

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 9, 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 March 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
7. New Business - None
8. Items from Staff
 - a. Review calendar
 - b. Park Clean-Up – April 5, 2014
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on May 14, 2014

POSTED: April 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
March 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, K.Hall
 - b. **Absent:** None
 - c. **Tardy:** None
 - d. **Adult Commissioners Present:** Huffman, Hall- Tsirelas
 - 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 February 12, 2014**
 - a. **Motion to Approve:** B.Hall
 - b. **Second:** Oliveri
 - c. **Abstain:** None
 - 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**

Staff and the Commission reviewed the 2014 Youth Advisory Commission's goals, objectives and work plan. Staff went through the tasks and the PSAT subcommittee reported first. Commissioner B.Hall said she did some research on other PSAT companies that provide a PSAT prep service. Staff Jauregui said there were between 10 to 12 participants that attended the last PSAT class held on March 1. With the subcommittee's findings, Staff will use the information to host a fall PSAT class. The subcommittee for the Don't Text and Drive event discussed their ideas per a conference call and updated Staff Amezquita-Javier of their meeting. Staff Amezquita-Javier then explained that the subcommittee wanted to have a weeklong event with different insurance agencies representing each school, along with the Tracy Police department helping as well. The subcommittee would like to give out giveaways, such as: pens, bracelets, and pencils. Staff Jauregui said she would like a detailed list of giveaways and a budget to present to the Youth Advisory Commission at the next meeting. The Teens helping Seniors subcommittee met and they added Adult Commissioner Huffman to their subcommittee. The ideas the subcommittee established were, reaching out to Home Depot for donations, primarily focusing on yard work at the seniors residents, using the volunteer database the city has to reach out to teen volunteers, to begin advertising in May. The event will take place for the first two weeks of June, and have at least six different groups to provide services to the seniors' houses. Staff mentioned that they received the subcommittee's flyer ideas and will edit them with the appropriate changes to accommodate the city marketing requirements.
 - b. **Discuss the summer teen camp programs as proposed by the subcommittee**

The subcommittee for the summer teen camps met and discussed their ideas for the camps. The subcommittee mentioned to staff that they approved the ideas for the DIY Art Camp and Cooking Class, and that they would like to implement their own ideas too. Staff

Jauregui suggested that the summer teen camp subcommittee meet again with staff to discuss the details for each summer camp. The subcommittee will work on a lesson plan of the proposed summer teen camps daily routines, budget for supplies, and flyers and marketing strategies. Staff Amezquita-Javier then discussed when the camps will be held, new classes, and a Paint Nite event for teens. Staff mentioned if the Commission is willing to partner with the Paint Nite event, that this can be discussed, and duties assigned.

c. Discuss and review the summer Teen Music event and receive the subcommittee report

The subcommittee for the Teen Music Event met with Staff prior to the meeting and went over their ideas. The event will be held at the Grand, and teens will have the opportunity to purchase tickets in advance by registering online, and tickets will be able to be purchased at the door. There will be a concessions served during the event. There will be approximately 3 to 4 teen bands to perform, and the event name has been submitted by staff and approved by the Youth Advisory Commission. The name of the event will be, Rock-a-Palooza. The subcommittee mentioned having Youth Advisory Commissioner's shirts made with the event name and information to wear as "walking advertisement." The subcommittee would like to make a commercial video marketing the event and showing it during the video announcements at their schools.

d. Discuss and approve the date for YAC's participation in a Park Clean-Up

Staff Jauregui expressed to the Commission that the Park Clean-Up will be held on April 5th from 8am-12pm. A few Commissioners mentioned to staff that April 5th is Prom for Tracy High School. Staff Jauregui took a poll to see who could not make the Park Clean-Up, and only one Commissioner could not attend. Therefore, the Park Clean-Up event will remain on April 5th. Staff reminded the Commissioners to market the Park Clean-Up event to their respective schools and peers.

7. NEW BUSINESS: None

8. ITEMS FROM STAFF

a. Review calendar

1. Volunteer Recognition Event April 7th at City Hall, 5pm-7pm

Staff mentioned to the Commission they will receive an invitation for the event. Staff explained to the Youth Advisory Commission that the purpose of the event is to thank all volunteers who have donated their time for any City of Tracy programs.

2. Annual Report to City Council

Staff Jauregui announced to the Youth Advisory Commission that she was very impressed with the Commissioners who spoke to City Council. Staff Amezquita-Javier mentioned how proud she was of the Commissioners and how impressed both the Parks Commission and City Council were of the Commission's accomplishments.

3. ALS Walk-A-Thon

Staff Geibig mentioned that the ALS Walk-A-Thon event will take place April 27th at Tracy Toyota. Steve Abercrombie wanted the help of the Youth Advisory Commission to help run a children's area during the event. Staff Jauregui mentioned that the event will take place on a Sunday, which is during spring break and wanted to know how many Commissioners would commit. Staff Jauregui also mentioned that if the Commissioners are not willing to make the commitment, then she will not commit the staff to attend and work the event. The Commissioners said they will email the staff on their decisions; however a majority of the Commissioners said they could not attend.

9. ITEMS FROM THE COMMISSION:

Commissioner Elmore mentioned to take out household activities to be done for the Teens Helping Seniors Program. The program should just be narrowed down to yard work. Adult Commissioner Huffman appreciated being involved with the Teens Helping Seniors subcommittee. Commissioner Fuller asked if the bands for the Rock-a-Palooza have to be teens, and staff said yes.

10. ITEMS FROM THE AUDIENCE: None

11. ADJOURNMENT: Next meeting on ***April 9, 2014 from 6:00pm***

- a. **Motion to Adjourn:** B.Hall
- b. **Second:** Fuller
- c. **Vote:** Approved by majority vote
- d. **Time:** 6:59pm

DRAFT

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
April 9, 2014**

AGENDA ITEM 6.a.

REQUEST

**DISCUSS THE STATUS OF 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 redefined their goals and objectives at their regular meeting March 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.

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. Ongoing meetings with staff
		1.A.2. Promote the music event to local teens using social and print media	5/9/14	
		1.A.3. Host music event	8/31/14	Event to be held on 6/25/14
	1.B. Develop and implement at least 3 new programs throughout the 2014 year	1.B.1. Work with Recreation Staff to develop 3 programs for the 2014 year	2/15/14	Subcommittee: Commissioners Cho and Gonzaleaz. Ongoing established 2 Teen Camps for summer 2014
		1.B.2. Promote new programs using social and print media	5/31/14	
		1.B.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 (Assianment)
2	CREATE OPPORTUNITIES FOR FUTURE SUCCESS ----- Develop opportunities for teens to prepare for their future success	2.A. Plan and host an SAT/ACT Prep Course	2.A.1. Recruit an SAT/ACT Prep Course and Instructor	11/1/13	Commissioner B.Hall assigned
			2.A.2. Promote course to local high school students	2/15/14	In progress
			2.A.3. Host the course	4/30/14	Class held on 3/1/14. Future PSAT course for fall 2014
<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

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	5/9/14	
		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.B.1. Formulate a list of possible projects and marketing ideas	3/15/14	Subcommittee: Commissioners Elmore and B.Hall
		3.B.2. Develop a timeline to complete project	4/1/14	Subcommittee will present at April 9 meeting
		3.B.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
April 9, 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. All of the camps will be supervised and guided by City staff and all activities will be led by YAC volunteers. At the last Youth Advisory Meeting on March 12 the Commission approved the following camps:

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 subcommittee will present a marketing timeline to the Commission and assign themselves various marketing tasks.

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April 9, 2014
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RECOMMENDATION

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

Prepared by: Jolene Jauregui, Recreation Coordinator II

Approved by: Kim Scarlata, Recreation Services Program Manager

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
April 9, 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 a new and exciting summer teen music event for teens.

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 Youth Advisory Commission discussed and agreed on the title of the summer teen music event, "Rock-A-Palooza." The subcommittee will give a report on the timeline and marketing strategies.

RECOMMENDATION

That the subcommittee discusses 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