

# 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, January 8, 2014, 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 November 13, 2013
5. Correspondence
6. Old Business
  - a. Review, discuss, and approved the updated 2014 Youth Advisory Commission's goals, objectives and work plan
7. New Business
  - a. Discuss summer teen camp program and appoint a planning subcommittee
  - b. Discuss and approve ideas, programs and events for the Don't Text and Drive campaign and appoint commissioners to subcommittee
8. Items from Staff
  - a. Review calendar
    1. Make A Difference Day
    2. Senior Thanksgiving Dinner 11/25
    3. Senior Winter Ball 12/16
    4. Annual Report to Parks Commission & City Council
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on February 12, 2014

## **POSTED: January 3, 2014**

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  
November 13, 2013**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Fuller at 6:26 p.m.
2. **ROLL CALL:**
  - a. **Present:** Elmore, Fuller, K.Hall, Oliveri, Yang
  - b. **Absent:** Amador, Gonzaleaz, B.Hall, Khinda
  - c. **Tardi:** Cho
  - d. **Adult Commissioners Present:** Hall-Tsirelas, Huffman, Souza
  - e. **Staff Present:** Jolene Jauregui, Recreation Coordinator II
  - f. **Recorded by:** Justin Geibig, Recreation Leader III
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF MINUTES FROM REGULAR MEETING ON October 9, 2013**
  - a. **Motion to Approve:** Oliveri
  - b. **Second:** Fuller
  - c. **Abstain:** none
  - d. **Vote:** approved by majority vote
5. **CORRESPONDENCE:** None
6. **NEW BUSINESS:** None
7. **OLD BUSINESS:**
  - a. **Review, discuss and approve the 2013/2014 Youth Advisory Commission's annual report**

Commissioners reviewed the 2013 Annual Report. There were no comments or changes for the Annual Report. Commissioner Cho approved the 2013 Annual Report and commissioner Hall second that motion. The Youth Advisory Commission is scheduled to present to the Parks and Community Services Commission on January 2, 2014 and to City Council on January 21, 2014.
  - b. **Review and discuss the 2014 Youth Advisory Commission's goals, objectives and work plan**

Commissioners reviewed the 2014 Youth Advisory Commission goals, objectives, and work plan. The Music in the Plaza item was discussed by staff, and there needs to be more discussion with the Recreation Division Staff.
8. **ITEMS FROM STAFF**
  - a. **Review calendar**
    1. Staff Geibig gave an update on the Make a Difference Day and announced the outcome of the event. Tracy High raised \$8.49, West High \$17.31, Kimball \$31.13, and Millennium \$303.70 for a grand total of \$360.63 will be donated to the McHenry House. Staff Jauregui discussed upcoming events for the Youth Advisory Commission. November 25<sup>th</sup> is the Senior Thanksgiving Dinner from 4pm-8pm at the Portuguese Hall and YAC commissioners will coordinate shifts to volunteer the event. December 16<sup>th</sup> is the Senior Winter Ball from 4pm-7pm at the Lolly Hanson Senior Center and YAC commissioners are asked to volunteer at the event. A request from

Steve Abercrombie was made if the Youth Advisory Commission was interested volunteering April 27<sup>th</sup> for an ALS Walk-a-Thon at Tracy Toyota. Youth Advisory Commissioners would coordinate a kid's area for the event.

**9. ITEMS FROM THE COMMISSION:** None

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

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

- a. **Motion to Adjourn:** Oliveri
- b. **Second:** Fuller
- c. **Vote:** Approved by majority vote
- d. **Time:** 6:55pm

DRAFT

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
January 8, 2014**

**AGENDA ITEM 6.a.**

REQUEST

**REVIEW, DISCUSS, AND APPROVE UPDATED 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. Staff is recommending changes to 1.A and 2.B. Please See Attachment A. It is necessary for the Commission to discuss their objectives in detail with city staff and plan accordingly. The Commission will need to assign commissioners to the action steps and set completion dates. Commissioners who are assigned tasks will need to report monthly on the action steps results. The status will be updated following the results reporting.

The Commission will present their goals, objectives and work plan to the Parks and Community Services Commission on February 6, 2014 and City Council on February 18, 2014.

RECOMMENDATION

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

Prepared by: Jolene Jauregui, Recreation Coordinator II

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

	Goal	Objective	Action Steps	Completion Date	Status (Assianment)
1	<p><b>INCREASE ENROLLMENT IN TEEN EVENTS AND PROGRAMS</b></p> <p>-----</p> <p>Host events that would attract teens from the Valley Region</p>	<p><b>1.A. Partner with Recreation Division to host a Teen Music event at the Grand Theatre</b></p> <p><b>1.B. Develop and implement at least 3 new programs throughout the 2014 year</b></p>	<p>1.A.1. Work with Recreation Division Staff to create a music event at the Grand Theatre specifically designed for teens</p> <p>1.A.2. Promote the music event to local teens using social and print media</p> <p>1.A.3. Host music event</p> <p>1.C.1. Work with Recreation Staff to develop 3 programs for the 2014 year</p> <p>1.C.2. Promote new programs using social and print media</p> <p>1.C.3. Implement programs</p>	<p></p> <p></p> <p></p> <p>2/15/14</p> <p>5/31/14</p> <p>7/31/14</p>	<p></p> <p></p> <p></p> <p></p> <p></p> <p></p>
<p>City Council Strategic Priority: Economic Development Goal 2, Objective 2: Increasing entertainment and recreational opportunities and events that draw people into Tracy.</p>					



## Attachment - A

Tracy Recreation Division

### YOUTH ADVISORY COMMISSION GOALS - 2014

Goal	Objective	Action Steps	Completion Date	Status (Assianment)	
<p>2</p>	<p><b>CREATE OPPORTUNITIES FOR FUTURE SUCCESS</b></p> <p>-----</p> <p>Develop opportunities for teens to prepare for their future success</p>	<p>2.A. Plan and host an SAT/ACT Prep Course</p>	<p>1.A.1. Recruit an SAT/ACT Prep Course and Instructor</p>	<p>11/1/13</p>	
			<p>1.A.2. Promote course to local high school students</p>	<p>1/15/14</p>	
			<p>1.A.3. Host the course</p>	<p>4/30/14</p>	
<p><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></p>					



## Attachment - A

Tracy Recreation Division

### YOUTH ADVISORY COMMISSION GOALS - 2014

Goal	Objective	Action Steps	Completion Date	Status (Assianment)	
<p>3</p>	<p><b>CONDUCT TEEN COMMUNITY SERVICE PROJECT</b> ----- Create a safer community for teens</p>	<p><b>3.A. Sponsor Don't Text and Drive campaign</b></p>	<p>3.A.1. Formulate a list of possible campaign ideas, programs and events</p>	<p>2/15/14</p>	
			<p>3.A.2. Select a kick off event time, location, after determining a date with schools' activities director</p>	<p>3/15/14</p>	
			<p>3.A.3. Host events at each high school, after determining date with schools' activities directors</p>	<p>4/15/14</p>	
<p>City Council Strategic Priority: Public Safety Goal 4, Objective 1 Conduct presentations to all local high schools regarding distracted driving and texting while driving</p>					

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
January 8, 2014**

**AGENDA ITEM 7.a.**

REQUEST

**DISCUSS SUMMER TEEN CAMP PROGRAM AND APPOINT A PLANNING  
SUBCOMMITTEE**

DISCUSSION

In order to increase participation in teen programs hosted by the Recreation Division the Youth Advisory Commission is asked to create new and exciting summer day camps for teens.

Possible camp ideas include a fitness/sports related camp which may include group games and competition, individual challenges and recreational fun. Another idea is an art related camp which may include fine art, music or drama.

The Commissioners' responsibilities will be to market the camps to local junior high school students via flyers, campus visits and social media, and to host the camp by coordinating and leading activities with city staff. A subcommittee is necessary to plan the camp(s) with city staff and to create a marketing timeline.

RECOMMENDATION

That the Commission selects three Commissioners to be on the summer day-camp subcommittee to meet with staff to develop a summer day camp plan and to create a marketing timeline before February 15, 2014.

Prepared by: Jolene Jauregui, Recreation Coordinator II

Approved by: Kim Scarlata, Recreation Services Program Manager



**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
January 8, 2014**

**AGENDA ITEM 7.b.**

REQUEST

**DISCUSS AND APPROVE IDEAS, PROGRAMS AND EVENTS FOR THE DON'T  
TEXT AND DRIVE CAMPAIGN AND APPOINT COMMISSIONERS TO  
SUBCOMMITTEE**

DISCUSSION

In order to benefit the Tracy Community through community service projects hosted by the Youth Advisory Commissioner and to meet Goal #3.A., the Youth Advisory Commission is asked to discuss and approve a list of campaign ideas, programs and events for the Don't Text and Drive campaign during the Spring 2014 semester.

The YAC Chair will need to appoint a subcommittee to work with staff and to schedule the subcommittees first meeting with staff in January.

RECOMMENDATION

That the Commission discusses and approves a list of campaign ideas, programs and events for the Don't Text and Drive campaign and appoint Commissioners to a subcommittee.

Prepared by: Jolene Jauregui, Recreation Coordinator II

Approved by: Kim Scarlata, Recreation Services Program Manager