

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 12, 2020, 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 January 8, 2020
6. Old Business
 - a. Review and Discuss the 2020 Youth Advisory Commission Goals, Objectives and Work Plan
 - b. Discuss and Approve Cohosting the Proposed Youth Arts Festival with the Tracy Arts Commission
7. New Business
 - a. Discuss and Propose 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 the Youth Advisory Commission's Participation with the Forever Young Prom Event at the Lolly Hansen Senior Center on April 1, 2020
 - c. Discuss and Approve One New Community Service Project or Activity
 - d. Discuss and Approve YAC's Participation with the Summer Teen Camp Program and Discuss Marketing Strategies
8. Items from Staff
 - a. Calendar
 1. YAC Recruitment
 2. YAC Annual Report Presentation to City Council, 2/4/20 – Update
 3. Intergenerational Program, 3/2/20, 2pm-4pm
 4. Rollin' Rec at Cecliani Park, 3/4/2020, 4pm-7pm
 5. Forever Young Prom, 4/1/20, 4pm-7pm
9. Items from the Commission

10. Items from the Audience
11. Adjournment to next Regular Meeting on March 11, 2020

POSTED: February 6, 2020

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 8, 2020**

1. **CALL TO ORDER:** The meeting was called to order by Chair Dhillon at 6:01 p.m.
2. **ROLL CALL:**
 - a. **Present:** Crowley, Chair Dhillon, Gill, Ha, Hagler, Licea, Singh, Winters
 - b. **Absent:** Delapaz, Gadamsetti, Green, Hamilton, Young
 - c. **Tardy:** Camarena
 - d. **Adult Commissioners Present:** Huffman
 - e. **Staff Present:** Amanda Jensen, Recreation Coordinator
 - f. **Recorded by:** Savannah Gilbert, Recreation Leader III
3. **PLEDGE OF ALLEGIANCE** The pledge of allegiance was led by Chair Dhillon.
4. **ITEMS FROM THE AUDIENCE:** None
5. **APPROVAL OF MINUTES FROM Regular Meeting on December 11, 2019**
 - a. **Motion to Approve:** Dhillon
 - b. **Second:** Winters
 - c. **Abstain:** None
 - d. **Vote:** Approved by majority vote
6. **OLD BUSINESS:**
 - a. **Review and Discuss the 2020 Youth Advisory Commission Goals and Work Plan**

Chair Dhillon reviewed the 2020 Youth Advisory Commission Goals and Objectives. Commissioner Licea, who was absent at the previous meeting, volunteered for subcommittee 1.C. and 2.B. Commissioner Gill, who was also absent at the previous meeting, volunteered for subcommittee 2.A. and 2.C.
7. **NEW BUSINESS:**
 - a. **Discuss the Tracy Art's Commission Proposed Youth Arts Festival in Collaboration with YAC**

Tracy Art's Commissioner Nila Dhugga introduced herself to the Commission and provided background on the proposed Youth Art's Festival. TAC Dhugga asked for feedback on some of the ideas for the event and asked YAC to consider partnering. After further discussion, YAC supported the item coming back at the next meeting to vote for approval.
8. **ITEMS FROM STAFF:**
 - a. **Calendar**

Staff Jensen reminded the Commissioners that the YAC recruitment, for both adults and youth, closes on Friday, April 3rd and also reminded the Commissioners with nearing term expirations to reapply. Staff Jensen also reminded the Commissioners that on Tuesday, February 4th the YAC annual report will be presented to City Council and encouraged the Commissioners to show their support.
8. **ITEMS FROM THE COMMISSION:** Commissioner Ha brought in his senior project that he is trying to have implemented in Tracy Unified School District Schools. Adult Commissioner Huffman shared that he was able to watch Commissioner Winters lead the Tracy High basketball team to victory.

10. ITEMS FROM THE AUDIENCE: None

11. ADJOURNMENT: Next meeting on **February 12, 2020, at 6:00pm**

- a. Motion to Adjourn:** Dhillon
- b. Second:** Winters
- c. Vote:** Approved by majority vote
- d. Time:** 6:49pm

The above agenda was posted at the Tracy City Hall on January 2, 2020. The above are summary and action minutes.

Amanda Jensen, Staff Liaison

DRAFT

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
February 12, 2020**

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 benefits to teens	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: Commissioners Camarena, Crowley, Hagler, Singh and Winters Meeting held on 2/4/2020 to begin brainstorming potential ideas
	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: Commissioners Green, Ha, Hagler and Young Meeting held on 1/17/20 to begin brainstorming potential ideas
	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: Commissioners Crowley, Delapaz, Dhillon, Green, Hamilton and Licea Meeting held on 1/13/20 to review the Rollin' Rec schedule
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: Commissioners Gill, Green, Ha, and Winters Meeting held on 1/13/20 to create a list of dates to propose
	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: Commissioners Camarena, Dhillon, and Young Meeting held on 1/13/20 to create a list of potential projects
	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 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	May 2020	Subcommittee: Commissioner Camarena, Ha, Hagler, Licea and Winters Meeting held on 1/27/20 to create a list of downtown business with current social media accounts and those
City Council Strategic Priority: Public Safety Goal 1, Objective 4: Enhance community engagement through volunteer opportunities.				
			December 2020	Subcommittee: Commissioners Crowley, Delapaz, Dhillon, Gill, Hamilton, and Singh Meeting held on 1/15/20 to brainstorm potential activities or events

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
February 12, 2020**

AGENDA ITEM 6.b.

REQUEST

**DISCUSS AND APPROVE COHOSTING THE PROPOSED YOUTH ARTS FESTIVAL
WITH THE TRACY ARTS COMMISSION**

DISCUSSION

The Tracy Arts Commission (TAC) has been in the process of developing new and meaningful programming. In February of 2019 TAC approved recommendations from the AD Hoc Youth Programming Subcommittee to create a new Youth Arts Festival in 2020 and/or beyond.

In June, TAC formed a list of community stakeholders who could be invited to serve as a part of the project team. The Youth Advisory Commission has been identified as one of the key stakeholders. The project team has envisioned to work collaboratively with TAC to create, market, and contribute to the event.

The Youth Advisory Commission is being asked to consider collaborating with TAC to host a Youth Arts Festival event in 2020 and beyond. At the Wednesday, January 8th YAC meeting, Commissioner Nila Dhugga represented the TAC, to evaluate interest and collect feedback. YACs role will be to propose programming and activity ideas, help to recruit performers and market the event. After further discussion, YAC expressed their interest in collaborating with TAC. A subcommittee will need to be established to report back to the Commission with updates on the status of the event.

RECOMMENDATION

That the Commission discuss and approve cohosting the proposed Youth Arts Festival with the Tracy Arts Commissions.

Prepared by: Amanda Jensen, Recreation Coordinator

Reviewed by: Jolene Jauregui, Recreation Services Supervisor

Approved by: Brian MacDonald, Parks & Recreation Director

Attachment:

Attachment "A" Discussion of Tracy Art's Commission Youth Arts Festival

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
February 12, 2020**

AGENDA ITEM 7.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, Green, Ha and Winters met with staff on January 13, 2020 to propose various dates for the Commission host the park clean up events. The proposed dates are; March 21st, April 25th and August 22nd. 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 12, 2020**

AGENDA ITEM 7.b.

REQUEST

**DISCUSS AND APPROVE THE YOUTH ADVISORY COMMISSION'S
PARTICIPATION WITH THE FOREVER YOUNG PROM EVENT AT THE TRACY
COMMUNITY CENTER ON APRIL 1, 2020**

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 1, 2020 from 4:00pm to 7:00pm at the Lolly Hansen Senior 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. 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 1, 2020.

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 12, 2020**

AGENDA ITEM 7.c.

REQUEST

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

DISCUSSION

In order to meet Goal 2.B. "Implement at least one new community service project", it is recommended that the Commission approve one new community service project to be completed in April 2020.

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 Camarena, Dhillon, Licea and Young 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
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AGENDA ITEM 7.d.

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., the Youth Advisory Commission is being asked to work with City staff to propose new summer camp ideas.

The subcommittee consisting of Commissioners Camarena, Crowley, Hagler, Singh 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:

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

So You Think You Can Cook:

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

Ready, Set, Bake:

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

Siblings Watching Siblings:

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

Creative Space:

- Express creativity
- DIY projects

Life Skills:

- Balancing a checkbook
- Changing a tire

Beginners Sewing:

- Basic stitching
- Embroidery

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