

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, March 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 February 13, 2019
5. Old Business
 - a. Review and Discuss the 2019 Youth Advisory Commission Goals, Objectives and Work Plan
6. New Business
 - a. Discuss and Approve YAC's Participation with the Summer Teen Camp Program and Discuss Marketing Strategies
 - b. Provide an Update and Discuss the Status of the Forever Young Prom Event
 - c. Provide an Update and Discuss the Status of the Vaping Awareness Project
7. Items from Staff
 - a. Calendar
 1. YAC Applications
 2. Intergenerational Program, 4/1/19, 2pm-4pm
 3. Park Clean-up, 4/6/19, 9am-12pm
8. Items from the Commission
9. Items from the Audience
10. Adjournment to next Regular Meeting on April 10, 2019

POSTED: March 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
February 13, 2019**

1. **CALL TO ORDER:** The meeting was called to order by Vice Chair Gadamsetti at 6:02 p.m.
2. **ROLL CALL:**
 - a. **Present:** Crowley, Gadamsetti, J. Kaur, Klassen, Moshiri, Smith, Winters
 - b. **Absent:** Collins, Dhillon, Gill, Adult Commissioner Huffman
 - c. **Tardy:** Y. Kaur, Siddiqui
 - d. **Adult Commissioners Present:** None
 - 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 January 9, 2019**
 - a. **Motion to Approve:** Klassen
 - b. **Second:** Smith
 - 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**

Vice Chair Gadamsetti reviewed the 2019 Youth Advisory Commission Goals and Objectives. Commissioner Crowley provided an update on the new teen event or program objective and mentioned that although the drive-in movie is still an event they would like to host, it will take a lot of preparation. Commissioner Crowley stated that in the meantime, the subcommittee would like feedback on hosting a teen movie night in the plaza with food trucks and cohosting a DIY camp for teens in the summer. Staff Jensen also mentioned that a teen mentorship program was the other idea discussed and the Commission was working on it at the end of last year. Staff Jensen reiterated that the Commissioners signed up to attend the SAFE program at Williams Middle School and would offer homework help in addition to monthly discussions on topics such as bullying, kindness and social media safety. Staff Jensen passed a calendar of attendance dates for the Commissioners to volunteer to attend and the subcommittee will work on topics to cover each month. The Commissioners all agreed that the event, program and camp proposed would be great goals to achieve. A subcommittee meeting was scheduled for February 25th at 4:00pm. Commissioner Moshiri provided an update on the teen and senior programming objective and stated that one of the ideas discussed was a teen and senior computer class where the teens would assist the seniors on any computer related questions. Staff Jensen suggested that the summer may be the best opportunity to offer the class due to the Commissioners school schedules. Commissioner Gadamsetti suggested hosting a teen versus senior ping pong tournament. A subcommittee meeting was scheduled for February 21st at 4:30pm. Commissioner J. Kaur provided an update on the Rollin' Rec subcommittee and stated that some of the ideas included hosting four square or kick ball tournaments at one of the events, discussing volunteer opportunities or offering arts and craft projects. Commissioner Gadamsetti mentioned incorporate PE school teachers into the games. Parks & Recreation Director MacDonald asked the Commission to think of any hot topics that may be of interest to teens to try to bring in

participation. Staff Perez also stated that the subcommittee wanted to incorporate social media to help draw in participation. Parks & Recreation Director MacDonald supported the idea. Commissioner J. Kaur mentioned that teens would be more intrigued to follow the social media account if they saw themselves or people they know featured. A subcommittee meeting was scheduled for February 21st at 5:00pm. Commissioner J. Kaur provided an update on the Make a Difference Day subcommittee and stated that aside from partnering with the Public Works and other organizations, the subcommittee discussed adding an additional component such as mowing the lawn of seniors. Staff Jensen stated that the subcommittee also mentioned targeting a neighborhood and offering lawn mowing in that area. A subcommittee meeting was scheduled for March 4th at 3:30pm.

6. New Business:

a. Discuss Proposed Date to Host Park Clean up Events at the Dry Climate Park at Hoyt Park and Determine Marketing

Staff Jensen provided background on the park clean ups and the Dry Climate Park at Hoyt Park and asked for feedback on the proposed dates of the park clean-ups. Commissioner Gadamsetti recommended outreaching to school clubs through word of mouth, announcements and talking to the teachers. Commissioners Crowley recommended using an electronic flyer and sharing it with various organizations as well as sharing it on social media. Commissioner Y. Kaur stated that perhaps P.E. teachers would provide extra credit because it is physical exercise. By majority vote, YAC approved the dates to host the park clean up events. A subcommittee meeting was scheduled for February 21st at 4:00pm.

b. Discuss and Approve One New Community Service Project or Activity to Complete During National Volunteer Week

Commissioner Moshiri provided an update on the activity focusing on teen's trends and shared that some of the ideas brainstormed included; a common knowledge class on how to write checks or change tires, a booth at school lunches with job and volunteer opportunities for the summer, a climate change awareness booth and a booth focusing on the dangers of vaping. Commissioner J. Kaur added that using daily announcements to share the tips on climate change would be beneficial. Parks & Recreation Director MacDonald expressed that it was a great idea and suggested working with City staff that to help get the word out. Staff Jensen mentioned that she met with a group called the S.O.L. (Saving Our Legacy) that is focusing on vaping awareness on the San Joaquin County and partnership with the group would be beneficial. Commissioner Y. Kaur expressed that middle schools would be a good target group. Commissioner Winters stated that the common knowledge class would be great for upper classmen preparing to leave for college. Staff Jensen reiterated that once the dates are established, Commissioners at each high school would be required to be present at the vaping booth during their lunch period at their respective school. By majority vote, YAC approved spreading awareness on the dangers of vaping activity to host during National Volunteer Week. A subcommittee meeting was scheduled for March 4th at 4:00pm.

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

Staff Jensen provided background on the Forever Young Prom and discussed with the Commission about the importance of the event and their participation. Commissioner Winters clarified that this event was to include other high school students as well and

not just YAC. Commissioner Gadamsetti mentioned moving the event to a Friday. Commissioner Y. Kaur and Smith stated the teens would be less likely to attend an event such as this on a Friday. By majority vote, YAC approved cohosting the Forever Young Prom. A subcommittee meeting was scheduled for February 26th at 4:30pm.

7. ITEMS FROM STAFF:

a. Calendar

Commissioner J. Kaur provided an update on the YAC annual report to the City Council and explained that it was an interesting situation and she ended up giving the presentation alone due to some confusion. Staff Jensen expressed her gratitude for Commissioner J. Kaur for presenting on her own and for Commissioner Gadamsetti for coming to the Council meeting but leaving due to the confusion. Staff Jensen reminded the Commission of the Senior Shamrock Rock on March 1st and the next Intergenerational Program on March 4th. Staff Jensen announced the YAC Spring recruitment was now open and distributed applications to all of the Commissioners to pass out to anyone interested. Staff Jensen also reminded the Commissioners with nearing term expirations to reapply. Staff Jensen reviewed the Brown Act with the Commission to provide an understanding of the correct communication procedures to follow.

8. ITEMS FROM THE COMMISSION: None

9. ITEMS FROM THE AUDIENCE: None

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

- a. Motion to Adjourn:** Y. Kaur
- b. Second:** Gadamsetti
- c. Vote:** Approved by majority vote
- d. Time:** 7:26pm

The above agenda was posted at the Tracy City Hall on February 7, 2019. The above are summary and action minutes.

Amanda Jensen, Staff Liaison

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
March 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>1</p> <p>SUPPORT NEW EVENTS AND PROGRAMS TO CONNECT YOUTH, TEENS AND SENIORS IN THE COMMUNITY ----- Participate and propose new programs or events for teens to interact with youth and seniors in the community</p>	<p>1.A. Participate with the Parks & Recreation Department to offer at least one new teen event, program or camp</p>	<p>1.A.1. Develop ideas and marketing strategies for events or programs</p>	<p>September 2019</p>	<p>Subcommittee: Commissioners Gill, Dhillon, Winters, Crowley and Gadamssetti</p>
	<p>1.B. Participate with the Lolly Hansen Senior Center and propose intergenerational programming or events</p>	<p>1.B.1. Work with Staff to develop ideas for new teen and senior programming or events</p>	<p>June 2019</p>	<p>Meeting held on 2/25/19 to discuss ideas proposed by the Commission</p> <p>Subcommittee: Commissioners Moshiri, Siddiqui, Klassen and Smith</p>
	<p>1.C. Support the Revitalization of the Rollin' Rec Program</p>	<p>1.C.1 Participate and attend at least three Rollin' Rec program days (per season)</p>	<p>December 2019</p>	<p>Meeting held on 2/21/19 to discuss idea proposed by the Commission</p> <p>Subcommittee: Commissioners Dhillon, J. Kaur and Gill</p>
<p>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.</p>	<p>2.A. Implement at least one new community service project or activity focusing on teen trends or issues.</p>	<p>2.A.1. Try to complete or host during National Volunteer Week in April working with Recreation Staff</p>	<p>April 2019</p>	<p>Meeting held on 3/4/19 to begin working on hosting an awareness booth on teen vaping</p> <p>Subcommittee: Commissioners Dhillon, Moshiri, J. Kaur, Y. Kaur and Gadamssetti</p>
<p>2</p> <p>PARTICIPATE IN OPPORTUNITIES TO NUTURE COMMUNITY INVOLVEMENT THROUGH COMMUNITY SERVICE PROJECTS ----- Participate with local organizations and service clubs throughout the community and outreach to teens for participation</p>	<p>2.B. Host three park clean up events at the adopted Dry Climate Park at Hoyt park three times a year</p>	<p>2.B.1. Establish three dates and plan strategies to outreach to local teens for participation.</p>	<p>November 2019</p>	<p>Meeting held on 2/21/19 to begin working on marketing methods</p> <p>Subcommittee: Commissioners Gill, Winters, Klassen and Gadamssetti</p>
	<p>2.C. Participate in the annual Make a Difference Day Project</p>	<p>2.C.1. Plan various marketing efforts to outreach to teens.</p>	<p>October 2019</p>	<p>Meeting held on 3/4/19 to begin working on marketing methods and project ideas</p> <p>Subcommittee: Commissioners Smith, Siddiqui, Moshiri, J. Kaur and Crowley</p>
<p>City Council Strategic Priority: Public Safety Goal 1, Objective 4: Enhance community engagement through volunteer opportunities.</p>				

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

AGENDA ITEM 6.a.

REQUEST

**DISCUSS AND APPROVE YAC'S PARTICIPATION WITH THE SUMMER TEEN
CAMP PROGRAM AND DISCUSS MARKETING STRATEGIES**

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 work with City staff to propose new summer camp ideas.

The subcommittee consisting of Commissioners Gill, Dhillon and Winters will work to develop a marketing timeline and assign themselves various marketing tasks for the proposed camps below. All of the camps will be supervised and guided by City staff and YAC is being requested to assist with leading activities.

Girl Talk: June 3-6 & July 8-11, 9am-12pm, Community Center

- Develop confidence and build self-esteem
- Learn quick and easy exercise routines and healthy eating tips

So You Think You Can Cook: June 10-13 & July 15-18, 9am-12pm, Community Center

- Learn to cook easy and inexpensive meals
- Safe cooking techniques

Ready, Set, Bake: June 10-13 & July 15-18, 1pm-4pm, Community Center

- Bake variety of deserts such as: cookies, cakes and cupcakes
- Learn dessert decorating skills

Siblings Watching Siblings: June 24-27 & July 22-25, 9am-12pm, Community Center

- Quick snacks/meals to prepare
- First aid/CPR certified and Emergency Plan

Creative Space: June 24-27, 1pm-4pm, Community Center

- Express creativity
- DIY projects

RECOMMENDATION

That the Commission discuss and approve YAC's participation with the summer teen camp programs and discuss marketing strategies.

Prepared by: Amanda Jensen, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Brian MacDonald, Parks & Recreation Direction

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

AGENDA ITEM 6.b.

REQUEST

**PROVIDE AN UPDATE AND DISCUSS THE STATUS OF THE FOREVER YOUNG
PROM EVENT**

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. The subcommittee consisting of Commissioners Moshiri, Siddiqui, Klassen and Smith will provide an update on the proposed budget for the event, marketing strategy ideas, entertainment and food options for the event.

RECOMMENDATION

That the Commission provide an update and discuss the status of the Forever Young Prom Event.

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
March 13, 2019**

AGENDA ITEM 6.c.

REQUEST

PROVIDE AN UPDATE AND DISCUSS THE STATUS OF THE VAPING AWARENESS PROJECT

DISCUSSION

In order to meet Goal #2.A. "Implement at least one new community service project or activity focusing on teen trends or issues", the Youth Advisory Commission will host a vaping awareness booth at the local high schools. The project will be held during National Volunteer Week April 7th to April 13th at the following four high schools: Tracy High, West High, Kimball High, and Millennium High.

The subcommittee consisting of Commissioners Dhillon, Moshiri and J. Kaur will provide the Commission with monthly updates. The Commissions' responsibilities will be to market the project and assist staff during their respective lunch period. Staff is recommending the Commission to plan strategies to outreach to the students for participation.

RECOMMENDATION

That the Commission provide an update and discuss the status of the vaping awareness project.

Prepared by: Amanda Jensen, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Brian MacDonald, Parks & Recreation Director