

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, November 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. Pledge of Allegiance
4. 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.*
5. Approval of Minutes from Regular Meeting on September 11, 2019
6. Old Business
 - a. Review and Discuss the 2019 Youth Advisory Commission Goals, Objectives and Work Plan
 - b. Discuss the Youth Advisory Commission Annual Retreat held Wednesday, September 18, 2019
 - c. Discuss the 2019 Make a Difference Day Project that was held on Saturday, October 26, 2019
7. New Business
 - a. Review, Discuss and Approve the 2020 Youth Advisory Commission Goals, Objectives and Work Plan
 - b. Review, Discuss and Approve the 2019/2020 YAC Annual Report that will be presented to the Parks and Community Services Commission and Tracy City Council
8. Items from Staff
 - a. Calendar
 1. School Club Contacts
 2. Senior Thanksgiving 11/24, 5pm-7pm, I.P.F.E.S. Portuguese Hall
 3. Tinsel 'n Treats 12/4, 4pm-6:30pm
 4. Black & White Ball 12/16, 4pm-7pm
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on December 11, 2019

POSTED: November 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
September 11, 2019**

1. **CALL TO ORDER:** The meeting was called to order by Vice Chair Gill at 6:00 p.m.
2. **ROLL CALL:**
 - a. **Present:** Gill, Green, Ha, Hagler, Hamilton, Licea, Singh, Winters, Young
 - b. **Absent:** Dhillon, Gadamsetti
 - c. **Tardy:** Licea
 - d. **Adult Commissioners Present:** Huffman
 - e. **Staff Present:** Amanda Jensen, Recreation Coordinator, Jolene Jauregui, Recreation Services Supervisor
 - f. **Recorded by:** Monique Solario, Recreation Leader II
3. **PLEDGE OF ALLEGIANCE** The pledge of allegiance was led by Vice Chair Gill.
4. **INTRODUCTION OF NEW CITY MANAGER JENNY HARUYAMA:** Jenny introduced herself to the Commission and thanked the Commission for serving. She stated that it was an incredible use of their time and would love to see the Department Heads come and do presentations to give a better understanding of City structure as well. Councilmember Arriola also introduced himself to the Commission and proposed a future potential project to the Commission.
5. **ITEMS FROM THE AUDIENCE:** None
6. **APPROVAL OF MINUTES FROM Regular Meeting on August 14, 2019**
 - a. **Motion to Approve:** Green
 - b. **Second:** Young
 - c. **Abstain:** None
 - d. **Vote:** Approved by majority vote
7. **OLD BUSINESS:**
 - a. **Review and Discuss the 2019 Youth Advisory Commission Goals and Work Plan**

Vice Chair Gill reviewed the 2019 Youth Advisory Commission Goals and Objectives. Commissioner Winters provided an update on the new teen event subcommittee and stated that the group is brainstorming a teen movie night close to Halloween. The event may include a variety of food trucks. Commissioner Singh provided an update on the Rollin' Rec program and discussed a possible "Starry Night" theme event next year with collaborations with the Livermore Lab or other astronomical organizations. Commissioner Young stated that they helped to organize a similar event at West High School for the Space and Engineering Academy and they could help with this event. Commissioner Winters provided an update on the park clean-up events and stated that the subcommittee discussed additional marketing opportunities at the high schools. Commissioner Ha provided an update on the Make a Difference Day subcommittee and stated that the group would like to contact the service clubs at the various high schools to try to recruit them.
 - b. **Discuss the Status of the YAC Annual Retreat and Approve the Proposed Date**

Commissioner Hagler provided an update on their ideas for the Annual Retreat and stated that the theme will be 90's and they have fun games planned. Commissioner Winters encouraged everyone to dress up in 90s attire to make event fun. Commissioners discussed a date to host the Youth Advisory Commission Retreat.

Commissioner Singh stated that Kimball High School has powder puff practice but they can attend prior. Commissioner Ha stated that there is also a Robotics Club meetings but they will attend late. Staff Jauregui mentioned that this would be a great opportunity to start brainstorming ideas and bring them to the meeting. Adult Commissioner Huffman also stated that bringing an anonymous 3x5 card with ideas listed to the meeting would give others the opportunity to place stickers on the cards with ideas they would like to support. Vice Chair Gill surveyed the Commission and by majority vote, YAC approved the annual retreat date of Wednesday, September 18, 2019 at 5:00pm at the Lolly Hansen Senior Center.

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

Vice Chair Gill surveyed the Commissioners to see if they had any conflicts with the date or if there were any questions. Staff mentioned that once they are done planting trees, the Commissioners can also assist with the Rollin' Rec which will be at the event as well. Vice Chair Gill surveyed the Commission and by majority vote, YAC approved participating in Arbor Day event on Make a Difference Day on Saturday, October 26, 2019 at 8:00am.

8. ITEMS FROM STAFF:

a. Calendar

Staff Jensen mentioned the next Rollin' Rec event date on Friday, September 20 from 5:00pm to 9:00pm and also reminded the Commissioners of the upcoming Park Clean-up event on Saturday, September 21 from 9:00am to 12:00pm at the Dry Climate Park at Hoyt Park. Staff Jensen also provided dates for upcoming Senior Center events that the Commissioners can assist with.

- 9. ITEMS FROM THE COMMISSION:** Commissioner Singh stated that instead of a homecoming parade, Kimball High School will be hosting a carnival in which the entire community is invited. The event will take place at 1:00pm on Friday, October 4, 2019. Commissioner Camarena shared that she will be bringing her idea of a program that targets minority parents and helping with college information to discuss at the Annual Retreat. Commissioner Delapaz also shared her idea of a finance class to help teens stay out of debt. Adult Commissioner Huffman mentioned that it would be great for the Commissioners to gather all of the school clubs contact information so that future events could be shared more easily.

10. ITEMS FROM THE AUDIENCE: None

11. ADJOURNMENT: Next meeting on October 9, 2019, at 6:00pm

- a. Motion to Adjourn:** Gill
b. Second: Young
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.

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

AGENDA ITEM 6.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 Crowley, Gill, Dhillon, Winters, Hagler, Young and Gadamssetti 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>April 2019 May 2019 August 2019 September 2019</p>	<p>Meeting held on 8/19/19 to brainstorm new events or programs. Subcommittee: Commissioners Dhillon, Singh, Hamilton and Green Completed</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</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.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 Gadamssetti 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 Crowley, Gill, Winters, Gadamssetti, Young and Ha Held first park clean up on 4/6/19. Next events scheduled for 9/21/19. 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>				

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

AGENDA ITEM 6.b.

REQUEST

**DISCUSS THE YOUTH ADVISORY COMMISSION ANNUAL RETREAT HELD
WEDNESDAY, SEPTEMBER 18, 2019**

DISCUSSION

As discussed at the last YAC meeting in September, 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 events and activities and provide team building and leadership opportunities between the Commissioners.

The Commission is encouraged to discuss the outcomes of the Annual Retreat and provide feedback.

RECOMMENDATION

That the Commission discuss the YAC Annual Retreat that was held on Wednesday, 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
November 13, 2019**

AGENDA ITEM 6.c.

REQUEST

**DISCUSS THE 2019 MAKE A DIFFERENCE DAY PROJECT THAT WAS HELD ON
OCTOBER 26, 2019**

DISCUSSION

At the Youth Advisory Commission meeting held on September 11, 2019, Commissioners voted to approve YAC's participation in the upcoming Make a Difference Day. This year, National Make a Difference Day was held on Saturday, October 26, 2019.

The City of Tracy hosted an Arbor Day event in collaboration with the Tracy Tree Foundation and Tracy United to Make a Difference. Commissioners arrived at 8:00am to assist City staff with registering over 200 volunteers and also assisted with setting up the Rollin' Rec. The event began at 9:00am at Legacy Fields on Saturday, October 26, 2019. There were 132 trees that were planted throughout the sports field. The subcommittee is requesting that the Commission discuss the project and offer any suggestions for future events.

RECOMMENDATION

That the Commission discuss the Make a Difference Day project.

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
November 13, 2019**

AGENDA ITEM 7.a.

REQUEST

REVIEW, DISCUSS AND APPROVE THE 2020 YOUTH ADVISORY COMMISSION GOALS

DISCUSSION

The Youth Advisory Commission determined their top priority goals for the 2020 calendar year at their annual retreat held Wednesday, September 18, 2019. The Commission will present their goals, objectives and work plan to the Parks and Community Services Commission on December 5, 2019 and will present to City Council on February 6, 2020.

In order to accomplish their goals for 2020, Commissioners will need to approve the goals and be assigned to each goal. Commissioners will report on the status of their assignments at each regularly scheduled Commission meeting. The Commission will discuss the 2020 goals and provide feedback. Attachment A.

RECOMMENDATION

That the Commission review, discuss and approve the 2020 Youth Advisory Commission goals

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 2020

Tracy Parks & Recreation Department

Youth Advisory Commission Goals - 2020

Goal	Objective	Action Steps	Completion Date	Status (Assignment)	
PROGRAM ENHANCEMENT ----- Look for ways to enhance Recreation Programs that will provide teen benefit	1.A. Participate with the Parks & Recreation Department to offer at least one new teen event, program or camp focusing on teen trends or issues	1.A.1. Develop ideas and marketing strategies for events or programs	October 2020		
	1.B. Participate with the Lolly Hansen Senior Center and propose intergenerational programming or events	1.B.1. Work with Staff to develop ideas for new teen and senior programming or events	May 2020		
	1.C. Support the Revitalization of the Rollin' Rec Program	1.C.1 Participate and attend at least two Rollin' Rec program days (per season)	August 2020		
	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.				
COMMUNITY OUTREACH ----- Look for ways to make the Commission more visible; to participate with local organizations and service clubs throughout the community; and to widen participation of teens	2.A. Host three park clean up events at the adopted Dry Climate Park at Hoyt park three times a year	2.A.1. Establish three dates and plan strategies to outreach to local teens for participation.	November 2020		
	2.B. Implement at least one new community service project	2.B.1. Plan various marketing efforts to outreach to teens and the community.	April 2020		
	2.C. Work with downtown businesses to help expand their community outreach to teens	2.C.1. Assist downtown businesses with improving and/or creating their social media accounts	2.C.1. Assist downtown businesses with improving and/or creating their social media accounts	May 2020	
		2.C.2. Work with Parks and Recreation Department to look for ways to work with downtown businesses to bring teen friendly events or activities to the downtown area	2.C.2. Work with Parks and Recreation Department to look for ways to work with downtown businesses to bring teen friendly events or activities to the downtown area	December 2020	
City Council Strategic Priority: Public Safety Goal 1, Objective 4: Enhance community engagement through volunteer opportunities.					

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

AGENDA ITEM 7.b.

REQUEST

**REVIEW, DISCUSS AND APPROVE THE 2019/2020 YAC ANNUAL REPORT THAT
WILL BE PRESENTED TO THE PARKS AND COMMUNITY SERVICES
COMMISSION AND TRACY CITY COUNCIL**

DISCUSSION

With the end of the 2019 calendar year, it is necessary to report to City Council the accomplishments, goals and any information pertinent regarding YAC. A year-end report is appropriate and should include an update and status on the following: YAC goals and accomplishments for last year's period covering January 1, 2019 to December 31, 2019 and proposed goals for the 2020 calendar year.

A subcommittee consisting of Gadamsetti, Young, Green and Ha met with staff on September 23, 2019 to begin to update the PowerPoint presentation. Additionally, goals for the 2020 year that were established at the Annual Retreat that was held on September 18, 2019 will be incorporated into the report. The subcommittee will present their report and receive feedback from the Commission.

RECOMMENDATION

That the Commission review, discuss and approve the 2019/2020 YAC Annual Report that will be presented to the Parks and Community Services Commission and Tracy City Council.

Prepared by: Amanda Jensen, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Brian MacDonald, Parks & Recreation Director