

# 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, April 10, 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 Special Meeting Minutes from March 20, 2024**
6. Old Business
  - a. **Review and Discuss the Youth Advisory Commission Goals, Objectives, and Action Steps for 2024**
  - b. **Discussion on the New Community Service Project or Activity that was Approved at the February 2024 Meeting**
  - c. **Discussion on the Status of the Senior Tech Help Program that was Approved at the March 2024 Meeting**
7. Items from Staff
  - a. **Rollin' Rec Dates**
  - b. **YAC Recruitment Deadline: 4/26/24**
  - c. **Earth Day: 4/27/24**
  - d. **Movies on the Plaza; 6/28, 7/26, 8/23**
  - e. **Subcommittee Meeting Reminders: 4/16 Teen Only Nights**
8. Items from the Commission
9. Adjournment to next Regular Meeting on May 8, 2024

## **AGENDA POSTED: April 3, 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  
SPECIAL MEETING MINUTES  
MARCH 20, 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, Shah, Strickland, Syed
  - b. Absent: McAdams, Su, Tatari
  - c. Tardy: None
  - d. Adult Commissioners Present: Amezquita-Javier
  - e. Staff Present: Amanda Jensen, Recreation Coordinator
  - f. Recorded by: Madison Delbridge, Recreation Leader III

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 February 14, 2024.

**ACTION:** A motion was made to approve the minutes by Commissioner Mahendran and seconded by Commissioner Kala. 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 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 provided an update from the subcommittees meeting as the other commissioners were absent. He discussed how he researched community service opportunities for teens throughout the Tracy community and was considering creating a pamphlet that can be distributed to school's career centers. A follow-up meeting was scheduled for April 16<sup>th</sup>.

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

Chair Kaur and Commissioner Syed provided an update from the subcommittees meeting. The subcommittee discussed the government day exploring opportunities by researching other cities and also discussed location that a flea market could be held. A meeting was scheduled for April 16<sup>th</sup>.

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

Commissioner Mahendran provided an update from the subcommittees meeting. She stated that the subcommittee discussed a sign-up sheet to hold the Commissioners responsible for showing up to assist with the program. A calendar for the Commissioners to sign-up was passed around the room.

2. Goal – Community Outreach

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

Commissioner Mahendran provided an update on the subcommittee. She explained that she proposed the idea of a recruitment video to be recorded at the end of the meeting to highlight the best aspects of being a Commissioner.

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

b. Discussion on the New Community Service Project or Activity that was Approved at the February 2024 Meeting

Staff Jensen explained that the Senior Day of Service was in motion and a flyer has been created and further information would be provided to the subcommittee next week.

**7. NEW BUSINESS:**

a. Discuss and Approve the Youth Advisory Commission’s Participation in the 3<sup>rd</sup> Annual Tracy Earth Day Event on April 27, 2024

Staff Jensen shared information about the Tracy Earth Day Event and explained that the Commission did participate in the same event the year prior. She reiterated that it was great opportunity to take part in this community event.

Commissioner discussion followed.

**ACTION:** A motion was made to approve the Youth Advisory Commission’s participation in the 3<sup>rd</sup> Annual Tracy Earth Day 2024 by Vice Chair Shah and seconded by Commissioner Strickland. 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 and Teen Camps

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

Commissioner discussion followed.

**ACTION:** A motion was made to participate with the summer youth and teen camps by Vice Chair Shah and seconded by Commissioner Strickland. A roll call vote found all in favor. Passed and so ordered.

- c. Discuss and Approve the Youth Advisory Commission's Participation in the Teen Only Nights at Joe Wilson Pool

Staff Jensen shared that the Teen Only Pool Nights would be taking place at Joe Wilson Pool and aimed to grades 6th through 12th. She shared that the City is requesting YAC's assistance in marketing and day of activities and that a subcommittee would need to be formed in order to complete this task.

Commissioners Syed and Strickland volunteered for the new subcommittee and scheduled a meeting for April 16.

Commissioner discussion followed.

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

- d. Discuss and Approve the Proposed Senior Tech Help Program at the Lolly Hansen Senior Center

Staff Jensen shared that the proposed program would take place once a month on a Monday. She said that generally the seniors ask very basic questions but with the commission's tech knowledge, they should be able to handle any of the tasks.

Commissioner discussion followed.

**ACTION:** A motion was made to approve the Senior Tech Help Program at the Lolly Hansen Senior Center by Vice Chair Shah and seconded by Commissioner Syed. A roll call vote found all in favor. Passed and so ordered.

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

- a. Rollin' Rec Dates

Staff Jensen reminded the Commission that the Rollin' Rec program was still being offered through the Winter/Spring and there was only two months for them to attend to meet their goal for this season.

- b. YAC Recruitment Deadline, 4/26/24

Staff Jensen provided an update on the YAC recruitment and reminded the Commission that application for both youth and adults was open until April 26. She reminded those with terms expiring in July, to reapply as well.

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

Commissioner Mahendran shared that she completed her senior project to build the Animal Rescue of Tracy storage lockers, with assistance from the scholarship provided by the Tracy Friends for Parks Foundation, and that they were very pleased with the final product.

Commissioner Kaur shared that she is also still working on her project using the scholarship from the Tracy Friends for Parks Foundation and that her drive for the unhoused has brought in a lot of donated items. They hope to fill over 200 bags to be donated.

Commissioner Kala also shared that he completed his senior project, providing a percussion storage cabinet for the Tracy Community Band, utilizing the scholarship from the Tracy Friends for Parks Foundation.

**10. ADJOURNMENT:**

Time: 6:49pm

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

The above agenda was posted at the Tracy City Hall on March 13, 2024. The above are action minutes. A recording is available at the Parks and Recreation Department.

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*Amanda Jensen, Staff Liaison*

DRAFT

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
April 10, 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 Lolly 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><b>July 2024</b></p>	<p>Subcommittee: Commissioners Kala, Shah, &amp; Strickland</p> <p>Meeting held on 4/6/24 to discuss the three target areas to explore for future events or programs</p> <p>Subcommittee: Commissioners Syed, Tafari, &amp; Strickland</p> <p>Subcommittee: Chair Kaur, Commissioners Syed, &amp; Shah</p> <p>Meeting held on 4/16/24 to narrow down the list of potential events</p> <p>Subcommittee: Chair Kaur &amp; Commissioner McAdams</p> <p>Meeting held on 2/20/24 to discuss the senior day of service project and senior tech help program</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>2.C.</b> Work with Parks and Recreation staff to develop YAC social media posts</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 3/6/24 to narrow down the list of potential additions</p> <p>Subcommittee: Commissioners Bhattacharya, Tafari, &amp; Chair Kaur</p> <p>Meeting held on 3/4/24 to narrow down the list of potential 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 3/6/24 to discuss the list of potential ideas further</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  
April 10, 2024**

**AGENDA ITEM 6.b.**

REQUEST

**DISCUSSION ON THE STATUS OF THE NEW COMMUNITY SERVICE PROJECT OR  
ACTIVITY THAT WAS APPROVED AT THE FEBRUARY 2024 MEETING**

DISCUSSION

In order to meet Goal 2.A. "Implement at least one new community service project", the subcommittee proposed a list of potential projects to complete at the meeting held on February 14, 2024. The Commission discussed and approved offering a Senior Day of Service as its project to be held on Saturday, April 20, 2024, during National Volunteer Week.

In partnership with the Lolly Hansen Senior Center, the Commission will be responsible for assisting seniors in the Tracy community with light yard work, supervised by the Adult Commissioner and City staff. Seniors will sign-up at the Lolly Hansen Senior Center and provide details on the type of help that they are requesting. Commissioners will then be assigned to assist with accomplish the task. The subcommittee consisting of Chair Kaur, Commissioners Bhattacharya, and Tatari will provide an update on the timeline for creating and marketing the event.

RECOMMENDATION

That the Commission discusses the status of the new community service project or activity that was approved at the February 2024 meeting.

Prepared by: Amanda Jensen, Recreation Coordinator

Reviewed by: Lauren Repetto, Recreation Services Supervisor

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



**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
April 10, 2024**

**AGENDA ITEM 6.c.**

REQUEST

**DISCUSSION ON THE STATUS OF THE SENIOR TECH HELP PROGRAM THAT  
WAS APPROVED AT THE MARCH 2024 MEETING**

DISCUSSION

At the February 14, 2024 meeting, the subcommittee for Goal #1.C., proposed a list of potential intergenerational programs or events for the Commission to partner with the Senior Center to implement. From the proposed list, the Commission was interested in offering a “Senior Tech Help” day. The project was then brought back as a staff report at the March 20, 2024 special meeting. The Commission discussed and approved the project.

In partnership with the Lolly Hansen Senior Center staff, Commissioners will work together to host the “Senior Tech Help” program once a month at the Lolly Hansen Senior Center on the first Monday of each month from 2:00pm to 4:00pm, beginning in May 2024. Senior Center staff will take registrations and communicate with the YAC Staff Liaison, to schedule commissioners to appointment times. The Commissioners responsibilities will include assisting seniors with questions and/or showing the seniors how to use various technology gadgets and creating a marketing piece to be distributed at the Senior Center and various other locations that seniors frequently visit. The subcommittee consisting of Chair Kaur and Commissioner McAdams will provide monthly updates on the status of the program.

RECOMMENDATION

That the Commission discusses the status of the Senior Tech Help program that was approved at the March 2024 meeting.

Prepared by: Amanda Jensen, Recreation Coordinator

Reviewed by: Lauren Repetto, Recreation Services Supervisor

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