

# 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, August 13, 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 June 11, 2014
5. Correspondence
6. Election of Chair and Vice-Chair
7. New Business
  - a. Discuss the purpose of the YAC annual retreat to be held in September and assign two Commissioners to be on the subcommittee to plan the retreat
  - b. Discuss and approve the Youth Advisory Commission's participation in a Make a Difference Day project on October 25, 2014 and select a project that benefits the Tracy community
  - c. Appoint a subcommittee to begin drafting the 2014/2015 YAC annual report that will be presented to the Parks and Community Services Commission and the Tracy City Council
8. Items from Staff
  - a. Introductions of new Commissioners
  - b. Arrange meetings with city staff and school activities coordinators
  - c. Review 2014/2015 calendar
  - d. Review bylaws
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on September 10, 2014

## **POSTED: August 7, 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  
June 11, 2014**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner B. Hall at 6:01 p.m.
2. **ROLL CALL:**
  - a. **Present:** Cho, Yang, Gonzaleaz, B. Hall, K. Hall, Oliveri, Fuller
  - b. **Absent:** Elmore
  - 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 May 14, 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 asked who will take over the subcommittee once her term is up. Staff Jauregui mentioned that Commissioner B. Hall can elect a Commissioner to take her place. Commissioner Gonzaleaz gave an update on the cooking camp since he was present during the first week of camp. Gonzaleaz mentioned the camp was a lot of fun and the kids seemed to be having a good time. Staff Jauregui mentioned registration was low for the DIY Camp and is encouraging staff and the Commission to recruit from the camps Girl Talk and the Cooking Camp. Staff Jauregui and Geibig gave an update on the Teens Helping Seniors Program and mentioned that Staff has posted flyers at the Senior Center and is now taking sign-ups. Staff Jauregui asked the Commission to establish dates that would accommodate everyone to participate. The Commission mentioned they prefer mornings on the weekends. Adult Commissioner Huffman asked who they can contact if volunteers are interested. Staff Jauregui mentioned Staff Amezquita-Javier is the main contact. Staff Geibig suggested the Commissioners recruit other teen volunteers.
  - b. **Discuss and review the Summer Teen Music event and receive the subcommittee report**

Staff Jauregui gave an update on the Rock-A-Palooza and how the event is canceled due to insufficient band participation and not adequate time to market the event in only two weeks. Staff will look at hosting the event again in the fall and Staff will have a marketing timeline prepared. The Commission agreed to push the event to the beginning of the next school year.

**7. NEW BUSINESS:**

- a. Consider canceling the regular Commission meeting scheduled for July 9, 2014 due to the potential lack of a quorum.**

Staff Jauregui mentioned to the Commission that there needs to be at least 5 Commissioners present to host the July 9, 2014 meeting. Staff Geibig surveyed the Commissioners and all will be in attendance for July's scheduled meeting.

**8. ITEMS FROM STAFF**

Staff Geibig gave an update on the Movies on the Plaza, and encouraged all the Commissioners who will be available to help run the event with Staff on June 27. Staff Jauregui gave an update on the dates for the DIY, Girl Talk and Survival Cooking camps and suggested anyone who can come that would be great. Staff Jauregui also suggested that the next July meeting there will be a potluck and suggested each Commissioner bring in a dish to share. Staff will handle all the beverages.

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

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

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

- a. Motion to Adjourn:** Fuller  
**b. Second:** K. Hall  
**c. Vote:** Approved by majority vote  
**d. Time:** 6:52pm

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
August 13, 2014**

**AGENDA ITEM 7.a.**

REQUEST

**DISCUSS THE PURPOSE OF THE YAC ANNUAL RETREAT TO BE HELD IN  
SEPTEMBER AND ASSIGN TWO COMMISSIONERS TO BE ON THE  
SUBCOMMITTEE TO PLAN THE RETREAT**

DISCUSSION

Each year the Youth Advisory Commission presents their goals and objectives to both the Parks Commission and the City Council for the upcoming fiscal year. These presentations are scheduled to take place in November and December. The purpose of the retreat is to measure the Youth Advisory Commission's progress, prepare and plan for upcoming events and activities, and provide team building and leadership opportunities between the Commissioners.

A subcommittee consisting of two Commissioners along with staff will meet in August and September to create the agenda and plan activities for the Annual Retreat. The following items will be discussed:

- Date, Time, Location
- Theme
- Ice breakers
- Brainstorm goal ideas
- Assign objective assignments
- Supplies needed, etc.

RECOMMENDATION

That the Commission discusses the purpose of the YAC Annual Retreat and assigns two Commissioners to be on the subcommittee to plan the retreat.

Prepared by: Jolene Jauregui, Recreation Coordinator II

Approved by: Kim Scarlata, Recreation Services Program Manager

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
August 13, 2014**

**AGENDA ITEM 7.b.**

REQUEST

**DISCUSS AND APPROVE THE YOUTH ADVISORY COMMISSION'S  
PARTICIPATION IN A MAKE A DIFFERENCE DAY PROJECT ON OCTOBER 25,  
2014 AND SELECT A PROJECT THAT BENEFITS THE TRACY COMMUNITY**

DISCUSSION

For more than 20 years, USA WEEKEND Magazine and the HandsOn Network have joined together to sponsor Make A Difference Day, the largest national day of community service. Make A Difference Day is a celebration of neighbors helping neighbors. This year, National Make A Difference Day will be held on October 25, 2014.

Previous Make A Difference Day projects have included a recycle and redeem bottle collection event, a book drive, "Stuff a Bus" food and clothing drive, green gardening, and park and creek clean-ups. Staff encourages the Youth Advisory Commission to discuss possible projects that benefit the immediate Tracy Community and lead the efforts in this year's Make A Difference Day in Tracy.

RECOMMENDATION

That the Commission discuss and approve their participation in a Make A Difference project on October 25, 2014, select a project for the event, and select a subcommittee to plan the event and present its plan at the September 10, 2014 Youth Advisory Commission meeting.

Prepared by: Jolene Jauregui, Recreation Coordinator II

Approved by: Kim Scarlata, Recreation Services Program Manager

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
August 13, 2014**

**AGENDA ITEM 7.c.**

REQUEST

**APPOINT A SUBCOMMITTEE TO BEGIN DRAFTING THE 2014/2015 YAC ANNUAL REPORT THAT WILL BE PRESENTED TO THE PARKS AND COMMUNITY SERVICES COMMISSION AND THE TRACY CITY COUNCIL**

DISCUSSION

With the end of the 2014 fiscal 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 last year's period covering January 1, 2014 to December 31, 2014 and proposed goals for the 2015 calendar year.

A subcommittee will need to be formed to begin drafting YAC's 2014/2015 Annual Report and schedule their first meeting by the end of August 2014.

RECOMMENDATION

That the Commission appoint a subcommittee and begin drafting YAC's Annual Report that will be presented to the Parks and Community Services Commission and the Tracy City Council.

Prepared by: Jolene Jauregui, Recreation Coordinator II

Approved by: Kim Scarlata, Recreation Services Program Manager