

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, October 12, 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 September 14, 2016
5. Correspondence
6. Old Business
 - a. Discuss the Youth Advisory Commission Annual Retreat that was held on September 26, 2016
 - b. Discuss the status of YAC's participation in Make a Difference Day on Saturday, October 22, 2016
 - c. Review, Discuss and Approve the 2016/2017 YAC Annual Report that will be presented to the Parks and Community Services Commission and Tracy City Council
7. New Business
8. Items from Staff
 - a. Calendar
 1. YAC Application Deadline – October 21, 2016
 2. Senior Halloween Bash – October 31, 2016, 2pm to 4pm
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on November 9, 2016

POSTED: October 6, 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
September 14, 2016**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Cho at 6:02 p.m.
2. **ROLL CALL:**
 - a. **Present:** Cho, Dhillon, Gill, Hagler, Ramirez, Razi, Siddiqui, Taneja
 - b. **Absent:** None
 - c. **Tardy:** None
 - 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 Regular Meeting on September 14, 2016**
 - a. **Motion to Approve:** Cho
 - b. **Second:** Taneja
 - c. **Abstain:** None
 - d. **Vote:** Approved by majority vote
5. **CORRESPONDENCE:** None
6. **OLD BUSINESS:**
 - a. **Receive a subcommittee report regarding YAC's Annual Retreat and approve the proposed date of September 26, 2016**

Commissioner Taneja provided an update on behalf of the subcommittee for the Annual Retreat and mentioned the retreat will start with an ice breaker activity to help Commissioners get to know each other better and then begin to brainstorm ideas for YAC's 2017 goals. Commissioner Taneja also mentioned that pizza will be provided. Staff Geibig reminded the Commission to come prepared with ideas to share.
 - b. **Discuss the status of the 2016 Make a Difference Day project and approve a project**

Commissioner Dhillon provided an update on behalf of the subcommittee for the Make a Difference Day project and mentioned the following projects: a Pokemon Go Clean-Up event and work with seniors to create get-well or holiday cards for people in the hospital or convalescent homes. Commissioner Cho also mentioned hosting a drive to collect items for organizations such as Case for Kids or McHenry House. Adult Commissioner Huffman asked the Commission for more information about the Pokemon Go event and suggested to possibly invite grandparents to learn. Commissioner Cho surveyed the Commission and by a majority vote the Commission will host a drive to collect toiletry items for their Make a Difference Day project. Staff Geibig stated that he has reached out to Case for Kids and McHenry House and they are looking for toiletry items, and that he has followed up with each of the high school club advisors to partner with YAC to host the drive. The subcommittee is scheduled to meet September 21, 2016.
7. **NEW BUSINESS:** None
8. **ITEMS FROM STAFF:**

Staff Geibig mentioned the Park Clean-Up event is scheduled for Saturday, September 17 at 8:30am at the Dry Climate Park at Hoyt Park located at 300 3rd Street. Staff Geibig reached out to Kimball's and Millennium's CSF Clubs and Tracy's Interact Club for volunteers. Staff Geibig reminded the Commission that applications are due October 21, 2016 and to notify their friends to pick up an application at the career centers at each high school or visit the City's website.

9. ITEMS FROM THE COMMISSION:

Adult Commissioner Huffman provided the Commission with information about a volunteer website that is starting up that the Commission can use to post events and recruit volunteers for future events.

10. ITEMS FROM THE AUDIENCE: None

11. ADJOURNMENT: Next meeting on ***October 12, 2016 at 6:00pm***

- a. **Motion to Adjourn:** Taneja
- b. **Second:** Gill
- c. **Vote:** Approved by majority vote
- d. **Time:** 6:48pm

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
October 12, 2016**

AGENDA ITEM 6.a.

REQUEST

DISCUSS THE YOUTH ADVISORY COMMISSION ANNUAL RETREAT THAT WAS HELD ON SEPTEMBER 26, 2016

DISCUSSION

As discussed at the last YAC meeting in September, 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 Commissioners Gill, Razi and Taneja met with staff to create the agenda and plan activities for the Annual Retreat that was held on September 26, 2016. The Commission is encouraged to discuss the outcomes of the Annual Retreat and provide feedback.

RECOMMENDATION

That the Youth Advisory Commission discuss the YAC Annual Retreat that was held on September 26, 2016.

Prepared by: Justin Geibig, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
October 12, 2016**

AGENDA ITEM 6.b.

REQUEST

**DISCUSS THE STATUS OF YAC'S PARTICIPATION IN MAKE A DIFFERENCE DAY
ON SATURDAY, OCTOBER 22, 2016**

DISCUSSION

At the Youth Advisory Commission meeting held on September 12, 2016 Commissioners voted to approve YAC's participation in the upcoming Make a Difference Day and implement a drive to collect toiletry items to benefit local organizations. This year, National Make a Difference Day will be held on Saturday, October 22, 2016.

The Commission chose to host a drive where the Interact Clubs at Tracy and West High and the California Scholarship Federation Clubs (CSF) at Millennium and Kimball High, will compete to see which club can collect the most toiletry items for the month of October. Staff will work with each of the school club advisors to provide the bins and collection of the items. The competition will conclude at the Farmer's Market on October 22, 2016 at the City of Tracy booth showcasing the Make a Difference Day project results. The Tracy Tree Foundation is also seeking volunteers to help plant 150 trees in various Tracy neighborhoods on Make a Difference Day, Saturday, October 22, 2016 and is asking for the Commission to participate with the tree planting project.

A subcommittee was formed with Commissioners Cho, Dhillon, Hagler and Ramirez. Commissioners will work with Staff to collect and log the donations from each high schools club which will be presented at the Farmer's Market on Saturday, October 22, 2016. The subcommittee will provide an update on the status of the Make a Difference Day project, and the Commission will discuss the potential to participate with the Tracy Tree Foundation tree planting project on Saturday, October 22, 2016. Staff will provide the Commission with more information on the event.

RECOMMENDATION

That the Commission discuss the status of YAC's participation in Make a Difference Day on Saturday, October 22, 2016.

Prepared by: Justin Geibig, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
October 12, 2016**

AGENDA ITEM 6.c.

REQUEST

**REVIEW, DISCUSS AND APPROVE THE 2016/2017 YAC ANNUAL REPORT THAT
WILL BE PRESENTED TO THE PARKS AND COMMUNITY SERVICES
COMMISSION AND 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, 2016 to December 31, 2016 and proposed goals for the 2017 calendar year.

A subcommittee consisting of Commissioners Cho, Dhillon, Ramirez and Siddiqui met with staff on September 28, 2016 to assign various responsibilities and began to update their PowerPoint presentation. Additionally, goals for the 2017 year that were established at the Annual Retreat that was held on September 26, 2016 will be incorporated into the report. The subcommittee will present their report and receive feedback from the Commission.

RECOMMENDATION

That the Commission review, discuss and approve the 2016/2017 YAC Annual Report that will be presented to the Parks and Community Services Commission and Tracy City Council.

Prepared by: Justin Geibig, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II