

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, December 14, 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 November 9, 2016
5. Correspondence
6. Old Business
 - a. Review and Discuss the 2016 YAC Annual Report
 - b. Review, Discuss and Approve the updated 2017 Youth Advisory Commission Goals and Objectives
7. New Business
8. Items from Staff
 - a. Calendar
 1. Senior Tinsel 'N Treats, 12/7, 4pm-7pm
 2. Senior Black & White Ball, 12/12, 4pm-7pm
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on January 13, 2017

POSTED: December 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
REGULAR MEETING MINUTES
November 9, 2016**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Cho at 6:03 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:** Huffman
 - e. **Staff Present:** Justin Geibig, Recreation Coordinator I
 - f. **Recorded by:** Andrew Gambalie, Recreation Leader III
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF MINUTES FROM Regular Meeting on November 9, 2016**
 - a. **Motion to Approve:** Ramirez
 - b. **Second:** Taneja
 - c. **Abstain:** None
 - d. **Vote:** Approved by majority vote
5. **CORRESPONDENCE:** None
6. **OLD BUSINESS:**
 - a. **Discuss the 2016 Make a Difference Day project that was held on October 22, 2016**

Commissioner Dhillon stated the bin for Tracy High School wasn't very visible in the classroom for students to notice the reason for low participation. Commissioner Razi mentioned another student at Tracy High School was hosting a drive on campus for their Ag Science project. Commissioner Siddiqui stated to possibly look at targeting middle schools for future events. Commissioner Gill mentioned the tree planting project had a big turnout for volunteers. Commissioner Taneja stated there were over 150 trees planted and YAC can say they planted a tree in Lincoln Park.
 - b. **Review and Discuss the 2016 YAC Annual Report**

Commissioner Cho reminded the Commission of the dates for YAC's Annual Report presentations to the Parks and Community Services Commission and Tracy City Council. Staff Geibig stated it is important for all Commissioners to attend each presentation to show support. The subcommittee is scheduled to meet on Wednesday, November 17, 2016.
7. **NEW BUSINESS:**
 - a. **Review, Discuss and Approve the 2017 Youth Advisory Commission Goals**

Staff Geibig apologized to the Commission for not having the work plan completed and stated that at the December YAC meeting it will be provided and Commissioners will be able to assign themselves to the action steps. Commissioner Cho reviewed YAC's 2017 goals and by a majority vote the Commission approved their 2017 goals.
8. **ITEMS FROM STAFF:**

Staff Geibig mentioned the Senior Thanksgiving Dinner will take place on Monday, November 21 at the Portugese Hall from 4pm-7pm and volunteers are needed. Staff Geibig also mentioned the Senior Center will be hosting a Senior Tinsel 'N Treats event on Wednesday, December 7 from 4pm-6:30pm and the Senior Black & White Ball on Monday, December 12 from 4pm-7pm. Staff Geibig stated the Senior Black & White Ball is a formal event and for volunteers to be dressed nice with a white shirt and black pants. Staff Geibig reminded the

Commission as part of their new 2017 goals it is important to participate at these senior events to accomplish their goal #1.

9. ITEMS FROM THE COMMISSION:

Commissioner Taneja provided an update to the Commission that he and other high school students organized a project on October 29, 2016 to help clean up the Community Garden located off MacArthur.

10. ITEMS FROM THE AUDIENCE: None

11. ADJOURNMENT: Next meeting on ***December 14, 2016 at 6:00pm***

- a. **Motion to Adjourn:** Dhillon
- b. **Second:** Gill
- c. **Vote:** Approved by majority vote
- d. **Time:** 6:47pm

The above agenda was posted at the Tracy City Hall on November 3, 2016. The above are summary and action minutes.

Justin Geibig, Staff Liason

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
December 14, 2016**

AGENDA ITEM 6.a.

REQUEST

REVIEW AND DISCUSS THE 2016 YAC ANNUAL REPORT

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.

The Commission presented to the Parks and Community Services Commission on December 1, 2016 and will present to City Council on January 17, 2017. It's recommended that all Commissioners attend both presentations. The subcommittee consisting of Commissioners Cho, Dhillon, Ramirez, and Siddiqui will provide an update regarding their presentations.

RECOMMENDATION

That the Commission review and discuss the 2016 YAC Annual Report.

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
December 14, 2016**

AGENDA ITEM 6.b.

REQUEST

**REVIEW, DISCUSS AND APPROVE THE UPDATED 2017 YOUTH ADVISORY
COMMISSION GOALS AND OBJECTIVES**

DISCUSSION

The Youth Advisory Commission determined their top three priority goals for the 2017 fiscal year at their annual retreat held Monday, September 26, 2016. The Commission presented their goals, objectives and work plan to the Parks and Community Services Commission on December 1, 2016 and will present to City Council on January 17, 2017.

In order to accomplish their goals for 2017, Commissioners will need to be assigned to each goal and its action steps, "Attachment A." Commissioners will schedule subcommittee meetings and report on the status of their assignments at each regularly scheduled Commission meeting.

RECOMMENDATION

That the Commission review, discuss and approve the updated 2017 Youth Advisory Commission goals and objectives

Prepared by: Justin Geibig, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

Attachment: Attachment "A" – Youth Advisory Commission Goals 2017



Attachment - A

Tracy Parks & Recreation Department

YOUTH ADVISORY COMMISSION GOALS - 2017

GOAL	OBJECTIVE	ACTION STEPS	Completion Date	Status (ASSIGNMENT)
1 INTEGRATE OPPORTUNITIES TO CONNECT TEENS WITH YOUTH AND SENIORS IN THE COMMUNITY ----- Participate and propose new programs or events for teens to interact with youth and seniors in the community	1.A. Participate with the Parks & Recreation Department and propose new summer camp ideas	1.A.1. Work with Staff to develop ideas for proposed Summer Camps		Subcommittee:
		1.A.2. Work with Staff to select camps and develop timelines		
		1.A.3. Promote the Summer Camp with different marketing strategies		
		1.A.4. Volunteer at a minimum of 2 Summer Camps with the Parks & Recreation Department		
	1.B. Partner with the Parks & Recreation Department to host a Teen Music event at the Grand Theatre	1.B.1. Work with Staff to create a music event at the Grand Theatre specifically designed for teens		Subcommittee:
		1.B.2. Promote new programs using social and print media		
		1.B.3. Work with Staff to host music event		
	1.C. Participate with programming and events at the Lolly Hansen Senior Center	1.C.1. Work with staff to formulate a calendar of events for YAC to attend		Subcommittee:
		1.C.2. Plan strategies to outreach to teens for future participation		
		1.C.3. Participate with senior events and programming		

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 Parks & Recreation Department

YOUTH ADVISORY COMMISSION GOALS - 2017

GOAL	OBJECTIVE	ACTION STEPS	Completion Date	Status (ASSIGNMENT)	
2	<p>SUPPORT AWARENESS FOR ACADEMIC, COLLEGE AND CAREER GOALS</p> <p>-----</p> <p>Work with Staff to develop opportunities to raise teen's awareness for higher education and future success</p>	2.A. Plan and host an SAT/ACT Prep Course	2.A.1. Recruit an SAT/ACT Prep Course and Instructor		Subcommittee:
		2.A.2. Promote course to local high school students			
		2.A.3. Host the course.			
		2.B. Work with Staff to Plan an event or workshop focusing on career and future goals for teens	2.B.1. Formulate a list of possible projects that would encourage teen participation. Select at least one new event		Subcommittee:
		2.B.2. Work with Staff to develop a timeline to complete project			
		2.B.3. Work with staff to host event			
		2.C. Continue to update and promote the College and Vocational Resource Guide	2.C.1. Assist staff by researching new information, dates and deadlines to update the Resource Guide		Subcommittee:
		2.C.2. Develop a timeline to complete project			
		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 Parks & Recreation Department

YOUTH ADVISORY COMMISSION GOALS - 2017

GOAL					
OBJECTIVE	ACTION STEPS	Completion Date	Status (ASSIGNMENT)		
<p style="text-align: center;">3</p> <p style="text-align: center;">INCREASE YAC'S VISIBILITY IN THE COMMUNITY THROUGH SERVICE PROJECTS</p> <p style="text-align: center;">-----</p> <p style="text-align: center;">Participate with local organizations and service clubs throughout the community and outreach to teens for participation</p>	<p>3.A. Implement new community service projects</p>	3.A.1. Formulate a list of possible projects and local organizations to partner with. Select at least one new community service project		Subcommittee:	
		3.A.2. Develop a timeline to complete project			
		3.A.3. Implement project and work with Recreation Staff			
	<p>3.B. Host three park clean up events at the Dry Climate Park at Hoyt park three times a year</p>	3.B.1. Establish a timeframe to hold at least 3 park clean ups for the Dry Climate Park throughout the 2017 year		Subcommittee:	
		3.B.2. Plan strategies to outreach to local teens for future participation			
		3.B.3. Implement park clean ups			
	<p>3.C. Sponsor an activity focusing on teen trends or issues and outreach to at least 500 teens</p>	3.C.1. Each Commissioner will work with their respective high school to lead an activity		Subcommittee:	
		3.C.2. Work with staff to 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			

City Council Strategic Priority: Public Safety Goal 1, Objective 3 Increase community volunteer opportunities to maximize engagement.



Attachment - A

Tracy Parks & Recreation Department