

# 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, November 13, 2013, 6:00 p.m.**  
*(or as soon thereafter as possible)*

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

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.

## **MEETING AGENDA**

1. Call to Order
2. Roll Call
3. Items from the Audience – *In accordance with Procedures for Preparation, Posting and Distribution of Agendas and the Conduct of Public Meetings, adopted by Resolution 2008-140, any item not on the agenda brought up by the public at a meeting shall be automatically referred to staff. If staff is not able to resolve the matter satisfactorily, the member of the public may request a Commission Member to sponsor the item for discussion at a future meeting.*
4. Approval of Minutes from Regular Meeting on October 9, 2013
5. Correspondence
6. Old Business
  - a. Review, discuss and approve the 2013 YAC annual report that will be presented to the Parks and Community Services Commission and the Tracy City Council
  - b. Review and discuss the 2014 Youth Advisory Commission's goals, objectives and work plan
7. New Business - None
8. Items from Staff
  - a. Review calendar
    1. Make a Difference Day Update
    2. Senior Thanksgiving Dinner 11/25
    3. Senior Winter Ball 12/16
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on December 11, 2013

## **POSTED: November 8, 2013**

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  
October 9, 2013**

1. **CALL TO ORDER:** The meeting was called to order by Recreation Coordinator Laura Johnston at 6:04p.m.
2. **ROLL CALL:**
  - a. **Present:** Amador, Elmore, Fuller, B. Hall, K.Hall, Khinda, Oliveri, Yang
  - b. **Absent:** Cho
  - c. **Tardi:** Gonzaleaz
  - d. **Adult Commissioners Present:** Hall-Tsirelas
  - e. **Staff Present:** Laura Johnston, Recreation Coordinator
  - f. **Recorded by:** Laura Johnston, Recreation Coordinator
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF MINUTES FROM REGULAR MEETING ON September 11, 2013**
  - a. **Motion to Approve:** B. Hall
  - b. **Second:** Khinda
  - c. **Abstain:** none
  - d. **Vote:** approved by majority vote
5. **CORRESPONDENCE:** None
6. **NEW BUSINESS:**
  - a. **Discuss the status of the 2013 Make a Difference Day project**

The Kimball High mascot has been completed. The Millennium High School mascot is almost finished. The Tracy High and West High mascots have not been done. Commissioner Amador suggested getting together as a group and creating the mascots. Commissioners Amador, B. Hall, K. Hall, Khinda, Oliveri and Yang agreed to meet at the Grand Theatre Monday, October 14 at 4:30pm.
  - b. **Review, discuss and approve the updated 2012/2013 YAC annual report**

Commissioner Amador stated she completed a power point. Staff Johnston said she needed to include the goals, objectives and updated photos. Tentatively scheduled to go to Parks Commission in December and City Council in January. Staff Johnston said the report is not complete and there would be no vote.
7. **OLD BUSINESS:**
  - a. **Review, discuss and approve the updated 2013/2014 Youth Advisory Commission's goals, objectives and work plan and assign Commissioner to each task**

Commissioner B. Hall spoke about the retreat and how they created their goals and objectives. Staff Johnston and Commission B. Hall reviewed the notes from the retreat and sought input from the Commissioners. Commissioner Gonzaleaz and Fuller were invited to share their input as they did not attend. The Commission developed their goals by referencing the City Council Strategic Priorities. They are as follows: 1) Increase enrollment in teen events, 2) Create opportunities for future success, 3) Conduct teen community service projects. The goals will be presented and assigned to commissioners at the next meeting, November 13, 2013.

**8. ITEMS FROM STAFF**

**a. Review calendar**

Teen Movie 10/21, Senior Thanksgiving 11/25, Senior Winter Ball 12/16  
Staff Johnston mentioned that she will be relocating to the Grand Theatre

**9. ITEMS FROM THE COMMISSION:** Adult Commissioner L. Hall-Tsirelas asked for clarification about the upcoming commitment at the Make a Difference Day event 10/26. Commissioner Yang asked again about the mascot building on 10/14.

**10. ITEMS FROM THE AUDIENCE:** None

**11. ADJOURNMENT:** Next meeting on ***November 13, 2013 from 6:00pm***

**a. Motion to Adjourn:** Fuller

**b. Second:** Khinda

**c. Vote:** Approved by majority vote

**d. Time:** 6:48pm

DRAFT

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
November 13, 2013**

**AGENDA ITEM 6.a.**

REQUEST

**REVIEW, DISCUSS AND APPROVE THE 2013 YAC ANNUAL REPORT THAT WILL BE PRESENTED TO THE PARKS AND COMMUNITY SERVICES COMMISSION AND THE TRACY CITY COUNCIL**

DISCUSSION

At the end of the year, it is necessary to report to the 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 2013 and proposed goals for 2014.

A subcommittee of three Youth Advisory Commissioners consisting of Commissioners Amador, Hall and Khinda met with staff on September 4th, and assigned various responsibilities. The subcommittee also met on September 12th and created their power point presentation.

Commissioners B. Hall and Amador volunteered to co-present the annual report to both the Parks Commission and City Council.

RECOMMENDATION

Review, discuss and approve the 2013 YAC Annual Report draft, presented by Commissioners B. Hall and Amador, as seen in handout and through presentation.

Prepared by: Laura Johnston, Recreation Coordinator

Approved by: Kim Scarlata, Recreation Services Program Manager

Staff annual report available at meeting.

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
November 13, 2013**

**AGENDA ITEM 6.b.**

REQUEST

**REVIEW AND DISCUSS THE 2014 YOUTH ADVISORY COMMISSION'S GOALS,  
OBJECTIVES AND WORK PLAN**

DISCUSSION

The Youth Advisory Commission determined their top three priority goals for 2014 at their annual retreat held Saturday, October 5, 2013. Commissioners reviewed and re-defined their goals and objectives at their regular meeting October 9, 2013. It is necessary for the Commission to discuss their objectives in more detail with city staff and plan accordingly.

The Commission will present their goals, objectives and work plan to the Parks and Community Services Commission and City Council.

RECOMMENDATION

That the Commission review and discuss the Youth Advisory Commission's 2014 goals, objectives and work plan.

Prepared by: Laura Johnston, Recreation Coordinator

Approved by: Kim Scarlata, Recreation Services Program Manager

Attachment: Attachment "A" – Youth Advisory Commission Goals and Work Plan 2014



## Attachment - A

Tracy Recreation Division

### YOUTH ADVISORY COMMISSION GOALS - 2014

Item	Goal	Objective	Action Steps	Completion Date	Status (Assignment)
1	<b>INCREASE ENROLLMENT IN TEEN EVENTS</b> ----- Host events that would attract teens from the Valley Region	<b>1.A. Partner with Recreation Division to host a Teen Music in the Downtown Plaza event</b>	1.A.1. Work with Recreation Division Staff to create a Music in the Plaza event specifically designed for teens		
			1.A.2. Promote the musical event to local teens using social and print media		
			1.A.3. Host musical event		
		<b>1.B. Plan and host a movie related event at the Grand Theatre</b>	1.C.1. Work with Grand Theatre Staff to secure a date for a teen-movie marathon	2/15/14	
			1.C.2. Promote the movie event using social and print media	5/31/14	
			1.C.3. Host movie event	7/31/14	

*City Council Strategic Priority: Economic Development Goal 2, Objective 2: Increasing entertainment and recreational opportunities and events that draw people into Tracy.*



## Attachment - A

Tracy Recreation Division

### YOUTH ADVISORY COMMISSION GOALS - 2014

Item	Goal	Objective	Action Steps	Completion Date	Status (Assignment)
2	<b>CREATE OPPORTUNITIES FOR FUTURE SUCCESS</b> ----- Develop opportunities for teens to prepare for their future success	<b>2.A. Plan and host an SAT/ACT Prep Course</b>	1.A.1. Recruit an SAT/ACT Prep Course and Instructor	11/1/13	
			1.A.2. Promote course to local high school students	1/15/14	
			1.A.3. Host the course	4/30/14	
		<b>2.B. Develop a financial scholarship opportunity</b>	3.A.1. Meet with Tracy Friends Foundation to discuss partnering with them to develop a teen scholarship program		
			3.A.2. Develop a scholarship application		
			3.A.3. Promote scholarship opportunity at local high schools		
<i>City Council Strategic Priority: Quality of Life Goal 1, Objective 2 Interpret city and school district demographic shifts and recommend service improvements accordingly.</i>					



## Attachment - A

Tracy Recreation Division

### YOUTH ADVISORY COMMISSION GOALS - 2014

Item	Goal	Objective	Action Steps	Completion Date	Status (Assignment)
3	<b>CONDUCT TEEN COMMUNITY SERVICE PROJECT</b> ----- Create a safer community for teens	<b>3.A. Sponsor Don't Text and Drive campaign</b>	3.A.1. Formulate a list of possible campaign ideas, programs and events	2/15/14	
			3.A.2. Select a kick off event time, location, after determining a date with schools' activities director	3/15/14	
			3.A.3. Host events at each high school, after determining date with schools' activities directors	4/15/14	

*City Council Strategic Priority: Public Safety Goal 4, Objective 1 Conduct presentations to all local high schools regarding distracted driving and texting while driving*