

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, June 14, 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 May 10, 2017
5. Old Business
 - a. Discuss the status of the 2017 Youth Advisory Commission's goals and work plan
 - b. Discuss the status of the summer teen camp programs
 - c. Discuss and determine two new dates to host Park Clean Up events and strategies to recruit teen participation
6. New Business
 - a. Discuss and approve the Youth Advisory Commission's participation with the teen swim event at the Joe Wilson Swimming Pool on July 14, 2017
 - b. Consider canceling the regular Commission meeting scheduled for July 12, 2017 due to the potential lack of a quorum.
7. Items from Staff
 - a. Calendar:
 1. Intergenerational 7/3
 2. Movies on the Plaza 6/23, 7/28, 8/4
8. Items from the Commission
9. Items from the Audience
10. Adjournment to next Regular Meeting on July 12, 2017

POSTED: June 8, 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
May 10, 2017**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Taneja at 6:11 p.m.
2. **ROLL CALL:**
 - a. **Present:** Collins, J. Dhillon, R. Dhillon, Eubanks, Gill, Hagler, Ramirez, Razi, Taneja
 - b. **Absent:** Cho, Siddiqui
 - c. **Tardy:** Gadamsetti
 - d. **Adult Commissioners Present:** Huffman
 - e. **Staff Present:** Andrew Gambalie, Recreation Leader III
 - f. **Recorded by:** Andrew Gambalie, Recreation Leader III
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF MINUTES FROM Regular Meeting on April 12, 2017**
 - a. **Motion to Approve:** J. Dhillon
 - b. **Second:** Ramirez
 - c. **Abstain:** None
 - d. **Vote:** Approved by majority vote
5. **OLD BUSINESS:**
 - a. **Discuss the status of the 2017 Youth Advisory Commission's goals and work plan**

Commissioner J. Dhillon provided an update on the Parks & Recreation summer camp marketing strategies and mentioned making flyers for the S.A.F.E. After School Program which is the target age group for the camps. Commissioner R. Dhillon also mentioned posting the flyer on Facebook and Commissioner Taneja discussed working with Channel 26 and other City programs such as the After School Program to advertise as well. Commissioner Taneja asked the Commission for any ideas for further marketing. Adult Commissioner Huffman mentioned that there are only three weeks left of school and that he could contact the Teachers Union to help distribute the flyers to schools. Commissioners R. Dhillon and Hagler provided an update on the subcommittee meeting for the teen event focusing on career and future goals for teens. Commissioner R. Dhillon stated that they would like to host a college fair for all of the high schools to attend at one central location and that the event might include mini lectures with college's counselor as well as booths of vocational, community, state and university colleges.
 - b. **Discuss the status of the summer teen camp programs**

Commissioner Taneja listed all of the teen camp programs that the Commissioners have volunteered for. Commissioners Ramirez and Gill, who were absent at the previous meeting, assigned themselves to camps.
 - c. **Discuss the Park Clean Up event that was held at the Dry Climate Park at Hoyt Park on April 22, 2017 and determine new dates**

Commissioner Taneja asked for each of the Commissioners present at the Park Clean Up event to provide their feedback. Commissioner Taneja stated that he felt it was a great bonding experience but would like to recruit more volunteers. Commissioners Gill, J Dhillon, R Dhillon and Eubanks all agreed that more volunteers are needed at future events. Commissioner Hagler felt that the event went well considering the low attendance. Commissioner Collins stated that there was a lot to do and Commissioner Razi stated that it felt nice to beautify the park. Adult Commissioner Huffman mentioned that all Commissioners should strive to bring at least two friends and also stated that justserve.org would be a great option to recruit more volunteers as well. Staff Gambalie expressed disappointment for the amount Commissioners and volunteers present.

d. Discuss the lunch time activity that was held at the local high schools

Commissioner Collins provided an update on the lunch time activity that was held at Kimball High School on Friday, May 5 and stated that five people visited the booth and signed up for volunteer and job opportunities.

6. NEW BUSINESS: None

7. ITEMS FROM STAFF:

- a. Staff Gambalie reminded the Commission of the next Intergenerational date and volunteer opportunities working at the Movies on the Plaza events.

8. ITEMS FROM THE COMMISSION:

Adult Commissioner Huffman mentioned painting street numbers on the sidewalks as a possible community service project for the Commission. Staff Gambalie also stated possibly painting electrical boxes and fire hydrants.

9. ITEMS FROM THE AUDIENCE: None

12. ADJOURNMENT: Next meeting on *June 14, 2017, at 6:00pm*

- a. **Motion to Adjourn:** J. Dhillon
b. **Second:** Gill
c. **Vote:** Approved by majority vote
d. **Time:** 6:53pm

The above agenda was posted at the Tracy City Hall on May 4, 2017. The above are summary and action minutes.

Amanda Jensen, Staff Liason

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
June 14, 2017**

AGENDA ITEM 5.a.

REQUEST

**DISCUSS THE STATUS OF THE 2017 YOUTH ADVISORY COMMISSION'S GOALS
AND WORK PLAN**

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 discuss the status of the 2017 Youth Advisory Commission goals and work plan.

Prepared by: Amanda Jensen, 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.	Feb 2017	Subcommittee: Commissioners J. Dhillon, Ramirez, Taneja, R.Dhillon
		1.A.2. Work with Staff to select camps and develop timelines.	March 2017	Commissioners assigned themselves to volunteer for the various summer camps
		1.A.3. Promote the Summer Camp with different marketing strategies.	May 2017	Meeting held on 5/10/17 to discuss marketing.
		1.A.4. Volunteer at a minimum of 2 Summer Camps with the Parks & Recreation Department.	July 2017	
	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.	March 2017	Subcommittee: Commissioners Hagler, Ramirez, Razi, Gadamsetti
		1.B.2. Promote new programs using social and print media.	Aug 2017	Meeting held on 5/8/17 to discuss event details
		1.B.3. Work with Staff to host music event.	Dec 2017	
	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.	March 2017	Subcommittee: Commissioners Cho, Gill, Razi & Taneja
		1.C.2. Plan strategies to outreach to teens for future participation.	June 2017	
		1.C.3. Participate with senior events and programming.	Ongoing	Next Intergenerational Program is scheduled for 7/3/17

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 SUPPORT AWARENESS FOR ACADEMIC, COLLEGE AND CAREER GOALS ----- Work with Staff to develop opportunities to raise teen's awareness for higher education and future success	2.A. Plan and host an SAT/ACT Prep Course	2.A.1. Recruit an SAT/ACT Prep Course and Instructor.	July 2017	Subcommittee: Commissioners Dhillon & Gill
		2.A.2. Promote course to local high school Students.	August 2017	Meeting on 5/1/17 to discuss possible contractors to host an SAT/ACT prep course
		2.A.3. Host the course.	Oct 2017	
	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.	March 2017	Subcommittee: Commissioners Hagler, Cho, R. Dhillon
		2.B.2. Work with Staff to develop a timeline to complete project.	April 2017	Meeting held on 4/25/17 to create list of possible projects
		2.B.3. Work with Staff to host event.	Dec 2017	
	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.	Ongoing	Subcommittee: Commissioners Cho, Gill & Ramirez
		2.C.2. Develop a timeline to complete project.	April 2017	Meeting held on 4/18/17 to update a draft of the resource guide
		2.C.3. Distribute the College and Vocational Resource Guide.	August 2017	

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	INCREASE YAC'S VISIBILITY IN THE COMMUNITY THROUGH SERVICE PROJECTS ----- Participate with local organizations and service clubs throughout the community and outreach to teens for participation	3.A. Implement new community service projects	3.A.1. Formulate a list of possible projects and local organizations to partner with. Select at least one new community service project.	March 2017	Subcommittee: Commissioners J. Dhillon, Razi, R. Dhillon
			3.A.2. Develop a timeline to complete project.	April 2017	Meeting held on 4/5/17 to narrow down a list of possible projects
			3.A.3. Implement project and work with Recreation Staff.	Dec 2017	
		3.B. Host three park clean up events at the Dry Climate Park at Hoyt park three times a year	3.B.1. Establish a timeline to hold at least 3 park clean ups for the Dry Climate Park throughout the 2017 year.	March 2017	Subcommittee: Commissioners Ramirez, Taneaia. Gadamsetti
			3.B.2. Plan strategies to outreach to local teens for future participation.	July 2017	
			3.B.3. Implement park clean ups.	4/22/17	Held a Park Clean Up Event at the Dry Climate Park at Hoyt Park on 4/22/2017
		3.C. Sponsor an activity focusing on teen trends or issues and outreach to at least 500 teens	3.C.1. Research current trends/issues and develop a list.	Feb 2017	Subcommittee: Commissioners Cho, Dhillon, Gill & Razi
			3.C.2. Each Commissioner will work with their respective high school to lead an activity.	August 2017	
			3.C.3. Work with Staff to host an activity at each high school, after determining dates with schools' activities director.	May 2017	Events took place at Kimball on 5/5
			3.C.4. Each Commissioner will report to the Commission on the activity that was held at their respective high school.	September 2017	Tracy, West & Millennium Sept. 2017
<i>City Council Strategic Priority: Public Safety Goal 1, Objective 3 Increase community volunteer opportunities to maximize engagement.</i>					

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
June 14, 2017**

AGENDA ITEM 5.b.

REQUEST

DISCUSS THE STATUS OF THE SUMMER TEEN CAMP PROGRAMS

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 participate with the new summer camp ideas proposed by the Recreation staff.

Commissioners volunteered to work at least two of the following camps listed below. All of the camps will be supervised by City staff and all activities will be led by staff and YAC volunteers.

Girl Talk:

June 5-7 & July 10-12, 9am-12pm, Tracy Transit Station Room 103 & 104

- Learn how to shop and accessorize on a budget
- Develop confidence and build self-esteem
- Commissioners to Work: July 10-12 - R. Dhillion and Hagler

So You Think You Can Cook:

June 12-15, 9am-12pm, Community Center Kitchen

- Learn to cook healthy food options
- Safe cooking techniques
- Commissioners to Work: Razi, Cho and Taneja

Ready, Set, Bake:

June 12-15, 1pm-4pm, Community Center Kitchen

- Bake variety of deserts such as: cookies, cakes and cupcakes
- Daily baking challenges
- Commissioners to Work: Eubanks, J. Dhillion, Gadamsetti and R. Dhillion

Siblings Watching Siblings:

June 26-29, 1pm-4pm, Tracy Transit Station, Room 103

- Quick snacks and meals to prepare
- First aid and CPR certified and Emergency Plan
- Commissioners to Work: Gadamsetti, Ramirez and Gill

Come 'Clay' With Us:

June 5-8, 9am-12pm, Tracy Transit Station Room A

- Clay modeling
- Painting and detailing
- Commissioners to Work: Collins, R. Dhillion and Hagler

Papier-mâché:

June 5-8, 1pm-4pm, Tracy Transit Station Room A

- Staff led crafts
- All participants will go home with a mask
- Commissioners to Work: Razi, Cho and Taneja

Green Thumb Club:

July 10-13, 9am-12pm, Lolly Hansen Senior Center

- Learning about agriculture
- Outdoor hands on experience with planting and gardening
- Commissioners to Work: Hagler, Eubanks and Gill

RECOMMENDATION

That the Commission discuss the summer teen camp programs.

Prepared by: Amanda Jensen, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
June 14, 2017**

AGENDA ITEM 5.c.

REQUEST

**DISCUSS AND DETERMINE TWO NEW DATES TO HOST PARK CLEAN UP
EVENTS AND STRATEGIES TO RECRUIT TEEN PARTICIPATION**

DISCUSSION

To meet Goal #3.B. "Host three park clean up events at the Dry Climate Park at Hoyt Park three times a year" of the Youth Advisory Commission Goals for 2017, the Youth Advisory Commission held one of three park clean up events on April 22, 2017. This particular park has been a community project for YAC in the past years.

Staff is recommending the Commission select two dates and is additionally requesting the Commission plan strategies to outreach to local teens for future participation. Staff will work with Public Works for supplies and resources.

RECOMMENDATION

That the Commission discuss and determine two new dates to host Park Clean Up events and strategies to recruit teen participation.

Prepared by: Amanda Jensen, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
June 14, 2017**

AGENDA ITEM 6.a.

REQUEST

**DISCUSS AND APPROVE THE YOUTH ADVISORY COMMISSION'S
PARTICIPATION WITH THE TEEN SWIM EVENT AT THE JOE WILSON SWIMMING
POOL ON JULY 14, 2017**

DISCUSSION

In order to increase the Youth Advisory Commissions visibility in the community and to assist in meeting Goal #3, the Commission is being asked to participate in the teen swim event held on July 14, 2017 from 6:00pm to 8:00pm at the Joe Wilson Swimming Pool.

The Commission is being asked to assist the Recreation Division by; promoting upcoming summer events for teens, hand out surveys regarding teen programming and increase awareness of the Youth Advisory Commission. Staff is recommending that a subcommittee is formed to establish a timeline to beginning marketing the event and formulate a list of potential activities to be held at the teen swim event.

RECOMMENDATION

That the Commission discuss and approve their participation in the teen swim event on July 14, 2017.

Prepared by: Amanda Jensen, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
June 14, 2017**

AGENDA ITEM 6.b.

REQUEST

**CONSIDER CANCELING THE REGULAR COMMISSION MEETING SCHEDULED FOR
JULY 12, 2017, DUE TO THE POTENTIAL LACK OF A QUORUM**

DISCUSSION

The next regular meeting of the Youth Advisory Commission is scheduled for Wednesday, July 12, 2017, at 6:00 p.m. Due to Commissioner's vacation schedules during the month of July, staff is seeking endorsement from the Commission to cancel the regular July meeting. Should any business arise that would require the Commission's immediate action, the Chair and Staff could work to schedule a Special Meeting later in the month of July or place the items on the agenda for discussion at the August 9, 2017, regular meeting.

RECOMMENDATION

That the Commission endorse cancellation of the July 12, 2017 meeting.

Prepared by: Amanda Jensen, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Kim Scarlata, Division Manager II