

# 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, April 13, 2016, 6:00 p.m.**  
*(or as soon thereafter as possible)*

**Location:** **City Hall Conference Room 203**  
**333 Civic Center Plaza**

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.

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 March 16, 2016
5. Correspondence
6. Old Business
  - a. Review and discuss the status of the Youth Advisory Commission's 2016 goals, objectives and work plan
  - b. Provide an update on the summer teen camp programs and marketing strategy
  - c. Discuss and provide an update on the Don't Text and Drive Campaign
  - d. Discuss the Park Clean Up event that was held on March 26, 2016
7. New Business
8. Items from Staff
  - a. YAC Applications deadline April 20, 2016
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on May 11, 2016

**POSTED: April 8, 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  
MARCH 16, 2016**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Adapa at 6:05 p.m.
2. **ROLL CALL:**
  - a. **Present:** Adapa, Bhatia, Cho, Garewal, Geiss, Mizuno, Ramirez
  - b. **Absent:** Razi, Sales, Taneja, Adult Commissioner Huffman
  - c. **Tardy:** Chan
  - d. **Adult Commissioners Present:** Arriola
  - 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 February 10, 2016**
  - a. **Motion to Approve:** Garewal
  - b. **Second:** Cho
  - 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 Commission's 2016 goals and work plan**

Commissioner Adapa moved the summer camp subcommittee update to agenda item 6.b. Commissioner Adapa provided an update on behalf of the subcommittee to host a Teen Music Event and she mentioned the subcommittee has finished the music survey but mentioned that she had gained new information from the YAC Attack Conference held on March 5, 2016 and would like to schedule a subcommittee meeting to reevaluate the event and incorporate the information she learned from the conference. The subcommittee is scheduled to meet again on March 21, 2016. Commissioner Mizuno provided an update on behalf of the subcommittee to host an SAT/ACT Prep Course and she mentioned that the company named Excel has submitted a program proposal to offer an SAT/ACT prep course and would like to offer an online training for up to four months that would include 8 lecture videos and 3 practice exams, pre-recorded videos that can be watched over and over, and a score increase guarantee of 200 points on the SAT. Commissioner Mizuno also mentioned the online course would cost \$699 and Commissioner Bhatia thought the price was fair compared to the other trainings she had taken previously. Adult Commissioner Arriola mentioned for the math section it would be helpful to have an in person training offered. Staff Geibig mentioned that he is working with the company Excel to offer other trainings at a lower cost and will schedule a subcommittee meeting once he has gathered more information. Commissioner Cho provided an update on behalf of the subcommittee to plan and host an event or tournament and mentioned that the subcommittee is still brainstorming ideas but has collectively agreed on the idea to possibly host a teen swim event at the newly renovated Joe Wilson Pool. Commissioner Cho mentioned that the event would be offered to only teens and there would be food and games at the event. Commissioner Chan mentioned if there would be a cost for the event and Staff Geibig mentioned that event would be similar to a recreational swim program which costs \$2 per drop in participant. The subcommittee is scheduled to meet again on April 6, 2016. Commissioner Bhatia provided an update on behalf of the College and Vocational Resource Guide and mentioned that the subcommittee is still researching new information

to add to the guide and will have a rough draft of the resource guide for the next meeting. The subcommittee is scheduled to meet April 6, 2016. Commissioner Adapa moved the Park Clean Up Event subcommittee update to agenda item 6.c and also moved the Don't Text and Drive Campaign to agenda item 7.a.

**b. Discuss the status of the summer teen camp programs and marketing strategy**

Commissioner Adapa provided an update on the summer teen camp programs and mentioned that each Commissioner will have to sign up to work at least one camp. Staff Geibig asked the Commission if they had any new camp ideas to add and for the subcommittee to come prepared with 2 new marketing ideas to share at the next meeting. The subcommittee is scheduled to meet March 21, 2016.

**c. Provide an update on the Park Clean Up event at the Dry Climate Park at Hoyt Park**

Staff Geibig provided an update on the Park Clean Up event and mentioned that Public Works has recently maintained the Dry Climate Park at Hoyt Park and has provided the Commission a new park at the Tracy Ball Park. Staff Geibig stated that Kimball High School's Key Club will provide volunteers for the Park Clean Up event and a light breakfast will be provided. Commissioner Adapa and Mizuno stated that Tracy High School's Interact Club will also participate. Adult Commissioner Arriola suggested to post the event on the City of Tracy's Facebook page and for the Commission to post on their own Facebook pages. Staff Geibig mentioned that Public Works will provide all the necessary tools and for the Commission and volunteers to meet in the Taco Bell parking lot at 8:30am on Saturday, March 26.

**d. Discuss the YAC Attack Ignite Your Spark 016 Conference that Was Held on March 5, 2016**

Commissioner Chan mentioned she really enjoyed the icebreaker games that helped open people up and thought the lunch time activities were exciting. Commissioner Adapa shared she attended the following sessions: How to Host a Teen Music Event, a Self Defense Class and a Constitutional Rights Debate Workshop. Commissioner Adapa stated the conference was very organized and liked how other Youth Advisory Commissions presented at each session. Commissioner Bhatia shared that she attended a workshop presented by the City of Milpitas Youth Advisory Commission on how to host an event and the topic was hosting spelling bee competitions. Commissioner Garewal mentioned he enjoyed attending the healthy eating workshop because they gave a ton of free stuff to use to eat healthier and enjoyed attending the debate workshops to hear the different teen view points. Commissioner Cho mentioned the YAC Attack Conference was a lot of fun, she enjoyed listening to the different Youth Advisory Commissions and the fun activities during lunch.

**7. NEW BUSINESS:**

**a. Discuss and approve YAC's participation in hosting a Don't Text and Drive Campaign**

Commissioner Adapa provided an update on the Don't Text and Drive Campaign to the Commission. The Commission approved the Don't Text and Drive Campaign. Commissioner Adapa mentioned maybe in the future YAC could host an assembly at the high schools to target more students. Staff Geibig mentioned he would schedule the next subcommittee meeting to arrange creating and painting the photobooth cut out and Don't Text and Drive banners.

**8. ITEMS FROM STAFF:**

Staff Geibig apologized to the Commission for canceling recent subcommittee meetings on short notice. He mentioned the Afterschool Program was short staffed and he was covering at the different Afterschool Program sites. Staff Geibig shared that he will provide ample notice for any future meeting cancellations. Staff Geibig mentioned the

Volunteer Recognition Event will take place on April 11, 2016 from 4pm to 6pm at City Hall. All Commissioners are invited to attend and will be receiving an invitation in the mail soon. Staff Geibig shared that YAC is accepting applications until April 20, 2016, and applications have been dropped off at the high schools and if the Commission could pass out applications to their peers. Staff Geibig mentioned that the Lolly Hansen Senior Center offers an Intergenerational Program on the first Monday of each month from 12pm to 2pm. Staff Geibig shared that most Commissioners are in school at that time but possibly Commissioners could participate over the summer.

**9. ITEMS FROM THE COMMISSION:**

Adult Commissioner Arriola mentioned that his office is working with different human trafficking events and the Tracy Bulldog Project approached him to develop a curriculum on human trafficking. Adult Commissioner Arriola mentioned that he is seeking participation from teens that are interested. Adult Commissioner Arriola shared that he attends school board meetings and asked if it would be possible for YAC to present the Annual Report to the school board. Adult Commissioner Arriola also mentioned that he would be happy to write letters of recommendations from the DA's office.

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

**11. ADJOURNMENT:** Next meeting on ***April 13, 2016 at 6:00pm***

- a. **Motion to Adjourn:** Bhatia
- b. **Second:** Chan
- c. **Vote:** Approved by majority vote
- d. **Time:** 7:04pm

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

**AGENDA ITEM 6.a.**

REQUEST

**REVIEW AND DISCUSS THE STATUS THE YOUTH ADVISORY COMMISSION'S  
2016 GOALS, OBJECTIVES 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.

RECOMMENDATION

That the Commission review and discuss the Youth Advisory Commission's 2016 goals, objectives and work plan.

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	<p><b>CREATE NEW PROGRAMS TO INCORPORATE NEW TRENDS AND ISSUES FACING TEENS TODAY</b></p> <p>-----</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>	<p>1.A.1. Work with Recreation Division Staff to develop ideas for proposed Summer Camps</p>	<p>Feb 2016</p>	<p>Subcommittee: Commissioners Geiss, Sales &amp; Chan</p>
		<p>1.A.2. Work with staff to select camps and develop timelines</p>	<p>Mar 2016</p>	<p>Meeting 3/21/16 to brainstorm ideas to market camps &amp; create marketing timeline</p>	
		<p>1.A.3. Promote the Summer Camp with different marketing strategies</p>	<p>May 2016</p>		
		<p>1.A.4. Host at least 2 Summer Camps with the Recreation Division</p>	<p>July 2016</p>		
		<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>	<p>1.B.1. Work with Recreation Division Staff to create a music event at the Grand Theatre specifically designed for teens</p>	<p>Mar 2016</p>	<p>Subcommittee: Commissioners Bhatia, Ramirez, Chan, Adappa, Yash</p>
		<p>1.B.2. Promote new programs using social and print media</p>	<p>April 2016</p>	<p>Meeting on 3/21/16 to incorporate ideas gathered from YAC Attack Conference</p>	
		<p>1.B.3. Host music event</p>	<p>December 2016</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



## 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	May 2016	Subcommittee: Commissioners Mizuno, Geiss and Bhatia
		2.A.2. Promote course to local high school students	Aug 2016	Staff & Subcommittee working with proposed contractor & selecting dates	
		2.A.3. Host the course	Oct 2016		
		<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	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 4/6/16 to develop a timeline for teen swim event & other possible events	
		2.B.3. Host event	Dec 2016		
		<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	Feb 2016, Ongoing	Subcommittee: Commissioners Chan, Bhatia, & Adult Commissioner Arriola
		2.C.2. Develop a timeline to complete project	April 2016	Meeting 4/6/16 to gather information researched and input into the Resource 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	<p style="text-align: center;"><b>PARTICIPATE WITH LOCAL ORGANIZATIONS TO HOST VARIOUS SERVICE PROJECTS</b></p> <p style="text-align: center;">-----</p> <p>Collaborate with local organizations and service clubs to increase teen participation throughout the community</p>	<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	Mar 2016	Subcommittee: Commissioners Garewal, Cho, Mizuno, Adapa & Adult Commissioner Arriola
			3.A.2. Develop a timeline to complete project	April 2016	Meeting 3/22/16 to brainstorm other service projects
			3.A.3. Implement project and work with Recreation Staff	Dec2016	
		<b>3.B. Host three park clean up events at the Dry Climate Park at Hoyt park</b>	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	Held a Park Clean Up Event at the Tracy Ball Park on March 26, 2016
			3.B.3. Implement park clean ups	3/26/16, 6/18/16, & 9/17/16	
		<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	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	Events scheduled for Millennium on 4/13, Kimball 4/14. West 4/20 & Tracy 2/21
			3.C.3. Each Commissioner will report to the Commission on the activity that was held at their respective high school	May 2016	
		<p>City Council Strategic Priority: Public Safety Goal 4, Objective 3 Increase community volunteer opportunities to maximize engagement.</p>			



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

**AGENDA ITEM 6.b.**

REQUEST

**PROVIDE AN UPDATE ON THE SUMMER TEEN CAMP PROGRAMS AND  
MARKETING STRATEGY**

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 create new and fun summer day camps.

The Subcommittee consisting of Commissioners Chan, Geiss and Sales will provide an update on the ideas and marketing strategy for the camps. All of the camps will be supervised by City staff and all activities will be led by staff and YAC volunteers.

Girl Talk: June 13-15, 10am-1pm, Community Center

- Learn how to shop and accessorize on a budget
- Develop confidence and build self-esteem

So You Think You Can Cook: June 20-23 & July 11-14, 1pm-4pm, Community Center Kitchen

- Healthy food options
- Baking

Siblings Watching Siblings: June 20-23, July 11-14, 9am-12pm, Community Center

- Quick snacks/meals to prepare
- First aid/CPR and Emergency Plan

Ready, Set, Bake: June 27-30 & July 18-21, 1pm-4pm, Community Center Kitchen

- Bake variety of deserts such as: cookies, cakes and cupcakes
- Daily cooking challenges

Dream It, Create It, Pin It!: June 27-30 & July 18-21, 9am-12pm, Community Center

- Creating sculptures/wood working
- Crayola canvas art

RECOMMENDATION

That the Commission discuss the summer teen camp programs and marketing strategy.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

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

**AGENDA ITEM 6.c.**

REQUEST

**DISCUSS AND PROVIDE AN UPDATE ON THE DON'T TEXT & DRIVE CAMPAIGN**

DISCUSSION

In order to increase awareness on the risks of texting and driving and to assist the Youth Advisory Commission in meeting Goal #3.C, the Youth Advisory Commission was asked to host a Don't Text and Drive Campaign at the local high schools.

The Subcommittee consisting of Commissioners Bhatia, Cho, Chan, Ramirez and Sales will provide an update on the Don't Text and Drive Campaign. The Commissioners' responsibilities will be to host the Don't Text and Drive Campaigns by coordinating and leading activities with City staff. The events will take place during both lunches at the following four high schools:

- Millennium High School – April 13, 2016, 12pm-1pm
- Kimball High School – April 14, 2016, 11am-1pm
- West High School – April 20, 2016, 11am-1pm
- Tracy High School – April 21, 2016, 11am-1pm

RECOMMENDATION

That the Commission discusses and provides an update on the Don't Text and Drive Campaign.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

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

**AGENDA ITEM 6.d.**

REQUEST

**DISCUSS THE PARK CLEAN UP EVENT THAT WAS HELD ON MARCH 26, 2016**

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. However, due to needed attention at the Dry Climate Park at Hoyt Park Public Works has provided the Commission with a new park at the Tracy Ball Park.

The Commissioners will provide an update from the Park Clean Event that was held at the Tracy Ball Park on Saturday, March 26, 2016 from 8:30a.m. to 12:30p.m.

RECOMMENDATION

That the Youth Advisory Commission discusses the Park Clean Up Event that was on March 26, 2016.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II