

# 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, May 13, 2015, 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 2015-012, 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 11, 2015
5. Correspondence
6. Old Business
  - a. Review and discuss the Youth Advisory Commission's 2015 goals, objectives and work plan
  - b. Discuss the status of the summer teen camp programs and marketing strategy
7. New Business
  - a. Discuss and approve YAC adopting the Dry Climate Park at Hoyt Park
8. Items from Staff
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on June 10, 2015

## **POSTED: May 8, 2015**

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**YOUTH ADVISORY COMMISSION  
REGULAR MEETING MINUTES  
MARCH 11, 2015**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Elmore at 6:03 p.m.
2. **ROLL CALL:**
  - a. **Present:** Cho, Geiss, K. Hall, Oliveri, Elmore, Adapa, Razi, Garewal
  - b. **Absent:** Yang
  - c. **Tardy:** None
  - d. **Adult Commissioners Present:** Huffman
  - e. **Staff Present:** Justin Geibig, Recreation Coordinator I
  - f. **Recorded by:** Justin Geibig, Recreation Coordinator I
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF MINUTES FROM REGULAR MEETING ON March 11, 2015**
  - a. **Motion to Approve:** Adapa
  - b. **Second:** Oliveri
  - c. **Abstain:** None
  - d. **Vote:** Approved by majority vote
5. **CORRESPONDENCE:** None
6. **OLD BUSINESS:**
  - a. **Discuss the status of the 2015 Youth Advisory Commission goals and work plan**

Commissioner Elmore noted that the summer camp subcommittee can wait to provide an update during agenda item 6b. Commissioner Elmore provided an update for the subcommittee to develop 3 new programs and the subcommittee has narrowed their ideas to host a teen sock hop event at possibly the Grand Theatre Center for the Arts, a volunteer database website, and the idea to paint utility boxes around Tracy similar to the City of Livermore. Staff Geibig mentioned he will gather further information on the proposed ideas and provide feedback at the next subcommittee meeting. Staff Geibig gave an update on the SAT Prep Course and mentioned there were only 4 participants registered for the course. The course was canceled; however the instructor for the SAT Prep Course offered an online webinar for the 4 participants registered on March 7 if interested. Commissioner Cho mentioned that Zaps, the instructor for the SAT Prep Course also offers courses at Millennium. Commissioner Oliveri mentioned that she has taken the SAT Prep Course through the City and at Millennium, and the curriculum and textbooks are exactly the same. Staff Geibig mentioned this is something that Staff will consider for next year. Commissioner Oliveri provided an update for the college and vocational school applications and scholarships subcommittee and mentioned that the subcommittee is still finalizing the brochure and suggested to have the brochure completed by July to be printed and available to distribute for Back to School in August. Commissioner Cho provided a timeline to the Commission for the Don't Text and Drive Event. The proposed time for the event is April 27-30 with Millennium on Monday, Tracy on Tuesday, West on Wednesday and Kimball hosting the event on Thursday. Staff Geibig mentioned that he has been in communication with all 3 schools, Millennium, West and Kimball. Staff Geibig is trying to work with Tracy High since the Activities Director is currently out of office and has followed up with the school's principal. Staff Geibig also mentioned that Farmers Insurance has agreed to participate in the Don't Text and Drive Event and provide information at each event. Staff will be pricing lanyards with different

companies for the event. Commissioner Elmore mentioned that the community service subcommittee can provide an update during agenda item 7a.

**b. Provide an update on the summer teen camp programs**

Staff Geibig gave an update on the proposed summer camps. Staff Geibig mentioned the camps that will be offered are, a Girl Talk Camp, So You Think you can Cook Camp, DIY Camp and a Siblings Watching Siblings Camp. Commissioner Elmore asked each Commissioner to volunteer for at least one camp. Staff Geibig mentioned each camp Commissioners will be assisting Staff with the activities for each camp. Commissioners Cho and Geiss volunteered to work with the Girl Talk Camp. Commissioners Cho and Razi volunteered for the June So You Think You Can Cook Camp and Commissioner Garewal volunteered to work the camp when it is offered in July. Commissioners Cho and Adapa volunteered to work the DIY Camp in June and Commissioners Oliveri and Hall volunteered to work the second camp when it is offered in July. Commissioner Elmore volunteered to work the Siblings Watching Siblings Camp in June. The subcommittee is scheduled to meet March 18 to work with Staff on the supplies and tasks needed to work the camps, and also think of marketing strategies to market the camp.

**7. NEW BUSINESS:**

**a. Discuss and approve YAC's participation in a Park Clean-Up**

Commissioner Elmore surveyed the Commission about participating in a Park Clean-Up Event and each Commissioner agreed to participate and move forward with a Park Clean-Up Event. Staff Geibig mentioned to the Commission that there are two dates to host a Park Clean-Up Event, April 18 or 25, and it is recommended that the Commission discuss a date that works best. Commissioner Elmore surveyed the Commission and the majority agreed to host a Park Clean-Up event April 25. Staff Geibig mentioned he will be working with Public Works to determine the details of the Park Clean-Up and will provide information at the next subcommittee meeting.

**b. Consider canceling the regular Commission meeting scheduled for April 8, 2015 due to the potential lack of a quorum**

Staff Geibig mentioned to the Commission that the next Youth Advisory Commission on April 8 is scheduled over spring break and it is recommended that the Commission discuss whether they will be available or cancel the meeting. Commissioner Elmore surveyed the Commission and each Commissioner agreed to cancel the next regular Commission meeting because a majority will be out of town and on vacation. Staff Geibig mentioned that with the April YAC meeting canceled, each subcommittee will need to meet during the month of April, especially the Don't Text and Drive subcommittee.

**8. ITEMS FROM STAFF:**

Staff Geibig mentioned there is a Volunteer Recognition Event on April 15 from 5pm-7pm at City Hall and all Commissioners are invited to attend. Commissioners Adapa, Razi, Cho, Hall and Oliveri mentioned they were available to attend the event and assist Staff with setting up or cleaning up after the event. Staff Geibig also mentioned that the YAC application deadline is April 16, and it is recommended that each Commissioner take a stack of applications to distribute around each school.

**9. ITEMS FROM THE COMMISSION:**

Commissioner Elmore asked the Commission if each Commissioner followed through with her request of gathering each schools contact information. Each Commissioner had a hard copy list of the schools contact information and Adult Commissioner Huffman suggested that each Commissioner email and electronic copy so he can combine all the

schools contact into one spreadsheet. Adult Commissioner Huffman encourages each Commissioner whose term is ending this year to reapply.

**10. ITEMS FROM THE AUDIENCE:**

Dr. Franco mentioned that each high school has a great basketball program and thinks it would be a great idea to hold a shooting contest between each high school and the winner would receive a \$100 scholarship. Dr. Franco mentioned there is a local dealership that can donate a \$100 scholarship for the winner.

**11. ADJOURNMENT:** Next meeting on ***May 13 at 6:00pm***

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

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
May 13, 2015**

**AGENDA ITEM 6.a.**

REQUEST

**REVIEW AND DISCUSS THE STATUS THE YOUTH ADVISORY COMMISSION'S  
2015 GOALS, OBJECTIVES AND WORK PLAN**

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>. It is necessary for the Commission to discuss their objectives in more detail with City staff and plan accordingly.

RECOMMENDATION

That the Commission review and discuss the Youth Advisory Commission's 2015 goals, objectives and work plan.

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)
1	<b>INTEGRATE OPPORTUNITIES FOR HEALTH AND WELLNESS</b> ----- Develop programs for teens to stay active and make healthy choices	1.A.1. Work with Recreation Division Staff to Implement ideas for a proposed Summer Camp.	Mar 2015	Subcommittee: Hall (chair), Oliveri  Status: Commissioners have been assigned to work at least 1 summer camp.
		1.A.2. Promote the Summer Camp with different marketing strategies.	May 1, 2015	Distribute summer camp fliers.
		1.A.3. Host a Summer Camp with the Recreation Division.	Aug 15, 2015	
		1.B.1. Work with Recreation Staff to develop 3 programs for the 2015 year.	Apr 2015	Subcommittee: Garewal (chair), Elmore, Huffman  Status: Subcommittee to provide information of proposed programs at next scheduled meeting May 13.
		1.B.2. Promote new programs using social and print media.	Sep 2015	
		1.B.3. Implement programs.	Dec 2015	
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 - 2015

GOAL	OBJECTIVE	ACTION STEPS	Completion Date	Status (ASSIGNMENT)
<p>2</p> <p><b>INCREASE AWARENESS FOR HIGHER EDUCATION PREPARATION</b></p> <p>-----</p> <p>Host opportunities that would raise teen awareness for higher education opportunities and potential scholarships</p>	<p><b>2.A. Plan and host an SAT/ACT Prep Course</b></p>	2.A.1. Recruit an SAT/ACT Prep Course and Instructor	Jan 15, 2015	Subcommittee: Cho (chair), Adappa
		2.A.2. Promote course to local high school students	Apr 2015	Status: Only 3 participants registered. Class was canceled. Offered to take webinar March 7.
		2.A.3. Host the course on 2/28/15	Feb 28, 2015	
	<p><b>2.B. Research college or vocational school applications and scholarships</b></p>	2.B.1. Provide resources for college or vocational school applications and scholarships	Jul 1, 2015	Subcommittee: Oliveri (chair), Hall, Yang
		2.B.2. Determine how the information will be shared to local high school students.	Sep 1, 2015	Status: Commissioners submitted draft of brochure to Staff to review and implement City branding logos.

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)
3	<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	Mar 2015	Subcommittee: Geiss (chair), Cho, Dr. Franco  Status: Subcommittee has all items prepared to host a Don't Text & Drive booth during the schools lunches.
			3.A.2. Host an activity at each high school, after determining date with schools' activities director	Apr 30, 2015	Status: Event scheduled April 24-30. Millennium Friday 4/24, West Wednesday 4/49, Kimball Thursday 4/30.
			3.A.3. Each Commissioner will report to the Commission on the activity that was held at their respective high school	May 2015	
		<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	Sept 2015	Subcommittee: Elmore (chair), Razi, Garewal, Huffman  Status: Host a Park Clean Up Event on 4/25 and discuss the idea of creating cards for patients in hospitals.
			3.B.2. Develop a timeline to complete project	Oct 2015	
			3.B.3. Implement project and work with Recreation Staff	Nov 2015	

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  
May 13, 2015**

**AGENDA ITEM 6.b.**

REQUEST

**DISCUSS THE STATUS OF THE SUMMER TEEN CAMP PROGRAMS AND  
MARKETING STRATEGY**

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.A., the Youth Advisory Commission was asked to create new and fun summer day camps.

Commissioners have volunteered to work at least one of the camps below. The Commissioners' responsibilities will be to host the camps by coordinating and leading activities with city staff. All of the camps will be supervised and guided by City Staff and all activities will be led by YAC volunteers.

Girl Talk

- Date: June 8-10
- Time: 10am-1pm
- Location: Community Center Main Hall
- Commissioners to Work: Cho and Geiss

So You Think You Can Cook

- Date: June 15-18 & July 13-16
- Time: 10am-1pm & 1pm-4pm
- Location: Community Center Kitchen
- Commissioners to Work: June – Cho and Razi, July– Garewal and Yang

DIY Camp:

- Date: June 22-25 & July 20-23
- Time: 9am-12pm & 1pm-4pm
- Location: Community Center
- Commissioners to Work: June – Cho and Adapa, July – Oliveri and Hall

Siblings Watching Siblings:

- Date: June 29-July 2
- Time: 9am-12pm
- Location: Community Center
- Commissioners to Work: Elmore

RECOMMENDATION

That the Commission discuss the summer teen camp programs and marketing strategy.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
May 13, 2015**

**AGENDA ITEM 7.a.**

REQUEST

**DISCUSS AND APPROVE YAC ADOPTING THE DRY CLIMATE PARK AT HOYT PARK**

DISCUSSION

To meet Goal #1.B. "Develop and implement at least 3 new programs throughout the 2015 year" of the Youth Advisory Commission Goals for 2015, it is recommended that the Commission adopt the Dry Climate Park at Hoyt Park. This particular park has been a community project for YAC in the past years. The Dry Climate Park needs maintenance throughout the year and the Public Works Department encourages YAC to adopt the park.

Staff is recommending the Commission plan strategies to outreach to local teens for future participation and establish a timeframe to hold at least 3 park clean ups for the Dry Climate Park throughout the year. Staff will work with Public Works for supplies and resources.

RECOMMENDATION

That the Commission discuss and approve YAC adopting the Dry Climate Park at Hoyt Park.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II