

Memorandum

To: Honorable Mayor Shetter and members of the Burleson City Council

From: Kellye Cunningham, Management Assistant

Date: June 1, 2009

Subject: Minute Order MO-09-063, appointing voting membership of the Mayor's Youth Council to serve terms commencing June 1, 2009.

Council Action Requested:

Approve Minute Order MO-09-063 appointing voting members of the Mayor's Youth Council to their official terms commencing June 1, 2009.

Background Information:

This item is to officially appoint the thirteen (13) youth including 5 from the original Youth Council and 8 new members (a list will be provided at the meeting). Two (2) adult voting members will remain the same.

Resolution R-1087-07 (A0108) requires that voting membership live in the City of Burleson or Burleson ETJ (extraterritorial jurisdiction). It also requires there are two (2) adult voting members in the positions of ISD counselor or educator and community youth advocate or program representative. Resolution R-1087-07 (A0108) has been attached for your reference.

The Mayor's Youth Council was originally created by R-1087-07 approved by the City Council at the May 10, 2007 regular City Council meeting. Staff has created a nomination process to find candidates for the first Mayor's Youth Council plus added an additional requirement of a youth application.

There were a total of 17 nominations for the youth council. The addresses are being verified at the time of the creation of this item page. A volunteer committee selected the eight (8) new youth members. Those names are on the list provided at the meeting and returning members are listed below.

1. Brushea Daniels- Burleson High School (Senior)
2. Caitlan Smelley- Burleson High School (Senior)
3. Katie Frisk- Burleson High School (Sophomore)
4. Kalyn Daily- Burleson High School (Senior)
5. Rachel Ball- Hill College

These 5 youth have served their initial interim terms since January 24, 2008 and began the process of setting up the Mayor's Youth Council by:

- Establishing the by-laws
- Creating positions on the Council
- Electing members to those positions
- Determining times/ place(s) of future meetings
- Identifying key issues facing Burleson youth
- Beginning the Burleson Youth Corps
- Planning first official MayDay event
- Working on media and other outlets for youth information

Council appointed these youth to their full-term positions, beginning June 1, 2008 as required by Resolution R-1087-07 (A0108).

In addition Brad Allard and Victoria Sykes have fulfilled the duties of the adult voting members as required by the Resolution and will be returning for an additional year.

Below is a list of non-voting ex-officio members for your reference.

1. City of Burleson Mayor- Ken Shetter
2. City of Burleson Councilmember- Chip Stephens
3. Burleson ISD Board member- Jo Ann Smith
4. Joshua ISD Board member- Myra Pruitt
5. City of Burleson Staff Liaison/ Coordinator - Kellye Cunningham
6. Burleson ISD Staff Liaison- Lana Perkins

Board/Citizen Input:

N/A

Financial Considerations:

There is no expenditure of municipal funds associated with this item.

Attachments:

Resolution R-1087-07 (A0108)

Staff Contact:

Kellye Cunningham, Assistant to the City Manager

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RESOLUTION R-1087-07 (A 0108)

**A RESOLUTION OF THE CITY OF BURLESON, TEXAS CREATING A MAYOR'S
YOUTH COUNCIL**

WHEREAS, the Burleson City Council believes strongly that Burleson is and should continue to be a family-friendly community; and

WHEREAS, the Burleson City Council recognizes that encouragement and nurturing of families is best achieved when its youth are empowered, supported, and informed so that they can be productive members of the community; and

WHEREAS, in an effort to realize its commitment to youth, the City wishes to establish a Mayor's Youth Council.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BURLESON, TEXAS, AS FOLLOWS:

Section 1. Establishment.

There is hereby established the Mayor's Youth Council ("Youth Council").

Section 2. Purpose.

The Youth Council shall study, investigate, plan, implement and advise the City on matters related to youth. In particular, the Youth Council is charged with developing and promulgating policies, programs and services that empower, support, and inform youth; that create a family-friendly community; and that enables and encourages youth to be productive members of the community. The Youth Council shall serve as an advisory body to the City on all matters dealing with youth.

Section 3. Powers and Duties.

- (1) The Youth Council shall have all the powers granted herein and shall perform all the duties as provided herein.
- (2) The Youth Council shall adopt rules and regulations for the conduct of its meetings and for defining the duties of its members, officers and committees.
- (3) The Youth Council shall work with the Mayor, City Council and City staff to develop and implement policies that focus on youth.
- (4) The Youth Council shall advise the Mayor, City Council and City staff on important issues that relate to youth.
- (5) The Youth Council shall facilitate the planning and organization of youth summits and regular neighborhood meetings throughout the City.
- (6) The Youth Council shall build partnerships with individuals, groups, and organizations that impact both youth and families.

- (7) The Youth Council shall partner with individuals, groups, and organizations in the planning and implementation of services, supports, and opportunities for Burleson's youth and families.
- (8) The Youth Council shall carry out and implement other directives from the Mayor, City Council and City staff.

Section 4. Membership

The Youth Council shall consist of fifteen (15) voting members, all of whom shall reside within the corporate limits of the City or the City's extra territorial jurisdiction (ETJ) and be appointed by the City Council. Membership shall include:

1. Thirteen (13) Youth Council members between the ages of 13 and 19:
 - a. Youth members will be nominated from all secondary schools (middle schools, junior highs, high schools) serving the City of Burleson; and
 - b. Young people who are home schooled, have finished school but are not yet 19, and those who have dropped out of school will also be afforded the opportunity to apply.
 - c. These thirteen should broadly represent the diversity of thought and experience among the youth of Burleson.
2. One (1) Counselor or Educator from an Independent School District.
3. One (1) representative of a non-profit community youth advocacy organization or program.
4. The following shall be ex-officio, non-voting members of the Youth Council:
 - a. The Mayor of Burleson;
 - b. a Burleson City Councilmember;
 - c. a member of the Board of Directors from:
 - i. Burleson Independent School District; and
 - ii. Joshua Independent School District
5. One (1) City staff member appointed by the City Manager shall serve as a non-voting, staff liaison to the Youth Council.
6. One (1) staff member from an Independent School District shall serve as a non-voting, assistant staff liaison to the Youth Council.

No applicant, appointee or member of the Youth Council who has been convicted of a crime against a minor child shall be qualified to serve on the Youth Council. By submitting an application for appointment to the Youth Council, applicants consent to a background check for such purposes, to the extent provided by law.

Section 5. Terms of Office.

The members of the Youth Council shall serve in such capacity without compensation. All terms of office shall begin on June 1 and expire on May 31. The terms of office of the Youth Council members shall be as follows:

1. The terms for all Youth Councilmembers shall be two (2) years.
2. Youth Councilmembers may be recommended for one (1) additional reappointment.
3. To ensure that Youth Council terms are staggered, the initial year's appointments will be made as follows: Six appointments will be one (1) year appointments and seven will be two (2) year appointments.
4. The terms of the ex-officio School Board representatives and City Council representatives will coincide with his or her respective tenure of office.

Section 6. Organization and Rules.

1. At its the first meeting each year, the Youth Council shall elect officers who shall serve a one (1) year term. All may be eligible for reelection for up to one (1) additional year term. Officers shall, at a minimum, consist of a Chair, Vice-Chair, and Secretary.
2. The Youth Council shall adopt such rules and regulations governing its procedures, as it deems necessary or advisable, and shall keep a record of its proceedings, which record shall be a public record.
3. The Youth Council shall meet on a date and at a time set forth in its rules and regulations. All meetings shall be conducted consistent with said rules and regulations and the City of Burleson Charter and City of Burleson Municipal Code. A quorum shall consist of simple majority of members.

Section 7. Absences.

Any member of the Youth Council who is unable to attend a meeting shall notify the Chair or staff representative, in advance of the meeting, stating the reason for his or her absence. Two (2) unexcused absences shall constitute the resignation of the member.

Section 8. Removal.

Members of the Youth Council, other than those representing the City Council and School Board, may be removed by the Mayor for inefficiency, neglect of duty or malfeasance while in office, and the applicable governing body may remove the member representing it for the same reasons. The Mayor or governing body, as the case may be, shall file a written statement of the reasons for such removal.

Section 9. Compensation and Reimbursement of Expenditures.

Members of the Youth Council shall serve without compensation; provided, however, that each member may be reimbursed for an actual expenditures (authorized in advance of the expense being made)

reasonably incurred by him or her in connection with his or her duties as a member of the Youth Council.

Section 11. Vacancies.

Vacancies occurring on the Youth Council, other than through the expiration of a term, shall only be filled at the beginning of a new Youth Council year for the remainder of the unexpired term of office. However, in the event that the vacancies prevent the ability to obtain a quorum, vacancies may be filled in accordance with Section 4 above.

PASSED AND APPROVED on this the 24th day of January, 2008.

Ken Shetter
Mayor, City of Burleson

ATTEST:

CITY SECRETARY