



*CITY of CALABASAS*

**MAYOR'S YOUTH COUNCIL AGENDA  
REGULAR MEETING  
MONDAY, SEPTEMBER 8, 2025, 6:00 P.M.  
FOUNDERS HALL  
200 CIVIC CENTER WAY, CALABASAS, CA 91302**

**CALL TO ORDER – 6:00 P.M.**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**APPROVAL OF AGENDA**

**PRESENTATIONS – NONE**

**ANNOUNCEMENTS**

**PUBLIC COMMENTS**

At this time the public may address the Council on any matter that is within the subject matter jurisdiction of the Council. The public will also be given an opportunity to comment on matters which are on the posted agenda during Council deliberation on those specific matters.

**CONSENT CALENDAR**

All matters listed on the Consent Calendar are to be approved with one motion. Items may be removed from the Consent Calendar for individual consideration. Removed items will be considered immediately following approval of the Consent Calendar.

**1. Meeting Minutes**

Recommendation: Approve the May 12, 2025 meeting minutes.

**CONTINUED BUSINESS**

**2. Flea Market / Pumpkin Festival Event**

Recommendation: Discuss the Flea Market / Pumpkin Festival Event and do the following:

1. Discuss and approve budget expenditures.
2. Appoint members to work the event (including setup and cleanup).
3. Discuss and approve advertisement and outreach plan.
4. Select a MYC member Point of Contact to work with the Community Services Department.
5. Select a Charity for the vendor fee donations.

### **3. Subcommittee Breakout Sessions and Reports**

Recommendation: Conduct breakout sessions and receive reports from the Civic Engagement and Communications, Cultural Awareness and Diversity, Economic Development and Environmental Subcommittees.

## **VERBAL REPORTS**

## **ADJOURN**

This agenda was posted in accordance with applicable legal requirements. Regular and adjourned regular meeting agendas may be amended up to 72 hours in advance of the meeting; Special meeting agendas may be posted 24 hours in advance of the meeting.

Posted: September 3, 2025



CITY *of* CALABASAS

**MAYOR'S YOUTH COUNCIL  
AGENDA REPORT**

**MEETING:** September 8, 2025  
**TO:** Mayor's Youth Council Members  
**FROM:** Kristy Buxkemper, City Clerk  
**SUBJECT:** Meeting Minutes

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**RECOMMENDATION**

Approve the May 12, 2025 regular meeting minutes.

**DISCUSSION**

The secretaries of the Mayor's Youth Council have prepared and submit the minutes for approval.

**FISCAL IMPACT**

There is no fiscal impact associated with this report.

**ATTACHMENTS**

A. May 12, 2025 regular meeting minutes

**MAYOR'S YOUTH COUNCIL AGENDA  
REGULAR MEETING  
MONDAY, MAY 12, 2025, 6:00 P.M.  
FOUNDERS HALL  
200 CIVIC CENTER WAY, CALABASAS, CA 91302**

**CALL TO ORDER – 6:00 P.M.**

Chair Parker called the meeting to order at 6:02 p.m. in the Calabasas Founders Hall, 200 Civic Center Way, Calabasas, CA 91302.

**PLEDGE OF ALLEGIANCE**

Vice Chair Kingsrud led the Pledge of Allegiance.

**ROLL CALL**

Present: Ava Kingsrud, Bailey Strull , Ella Kingsrud, Hailey Kramer, Gia Parker, Isla Goldfarb, Jake Matalon, Lauren Weintraub, Mason Wilgus, Mia Matalon, Paige Dobkosuky, Keanu Langroudi, Seilah Langroudi, Dylan Stein, and Sienna Strull.

Absent: Ethan Shapiro (excused), Avi Shah (unexcused)

**APPROVAL OF AGENDA**

Member Kingsrud moved and Member Goldfarb seconded a motion to approve the agenda. The motion carried 18-0, Members Shapiro and Shah were absent.

**PRESENTATIONS – NONE**

**ANNOUNCEMENTS**

**PUBLIC COMMENTS- NONE**

**CONSENT CALENDAR**

**1. Meeting Minutes**

The April 7, 2025 special meeting minutes were approved.

**CONTINUED BUSINESS - NONE**

## **NEW BUSINESS**

### **2. Creek Cleanup Discussion**

Chair Parker discussed hosting a Creek Cleanup Day with the Environmental Services Division. She also discussed potential event dates (June 21st), budget, ad hoc committee, and volunteer assignments.

### **3. Flea Market**

Chair Parker discussed holding the Mayor's Youth Council Flea Market in collaboration with the City's Pumpkin Festival. Chair Parker also formed a flea market committee with: Gia Parker, Ella Kingsrud, Keanu Langroudi, Lauren Weintraub, Bailey Strull, Ava Kingsrud, Mia Matalon, Dylan Stein and Paige Dobkosuky.

### **4. Subcommittee Breakout Sessions and Reports**

Chair Parker called for breakout sessions and received reports from the Civic Engagement and Communications, Cultural Awareness and Diversity, Economic Development and Environmental Subcommittees.

Civic Engagement and Communications - Lauren Weintraub: Lauren discussed a food truck night that has voter registration and a contest for more followers on the MYC instagram.

Cultural Awareness and Diversity - Paige Doubkousky: Paige discussed going to the library to plan a book pop up and collaborating with the stand with Israel program.

Economic Development - Keanu Langroudi: Keanu discussed what vendors he will have at the flea market and possibly starting a finance youth class.

Environmental- Sienna Strull - Sienna talked about promoting the creek clean up with flyers

Wellness - Isla Goldfarb: Isla discussed planning an improv show for the old age home on June 4th.

## **ORAL REPORTS – NONE**

**ADJOURN**

Chair Parker adjourned the meeting at 6:47 p.m.

Approved and adopted by the Mayor's Youth Council on September 8, 2025.

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GIA PARKER, Chair

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BAILEY STRULL, Co-Secretary

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LAUREN WEINTRAUB, Co-Secretary



CITY *of* CALABASAS

**MAYOR'S YOUTH COUNCIL  
AGENDA REPORT**

**MEETING:** September 8, 2025

**TO:** Mayor's Youth Council Members

**FROM:** Kristy Buxkemper, City Clerk  
Gia Parker, MYC Chair

**SUBJECT:** Flea Market Event

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**RECOMMENDATION**

Discuss the Flea Market / Pumpkin Festival Event and do the following:

1. Discuss and approve budget expenditures.
2. Appoint members to work the event (including setup and cleanup).
3. Discuss and approve advertisement and outreach plan.
4. Select a MYC member Point of Contact to work with the Community Services Dept.
5. Select a Charity for the vendor fee donations.

**BACKGROUND**

At the April 7, 2025 Mayor's Youth Council meeting, interest was expressed in holding a Flea Market event. It was requested that the item return with a summary of last year's event along with information on holding it again in collaboration with the City's Food Truck Festival event.

At the May 12, 2025 Mayor's Youth Council meeting, the City Clerk provided the requested information and options, and it was approved to hold the Flea Market along with the City's Pumpkin Festival. The MYC also created a subcommittee for the event to continue planning over the summer break.

**DISCUSSION**

The Pumpkin Festival will be held on October 19, 2025, from 10:00am – 5:00pm at the Juan Bautista de Anza Park. Space is limited, and the Community Services department has generously agreed to accommodate up to 8-12 vendor spaces dedicated to the MYC Flea Market. The event has strict set up and break down requirements due to the associated street closure and the Flea Market vendors will have to comply with the more regimented protocols of the established event, all of which are listed in the attached application.

All applications submitted by vendors will be vetted through the Community Services Department, and there will be no food allowed at any vendor booth due to Food and Safety regulation timelines, which requires a separate application and is not approved for the MYC section of the Flea Market.

Applications will be forwarded to the Chair and Ad Hoc Committee members for vendor selection. All proceeds from vendor fees collected will be donated to a charity of the Mayor's Youth Council choice.

The Mayor's Youth Council should discuss and provide direction on the following regarding the Flea Market/Pumpkin Festival:

- **Budget:** Review and approve expenditures such as a new banner for the event.
- **Event Participation:** Select members to work shifts (including setup, duration of event, and clean up).
- **Advertisement/Outreach:** Identify vendors to outreach and any additional advertisement needed for event.
- **Meetings:** Select a point of contact to work w/ Community Services and schedule a meeting to review event.
- **Charity:** Select a Charity to donate the Vendor fees.

### **FISCAL IMPACT**

The MYC should discuss any costs related to advertising and the Flea Market event and identify and approve budget expenditures.

### **ATTACHMENTS**

A. Pumpkin Festival Application



# MAYORS YOUTH COUNCIL

# FLEA MARKET



# CALABASAS Pumpkin Festival

# OCTOBER 19th, 2025

## MARKETPLACE VENDING APPLICATION

PRESENTED BY THE CITY OF CALABASAS

# FROM 10AM - 5PM

[cityofcalabasas.com/communityservices](http://cityofcalabasas.com/communityservices)

JUAN BAUTISTA DE ANZA PARK

3701 Lost Hills RD

CALABASAS, CA 91301



# MYC FLEA MARKET @ PUMPKIN FESTIVAL MARKETPLACE VENDING

The **Mayor's Youth Council** is partnering with the **City of Calabasas** to host a **Flea Market** at the Calabasas Pumpkin Festival! The Calabasas Pumpkin Festival welcomes **5,000–7,000 visitors** each year for a full day of fall-themed fun. The festival's Marketplace is a same-day sales area where attendees can shop and take items home from the event. **To join the Marketplace, vendors must have products available on-site. Pumpkin-themed items and booth decorations are encouraged to celebrate the fall season.**

## MYC FLEA MARKET @ PUMPKIN FESTIVAL MARKETPLACE VENDING REQUIREMENTS

### Products

- **Products must be available and on-site during event hours**

#### Acceptable Merchandise

- Pumpkin, autumn, harvest, Halloween, or holiday crafts & décor
- Handmade arts & crafts
- Jewelry & clothing (no catalog-only items)
- Home & garden goods
- Soaps & body care (ready for purchase—no catalogs)

#### Marketplace Exclusions

- Business materials, trade show displays, and promotions
- Catalog merchandise, massage, and newspaper/magazine subscriptions
- Alcohol, tobacco, vitamins, drugs or drug / tobacco paraphernalia or products referencing or resembling such products (including vapor products)
- Firearms, pepper sprays, ammunition, or products referencing or resembling the aforementioned items
- Items with sexual content, profanity, or material which may be deemed offensive to race, religion, culture, creed, gender identity, or sexual orientation
- Political or election campaigns
- No foods allowed of any kind

### Vending Schedule

- Public Hours: 10:00 AM – 5:00 PM
- **Vendor On-Site Requirement:** 9:00 AM – 6:00 PM

### Canopies & Equipment

- Vendors must bring and manage their own canopies and equipment.
- Canopies must be anchored with at least 100lbs of weight.
- Booths may be inspected before opening.

### Photos, Applications & Fees

- Applications must include a photo of your merchandise and a picture of your booth setup (ideally from another event).
- Photos help with booth placement and are required for acceptance.
- Photos are not kept from previous years; returning vendors must submit new photos with each application.



## THE MAYOR'S YOUTH COUNCIL FLEA MARKET

**VENDOR FEES WILL BE DONATED TO CHARITY!**





# MYC FLEA MARKET @ PUMPKIN FESTIVAL VENDOR GUIDELINES & INFO

These guidelines are intended to support a safe, organized, and successful experience for everyone involved.

## **Booth Space Details**

- Booth spaces are 10 ft. wide x 12 ft. deep on asphalt.
- Vendors are required to provide their own canopies and display equipment.
- Shade structures, supplies, materials and equipment must remain within assigned space.

## **Setup Hours**

- Saturday (optional): 4:00 PM – 7:00 PM
- Sunday: 6:30 AM – 9:00 AM (vehicle access closes at 8:45 AM)

## **Breakdown Hours**

- Sunday: 6:00 PM – 8:00 PM (no vehicles before 6:00 PM)

## **Parking**

- 2 vendor vehicle passes per booth.
- Additional parking available in public lots.
- Oversized vehicles/RVs must be noted in the application.
- ADA parking available (placard required).

## **Electricity**

- Electricity is not provided in the Flea Market Marketplace.
- Vendors requiring power must bring a quiet generator and a fire extinguisher, and notify producers in advance, as a fire inspection is expected.

## **Promotional Materials**

- Materials such as promotional ads, coupons, flyers, etc. may ONLY be distributed within a vendor's space.
- Distribution outside of the designated booth space is prohibited.
- Festival producers reserve the right to stop any dispersal and recoup costs for excessive clean-up.

## **Tobacco-Free Event**

- Smoking, vaping, and tobacco use are prohibited on festival grounds.

## **Security**

- Security will be onsite Saturday 4:00 PM – Sunday 8:00 PM.
- The City is not responsible for lost, stolen, or damaged property.

## **Festival Entry: Credentials or Admission Tickets Required**

- Entry to the festival is permitted only with a credential or a valid admission ticket.

**Credentials** are issued to individuals who are vending, performing, or working the event.

- Credentials do not include access to festival activities.
- Credentials will be issued Sunday between 6:30 AM – 9:00 AM.
- Each booth is allotted a maximum of four (4) credentials.

**Admission tickets** grant full access to the festival, including all activities and entertainment.

- Exhibitors may purchase admission for guests or additional staff at the Will Call Booth for a special vendor rate of \$10.00.
- EVENT DAY ONLY/CASH ONLY
- NO ATMs ON SITE

## **Conduct & Compliance**

- Violations of festival rules may lead to immediate removal, loss of fees and disqualification from future events.

**Questions or inquiries? Contact us at 818-880-6461 or**

**email: [deanzastaff@cityofcalabasas.com](mailto:deanzastaff@cityofcalabasas.com)**



## Deadline to Submit: September 26, 2025

To apply, please complete and return the attached application with fees before Friday, September 26, 2025 to the following address:

**Attn: Pumpkin Festival Marketplace  
c/o Juan Bautista de Anza Park  
3701 Lost Hills Road,  
Calabasas, CA 91301**

You may also submit your forms and photos by email to [deanzastaff@cityofcalabasas.com](mailto:deanzastaff@cityofcalabasas.com) with **“MYC Flea Market”** in the subject line. If you do not receive a confirmation, please follow up.

### Enclose the following with application:

- Completed & signed application (incomplete applications will be returned without consideration).
- One or more photos of the items to be sold and a photo of your booth display (preferably taken during another event). Note: Pictures are not retained year to year. Returning vendors are required to submit photos for consideration. Incomplete applications will be returned.
- Payment for all applicable fees (see application for details. Fees are due at time of submission).
- Vendors will receive an initial email notifying them of their acceptance status. Directions and parking information will be emailed the last week of September. Booth space requests are welcome, and the committee makes every attempt to accommodate vendor needs. Please note however, specific locations, corners, and shade cannot be guaranteed. Placement is ultimately based on show aesthetic/theme, traffic flow, price points, and fire codes.
- **CANCELLATIONS AFTER October 1, 2025 result in loss of fees.**  
*\$6 processing fee non-refundable*



## ALL PROCEEDS DONATED TO MYC CHARITY!

Questions or inquiries? Contact us at 818-880-6461 or  
email: [deanzastaff@cityofcalabasas.com](mailto:deanzastaff@cityofcalabasas.com)



# 2025 MYC FLEA MARKET @ PUMPKIN FESTIVAL APPLICATION

**Business Name:** \_\_\_\_\_ **Owner's Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Mobile:** \_\_\_\_\_ **Email:** \_\_\_\_\_ **Instagram:** @ \_\_\_\_\_

**Items You Will Be Selling:** \_\_\_\_\_

**Are any of your items edible?**  No  Yes *(If yes, stop no food is allowed)*

**Have you exhibited at the Pumpkin Festival before?**  No  Yes **If yes, what year?** \_\_\_\_\_

### BOOTH SIZE REQUEST

Does your booth include pumpkin items?  Yes  No

If yes, list all pumpkin items (subject to verification at event) \$6 processing fee included:

If no, select booth size below:

- 10ft x 12ft \$74.00       20ft x 12ft \$131.00
- 30ft x 12ft \$188.00       40ft x 12ft \$245.00



**ALL VENDOR FEES WILL BE DONATED TO MYC CHARITY!**

### VEHICLE INFORMATION

Please indicate the quantity and type of vehicles you will be bringing to the festival (Note: 2 vendor lot parking permits maximum. Additional vehicles must park with public):

- Car, S.U.V., Truck, or Van under 10 feet in length
- Vehicle with trailer or vehicle over 10 feet in length  
Please explain: \_\_\_\_\_
- RV requesting overnight parking  
(must be pre-approved – a City representative will contact you for confirmation)
- Handicap Parking Required (placard must be displayed)

**GET INTO THE SPIRIT!**

**We strongly encourage decorating your booth with a festive pumpkin or harvest theme to enhance the seasonal spirit!**



# 2025 MYC FLEA MARKET @ PUMPKIN FESTIVAL APPLICATION

### ELECTRICITY INFORMATION:

- Power source not needed
- I will be bringing a generator: Type \_\_\_\_\_ Fuel \_\_\_\_\_

**SPACE REQUESTS:** (We will do our best to accommodate every vendor's requests; however specific locations, corners, and shade cannot always be guaranteed. Placement is ultimately based on festival theme, traffic flow, price points, fire marshal requirements & safety.)

**SIGNATURE** - The undersigned agrees to defend, indemnify, and hold harmless the City of Calabasas, their officers, employees and agents from and against all loss, liability charges and expenses (including attorney fees) which may arise by participating in the event. I understand that the City does not provide accident, medical, liability, workers compensation insurance or any other insurance. I agree to carefully inspect and satisfy myself that the facilities provided are reasonably safe for the intended use. I agree to assume the risk of participating at the premises. I understand that the City retains the right to use photos taken during activities for publicity purposes. I agree to adhere to all vending and event guidelines. I understand that cancellations after September 5, 2025 will result in loss of fees. **\*\$6 processing non-refundable**

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_



### PAYMENT INFORMATION

Checks/Money Orders made payable to the "City of Calabasas"

Credit Card # \_\_\_\_\_ EXP \_\_\_\_\_ CVV \_\_\_\_\_

Name on Card: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Billing Zip Code \_\_\_\_\_

Signature of Card Owner: \_\_\_\_\_ Date \_\_\_\_\_

**Questions or inquiries? Contact us at 818-880-6461 or  
email: [deanzastaff@cityofcalabasas.com](mailto:deanzastaff@cityofcalabasas.com)**



CITY *of* CALABASAS

**MAYOR'S YOUTH COUNCIL  
AGENDA REPORT**

**MEETING:** September 8, 2025  
**TO:** Mayor's Youth Council Members  
**FROM:** Kristy Buxkemper, City Clerk  
**SUBJECT:** Subcommittee Breakout Sessions and Reports

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**RECOMMENDATION**

Conduct breakout sessions and receive reports from the Civic Engagement and Communications, Cultural Awareness and Diversity, Economic Development, and Environmental Subcommittees.

**DISCUSSION**

Subcommittees will meet for breakout sessions and report back to the Mayor's Youth Council.

**FISCAL IMPACT**

There is no fiscal impact associated with this report.

**ATTACHMENTS**

None.