, 2025
Louisville Public Library
951 Spruce Street
1st Floor Meeting Room
6:00-8 PM

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I. **Call to Order** - Mandy called the meeting to order at 6:03pm. We did a roll call and introductions. Members shared their grade, school, and how many years they've been on the board. Violet, CJ, Rory, and Sonya were absent.

II. Approval of Agenda – Agenda was approved as written.

III. **Public Comments on Items Not on the Agenda** – Soren discussed an All Careers event on December 9th. In November we will vote on whether or not we'd like to co-sponsor.

IV. **Meet and Greet – Introductions –** Done during Roll Call

V. **What is the YAB - What can you expect in the upcoming year?** – Veteran YAB members shared what YAB is and what we do. YAB is a group of engaged teen citizens of Louisville who serve as the voice of the youth for our local government. We volunteer and focus on an annual project, City groups ask for our opinions, and we present to Council each year.

VI. **Expectations of Board Members and Professional Conduct** – We went through the YAB onboarding packet which details in-person and Zoom meeting etiquette. We also talked about Open Government rules (we must turn in

agendas and minutes for all meetings, a discussion in person or via email between 3+ members constitutes a meeting, etc.).

VII. **Officer Positions and Duties** – We discussed the responsibilities of the 4 positions. Members interested in serving in one of these roles should be prepared to give a short speech at the November meeting.

- Leadership team = Chair, Vice Chair, Secretary, Marketing Manager

VIII. **Teambuilding** – We did several teambuilding activities including passing through hula hoops with hands held, and group drawing by holding a marker attached to a string.

IX. **Volunteer Projects for the Upcoming Year** – We discussed recurring events we've helped with in recent years (Sweetheart Dance, Glow Party) as well as some groups we've worked with in the past (Community Food Share, A Precious Child). It's more difficult to find opportunities for YAB post-COVID as many organizations have age requirements and limit the number of volunteers a group can bring. We encourage members to take initiative to reach out to potential organizations to find out if we can help them.

X. **Brainstorm Annual Project Ideas** – Mandy and Jessica began by sharing some details on what's feasible for YAB to do in our time frame, with our budget, and with our bandwidth. We also discussed the fact that some topics fall under our purview while others are handled by other groups like BVSD for example. We then shared ideas with the large group, and later broke into smaller groups. The main ideas are listed here:

- **Activism Festival** – How are teens involved now, how can they get involved, etc.
- **Something with Mental Health** – Perhaps a study session with mental health resources similar to "cocoa and cram" at Fairview.
- **Something with Sports** – a Volleyball tournament, a tournament with a variety of sports, an athletic intro fair where people could try different sports, a fun run for kids, etc.
- **E-bikes** – A class on e-bike safety and best practices, a 5K with a helmet decorating station.
- **A craft fair** for youth vendors to sell their crafts, similar to a Farmer's Market.

After discussing in small groups, many folks considered trying to combine the ideas, but we ultimately decided that it is probably smart to have a more uniform message, and not to bite off more than we can chew. We need to be mindful of our timeline (Project needs to be completed by May) and our budget (around $400).

None of the ideas jumped out as a clear winner though the “cocoa and cram” type event seems very manageable with our resources and connections. There is a lot of interest in a sports event, but we need to think more about logistics.

XI. Discussion Items for Next Meeting

- We will vote on sponsoring the All Careers event on 12/9.
- Please think through all of the annual project ideas we discussed and come prepared to choose a favorite (or offer something fresh or a twist on one of these).
- We will have visitors from the group working on a long range plan for Parks, Rec, Open Space, and Golf looking for our insight at the November meeting.

XII. Comments from Liaisons

- Double check the Contact Info sheet and bring back your signed Attendance Policy and Photo Release form next time.
- We received info about a cool youth leadership summit taking place in Brighton next month. It looks like an amazing opportunity but would require missing school. Take a look at the website for more info. Home | brightonimagesummit

XIII. **Adjourn** – The meeting was adjourned at 7:55.

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of Louisville Parks, Open Spaces, Trails, Recreation & Senior Center, and Golf Course

PROS GUIDEBOOK

Advisory Board Meeting #4

November 6, 2025

City of Louisville

What is the PROS Guidebook?

The Louisville Parks, Recreation & Open Space (PROS) Department is creating a new Guidebook to **outline department priorities for the next 10+ years**.

The Guidebook includes two related plans:

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PROJECT GOALS

Project Goals

1. **COMPREHENSIVE**
   Address the needs of each PROS Division.
2. **INCLUSIVE**
   Engage diverse community members.
3. **CURRENT TRENDS**
   Consider previous plans as well as current preferences.
4. **RECOMMENDATIONS**
   Plan recommendations and strategies based on community input and technical resource data.
5. **MEASURABLE OUTCOMES**
   Compare to national and local standards.
   Propose tangible implementation strategies.

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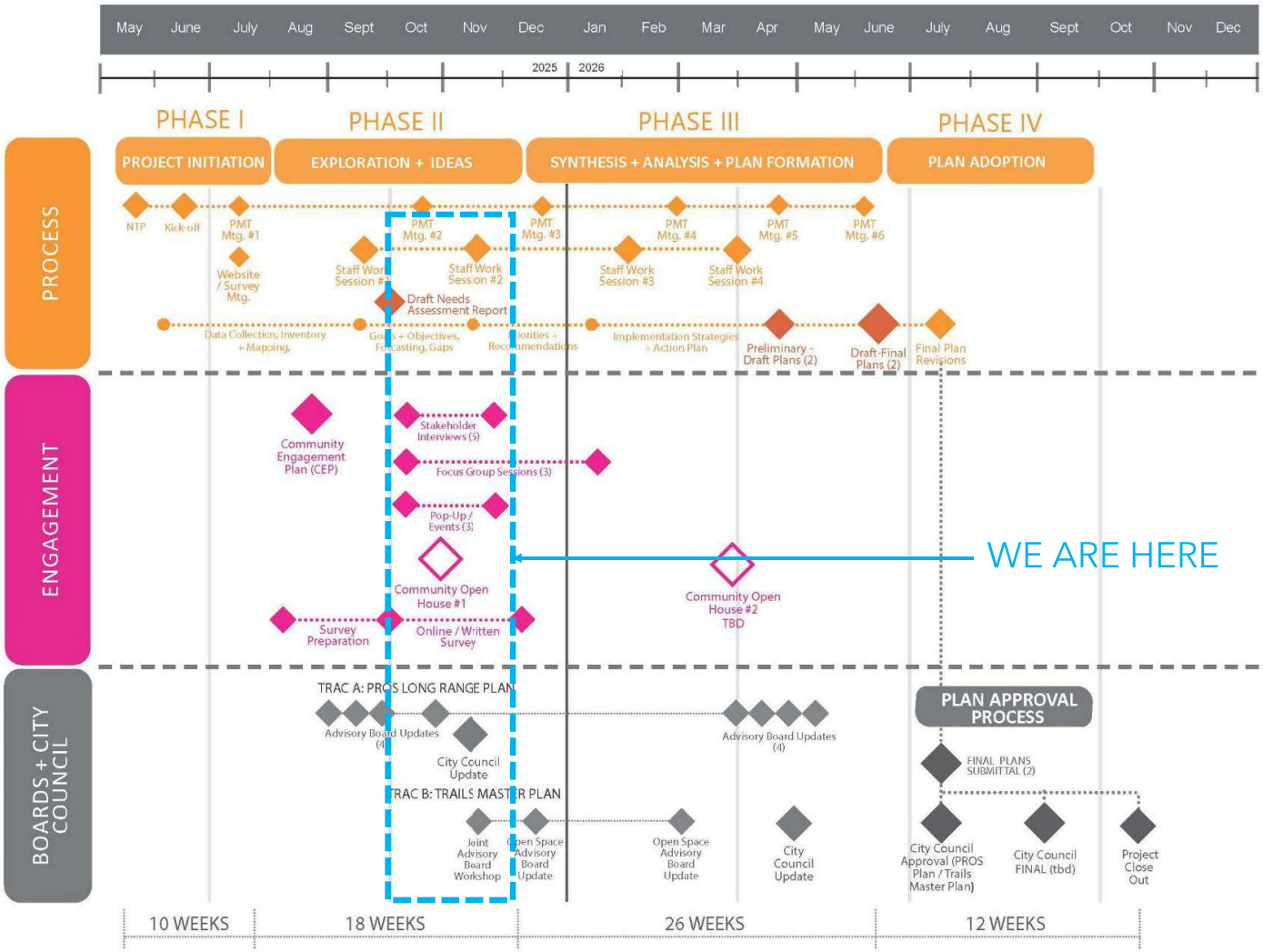
Project duration

~18 months or 1.5 years

Of that time, about **6 months** are spent on community engagement.

Why is community engagement important?

- To hear from people using the PROS system.
- To ensure the Guidebook reflects the diverse interests and evolving needs of the community.



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PROJECT TIMELINE

Key Engagement Dates

Stakeholder Interviews (5) **Oct –Nov**
Focus Groups (3) **Nov- Dec**
Pop-Up Events

- Senior Services Wellness & Resource Fair Oct 3
- Soccer at Louisville Elementary Oct 4
- Cottonwood Park Oct 10
- Davidson Mesa Trailhead Oct 11
- Coal Creek Golf Course Oct 11
- **Monster Dash Community Park** **Oct 26**

Advisory Board Updates Round 1 Sept - Nov 2025
Advisory Board Updates Round 2 Jan – March 2026
Community Open House Event #1 Oct 29
Community Open House Event #2 March 2026

Online Survey
Project webpage
URL [PROS Guidebook | Engage Louisville CO]

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COMMUNITY OUTREACH + ENGAGEMENT