

NOTICE OF REGULAR MEETING

Pursuant to Section 54954.2 of the Government Code of the State of California, a Regular meeting of the **YOUTH ADVISORY COMMISSION** is hereby called for:

Date/Time: **Wednesday, May 10, 2023, 6:00 p.m.**
(or as soon thereafter as possible)

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

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 March 8, 2023**
6. Old Business
 - a. **Review and Discuss the Youth Advisory Commission Goals, Objectives, and Action Steps for 2023**
 - b. **Discuss the Youth Advisory Commission's Participation with the Youth Spring Break Camp**
 - c. **Discuss the Tracy Earth Day Event That Was Held on April 29, 2023**
 - d. **Discuss the Status of the Youth Advisory Commission's Participation with the Youth and Teen Summer Camps**
 - e. **Discuss the Status of the Youth Advisory Commission 2022 Annual Report Presentation**
7. New Business
 - a. **Discuss and approve the Youth Advisory Commission's Participation in the Teen Only Nights at Joe Wilson Pool**
8. Items from Staff
 - a. **Rollin' Rec Dates; 6/5, 6/7, 6/12, 6/14**
 - b. **Summer Camp Begins June 5th**
 - c. **Movies on the Plaza; 6/30, 7/28, 8/25**
 - d. **Subcommittee Meeting Attendance**
 - e. **Recruitment Updates**
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on June 14, 2023

AGENDA POSTED: May 4, 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
MARCH 8, 2023**

1. **CALL TO ORDER:** The meeting was called to order by Chair Kala at 6:05 p.m.
2. **ROLL CALL:**
 - a. Present: Anoop, Bhattacharyya, Bhattarai, Cherukuri, Ha, Kala, McAdams, Mahendran
 - b. Absent: Kaur, Satishkumar, Shah
 - c. Tardy: None
 - d. Adult Commissioners Present: None
 - e. Staff Present: Amanda Jensen, Recreation Coordinator and DeAnna Pombo, Recreation Coordinator
 - f. Recorded by: Madison Delbridge, Recreation Leader III

3. **PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Chair Kala.

4. **ITEMS FROM THE AUDIENCE:**

There were no items from the public.

5. **APPROVAL OF MEETING MINUTES:**
 - a. Review and Approve the Special Meeting Minutes from January 25, 2023.

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

- b. Review and Approve the Regular Meeting Minutes from February 8, 2023.

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

6. **PRESENTATION-TRACY EARTH PROJECT**
 - a. Dotty Nygard from the Tracy Earth Project presented Commissioners with information regarding the mission of the Tracy Earth Project and explained upcoming projects and events that the organization has.
7. **OLD BUSINESS:**
 - a. Review and Discuss the Youth Advisory Commission Goals, Objectives, and Action Steps for 2023.

Chair Kala reviewed the 2023 Youth Advisory Commission Goals, Objectives, and Action Steps with the Commission. Commissioner discussion followed.

The Commission discussed the following Goals and Objectives:

1. Goal - Program Enhancement
 - 1.A.1. - Plan and implement an event or program within the teen community.

Chair Kala provided an update from the subcommittees meeting. Their idea included an event with different sports, games, arts, and music. He suggested turning it into a school competition for the area high schools.

The subcommittee is also interested in getting food trucks at this event. They would like to hold this event on a Saturday in the early fall.

The subcommittee scheduled a follow up meeting for March 22nd.

1.C.2. – Partner with Senior Center staff with marketing and executing an intergenerational event.

The subcommittee shared with the group that they discussed some possible ideas for an intergenerational program, such as “adopt-a-senior” where high school students would have an opportunity to spend time with a local senior citizen at Lolly Hansen Senior Center.

Commissioner Mahendran asked how the subcommittee would plan on marketing this program to the other teens.

Commissioner McAdams shared that the subcommittee would market this using social media accounts, reaching out to school leadership groups, and possibly offering community service opportunities.

The subcommittee scheduled their next meeting for March 15th.

1.D.2. – Work with staff to brainstorm ideas to include local teens in a Rollin’ Rec based event.

The subcommittee shared they would like to offer outdoor activities at a local park such as Lincoln Park or Veteran’s Park as a lunch time event to local teens on a weekend.

Chair Kala shared possibly offering Minute to Win It games, skating opportunities, and different activities at each “Rollin’ Rec” station.

The subcommittee shared they had discussed offering free food to each teen that participated and filled out a punch card, as well as offering raffle ticket prizes.

The subcommittee scheduled their next meeting for March 29th.

2. Goal – Community Outreach

2.A.1. – Work with local service clubs and organizations to offer a community service opportunity to local teens.

Commissioner Ha shared that the subcommittee discussed some different community service opportunities such as volunteering at the Animal Shelter, a food pantry, volunteering for Tracy Earth Day, or helping at local Rollin’ Rec stops.

Commissioner McAdams also shared the possibility of volunteering with MKA tutors. She thought it was a good opportunity to participate in a non-profit created by teens for other kids.

The subcommittee scheduled their next meeting for March 15th.

2.B.1. – Assist museum staff in modernizing the Tracy Historical Museum to attract visitors and new volunteers.

The subcommittee shared they had discussed taking a trip to the Tracy Historical Museum to be able to see what they have and what they could do to assist them.

Commissioner Cherukuri suggested volunteering at the museum and encouraging other teens to volunteer as well. She also suggested creating a video of the museum to help get the word out to the community about what the museum offers.

The subcommittee scheduled their next meeting for March 15th.

2.C.1. – Propose a social media post for all YAC events, community service opportunities, and teen programming that will help to engage local teens.

Staff Pombo shared about the subcommittee meeting as the commissioners who participated were not in attendance.

She shared that the commissioners discussed creating posts for all of the upcoming events YAC is participating in and utilizing the Parks and Recreation Instagram and Facebook accounts to share the posts.

A subcommittee meeting was scheduled for March 29th.

Staff Pombo stated all commissioners would receive calendar invites for upcoming subcommittee meetings.

b. Discuss the Youth Advisory Commission's Participation with the Youth Spring Break Camp

The subcommittee shared their plans for creating activities and games for the participants at the Spring Break Camp.

Commissioner McAdams shared they had discussed playing board games, dancing games, and karaoke. She also shared that they had discussed completing flower themed crafts and ending a week with a contest.

Commissioner Bhattarai shared that the subcommittee would be providing a sign-up sheet for volunteering throughout Spring Break in two-hour blocks.

Commissioners volunteered to participate at the Spring Break Camp by signing up.

A subcommittee meeting was scheduled for March 15th to follow up on planning activities.

8. NEW BUSINESS:

a. Discuss and approve the Youth Advisory Commissions Participation in the 2nd Annual Tracy Earth Day Event on April 29, 2023.

Staff Jensen shared information about the Tracy Earth Project and explained that the Commission did participate in the same event the year prior.

Staff Pombo mentioned that this year's event would consist of the Parks and Recreation booth and the Rollin' Rec program with different Earth Day themed activities.

Commissioner discussion followed.

ACTION: A motion was made to approve participating in the Tracy Earth Day event by Commissioner McAdams and seconded by Commissioner Ha. A roll call vote found all in favor. Passed and so ordered.

- b. Discuss and Approve the Youth Advisory Commission's Participation with the Summer Youth & Teen Camps

Staff Pombo shared information about the upcoming summer teen and youth camps to the Commissioners.

Commissioner Ha asked about the structure of the TracyLIT summer camp.

Staff Pombo explained that the TracyLIT camp will consist of leadership training and hands-on work experience for local teens interested in recreation.

Commissioner discussion followed.

ACTION: A motion was made to approve participating in the summer youth & teen camps by Commissioner Cherukuri and seconded by Commissioner McAdams. A roll call vote found all in favor. Passed and so ordered.

- c. Consider Canceling the Regular Commission Meeting Scheduled for April 12, 2023, Due to the Potential Lack of a Quorum

Staff Pombo shared the consideration that the meeting be canceled due to Commissioner's vacation schedules. Staff Pombo shared that if any pertinent business were to arise, a special meeting could be scheduled later in April or be moved to the May meeting.

Commissioner discussion followed.

ACTION: A motion was made to cancel the regular Youth Advisory Commission meeting scheduled for April 12, 2023, by Commissioner Anoop and seconded by Commissioner Bhattarai. A roll call vote found all in favor. Passed and so ordered.

- d. Appoint a Subcommittee to Begin Practicing the 2022 YAC Annual Report

Staff Jensen explained that this subcommittee would be created to present the YAC Annual Report from 2022 and the 2023 goals to the Parks and Community Services Commission and City Council.

Staff Jensen explained that it is a good opportunity to present a positive report to represent the Commissions accomplishments and upcoming goals.

Commissioner discussion followed.

A subcommittee was formed by Commissioner McAdams and Commissioner Bhattacharyya to begin practicing and presenting the YAC Annual Report. A subcommittee meeting was scheduled for March 21st.

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

9. ITEMS FROM STAFF:

- a. Spring Break Rollin' Rec; 4/10-4/14, 9am-12pm

Staff Pombo shared the Rollin' Rec Spring Break schedule with Commissioners and stated that attending two Rollin' Rec dates per season is part of their goals for this year.

Staff Pombo provided a sign-up sheet for Commissioners to volunteer for upcoming Rollin' Rec dates. Commissioners proceeded to sign up for dates and times to assist at different Rollin' Rec locations during Spring Break.

- b. YAC Recruitment Deadline; 4/28/23

Staff Pombo reminded the Commission that recruitment will remain open until April 28th. She also reminded the Commissioners with terms expiring in July to reapply. Commissioners were supplied with five youth applications and two adult applications and encouraged to reach out to friends and adults who might be interested in applying.

10. ITEMS FROM THE COMMISSION:

No items from the Commission.

11. ADJOURNMENT:

Time: 7:20pm

ACTION: A motion was made to adjourn the meeting by Commissioner McAdams and seconded by Commissioner Cherukuri. Roll call vote found all in favor. Passed and so ordered.

The above agenda was posted at the Tracy City Hall on March 2, 2023. The above are action minutes. A recording is available at the Parks and Recreation Department.

DeAnna Pombo, Staff Liaison

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
May 10, 2023**

AGENDA ITEM 6.a.

REQUEST

**REVIEW AND DISCUSS THE YOUTH ADVISORY COMMISSION GOALS,
OBJECTIVES, AND WORK PLAN FOR 2023**

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.

RECOMMENDATION

That the Commission review and discuss the Youth Advisory Commission goals, objectives, and work plan for 2023.

Prepared by: DeAnna Pombo, 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

Youth Advisory Commission Goals - 2023

Goal	Objective	Action Steps	Completion Date	Status (Assignment)	
<p>PROGRAM ENHANCEMENT</p> <p>1 Look for ways to enhance Recreation Programs that will provide benefits to teens</p>	<p>1.A. Offer one new teen event or program addressing relevant teen issues</p>	<p>1.A.1. Plan and implement an event or program within the teen community</p>	<p>October 2023</p>	<p>Subcommittee: Chair Kala, Commissioners Shch, Cherukuri and Ha Meeting held on 3/22/23 to confirm ideas for teen events or programs</p>	
		<p>1.A.2. Work with the various high school clubs to further promote new event or program</p>	<p>October 2023</p>	<p>Subcommittee: Vice Chair Satishkumar, and Commissioners Bhattacharyya, Anoop, and Bhattachari Meeting date to be determined.</p>	
	<p>1.B. Offer one new recreational teen event, program or comp</p>	<p>1.B.1. Work with city staff and local high schools to develop ideas and marketing strategies</p>	<p>August 2023</p>	<p>Subcommittee: Commissioner Kaur Meeting date to be determined.</p>	
		<p>1.C.1. Develop ideas and implement one new program or event</p>	<p>June 2023</p>	<p>Subcommittee: Chair Kala and Commissioner Shch Meeting held on 4/5/23 to discuss ideas proposed by the Commission</p>	
	<p>1.C. Participate with the Lilly Hansen Senior Center to propose at least one new intergenerational program or event</p>	<p>1.C.2. Partner with Senior Center staff with marketing and executing an intergenerational event.</p>	<p>September 2023</p>	<p>Subcommittee: Commissioners Shch and McAdams Meeting held on 4/5/23 to discuss marketing on intergenerational event</p>	
		<p>1.D.1. Attend and assist staff at Rollin' Rec at a minimum of two dates per activity guide</p>	<p>July 2023</p>	<p>All Commissioners</p>	
	<p>1.D. Support the Rollin' Rec Program</p>	<p>1.D.2. Work with staff to brainstorm ideas to include local teens in a Rollin' Rec based event</p>	<p>August 2023</p>	<p>Subcommittee: Chair Kala and Commissioners Mahendran and Shch Meeting held on 4/19/23 to narrow down ideas to include local teens in Rollin' Rec</p>	
		<p>2.A.1. Work with local service clubs and organization to offer a community service opportunity to local teens</p>	<p>October 2023</p>	<p>Subcommittee: Commissioners McAdams, Ha and Mahendran Meeting held on 3/15/23 to brainstorm ideas for community service opportunities for teens</p>	
	<p>COMMUNITY OUTREACH</p> <p>2 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</p>	<p>2.A. Implement at least one new community service project</p>	<p>2.A.2. Assist city staff with marketing efforts to engage teen volunteers</p>	<p>November 2023</p>	<p>Subcommittee: Commissioner McAdams Meeting date to be determined</p>
		<p>2.B. Support the Tracy Historical Museum</p>	<p>2.B.1. Assist museum staff in modernizing the Tracy Historical Museum to attract visitors and new volunteers</p>	<p>December 2023</p>	<p>Subcommittee: Commissioners Cherukuri, McAdams, Anoop, and Bhattachari Meeting held on 3/20/23 to brainstorm opportunities at the Tracy Historical Museum</p>
<p>2.B.2. Volunteer at the Tracy Historical Museum twice per calendar year</p>			<p>December 2023</p>	<p>All Commissioners</p>	
<p>2.C. Work with Parks and Recreation staff to develop YAC social media posts</p>		<p>2.C.1. Propose a social media post for all YAC events, programming that will help to engage local teens</p>	<p>December 2023</p>	<p>Subcommittee: Vice Chair Satishkumar and Commissioners Kaur, Ha, and Bhattachari Meeting held on 3/28/23 to discuss social media posts for YAC to help engage local teens</p>	

City Council Strategic Priority: Quality of Life Goal 3: Provide City Programming and Events That Bolster Quality of Life

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
May 10, 2023**

AGENDA ITEM 6.b.

REQUEST

**DISCUSS THE YOUTH ADVISORY COMMISSION'S PARTICIPATION WITH THE
YOUTH SPRING BREAK CAMP**

DISCUSSION

In order to assist the Commission in meeting Goal #2, the Youth Advisory Commission was asked to work with City staff to lead activities and assist set-up/clean-up during the youth Spring Break Camp.

A subcommittee consisting of Commissioners McAdams, Shah, Bhattacharyya, and Bhattarai, met to discuss craft and activity ideas to be led by Commissioners. The subcommittee also provided a sign-up sheet for Commissioners to volunteer to assist during the weeklong camp. The camp was supervised and guided by City staff. The commissioners attended on the following dates:

April 10th- Commissioner McAdams

April 11th- Chair Kala, Commissioners Ha & McAdams

April 12th- Commissioners McAdams & Mahendran

April 13th- Commissioner McAdams

April 14th- Commissioner Bhattacharyya

RECOMMENDATION

That the Commission discuss the Youth Advisory Commission's participation with the youth Spring Break Camp.

Prepared by: DeAnna Pombo, Recreation Coordinator

Reviewed by: Jolene Jauregui, Recreation Services Manager

Approved by: Brian MacDonald, Director of Parks & Recreation

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
May 10, 2023**

AGENDA ITEM 6.c.

REQUEST

DISCUSS THE TRACY EARTH DAY EVENT THAT WAS HELD ON APRIL 29, 2023

DISCUSSION

Earth Day is one of the most widely celebrated environmental events across the globe. On this day, events are held worldwide to increase awareness and appreciation of the Earth's natural environment. The Tracy Earth Day event was co-sponsored by Tracy Earth Project Inc., a non-profit organization whose mission is to educate, empower and inspire community participation towards practices that promote responsible environmental sustainability and the City of Tracy.

The Tracy Earth Day 2023 was a free community event providing educational booths, green vendors, City partners, and family activities. Various City Departments attended the event to educate the public on various resources such as; water preservation, recycling, parks, and landscape. This year, Tracy Earth Day was held on Saturday, April 29, 2023 from 9:00am to 3:00pm at on 9th Street, across from the Farmer's Market.

The Commission was asked to assist with marketing the event and with Rollin' Rec programming held at the event.

RECOMMENDATION

That the Commission discuss the Tracy Earth Day 2023 that was held on April 29, 2023.

Prepared by: DeAnna Pombo, Recreation Coordinator

Reviewed by: Jolene Jauregui, Recreation Services Manager

Approved by: Brian MacDonald, Director of Parks & Recreation

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
May 10, 2023**

AGENDA ITEM 6.d.

REQUEST

**DISCUSS THE STATUS OF THE YOUTH ADVISORY COMMISSION'S
PARTICIPATION WITH THE YOUTH AND TEEN SUMMER CAMPS**

DISCUSSION

In order to increase participation in teen programs hosted by the Recreation Division and to assist the Youth Advisory Commission in meeting Goal #1.B., the Youth Advisory Commission was asked to work with City staff to assist with youth and teen summer camps.

The subcommittee consisting of Commissioner Kaur will prepare an update on the ideas and marketing strategy for the camps. All camps will be supervised and guided by City staff and YAC is being requested to assist with leading activities.

Summer Adventure Camp: Weekly sessions begin June 5th, 9am-3pm, Community Center

- Arts & Crafts
- Group outdoor activities

Girls Just Want to Have Fun: June 26-29 & July 17-20 9am-12pm, Community Center

- Develop confidence and build self-esteem
- Learn quick and easy exercise routines, healthy eating tips, and make new friends

(PIN)spiration Workshop: June 5-8 & July 17-20, 1pm-4pm, Community Center

- Express creativity
- DIY projects

TracyLIT: June 12-16, June 26-30, July 10-14, & July 17-21 9am-12pm, Community Center

- Leadership training
- Hands-on experience in recreation
- Mentoring

Babysitting for Beginners: June 12-15 & July 10-13, 9am-1pm, Community Center

- Quick snacks/meals to prepare
- First aid/CPR certified and Emergency Plan

Bake Like a Boss: June 12-16 & July 10-13, 1pm-4pm, Community Center

- Bake variety of desserts such as; cookies, cakes, and cupcakes
- Learn dessert decorating skills

RECOMMENDATION

That the Commission discuss the status of their participation in the summer youth and teen camps.

Prepared by: DeAnna Pombo, Recreation Coordinator

Reviewed by: Jolene Jauregui, Recreation Services Manager

Approved by: Brian MacDonald, Director of Parks & Recreation

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
May 10, 2023**

AGENDA ITEM 6.e.

REQUEST

**DISCUSS THE STATUS OF THE YOUTH ADVISORY COMMISSION 2022 ANNUAL
REPORT PRESENTATION**

DISCUSSION

With the end of the 2022 fiscal year, it is necessary to report to the Parks and Community Services Commission and City Council the accomplishments, goals, and any information pertinent regarding YAC. A year-end report is appropriate and should include an update and status on the following: YAC goals and accomplishments for last year's period covering January 1, 2022 to December 31, 2022 and goals for the 2023 calendar year.

The Commission presented to the Parks and Community Services Commission on May 4th, 2023 and will present to City Council on June 6, 2023. It is recommended that all Commissioners attend both presentations. The subcommittee consisting of Commissioners McAdams and Bhattacharyya will provide an update regarding their presentations.

RECOMMENDATION

That the Commission discuss the status of the 2022 Youth Advisory Commission Annual Report Presentation.

Prepared by: Amanda Jensen, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Brian MacDonald, Parks & Recreation Director

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
May 10, 2023**

AGENDA ITEM 7.a.

REQUEST

**DISCUSS AND APPROVE THE YOUTH ADVISORY COMMISSIONS PARTICIPATION
IN THE TEEN ONLY NIGHTS AT JOE WILSON POOL**

DISCUSSION

In order to assist the Commission in meeting Goal #1, the Youth Advisory Commission is being asked to assist City staff with the Teen Only Pool Nights on June 23rd, July 14th, and August 11th, from 6:00pm to 9:00pm at Joe Wilson Pool.

Commissioners will partner with staff to contribute ideas in planning the “Teen Only” Nights as well as assist with marketing the events to other high school teens. Commissioners will also be asked to attend to assist staff on the event days. A subcommittee will need to be formed to brainstorm and create marketing items and to create a signup sheet for Commissioners to volunteer to assist during the (3) Teen Only Nights. The events will be supervised and guided by City staff.

Dates: June 23, July 14, August 11

Time: 6pm-9pm

Location: Joe Wilson Pool

RECOMMENDATION

That the Commission discuss and approve the Youth Advisory Commission’s participation in the Teen Only Pool Nights.

Prepared by: DeAnna Pombo, Recreation Coordinator

Reviewed by: Jolene Jauregui, Recreation Services Manager

Approved by: Brian MacDonald, Director of Parks & Recreation