

# 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, November 12, 2014, 6:00 p.m.**  
*(or as soon thereafter as possible)*

**Location:** **\*Note Location Change**  
**City Hall Conference Room 109**  
**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 October 8, 2014
5. Correspondence
6. Old Business
  - a. Review and discuss the 2014 YAC Annual Report that was presented to the Parks and Community Services Commission and will be presented to the Tracy City Council
  - b. Discuss the 2014 Make a Difference Day project that was held on October 25, 2014
7. New Business
  - a. Discuss the status of the 2015 Youth Advisory Commission goals, objectives and work plan, and assign Commissioners to tasks
8. Items from Staff
  - a. Senior Thanksgiving Dinner 11/24, 5pm
  - b. Holiday Spectacular 12/4, 4pm
  - c. Senior Black and White Ball 12/15, 4pm
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on December 10, 2014

## **POSTED: November 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  
October 8, 2014**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Elmore at 6:02 p.m.
2. **ROLL CALL:**
  - a. **Present:** Cho, Yang, B. Hall, Oliveri, Elmore, Adappa, Razi, Garewal, Geiss
  - b. **Absent:** Gonzaleaz, Razi
  - c. **Tardy:** None
  - d. **Adult Commissioners Present:** Huffman
  - e. **Staff Present:** Jolene Jauregui, Recreation Services Supervisor
  - f. **Recorded by:** Justin Geibig, Recreation Leader III
3. **ITEMS FROM THE AUDIENCE: None**
4. **INTRODUCE NEW CITY MANAGER:** Staff Geibig introduced the new City Manager, Troy Brown to the Youth Advisory Commission. Troy Brown mentioned to the Youth Advisory Commission that it is really important what you do, and described his experience working with a Youth Commission in Southern California prior to coming to Tracy. Adult Commissioner Huffman asked Troy Brown how different is the culture from Philadelphia to California and Troy responded that it was a culture shock how your neighbors have fences up and the much warmer weather. Dr. Franco asked Troy Brown what new challenges will he be facing and Troy mentioned that with elections coming up and the shifts of seats is going to be the most challenging.
5. **APPROVAL OF MINUTES FROM REGULAR MEETING ON September 10, 2014**
  - a. **Motion to Approve:** Oliveri
  - b. **Second:** Garewal
  - c. **Abstain:** None
  - d. **Vote:** Approved by majority vote
6. **CORRESPONDENCE: None**
7. **OLD BUSINESS:**
  - a. **Discuss the status of the 2014 Make a Difference Day Project**

Commissioners Elmore and Cho gave an update of the Make a Difference Day Project. Commissioners Elmore mentioned that all Commissioners have received their Make a Difference Day jars and are asked to "Pay it Forward" by going to the schools and community distributing the flyers. Commissioner Cho mentioned that the Commission is the catalyst, and this project is a domino effect, the more the Commission spreads the word the more people will hear about it. Staff Jauregui mentioned that the Commission should place something enticing near the jars at their locations to draw attention such as a plexi glass holder to advertise. Staff Jauregui also mentioned that the Commission will be promoting a booth at the Farmers Market and to add the "Pay it Forward" project to each schools announcements.
  - b. **Review, discuss and approve the 2014/2015 YAC Annual Report**

Commissioners Elmore gave an update on the Annual Report PowerPoint. Commissioners were given a copy of the presentation and Commissioner Elmore asked the Commission for feedback. Staff Jauregui mentioned YAC's participation with summer camps and a possibly working with a new program, YoMagination. Staff Geibig asked the Commission if they had any photos of YAC from past events to send them in order to add

into the presentation. Commissioner Hall approved the 2014/2015 YAC Annual Report and gave the subcommittee permission to make necessary adjustments to the 2015 goals. Commissioner Oliveri second that motion.

**8. NEW BUSINESS: None**

**9. ITEMS FROM STAFF**

Staff Geibig mentioned that he sent a link of a volunteer database to all Commissioners to review and consider having the Youth Advisory Commission operate. Staff Geibig asked the Commission to provide feedback and if this was something the Commission would like to take over by the next scheduled meeting. Staff Geibig surveyed the Commissioners about the YAC binders, and with the majority, Staff Geibig will provide each Commissioner with a resource binder by the next scheduled meeting.

**10. ITEMS FROM THE COMMISSION**

Commissioner Garewal just wanted confirmation that the Make a Difference Day project begins Monday. Commissioner Elmore confirmed and the subcommittee will have all the "Pay it Forward" flyers and jars ready to distribute by Friday. Staff Jauregui mentioned that the subcommittee should prepare a script to add to the schools announcements. Commissioner Cho volunteered to draft a script and send to Staff.

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

**11. ADJOURNMENT:** Next meeting on ***November 12, 2014 at 6:00pm***

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

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

**AGENDA ITEM 6.a.**

REQUEST

**REVIEW AND DISCUSS THE 2014 YAC ANNUAL REPORT THAT WAS PRESENTED TO THE PARKS AND COMMUNITY SERVICES COMMISSION AND WILL BE PRESENTED THE TRACY CITY COUNCIL**

DISCUSSION

With the end of the 2014 fiscal year, it is necessary to report to the Parks and Community Services Commission and 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.

The Commission presented the 2014 YAC Annual Report to the Parks and Community Services Commission on November 6, 2014 and will also be presenting the report to City Council on December 16, 2014. It is recommended that all Commissioners attend both presentations. The subcommittee consisting of Commissioners Elmore, Yang, Razi and Geiss will provide an update regarding their presentations.

RECOMMENDATION

That the Commission review and discuss the 2014/2015 YAC Annual Report.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

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

**AGENDA ITEM 6.b.**

REQUEST

**DISCUSS THE 2014 MAKE A DIFFERENCE DAY PROJECT THAT WAS HELD ON  
OCTOBER 25, 2014**

DISCUSSION

At the Youth Advisory Commission meeting held on August 13, 2014 Commissioners voted to approve YAC's participation at Make A Difference Day and implement a *Pay it Forward* project in the community. This year, National Make A Difference Day was held on Saturday, October 25, 2014.

The Commission chose to host a *Pay it Forward* project where students and members of the community performed random acts of kindness from cards distributed by the Youth Advisory Commission. *The Pay it Forward* cards were distributed at the local high schools, select local businesses, and concluded at the Farmers' Market on October 25th, at the City of Tracy booth.

RECOMMENDATION

That the Commission discuss the Make a Difference Day project.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

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

**AGENDA ITEM 7.a.**

REQUEST

**DISCUSS THE STATUS OF THE 2015 YOUTH ADVISORY COMMISSION GOALS,  
OBJECTIVES AND WORK PLAN, AND ASSIGN COMMISSIONERS TO TASKS**

DISCUSSION

The Youth Advisory Commission determined their top three priority goals for the 2015 fiscal year at their annual retreat held Wednesday, September 24<sup>th</sup>. The Commission presented their goals, objectives and work plan to the Parks and Community Services Commission on November 6<sup>th</sup> and will present to City Council in December.

In order to accomplish their goals for 2015, Commissioners will need to be assigned to each goal and its action steps, "Attachment A." Commissioners will report on the status of their assignments at each regularly scheduled Commission meeting.

RECOMMENDATION

That the Commission discuss the status of the 2015 goals, objectives and work plan, and assign Commissioners to subcommittees.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

Attachment: Attachment "A" – Youth Advisory Commission Goals 2015



## Attachment - A

### Tracy Recreation Division

## YOUTH ADVISORY COMMISSION GOALS - 2015

GOAL	OBJECTIVE	ACTION STEPS	Completion Date	Status (ASSIGNMENT)	
<p style="text-align: center;"><b>1</b></p> <p style="text-align: center;"><b>INTEGRATE OPPORTUNITIES FOR HEALTH AND WELLNESS</b></p> <p style="text-align: center;">-----</p> <p>Develop programs for teens to stay active and make healthy choices</p>	<p><b>1.A. Participate with the Recreation Division</b></p>	1.A.1. Work with Recreation Division Staff to Implement ideas for a proposed Summer Camp.			
		1.A.2. Promote the Summer Camp with different marketing strategies.			
		1.A.3. Host a Summer Camp with the Recreation Division.			
		<p><b>1.B. Develop and implement at least 3 new programs throughout the 2015 year</b></p>	1.B.1. Work with Recreation Staff to develop 3 programs for the 2015 year.		
			1.B.2. Promote new programs using social and print media.		
			1.B.3. Implement programs.		
<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 - 2015

GOAL	OBJECTIVE	ACTION STEPS	Completion Date	Status (ASSIGNMENT)	
2	<b>INCREASE AWARENESS FOR HIGHER EDUCATION PREPARATION</b>	<b>2.A. Plan and host an SAT/ACT Prep Course</b>	2.A.1. Recruit an SAT/ACT Prep Course and Instructor		
			2. A.2. Promote course to local high school students		
			2. A.3. Host the course on 2/28/15		
	----- <i>Host opportunities that would raise teen awareness for higher education opportunities and potential scholarships</i>	<b>2.B. Research college or vocational school applications and scholarships</b>	2. B.1. Provide resources for college or vocational school applications and scholarships		
			2. B.2. Determine how the information will be shared to local high school students.		

City Council Strategic Priority: Quality of Life Goal 1, Objective 2 Interpret city and school district demographic shifts and recommend service improvements accordingly.





## Attachment - A

Tracy Recreation Division

### YOUTH ADVISORY COMMISSION GOALS - 2015

GOAL					
OBJECTIVE	ACTION STEPS	Completion Date	Status (ASSIGNMENT)		
<b>3</b>  <b>PARTICIPATE AND CREATE NEW SERVICE PROJECTS</b> ----- Increase teen involvement throughout the community	<b>3.A. Sponsor Don't Text and Drive activity</b>	3.A.1. Each Commissioner will work with their respective high school to lead an activity			
		3.A.2. Host an activity at each high school, after determining date with schools' activities director			
		3.A.3. Each Commissioner will report to the Commission on the activity that was held their respective high school			
	<b>3.B. Implement new community service projects</b>	3.B.1. Formulate a list of possible projects and marketing ideas. Select at least one new community service project			
		3.B.2. Develop a timeline to complete project			
		3.B.3. Implement project and work with Recreation Staff			

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