

# 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, June 11, 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 May 14, 2014
5. Correspondence
6. Old Business
  - a. Discuss the status of the 2014 Youth Advisory Commission's goals, objectives and work plan
  - b. Discuss and review the Summer Teen Music event and receive the subcommittee report
7. New Business
  - a. Consider canceling the regular Commission meeting scheduled for July 9, 2014 due to the potential lack of a quorum.
8. Items from Staff
  - a. Calendar
    1. Movies on the Plaza – June 27, July 28, August 8
  - b. Camp schedules
    1. DIY Camp – June 30-July 3 & July 14-July 17
    2. Girls Talk – June 10-June 12
    3. Survival Cooking – June 9-June 12 & June 16-June 19
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on July 9, 2014

## **POSTED: June 5, 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  
May 14, 2014**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner B. Hall at 6:00 p.m.
2. **ROLL CALL:**
  - a. **Present:** Cho, Elmore, Gonzaleaz, B. Hall, K. Hall, Oliveri, Fuller
  - b. **Absent:** Yang
  - c. **Tardy:** None
  - d. **Adult Commissioners Present:** Huffman
  - 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 April 9, 2014**
  - a. **Motion to Approve:** K. 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. Commissioner B. Hall gave an update on the PSAT prep course and mentioned students start taking trainings in early March. Staff Jauregui suggested the Commissioners utilize the career centers at the high schools to promote PSAT classes. The subcommittee for the summer teen camps had no update to provide to the Commission. Staff Geibig provided each Commissioner with a stack of flyers for the Teen Music Event and Summer Camp Flyers to market and distribute around the community. Adult Commissioner Huffman mentioned he sent a message through Facebook to promote the Teen Music Event and suggest that each Commissioner utilize social media to promote these events. Commissioner Cho gave an update on the Don't Text and Drive event and she mentioned she tried to reach out to teachers but was having a hard time getting a response. Commissioner Fuller also mentioned the leadership teacher at Tracy High School is out on maternity leave and Tracy High is not hosting any events for the remainder of the school year. Commissioner Fuller suggested for next year that Commission look into hosting the Don't Text and Drive event earlier in the year. The subcommittee for the Teens Helping Seniors had no update. Staff is finalizing the Teens Helping Seniors flyer and will have a stack ready to distribute to the Commissioners at the next meeting.
  - b. **Discuss the summer teen camp programs as proposed by the subcommittee**

The subcommittee for the summer teen camps had no update to provide to the Commission. Staff prepared a marketing timeline for the Commissioners to use as a tool to market the summer camps. Staff Jauregui gave an update on the registration numbers and strategies to market the camps around town. Staff Jauregui suggested to do an ad in the Tracy Press to market the camps and the Commission to assist with the event Movies on the Plaza to promote and interact with families for programming. Commissioner Oliveri

mentioned that Millennium students are in school until June 27<sup>th</sup>. Staff Jauregui mentioned Millennium students will host camps in July. Staff provided each commissioner with a stack of Summer Camp flyers to promote all summer camps.

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

Staff prepared a marketing timeline for the Commission to provide ideas and to promote the Teen Music Event. Staff Jauregui mentioned staff will contact Main Street Music and each Commissioner should follow up with the music clubs or departments at their high schools. Commissioner B. Hall suggested that this year the event should stay catered to only teens, but possibly next year include younger kids. Staff provided each Commissioner with a stack of Rock-A-Palooza flyers to distribute to their respective schools and peers.

**7. NEW BUSINESS: None**

**8. ITEMS FROM STAFF**

Staff Jauregui mentioned that the Commissioners start marketing the Paint Nite event and encourage the Commissioners to participate in the event. Staff Jauregui mentioned there were Youth Advisory Commission interviews conducted today and there were good candidates. Staff Jauregui asked Commissioners to please email staff if you will not attend June or July meetings. Staff Geibig thanked Commissioner Elmore for assisting with the Senior's Boots and Buckles event.

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

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

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

- a. Motion to Adjourn:** Elmore
- b. Second:** Fuller
- c. Vote:** Approved by majority vote
- d. Time:** 6:49pm

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
June 11, 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. 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)
<b>1</b>  <b>INCREASE ENROLLMENT IN TEEN EVENTS AND PROGRAMS</b> ----- Host events that would attract teens from the Valley Region	<b>1.A. Partner with Recreation Division to host a Teen Music event at the Grand Theatre</b>	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	Completed. Ongoing marketing
		1.A.3. Host music event	8/31/14	Event to be held on 6/25/14
	<b>1.B. Develop and implement at least 3 new programs throughout the 2014 year</b>	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	Ongoing marketing for summer programs
		1.B.3. Implement programs	7/31/14	Completed. Summer programs running June-August

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)		
<b>2</b>  Develop opportunities for teens to prepare for their future success	<b>2.A. Plan and host an SAT/ACT Prep Course</b>	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	Completed	
		2.A.3. Host the course	4/30/14	Class held on 3/1/14. Future PSAT course for fall: September 6, 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	<b>CONDUCT TEEN COMMUNITY SERVICE PROJECT</b> ----- 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	5/12/14	High Schools did not follow through on approving event. YAC will try to host event earlier in the school year
		3.A.3. Each Commissioner will report to the Commission on the activity that was held their respective high school.	5/15/14	Completed
	<b>3.B. Sponsor a summer Teen helping Senior Program</b>	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	Completed
		3.B.3. Implement project and work with Senior Center staff	6/1/14	Completed. Program to begin June 6, 2014

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  
June 11, 2014**

**AGENDA ITEM 6.b.**

**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 an updated report on the timeline and marketing strategies.

**RECOMMENDATION**

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

**Marketing Timeline**

<b>Item</b>	<b>Assigned To</b>	<b>Due Date</b>
Distribute flyers at Farmers Market	Staff	April-June
Email blast, Facebook update	Staff/Laura	April-July
Commission receives marketing materials to distribute	Staff	April 9
Post flyer on city website	Staff	May 1
City Staff promotes event at Block Parties	Staff	May 2-June 20
Distribute postcards at Kid's Art Expo	Staff/YAC	May 3
Distribute postcards at Don't Text & Drive Event	Staff/YAC	May 12
Send info to Tracy Press calendar of events	Staff	June 2
Distribute postcards during summer camps	Beatrice/YAC/Camp Staff	June 9

Prepared by: Jolene Jauregui, Recreation Coordinator II

Approved by: Kim Scarlata, Recreation Services Program Manager



**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
June 11, 2014**

**AGENDA ITEM 7.a.**

REQUEST

**CONSIDER CANCELING THE REGULAR COMMISSION MEETING SCHEDULED FOR  
JULY 9, 2014, DUE TO THE POTENTIAL LACK OF A QUORUM**

DISCUSSION

The next regular meeting of the Youth Advisory Commission is scheduled for Wednesday, July 9, 2014, at 6:00 p.m. Due to Commissioner's vacation schedules during the month of July, staff is seeking endorsement from the Commission to cancel the regular July meeting. Should any business arise that would require the Commission's immediate action, the Chair and staff could work to schedule a Special Meeting later in the month of July or place the items on the agenda for discussion at the August 13, 2014, regular meeting.

RECOMMENDATION

That the Commission endorse cancellation of the July 9, 2014 meeting.

Prepared by: Jolene Jauregui, Recreation Coordinator

Approved by: Kim Scarlata, Recreation Services Program Manager