

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, August 10, 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 Regular Meeting on July 13, 2016
5. Correspondence
6. Introduction of new Youth Commissioners/Election of Chair and Vice Chair
7. Old Business
8. New Business
 - a. Discuss the purpose of the YAC annual retreat and establish a subcommittee to plan the retreat
 - b. Discuss and approve the Youth Advisory Commission's participation in a Make a Difference Day project on October 22, 2016 and propose projects that will benefit the Tracy community
 - c. Appoint a subcommittee to begin drafting the 2016/2017 YAC annual report that will be presented to the Parks and Community Services Commission and the Tracy City Council
9. Items from Staff
 - a. Review Bylaws
 - b. Calendar
 1. YAC Certificates to City Council – August 16, 2016, 7pm
 2. Senior Center Ice Cream Social – September 12, 1:30pm-3pm
 3. Park Clean Up – September 17, 8:30am-12:30pm, TBD
10. Items from the Commission
11. Items from the Audience
12. Adjournment to next Regular Meeting on September 14, 2016

POSTED: August 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
June 8, 2016**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Adapa at 6:09 p.m.
2. **ROLL CALL:**
 - a. **Present:** Adapa, Cho, Geiss, Ramirez, Razi, Sales
 - b. **Absent:** Bhatia, Chan, Garewal, Mizuno, Taneja
 - c. **Tardy:** Sales
 - d. **Adult Commissioners Present:** Arriola, Huffman
 - 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 Special Meeting on July 13, 2016**
 - a. **Motion to Approve:** Cho
 - b. **Second:** Adapa
 - 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, objectives and work plan**

Commissioner Adapa provided an update on behalf of the subcommittee to participate with the Recreation Division to implement at least two new summer camps and asked the Commission to report on the summer camps they volunteered with. Commissioner Cho mentioned she volunteered with the Girl Talk Camp in June and the Cooking Camp in July, and stated camps went well, however there were too many things for teens to cook for the Cooking Camp. Commissioner Sales volunteered for the July Cooking Camp and stated there were only three boys for the camp and notice separation from the girls, and the teens for the Cooking Camp were out going and great to work with. Commissioners Ramirez and Razi also participated with the July Cooking Camp and mentioned the camp went well and both Commissioners enjoyed watching the teens cook. Staff Geibig provided an update for hosting a Teen Muisic Event and told the Commission that he has completed an event outline and there is a tentative date in September to host the event after management approval and availability. Staff Geibig provided an update on the SAT/ACT Prep Course and mentioned that the class will be offered in September and will be placed in the Fall Activity Guide. Adult Commissioner Huffman suggested to get Tracy Unified School District to approve a flyer since the process takes some time. Adult Commissioner Huffman also suggested if the City can see if Tracy Unified School District will allow the City to distribute City flyers at the schools without completing a form everytime. Staff Geibig provided a draft of the College and Vocational Resource Guide for the Commission to review. Commissioner Adapa asked the Commission to provide an update from the Park Clean Up event at the Tracy Airport on Saturday, June 18. Commissioner Sales mentioned it was a lot of work and removed a lot of tumble weeds with Commissioner Cho.
7. **NEW BUSINESS: None**
8. **ITEMS FROM STAFF:**

Staff Geibig provided an update for the Senior Center's Intergenerational Program that occurs on the first Monday of each month at the Senior Center from 2pm to 4pm and reminded the Commission they are encouraged to attend. Staff Geibig also mentioned the next Movies on the Plaza event is scheduled for July 22 and encouraged the Commissioners to reach out to their friends for volunteers. Staff Geibig updated the Commission that the DIY Summer Camp has been canceled and the Baking Camp is scheduled July 11 at the Tracy Community Center from 1pm to 4pm. Staff Geibig stated that the new YAC Commissioners will be attending the August meeting and will be appointed to City Council on Tuesday, July 19.

9. ITEMS FROM THE COMMISSION:

Adult Commissioner Arriola thanked all the Commissioners for all that they do and for the outgoing Commissioners to stay in touch. Commissioner Razi asked for clarification for the appointments of the new Commissioners to City Council on July 19 if those being appointed had to attend.

10. ITEMS FROM THE AUDIENCE: None

11. ADJOURNMENT: Next meeting on **August 10, 2016 at 6:00pm**

- a. **Motion to Adjourn:** Cho
- b. **Second:** Adapa
- c. **Vote:** Approved by majority vote
- d. **Time:** 6:45pm

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

AGENDA ITEM 8.a.

REQUEST

**DISCUSS THE PURPOSE OF THE YAC ANNUAL RETREAT AND ESTABLISH A
SUBCOMMITTEE TO PLAN THE RETREAT**

DISCUSSION

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 two Commissioners along with staff will meet in September to create the agenda and plan activities for the Annual Retreat. The following items will be discussed:

- Date, Time, Location
- Theme
- Ice breakers
- Brainstorm goal ideas
- Assign objective assignments
- Supplies needed, etc.

RECOMMENDATION

That the Commission discusses the purpose of the YAC Annual Retreat and establish a subcommittee to plan the retreat.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

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

AGENDA ITEM 8.b.

REQUEST

**DISCUSS AND APPROVE THE YOUTH ADVISORY COMMISSION'S
PARTICIPATION IN A MAKE A DIFFERENCE DAY PROJECT ON OCTOBER 22,
2016 AND PROPOSE PROJECTS THAT WILL BENEFIT THE TRACY COMMUNITY**

DISCUSSION

For more than 20 years, USA WEEKEND Magazine and the HandsOn Network have joined together to sponsor Make A Difference Day, the largest national day of community service. Make A Difference Day is a celebration of neighbors helping neighbors. This year, National Make A Difference Day will be held on October 22, 2016.

Previous Make A Difference Day projects have included a Pay it Forward project, Community Service Competitions amongst school clubs and park and creek clean-ups.

RECOMMENDATION

That the Commission discuss and approve their participation in a Make A Difference Day project on October 22, 2016, and propose projects that will benefit the Tracy community.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

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

AGENDA ITEM 8.c.

REQUEST

APPOINT A SUBCOMMITTEE TO BEGIN DRAFTING THE 2016/2017 YAC ANNUAL REPORT THAT WILL BE PRESENTED TO THE PARKS AND COMMUNITY SERVICES COMMISSION AND THE TRACY CITY COUNCIL

DISCUSSION

With the end of the 2016 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, 2016 and proposed goals for the 2016 calendar year.

A subcommittee will need to be formed to begin drafting YAC's 2016/2017 Annual Report and schedule their first meeting by September 30, 2016.

RECOMMENDATION

That the Commission appoint a subcommittee and begin drafting YAC's Annual Report that will be presented to the Parks and Community Services Commission and the Tracy City Council.

Prepared by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II