

# 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, February 14, 2024, 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 January 10, 2024**
6. Old Business
  - a. **Review and Discuss the Youth Advisory Commission Goals, Objectives, and Action Steps for 2024**
  - b. **Discuss the Status of the Youth Advisory Commission 2023 Annual Report Presentation**
7. New Business
  - a. **Consider Rescheduling the Regular Commission Meeting Scheduled for March 13, 2024, Due to the Potential Lack of Quorum**
  - b. **Discuss and Approve One New Community Service Project or Activity to Complete During National Volunteer Week**
8. Items from Staff
  - a. **Rollin' Rec Dates**
  - b. **YAC Recruitment Deadline, 4/26/24**
9. Items from the Commission
10. Adjournment to next Regular Meeting on March 13, 2024

## **AGENDA POSTED: February 8, 2024**

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  
January 10, 2024**

1. **CALL TO ORDER:** The meeting was called to order by Chair Kaur at 6:02 p.m.
2. **ROLL CALL:**
  - a. Present: Bhattacharyya, Kala, Chair Kaur, Mahendran, Strickland, Syed, Su, Tatari
  - b. Absent: McAdams
  - c. Tardy: Vice Chair Shah
  - d. Adult Commissioners Present: Amezquita-Javier
  - e. Staff Present: Amanda Jensen, Recreation Coordinator
  - 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 items from the public.

5. **APPROVAL OF MEETING MINUTES:**
  - a. Review and Approve the Regular Meeting Minutes from December 13, 2023.

**ACTION:** A motion was made to approve the minutes by Commissioner Kala and seconded by Commissioner Strickland. 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 2024 and Assign Commissioners to the Subcommittees

Chair Kaur reviewed the 2024 Youth Advisory Commission Goals, Objectives, and Action Steps with the Commission. Commissioner discussion followed.

The Commission scheduled subcommittee meetings for the following Goals and Objectives:

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

A meeting was scheduled for January 18<sup>th</sup>.

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

A meeting was scheduled for January 25<sup>th</sup>.

- 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

A meeting was scheduled for January 25<sup>th</sup>.

**1.D.2.** – Work with staff to develop Rollin’ Rec program aspects that would draw in teen participation

A meeting was scheduled for January 17<sup>th</sup>.

2. Goal – Community Outreach

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

A meeting was scheduled for January 25<sup>th</sup>.

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

A meeting was scheduled for January 25<sup>th</sup>.

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

A meeting was scheduled for January 17<sup>th</sup>.

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

## **7. ITEMS FROM STAFF:**

a. Rollin’ Rec Date Reminders

Staff Jensen reminded the Commissioners that the Rollin’ Rec program was still being offered through the Winter/Spring. She also reminded them of their goals to support Rollin’ Rec.

b. YAC Recruitment

Staff Jensen announced that the YAC recruitment was now open and reminded the Commissioners with terms expiring in July, to reapply. Staff Jensen also mentioned that recruitment for adult commissioners was also open and encouraged Commissioners to reach out to teachers, parents, and other adults who may be interested in applying.

c. Upcoming Events:

Staff Jensen reminded the Commission of the upcoming YAC Annual Report that would be presented to the City Council on February 6<sup>th</sup>. Commissioners were invited to attend and show support of their fellow Commissioners.

## **8. ITEMS FROM THE COMMISSION:**

Commissioner Mahendran shared that she is working on a project for the Animal Rescue of Tracy utilizing the scholarship by the Tracy Friends for Parks Foundation that was presented at a previous meeting. The project is building storage for their location inside the West Valley Mall.

Commissioner Kaur shared that she is also working on a project for the utilizing the scholarship provided by the Tracy Friends for Parks Foundation. The project is a donation drive for the unhoused of Tracy.

**9. ADJOURNMENT:**

Time: 6:22pm

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

The above agenda was posted at the Tracy City Hall on January 4, 2024. The above are action minutes. A recording is available at the Parks and Recreation Department.

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*Amanda Jensen, Staff Liaison*

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**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
February 14, 2024**

**AGENDA ITEM 6.a.**

REQUEST

**REVIEW AND DISCUSS THE YOUTH ADVISORY COMMISSION GOALS,  
OBJECTIVES, AND ACTION STEPS 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.

RECOMMENDATION

That the Commission review and discuss the Youth Advisory Commission goals, objectives, and action steps for 2024.

Prepared by: Amanda Jensen, Recreation Program Coordinator

Reviewed by: Lauren Repetto, Recreation Services Supervisor

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)
<p><b>1</b></p> <p><b>PROGRAM ENHANCEMENT</b> ----- Look for ways to enhance Recreation Programs that will provide benefits to teens</p>	<p><b>1.A.</b> Offer one new teen event or program focusing on teen trends or issues (i.e. mental health, vaping, multicultural event, internships w/local businesses)</p> <p><b>1.B.</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)</p> <p><b>1.C.</b> Participate with the Lilly Hansen Senior Center to propose at least one new intergenerational program or event (i.e. Ping Pong tournament, dance, adopt a grandparent)</p>	<p><b>1.A.1.</b> Plan and implement an event or program within the teen community</p> <p><b>1.A.2.</b> Work with the various high school clubs to promote new events or programs</p> <p><b>1.B.1.</b> Work with city staff and local high schools to develop ideas and marketing strategies</p> <p><b>1.C.1.</b> 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</p> <p><b>1.C.2.</b> Participate with senior programming and events</p>	<p><b>July 2024</b></p> <p><b>June 2024</b></p> <p><b>October 2024</b></p> <p><b>April 2024</b></p> <p><b>Monthly</b></p>	<p>Subcommittee: Commissioners Kala, Shah, &amp; Strickland</p> <p>Meeting held on 1/18/24 to brainstorm ideas</p> <p>Subcommittee: Commissioners Syed, Tafari, &amp; Strickland</p> <p>Subcommittee: Chair Kaur, Commissioners Syed, &amp; Shah</p> <p>Meeting held on 1/25/24 to brainstorm ideas</p> <p>Subcommittee: Chair Kaur &amp; Commissioner McAdams</p> <p>Meeting held on 1/25/24 to brainstorm ideas</p> <p>Subcommittee: Commissioners McAdams, Su, &amp; Shah</p> <p><b>All commissioners</b></p>
<p><b>2</b></p> <p><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</p>	<p><b>1.D.</b> Support the Rollin' Rec Program</p> <p><b>2.A.</b> Implement at least one new community service project (i.e. park clean-up, drive for local organization)</p> <p><b>2.B.</b> Support the Tracy Historical Museum</p>	<p><b>1.D.1.</b> Attend and assist staff at Rollin' Rec a minimum of two dates per activity guide</p> <p><b>1.D.2.</b> Work with staff to develop Rollin' Rec program aspects that would draw in teen participation</p> <p><b>2.A.1.</b> Work with local service clubs and organization to offer a community service opportunity to local teens</p> <p><b>2.B.1.</b> Assist museum staff in modernizing the Tracy Historical Museum to attract visitors and new volunteers</p> <p><b>2.B.2.</b> Volunteer at the Tracy Historical Museum twice per calendar year</p> <p><b>2.C.1.</b> Propose social media post for all YAC events, programs, and community service opportunities that will help to engage local teens</p>	<p><b>Per Activity Guide</b></p> <p><b>September 2024</b></p> <p><b>March 2024</b></p> <p><b>December 2024</b></p> <p><b>Per Event or Program</b></p>	<p>Subcommittee: Commissioners Mahendran &amp; Kala</p> <p>Meeting held on 1/17/24 to brainstorm ideas</p> <p>Subcommittee: Commissioners Bhattacharya, Tafari, &amp; Chair Kaur</p> <p>Meeting held on 1/25/24 to brainstorm ideas</p> <p>Subcommittee: Commissioners Bhattacharya &amp; Su</p> <p>Meeting held on 1/25/24 to brainstorm ideas</p> <p><b>All commissioners</b></p> <p>Subcommittee: Commissioner Mahendran</p> <p>Meeting held on 1/17/24 to brainstorm ideas</p>
<p><b>City Council Strategic Priority: Quality of Life Goal 3: Provide City Programming and Events That Bolster Quality of Life</b></p>				

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
February 14, 2024**

**AGENDA ITEM 6.b.**

**REQUEST**

**DISCUSS THE STATUS OF THE YOUTH ADVISORY COMMISSION 2023 ANNUAL  
REPORT PRESENTATION**

**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 was formed by Chair Kaur and Commissioner McAdams to draft the annual report and practice the presentation. The subcommittee presented the report to the Parks and Community Services Commission on December 7, 2023 and to City Council on February 6, 2024. The subcommittee is being asked to provide a status update to the Commission with comments from City Council.

**RECOMMENDATION**

That the Commission discuss the status of the Youth Advisory Commission 2023 Annual Report presentation.

Prepared by: Amanda Jensen, Recreation Program Coordinator

Reviewed by: Lauren Repetto, Recreation Services Supervisor

Approved by: Jolene Jauregui, Interim Parks & Recreation Director

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
February 14, 2024**

**AGENDA ITEM 7.a.**

REQUEST

**CONSIDER RESCHEDULING THE REGULAR COMMISSION MEETING SCHEDULED FOR MARCH 13, 2024, DUE TO THE POTENTIAL LACK OF QUORUM.**

DISCUSSION

The next regular meeting of the Youth Advisory Commission is scheduled for Wednesday, March 13, 2024, at 6:00 p.m. Due to the meeting taking place during Tracy Unified School District Spring Break and potentially conflicting with Commissioner's vacation schedules, staff is seeking endorsement from the Commission to reschedule the regular March meeting. The Chair and Staff will work together to schedule a Special Meeting later in the month of March.

RECOMMENDATION

That the Commission endorse the rescheduling of the March 13, 2024 meeting.

Prepared by: Amanda Jensen, Recreation Coordinator

Reviewed by: Lauren Repetto, Recreation Services Supervisor

Approved by: Jolene Jauregui, Interim Parks & Recreation Director



**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
February 14, 2024**

**AGENDA ITEM 7.b.**

REQUEST

**DISCUSS AND APPROVE ONE NEW COMMUNITY SERVICE PROJECT OR  
ACTIVITY TO COMPLETE DURING NATIONAL VOLUNTER WEEK**

DISCUSSION

In order to meet Goal 2.A. "Implement at least one new community service project" it is recommended that the Commission approve one new community service project to be completed the week of April 14-20, 2024.

Once a project or activity has been selected from the subcommittees recommended list, the subcommittee will need to establish a timeline to begin marketing the event and working with each high school. The subcommittee consisting of Chair Kaur, Commissioners Bhattacharya, and Tatari will provide the Commission with monthly updates at the Commission meetings. Staff is recommending the Commission plan strategies to outreach to local teens for participation.

RECOMMENDATION

That the Commission discuss and approve one new community service project or activity to complete during National Volunteer Week.

Prepared by: Amanda Jensen, Recreation Coordinator

Reviewed by: Lauren Repetto, Recreation Services Supervisor

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