

# 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, February 13, 2019, 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 January 9, 2019
  5. Old Business
    - a. Review and Discuss the 2019 Youth Advisory Commission Goals, Objectives and Work Plan
  6. New Business
    - a. Discuss Proposed Dates to Host Park Clean up Events at the Dry Climate Park at Hoyt Park and Determine Marketing Strategies to Recruit Teen Participation
    - b. Discuss and Approve One New Community Service Project or Activity to Complete During National Volunteer Week
    - c. Discuss and Approve the Youth Advisory Commission's Participation with the Forever Young Prom Event at the Tracy Community Center on April 10, 2019
  7. Items from Staff
    - a. Calendar
      1. YAC Annual Report Presentation to City Council, 2/5/19 – Update
      2. Senior Shamrock Rock, 3/1/19, 11am-1pm
      3. Intergenerational Program, 3/4/19, 2pm-4pm
      4. YAC Applications
      5. Review of the Brown Act
  8. Items from the Commission
  9. Items from the Audience
  10. Adjournment to next Regular Meeting on March 13, 2019
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**POSTED: February 7, 2019**

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  
January 9, 2019**

1. **CALL TO ORDER:** The meeting was called to order by Chair Dhillon at 6:02 p.m.
2. **ROLL CALL:**
  - a. **Present:** Dhillon, Gill, J. Kaur, Klassen, Moshiri, Siddiqui, Winters
  - b. **Absent:** Collins, Crowley, Gadamsetti, Y. Kaur
  - c. **Tardy:** Smith
  - d. **Adult Commissioners Present:** Huffman
  - e. **Staff Present:** Amanda Jensen, Recreation Coordinator I
  - f. **Recorded by:** Celina Perez, Recreation Leader III
3. **ITEMS FROM THE AUDIENCE: None**
4. **APPROVAL OF MINUTES FROM Regular Meeting on November 14, 2018**
  - a. **Motion to Approve:** Dhillon
  - b. **Second:** Gill
  - c. **Abstain:** None
  - d. **Vote:** Approved by majority vote
5. **OLD BUSINESS:**
  - a. **Review and Discuss the 2019 Youth Advisory Commission Goals and Work Plan**

Chair Dhillon reviewed the 2019 Youth Advisory Commission Goals and Objectives. Staff Jensen 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 Gill, Dhillon and Winters volunteered for the subcommittee Objective 1.A, to offer at least one new teen event, program or camp. Commissioner Moshiri, Siddiqui, Klassen and Smith volunteered for Objective 1.B, participate and propose intergenerational programming or events with the Lolly Hansen Senior Center. Commissioner Dhillon, J. Kaur and Gill volunteered for Objective 1.C subcommittee, to support the revitalization of the Rollin' Rec Program. Commissioner Dhillon, Moshiri and J. Kaur volunteered for subcommittee Objective 2.A, to implement one new community service project. Commissioner Gill, Winters and Klassen volunteered for the Objective 2.B subcommittee, to host three park clean ups. Commissioner Smith, Siddiqui, Moshiri and J. Kaur volunteered for subcommittee Objective 2.C., to participate in the annual Make a Difference Day project. Chair Dhillon reminded the Commissioners that all subcommittee meetings are held at the Tracy Community Center.
6. **New Business:**
  - a. **Discuss and Approve the Youth Advisory Commission's Participation in the City of Tracy's Earth Day Event and National Volunteer Week**

Staff Jensen provided background on the two events and mentioned that Commissioners Dhillon, Moshiri and J. Kaur would create a list of proposed ideas to bring back to the Commission for approval. Staff Jensen will update the Commission on the exact date of the Earth Day event as it becomes available. Chair Dhillon surveyed the Commission and by majority vote, the Commission approved participating with the Earth Day event and National Volunteer Week.

**7. ITEMS FROM STAFF:**

**a. Calendar**

Commissioner J. Kaur provided an update on the YAC annual report to the Parks Commission and stated that it was great practice but that they were asked questions which they didn't expect. Staff Jensen expressed disappointment in the Commission for not assisting with either the Senior Tinsel n' Treats or Black White Ball events. Staff Jensen mentioned that this is the first time that no YAC members have assisted with the Black and White Ball since it began. Staff Jensen provided dates for YAC annual report presentation to City Council and encouraged the Commissioners to show their support. Staff Jensen also mentioned that the subcommittee for mentorship program from the 2018 goals completed their volunteer calendar for the SAFE program and asked the Commission to volunteer.

**8. ITEMS FROM THE COMMISSION:**

Adult Commissioner Huffman mentioned that when they present to the City Council, at least two of the council members are graduates of Tracy schools and that they are not unfamiliar with what the circumstance is for the presenters and to keep it in mind when presenting. Commissioner Smith announced that he will be hosting a DARE Pancake Breakfast and he is in need of volunteers. The event will take place at the Tracy Masonic Hall on Sunday, January 19<sup>th</sup> from 8am to 11am.

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

**10. ADJOURNMENT:** Next meeting on **February 13, 2019, at 6:00pm**

- a. Motion to Adjourn:** Dhillion
- b. Second:** Gill
- c. Vote:** Approved by majority vote
- d. Time:** 6:32pm

The above agenda was posted at the Tracy City Hall on January 3, 2019. The above are summary and action minutes.

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*Amanda Jensen, Staff Liaison*

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
February 13, 2019**

**AGENDA ITEM 5.a.**

REQUEST

**REVIEW AND DISCUSS THE 2019 YOUTH ADVISORY COMMISSION'S GOALS,  
OBJECTIVES AND WORK PLAN**

DISCUSSION

The Youth Advisory Commission determined their top priority goals for the 2019 calendar year at their annual retreat held Thursday, September 27, 2018. 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 2019 Youth Advisory Commission's goals, objectives and work plan and receive subcommittee updates.

Prepared by: Amanda Jensen, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Brian MacDonald, Parks & Recreation Director

Attachment: Attachment "A" – Youth Advisory Commission Goals 2019

Attachment A  
**Tracy Parks & Recreation Department**

**Youth Advisory Commission Goals - 2019**

Goal	Objective	Action Steps	Completion Date	Status (Assignment)
<p><b>SUPPORT NEW EVENTS AND PROGRAMS TO CONNECT YOUTH, TEENS AND SENIORS IN THE COMMUNITY</b>                      -----                      Participate and propose new programs or events for teens to interact with youth and seniors in the community</p>	<p><b>1.A.</b> Participate with the Parks &amp; Recreation Department to offer at least one new teen event, program or camp</p>	<p><b>1.A.1.</b> Develop ideas and marketing strategies for events or programs</p>	September 2019	<p>Subcommittee: Commissioners Gill, Dhillon and Winters                       Meeting held on 1/14/19 to create a list of events/programs/camps to propose</p>
<p><b>1</b></p>	<p><b>1.B.</b> Participate with the Lolly Hansen Senior Center and propose intergenerational programming or events</p>	<p><b>1.B.1.</b> Work with Staff to develop ideas for new teen and senior programming or events</p>	June 2019	<p>Subcommittee: Commissioners Moshiri, Siddiqui, Klassen and Smith                       Meeting held on 1/14/19 to create a list of events/programs to propose</p>
	<p><b>1.C.</b> Support the Revitalization of the Rollin' Rec Program</p>	<p><b>1.C.1</b> Participate and attend at least three Rollin' Rec program days (per season)</p>	December 2019	<p>Subcommittee: Commissioners Dhillon, J. Kaur and Gill                       Meeting held on 1/30/19 to discuss possible activity ideas</p>
<p><b>City Council Strategic Priority: Quality of Life Goal 5, Objective 1: Develop recreational, cultural arts and entertainment programs and services that reflect community demographics, evaluation feedback and trends.</b></p>				
<p><b>2</b></p>	<p><b>PARTICIPATE IN OPPORTUNITIES TO NUTURE COMMUNITY INVOLVEMENT THROUGH COMMUNITY SERVICE PROJECTS</b>                      -----                      Participate with local organizations and service clubs throughout the community and outreach to teens for participation</p>	<p><b>2.A.</b> Implement at least one new community service project or activity focusing on teen trends or issues.</p>	April 2019	<p>Subcommittee: Commissioners Dhillon, Moshiri and J. Kaur                       Meeting held on 1/18/19 to create a list of community service projects to propose</p>
	<p><b>2.B.</b> Host three park clean up events at the adopted Dry Climate Park at Hoyt park three times a year</p>	<p><b>2.A.1.</b> Try to complete or host during National Volunteer Week in April working with Recreation Staff</p>	November 2019	<p>Subcommittee: Commissioners Gill, Winters and Klassen                       Meeting held on 1/15/19 to create a list of dates to propose</p>
	<p><b>2.C.</b> Participate in the annual Make a Difference Day Project</p>	<p><b>2.B.1.</b> Establish three dates and plan strategies to outreach to local teens for participation.</p>	October 2019	<p>Subcommittee: Commissioners Smith, Siddiqui, Moshiri and J. Kaur                       Meeting held on 2/6/19 to discuss marketing efforts</p>
<p><b>City Council Strategic Priority: Public Safety Goal 1, Objective 4: Enhance community engagement through volunteer opportunities.</b></p>				

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
February 13, 2019**

**AGENDA ITEM 6.a.**

REQUEST

**DISCUSS THE PROPOSED DATES TO HOST PARK CLEAN UP EVENTS AT THE DRY CLIMATE PARK AT HOYT PARK AND DETERMINE MARKETING STRATEGIES TO RECRUIT TEEN PARTICIPATION**

DISCUSSION

On May 5, 2015 the Youth Advisory Commission voted to adopt the Dry Climate Park at Hoyt Park. The Dry Climate Park needs maintenance throughout the year and the Commission has performed community service work at this park over the past several years. This particular community service project will benefit the community of Tracy and encourage other teens in the community to participate in beautifying a neighborhood or community park.

A subcommittee consisting of Commissioners Gill, Klassen and Winters met with staff on January 15, 2019 to propose various dates for the Commission host the park clean up events. The proposed dates are; April 6<sup>th</sup>, September 21<sup>st</sup> and October 5<sup>th</sup>. Staff is recommending the Commission plan strategies to outreach to local teens for future participation throughout the year. The Commission is encouraged to invite friends and teens from their schools to participate. Staff will work with Public Works for supplies and resources.

RECOMMENDATION

That the Youth Advisory Commission discuss the proposed dates to host Park Clean Up events at the Dry Climate Park at Hoyt Park and determine marketing strategies to recruit teen participation.

Prepared by: Amanda Jensen, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Brian MacDonald, Parks and Recreation Director

**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
February 13, 2019**

**AGENDA ITEM 6.b.**

REQUEST

**DISCUSS AND APPROVE ONE NEW COMMUNITY SERVICE PROJECT OR  
ACTIVITY TO COMPLETE DURING NATIONAL VOLUNTEER WEEK**

DISCUSSION

In order to meet Goal 2.A. "Implement at least one new community service project or activity focusing on teen trends or issues", it is recommended that the Commission approve one new community service project to be completed during National Volunteer Week April 7-April 13, 2019.

Once a project or activity has been selected from the recommended list, the subcommittee will need to establish a timeline to begin marketing the event and working with each high school. The subcommittee consisting of Commissioners R. Dhillon, Moshiri and J. Kaur will provide the Commission with monthly updates at the Commission meetings. Staff is recommending the Commission plan strategies to outreach to local teens for participation.

RECOMMENDATION

That the Commission discuss and approve one new community service project or activity to complete during National Volunteer Week.

Prepared by: Amanda Jensen, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Brian MacDonald, Parks & Recreation Director



**CITY OF TRACY  
YOUTH ADVISORY COMMISSION  
February 13, 2019**

**AGENDA ITEM 6.c.**

REQUEST

**DISCUSS AND APPROVE THE YOUTH ADVISORY COMMISSION'S  
PARTICIPATION WITH THE FOREVER YOUNG PROM EVENT AT THE TRACY  
COMMUNITY CENTER ON APRIL 10, 2019**

DISCUSSION

In order to assist the Youth Advisory Commissions in meeting Goal #1, the Commission is being asked to cohost the teen and senior "Forever Young" prom scheduled for April 10, 2019 from 4:00pm to 7:00pm at the Tracy Community Center.

In partnership with the Senior Center, both Commissioners and staff will work together to plan this event. The goal is to include both seniors as well as high school students, allowing them to bridge the gap and share experiences together. The Commissions' responsibilities will include assisting with creating flyers to market the event to other high school teens, planning entertainment, crafting dinner options and acting as table hosts at the event. Approximately \$3,000 has been allocated towards this event and the subcommittee will be assisting Senior Center staff with monitoring the budget. Staff is recommending that the subcommittee meet to establish an itemized budget, a timeline to begin marketing and formulate a list of items needed to make the event successful. Additionally, the subcommittee will give a report at the next Commission meeting to discuss the event in further detail.

RECOMMENDATION

That the Commission discuss and approve cohosting the teen and senior prom on April 10, 2019.

Prepared by: Amanda Jensen, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Brian MacDonald, Parks and Recreation Director