

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, December 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 October 14, 2015
5. Correspondence
6. Old Business
 - a. Discuss the 2015 Make a Difference Day project that was held on October 24, 2015
 - b. Discuss the Arbor Day event and Park Clean up event at the Dry Climate Park at Hoyt Park that was held on November 14, 2015
 - c. Review and discuss the 2015 YAC Annual Report
7. New Business:
 - a. Review, discuss and approve the updated 2016 Youth Advisory Commission goals and objectives
8. Items from Staff
 - a. Review Bylaws
 - b. Senior Holiday Spectacular 12/2, 4pm
 - c. Senior Black and White Ball 12/14, 4pm
 - d. Certificates for new YAC Commissioners 12/15, 7pm
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on January 13, 2016

POSTED: December 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
October 14, 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, Cho
 - b. **Absent:**
 - c. **Tardy:**
 - 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 October 14, 2015**
 - a. **Motion to Approve:** Chan
 - b. **Second:** Garewal
 - c. **Abstain:** None
 - d. **Vote:** Approved by majority vote
5. **CORRESPONDENCE:** None
6. **OLD BUSINESS:**
 - a. **Discuss the status of the Park Clean up event at the Dry Climate Park at Hoyt Park**

Commissioner Garewal mentioned to add the Park Clean up event to the school announcements, ask different school club advisors to participate with the event and post a flyer around the schools. Commissioner Bhatia mentioned that Millennium High School allows other high schools to share information with Millennium High School's announcements. Staff Geibig mentioned to the Commission that all Commissioners are encouraged to attend the Park Clean up event on Saturday, November 14, 2015. The subcommittee meeting is scheduled for October 22 at 4pm at the Grand Theatre Center for the Arts.
 - b. **Discuss the Youth Advisory Commission Annual Retreat**

Commissioner Razi mentioned the Annual Retreat was a success that all Commissioners were brainstorming, establishing goals and focusing on teen issues. Commissioner Razi suggested for the next Annual Retreat to add more ice breaker games to get to know the Commissioners. Commissioner Chan mentioned she liked that the goals related to students and teens.
 - c. **Discuss the status of the 2015 Make a Difference Day project**

Commissioner Adapa provided an update on the Make a Difference Day project and mentioned each school would have a separate board showcasing the community service hours and school club information. Commissioner Adapa suggested that each school's board would look like a dollar bill with the school's mascot in the middle of the board and the other information will be displayed in the corners of the board. The subcommittee is scheduled to meet on October 19 at 2:30pm at the Grand Theatre Center for the Arts.
 - d. **Discuss and approve the 2015/2016 YAC annual report**

Commissioner Adapa provided an update on the annual report and surveyed the Commission to approve the 2015/2016 annual report. The Youth Advisory Commission agreed to approve the 2015/2016 annual report. Commissioners Garewal and Taneja volunteered to present the annual report to the Parks and Community Services Commission on December 3, 2015 and Commissioners Bhatia and Adapa volunteered to present to City Council on January 19,

2016. Staff Geibig mentioned that he will schedule a meeting for Commissioners Garewal and Taneja to meet to practice the annual report presentation for the Parks and Community Services Commission.

7. NEW BUSINESS:

a. Discuss and approve canceling the regular Commission meeting scheduled for November 11, 2015 due to the Veteran's Day Holiday

Commissioner Adapa surveyed the Commission for the idea to cancel the November YAC meeting due to the Veteran's Day Holiday. The Youth Advisory Commission agreed to cancel the November YAC meeting. Staff Geibig mentioned the Park Clean up event is scheduled for November 14, 2015 and will follow up with the Commission.

8. ITEMS FROM STAFF:

Staff Geibig provided an update on the Sutter Health Fair on September 26, 2015 and thanked those Commissioners who attended and volunteered with the event. Staff Geibig mentioned that the Lolly Hanson Senior Center has an intergenerational program that takes place on the 1st Monday of each month from 2pm-4pm and it is encouraged that Commissioners attend. Staff Geibig also provided an update on the status of the YAC recruitment and interviews are scheduled for October 21, 2015.

9. ITEMS FROM THE COMMISSION: None

10. ITEMS FROM THE AUDIENCE: None

11. ADJOURNMENT: Next meeting on ***December 9 at 6:00pm***

- a. Motion to Adjourn:** Geiss
- b. Second:** Cho
- c. Vote:** Approved by majority vote
- d. Time:** 6:53pm

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

AGENDA ITEM 6.a.

REQUEST

**DISCUSS THE 2015 MAKE A DIFFERENCE DAY PROJECT THAT WAS HELD ON
OCTOBER 24, 2015**

DISCUSSION

At the Youth Advisory Commission meeting held on September 9, 2015 Commissioners voted to approve YAC's participation at 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 was held on Saturday, October 24, 2015.

The Commission chose to host a community service competition to see which high school service club could acquire the most volunteer hours for the month of October. Millennium High School's California Scholarship Federation Club raised 297.5 hours, Tracy High School's Interact Club raised 222.5 hours, West High School's Interact club raised 221.5 hours and Kimball High School's Key club raised 208 hours. The Commission tracked each clubs hours weekly and displayed each clubs hours at the Farmers' Market on October 25th, 2015 at the City of Tracy booth. The subcommittee is requesting that the Commission discusses the event and offer any suggestions for future events.

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
December 9, 2015**

AGENDA ITEM 6.b.

REQUEST

DISCUSS THE ARBOR DAY EVENT AND PARK CLEAN UP EVENT AT THE DRY CLIMATE PARK AT HOYT PARK THAT WAS HELD ON NOVEMBER 14, 2015

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. Additionally, the Youth Advisory Commission partnered with Public Works for an Arbor Day event.

On November 14, the Youth Advisory Commission in partnership with Public Works, Tracy Tree Foundation and Master Gardeners Program helped plant 13 trees located at Dronero Court for the Arbor Day event. Following the Arbor Day event, the Youth Advisory Commission and Kimball High School's California Federation Scholarship club volunteered to host a Park Clean-Up event where students maintained the landscape at the Dry Climate Park at Hoyt Park.

RECOMMENDATION

That the Commission discuss the Arbor Day event and 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
December 9, 2015**

AGENDA ITEM 6.c.

REQUEST

REVIEW AND DISCUSS THE 2015 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 January 1, 2015 to December 31, 2015 and proposed goals for the 2016 calendar year.

The Commission presented to the Parks and Community Services Commission on December 3, 2015 and will present to City Council on January 19, 2016. It's recommended that all Commissioners attend all presentations. The subcommittee consisting of Commissioners Adapa, Bhatia, Garewal and Taneja will provide an update regarding their presentations.

RECOMMENDATION

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

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

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

AGENDA ITEM 7.a.

REQUEST

**REVIEW, DISCUSS AND APPROVE THE UPDATED 2016 YOUTH ADVISORY
COMMISSION GOALS AND OBJECTIVES**

DISCUSSION

The Youth Advisory Commission determined their top three priority goals for the 2016 fiscal year at their annual retreat held Monday, October 5. The Commission presented their goals, objectives and work plan to the Parks and Community Services Commission on December 3 and will present to City Council on January 19, 2016.

In order to accomplish their goals for 2016, 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 review, discuss and approve the updated 2016 Youth Advisory Commission goals and objectives

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

Attachment: Attachment "A" – Youth Advisory Commission Goals 2016



Attachment - A

Tracy Recreation Division

YOUTH ADVISORY COMMISSION GOALS - 2015

GOAL					
OBJECTIVE	ACTION STEPS	Completion Date	Status (ASSIGNMENT)		
<p style="text-align: center;">1</p> <p style="text-align: center;">CREATE NEW PROGRAMS TO INCORPORATE NEW TRENDS AND ISSUES FACING TEENS TODAY</p> <p style="text-align: center;">-----</p> <p>Develop programs to incorporate today's trends and create a safer community for teens</p>	<p>1.A. Participate with the Recreation Division to implement at least two new summer camps</p>	<p>1.A.1. Work with Recreation Division Staff to develop ideas for proposed Summer Camps</p>		Subcommittee:	
		<p>1.A.2. Work with staff to select camps and develop timelines</p>			
		<p>1.A.3. Promote the Summer Camp with different marketing strategies</p>			
		<p>1.A.4. Host at least 2 Summer Camps with the Recreation Division</p>			
	<p>1.B. Partner with the Recreation Division to host a Teen Music event at the Grand Theatre to focus on teen issues and trends</p>	<p>1.B.1. Work with Recreation Division Staff to create a music event at the Grand Theatre specifically designed for teens</p>		Subcommittee:	
		<p>1.B.2. Promote new programs using social and print media</p>			
		<p>1.B.3. Host music event</p>			
<p>City Council Strategic Priority: Quality of Life Goal 1, Objective 3: Align recreation and cultural arts services & programs to match demographics, evaluation feedback and trends</p>					



Attachment - A

Tracy Recreation Division

YOUTH ADVISORY COMMISSION GOALS - 2015

GOAL		OBJECTIVE	ACTION STEPS	Completion Date	Status (ASSIGNMENT)
2	ENCOURAGE AWARENESS FOR HEALTHIER OPPORTUNITIES ----- Host events that would encourage teens to participate in healthy opportunities and stay active	2.A. Plan and host an SAT/ACT Prep Course	2.A.1. Recruit an SAT/ACT Prep Course and Instructor		Subcommittee:
			2.A.2. Promote course to local high school students		
			2.A.3. Host the course.		
		2.B. Plan and host an event or tournament for teens to participate	2.B.1. Formulate a list of possible projects that would encourage teen participation. Select at least one new event		Subcommittee:
			2.B.2. Work with Recreation Staff to develop a timeline to complete project		
			2.B.3. Host event		
		2.C. Continue to update and promote the College and Vocational Resource Guide	2.C.1. Work with staff to research new information, dates and deadlines to update the Resource Guide		Subcommittee:
			2.C.2. Develop a timeline to complete project		
			2.C.3. Distribute the College and Vocational Resource Guide		

City Council Strategic Priority: Economic Development Goal 3, Objective 2: Identify potential higher education partners and begin marketing and outreach efforts to encourage the development of programming in Tracy.



Attachment - A

Tracy Recreation Division

YOUTH ADVISORY COMMISSION GOALS - 2015

GOAL					
OBJECTIVE	ACTION STEPS	Completion Date	Status (ASSIGNMENT)		
3 PARTICIPATE WITH LOCAL ORGANIZATIONS TO HOST VARIOUS SERVICE PROJECTS ----- Collaborate with local organizations and service clubs to increase teen participation throughout the community	3.A. Implement new community service projects	3.A.1. Formulate a list of possible projects and local organizations to partner with. Select at least one new community service project		Subcommittee:	
		3.A.2. Develop a timeline to complete project			
		3.A.3. Implement project and work with Recreation Staff			
	3.B. Host three park clean up events at the Dry Climate Park at Hoyt park three times a year	3.B.1. Establish a timeframe to hold at least 3 park clean ups for the Dry Climate Park throughout the 2016 year		Subcommittee:	
		3.B.2. Plan strategies to outreach to local teens for future participation			
		3.B.3. Implement park clean ups			
	3.C. Sponsor Don't Text and Drive activity and outreach to at least 500 teens	3.C.1. Each Commissioner will work with their respective high school to lead an activity		Subcommittee:	
		3.C.2. Host an activity at each high school, after determining dates with schools' activities director			
		3.C.3. Each Commissioner will report to the Commission on the activity that was held at their respective high school			

City Council Strategic Priority: Public Safety Goal 4, Objective 3 Increase community volunteer opportunities to maximize engagement.