

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, September 11, 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. Pledge of Allegiance
4. Presentation - Introduction of new City Manager Jenny Haruyama
5. 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.*
6. Approval of Minutes from Regular Meeting on August 14, 2019
7. Old Business
 - a. Review and Discuss the 2019 Youth Advisory Commission Goals, Objectives and Work Plan
 - b. Discuss the Status of the YAC Annual Retreat and Approve the Proposed Date
8. New Business
 - a. Discuss and Approve the Youth Advisory Commission's Participation in the City of Tracy's Arbor Day Event on Make a Difference Day On October 26, 2019
9. Items from Staff
 - a. Calendar
 1. Rollin' Rec 9/20, 5pm-9pm
 2. Park Clean Up 9/21, 9am-12pm
 3. Intergenerational Program 10/7, 2pm-4pm
 4. Senior Thanksgiving 11/24, 5pm-7pm, I.P.F.E.S. Portuguese Hall
 5. Tinsel 'n Treats 12/4, 4pm-6:30pm
 6. Black & White Ball 12/16, 4pm-7pm
10. Items from the Commission
11. Items from the Audience
12. Adjournment to next Regular Meeting on October 9, 2019

POSTED: September 5, 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
August 14, 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, Gadamsetti, Gill, Green, Ha, Hagler, Hamilton, Licea, Singh, Winters, Young
 - b. **Absent:** Camarena, Crowley
 - c. **Tardy:** Delapaz
 - d. **Adult Commissioners Present:** Huffman
 - e. **Staff Present:** Amanda Jensen, Recreation Coordinator
 - f. **Recorded by:** Amanda Jensen, Recreation Coordinator
3. **PLEDGE OF ALLEGIANCE** The pledge of allegiance was led by Chair Dhillon.
4. **ITEMS FROM THE AUDIENCE:** Candice Williams from the Tracy Public Library introduced herself to the Commission and shared that she came to observe and see how the library can potentially help with any projects in the future.
5. **APPROVAL OF MINUTES FROM Regular Meeting on May 8, 2019**
 - a. **Motion to Approve:** Dhillon
 - b. **Second:** Gadamsetti
 - c. **Abstain:** None
 - d. **Vote:** Approved by majority vote
6. **Introduction of new new Youth Commissioners/Election of Chair and Vice Chair:**

The new Commissioners present, as well as the current Commissioners, introduced themselves and shared what high school they attend, grade and any extra-curricular activities they are involved in. By a majority of the vote from the Youth Advisory Commissioner, Commissioner Reyva Dhillon was elected Chair and Commissioner Gill was elected Vice-Chair.
7. **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. The Commissioners assigned themselves to the subcommittees. Staff explained that the subcommittees will meet on a monthly basis to provide updates on their assignments and projects to the Commission at each monthly meeting. Each subcommittee scheduled new meeting dates to discuss new ideas for each objective.
 - b. **Provide an Update on the Summer Teen Camp Programs and Marketing Strategies**

Staff Jensen provided an update on the teen camps and stated that an additional week of the cooking and baking camps were added to accommodate for the increased participation. Staff Jensen also mentioned that they hope offer multiple classes each week next Summer. Commissioner Gadamsetti shared that it was great to interact with the participants and she had fun assisting them in making the recipes at the So, You Think You Can Cook Camp. Chair Dhillon shared that the camps were a great opportunity to spend time with kids and she was able to talk with them about questions they had about high school and their future at the Girl Talk and Creative Space camps.

8. NEW BUSINESS:

a. Discuss the Purpose of the YAC Annual Retreat to be Held in September and Assign Two Commissioners to be on the Subcommittee to Plan the Retreat

Staff Jensen provided information and explained the purpose of the YAC annual retreat event. Chair Dhillon surveyed the Commission to form a subcommittee to plan the annual retreat. Chair Dhillon and Commissioners Hagler, Winters, Licea and Delapaz volunteered. The subcommittee meeting is scheduled to take place on Thursday, August 22, 2019.

b. Appoint a Subcommittee to Begin Drafting the 2019/202 YAC Annual Report that will be Presented to the Parks and Community Services Commission and the Tracy City Council

Staff Jensen discussed the purpose of Youth Advisory Annual Report. Chair Dhillon surveyed the Commission to formulate a subcommittee. Commissioners Gadamssetti, Young, Green and Ha volunteered.

8. ITEMS FROM STAFF:

a. Calendar

Staff Jensen reviewed the YAC bylaws with the Commission and mentioned that the incoming, outgoing and reappointed Youth Advisory Commissioners will be receiving their certificates at the City Council meeting held on August 20, 2019 at 7pm. Staff Jensen shared the upcoming date for the next Rollin' Rec event and reminded the Commissioners of the next park clean up date.

9. ITEMS FROM THE COMMISSION: None

10. ITEMS FROM THE AUDIENCE: None

11. ADJOURNMENT: Next meeting on **September 11, 2019, at 6:00pm**

- a. Motion to Adjourn:** Dhillon
- b. Second:** Gill
- c. Vote:** Approved by majority vote
- d. Time:** 7:18pm

The above agenda was posted at the Tracy City Hall on August 8, 2019. The above are summary and action minutes.

Amanda Jensen, Staff Liaison

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
September 11, 2019**

AGENDA ITEM 7.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

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>June 2019</p>	<p>Subcommittee: Commissioners Gill, Dhillon, Winters, Hagler, Young and Gadamssetfi Completed 6/24/19 Creative Space Camp</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>April 2019</p>	<p>Meeting held on 8/19/19 to brainstorm new events and programs. Subcommittee: Commissioners Hagler, Licea, Green, Dhillon, Ha and Young Completed 4/10/19 Forever Young Prom</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 8/19/19 to brainstorm new events or programs. Subcommittee: Commissioners Dhillon, Singh, Hamilton and Green Meeting held on 8/27/19 to discuss activity ideas and marketing opportunities.</p>
<p>2</p> <p>PARTICIPATE IN OPPORTUNITIES TO NURTURE 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.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>Subcommittee: Commissioners Dhillon, Moshiri, J. Kaur, Y. Kaur and Gadamssetfi Completed.</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>Subcommittee: Commissioners Gill, Winters, Gadamssetfi, Young and Ha Held first park clean up on 4/6/19. Next events scheduled for 9/21/19 & 10/5/19. Meeting held on 8/26/19 to create marketing materials.</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>Subcommittee: Commissioners Ha, Singh, Licea, Hamilton, Hagler, Green and Delapaz Meeting held on 8/29/19 to discuss marketing opportunities.</p>
<p>City Council Strategic Priority: Public Safety Goal 1, Objective 4: Enhance community engagement through volunteer opportunities.</p>	<p>Page 1 of 1</p>			

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
September 11, 2019**

AGENDA ITEM 7.b.

REQUEST

DISCUSS THE STATUS OF THE YAC ANNUAL RETREAT AND APPROVE THE PROPOSED DATE

DISCUSSION

As discussed at the August 14, 2019 meeting, each year the Youth Advisory Commission presents their goals and objectives to both the Parks Commission and the City Council for the upcoming fiscal year. These presentations are scheduled to take place in December and February. The purpose of the retreat is to measure the Youth Advisory Commission's progress, prepare and plan for upcoming activities, and provide team building and leadership opportunities between the Commissioners.

A subcommittee consisting of Commissioners Dhillon, Hagler, Winters, Licea and Delapaz met with staff on August 22, 2019 to create the agenda and plan activities. The subcommittee is proposing to host the retreat at the Lolly Hansen Senior Center on September 18, 2019 at 5:00pm. The subcommittee will share their ideas with the Commission and seek input regarding the timeline of the Annual Retreat.

RECOMMENDATION

Discuss the status of YAC's Annual Retreat and approve the proposed date of September 18, 2019.

Prepared by: Amanda Jensen, Recreation Coordinator

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Brian MacDonald, Parks & Recreation Director

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
September 11, 2019**

AGENDA ITEM 8.a.

REQUEST

**DISCUSS AND APPROVE THE YOUTH ADVISORY COMMISSION'S
PARTICIPATION IN THE CITY OF TRACY'S ARBOR DAY EVENT ON MAKE A
DIFFERENCE DAY ON OCTOBER 26, 2019**

DISCUSSION

For more than 20 years, USA WEEKEND Magazine and the HandsOn Network have joined together to sponsor Make A Difference Day, the largest national day of community service. Make A Difference Day is a celebration of neighbors helping neighbors. This year, National Make a Difference Day will be held on Saturday, October 26, 2019 at 9:00am.

In previous years, the City of Tracy has collaborated with the Tracy Tree Foundation, Tracy Unified School District, Tracy United to Make a Difference and the Youth Advisory Commissioner to host an Arbor Day event on Make a Difference Day. Their goal is to plant 108 trees at Legacy Fields. The Commission is being asked to arrive at 8:00am to assist City Staff with signing in volunteers and helping with planting trees.

RECOMMENDATION

That the Commission discuss and approve their participation in the City of Tracy's Arbor Day event on Make A Difference Day on October 26, 2019

Prepared by: Amanda Jensen, Recreation Coordinator

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Brian MacDonald, Parks & Recreation Director