

# 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, June 14, 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 May 10, 2023**
6. Old Business
  - a. **Review and Discuss the Youth Advisory Commission Goals, Objectives, and Action Steps for 2023**
  - b. **Discuss the Status of the Youth Advisory Commission's Participation with the Youth and Teen Summer Camps**
  - c. **Discuss the Status of the Youth Advisory Commission's Participation in the Teen Only Nights at Joe Wilson Pool**
7. New Business
  - a. **Consider Canceling the Regular Meeting Scheduled for July 12, 2023 due to the Potential Lack of a Quorum**
8. Items from Staff
  - a. **Annual Report Update-June 6<sup>th</sup>**
  - b. **Rollin' Rec Summer 2023 Dates**
  - 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

## **AGENDA POSTED: June 8, 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  
MAY 10, 2023**

1. **CALL TO ORDER:** The meeting was called to order by Chair Kala at 6:02 p.m.
2. **ROLL CALL:**
  - a. Present: Anoop, Bhattacharyya, Cherukuri, Ha, Kala, Kaur, McAdams, Mahendran
  - b. Absent: Battarai, Satishkumar
  - c. Tardy: Shah
  - 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 Regular Meeting Minutes from March 8, 2023.

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

6. **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. He shared that the subcommittee hopes to host an event this fall at either the Sports Complex or at Clyde Bland Park.

They hope to have things such as sports, games, and plan to contact food trucks to join the event.

The subcommittee scheduled a follow up meeting for May 31<sup>st</sup>.

- 1.C.1. – Develop ideas and implement one new program or event.

Chair Kala shared that the subcommittee discussed hosting a Ping Pong tournament in

partnership with the Lolly Hansen Senior Center in a teen vs. seniors' format.

He shared the subcommittee also discussed a paint nite or baking night event to host with local seniors.

He shared that the subcommittee is interested in starting an "adopt-a-senior" program to host these events.

Commissioner Mahendran shared that she liked the ping pong tournament idea and thought it sounded interesting.

The subcommittee scheduled a follow up meeting for May 31<sup>st</sup>.

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

The subcommittee shared that they had a brief meeting to discuss different ways they could reach out to both the Senior Center and local teens.

They shared that they discussed marketing through the Lolly Hansen Senior Center to senior citizens, and through their schools and their own social media to other local teens.

They shared they plan to discuss further when an activity with the Lolly Hansen Senior Center is planned.

The subcommittee scheduled their next meeting for June 2<sup>nd</sup>.

**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 partner with an existing Rollin' Rec date to offer activities to local teens. The subcommittee is considering Clyde Bland Park, due to the park amenities and location, for this activity.

They suggested offering an "extended hour" from the Rollin' Rec program that would be teens only. They also suggested having Kona Ice and possibly offering one free to teens who participate in the activities.

The subcommittee scheduled their next meeting for May 31<sup>st</sup>.

## 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 starting a drive for Tracy Interfaith Ministries.

He suggested a PB&J drive as those are some of the items on the list of things that we're in need of.

Commissioner Mahendran shared that plastic bags could also be included as that is also on

the list.

The subcommittee scheduled their next meeting for June 2<sup>nd</sup>.

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

Staff Pombo thanked Commissioners for all of their assistance during the Spring Break Camp and let Commissioners know how much it was appreciated.

Commissioner McAdams stated she had a nice time and she thought that participants enjoyed it as well.

Commissioner discussion followed.

- c. Discuss the Tracy Earth Day Event that was held on April 29, 2023

Staff Pombo thanked Chair Kala and Commissioner Bhattacharyya for attending and assisting at the Tracy Earth Day event.

Commissioner Bhattacharyya shared that he had never been to the Earth Day event before and really enjoyed it and thought it was a great event.

Chair Kala shared that he really liked the flowerpots that were an activity for kids and thought that it was very cool.

Commissioner discussion followed.

- d. Discuss the Status of the Youth Advisory Commission's Participation with the Youth and Teen Summer Camps

Staff Pombo discussed the youth and teen summer camps dates and times with Commissioners. Staff Pombo then asked Commissioners which camp sessions they would be available to assist with.

Commissioner Shah shared he was available to assist at Summer Adventure Camp the week of July 10<sup>th</sup>.

Commissioner McAdams shared she would be available to assist with the (PIN)spiration Workshop Camp, Babysitting for Beginners during the week of July 10<sup>th</sup>, and Bake Like a Boss also the week of July 10<sup>th</sup>.

Chair Kala shared he was unsure when he would be available over Summer but shared, he would check his schedule.

Staff Pombo shared that she would follow up with all Commissioners again at a later date.

- e. Discuss the Status of the Youth Advisory Commission 2022 Annual Report Presentation

Staff Pombo thanked Commissioners McAdams and Bhattacharyya for presenting to the Parks Commission on May 4<sup>th</sup>. She shared that they did a great job and that they would be presenting to City Council on June 6<sup>th</sup>. Staff Pombo encouraged all Commissioners to attend the City Council meeting that day to support their fellow Commissioners.

Commissioner McAdams shared that she felt that their presentation went really well at the Parks Commission meeting in May.

Commissioner Bhattacharyya agreed that the presentation went very well and shared feedback given by the Parks Commission.

Commissioner discussion followed.

## 7. **NEW BUSINESS:**

- a. Discuss and Approve the Youth Advisory Commissions' Participation in the Teen Only Nights at Joe Wilson Pool
- b. Staff Pombo shared that the Teen Only Pool Nights would be taking place at Joe Wilson Pool and aimed to grades 6<sup>th</sup> through 12<sup>th</sup>. She shared that the City is asking YAC to assist in marketing and day of activities and that a subcommittee would need to be formed in order to complete this task.

Commissioners McAdams, Bhattacharyya, and Shah volunteered for the new subcommittee and organized a meeting for June 2<sup>nd</sup>.

Commissioner discussion followed.

**ACTION:** A motion was made to approve participating in the Teen Only Pool Nights by Commissioner McAdams and seconded by Commissioner Mahendran. A roll call vote found all in favor. Passed and so ordered.

## 8. **ITEMS FROM STAFF:**

- a. Rollin' Rec; 6/5, 6/7, 6/12, 6/14

Staff Pombo shared the first four dates of the Summer Rollin' Rec schedule and reminded Commissioners that attending two dates per season is part of their goals for this year.

Staff Pombo shared she would follow up with an email with dates for the entire summer so that commissioners could check their summer schedules and arrange to sign up for two dates each.

- b. Summer Camp Begins June 5<sup>th</sup>

Staff Pombo shared that Youth and Teen Summer Camps are all starting the week of June 5<sup>th</sup> and that we are very excited to get all of the summer activities started. She thanked commissioners who had already signed up for Summer Camp dates and reminded the rest of the Commissioners that she would reach out through email for sign-ups.

- c. Movies on the Plaza; 6/30, 7/28, 8/25

Staff Pombo shared all of the dates for the upcoming Movies on the Plaza and invited Commissioners to volunteer for these events. She also asked commissioners to let any of their friends know that if they are looking for a way to volunteer that Movies on the Plaza would be a great opportunity.

d. Subcommittee Meeting Attendance

Staff Pombo thanked all commissioners for attending their subcommittee meetings and communicating if they would be able to make it.

Staff Pombo requested for commissioners to communicate 24 hours before a subcommittee meeting if they would be unable to make it so that the meeting could be rescheduled if necessary.

e. Recruitment Updates

Staff Pombo shared that the Youth Advisory Commission recruitment ended on April 28<sup>th</sup> and that (20) youth applicants and (4) adult applications were received.

She also shared that staff would be moving forward with interviews throughout May and new Commissioners would be appointed in August.

**9. ITEMS FROM THE COMMISSION:**

No items from the Commission.

**10. ADJOURNMENT:**

Time: 6:45pm

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

The above agenda was posted at the Tracy City Hall on May 4, 2023. 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  
June 14, 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

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	<b>1.A.</b> Offer one new teen event or program addressing relevant teen issues	<b>1.A.1.</b> Plan and implement an event or program within the teen community  <b>1.A.2.</b> Work with the various high school clubs to further promote new event or program	<b>October 2023</b>	Subcommittee: Chair Kala, Commissioners Shah, Cherukuri and Ha  Meeting held on 5/31/23 to confirm ideas for teen events or programs	
	<b>1.B.</b> Offer one new recreational teen event, program or camp	<b>1.B.1.</b> Work with city staff and local high schools to develop ideas and marketing strategies	<b>October 2023</b>	Subcommittee: Vice Chair Satishkumar, and Commissioners Bhattacharyya, Anoop, and Bhattarai  Meeting date scheduled for 5/31/23 to discuss ideas.	
	<b>1.C.</b> Participate with the Lolly Hansen Senior Center to propose at least one new intergenerational program or event	<b>1.C.1.</b> Develop ideas and implement one new program or event  <b>1.C.2.</b> Partner with Senior Center staff with marketing and executing an intergenerational event.	<b>August 2023</b>	Subcommittee: Commissioner Kaur  Meeting date scheduled for 5/31/23 to discuss ideas	
	<b>1.D.</b> Support the Rollin' Rec Program	<b>1.D.1.</b> Attend and assist staff at Rollin' Rec at a minimum of two dates per activity guide  <b>1.D.2.</b> Work with staff to brainstorm ideas to include local teens in a Rollin' Rec based event	<b>June 2023</b>	Subcommittee: Chair Kala and Commissioner Shah  Meeting date scheduled for 5/31/23 to discuss ideas	
	<b>2.A.</b> Implement at least one new community service project	<b>2.A.1.</b> Work with local service clubs and organization to offer a community service opportunity to local teens  <b>2.A.2.</b> Assist city staff with marketing efforts to engage teen volunteers	<b>September 2023</b>	Subcommittee: Commissioners Shah and McAdams  Meeting held on 6/2/23 to discuss marketing an intergenerational event	
	<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	<b>2.B.</b> Support the Tracy Historical Museum	<b>2.B.1.</b> Assist museum staff in modernizing the Tracy Historical Museum to attract visitors and new volunteers  <b>2.B.2.</b> Volunteer at the Tracy Historical Museum twice per calendar year	<b>July 2023</b>	<b>All Commissioners</b>  Subcommittee: Chair Kala and Commissioners Mahendran and Shah  Meeting held on 5/31/23 to narrow down ideas to include local teens in Rollin' Rec
		<b>2.C.</b> Work with Parks and Recreation staff to develop YAC social media posts	<b>2.C.1.</b> Propose a social media post for all YAC events, community service opportunities, and teen programming that will help to engage local teens	<b>August 2023</b>	Subcommittee: Commissioners McAdams, Ha and Mahendran  Meeting held on 6/2/23 to brainstorm ideas for community service opportunities for teens  Subcommittee: Commissioner McAdams  Meeting date to be determined
		<b>2.D.</b> Support the Tracy Historical Museum	<b>2.D.1.</b> Assist museum staff in modernizing the Tracy Historical Museum to attract visitors and new volunteers	<b>October 2023</b>	Subcommittee: Commissioners Cherukuri, McAdams, Anoop, and Bhattarai  Meeting held on 5/24/23 to brainstorm opportunities at the Tracy Historical Museum
		<b>2.E.</b> Support the Tracy Historical Museum	<b>2.E.1.</b> Assist museum staff in modernizing the Tracy Historical Museum to attract visitors and new volunteers	<b>November 2023</b>	<b>All Commissioners</b>  Subcommittee: Vice Chair Satishkumar and Commissioners Kaur, Ha, and Bhattarai  Meeting held on 5/31/23 to discuss social media posts for YAC to help engage local teens
		<b>2.F.</b> Support the Tracy Historical Museum	<b>2.F.1.</b> Assist museum staff in modernizing the Tracy Historical Museum to attract visitors and new volunteers	<b>December 2023</b>	Subcommittee: Vice Chair Satishkumar and Commissioners Kaur, Ha, and Bhattarai  Meeting held on 5/31/23 to discuss social media posts for YAC to help engage local teens
<b>City Council Strategic Priority: Quality of Life Goal 3: Provide City Programming and Events That Bolster Quality of Life</b>					



**CITY OF TRACY**  
**YOUTH ADVISORY COMMISSION**  
**June 14, 2023**

**AGENDA ITEM 6.b.**

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. All camps this Summer will be held at the Tracy Community Center.

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 began June 5<sup>th</sup>, 9am-3pm

- Arts & Crafts
- Group outdoor activities

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

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

(PIN)spiration Workshop: July 17-20, 1pm-4pm

- Express creativity
- DIY projects

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

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

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

- 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  
June 14, 2023**

**AGENDA ITEM 6.c.**

REQUEST

**DISCUSS THE STATUS OF THE YOUTH ADVISORY COMMISSION'S  
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 23<sup>rd</sup>, July 14<sup>th</sup>, and August 11<sup>th</sup>, 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 was created by Commissioners McAdams, Bhattacharyya, and Shah who will provide an update on marketing items and will provide 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 the status of 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

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
June 14, 2023**

**AGENDA ITEM 7.a.**

REQUEST

**CONSIDER CANCELING THE REGULAR COMMISSION MEETING SCHEDULED FOR  
JULY 12, 2023, DUE TO THE POTENTIAL LACK OF A QUORUM**

DISCUSSION

The next regular meeting of the Youth Advisory Commission is scheduled for Wednesday, July 12, 2023, at 6:00 p.m. Due to Commissioner's vacation schedules during the month of July, staff is seeking endorsement from the Commission to cancel the regular July meeting. Should any business arise, that would require the Commission's immediate action, the Chair and Staff could work to schedule a Special Meeting later in the month of July or place the items on the agenda for discussion at the August 9, 2023, regular meeting.

RECOMMENDATION

That the Commission endorse cancellation of the July 12, 2023 meeting.

Prepared by: DeAnna Pombo, Recreation Coordinator

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Brian MacDonald, Parks & Recreation Director