



NOTICE OF SPECIAL MEETING

Pursuant to Section 54956 of the Government Code of the State of California, a Special meeting of the **Tracy City Council** is hereby called for:

Date/Time: **Tuesday, October 21, 2025, 6:30 p.m.**
(or as soon thereafter as possible)

Location: **Tracy City Hall, Council Chambers**
333 Civic Center Plaza, Tracy, CA 95376

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

This meeting will be open to the public for in-person and remote participation pursuant to Government Code Section 54953(e)

For Remote Public Comment:

During the Items from the Audience, public comment will be accepted via the options listed below. If you would like to comment remotely, please follow the protocols below:

- *Comments via:*
 - **Online by visiting** <https://cityoftracyevents.webex.com> and using the following **Event Number: 2555 857 5109** and **Event Password: TracyCC**
 - ***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.
 - Join by phone by dialing +1-408-418-9388, enter 25558575109#8722922# Press *3 to raise the Hand icon to speak on an item.
- *Protocols for commenting via Webex:*
 - *If you wish to comment under “Items from the Audience/Public Comment” portion of the agenda:*
 - *Listen for the Mayor to open “Items from the Audience/Public Comment,” 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 the “Items from the Audience/Public Comment” will be accepted until the public comment period is closed.*

1. Call to Order
2. Actions, by Motion, of City Council Pursuant to AB 2449, If Any
3. Roll Call and Declaration of Conflicts
4. Items from the Audience - *In accordance with Council Meeting Protocols and Rules of Procedure*, adopted by Resolution No. 2019-240, and last amended by Resolution No. 2021-049, 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, Council Members 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 Council.
5. By motion, (1) Establish interview protocols to fill one (1) vacancy for an Adult Advisor on the City of Tracy Youth Advisory Commission; (2) Conduct interviews of two (2) applicants for one (1) vacancy; and (3) Upon conclusion of the interviews, appoint an applicant to fill one (1) vacancy and establish an eligibility list, if appropriate.

[5. - Staff Report - Youth Advisory Commission Adult Establishing Public Appointment Protocols.pdf](#)
6. Council Items and Comments
7. Adjournment

Posting Date: October 16, 2025

The City of Tracy is in compliance with the Americans with Disabilities Act and will make all reasonable accommodations for the disabled to participate in employment, programs, and facilities. Persons requiring assistance or auxiliary aids in order to participate, should contact the City Manager's Office at (209) 831-6000 at least 24 hours prior to the meeting.

Agenda Item 5

RECOMMENDATION

By motion, (1) Establish interview protocols to fill one (1) vacancy for an Adult Advisor on the City of Tracy Youth Advisory Commission; (2) Conduct interviews of two (2) applicants for one (1) vacancy; and (3) Upon conclusion of the interviews, appoint an applicant to fill one (1) vacancy and establish an eligibility list, if appropriate.

EXECUTIVE SUMMARY

On March 19, 2024, the City Council amended the *Council Policy Establishing a Selection Process for Appointments to City Advisory Bodies* (see Attachment A) through Resolution 2024-042 (Appointment Policy). Section D of the Appointment Policy defines the selection process, which requires the full City Council, in open session at a regular or special meeting, review applications, interview applicants and make informal recommendations of specific candidates for the Mayor to consider as proposed appointees. One vacancy existed, as of September 4, 2025, for an Adult Advisor on the City of Tracy's (City) Youth Advisory Commission. The recruitment to fill the vacant position opened on September 4, 2025, through September 18, 2025, and two applications were received.

The Appointment Policy does not outline a specific manner in how the Council body should conduct the interviews for each advisory body. Through this item, the City Council will discuss and agree upon interview protocols and then will proceed with the interview process itself.

BACKGROUND AND LEGISLATIVE HISTORY

The City Council's current selection process for appointment to Council boards, commissions, or committees is set forth in the Appointment Policy approved through Resolution 2024-042. The selection process is initiated through the preparation of the appointment list by the City Clerk on or before December 31 of each year. The list contains the list of appointees and terms for each board, commission, and committee whose members serve at the pleasure of the City Council.

When a vacancy occurs, a special notice is posted within twenty (20) days of the vacancy. Specific terms apply to vacancies with less than six months remaining and when filled by an emergency appointment. The Appointment Policy also restricts appointment of an individual already serving on a City of Tracy board, committee, or commission from serving on an additional City of Tracy board, committee, or commission concurrently. In addition, individuals selected to a City of Tracy board, committee, or commission must meet residency requirements contained in the policy.

On September 4, 2025, through September 18, 2025, the City Clerk opened a recruitment to fill one vacancy for an Adult Advisor on the City of Tracy Youth Advisory Commission and two applications were received. The vacancy occurred due to the term expiration of a Commissioner from the Youth Advisory Commission. The selected applicant will serve a two-year term, that will begin upon appointment, and end December 31, 2027.

ANALYSIS

A. Determining Interview Protocols

On April 16, 2024, the City Council established interview protocols, listed below, and conducted interviews to successfully fill two vacancies on the Planning Commission. The City Council may elect to implement the same protocols used to fill the vacancy for an Adult Advisor on the City of Tracy Youth Advisory Commission.

Then, the City Council will need to determine which interview questions to ask the applicants. The City Council may select interview questions that were used as a part of the previous appointment policy (in which a subcommittee of the City Council conducted interviews of the applicants). The list of questions is attached as Attachment B, and staff recommends that the City Council use the same list as the questions still remain relevant.

As for time allocation, the City Council is advised to consider that the entire process, including the interviewing of one applicant and appointing of one candidate, is anticipated to be completed within the scheduled meeting time of 30 minutes. Based on this, below is a suggested process:

- 1) Agree that each Council Member ask one question for a total of 5 questions.
- 2) Determine the five interview questions to ask the applicants.
- 3) Allow each applicant two minutes to respond to each question (total of 10 minutes per applicant)
- 4) Interview applicants in alphabetical order, by last name.
- 5) Allocate up to 5 minutes for each Council Member for follow-up questions.
- 6) Allocate up to 10 minutes for the total City Council discussion.

Following discussion, each Council Member will make an informal recommendation of specific candidates for the Mayor to consider as proposed appointees for appointment for an Adult Advisor on the City of Tracy Youth Advisory Commission. Upon receiving the recommendations of all Council Members, the Mayor will propose one appointee as an Adult Advisor to the Youth Advisory Commission, which shall be approved or disapproved, by majority vote, of the Council body. The Mayor may endeavor to propose an appointee that is recommended by the Council body, but the Mayor may propose an alternate appointee pursuant to mayoral authority under Government Code 40605.

If the City Council disapproves of the appointee proposed by the Mayor, the Mayor shall propose an alternate appointee, which shall be either approved or disapproved by the City Council, by majority vote. The process shall continue until one vacancy on the Youth Advisory Commission is filled; the Mayor may elect to reopen the application process if no appointee is approved through this process.

If there is more than one qualified candidate, the City Council may establish an eligibility list that will be used by the Mayor to fill future vacancies that occur within the following twelve (12) months.

B. Applicant Materials

As noted above, the City received two applications for one vacancy for an Adult Advisor on the Youth Advisory Commission. A copy of the applications are attached as Attachment C. Personal information has been redacted, to protect the privacy of each applicant. However, City staff has verified that each applicant is a City resident, as is a requirement of the Appointment Policy.

FISCAL IMPACT

There is no fiscal impact as a result of this agenda item.

STRATEGIC PLAN

This agenda item supports the City's Governance Strategy, and specifically implements the following goal:

Governance Goal 1: Model Good Governance, Teamwork, and Transparency

ACTION REQUESTED OF THE CITY COUNCIL

By motion, (1) Establish interview protocols to fill one (1) vacancy for an Adult Advisor on the City of Tracy Youth Advisory Commission; (2) Conduct interviews of two (2) applicants for one (1) vacancy; and (3) Upon conclusion of the interviews, appoint an applicant to fill one (1) vacancy and establish an eligibility list, if appropriate.

Prepared by: Necy Lopez, Deputy City Clerk

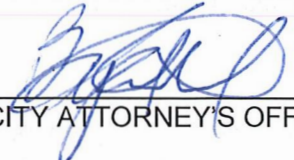
Reviewed by: Arturo M. Sanchez, Assistant City Manager
L. David Nefouse, City Attorney

Approved by: Midori Lichtwardt, City Manager

Attachments:

- A – *Council Policy Establishing a Selection Process for Appointments to City Advisory Bodies*
- B – Suggested Interview Questions for the Youth Advisory Commission
- C – Candidate Applications for Youth Advisory Commission

APPROVED AS TO FORM AND LEGALITY


CITY ATTORNEY'S OFFICE

TRACY CITY COUNCIL

RESOLUTION 2024-042

AMENDING THE COUNCIL POLICY ESTABLISHING A SELECTION PROCESS FOR APPOINTMENTS TO CITY ADVISORY BODIES TO ALLOW THE FULL CITY COUNCIL TO INTERVIEW CANDIDATES AND MAKE INFORMAL RECOMMENDATIONS OF SPECIFIC CANDIDATES FOR THE MAYOR TO CONSIDER AS PROPOSED APPOINTEES, SUBJECT TO FINAL APPROVAL OF THE CITY COUNCIL

WHEREAS, the *Council Policy Establishing a Selection Process for Appointments to City Advisory Bodies* (Appointment Policy) sets forth the process by which vacancies on City committees, subcommittees, and commissions are filled; and

WHEREAS, the most recent version of the Appointment Policy was adopted on December 21, 2021, by the City Council through Resolution 2021-200; and

WHEREAS, under Government Code Section 40605, the elected mayor of a general law city solely has the authority to appoint, subject to council approval, to council committees, subcommittees, and commissions, as well as any regional bodies to which the council sends a delegate; and

WHEREAS, the selection process contained in the Council's Appointment Policy does not fully comply with Government Code Section 40605 as it states that the City Council appoints to a sub-committee to interview candidates and appoints, based on the recommendations of the sub-committee, and no explicit authority of the Mayor to propose appointments is noted; and

WHEREAS, on March 5, 2024, the City Council discussed options to align the Appointment Policy with Government Code Section 40605; and

WHEREAS, after discussion, the City Council directed staff to return with a proposed amendment to the Appointment Policy that would allow the full City Council to interview candidates, in open session at a regular or special meeting; and

WHEREAS, the City Council had not reached consensus on what the next steps would be after the Council interviews had been completed and asked staff to return with two options for the City Council's further deliberation and final selection; and

WHEREAS, the City Council deliberated further at its meeting on March 19, 2024 and finalized the option set forth herein; now, therefore, be it

RESOLVED: That the City Council of the City of Tracy hereby amends the Appointment Policy as set forth in **Exhibit A**, as amended, such that the full City Council shall interview candidates, in open session at a regular or special meeting, and upon completing the interviews,

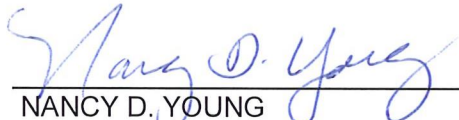
shall make ~~final~~ informal recommendations of specific candidates for the Mayor to consider as proposed appointees; and be it

FURTHER RESOLVED: That the amended Appointment Policy shall become effective immediately upon adoption of this Resolution; and be it

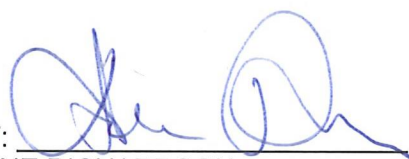
FURTHER RESOLVED: That the City Council authorizes the City Clerk to proceed with the process to fill vacancies as set forth in the newly amended Appointment Policy.

The foregoing Resolution 2024-042 was adopted by the Tracy City Council on the 19th day of March 2024 by the following vote:

AYES:	COUNCIL MEMBERS:	ARRIOLA, BEDOLLA, EVANS, DAVIS
NOES:	COUNCIL MEMBERS:	YOUNG
ABSENT:	COUNCIL MEMBERS:	NONE
ABSTENTION:	COUNCIL MEMBERS:	NONE



NANCY D. YOUNG
Mayor of the City of Tracy, California



ATTEST:
ADRIANNE RICHARDSON
City Clerk and Clerk of the Council of the
City of Tracy, California

**COUNCIL POLICY ESTABLISHING A SELECTION PROCESS FOR APPOINTMENTS
TO CITY ADVISORY BODIES**

(Exhibit "A" to Resolution No. 2024-042)

SECTION 1: PURPOSE

To establish a selection process for appointments to City advisory bodies including defining residency requirements, in accordance with Government Code sections 54970 et seq. This process acknowledges and is consistent with Government Code Section 40605, which requires that the elected mayor of a general law city solely has the authority to appoint, subject to council approval, to council committees, sub-committees, and commissions, as well as any regional bodies to which the council sends a delegate.

SECTION 2: SELECTION PROCESS FOR APPOINTEE BODIES

- A. On or before December 31st of each year, the City Clerk shall prepare an appointment list of all regular and ongoing boards, commissions and committees that are appointed by the City Council of the City of Tracy. The list shall contain the following information:
1. A list of all appointee terms which will expire during the next calendar year, with the name of the incumbent appointee, the date of the appointment, the date the term expires and the necessary qualifications for the position.
 2. A list of all boards, commissions and committees whose members serve at the pleasure of the Council and the necessary qualifications of each position.
 3. The list of appointments shall be made available to the public for a reasonable fee that shall not exceed actual cost of production. The Tracy Public Library shall receive a copy of the list.
- B. Whenever a vacancy occurs in any board, commission or committee, whether due to expiration of an appointee's term, resignation, death, termination or other causes, a special notice shall be posted in the office of the City Clerk, The Tracy Public Library, the City website, and in other places as directed within twenty (20) days after the vacancy occurs. Final appointment to the board, commission or committee shall not be made by the City Council for at least ten (10) working days after the posting of the notice in the Clerk's office. If Council finds an emergency exists, the Council may fill the unscheduled vacancy immediately.
- C. Appointments shall be made for the remainder of the term created by the vacancy except as follows:
1. If appointee will fill an un-expired term with six months or less remaining, the appointment shall be deemed to be for the new term.

2. If the vacancy is filled by an emergency appointment the appointee shall serve only on an acting basis until the final appointment is made pursuant to section 2.
- D. The Council and Mayor shall use the following selection process to provide an equal opportunity for appointment to a board, commission or committee:
1. The full Council shall, in open session at a regular or special meeting, review applications, interview applicants and make ~~final-informal~~ recommendations of specific candidates for the Mayor to consider as proposed appointees for appointment to the board, commission or committee.
 2. Upon receiving the recommendations of the Council, the Mayor will propose an appointee to the board, commission or committee, which proposed appointee shall be approved or disapproved, by majority vote, of the Council. The Mayor ~~shall-may~~ endeavor to propose appointees that are recommended by the Council, but the Mayor may propose alternate appointees pursuant to mayoral authority under Government Code 40605. ~~The alternates shall be chosen from the eligibility list, if it has been created pursuant to section 4 below.~~
 3. If the Council disapproves an appointee proposed by the Mayor, the Mayor shall propose an alternate appointee, which shall be either approved or disapproved by the Council, by majority vote. This process shall continue until all vacancies on the board, commission or committee are filled; the Mayor may elect to reopen the application process.
 4. If there are more qualified candidates than the number of current vacancies, the Council may establish an eligibility list that will be used to fill future vacancies that occur in the following twelve (12) months.
- E. An individual already serving on a City of Tracy board, committee or commission may not be appointed to serve on an additional City of Tracy board, committee, or commission concurrently.

SECTION 3: DEFINITION OF RESIDENCY REQUIREMENTS

- A. The following definitions shall be used to determine whether residency requirements are met for boards and commissions to which the Tracy City Council appoints members:
1. Tracy Planning Area means the geographical area defined in the City of Tracy General Plan and any amendments thereto.
 2. City of Tracy means within the city limits of the City of Tracy.
 3. Citizen means a resident of the City of Tracy.

4. Tracy School District means the geographical area served by the Tracy Unified School District.
 5. Sphere of Influence shall be the geographical area approved by the Local Agency Formation Commission (LAFCo) of San Joaquin County and any amendments thereto.
- B. Residency, as defined above and as set forth in the applicable bylaws for each board or commission, shall be verified annually by the City Clerk. The residency must be verifiable by any of the following means:
1. Voter registration,
 2. Current California Driver's License or Identification,
 3. Utility bill information (phone, water, cable, etc.),
 4. Federal or State tax returns.
- C. Members of boards or commissions shall notify the City Clerk in writing within thirty (30) days of any change in residency. If the change in residency results in the board member or commissioner no longer meeting the residency requirements, the member shall tender their resignation to the City Clerk who shall forward it to the City Council.

Youth Advisory Commission Interview Questions (Adult)

1. Why do you want to be an Adult Youth Advisory Commissioner?
2. As a YAC Commissioner, what would you expect your responsibilities to be?
3. Describe your experience working with youth.
4. Tell us what skills you possess that will benefit YAC and teens in Tracy.
5. How do you plan on balancing your job, family and involvement in the community with YAC?
6. What do you consider your most important leadership experience and why?
7. What new ideas do you have to contribute to the commission?
8. What do you think is the best way to outreach to teens and engage them in our programs?



"Think Inside the Triangle"

TRACY YOUTH ADVISORY COMMISSION ADULT APPLICATION FORM

NAME YARA Giraldo PHONE [REDACTED]
ADDRESS [REDACTED] EMAIL ADDRESS [REDACTED]
CITY Tracy ZIP 95304

Please attach additional sheets if you need more space to answer each question.

1. What activities have you been involved in the community?
2. What qualities, skills, and resources would you bring to the Youth Advisory Commission?
3. What areas of interest would you like the commission to work on?
4. If available, please attach any additional information, including letters of recommendation.

APPLICATION DEADLINE: September 18, 2025

Mail or drop off completed application to:
City of Tracy City Clerk's Office
333 Civic Center Plaza, Tracy, CA 95376
For more information, call (209) 831-6101

1. What activities have you been involved in the community?

I am deeply involved in my community and take pride in giving back through various programs and organizations. Through the *Keeping It Clean* program, I partner with the Tracy Police Department to help clean and improve neighborhoods. At the Tracy Shelter, I have volunteered in multiple ways, including serving meals, assisting with cleanup, and painting rooms to create a more welcoming environment. Additionally, at Tracy Interfaith, I support their mission by volunteering to sort, fold, and organize clothing for those in need.

2. What qualities, skills, and resources would you bring to the Youth Advisory Commission?

I would bring strong leadership, teamwork, and communication skills to the Youth Advisory Commission. Through my volunteer experiences with programs such as *Keeping It Clean*, the Tracy Shelter, and Tracy Interfaith, I have learned how to collaborate with diverse groups, listen to different perspectives, and work toward solutions that positively impact the community. I am dependable and dedicated to creating meaningful change, qualities that I believe would allow me to contribute effectively to the commission's projects. Additionally, I offer a valuable youth perspective shaped by my direct involvement in community service and by growing up in Tracy, which gives me a deep understanding of the community's needs and opportunities.

3. What areas of interest would you like the commission to work on?

The areas I would like the commission to focus on include creating a positive environment for youth in Tracy, providing guidance and activities that encourage them to move in the right direction, and supporting opportunities for youth to be actively involved in the community.



SERVICE ♦ INTEGRITY ♦ EXCELLENCE

September 9, 2025

Re: Yara Grimaldo, Tracy Youth Advisor Committee, Applicant

Ayesha Nic-Gongora, Homeless Outreach Coordinator (Familiar Faces Program)
Tracy Police Department, Bureau of Special Operations

To whom it may concern:

I am glad to provide a character reference for Yara Grimaldo, whom I have known for the past three years through my involvement as the local Homeless Outreach Coordinator with the Tracy Police Department. As a coordinator, I have had the pleasure of observing Yara's growth and contributions to our community as our unofficial Peer Advisor.

Yara has proven to be a responsible and dedicated individual who consistently goes the extra mile for others. Yara has taken it upon herself to support others with their journey through sobriety, finding solutions to homelessness and connecting others with gainful employment.

Beyond her support of others, she has demonstrated her integrity, compassion, and leadership qualities. Based on my direct observation of her character, I am confident that she would be an asset to the Tracy Youth Advisory Committee. Her life experience, and positive attitude, will help to lead and influence younger generations.

Please feel free to contact me at (209) 510-0014 or email at ayesha.nic-gongora@tracypd.com if you require any further information.

Ayesha Nic-Gongora

Homeless Outreach Coordinator (Familiar Faces Program)



Bureau of Field Operations

1000 Civic Center Drive - Tracy, California 95376

Voice: 209-831-6946 | Cell: 209-510-0014

ayesha.nic-gongora@tracypd.com

95 W 11th ST, Suite 206
Tracy, CA 95376
gavins@tracyccc.org
www.tracyccc.org
phone: 209-940-0019



TRACY COMMUNITY CONNECTIONS CENTER

RESOURCES FOR HOMELESS & AT-RISK

September 10, 2025

To Whom It May Concern,

My name is Gavin Strickland, and with Elizabeth Alvarado we are the Street Outreach for Tracy Community Connections Center. We have known Yara for over 3 years now and in the past nine months, Yara has demonstrated not only remarkable personal growth in maintaining her sobriety but also an unwavering commitment to uplifting others within our community.

When we first met Yara, she was resistant to accepting help. She has since turned her life around and has embraced sobriety with courage and grace. She has become an inspiration to those around her. Yara is not only focused on her own success, but she has also dedicated herself to helping others on similar paths, offering encouragement, understanding, and support to individuals who may feel hopeless or alone.

At our local homeless shelter, Yara has consistently shown herself to be a role model. Her presence has made a meaningful difference in the lives of many residents. Whether by sharing her story, lending a listening ear, or guiding others toward healthier choices, Yara's impact has been profound and deeply felt. She has proven to be a leader who leads with compassion, empathy, and authenticity.

We have no doubt that Yara will continue to build on her successes and carry forward the same strength, positivity, and dedication wherever she goes. We wholeheartedly recommend her for any opportunity she chooses to pursue. Yara embodies resilience, hope, and the ability to inspire lasting change in others.

Sincerely,
Gavin Strickland & Elizabeth Alvarado



Think Inside the Triangle™

TRACY YOUTH ADVISORY COMMISSION ADULT APPLICATION FORM

REC'D TRACY CITY CLERK
17 SEP 2025 PM1:35

NAME Jenni Moore

PHONE [REDACTED]

ADDRESS [REDACTED]

EMAIL ADDRESS [REDACTED]

CITY Tracy

ZIP 95376

Please attach additional sheets if you need more space to answer each question.

- 1. What activities have you been involved in in the community?** *In the past twenty-five years I have participated in multiple community led service projects. I spent 15+ years organizing, and implementing a wide range of activities for youth providing them with activities enabling them to spend time within the city limits, building relationships with other youth they may not normally have met if not for these activities.*
- 2. What qualities, skills, and resources would you bring to the Youth Advisory Commission?** *Patience, empathy, reliability, active listening, honesty, positivity. Problem solving, constructive feedback, expertise with youth, with a primary focus on teens, reliability, ethical behavior and sensitivity towards cultural difference with the ultimate genuine desire to help them grow into themselves by guiding them to their own team-built solutions. Having been active in several nonprofit organizations within the city and being an active participant at various city events and staying local whenever possible I have gained many different resources within our community and nearby communities to share with the youth commissioners, and one of the strongest resources I believe that the youth have is the adults that are willing to support them, but that cant happen without having an adult member of the commission that is willing and able to connect them with each other.*
- 3. What areas of interest would you like the commission to work on?** *My key interests would include organizing multiple youth led town hall meetings to engage a wider spectrum of young people in the community geared towards planning. To have the commission execute at least 3 youth specific activities, 3 community service projects and increase the overall youth participation from .44% to 2% of the 12-17 age demographic in Tracy. *participation numbers area based on an estimated 9000 high school aged youth. The amount of current teens participating in the youth commission (4) and the 2% goal would be 180 teens participating in the overall creation to execution of the 6 proposed activities/projects. If selected to join the Youth Advisory Commission in the adult role I am prepared to work with the other adult participants to lead the commission to be successful in their goals in a collaborative supportive style.*
- 4. If available, please attach any additional information, including letters of recommendation.** *Letters of recommendation are attached. Please feel free to reach out if there are any questions you may have. 209-924-6869 Jenni*

APPLICATION DEADLINE: September 18, 2025 -delivered 9/17/2025

Mail or drop off completed application to:

City of Tracy City Clerk's Office

333 Civic Center Plaza, Tracy, CA 95376

For more information, call (209) 831-6101

To Whom It May Concern,

I am writing this letter on behalf of Jenni Payton-Moore for the position of Youth Commission Adult Adviser. I have had the honor and privilege of working with Jenni for the last 20 years. In the previous 20 years, I have had the opportunity to work with Jenni in both youth and adult capacities.

When I was a youth, Jenni was instrumental in helping to plan events and outings for the local Girl Scouts. As I transitioned into a teenager, Jenni was once again there, but as more of a mentor to us as we became the youth leaders. She made sure that all events we planned followed the rules and were safe for us. I have continued to use Jenni as a mentor in my adult life.

When I was a teenager under Jenni's wing, her favorite thing to tell us was that she was "a lazy leader." This was not something that came easily to her at first, but it was something that all of us teenagers appreciated. When she told us she was a lazy leader, she meant that we, the teenagers, were in charge of the event, and if something got out of hand or out of our abilities, she always stepped in. With this mentality, we were given freedom that we would not have had otherwise. We learned how to plan events, make budgets, plan menus, manage teams, and mess up in a safe environment. There was a camping trip that we had planned for a small group. The first thing to get unloaded and loaded on these trips was our leaders' chairs. This ensured that we, the youth, were in charge of how the campsite was set up since we were in charge. On this particular trip, the wind got the best of us, and our tent started to blow away. Naturally, all of us girls started running to catch it, but right behind us was Jenni. This is one of my favorite memories of working with Jenni because it was the perfect example of how to be the best mentor to young girls and provide freedom.

As an adult working with youth, I have often found myself remembering Jenni telling me that one day I too will get to be a lazy leader. I am thrilled that I have reached this point in my life and career and that I, too, can be someone's Jenni. I am pleased to recommend Jenni for the position of Youth Commission Adult Adviser.

If you have any questions, please feel free to reach out. My contact information is below.

Sincerely,



Kasey Silligman





MERRILL F. WEST HIGH SCHOOL

Principal – Zachary Boswell, Ed.D.
Asst. Principal – Shannon Bancroft – Jose Jimenez – Jesse Padilla
Counselors – Sarah Banchero, Iris Abraham, Idi Gaines, Laurie Tomlin

Ms. Adkins - World History, Geography and Anthropology,

Room P-5 1775 W. Lowell Ave Tracy, CA 95376 ~ (209)830-3370 ext. 3402 BAdkins@TUSD.net

To Whom It May Concern,

I happily write this letter of reference for Jenny More. I have known Jenny for almost ten years now. Jenny was one of the campus security staff when I joined the staff at West High School. I immediately found Jenny to be a wealth of information and support on campus. I know Jenny has always been a very active member of the Tracy community. I know she had been providing community service for longer than I have known her and is passionate about helping those in need, young people and especially the youth of Tracy.

Jenny has, and builds, connections with young people in a very real and respectful way. The young people can tell she cares and look to her for guidance. She never shies away from difficult projects or difficult subjects, she looks for solutions and does so with empathy. She is determined to meet her goals and does so with a smile on her face. I can assure you that she will provide meaningful support to all she works with and should be first on your list of candidates for any position she applies for.

If you have any further questions, please don't hesitate to contact me.

Babette Adkins



**JAKE
HALLEN**

**Letter of
Recommendation**

To Whom It May Concern,

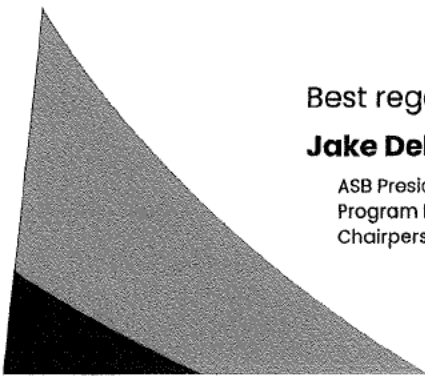
I'm honored to recommend Jenni Moore for the Youth Advisory Mentor role. I write as a high school student, the Chairperson for Tracy Celebrates Children, the ASB President at Tracy High School, and the Program Director & Founder of Santa's Surprise Squad. Across my teenage years, Jenni has been the person I turn to, someone who not only supports youth-led projects, but truly lets those projects become part of who she is.

Jenni has a rare gift for seeing the passion in young people and backing it with real, hands-on help. She listens first, believes in our vision, and then quietly removes barriers so we can lead. Whether it's offering thoughtful guidance, connecting us with the right adults and resources, or simply showing up when it matters, she consistently centers youth voice without taking over. The balance of empowering us while keeping us safe and supported, is exactly what this role requires.

Jenni is the steady presence before, during, and after big moments, with the check-ins when stress is high, the problem-solving when plans change, and the encouragement that helps us grow from challenges. She models professionalism, compassion, and accountability, and she treats every youth with dignity. Because of her, young leaders in Tracy feel seen, capable, and confident taking on meaningful work for our community.

I can say without hesitation that Jenni has supported me through every endeavor, and I know she'll continue to be there as I take on what's next. She is precisely the kind of mentor who lifts youth up and strengthens the entire city in the process.

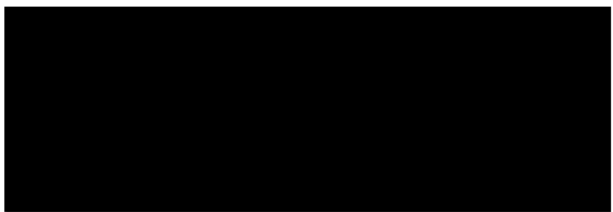
Thank you for considering her. I would be glad to share more about Jenni's impact from a student leader's perspective.



Best regards,

Jake DeMott Hallen

ASB President, Tracy High School
Program Director, Santa's Surprise Squad
Chairperson, Tracy Celebrates Children



September 10, 2025

Dear Selection Committee,

It is my pleasure to recommend Jenni Payton Moore for the position of Adult Commissioner to the Youth Advisory Committee. I have known Jenni for nearly a decade, and during this time she has not only become a trusted friend but also a chosen family member and a role model to my teenage daughter.

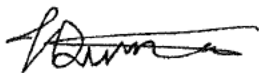
Jenni has devoted much of her career and personal life to the support and mentorship of young people in our community. As a former security guard at Tracy Unified School District, she was a steady presence for students and often served as a trusted mentor. Many of those same students now regard her as a surrogate family member and continue to seek her guidance as adults raising their own families. Many of their children refer to her as 'aunt' or another chosen family member name. Beyond her school district role, Jenni has extended her mentorship through an internship program at her small business and through her extensive service with the local Girl Scouts organization.

Her commitment to youth engagement, combined with her ability to provide both structure and encouragement, makes her exceptionally well-suited for the role of Adult Commissioner. Jenni has a proven track record of supporting young people, fostering leadership, and ensuring that youth voices are heard and respected.

I cannot think of a more qualified or dedicated individual to serve as the Adult Commissioner to the Youth Advisory Committee. Jenni's experience, compassion, and unwavering commitment to youth would be a tremendous asset to the committee and to our community as a whole.

Thank you for considering her application. Please feel free to contact me if additional information would be helpful.

Sincerely,



(Signed Electronically)
Jessica Dunn

