

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, December 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. 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 November 13, 2019
6. Old Business
 - a. Review and Discuss the 2020 Youth Advisory Commission Goals, Objectives and Work Plan
 - b. Review and Discuss the 2019/2020 YAC Annual Report
7. New Business
8. Items from Staff
 - a. Calendar
 1. School Club Contacts
 2. Black & White Ball 12/16, 4pm-7pm
 3. YAC Recruitment
 4. YAC Annual Report Presentation to City Council, 2/6/20 7pm
9. Items from the Commission
10. Items from the Audience
11. Adjournment to next Regular Meeting on January 8, 2020

POSTED: December 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
November 13, 2019**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Winters at 6:02 p.m.
2. **ROLL CALL:**
 - a. **Present:** Camarena, Crowley, Delapaz, Green, Ha, Hagler, Hamilton, Winters, Young
 - b. **Absent:** Chair Dhillon, Vice Chair Gill, Licea, Singh
 - c. **Tardy:** Gadamsetti
 - 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 Commissioner Winters.
4. **ITEMS FROM THE AUDIENCE:** None
5. **APPROVAL OF MINUTES FROM Regular Meeting on September 11, 2019**

Commissioner Delapaz requested to amend Agenda Item 2, to include herself and Commissioner Camarena as present during the meeting.

 - a. **Motion to Approve:** Hagler
 - b. **Second:** Winters
 - c. **Abstain:** None
 - d. **Vote:** Approved by majority vote
6. **OLD BUSINESS:**
 - a. **Review and Discuss the 2019 Youth Advisory Commission Goals and Work Plan**

Commissioner Winters reviewed the 2019 Youth Advisory Commission Goals and Objectives. Staff Jensen congratulated the Commission for achieving all of their goals for 2019.
 - b. **Discuss the Youth Advisory Commission Annual Retreat held Wednesday, September 18, 2019**

Commissioner Hagler stated that she believed the candle activity was a great way to conclude the retreat and she also liked that the Commissioners came to the retreat with their ideas. Commissioner Winters enjoyed the theme because it fit into the current trends. Commissioner Camarena stated that she enjoyed the team building games and getting to know everyone and Commissioner Delapaz stated that she enjoyed the toilet paper game. Commissioner Young also stated that he enjoyed the team building games because it brought everyone out of their shell.
 - c. **Discuss the 2019 Make a Difference Day Project that was held on Saturday, October 26, 2019**

Commissioner Camarena liked that the event was open to the public so that she could invite her CSF club to help. Commissioner Winters thought that the event was marketed really well and that the Commission should think of ideas to offer an additional activity at the same location for next year. Commissioner Green suggested digitalizing the waivers for the volunteers to sign or having the volunteers sign waivers prior to the event.

7. NEW BUSINESS:

a. Review, Discuss and Approve the 2020 Youth Advisory Commission Goals, Objectives and Work Plan

Commissioner Winters reviewed the 2020 Youth Advisory Commission Goals and Objectives. Staff Jensen mentioned that Attachment A is YAC's goals for 2020 and that the attachment will help YAC reach their goals by following the action steps and setting completion dates. Staff Jensen also mentioned that the goals have been reformatted to closer resemble the Parks and Community Services Commission goals. By majority vote, the Commission approved the 2020 Youth Advisory Commission Goals.

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

Staff Jensen asked the Commission to review the report and suggest any edits. Staff Jensen also notified the Commission of the dates for YAC's Annual Report presentations to the Parks and Community Services Commission and to Tracy City Council. A subcommittee is scheduled to meet on November 19. By majority vote, the Commission approved the 2019/2020 YAC Annual Report.

8. ITEMS FROM STAFF:

a. Calendar

Staff Jensen reminded the Commission that at the last meeting, the Commissioners were recommended to gather their respective schools club contacts to help with marketing events and projects however only one Commissioner submitted information. Staff Jensen notified the Commission of a volunteer opportunity assisting with the Senior Thanksgiving Dinner on November 24. Staff Jensen also mentioned the senior Tinsel n' Treats and Black White Ball events and highly encouraged the Commission to attend and assist. Commissioners Camarena, Green, Crowley, Gadamsetti, Hamilton, Young, Delapaz and Ha will be available to assist at the Black & White Ball.

8. ITEMS FROM THE COMMISSION: Adult Commissioner Huffman reiterated that having all of the school clubs contact information would make marketing much more efficient in the future if the information was gathered now. Adult Commissioner Huffman also stated that signing up with justserve.org would also open up opportunity to partner with organizations later.

10. ITEMS FROM THE AUDIENCE: None

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

- a. Motion to Adjourn:** Gadamsetti
- b. Second:** Hagler
- c. Vote:** Approved by majority vote
- d. Time:** 6:42pm

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

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

AGENDA ITEM 6.a.

REQUEST

**REVIEW AND DISCUSS THE 2020 YOUTH ADVISORY COMMISSION'S GOALS,
OBJECTIVES AND WORK PLAN**

DISCUSSION

The Youth Advisory Commission determined their top priority goals for the 2020 calendar year at their annual retreat held Wednesday, September 18, 2019. 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 2020 Youth Advisory Commission's goals, objectives and work plan and receive subcommittee updates.

Prepared by: Amanda Jensen, Recreation Coordinator

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	Subcommittee:
	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	Subcommittee:
	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	Subcommittee:
	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	Subcommittee:
	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	Subcommittee:
	2.C. Work with downtown businesses to help expand their outreach to the community	2.C.1. Assist downtown businesses with improving and/or creating their social media accounts in conjunction with National Small Business Week	May 2020	Subcommittee:
		2.C.2. Work with Parks and Recreation Department to look for ways to work with downtown businesses to bring teen events or activities to the downtown area	December 2020	Subcommittee:
City Council Strategic Priority: Public Safety Goal 1, Objective 4: Enhance community engagement through volunteer opportunities.				

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

AGENDA ITEM 6.b.

REQUEST

REVIEW AND DISCUSS THE 2019/2020 YAC ANNUAL REPORT

DISCUSSION

With the end of the 2019 calendar year, it is necessary to report to the 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 approved goals for the 2020 calendar year.

The Commission presented to the Parks and Community Services Commission on December 5, 2019 and will present to City Council on February 6, 2020. It is recommended that all Commissioners attend both presentations. The subcommittee consisting of Commissioners Gadamsetti, Green, Ha and Young will provide an update regarding their presentations.

RECOMMENDATION

That the Commission review and discuss the 2019/2020 YAC Annual Report.

Prepared by: Amanda Jensen, Recreation Coordinator I

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Brian MacDonald, Parks & Recreation Director