

NOTICE OF SPECIAL MEETING

Pursuant to Section 54956 of the Government Code of the State of California, a Special Meeting of the **YOUTH ADVISORY COMMISSION** is hereby called for:

Date/Time: Monday, February 22, 2021 @ 6:30 p.m.
(or as soon thereafter as possible)

Location: City Hall, 333 Civic Center Plaza, Tracy

THIS REGULAR MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20 WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT

RESIDENTS ARE STRONGLY ENCOURAGED TO PARTICIPATE REMOTELY AT THE February 22, 2021 SPECIAL MEETING

Government Code Section 54954.3 states that every public meeting shall provide an opportunity for the public to address the Youth Advisory Commission on any item, before or during consideration of the item, however no action shall be taken on any item not on the agenda.

Remote Access to City of Tracy Commission Meeting:

In accordance with the guidelines provided in Executive Order N-29-20 on social distancing measures, the City of Tracy will allow for remote participation at the upcoming Youth Advisory Commission Special Meeting on Monday, February 22, 2021.

Remote Public Comment:

*Public comment, limited to 250 words or less, submitted via email **will only be accepted for agenda items before the start of the Youth Advisory Commission Special Meeting at 6:30 p.m.** Please send an email to publiccomment@cityoftracy.org - identify the item you wish to comment on in your email's subject line.*

During the upcoming Youth Advisory Commission Regular Meeting, public comment will be accepted via the options listed below. If you would like to comment remotely, please follow the protocols below:

- *Comments via:*
 - **Phone** by dialing (209) 831-6010, or
 - **Online** by visiting <https://cityoftracyevents.webex.com> and using the following **Event Number:** 182 849 4601 and **Event Password:** Youth
 - **If you would like to participate in the public comment anonymously**, you may submit your comment via phone or in WebEx by typing "Anonymous" when prompted to provide a First and Last Name and inserting Anonymous@example.com when prompted to provide an email address.

- *Protocols for submitting comments by **phone**:*
 - *If you wish to discuss an item under “New Business” identify the item when calling in. All requests to discuss an item under “New Business” must be submitted before the Chair announces that the time to submit such a request has expired.*
 - *Identify the item you wish to comment on to staff when calling in. Comments received by phone will be accepted for the “Items from the Audience” portions of the agenda.*
 - *Comments received by phone for the “Items from the Audience” portion of the agenda must be received by the time the Chair opens that portion of the agenda for discussion.*

- *Protocols for commenting via **WebEx**:*
 - *If you wish to comment on “New Business” or “Items from the Audience” portions of the agenda:*
 - *Listen for the Chair to open that portion of the agenda for discussion, then raise your hand to speak by clicking on the Hand icon on the Participants panel to the right of your screen.*
 - *If you no longer wish to comment, you may lower your hand by clicking on the Hand icon again.*
 - *Comments for “New Business” or “Items from the Audience” portions of the agenda will be accepted until the public comment for that item is closed.*

- *The total allotted time for public comment will be as follows:*
 - *New Business: **5 minutes***
 - *Items from the Audience: **5 minutes***

Comments received by publiccomment@cityoftracy.org, phone call, or on Webex outside of the comment periods outlined above will not be included in the record.

Full copies of the agenda are available on the City’s website: www.ci.tracy.ca.us

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. ITEMS FROM THE AUDIENCE - *In accordance with Council Meeting Protocols and Rules of Procedure, adopted by Resolution 2019-240, a five-minute maximum time limit per speaker will apply to all individuals speaking during “Items from the Audience/Public Comment”. For non-agendized items, Youth Advisory Commission may briefly respond to statements made or questions posed by individuals during public comment; ask questions for clarification; direct the individual to the appropriate staff member; or request that the matter be placed on a future agenda or that staff provide additional information to the Youth Advisory Commission.*

5. Approval of Meeting Minutes
 - a. **Review and Approve the Regular Meeting Minutes from March 11, 2020.**
6. Introduction of New Youth and Adult Commissioners
7. Election of Chair and Vice Chair for the Year 20-21
8. Old Business
 - a. **None**
9. New Business
 - a. Review and Discuss the 2020 Youth Advisory Commission Goals, Objectives, and Work Plan and Discuss Goals for 2021
 - b. Discuss and Approve the Proposed Civic Projects and Rollin' Rec Program
10. Items from Staff
 - a. Review YAC Binders
 - b. YAC Shirts
11. Items from the Commission
12. Adjournment to next Regular Meeting: **TBD**

Posted: February 19, 2021

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 (209-831-6000), at least 24 hours prior to the meeting.

Any materials distributed to the majority of the Youth Advisory Commission regarding any item on this agenda will be made available for public inspection in the Parks & Recreation Department located at 333 Civic Center Plaza, Tracy, during normal business hours.

**YOUTH ADVISORY COMMISSION
REGULAR MEETING MINUTES
March 11, 2020**

1. **CALL TO ORDER:** The meeting was called to order by Chair Dhillon at 6:03 p.m.
2. **ROLL CALL:**
 - a. **Present:** Crowley, Delapaz, Chair Dhillon, Vice Chair Gill, Green, Hagler, Hamilton, Licea, Singh, Winters, Young
 - b. **Absent:** Camarena, Gadamssetti
 - c. **Tardy:** Ha
 - 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:** None
5. **APPROVAL OF MINUTES FROM Regular Meeting on February 12, 2020**
 - a. **Motion to Approve:** Winters
 - b. **Second:** Vice Chair Gill
 - 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 Crowley provided an update on Objective 1.C., to support the revitalization of the Rollin' Rec program and stated that there was a lot of attendance due to the Book Fair across the street and that Commissioners led activity booths with fun activities. Chair Dhillon encouraged the other commissioners to attend future events. A subcommittee meeting was scheduled for March 18th at 5:00 p.m. A subcommittee meeting was scheduled for March 19th at 4:30pm for Objective 2.A., to discuss dates to host park clean-ups. A subcommittee meeting was scheduled for March 19th at 5:00pm for Objective 2.C.1. to discuss further downtown businesses that the Commission could potentially assist. Commissioner Gill, discussed some of the proposed ideas for hosting a teen event for Objective 2.C.2., such as having a headlining performer and a variety of food options. Commissioner Singh also mentioned having fun giveaways to help with promoting future events. A subcommittee meeting was scheduled for March 31st at 5:00pm.
 - b. **Provide an Update on the Summer Teen Camp Programs and Marketing Strategies**

Commissioner Hagler provided an updated on the subcommittee discussions and stated that they came up with a list of potential activities for the Creative Space camp and focused on activities for Siblings Watching Siblings and Girl Talk. Commissioner Crowley asked the commission for additional ideas that may help with enrollment in the camps. Staff Jensen explained to the Commission that YAC is being asked to assist City staff with leading activities and helping the participants engage in the camps. Each Commissioner than volunteered for a minimum of two camps. Commissioner Delapaz, Crowley, Winters and Hagler signed up for the Girl Talk camp the week of June 8-11 and Commissioner Hagler and Chair Dhillon volunteered for the week of July 20-23. Commissioner Young, Hagler and Winters

signed up for So, You Think You Can Cook camp the week of June 15-18, Commissioner Crowley volunteered for the week of June 22-25, and Commissioner Hamilton signed up for the week of July 27-30. Commissioner Ha signed up for the Ready, Set, Bake camp the week of June 15-18, Commissioners Singh, Licea, Vice Chair Gill and Chair Dhillon volunteered for the week of June 22-25, and Commissioner Singh and Hamilton signed up for the week of July 27-30. Commissioners Hamilton, Young and Green signed up for the Siblings Watching Siblings camp the week of June 1-4 and Commissioners Licea and Chair Dhillon volunteered for the week of July 6-9. Commissioner Licea, Ha, Crowley and Chair Dhillon signed up for the Creative Space camp the week of June 1-4 and Commissioners Singh, Green and Vice Chair Gill volunteered for the week of July 6-9. Chair Dhillon made the suggestion to lower the age of registration for the Girl Talk Camp. A subcommittee meeting was scheduled for March 17th at 5:00pm.

- c. **Provide an Update and Discuss the Status of the Vaping Awareness Project**
Staff Jensen provided the Commission with a suggestion on providing teen mental health information at each of the school Vaping Awareness booths. Vice Chair Gill thought that it was a great idea and Commissioner Green suggested showing linkage between vaping and mental health. Commissioner Crowley notified the Commission that they may consider coordinating with a student at Tracy High who did her senior project on mental health and created a sticker, which might be a great giveaway. The Commission discussed incorporating pamphlets, school clubs and both vaping and mental health giveaways. A subcommittee meeting was scheduled for March 31st at 4:30pm.
- d. **Provide an Update and Discuss the Status of the Forever Young Prom Event**
Staff Jensen provided an update that the subcommittee had not had the opportunity to meet yet. A subcommittee meeting was scheduled for February 13th at 4:30pm.

7. NEW BUSINESS:

- a. **Discuss and Approve the Youth Advisory Commission's Participation in the 2nd Annual Tracy Earth Day Event Co-Sponsored by the City of Tracy and Tracy earth Project Inc. on April 25, 2020**
Staff Jensen provided an update on the event. Vice Chair Gill shared that he always has a great time at these events. Chair Dhillon suggested doing projects such as painting pots or planting seeds in a reusable container and giving away metal straws with tips for saving water at the Rollin' Rec booths. By majority vote, the Commission approved participating in the 2nd Annual Tracy Earth Day Event.

8. ITEMS FROM STAFF:

- a. **Calendar**
Staff Jensen reminded the Commission that the recruitment for both adults and youth, will close on Friday, April 3rd and also the upcoming dates of the Intergenerational Program and Rollin' Rec event. Staff Jensen also asked the Commission to reach out to their schools to see if the school Mental Health liaison had any pamphlets or material that could be distributed at the Vaping Awareness Booths.

9. **ITEMS FROM THE COMMISSION:** Commissioner Huffman recommended for the Commission to spread the word to local high schools and clubs regarding the application submittal for the YAC recruitment.

- 10. ADJOURNMENT:** Next meeting on **April 8, 2020, at 6:00pm**
- a. Motion to Adjourn:** Chair Dhillon
 - b. Second:** Vice Chair Gill
 - c. Vote:** Approved by majority vote
 - d. Time:** 6:53pm

The above agenda was posted at the Tracy City Hall on February 18, 2020. The above are summary and action minutes.

Amanda Jensen, Staff Liaison

DRAFT

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
February 22, 2021**

AGENDA ITEM 9.a.

REQUEST

**REVIEW AND DISCUSS THE 2020 YOUTH ADVISORY COMMISSION'S GOALS,
OBJECTIVES AND WORK PLAN AND DISCUSS GOALS FOR 2021**

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.

Due to the COVID-19 pandemic and following all local and state guidelines throughout the year YAC was unable to complete their goals for 2020. Staff is recommending that the Commission review the 2020 goals and objectives and discuss rolling over two objectives, 1.C. and 2.B., through July 2021. Focusing on these two objectives will assist the Commission to prioritize manageable projects due to the COVID-19 restrictions and guidelines still in place. Subcommittees will be formed to check in with each Commissioner on the status of their projects and report back to the Commission for feedback as needed.

RECOMMENDATION

That the Commission review and discuss the 2020 Youth Advisory Commission's goals, objectives and work plan and discuss goals for 2021

Prepared by: Amanda Jensen, Recreation Coordinator

Reviewed by: Jolene Jauregui, Recreation Services Manager

Approved by: Brian MacDonald, Director of Parks and Recreation

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)
1 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 2/18/20 to review the Rollin' Rec schedule and discuss activity ideas
	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.			
2 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 2/21/20 to begin working on a timeline
	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: 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 without
	City Council Strategic Priority: Public Safety Goal 1, Objective 4: Enhance community engagement through volunteer opportunities.			

**CITY OF TRACY
YOUTH ADVISORY COMMISSION
February 22, 2021**

AGENDA ITEM 9.b.

REQUEST

**DISCUSS AND APPROVE PARTICIPATION IN THE PROPOSED CIVIC PROJECTS
AND ROLLIN' REC PROGRAM**

DISCUSSION

To help the Commission continue to have a positive impact in the community and to help provide safe activities for youth in Tracy, the Commission is being asked to discuss the proposed civic projects and the Rollin' Rec program.

The Adult Commissioners have assembled a list of special projects for the Commission to discuss and potentially approve completing. These projects would help the Commission to remain active through July 31, 2021 and provide services to the community during these trying times. The projects include; park clean-ups, assisting in senior wellness calls, assisting non-profit organizations, and the Rollin' Rec Program. Adult Commissioner Huffman will discuss the proposed civic projects in further detail to allow for the Commission to have a discussion. Staff will share information on the Rollin' Rec program for 2021. Modifications for all activities will be made using guidelines provided by the State, County and CDC (Center for Disease Control and Prevention).

RECOMMENDATION

That the Commission discuss and approve the participation in the proposed community service projects and Rollin' Rec program.

Prepared by: Amanda Jensen, Recreation Coordinator

Reviewed by: Jolene Jauregui, Recreation Services Manager

Approved by: Brian MacDonald, Director of Parks and Recreation

Attachment:

Attachment "A" – Civic Project Outline

CITY OF TRACY YOUTH ADVISORY COMMISSION

Civic Projects to Help Youth Enact Positive Change in Their Community, Develop Leadership Skills, and Increase Involvement in Municipal Government Affairs (updated Feb. 2021)

Civic Project (completion time: 2.5 weeks)

This project was designed by your adult commissioners—Wes Huffman, Scott Arbogast, Sarah Bai—as an onboarding project for newly appointed and returning youth commissioners. Staff and adult commissioners are available to the youth commissioners throughout the duration of the project for questions or feedback if they request it.

-Purpose: Provide an opportunity to develop or use leadership skills while completing a civic project.

-Leadership Skills you might use or demonstrate: team building, joyful collaboration, effective communication, creativity, digital literacy, time management, inclusive decision-making, delegating tasks, problem-solving, vision and purpose, civic responsibility.

-Project Components:

1. Project: select a city park in Tracy, organize a socially-distanced park clean-up with a team of no more than 12 youth.
2. Execution: (1 week)
 - a. Form a committed team and ensure that all team members understand the project components and expectations
 - b. Establish a concrete timeline, incl. setting a date for park cleanup
 - c. Host an event at a City of Tracy park with your team.
 - i. Make detailed observations of the state of the park while there
 - ii. Film sufficient footage for a 3-minute long video
3. Project Output: (1.5 weeks)
 - a. Create a video of you and your team in action noting at least one thing in the park that was improved.
 - i. If any noticeable improvement can be made at the park, please fill out the form distributed by staff the day of the event and submit back via email or in person.
 - b. Ensure that all team members are satisfied and acknowledged in the video.
 - c. Submit the video by email to Amanda Jensen by March 8, 2021.

YAC staff (amanda.jensen@cityoftracy.org) will coordinate w/Public Works for any equipment & materials needed. This includes trash bags, gloves and all necessary PPE's to follow local & state guidelines. Below is list of parks that you may choose from.

- Bland Park
- Ceciliani Park
- Dr. Powers Park
- Galli Family Park
- Hoyt Park
- Kenner Park
- Larson Park
- Lincoln Park
- Talley Park
- Thoming Park
- Veterans Memorial Park
- Zanussi Park
- Civic Center & Senior Center Mulch Project & Outdoor Area