

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, February 10, 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 Regular Meeting on January 13, 2016
5. Correspondence
6. Old Business
 - a. Discuss the status of the 2016 Youth Advisory Commission's goals and work plan
 - b. Provide an update on ideas, programs, and events for the Don't Text and Drive campaign
 - c. Discuss the status of the Park Clean Up event at the Dry Climate Park at Hoyt Park
7. New Business:
 - a. Receive information on YAC Attack Ignite Your Spark 2016, Saturday, March 5, 2016 and determine if YAC Commissioners would like to attend
 - b. Discuss and approve summer teen camp programs as proposed by the subcommittee and create a marketing timeline
8. Items from Staff
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on March 9, 2016

POSTED: February 4, 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
REGULAR MEETING MINUTES
January 13, 2016**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Adapa at 6:02 p.m.
2. **ROLL CALL:**
 - a. **Present:** Adapa, Cho, Geiss, Ramirez, Razi, Sales, Taneja
 - b. **Absent:** Garewall, Mizuno
 - c. **Tardy:** Chan, Bhatia
 - d. **Adult Commissioners Present:** Huffman, Arriola
 - 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 Special Meeting on October 5, 2015**
 - a. **Motion to Approve:** Sales
 - b. **Second:** Cho
 - c. **Abstain:** None
 - d. **Vote:** Approved by majority vote
5. **APPROVAL OF MINUTES FROM Regular Meeting on December 9, 2015**
 - a. **Motion to Approve:** Bhatia
 - b. **Second:** Cho
 - c. **Abstain:** None
 - d. **Vote:** Approved by majority vote
6. **CORRESPONDENCE: None**
7. **OLD BUSINESS:**
 - a. **Review and Discuss the status of 2015/16 YAC Annual Report to be presented to the Tracy City Council on February 2, 2016**

Commissioner Adapa provided an updated on the Annual Report that will be presented to City Council on February 2, 2016. Staff Geibig mentioned the importance of participating and showing support for all Youth Advisory Commission events. The subcommittee is scheduled to meet on January 27, 2016 to rehearse the presentation with staff.
 - b. **Discuss the status of the 2016 Youth Advisory Commission's goals, objectives and work plan, and receive subcommittee updates**

Commissioner Geiss provided an update on behalf of the subcommittee to propose new summer camp ideas and she mentioned: Invent it, Build it, a do it yourself camp using common household materials, a baking and a mixed media art camp. The subcommittee is scheduled to meet January 26, 2016. Commissioner Bhati provided an update on behalf of the subcommittee to host a music event at the Grand Theatre and she mentioned the subcommittee would like to host either an outdoor music event during summer or host an event during the fall at the Grand Theatre Center for the Arts. Adult Commissioner Huffman mentioned to host a survey at the local high schools to gather information regarding bands and venues. The subcommittee is scheduled to meet on January 20, 2016. Commissioner Geiss provided an update on behalf of the subcommittee to host an SAT/ACT prep course and mentioned that Staff and the subcommittee are researching potential contractors to host a prep course. Commissioner Bhatia recommended using the company's Elite and Excel which offer SAT/ACT prep courses. The subcommittee is scheduled to meet on January 20, 2016. Commissioner Cho and Ramirez gave an update on behalf of the subcommittee to host a tournament or event for

teens and provided a list of possible events that would encourage teen participation such as, host a 5k run at Eagle Lakes, host a team sports tournament such as ultimate Frisbee or an event at the pool. The subcommittee is scheduled to meet on January 27, 2016. Commissioner Bhatia provided an update on behalf of the subcommittee to update the College and Vocational Resource Guide and mentioned that each Commissioner volunteered to take the lead on a different section of the guide and will provide updates on information and dates at the next meeting. The subcommittee is scheduled to meet on February 2, 2016. Commissioner Cho provided an update on behalf of the community service project subcommittee and provided a list of ideas the subcommittee brainstormed such as, hosting a tutoring service for teens, a downtown City of Tracy clean up event or a homeless project focusing on putting together care packages or a clothing drive. Commissioner Bhatia mentioned in Stockton groups were tying jackets around trees and poles within the city and attaching notes for homeless to take. The subcommittee is scheduled to meet on February 1, 2016. Commissioner Razi provided an updated on behalf of the subcommittee to host three Park Clean Up events at the Dry Climate Park at Hoyt Park throughout the 2016 year and the subcommittee suggested these dates to host a park clean up event, March 26, 2016, June 18, 2016 and September 17, 2016. Commissioner Razi also mentioned the subcommittee chose June 18, 2016 since school will be out and September 17, 2016 to allow students to get situated with back to school in August. The subcommittee is scheduled to meet on February 3, 2016.

8. NEW BUSINESS:

a. Review and discuss ideas, programs and events for the Don't Text and Drive campaign

Commissioner Sales mentioned the idea to possibly link up with each high schools prom committee to help spread the word for the Don't Text and Drive Event and possibly host a booth during lunch next to the tables where prom tickets are being sold. Commissioner Cho mentioned the idea to make prom posters for students who pledged during the event. Adult Commissioner Huffman mentioned to the Commission to hand out stickers to place on the rear view mirrors of cars to remind students to not text and drive. Commissioner Arriola mentioned to have students take selfies or have a poster with a face cut out for students to take their pictures and post on social media to gain awareness to not text and drive. The subcommittee is scheduled to meet on January 20, 2016.

9. ITEMS FROM STAFF:

Adult Commissioner Arriola mentioned he met with Astronaut Jose Hernandez from Stockton and mentioned his organization, Reach for the Stars is looking to pair up with local schools to host science experiments. Adult Commissioner Arriola also mentioned the group College Bound, which is group of parents that meet at West High School and provide information and workshops for students preparing for college, and he also mentioned the Youth Advisory Commission to the group and that they may attend YAC meetings.

10. ITEMS FROM THE COMMISSION: None

11. ITEMS FROM THE AUDIENCE: None

12. ADJOURNMENT: Next meeting on *February 10, 2016 at 6:00pm*

- a. Motion to Adjourn:** Adapa
- b. Second:** Cho
- c. Vote:** Approved by majority vote
- d. Time:** 7:02pm

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
February 10, 2016**

AGENDA ITEM 6.a.

REQUEST

**DISCUSS THE STATUS OF THE 2016 YOUTH ADVISORY COMMISSION'S GOALS
AND WORK PLAN**

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. Each Commissioner will report on the status of their assignments at upcoming, regularly scheduled meetings.

RECOMMENDATION

That the Commission discusses the status of their respective goals and all upcoming goals.

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 - 2016

GOAL	OBJECTIVE	ACTION STEPS	Completion Date	Status (ASSIGNMENT)
1 CREATE NEW PROGRAMS TO INCORPORATE NEW TRENDS AND ISSUES FACING TEENS TODAY ----- Develop programs to incorporate today's trends and create a safer community for teens	1.A. Participate with the Recreation Division to implement at least two new summer camps	1.A.1. Work with Recreation Division Staff to develop ideas for proposed Summer Camps	Feb 2016	Subcommittee: Commissioners Geiss, Sales & Chan
		1.A.2. Work with staff to select camps and develop timelines	Mar 2016	Meeting on 1/26/16 to propose summer camp ideas for February YAC meeting
		1.A.3. Promote the Summer Camp with different marketing strategies	May 2016	
		1.A.4. Host at least 2 Summer Camps with the Recreation Division	July 2016	
	1.B. Partner with the Recreation Division to host a Teen Music event at the Grand Theatre to focus on teen issues and trends	1.B.1. Work with Recreation Division Staff to create a music event at the Grand Theatre specifically designed for teens	Mar 2016	Subcommittee: Commissioners Bhatia, Ramirez, Chan, Adappa, Yash
		1.B.2. Promote new programs using social and print media	April 2016	Meeting on 1/20/16 to create a survey and brainstorm ideas to find bands
		1.B.3. Host music event	December 2016	

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



Attachment - A

Tracy Recreation Division

YOUTH ADVISORY COMMISSION GOALS - 2016

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	May 2016	Subcommittee: Commissioners Mizuno, Geiss and Bhatia
		2.A.2. Promote course to local high school students	Aug 2016	Meeting 1/4/16 to research possible instructors	
		2.A.3. Host the course	Oct 2016		
		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	Mar 2016	Subcommittee: Commissioners Garewal, Razi, Cho, Yash & Ramirez
		2.B.2. Work with Recreation Staff to develop a timeline to complete project	April 2016	Meeting 1/27/16 subcommittee researching potential event ideas	
		2.B.3. Host event	Dec 2016		
		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	Feb 2016, Ongoing	Subcommittee: Commissioners Chan, Bhatia, Adapa & Adult Commissioner Arriola
		2.C.2. Develop a timeline to complete project	Mar 2016	Meeting held on 2/2/16 to provide new information/dates for guide	
		2.C.3. Distribute the College and Vocational Resource Guide	Aug 2016		

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	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	Mar 2016	Subcommittee: Commissioners Garewal, Cho, Mizuno, Adapa & Adult Commissioner Arriola
			3.A.2. Develop a timeline to complete project	April 2016	Meeting on 2/1/16 to subcommittee researching new projects
			3.A.3. Implement project and work with Recreation Staff	Dec2016	
		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	Feb2016	Subcommittee: Commissioners Garewal, Razi & Geiss
			3.B.2. Plan strategies to outreach to local teens for future participation	Mar 2016	Meeting on 2/3/16 to plan marketing strategies
			3.B.3. Implement park clean ups	3/26/16, 6/18/16, & 9/17/16	
		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	Feb2016	Subcommittee: Commissioners Bhatia, Ramirez, Cho & Sales
			3.C.2. Host an activity at each high school, after determining dates with schools' activities director	April 2016	
			3.C.3. Each Commissioner will report to the Commission on the activity that was held at their respective high school	May 2016	Meeting held on 2/20/16 to brainstorm event ideas & giveaways

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

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
February 10, 2016**

AGENDA ITEM 6.b.

REQUEST

**PROVIDE AN UPDATE ON IDEAS, PROGRAMS AND EVENTS FOR THE DON'T
TEXT & DRIVE CAMPAIGN**

DISCUSSION

The Subcommittee consisting of Commissioners Bhatia, Cho, Chan, Ramirez and Sales will provide an update on the ideas and events for the Don't Text and Drive Campaign. The events will take place at the following four high schools: Tracy High, West High, Kimball High, and Millennium High. YAC will also outreach to the other alternative high schools. Additionally the subcommittee has suggested the following for the Commission to discuss:

- Encouraging teens to take a pledge by either signing their names, putting their thumbprints on a "Don't Text & Drive" banner or teens take their picture in a photo cut out board and place it on social media
- Host a booth by prom tickets table
- Determine a giveaway item

RECOMMENDATION

That the subcommittee provides an update on ideas, programs and events for the Don't Text & Drive Campaign.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
February 10, 2016**

AGENDA ITEM 6.c.

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, March 26, 2016 from 8am-12pm. A subcommittee consisting of Commissioners Garewal, Geiss, Razi and Yash met with staff on February 3, 2016 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
February 10, 2016**

AGENDA ITEM 7.a.

REQUEST

**RECEIVE INFORMATION ON YAC ATTACK IGNITE YOUR SPARK 2016,
SATURDAY, MARCH 5, 2016 AND DETERMINE IF YAC COMMISSIONERS WOULD
LIKE TO ATTEND**

DISCUSSION

YAC Attack is a yearly event presented by California Parks and Recreation Society District IV and Youth and Teen Recreation Services. This year's event is held in Redwood City, California on Saturday, March 5, 2016 from 8:30a.m. to 4:00p.m.

YAC Attack: Ignite Your Spark is a one-day conference designed by Youth Commissioners for Youth Commissioners, Advisory Boards or Councils. This conference will offer educational sessions, thought provoking debates, quality networking opportunities and innovative ideas.

The Commission will need to determine if they are interested in attending and how many Commissioners will be able to attend the conference. Refunds are not allowed by the conference.

RECOMMENDATION

That the Youth Advisory Commission receive information on YAC Attack, Ignite Your Spark 2016 and determine if YAC would like to attend.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
February 10, 2016**

AGENDA ITEM 7.b.

REQUEST

**DISCUSS AND APPROVE SUMMER TEEN CAMP PROGRAMS AS PROPOSED BY
THE SUBCOMMITTEE AND CREATE A MARKETING TIMELINE**

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 implement at least two new summer day camps.

A subcommittee consisting of Commissioners Chan, Geiss and Sales met with staff to develop ideas for new and improved summer day camps. Ideas include hosting an Invent it, Build it camp, a Baking Camp and a Mixed Media Art Camp. All of the camps will be supervised and guided by City staff and all activities will be led by YAC volunteers.

Commissioners will also be responsible for assisting to market the camps to local junior high school students via postcards, campus visits, print media advertisements, online banner ads and social media March through June. It is essential that the Commissioners create a marketing timeline and assign themselves various marketing tasks and due dates.

RECOMMENDATION

That the Commission discuss and approve the summer teen camp programs as proposed by the subcommittee and create a marketing timeline.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II