

# 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, October 14, 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 September 9, 2015
5. Correspondence
6. Old Business
  - a. Discuss the status of the Park Clean up event at the Dry Climate Park at Hoyt Park
  - b. Discuss the Youth Advisory Commission Annual Retreat
  - c. Discuss the status of the 2015 Make a Difference Day project
  - d. Discuss and approve the 2015/2016 YAC annual report
7. New Business:
  - a. Discuss and approve canceling the regular Commission meeting scheduled for November 11, 2015 due to the Veterans Day Holiday
8. Items from Staff
  - a. Sutter Health Fair 9/26
  - b. Intergenerational – 1<sup>st</sup> Monday 2pm-4pm
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on December 9, 2015

## **POSTED: October 8, 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  
September 9, 2015**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Adapa at 6:00 p.m.
2. **ROLL CALL:**
  - a. **Present:** Adapa, Bhatia, Chan, Garewal, Geiss, Razi, Sales, Taneja
  - b. **Absent:**
  - c. **Tardy:** Cho
  - d. **Adult Commissioners Present:** None
  - e. **Staff Present:** Justin Geibig, Recreation Coordinator I
  - f. **Recorded by:** Lori Angulo, Recreation Leader III
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF MINUTES FROM REGULAR MEETING ON September 9, 2015**
  - a. **Motion to Approve:** Adapa
  - b. **Second:** Chan
  - c. **Abstain:** None
  - d. **Vote:** Approved by majority vote
5. **CORRESPONDENCE:** None
6. **Election of Chair and Vice Chair**

By a majority of the vote from the Youth Advisory Commissioners, Commissioner Adapa was elected Chair and Commissioner Garewal elected Vice-Chair.
7. **OLD BUSINESS:**
  - a. **Review and discuss the status of the Park Clean Up Event at the Dry Climate Park at Hoyt Park and determine marketing strategies to recruit teen participation**

Commissioner Adapa provided an update on the Park Clean Up Event and mentioned to the Commission that next Park Clean Up scheduled will be November 14, 2015 and March 26, 2016. Commissioner Adapa surveyed the Commission to formulate a subcommittee to plan marketing strategies to recruit local teens to volunteer at these events, and Commissioners Bhatia, Garewal, Sales and Geiss volunteered. The subcommittee is scheduled to meet Thursday, September 24 at 5pm.
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**

Commissioner Adapa surveyed the Commission to formulate a subcommittee to plan the annual retreat, and Commissioners Adapa and Chan volunteered. Staff Geibig provided information on the annual retreat and mentioned to the Commission to start brainstorming for new goals or ideas to present at the annual retreat. The subcommittee is scheduled to meet Monday, September 21 at 2:30pm.
  - 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**

Commissioner Adapa provided an update on the proposed projects for the Make a Difference Day and mentioned to host a community service competition amongst the other high schools. Commissioner Adapa mentioned the purpose of this project is to promote school pride and

give back to the community. Commissioner Razi gave an update on the second proposed idea for the Make a Difference Day and mentioned to host an anti-bullying poster contest with the possibility of reaching out to the art classes at the high schools. Commissioner Adapa surveyed each Commissioner to vote for a project, and by a majority of the vote the Commission selected the community service project. Commissioner Adapa also asked each Commissioner representing each high school to select a school club that would fit to participate with the project. Commissioner Adapa, Taneja and Razi mentioned Interact Club at Tracy High, Commissioner Chan mentioned California Scholarship Federation Club at West High, Commissioners Sales and Bhatia also mentioned California Scholarship Federation Club at Millennium High, and Commissioners Garewal and Geiss suggested Health Occupations Students of America Club at Kimball High. Staff Geibig asked the Commission to provide contact information for the school advisors of each club by September 16. The subcommittee is scheduled to meet Tuesday, September 22 at 5pm.

**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**

Commissioner Adapa discussed the YAC annual report and surveyed the Commission to formulate a subcommittee to begin drafting YAC's annual report. Commissioners Bhatia, Taneja, Garewal and Adapa volunteered, the subcommittee is scheduled to meet Wednesday, September 23 at 4:30pm.

**9. ITEMS FROM STAFF:**

Staff Geibig introduced the new Youth Advisory Commissioners and reviewed YAC's bylaws with the Commission. Staff Geibig provided an update on the YAC recruitment and mentioned that applications have been dropped off at the high school career centers and asked the Commission to distribute applications amongst their peers. Staff Geibig mentioned the deadline to submit an application is September 30. Staff Angulo provided an update on the summer camps and mentioned it was helpful having YAC participate and the majority of participants showed interest in crafts. Staff Geibig mentioned the Sutter Health Fair will take place on September 26 from 9am-1pm and asked the Commissioners to volunteer, Commissioners Garewal, Razi, Geiss and Taneja will volunteer with the event.

**10. ITEMS FROM THE COMMISSION:**

Commissioner Adapa mentioned her school club has an idea to build a water conservation mural, and they are seeking sponsors, volunteers or places that will donate any funds or paint.

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

**11. ADJOURNMENT:** Next meeting on **October 14 at 6:00pm**

- a. **Motion to Adjourn:** Razi
- b. **Second:** Adapa
- c. **Vote:** Approved by majority vote
- d. **Time:** 6:58pm

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
October 14, 2015**

**AGENDA ITEM 6.a.**

REQUEST

**DISCUSS THE STATUS OF THE PARK CLEAN UP EVENT AT THE DRY CLIMATE  
PARK AT HOYT PARK**

DISCUSSION

On May 5, 2015 the Youth Advisory Commission voted to adopt the Dry Climate Park at Hoyt Park. The Dry Climate Park needs maintenance throughout the year and the Commission has performed community service work at this park over the past several years. This particular community service project will benefit the community of Tracy and encourage other teens in the community to participate in beautifying a neighborhood or community park.

The upcoming approved date for the park clean up is Saturday, November 14, 2015 from 8am-12pm. A subcommittee consisting of Commissioners Bhatia, Garewal, Geiss and Sales met with staff on September 24, 2015 to discuss with the Commission various methods to market the event to other teens and service clubs in the community. The Commission is encouraged to invite friends and teens from their schools to participate.

RECOMMENDATION

That the Youth Advisory Commission discusses the Park Clean Up event at the Dry Climate Park at Hoyt Park

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
October 14, 2015**

**AGENDA ITEM 6.b.**

REQUEST

**DISCUSS THE YOUTH ADVISORY COMMISSION ANNUAL RETREAT**

DISCUSSION

As discussed at the September 9 meeting, 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 December and January. 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 Commissioners Adapa and Chan met with staff to create the agenda and plan activities for the Annual Retreat on October 5, 2015. The Commission is encouraged to discuss the outcomes of the Annual Retreat.

RECOMMENDATION

That the Youth Advisory Commission discusses the YAC Annual Retreat

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
October 14, 2015**

**AGENDA ITEM 6.c.**

REQUEST

**DISCUSS THE STATUS OF THE 2015 MAKE A DIFFERENCE PROJECT**

DISCUSSION

At the Youth Advisory Commission meeting held on September 9, 2015 Commissioners voted to approve YAC's participation in the upcoming Make a Difference Day and implement a community service competition amongst different school clubs at the four local high schools. This year, National Make a Difference Day will be held on Saturday, October 24, 2015.

The Commission chose to host a community service competition where the Interact Club at Tracy High, California Scholarship Federation Clubs at Millennium and West High, and Health Occupations Students of America Club at Kimball High School will compete to see which club can acquire the most volunteer hours for the month of October. Staff will work with the schools club advisors for tracking students' hours. The competition will conclude at the Farmers' Market on October 24, 2015, at the City of Tracy booth showcasing the total of each high schools community service hours.

A subcommittee was formed with Commissioners Adapa, Garewal, Geiss and Razi. Commissioners will work with Staff to log each high schools volunteer hours and input the data onto a board to view at the Farmer's Market on October 24, 2015.

RECOMMENDATION

That the Commission discuss the status of 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  
October 14, 2015**

**AGENDA ITEM 6.d.**

REQUEST

**DISCUSS AND APPROVE THE 2015/2016 YAC ANNUAL REPORT**

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 July 1, 2014 to June 30, 2015 and proposed goals for the 2016 calendar year.

A subcommittee consisting of Commissioners Bhatia, Taneja, Garewal and Adapa met with staff on September 23, 2015 and updated the YAC PowerPoint with the 2015 accomplishments and goals. Additionally, goals for the 2016 year that were established at the annual retreat that was held on October 5, 2015 will be incorporated into the report. The subcommittee will provide the Commission with an update on the next steps regarding the presentations and a draft of the 2015/2016 Youth Advisory Commission Annual Report.

RECOMMENDATION

That the Commission discusses and approve the 2015/2016 YAC Annual Report.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
October 14, 2015**

**AGENDA ITEM 7.a.**

REQUEST

**DISCUSS AND APPROVE CANCELING THE REGULAR COMMISSION MEETING  
SCHEDULED FOR NOVEMBER 11, 2015 DUE TO THE VETERANS DAY HOLIDAY**

DISCUSSION

The next regular meeting of the Youth Advisory Commission is scheduled for Wednesday, November 11, 2015, at 6:00 p.m. Due to the Veteran's Day holiday on November 11, 2015 staff is asking the Commission to discuss canceling the regular November 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 November or place the items on the agenda for discussion at the December 9, 2015, regular meeting.

RECOMMENDATION

That the Commission approves cancellation of the November 11, 2015 meeting.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II