

# NOTICE OF SPECIAL MEETING

Pursuant to Section 54956 of the Government Code of the State of California, a Special Meeting of the **YOUTH ADVISORY COMMISSION** is hereby called for:

**Date/Time:** **Wednesday, January 25, 2023, 6:00 p.m.**  
(or as soon thereafter as possible)

**\*\*\*NOTE DATE CHANGE\*\*\***

**Location:** **City Hall Conference Room 203**  
**333 Civic Center Plaza**

**THIS MEETING WILL BE OPEN TO THE PUBLIC FOR IN-PERSON PARTICIPATION. IN ACCORDANCE WITH THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH GUIDELINES, UNIVERSAL MASKING INDOORS IS RECOMMENDED FOR ALL PERSONS REGARDLESS OF VACCINATION STATUS AND SOCIAL DISTANCING PROTOCOLS WILL BE IN PLACE FOR TRACY CITY HALL**

Government Code Section 54954.3 states that every public meeting shall provide an opportunity for the public to address the Commission on any item, before or during consideration of the item, however, no action shall be taken on any item not on the agenda.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Items from the Audience  
*In accordance with Council Meeting Protocols and Rules of Procedure, adopted by Resolution No. 2019-240, and last amended by Resolution No. 2021-049, a five-minute maximum time limit per speaker will apply to all individuals speaking during "Items from the Audience/Public Comment". For non-agendized items, the Commission may briefly respond to statements made or questions posed by individuals during public comment; ask questions for clarification; direct the individual to the appropriate staff member; or request that the matter be placed on a future agenda or that staff provide additional information to the Commission.*
5. Approval of Meeting Minutes
  - a. **Review and Approve the Regular Meeting Minutes from December 14, 2022**
  - b. **Review and Approve the Special Meeting Minutes from January 4, 2022**
6. New Business
  - a. **Review and Approve the 2023 Goals, Objectives, and Action Steps and Assign Commissioners to the Various Subcommittees**
7. Adjournment to next Regular Meeting on February 8, 2023

## **AGENDA POSTED: January 24, 2023**

The City of Tracy complies with the Americans with Disabilities Act and makes all reasonable accommodations for the disabled to participate in public meetings. Persons requiring assistance or auxiliary aids in order to participate should call City Hall at (209) 831-6000 at least 24 hours prior to the meeting. Any materials distributed to the majority of the Commission regarding any item on this agenda will be made available for public inspection in the Parks and Community Services Department located at 333 Civic Center Plaza, Tracy, during normal business hours.

**YOUTH ADVISORY COMMISSION  
REGULAR MEETING MINUTES  
December 14, 2022**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Kala at 6:08 p.m.

2. **ROLL CALL:**

- a. Present: Anoop, Bhattarai, Kala, Kaur, Mahendran, Satishkumar, Shah
- b. Absent: Bhattacharyya, Cherukuri, Ha, McAdams
- c. Tardy: None
- d. Adult Commissioners Present: Arbogast
- e. Staff Present: Amanda Jensen, Recreation Coordinator and DeAnna Pombo, Recreation Coordinator
- f. Recorded by: Amanda Jensen, Recreation Coordinator and DeAnna Pombo, Recreation Coordinator

3. **PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Commissioner Kala.

4. **ITEMS FROM THE AUDIENCE:**

There were no comments from the public.

5. **APPROVAL OF MINUTES:**

- a. Review and approve the Regular Meeting Minutes from June 8, 2022.

**ACTION:** A motion was made to approve the minutes by Commissioner Mahendran and seconded by Commissioner Kaur. A roll call vote found all in favor. Passed and so ordered.

6. **INTRODUCTION OF NEW COMMISSIONERS**

Staff Jensen welcomed the new commissioners and asked all to introduce themselves and why they wanted to join the Commission.

Commissioner introductions followed.

7. **ELECTION OF CHAIR AND VICE CHAIR 2022-2023:**

Staff Jensen conducted a vote to select Chair and Vice Chair Positions. Commissioner Kala received the most votes for Chair and Commissioner Satishkumar was uncontended for Vice Chair.

**ACTION:** A roll call vote found all in favor. Passed and so ordered.

8. **OLD BUSINESS:**

- a. Review and Discuss the Youth Advisory Commission Goals, Objectives, and Work Plan for 2022.

Staff Jensen explained to the Commission that although they were unable to complete most of their goals due to lack of quorum for half of the year, two goals were completed. Staff Jensen advised the new Commissioners to review the goals and consider them for upcoming discussion.

**9. NEW BUSINESS:**

- a. Discuss the Purpose of the Youth Advisory Commission Annual Retreat and Proposed Dates to be Held.

Staff Jensen explained the purpose of the annual retreat and asked the Commission to discuss the two proposed dates, and which would work better for the majority.

Commissioner discussion followed.

Commissioner Kaur stated that she would be unable to attend the January 4<sup>th</sup> date if selected. Commissioner Shah would be unable to attend the January 11<sup>th</sup> date if selected. All other Commissioners present could attend either date.

Staff Jensen stated that she would reach out to the absent Commissioners to see which date they would prefer, as present Commissioners could not come into agreement.

**10. ITEMS FROM STAFF:**

- a. Review YAC Binders

Staff Jensen reviewed the YAC binders with all the Commissioners.

- b. YAC Shirts

Staff Jensen let commissioners know that she would like to purchase t-shirts so that when the Commission is out in public, they will be recognizable.

**11. ITEMS FROM COMMISSION:**

Adult Commissioner Arbogast let the Commissioners know that he is a part of the Tracy Earth Project as well and invited them to attend the monthly meetings on the 1<sup>st</sup> Monday of each month at 7:00pm via Zoom. He explained that the founder of the organization would be at the January meeting to present their mission.

**12. ITEMS FROM THE AUDIENCE:**

There were no comments from the audience.

**13. ADJOURNMENT:**

Time: 6:40pm

**ACTION:** A motion was made to adjourn the meeting by Commissioner Kaur and seconded by Vice Chair Satishkumar. Roll call found all in favor. Passed and so ordered.

The above amended agenda was posted at the Tracy City Hall on December 8, 2022. The above are action minutes. A recording is available at the Parks and Recreation Department.

**YOUTH ADVISORY COMMISSION  
SPECIAL MEETING MINUTES  
January 4, 2023**

1. **CALL TO ORDER:** The meeting was called to order by Chair Kala at 4:09 p.m.
2. **ROLL CALL:**
  - a. Present: Bhattacharyya, Bhattarai, Cherukuri, Ha, Kala, Kaur, Mahendran, McAdams, Satishkumar, Shah
  - b. Absent: Anoop
  - c. Tardy: None
  - d. Adult Commissioners Present: None
  - e. Staff Present: Amanda Jensen, Recreation Coordinator and DeAnna Pombo, Recreation Coordinator
  - f. Recorded by: Amanda Jensen, Recreation Coordinator and DeAnna Pombo, Recreation Coordinator
3. **PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Chair Kala.
4. **ITEMS FROM THE AUDIENCE:**

There were no comments from the public.
5. **YOUTH ADVISORY COMMISSION RETREAT TO DISCUSS:**
  1. **REVIEW 2022 GOALS, OBJECTIVES, AND ACCOMPLISHMENTS**
  2. **BRAINSTORM GOALS AND OBJECTIVES FOR 2023**

Chair Kala opened discussion on developing goals based off of the current issues and trends currently influencing teens.

Commission discussion followed.
6. **ADJOURNMENT:**

Time: 6:03pm

**ACTION:** A motion was made to adjourn the meeting by Vice Chair Satishkumar and seconded by Commissioner Bhattarai. Roll call found all in favor. Passed and so ordered.

The above agenda was posted at the Tracy City Hall on December 29, 2022. The above are action minutes. A recording is available at the Parks and Recreation Department.

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*DeAnna Pombo, Staff Liaison*

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
January 25, 2023**

**AGENDA ITEM 6.a.**

REQUEST

**REVIEW AND APPROVE THE YOUTH ADVISORY COMMISSION GOALS,  
OBJECTIVES, AND ACTION STEPS FOR 2023 AND ASSIGN COMMISSIONERS TO  
THE VARIOUS SUBCOMMITTEES**

DISCUSSION

The Youth Advisory Commission determined their top priority goals for the 2023 calendar year at the special meeting held on Wednesday, January 4, 2023. It is necessary for the Commission to discuss their objectives in more detail with City staff and plan accordingly.

Subcommittees are scheduled to meet on a monthly basis and report on the status of their assignments and projects at the monthly Youth Advisory Commission meetings. Each subcommittee will report on their goals/projects, completion dates, receive feedback from Commissioners and the Commission will make recommendations as needed. At this time, Commissioners are being requested to volunteer for a minimum of two subcommittees.

RECOMMENDATION

That the Commission review and approve the Youth Advisory Commission goals, objectives, and action steps for 2023 and assign commissioners to the various subcommittees

Prepared by: Amanda Jensen, Recreation Coordinator

Reviewed by: Jolene Jauregui, Recreation Services Manager

Approved by: Brian MacDonald, Director of Parks and Recreation

Attachment: Attachment "A" – Youth Advisory Commission Goals 2023

Tracy Parks & Recreation Department

Youth Advisory Commission Goals - 2023

Goal	Objective	Action Steps	Completion Date	Status (Assignment)
<b>1</b> <b>PROGRAM ENHANCEMENT</b> ----- Look for ways to enhance Recreation Programs that will provide benefits to teens	1.A. Offer one new teen event or program addressing relevant teen issues	1.A.1. Plan and implement an event or program within the teen community	October 2023	Subcommittee:
	1.B. Offer one new recreational teen event, program or camp	1.B.1. Work with city staff and local high schools to develop ideas and marketing strategies	October 2023	Subcommittee:
	1.C. Participate with the Lolly Hansen Senior Center to propose at least one new intergenerational program or event	1.C.1. Develop ideas and implement one new program or event	August 2023	Subcommittee:
		1.C.2. Partner with Senior Center staff with marketing and executing an intergenerational event.	June 2023	Subcommittee:
	1.D. Support the Rollin' Rec Program	1.D.1. Attend and assist staff at Rollin' Rec at a minimum of two dates per activity guide	September 2023	Subcommittee:
		1.D.2. Work with staff to brainstorm ideas to include local teens in a Rollin' Rec based event	July 2023	All commissioners
		2.A. Implement at least one new community service project	August 2023	Subcommittee:
		2.B. Support the Tracy Historical Museum	October 2023	Subcommittee:
		2.C. Work with Parks and Recreation staff to develop YAC social media posts	November 2023	Subcommittee:
		2.D. Work with Parks and Recreation staff to develop YAC social media posts	December 2023	Subcommittee:
<b>2</b> <b>COMMUNITY OUTREACH</b> ----- Look for ways to make the Commission more visible; to participate with local organizations and service clubs throughout the community; and to widen participation of teens		2.A.1. Assist city staff with marketing efforts to engage teen volunteers	December 2023	All commissioners
		2.A.2. Assist city staff with marketing efforts to engage teen volunteers	December 2023	All commissioners
		2.B.1. Assist museum staff in modernizing the Tracy Historical Museum to attract visitors and new volunteers	December 2023	All commissioners
		2.B.2. Volunteer at the Tracy Historical Museum twice per calendar year	December 2023	All commissioners
<b>City Council Strategic Priority: Quality of Life Goal 3: Provide City Programming and Events That Bolster Quality of Life</b>				