

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, October 11, 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 September 13, 2023**
 - b. **Review and Approve the Special Meeting Minutes from September 18, 2023**
6. Presentation: Public Health Advocates' Neighborhood Change Champions
7. Old Business
 - a. **Review and Discuss the Youth Advisory Commission Goals, Objectives, and Action Steps for 2023**
8. New Business
 - a. **Discuss and Approve Commission Goals, Objectives, and Action Steps for the Year 2024**
 - b. **Appoint a Subcommittee to Begin Drafting the 2023 YAC Annual Report**
9. Items from Staff
 - a. **Rollin' Rec Date Reminders**
 - b. **Upcoming Events:**
 1. **Halloween at the Airport, 10/28/23, 2pm-5pm**
 2. **Halloween Bash @ Senior Center, 10/31/23, 2pm-5pm**
 3. **Rockin' Reindeer Bash @ Senior Center, 12/6/23, 4pm-7pm**
 4. **Black & White Ball @ Senior Center, 12/18/23, 4pm-7pm**
10. Items from the Commission
11. Adjournment to next Regular Meeting on November 8, 2023

AGENDA POSTED: October 3, 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
September 13, 2023**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Kaur at 6:02 p.m.
2. **ROLL CALL:**
 - a. Present: Bhattacharyya, Kaur, Mahendran, Shah, Strickland, Syed, Su, Tatari
 - b. Absent: McAdams
 - c. Tardy: Kala
 - d. Adult Commissioners Present: Amezquita-Javier
 - e. Staff Present: Amanda Jensen, Recreation Coordinator and Thomas Freeman, Recreation Services Supervisor
 - f. Recorded by: Amanda Jensen, Recreation Coordinator
3. **PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Commissioner Kaur.
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 May 10, 2023.

ACTION: A motion was made to approve the minutes by Commissioner Shah and seconded by Commissioner Mahendran. A roll call vote found Commissioner Bhattacharyya, Kala, Kaur, Mahendran, and Shah in favor. Abstained: Commissioner Strickland, Syed, Su, and Tatari. Passed and so ordered.

6. **INTRODUCTION OF NEW COMMISSIONERS:**

Staff Jensen asked for all of the Commissioners to introduce themselves, their grade, what school they attend, and their current favorite subject.

Commissioner introductions followed.
7. **PRESENTATION: YOUTH ACTION CHALLENGE**

Wes Huffman, from the Tracy Friends for Parks, Recreation, and Community Services Foundation, presented the Commissioners with a challenge to come up with a project to serve the community. Each Commissioner, should they choose to participate, would be granted \$500 from the Foundation, to complete the project.
8. **ELECTION OF CHAIR AND VICE CHAIR 2023-2024**

Staff Jensen conducted a vote to select Chair and Vice Chair Positions. Commissioner Kaur received the most votes for Chair and Commissioner Shah received the most votes for Vice Chair.
9. **OLD BUSINESS:**
 - a. Review and Discuss the Youth Advisory Commission Goals, Objectives, and Action Steps for 2023.

Staff Jensen explained to the new Commissioners that Attachment A is YAC's goals for 2023

and that the attachment helps YAC reach their goals by following the action steps and setting completion dates. Staff Jensen mentioned that the subcommittees meet on a monthly basis and provide updates on their assignments and projects to the Commission at each meeting.

Chair Kaur 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.

Commissioner Kala and Vice Chair Shah provided an update from the subcommittee meeting. They shared that the subcommittee had hoped to host an event this fall at either the Sports Complex or at Clyde Bland Park. The event would include sports, games, and food trucks.

Commissioner Su volunteered for the subcommittee. A follow-up meeting was scheduled for October 17th.

1.B.1. – Work with city staff and local high schools to develop ideas and marketing strategies.

Commissioner Strickland volunteered for the subcommittee. A follow-up meeting was scheduled for September 28th.

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

Commissioner Kala and Vice Chair Shah provided an update from the subcommittee meeting. They shared that the subcommittee is working towards offering an intergenerational Ping Pong Tournament with each team of two, having one teenager and one senior citizen.

Commissioner Syed and Chair Kaur volunteered for the subcommittee. A follow-up meeting was scheduled for October 16th.

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 such as basketball or kickball.

A follow-up meeting will be scheduled in the next coming months to gear up for the Spring.

2. Goal – Community Outreach

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

Commissioner Mahendran provided an update from the subcommittee meeting. She shared that the subcommittee meeting was working on a peanut butter, jelly, and hygiene drive that would benefit Tracy Interfaith Ministries.

Commissioner Bhattacharya volunteered for the subcommittee. A follow-up meeting was

scheduled for September 18th.

Staff Jensen stated all Commissioners would receive calendar invites for upcoming subcommittee meetings.

b. Provide an Update on the Summer Youth and Teen Camp Programs

None of the present Commissioners attended any of the Summer Youth or Teen Camp Programs.

Staff Jensen reminded the Commission that they voted to approve assisting at the various camps.

10. NEW BUSINESS:

a. Discuss the Purpose of the Youth Advisory Commission Annual Retreat and Proposed Dates

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.

ACTION: A motion was made to approve holding the annual retreat on Monday, September 18th with the time change to 3pm to 5pm by Commissioner Kala and seconded by Vice Chair Shah. A roll call vote found all in favor. Passed and so ordered.

11. ITEMS FROM STAFF:

a. Review YAC Binders

Staff Jensen reviewed the YAC binders with all the Commissioners.

12. ITEMS FROM THE COMMISSION:

Commissioner Kaur shared that the counselors at her school, Kimball High, is having a Mental Health Week and today was Water Wellness Wednesday. She shared that it was a lot of fun and engaging and they got stickers for their water bottles. She also shared that the school will be having their school club carnival Friday, September 22nd from 1pm-3pm and anyone is invited to attend. Commissioner Tatari shared that she is a part of a non-partisan, grassroots organization, trying to have voter registration at her school, Tracy High, for this first time. She wanted to let anyone interested that they are hoping to offer it in the next couple weeks.

13. ADJOURNMENT:

Time: 7:14pm

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

The above agenda was posted at the Tracy City Hall on September 7, 2023. The above are action minutes. A recording is available at the Parks and Recreation Department.

Amanda Jensen, Staff Liaison

**YOUTH ADVISORY COMMISSION
SPECIAL MEETING MINUTES
September 18, 2023**

1. **CALL TO ORDER:** The meeting was called to order by Chair Kaur at 3:06 p.m.
2. **ROLL CALL:**
 - a. Present: Bhattacharyya, Kala, Kaur, Mahendran, McAdams, Shah, Strickland, Syed, Su, Tatar
 - b. Absent: None
 - c. Tardy: None
 - d. Adult Commissioners Present: None
 - e. Staff Present: Amanda Jensen, Recreation Coordinator and Thomas Freeman, Recreation Services Supervisor
 - f. Recorded by: Amanda Jensen, Recreation Coordinator
3. **PLEDGE OF ALLEGIANCE**

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

There were no comments from the public.
5. **YOUTH ADVISORY COMMISSION RETREAT TO DISCUSS:**
 1. **REVIEW 2023 GOALS, OBJECTIVES, AND ACCOMPLISHMENTS**
 2. **BRAINSTORM GOALS AND OBJECTIVES FOR 2024**

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

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

Time: 4:50pm

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

The above agenda was posted at the Tracy City Hall on September 15, 2023. The above are action minutes. A recording is available at the Parks and Recreation Department.

Amanda Jensen, Staff Liaison

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
October 11, 2023**

AGENDA ITEM 7.a.

REQUEST

**REVIEW AND DISCUSS THE YOUTH ADVISORY COMMISSION GOALS,
OBJECTIVES, AND ACTION 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 action plan for 2023.

Prepared by: Amanda Jensen, Recreation Program Coordinator

Reviewed by: Thomas Freeman, Recreation Services Supervisor

Approved by: Jolene Jauregui, Interim 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)
1 PROGRAM ENHANCEMENT ----- 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	December 2023	Subcommittee: Vice Chair Shah, Commissioners Kala, and Su Meeting held on 10/17/23 to rediscuss ideas for teen events or programs with the new subcommittee member
		1.A.2. Work with the various high school clubs to further promote new event or program	December 2023	Subcommittee: Commissioner Bhattacharyya Meeting date to be determined.
	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	August 2023	Subcommittee: Commissioners Kaur and Strickland Meeting date scheduled for 9/28/23 to brainstorm ideas
	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	June 2023	Subcommittee: Chair Kaur, Vice Chair Shah, Commissioners Kala, and Syed Meeting date scheduled for 10/16/23 to rediscuss ideas with the new subcommittee members
		1.C.2. Partner with Senior Center staff with marketing and executing an intergenerational event.	September 2023	Subcommittee: Vice Chair Shah and Commissioner McAdams Meeting date to be determined.
	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	July 2023	All Commissioners
		1.D.2. Work with staff to brainstorm ideas to include local teens in a Rollin' Rec based event	August 2023	Subcommittee: Vice Chair Shah, Commissioners Kala, and Mahendran Meeting date to be determined.
	2 COMMUNITY OUTREACH ----- 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. Implement at least one new community service project	2.A.1. Work with local service clubs and organization to offer a community service opportunity to local teens	October 2023
2.A.2. Assist city staff with marketing efforts to engage teen volunteers			November 2023	Subcommittee: Commissioner McAdams Meeting date to be determined
2.B. Support the Tracy Historical Museum		2.B.1. Assist museum staff in modernizing the Tracy Historical IMuseum to attract visitors and new volunteers	December 2023	Subcommittee: Commissioner McAdams Meeting date to be determined
		2.B.2. Volunteer at the Tracy Historical Museum twice per calendar year	December 2023	All Commissioners
2.C. Work with Parks and Recreation staff to develop YAC social media posts		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	December 2023	Subcommittee: Chair Kaur, Commissioners Tatari, and Strickland Meeting date to be determined
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
October 11, 2023**

AGENDA ITEM 8.a.

REQUEST

DISCUSS AND APPROVE COMMISSION GOALS, OBJECTIVES, AND ACTION PLAN FOR 2024

DISCUSSION

The Youth Advisory Commission determined their top priority goals for the 2024 calendar year at the special meeting held on Monday, September 18, 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 discuss and approve the Youth Advisory Commission goals, objectives, and action plan for 2024.

Prepared by: Amanda Jensen, Recreation Program Coordinator

Reviewed by: Thomas Freeman, Recreation Services Manager

Approved by: Jolene Jauregui, Interim Director of Parks and Recreation

Attachment: Attachment "A" – Youth Advisory Commission Goals 2024

Tracy Parks & Recreation Department

Youth Advisory Commission Goals - 2024

Goal	Objective	Action Steps	Completion Date	Status (Assignment)
1 PROGRAM ENHANCEMENT ----- Look for ways to enhance Recreation Programs that will provide benefits to teens	1.A. Offer one new teen event or program focusing on teen trends or issues (i.e. mental health, vaping, multicultural event, internships w/local businesses)	1.A.1. Plan and implement an event or program within the teen community	July 2024	Subcommittee:
		1.A.2. Work with the various high school clubs to promote new events or programs	June 2024	Subcommittee:
	1.B. Offer one new recreational teen event, program, or camp for high school aged teens (i.e. drive-in movie, teen festival, intercity tournament or game, all high school unity event)	1.B.1. Work with city staff and local high schools to develop ideas and marketing strategies	October 2024	Subcommittee:
		1.C. Participate with the Lolly Hansen Senior Center to propose at least one new intergenerational program or event (i.e. Ping Pong tournament, dance, adopt a grandparent)	1.C.1. Partner with Senior Center staff to develop ideas and implement one new program or event and work together for marketing and execution of the event	April 2024
	1.C.2. Participate with senior programming and events		Monthly	Subcommittee:
	1.D. Support the Rollin' Rec Program	1.D.1. Attend and assist staff at Rollin' Rec a minimum of two dates per activity guide	July 2024	All commissioners
		1.D.2. Work with staff to develop Rollin' Rec program aspects that would draw in teen participation	Per Activity Guide	Subcommittee:
2 COMMUNITY OUTREACH ----- 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. Implement at least one new community service project (i.e. park clean-up, drive for local organization)	2.A.1. Work with local service clubs and organization to offer a community service opportunity to local teens	September 2024	Subcommittee:
		2.B. Support the Tracy Historical Museum	2.B.1. Assist museum staff in modernizing the Tracy Historical Museum to attract visitors and new volunteers	March 2024
	2.B.2. Volunteer at the Tracy Historical Museum twice per calendar year		December 2024	All commissioners
	2.C. Work with Parks and Recreation staff to develop YAC social media posts	2.C.1. Propose social media post for all YAC events, programs, and community service opportunities that will help to engage local teens	Per Event or Program	Subcommittee:
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
October 11, 2023**

AGENDA ITEM 8.b.

REQUEST

APPOINT A SUBCOMMITTEE TO BEGIN DRAFTING THE 2023 YAC ANNUAL REPORT

DISCUSSION

With the end of the 2023 calendar 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, covering January 1, 2023 to December 31, 2023 and proposed goals for the 2024 calendar year.

A subcommittee will need to be formed to begin drafting the annual report and schedule their first meeting by October 31, 2023. The subcommittee will present the report to the Parks and Community Services Commission in December and City Council in February.

RECOMMENDATION

That the Commission appoint a subcommittee to begin drafting the 2023 YAC Annual Report.

Prepared by: Amanda Jensen, Recreation Program Coordinator

Reviewed by: Thomas Freeman, Recreation Services Supervisor

Approved by: Jolene Jauregui, Interim Parks & Recreation Director