

# 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, January 13, 2016, 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 Special Meeting on October 5, 2015
5. Approval of Minutes from Regular Meeting on December 9, 2015
6. Correspondence
7. Old Business
  - a. Review and discuss the 2015/16 YAC Annual Report to be presented to the Tracy City Council on February 2, 2016
  - b. Discuss the status of the 2016 Youth Advisory Commission's goals, objectives and work plan, and receive subcommittee updates
8. New Business:
  - a. Review and discuss ideas, programs and events for the Don't Text and Drive Campaign
9. Items from Staff
  - a. Senior Black and White Ball
10. Items from the Commission
11. Items from the Audience
12. Adjournment to next Regular Meeting on February 10, 2016

## **POSTED: January 7, 2016**

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  
SPECIAL MEETING MINUTES  
October 5, 2015**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Adapa at 5:00 p.m.
2. **ROLL CALL:**
  - a. **Present:** Adapa, Bhatia, Garewal, Geiss, Razi, Taneja, Cho
  - b. **Absent:** Chan
  - c. **Tardy:** Sales
  - 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. **YOUTH ADVISORY COMMISSION RETREAT TO DISCUSS:**
  - a. **Review the 2015 Goals, Objectives and Accomplishments**

Staff Geibig reviewed the current 2015 goals and work plans, and provided an overview of the Youth Advisory Commission's Annual Retreat and mentioned the retreat is an opportunity for the Commission to bond and work together. Staff Geibig mentioned that the objective of the Annual Retreat is to review the current 2015 goals and brainstorm ideas and formulate those ideas into goals for the 2016 year.
  - b. **Brainstorm Goals and Objectives for 2015/2016**

Staff Geibig surveyed the Commission to begin brainstorming all the issues that teens currently face. Commissioner Razi mentioned alcohol and peer pressure are a few issues that high school students deal with. Commissioner Bhatia mentioned violence either at home and school shootings that are happening throughout the world. Commissioner Adapa mentioned bullying, both cyber and physical. Staff Geibig also surveyed the Commission to begin brainstorming all the new and current trends for teens. Commissioner Garewal mentioned social media, such as Instagram and Snapchat. Commissioner Razi mentioned anything food related or inexpensive activities. Commissioners Cho and Bhatia mentioned mud runs or 5k runs for teens. Staff Geibig mentioned he will follow up with the subcommittee to schedule the next meeting to begin formulating potential 2016 goals from the ideas discussed at the retreat.
5. **ADJOURNMENT:**
  - a. **Motion to Adjourn:** Garewal
  - b. **Second:** Geiss
  - c. **Vote:** Approved by majority vote
  - d. **Time:** 6:50pm

**YOUTH ADVISORY COMMISSION  
REGULAR MEETING MINUTES  
DECEMBER 9, 2015**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Adapa at 6:01 p.m.
2. **ROLL CALL:**
  - a. **Present:** Adapa, Bhatia, Chan, Mizuno, Geiss, Razi, Sales, Cho, Ramirez
  - b. **Absent:** Taneja
  - c. **Tardy:** Garewal
  - d. **Adult Commissioners Present:** Arriola, Huffman
  - e. **Staff Present:** Justin Geibig, Recreation Coordinator I
  - f. **Recorded by:** Lori Angulo, Recreation Leader III
3. **ITEMS FROM THE AUDIENCE:**
4. **APPROVAL OF MINUTES FROM REGULAR MEETING ON DECEMBER 9, 2015**
  - a. **Motion to Approve:** Chan
  - b. **Second:** Adapa
  - c. **Abstain:** None
  - d. **Vote:** Approved by majority vote
5. **CORRESPONDENCE:** None
6. **OLD BUSINESS:**
  - a. **Discuss the 2015 Make a Difference Day Project that was held on October 24, 2015**

Commissioner Adapa surveyed the Commission for feedback from the 2015 Make a Difference Day Project. Commissioner Bhatia mentioned she liked that each high school had a service club involved and Commissioner Sales suggested to allow more time to create the posters.
  - 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**

Commissioner Adapa gave an update on the Arbor Day Event and Park Clean Up, and asked the Commissioners that attended both events to provide feedback. Commissioner Garewal mentioned that having volunteers from Kimball High School really helped with both events. Staff Geibig read an email from Don Scholl, Interim Public Works Director, praising the Commission on their hard work and service to making the Arbor Day Event and Park Clean up a success.
  - c. **Review and Discuss the 2015 YAC Annual Report**

Commissioner Garewal provided an update on the Annual Report that was presented to the Parks and Community Services Commission on December 3, 2015. Commissioner Garewal mentioned the presentation went well, however the Parks and Community Services Commissioners asked a few questions regarding past events and that they appreciated YAC's help within the community. The Commission also asked if YAC would be interested in hosting an all-boys teen summer camp. Staff Geibig mentioned that Commissioners Adapa and Bhatia will be presenting to City Council on February 2, 2016 and it is highly encouraged that the Commission attends to provide support. Staff Geibig mentioned that the subcommittee will meet on December 17, 2015 at 3pm to rehearse the presentation.
7. **NEW BUSINESS:**
  - a. **Discuss and approve the updated 2016 Youth Advisory Commission Goals and Objectives**

Commissioner Adapa provided an update on the 2016 Youth Advisory Commission Goals and Objectives. Staff Geibig mentioned that Attachment A is the Youth Advisory Commission's goals for 2016 and that the attachment will help YAC reach their goals by following the action steps and setting completion dates. Staff Geibig also mentioned that at this time Commissioners will volunteer for each subcommittee and they will meet on a monthly basis to provide updates to the Commission at each monthly meeting. Commissioners Geiss, Chan and Sales volunteered for the subcommittee to implement at least two new summer camps and the subcommittee will meet on January 7, 2016 at 4pm. Commissioners Bhatia, Ramirez and Chan volunteered for the subcommittee to host a Teen Music event at the Grand Theatre Center for the Arts and the subcommittee will meet on December 17, 2015 at 4pm. Commissioners Mizuno, Geiss and Bhatia volunteered for the subcommittee to plan and host a SAT/ACT prep course and the subcommittee will meet on January 4, 2016 at 3pm. Commissioners Garewal, Razi, Cho and Ramirez volunteered for the subcommittee to host an event or tournament for teens to participate and the subcommittee will meet on January 6, 2016 at 4pm. Commissioners Chan, Bhatia, Adapa and Adult Commissioner Arriola volunteered for the subcommittee to update and promote the College and Vocational Resource Guide and the subcommittee will meet on January 6, 2016 at 5pm. Commissioners Garewal, Cho, Mizuno, Adapa and Adult Commissioner Arriola volunteered for the subcommittee to implement new community service projects and the subcommittee will meet on January 13, 2016 at 5pm. Commissioners Garewal, Razi and Geiss volunteered for the subcommittee to host three park clean up events at the Dry Climate Park at Hoyt Park and the subcommittee will meet on January 11, 2016 at 4pm. Commissioners Bhatia, Ramirez, Cho and Sales volunteered for the subcommittee to host a Don't Text and Drive Activity and outreach to at least 500 teens and the subcommittee will meet on January 4, 2016 at 4pm. Staff Geibig mentioned that all subcommittee meetings will be held at the Grand Theatre Center for the Arts and each Commissioner will need to come prepared for each subcommittee meeting with ideas to share.

#### **8. ITEMS FROM THE STAFF:**

Staff Geibig introduced the new Commissioners and provided an update on the Youth Advisory Commission bylaws. Staff Geibig also mentioned that the Senior Black and White Ball is December 14, 2015 and it is highly encouraged for YAC to participate with this event. Commissioners Bhatia, Chan, Ramirez and Mizuno volunteered to help with the event. Staff Geibig mentioned that this is a formal event and volunteers are asked to wear black pants and a white top. Staff Geibig mentioned that the new YAC Commissioners will be receiving their certificates on December 15, 2015 at 7pm at the Tracy City Council meeting. Staff Geibig also mentioned that the Commission should attend to support the new Commissioners.

#### **9. ITEMS FROM THE COMMISSION:**

Commissioner Bhatia is working on gaining access to the YAC Facebook page. Commissioner Bhatia mentioned she would like input from the commission on items to post to the YAC page on the City's website.

#### **10. ITEMS FROM THE AUDIENCE: None**

#### **11. ADJOURNMENT:** Next meeting on **January 13, 2016**

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

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
January 13, 2016**

**AGENDA ITEM 7.a.**

REQUEST

**REVIEW AND DISCUSS THE 2015/16 YAC ANNUAL REPORT TO BE PRESENTED  
TO THE TRACY CITY COUNCIL ON FEBRUARY 2, 2016**

DISCUSSION

The Commission will present the 2015/16 YAC Annual Report to City Council on February 2, 2016. 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 2015/16 Annual Report to be presented to the Tracy City Council on February 2, 2016.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
January 13, 2016**

**AGENDA ITEM 7.b.**

REQUEST

**DISCUSS THE STATUS OF THE 2016 YOUTH ADVISORY COMMISSION'S GOALS,  
OBJECTIVES AND WORK PLAN AND RECEIVE SUBCOMMITTEE UPDATES**

DISCUSSION

The Youth Advisory Commission determined their top three priority goals for the 2016 fiscal year at their annual retreat held Monday, October 5, 2015. It is necessary for the Commission to discuss their objectives in more detail with City staff and plan accordingly.

Subcommittees are scheduled to meet on a monthly basis and report on the status of their assignments and projects at the monthly Youth Advisory Commission meetings. Each subcommittee will report on their completion dates for each project, receive feedback from Commissioners and the Commission will make recommendations to adjust dates if needed.

RECOMMENDATION

That the Commission discusses the status of the 2016 Youth Advisory Commission goals, objectives and work plan and receive subcommittee updates.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

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

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
January 13, 2016**

**AGENDA ITEM 8.a.**

REQUEST

**REVIEW AND DISCUSS IDEAS, PROGRAMS AND EVENTS FOR THE DON'T TEXT  
AND DRIVE CAMPAIGN**

DISCUSSION

In order to benefit the Tracy Community through community service projects hosted by the Youth Advisory Commission and to meet Goal #3.C., the Commission is being asked to discuss and review campaign ideas, programs and events for the Don't Text and Drive campaign. The goal is to outreach to at least 500 teens during the 2016 spring semester.

Once a campaign idea or event has been selected, the subcommittee will need to establish a timeline to begin marketing the event and working with each high school. The subcommittee consisting of Commissioners Bhatia, Ramirez, Sales and Cho will provide the Commission with monthly updates at the Commission meetings.

RECOMMENDATION

That the Youth Advisory Commission discuss and review ideas, programs and events for the Don't Text and Drive Campaign.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II



## Attachment - A

### Tracy Recreation Division

## YOUTH ADVISORY COMMISSION GOALS - 2016

GOAL					
OBJECTIVE	ACTION STEPS	Completion Date	Status (ASSIGNMENT)		
<p style="text-align: center;"><b>1</b></p> <p style="text-align: center;"><b>CREATE NEW PROGRAMS TO INCORPORATE NEW TRENDS AND ISSUES FACING TEENS TODAY</b></p> <p style="text-align: center;">-----</p> <p>Develop programs to incorporate today's trends and create a safer community for teens</p>	<p><b>1.A. Participate with the Recreation Division to implement at least two new summer camps</b></p>	1.A.1. Work with Recreation Division Staff to develop ideas for proposed Summer Camps		Subcommittee: Commissioners Geiss, Sales & Chan	
		1.A.2. Work with staff to select camps and develop timelines		Meeting on 1/7/16 at 4pm to brainstorm ideas	
		1.A.3. Promote the Summer Camp with different marketing strategies			
		1.A.4. Host at least 2 Summer Camps with the Recreation Division			
	<p><b>1.B. Partner with the Recreation Division to host a Teen Music event at the Grand Theatre to focus on teen issues and trends</b></p>	1.B.1. Work with Recreation Division Staff to create a music event at the Grand Theatre specifically designed for teens		Subcommittee: Commissioners Bhatia, Ramirez & Chan	
		1.B.2. Promote new programs using social and print media		Meeting held on 12/17/15 at 4pm to brainstorm ideas	
		1.B.3. Host music event			
<p>City Council Strategic Priority: Quality of Life Goal 1, Objective 3: Align recreation and cultural arts services &amp; programs to match demographics, evaluation feedback and trends</p>					





## Attachment - A

### Tracy Recreation Division

## YOUTH ADVISORY COMMISSION GOALS - 2016

GOAL	OBJECTIVE	ACTION STEPS	Completion Date	Status (ASSIGNMENT)	
2	<b>ENCOURAGE AWARENESS FOR HEALTHIER OPPORTUNITIES</b> ----- Host events that would encourage teens to participate in healthy opportunities and stay active	<b>2.A. Plan and host an SAT/ACT Prep Course</b>	2.A.1. Recruit an SAT/ACT Prep Course and Instructor		Subcommittee: Commissioners Mizuno, Geiss and Bhatia
			2.A.2. Promote course to local high school students		Meeting 1/4/16 at 4pm to research possible instructors
			2.A.3. Host the course		
		<b>2.B. Plan and host an event or tournament for teens to participate</b>	2.B.1. Formulate a list of possible projects that would encourage teen participation. Select at least one new event		Subcommittee: Commissioners Garewal, Razi, Cho & Ramirez
			2.B.2. Work with Recreation Staff to develop a timeline to complete project		Meeting held on 1/6/16 at 4pm to formulate a list of possible projects
			2.B.3. Host event		
		<b>2.C. Continue to update and promote the College and Vocational Resource Guide</b>	2.C.1. Work with staff to research new information, dates and deadlines to update the Resource Guide		Subcommittee: Commissioners Chan, Bhatia, Adapa & Adult Commissioner Arriola
			2.C.2. Develop a timeline to complete project		Meeting held on 1/6/16 at 5pm to research new ideas
			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 - 2016

GOAL	OBJECTIVE	ACTION STEPS	Completion Date	Status (ASSIGNMENT)	
3	<b>PARTICIPATE WITH LOCAL ORGANIZATIONS TO HOST VARIOUS SERVICE PROJECTS</b> ----- Collaborate with local organizations and service clubs to increase teen participation throughout the community	<b>3.A. Implement new community service projects</b>	3.A.1. Formulate a list of possible projects and local organizations to partner with. Select at least one new community service project		Subcommittee: Commissioners Garewal, Cho, Mizuno, Adapa & Adult Commissioner Arriola
			3.A.2. Develop a timeline to complete project		Meeting on 1/13/16 at 5pm to research projects & organizations
			3.A.3. Implement project and work with Recreation Staff		
		<b>3.B. Host three park clean up events at the Dry Climate Park at Hoyt park three times a year</b>	3.B.1. Establish a timeframe to hold at least 3 park clean ups for the Dry Climate Park throughout the 2016 year		Subcommittee: Commissioners Garewal, Razi & Geiss
			3.B.2. Plan strategies to outreach to local teens for future participation		Meeting on 1/11/16 at 4pm to plan marketing strategies
			3.B.3. Implement park clean ups		
		<b>3.C. Sponsor Don't Text and Drive activity and outreach to at least 500 teens</b>	3.C.1. Each Commissioner will work with their respective high school to lead an activity		Subcommittee: Commissioners Bhatia, Ramirez, Cho & Sales
			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		Meeting held on 1/4/16 at 4pm to brainstorm ideas

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