

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

CITY CLERK DEPT.
07 MAR 14 AM 9:47

DEPARTMENT: Quality of Life Services
AGENDA DATE: March 20, 2007
CONTACT PERSON/PHONE: Deborah Hamlyn, Deputy City Manager
DISTRICT(S) AFFECTED: All
SUBJECT:
Establishment of the City of El Paso Youth Council

BACKGROUND / DISCUSSION:

The Strategic Plan adopted by the City Council on January 19, 2006 included a Citizens Involvement Policy. A strategic goal of the Citizens Involvement Policy is to promote youth involvement in the community's future by establishing a city-wide Youth Advisory Board. The creation of an El Paso Youth Council will foster and develop youth leadership, service and increased communication with municipal leaders. The mission of the El Paso Youth Council will include - Advocacy, Advisory, Development of Leadership Skills, Development of Civic Pride, Community Service, Development/Follow-Through on Youth Initiatives and Team Building. The participants will be selected as follows: Two (2) from the Mayor's Office, two (2) from each District Representative and two (2) from the Library Teen Hangout Program for a total of 20 participants.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?
No

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?
Fiscal Year 2007-2008 City Managers Budget - Account No. 15010704-504406 - \$5,000.00

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) _____ **FINANCE:** (if required) _____

DEPARTMENT HEAD: _____
(Example: if RCA is initiated by Purchasing, client department should sign also)
Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____ **DATE:** _____

RESOLUTION

WHEREAS, on January 19, 2006, City Council adopted the Strategic Plan- Citizen Involvement Policy, which directs the City to facilitate opportunities for citizens to be involved in local government; and

WHEREAS, a strategic goal of the Citizen Involvement Policy is to promote youth involvement in the community's future by establishing District Youth Councils and/or a city-wide Youth Advisory Board; and

WHEREAS, the Council desires to create the El Paso Youth Council, which will foster and develop youth leadership and service and increased communication with municipal leaders, for the purpose of fulfilling the Council's strategic goal of promoting youth involvement in the community's future; and

WHEREAS, the Council further desires the City Manager to implement the processes for recruitment of interested youths, activities, and management of the El Paso Youth Council.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

1. That the El Paso Youth Council is hereby authorized and established, subject to statements concerning the mission, membership, application criteria, recruitment, implementation, management, and budget, as specifically set forth in Exhibit "A" incorporated herein by reference;
2. That the City Manager or a designee is directed to take any actions necessary to effectuate the recruitment, activities, and management of the El Paso Youth Council; and
3. That the City Manager is directed to allocate the necessary funds to support the El Paso Council in each fiscal year's budget, with said designation for fiscal year 2007-08 in the amount \$5,000.00 from the City Manager's Budget Account No. 15010704-504406.

ADOPTED this ____ day of _____, 2007.

(SIGNATURES FOLLOW ON THE NEXT PAGE)

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THE CITY OF EL PASO

John F. Cook,
Mayor

ATTEST:

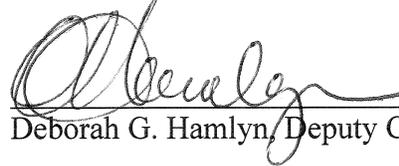
Richarda Duffy Momsen
City Clerk

APPROVED AS TO FORM:



Marie A. Taylor
Assistant City Attorney

APPROVED AS TO CONTENT:



Deborah G. Hamlyn, Deputy City Manager

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Exhibit "A"

EL PASO YOUTH COUNCIL

What is a Youth Council?

A Youth Council is a group of young people that includes a mix of traditional and non-traditional leaders, working toward the common purpose of developing their skills to strengthen their communities through volunteer service and increased communication with municipal leaders. Youth develop and lead initiatives with the support of adult mentors. A Youth Council is more than just a service club because members participate in training and involve their peers in service leadership. They also provide valuable insight on issues affecting youth and their community.

I. MISSION

The mission of the El Paso Youth Council will include the following elements:

- **Advocacy**
- **Advisory**
- **Develop leadership skills**
- **Develop responsibility**
- **Demonstrate civic pride**
- **Community service**
- **Follow-through on youth initiatives**
- **Build teamwork**

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II. MEMBERSHIP

- **2 from each District Representative – 2 from Mayor – 2 from Library Teen Hangout Program – Total 20**
- **Grades 10 -12 – from the 4 districts within City limits**

III. APPLICATION CRITERIA

- **“C” or better grade average**
- **Student should express interest in civic leadership; future of the community**
- **Student will prepare 150-word essay on why he/she would be interested in participating in the El Paso Youth Council**
- **If the individual is not nominated by his/her high school, student applicant will obtain letter of recommendation from someone other than school and family**
- **Interest in serving on El Paso Youth Council**
- **Interest in Public Service**
 - **Responding to youth community needs**
 - **Making a difference for the youth in our community**
- **The El Paso Youth Council will reflect the ethnic, economic, geographic, and academic diversity of our City.**

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IV. RECRUITMENT

- **Recruit in spring – El Paso Public Library will take the lead**
 - **Letter from Mayor to HS Principals introducing Library staff**
 - **Letter from Mayor to service organizations--such as YMCA, YWCA, Boys & Girls Clubs--announcing recruitment of youth for this purpose**
 - **Have packets for High School contacts about the City and the El Paso Youth Council**
- **Ask each high school to nominate 4 students each – (both public and private schools). These will be screened and then sent forward to each Representative, and the Mayor.**
 - **Back-up Plan: Libraries, Parks & Recreation, other City Departments may suggest names from their teen programs if a school doesn't propose anyone**
- **September-August – 1 year term and at the end, can apply for another year – 2 year maximum term (Students must complete their terms; i.e. not subject to City Council election)**
- **Ask school counselors/Student Activities Coordinators to assist in identifying candidates**
- **Create a media campaign advertising recruitment of youth for the El Paso Youth Council**

- **Involve media personality**
- **Use school newsletters; announcements at school**
- **Have a recruitment blog**
- **Use “My Space”**
- **Utilize podcasting**
- **Hand teens flyers in the Libraries, Parks and Recreation Centers, and other City facilities, to the promote application process**
- **Have promotion displays in the Library’s teen areas**
- **Advertise the recruitment on the Library’s computers (screen savers)**
- **Get information about the El Paso Youth Council to parents, through Libraries and other City facilities**

V. BENEFITS OF JOINING THE EL PASO YOUTH COUNCIL

- **A meaningful experience**
- **Contribute to college application or resume**
- **Network: Get to know the youth in your community**
- **Your voice counts – Give teens in our community a voice!**
- **Get to know the Mayor and City Council**
- **Open doors to future employment**
- **Develop life and leadership skills**
- **Ability to participate in the Statewide Youth Summit**

VI. IMPLEMENTATION

- **Initial Retreat Topics:**
 - **Election of officers**
 - **Officers elected--President, Vice President, Secretary, Treasurer, PR (Historian)**
 - **Issues from Mayor & Council**
 - **Fundraising, promotion, PR**
 - **Problem solving**
 - **Public Speaking**
 - **Understanding Local Government**
 - **Team building w/exercises**

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- **Mentoring**
- **Hearing from members of other statewide Youth Councils**
- **One El Paso Youth Council officer will attend the annual state summit**
- **The El Paso Youth Council in concert with Mayor and City Council will select one service project, one fun project and one summer project annually**
- **Members who don't own a computer will be encouraged to "Make the Library your 'Office'"**
- **Meetings will be held at City Hall (base of operations) with visits to Libraries, Parks & Recreation Centers or other City facilities as required**
- **Hold Final Recognition Party**
- **Follow-up at conclusion of first year:**
 - **A year-end report will be developed of the activities, projects undertaken, and outcomes.**
 - **A mechanism will be developed to evaluate the effectiveness of the El Paso Youth Council.**
 - **Members will create a plan and time frame for the development of the following year's program.**

VII. MANAGEMENT & BUDGET

- **Initially, funds will come from the City**
- **Subsequently, sponsors will be secured**
- **City Department in-kind contributions will be secured**
 - **Space**
 - **Staff**
- **The lead staff person will be Shamori Whitt from the City Manager's office with staff back-up from the CD and Library Departments (This will assure the continuity of the program)**
- **Budget will coincide with the City's fiscal year.**

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**YAC BUDGET ESTIMATE
FY 2007-08**

TRAINING & TRAVEL

\$ 2,500

INCLUDES:

- **Registration & travel for Ft. Worth State Summit 2008, *one attendee***
- **Retreat(s) at UTEP,**
- **Speakers,**
- **End of year student awards**

MATERIALS/SUPPLIES

2,500

INCLUDES:

- **Food and refreshments,**
- **Project materials,**
- **Publicity flyers, etc.**

TOTAL \$ 5,000

2/21/07

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