

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, March 12, 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 February 12, 2014
5. Correspondence
6. Old Business
 - a. Discuss the status of the 2014 Youth Advisory Commission's goals, objectives and work plan
 - b. Discuss the summer teen camp programs as proposed by subcommittee
 - c. Discuss and review the Summer Teen Music event and receive the subcommittee report
 - d. Discuss and approve the date for YAC's participation in a Park Clean-Up
7. New Business - None
8. Items from Staff
 - a. Review calendar
 1. Volunteer Recognition Event April 7th at City Hall, 5pm-7pm
 2. Annual Report to City Council
 3. ALS Walk-A-Thon
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on April 9, 2014

POSTED: March 6, 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
February 12th, 2014**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Hall at 6:03 p.m.
2. **ROLL CALL:**
 - a. **Present:** Cho, Elmore, Fuller, Gonzaleaz, Hall B., Hall K., Oliveri, Yang
 - b. **Absent:** Hall K.
 - c. **Tardy:**
 - d. **Adult Commissioners Present:** Huffman, Souza
 - e. **Staff Present:** Jolene Jauregui, Recreation Coordinator II
 - f. **Recorded by:** Justin Geibig, Recreation Leader III, Beatrice Amezquita-Javier, Recreation Leader III
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF MINUTES FROM REGULAR MEETING ON November 13, 2013**
 - a. **Motion to Approve:** Elmore
 - b. **Second:** Yang
 - c. **Abstain:** Fuller
 - d. **Vote:** approved by majority vote
5. **CORRESPONDENCE:** None
6. **OLD BUSINESS:**
 - a. **Discuss the status of the 2014 Youth Advisory Commission's goals, objectives and work plan and assign Commissioners to tasks**

Commissioners reviewed the 2014 Youth Advisory Commission goals, objectives and work plan. Staff Jauregui went through and read the action steps and when the objectives needed to be completed. Staff then asked Commissioners to assign themselves to an objective by forming a subcommittee. Subcommittees were formed, and Staff would contact and remind Commissioners to meet. Staff Jauregui reminded the Youth Advisory Commission that each Commissioner will take a lead for the Don't Text and Drive event, while staff will be available for support. Adult Commissioner Huffman gave a suggestion that the Youth Advisory work together as a group to brainstorm ideas, and then branch off to their respective schools.
 - b. **Discuss and approve proposed summer teen camps**

Staff Jauregui suggested that the summer teen camp subcommittee meet again to discuss operational details for each summer camp. Commissioners will work on an outline of the proposed summer teen camp daily routines, a budget for supplies, and flyers and marketing strategies.
7. **NEW BUSINESS:**
 - a. **Discuss and appoint a planning subcommittee for the summer Teen Music event**

The Youth Advisory Commission established a subcommittee for the summer Teen Music event including Commissioners, Cho, Oliveri, and Elmore. Commissioners will meet on February 19th to discuss event ideas such as, marketing, finding local musicians or performers, and a date to host the event.
 - b. **Discuss and approve YAC participation in a Park Clean-Up**

Staff Jauregui announced that Public Works will establish a specific park for the event. Staff Jauregui mentioned to the Youth Advisory Commission that they may suggest dates

for the event and will need to outreach to their peers for other teen volunteers to assist with the Park Clean-Up. Adult Commissioner Huffman suggested that each Youth Commissioner bring a friend to assist with the event. The Youth Advisory Commission will come to the next meeting prepared with ideas and marketing strategies for the Park Clean-Up event. Commissioner Fuller approved the Youth Advisory Commission to participate in a Park Clean-Up event and Commissioner Cho second that motion.

8. ITEMS FROM STAFF

a. Review calendar

1. Annual Report to Parks Commission & City Council

Staff will send an email to the Youth Advisory Commission reminding them to come and support Commissioners B. Hall and Elmore during their presentation of the Annual Report on February 18th to the City Council. Staff Jauregui congratulated Commissioners B. Hall and Yang for their excellent presentation to the Parks Commission and that the Parks Commission was impressed with the Youth Advisory Commission's accomplishments.

2. YAC Applications

Staff Jauregui expressed that the final date to submit applications for the Youth Advisory Commission will be April 30th. If any Commissioners needed more applications they are to contact staff.

9. ITEMS FROM THE COMMISSION:

Commissioner Cho asked if the rule for missing four meetings has changed. Staff Jauregui replied the Youth Advisory Commission rules still apply. Commissioner Cho also asked if the Youth Advisory Commission can help with other community events. Staff Jauregui mentioned that it would have to be approved by the Commission if the Youth Advisory Commission was to participate, otherwise individuals are permitted to help with other community events. Adult Commissioner Souza stated on March 7th there will be a resource fair called Tracy Celebrates Children from 3pm-5pm and if the Youth Advisory was interested in participating.

10. ITEMS FROM THE AUDIENCE: None

11. ADJOURNMENT: Next meeting on *March 12, 2014 from 6:00pm*

- a. Motion to Adjourn:** Fuller
- b. Second:** Elmore
- c. Vote:** Approved by majority vote
- d. Time:** 7:05pm

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
March 12, 2014**

AGENDA ITEM 6.a.

REQUEST

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

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 redefined their goals and objectives at their regular meeting February 12, 2014. The Commission assigned 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.

RECOMMENDATION

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

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 (Assignment)
1 INCREASE ENROLLMENT IN TEEN EVENTS AND PROGRAMS ----- Host events that would attract teens from the Valley Region	1.A. Partner with Recreation Division to host a Teen Music event at the Grand Theatre	1.A.1. Work with Recreation Division Staff to host a music event at the Grand Theatre specifically designed for teens	2/21/14	Subcommittee: Commissioners Elmore, Oliveri, Cho
		1.A.2. Promote the music event to local teens using social and print media	5/1/14	
		1.A.3. Host music event	8/31/14	
	1.B. Develop and implement at least 3 new programs throughout the 2014 year	1.C.1. Work with Recreation Staff to develop 3 programs for the 2014 year	2/15/14	Subcommittee: Commissioners Cho and Gonzalez
		1.C.2. Promote new programs using social and print media	5/31/14	
		1.C.3. Implement programs	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

Goal	Objective	Action Steps	Completion Date	Status (Assignment)	
<p>2</p>	<p>CREATE OPPORTUNITIES FOR FUTURE SUCCESS ----- 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>Commissioner B.Hall assigned</p>
			<p>1.A.2. Promote course to local high school students</p>	<p>2/15/14</p>	<p>In progress</p>
			<p>1.A.3. Host the course</p>	<p>4/30/14</p>	<p>Class to be held on 3/1/14</p>
<p>City Council Strategic Priority: Quality of Life Goal 1, Objective 2 Interpret city and school district demographic shifts and recommend service improvements accordingly.</p>					



Attachment - A

Tracy Recreation Division

YOUTH ADVISORY COMMISSION GOALS - 2014

Goal	Objective	Action Steps	Completion Date	Status (Assignment)
3	CONDUCT TEEN COMMUNITY SERVICE PROJECT ----- Create various opportunities for teens in the community	3.A.1. Each Commissioner will work with their respective high school to lead an activity	3/1/14	Subcommittee: Commissioners Fuller, Cho, Gonzaleaz
		3.A.2. Host an activity at each high school, after determining date with schools' activities director	4/15/14	
		3.A.3. Each Commissioner will report to the Commission on the activity that was held their respective high school.	5/15/14	
	3.B. Sponsor a summer Teen helping Senior Program	3.A.1. Formulate a list of possible projects and marketing ideas	3/15/14	Subcommittee: Commissioners Elmore and B.Hall
		3.A.2. Develop a timeline to complete project	4/1/14	
		3.A.3. Implement project and work with Senior Center staff	6/1/14	

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

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
March 12, 2014**

AGENDA ITEM 6.b.

REQUEST

**DISCUSS THE SUMMER TEEN CAMP PROGRAMS AS PROPOSED BY
SUBCOMMITTEE**

DISCUSSION

In order to increase participation in teen programs hosted by the Recreation Division and to assist the Youth Advisory Commission in meeting Goal #1.B., the Youth Advisory Commission was asked to create new and fun summer day camps for teens.

A subcommittee consisting of Commissioners Cho, Gonzaleaz, K. Hall, and Oliveri met with staff to develop ideas for new and improved summer day camps for teens 11-15 years old. Ideas include a DIY art camp that include trendy art concepts that appeals to teens and a Survival Cooking Camp to prepare teens to make their own meals when parents are away. All of the camps will be supervised and guided by City staff and all activities will be led by YAC volunteers. Below are the camps that will be held:

DIY Art Camp

- Held at Tracy Community Center
- Starbucks cup art
- Mug art
- Name art
- Skateboard/penny board art
- Crayon canvas art
- Masquerade masks or super hero masks
- Shoe art
- Magazine or construction paper picture art
- Wood adhesive art
- Display art pieces in library window to showcase and promote for next year's camp
- Art show for family

Survival Cooking Camp

- Held at the Tracy Community Center
- Learn easy meals pertaining to breakfast, lunch, snack, dinner, and dessert
- These meals will be useful to make when parents are away, and teens will be competent in making their own meals.

The Commissioners' responsibilities will be to host the camp by coordinating and leading activities with city staff. Commissioners will be responsible for marketing the camps to local junior high school students via postcards, campus visits, print media advertisements, online banner ads and social media April through June. It is essential

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that the subcommittee creates a marketing timeline and assigns themselves various marketing tasks and due dates by April 11.

RECOMMENDATION

That the Commission discuss the summer teen camp programs as proposed by subcommittee

Prepared by: Jolene Jauregui, Recreation Coordinator II

Approved by: Kim Scarlata, Recreation Services Program Manager

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
March 12, 2014**

AGENDA ITEM 6.c.

REQUEST

**DISCUSS AND REVIEW THE SUMMER TEEN MUSIC EVENT AND RECEIVE THE
SUBCOMMITTEE REPORT**

DISCUSSION

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

The teen summer music event would be a great event to show case local teen talent. YAC along with city staff can outreach to high school music groups or clubs, local church youth groups and/or the local music store to seeking talented teen musicians.

A subcommittee consisting of Commissioners Cho, Elmore, and Oliveri met with staff to develop ideas and strategies to market the event, and recruit performers. The Commission is encourages to assist staff with creating the event name. Potential names for the event include: Teen Rock Night and Teen Jam Night.

RECOMMENDATION

That the subcommittee discusses and reviews the summer teen music event and receives the subcommittee report.

Prepared by: Jolene Jauregui, Recreation Coordinator II

Approved by: Kim Scarlata, Recreation Services Program Manager

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
March 12, 2014**

AGENDA ITEM 6.d.

REQUEST

**DISCUSS AND APPROVE THE DATE FOR YAC'S PARTICIPATION IN A PARK
CLEAN-UP**

DISCUSSION

To meet Goal #3 "Conduct Teen Community Service Projects" of the Youth Advisory Commission Goals for the 2014 Year, it is recommended that the Commission participates in a Park Clean-Up. This particular community service project will benefit the community of Tracy and encourage other teens in the community to participate in beautifying a neighborhood or community park.

The proposed date for the Park Clean-Up is April 5th from 8am-12pm. The Commission is encouraged to invite friends and teens from their schools to participate.

RECOMMENDATION

That the Commission approves the date and plan strategies to outreach to other teens in the community to assist in the park clean-up.

Prepared by: Jolene Jauregui, Recreation Coordinator II

Approved by: Kim Scarlata, Recreation Services Program Manager