

# 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, January 11, 2017 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 December 14, 2016
5. Correspondence
6. Old Business
  - a. Discuss the status of the 2017 Youth Advisory Commission's goals, objectives and work plan, and receive subcommittee updates
7. New Business
8. Items from Staff
  - a. YAC Recruitment Update
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on February 8, 2017

**POSTED: January 5, 2017**

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  
December 14, 2016**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Cho at 6:00 p.m.
2. **ROLL CALL:**
  - a. **Present:** Cho, Dhillon, Gill, Hagler, Ramirez, Razi, Taneja
  - b. **Absent:** Siddiqui
  - c. **Tardy:** None
  - d. **Adult Commissioners Present:** Arriola, 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 December 14, 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. **Review and Discuss the 2016 YAC Annual Report**

Commissioner Dhillon provided an update on the Annual Report that was presented to the Parks and Community Services Commission and mentioned that the Commission was very supportive of YAC and the Commission was excited to see YAC include seniors as part of the goals. Commissioner Cho stated it was interesting to see how similar YAC and the Parks and Community Service Commission meetings are and seeing people from the community attend the meeting. Staff Geibig mentioned Commissioner Cho answered a question from Commissioner Jiminez very well and thanked Commissioners Taneja and Hagler for attending the presentation to show support. Staff Geibig stated he will work with Commissioners Ramirez and Siddiqui to schedule a subcommittee meeting to begin practicing for the next Annual Report presentation to the Tracy City Council on January 17, 2017.
  - b. **Review, Discuss and Approve the updated 2017 Youth Advisory Commission Goals and Objectives**

Commissioner Cho provided an update on the 2017 Youth Advisory Commission Goals and Objectives. Staff Geibig mentioned that Attachment A is the Youth Advisory Commission's goals for 2017, and the attachment will help YAC reach their goals by following the action steps and setting completion dates. Staff Geibig also mentioned that at this time Commissioners will volunteer for each subcommittee and they will meet on a monthly basis to provide updates to the Commission at each monthly meeting. Commissioners Dhillon, Ramirez and Taneja volunteered for the subcommittee to propose new summer camp ideas. Commissioners Ramirez, Razi and Hagler volunteered for the subcommittee to host a Teen Music event at the Grand Theatre Center for the Arts. Commissioners Cho, Gill, Razi and Taneja volunteered for the subcommittee to participate with programming and events at the Lolly Hansen Senior Center. Commissioners Dhillon and Gill volunteered for the subcommittee to plan and host an SAT/ACT prep course. Commissioners Cho and Hagler volunteered for the subcommittee to plan an event or workshop focusing on career and future goals for teens. Commissioners Cho, Gill, Ramirez and Adult Commissioner Arriola volunteered for the subcommittee to update and promote

the College and Vocational Resource Guide. Commissioners Dhillon and Razi volunteered for the subcommittee to implement new community service projects. Commissioners Ramirez and Taneja volunteered for the subcommittee to host three park clean up events at the Dry Climate Park at Hoyt Park. Commissioners Cho, Dhillon, Gill and Razi volunteered for the subcommittee to sponsor an activity focusing on teen trends or issues and outreach to at least 500 teens.

**7. NEW BUSINESS: None**

**8. ITEMS FROM STAFF:**

Staff Geibig provided an update on the Senior Black and White Ball and thanked Commissioner Siddiqui for being the only Commissioner who attended. Staff Geibig stated on behalf of management and the Senior Center, Commissioner Siddiqui did an excellent job helping with the event. Staff Geibig reminded the Commission that participating and attending senior events is part of YAC's 2017 goals and if YAC doesn't participate with these senior events, the Commission will not have anything to add for their 2018 Annual Report.

**9. ITEMS FROM THE COMMISSION:**

Adult Commissioner Arriola mentioned that he was recently sworn in as a Tracy Unified School District Board Member and is looking forward to working with YAC in the future.

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

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

- a. **Motion to Adjourn:** Dhillon
- b. **Second:** Gill
- c. **Vote:** Approved by majority vote
- d. **Time:** 6:38pm

The above agenda was posted at the Tracy City Hall on December 8, 2016. The above are summary and action minutes.

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*Justin Geibig, Staff Liason*

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
January 11, 2017**

**AGENDA ITEM 6.a.**

REQUEST

**DISCUSS THE STATUS OF THE 2017 YOUTH ADVISORY COMMISSION'S GOALS,  
OBJECTIVES AND WORK PLAN AND RECEIVE SUBCOMMITTEE UPDATES**

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. It is necessary for the Commission to discuss their objectives in more detail with City staff and plan accordingly.

Subcommittees are scheduled to meet on a monthly basis and report on the status of their assignments and projects at the monthly Youth Advisory Commission meetings. Each subcommittee will report on their completion dates for each project, receive feedback from Commissioners and the Commission will make recommendations to adjust dates if needed.

RECOMMENDATION

That the Commission discusses the status of the 2017 Youth Advisory Commission goals, objectives and work plan and receive subcommittee updates.

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)
<b>1</b>  <b>INTEGRATE OPPORTUNITIES TO CONNECT TEENS WITH YOUTH AND SENIORS IN THE COMMUNITY</b> ----- Participate and propose new programs or events for teens to interact with youth and seniors in the community	<b>1.A. Participate with the Parks &amp; Recreation Department and propose new summer camp ideas</b>	1.A.1. Work with Staff to develop ideas for proposed Summer Camps.		Subcommittee: Commissioners Dhillon, Ramirez & Taneja
		1.A.2. Work with Staff to select camps and develop timelines.		Meeting held on 1/11/17 to discuss new ideas
		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.		
	<b>1.B. Partner with the Parks &amp; Recreation Department to host a Teen Music event at the Grand Theatre</b>	1.B.1. Work with Staff to create a music event at the Grand Theatre specifically designed for teens.		Subcommittee: Commissioners Hagler, Ramirez & Razi
		1.B.2. Promote new programs using social and print media.		Meeting held on 1/4/17 to discuss event details
		1.B.3. Work with Staff to host music event.		
	<b>1.C. Participate with programming and events at the Lolly Hansen Senior Center</b>	1.C.1. Work with Staff to formulate a calendar of events for YAC to attend.		Subcommittee: Commissioners Cho, Gill, Razi & Taneja
		1.C.2. Plan strategies to outreach to teens for future participation.		Meeting held on 1/5/17 to draft a calendar of events
		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	<b>SUPPORT AWARENESS FOR ACADEMIC, COLLEGE AND CAREER GOALS</b> ----- Work with Staff to develop opportunities to raise teen's awareness for higher education and future success	<b>2.A. Plan and host an SAT/ACT Prep Course</b>	2.A.1. Recruit an SAT/ACT Prep Course and Instructor.		Subcommittee: Commissioners Dhillon & Gill
			2.A.2. Promote course to local high school Students.		Meeting on 1/9/17 to discuss
			2.A.3. Host the course.		
		<b>2.B. Work with Staff to Plan an event or workshop focusing on career and future goals for teens</b>	2.B.1. Formulate a list of possible projects that would encourage teen participation. Select at least one new event.		Subcommittee: Commissioners Hagler & Cho
			2.B.2. Work with Staff to develop a timeline to complete project.		Meeting held on 1/5/17 to create list of possible projects
			2.B.3. Work with Staff to host event.		
		<b>2.C. Continue to update and promote the College and Vocational Resource Guide</b>	2.C.1. Assist Staff by researching new information, dates and deadlines to update the Resource Guide.		Subcommittee: Commissioners Cho, Gill & Ramirez
			2.C.2. Develop a timeline to complete project.		Meeting held on 1/5/17 to brainstorm ideas
			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)	
3	<b>INCREASE YAC'S VISIBILITY IN THE COMMUNITY THROUGH SERVICE PROJECTS</b> ----- Participate with local organizations and service clubs throughout the community and outreach to teens for participation	<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.		Subcommittee: Commissioners Dhillon & Razi
			3.A.2. Develop a timeline to complete project.		Meeting held on 11/10/17 to brainstorm ideas
			3.A.3. Implement project and work with Recreation Staff.		
		<b>3.B. Host three park clean up events at the Dry Climate Park at Hoyt park three times a year</b>	3.B.1. Establish a timeline to hold at least 3 park clean ups for the Dry Climate Park throughout the 2017 year.		Subcommittee: Commissioners Ramirez & Taneja
			3.B.2. Plan strategies to outreach to local teens for future participation.		Meeting held on 1/11/17 to discuss possible dates
			3.B.3. Implement park clean ups.		
		<b>3.C. Sponsor an activity focusing on teen trends or issues and outreach to at least 500 teens</b>	3.C.1. Research current trends/issues and develop a list.		Subcommittee: Commissioners Cho, Dhillon, Gill & Razi
			3.C.2. Each Commissioner will work with their respective high school to lead an activity.		Meeting held on 1/5/17 to brainstorm ideas
			3.C.3. Work with Staff to host an activity at each high school, after determining dates with schools' activities director.		
			3.C.4. 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.