

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, September 9, 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 2015-052, 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 10, 2015
5. Correspondence
6. Election of Chair and Vice-Chair
7. Old Business
 - a. Review and discuss the status of the Park Clean Up Events at the Dry Climate Park at Hoyt Park and determine marketing strategies to recruit teen participation
8. 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 24, 2015 and select a project that benefits the Tracy community
 - c. Appoint a subcommittee to begin drafting the 2015/2016 YAC annual report that will be presented to the Parks and Community Services Commission and the Tracy City Council
9. Items from Staff
 - a. Review Bylaws
 - b. YAC Recruitment Update
 - c. Summer 2015 Camp Updates
 - d. Calendar
 - i. Sutter Health Fair 9/26
10. Items from the Commission
11. Items from the Audience
12. Adjournment to next Regular Meeting on October 14, 2015

POSTED: September 3, 2015

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 10, 2015**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Cho at 6:00 p.m.
2. **ROLL CALL:**
 - a. **Present:** Cho, Geiss, K. Hall, Oliveri, Adapa, Garewal
 - b. **Absent:** Yang, Elmore, Razi
 - c. **Tardy:** Adapa
 - 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 June 10, 2015**
 - a. **Motion to Approve:** Adapa
 - b. **Second:** Garewal
 - c. **Abstain:** None
 - d. **Vote:** Approved by majority vote
5. **CORRESPONDENCE: None**
6. **OLD BUSINESS:**
 - a. **Review and discuss the status of the Youth Advisory Commissions 2015 goals, objectives and work plan**

Commissioner Cho moved the Summer Camp Subcommittee to provide an update during agenda item 6.c. Commissioner Garewal provided an update for developing and implementing 3 new programs and mentioned the subcommittee met on June 10 and came up with the idea to host a sunflower growing contest. Commissioner Garewal mentioned the contest would be open to anyone interested and the sunflowers can be donated to the Lolly Hanson Senior Center garden. Staff Geibig mentioned they would need to research further and provide feedback at the next meeting. Commissioner Oliveri presented the Commission with another draft of the College Resource Brochure with the edits mentioned at the last meeting. Staff Geibig mentioned after management reviews the final brochure, the Commission will distribute copies of the brochures to each high school at the end of August.
 - b. **Discuss and determine dates to host three park clean up events at the Dry Climate Park at Hoyt Park and strategies to outreach to teens for participation**

Staff Geibig mentioned to the Commission that at the last meeting they voted to adopt the Dry Climate Park at Hoyt Park and to host at least 3 park clean ups throughout the year. Commissioner Cho surveyed the Commission for dates that would work best for the Commissioners. Commissioner Adapa suggested that April is not a good month to schedule a Park Clean Up since the school formals occur in April, and there is spring break. Adult Commissioner Huffman mentioned the idea of providing music during the Park Clean Ups and possibly create a video of YAC cleaning up to share for marketing. The Commissioners agreed and suggested to host a Park Clean Up August 29, 2015, November 14, 2015, and March 26, 2016. Staff Geibig mentioned he would need to verify those dates with Public Works first and provide an update to the Commission at the next meeting.

c. Discuss the Status of the Summer Teen Camp Programs

Commissioner Geiss provided an update on the Girl Talk Camp hosted June 8-10 and mentioned the girls in the camp were shy at first but they all enjoyed making charm bracelets and listening to Tracy Police Department talk about bullying. Commissioner Cho also mentioned the Girl Talk Camp helped girls grow out of their shell and learn new things. Staff Geibig mentioned that the Commissioners responsibilities will be to host the camps by coordinating and leading activities with Staff. Staff Geibig provided the locations, dates and times for the camps and which Commissioners are assigned to each camp for the upcoming camps in June and July.

7. NEW BUSINESS:

a. Consider Canceling the regular Commission meeting scheduled for July 8, 2015, due to the potential lack of a quorum

Commissioner Cho surveyed the Commission for the idea to cancel the July YAC meeting. Commissioners Adapa, Garewal, Hall, and Oliveri mentioned they will not be available to attend the July YAC meeting. Commissioners Cho and Geiss mentioned they would be available for the July YAC meeting. Staff Geibig mentioned that he will follow up with Commissioners Elmore, Razi and Yang to determine if they are planning to attend the July YAC meeting since they are absent. Staff Geibig stated he will follow up with the Commission to determine whether the July meeting will be canceled due to the potential lack of a quorum.

8. ITEMS FROM STAFF:

Staff Geibig provided an update on the Youth Advisory Commission interviews and mentioned that 5 new Commissioners have been selected each representing a different high school. Staff Geibig also provided an update on the Don't Text and Drive pledge counts and mentioned that West High School had 106 students pledge to not text and drive, Kimball High School had 121 students pledge and Millennium High School had 138 students pledge. Staff Geibig mentioned there is a Movies on the Plaza event on June 26 and asked the Commission for volunteers to help with the event. Commissioners Cho and Adapa volunteered to help with the Movies on the Plaza on June 26.

9. ITEMS FROM THE COMMISSION: None

10. ITEMS FROM THE AUDIENCE: None

11. ADJOURNMENT: Next meeting on **July 8 at 6:00pm**

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

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
September 9, 2015**

AGENDA ITEM 7.a.

REQUEST

REVIEW AND DISCUSS THE STATUS OF THE PARK CLEAN UP EVENTS AT THE DRY CLIMATE PARK AT HOYT PARK AND DETERMINE MARKETING STRATEGIES TO RECRUIT TEEN PARTICIPATION

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, the Youth Advisory Commission voted to adopt the Dry Climate Park at Hoyt Park as one of their new programs. This particular park has been a community project for YAC in the past years.

At the June monthly YAC meeting the Youth Advisory Commission determined to host the Park Clean Up Events at the Dry Climate Park adjacent from Hoyt Park on August 29, 2015, November 14, 2015, and March 26, 2016. Staff is recommending the Commission to create a subcommittee to assist with planning marketing strategies to recruit local teens to volunteer at these events. Staff will work with Public Works for supplies and resources.

RECOMMENDATION

That the Commission review and discuss the status of the park clean up events at the Dry Climate Park at Hoyt Park and determine marketing strategies to recruit teen participation

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
September 9, 2015**

AGENDA ITEM 8.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 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 assign two Commissioners to be on the subcommittee to plan the retreat.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
September 9, 2015**

AGENDA ITEM 8.b.

REQUEST

**DISCUSS AND APPROVE THE YOUTH ADVISORY COMMISSION'S
PARTICIPATION IN A MAKE A DIFFERENCE DAY PROJECT ON OCTOBER 24,
2015 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 24, 2015.

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, Pay it Forward project, and park and creek clean-ups. Staff met with the subcommittee on August 26, 2015 to discuss possible projects that benefit the Tracy Community to present at the September 9, 2015 YAC meeting.

RECOMMENDATION

That the Commission discuss and approve their participation in a Make A Difference Day project on October 24, 2015, and select a project that benefits the Tracy community.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
September 9, 2015**

AGENDA ITEM 8.c.

REQUEST

APPOINT A SUBCOMMITTEE TO BEGIN DRAFTING THE 2015/2016 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 2015 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, 2015 to December 31, 2015 and proposed goals for the 2016 calendar year.

A subcommittee will need to be formed to begin drafting YAC's 2015/2016 Annual Report and schedule their first meeting by September 30, 2015.

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 Services Supervisor

Approved by: Kim Scarlata, Division Manager II