



AMENDED

LACEY CITY COUNCIL

WORKSESSION

THURSDAY, MARCH 5, 2020

7:00 – 9:45 P.M.

LACEY CITY HALL – 420 COLLEGE STREET SE

AGENDA

- 7:00** **LACEY YOUTH COUNCIL POLICY RECOMMENDATION**
WILLA EISEL, LACEY YOUTH COUNCIL MAYOR
(BRIEFING)
- 7:15** **WASHINGTON CENTER FOR THE ARTS FUNDING REQUEST**
ANDY RYDER, MAYOR
(DISCUSSION)
- 8:00** **LACEY HEARINGS EXAMINER'S REPORT**
RICK WALK, DIRECTOR OF COMMUNITY & ECONOMIC DEVELOPMENT
TED HUNTER, HEARINGS EXAMINER
(DISCUSSION)
- 8:15** **REVIEW OF APPEAL FEE**
RICK WALK, DIRECTOR OF COMMUNITY & ECONOMIC DEVELOPMENT
(PRESENTATION)
- 8:45** **PUBLIC COMMENT POLICY**
SCOTT SPENCE, CITY MANAGER
(DISCUSSION)
- 9:15** **CULTURAL CELEBRATION CANCELLATION**
JEN BURBIDGE, DIRECTOR OF PARKS & RECREATION
- 9:30** **COUNCIL TRAVEL**
SCOTT SPENCE, CITY MANAGER
- 9:45** **ADJOURN**




LACEY CITY COUNCIL WORKSESSION

March 5, 2020

SUBJECT: Lacey Youth Council Policy Recommendation

RECOMMENDATION: Motion to accept proposed policy for Lacey Youth Council, and forward to the full City Council for formal adoption.

STAFF CONTACT: Scott Spence, City Manager 
Kelly Adams, Lacey Youth Council Coordinator

ORIGINATED BY: City Manager's Office

ATTACHMENTS: 1. [Lacey Youth Council Policy Draft](#)

FISCAL NOTE: NONE

PRIOR REVIEW: Lacey Youth Council Worksession on February 4, 2020
Lacey Youth Council Meeting on February 11, 2020

BACKGROUND:

The Lacey City Council created the Lacey Youth Council to proactively engage with our community's youth and to develop future leaders. At the October 24, 2019, Council Meeting, City Council confirmed the appointed seven members of the Lacey Youth Council as recommended by Mayor Ryder.

As their first project, the Youth Council developed and approved an official policy draft for presentation to the Lacey City Council. This policy defines the purpose, structure, operations and recruitment process of the Lacey Youth Council.

ADVANTAGES:

1. No current policy governing the Lacey Youth Council exists. The recommended policy provides clear guidance and structure for the initiative.

2. This policy is based on and aligned closely with other Council policies, such as those governing Boards and Commissions.
3. Feedback and approval of the Lacey Youth Council policy would provide closure to this learning opportunity and allow the Youth Council to move forward on community projects.

DISADVANTAGES:

1. NONE

Chapter X.XX
Lacey Youth Council

Sections:

X.XX.010	Purpose
X.XX.020	Structure
X.XX.030	Meeting Times
X.XX.040	Council Interactions
X.XX.050	Projects
X.XX.060	Recruitment
X.XX.070	Selection Process
X.XX.080	Replacement Process

X.XX.010 Purpose

- A. The Lacey Youth Council serves as an avenue for the Lacey City Council to proactively engage with our community's youth and empower Lacey's youth to become future leaders.

X.XX.020 Structure

- A. The Youth Council is comprised of seven members recruited from the following organizations: North Thurston High School, River Ridge High School, South Sound High School, Timberline High School, Northwest Christian High School, Pope John Paul II High School, and home school organizations.
- B. The Youth Council selects a Mayor and Deputy Mayor from among its members. At the first meeting of the year, Youth Council Members indicate if they are interested in serving as Mayor or Deputy Mayor. Staff present candidate names in alphabetical order for a vote of the Youth Council. The first candidate to secure a majority of votes receives the appointment.
- C. All members of the Youth Council have an equal vote. The Mayor is responsible for chairing the meeting and ensuring that the meeting follows the set agenda. The Mayor also assigns Youth Council members to deliver bi-monthly reports to the Lacey City Council. The Mayor represents the Youth Council at any outside meetings requiring the attendance of the Youth Council. The Deputy Mayor assumes the role of Chair in the absence of the Chair.
- D. Youth Council Members serve for up to two (2) terms. If a student graduates or leaves high school, they are no longer eligible to serve on the Council.
- E. The Youth Council utilizes and follows Robert's Rules of Order.

X.XX.030 Meeting Times

- A. The Youth Council meets at least once a month during the school year or from September to June. Meetings take place in the evening and are limited to two (2) hours.
- B. The Youth Council may schedule worksessions, as needed.

X.XX.040 City Council Interaction

- A. The Lacey City Council serves in a mentoring role for the Youth Council. Council members will be assigned a meeting to attend during the year. During an assigned meeting, City Council members will share their experiences as an elected official.
- B. Each Youth Council member pairs with a City Council member for mentoring and guidance. Mentoring assignments occur at the first Youth Council meeting of the year.
- C. Every two (2) months, the Youth Council members deliver a report of their activities to the Lacey City Council during the second City Council Meeting of that month.

X.XX.050 Projects

- A. The Youth Council may pursue public service and community engagement projects that are youth-focused.
- B. At the first scheduled worksession, Youth Council Members present project proposals. The Youth Council discusses each project proposal and votes to select which project(s) will be their focus for the year. City of Lacey staff provide guidance and review for all project proposals. Lacey City Council provides final approval of projects.

X.XX.060 Recruitment

- A. City of Lacey Staff coordinate with North Thurston Public Schools, Pope John Paul II, Northwest Christian High School, and home school organizations to promote the Youth Council and solicit applications to the Youth Council.
- B. Recruitment efforts begin in March of each year.

X.XX.070 Selection Process

- A. Applicants must be in their sophomore or junior year at the time of application.
- B. The Mayor reviews all applications and selects candidates for interview. The interview panel consists of the Mayor, members of Youth Council and City of Lacey staff.

- C. After candidate interviews, the Mayor selects individuals to recommend to City Council for service on the Lacey Youth Council. City Council provides final confirmation of selected individuals.
- D. Once confirmed, staff notify the selected individuals of meeting times, training requirements and next steps. Staff conducts an orientation training before the first Youth Council Meeting.

X.XX.080 Replacement Process

- A. If a member of the Youth Council resigns, moves, graduates from high school, or is removed due to behavior, conduct, or failure to attend meetings, then the vacated position will be filled as soon as possible.
- B. Previous eligible applicants receive notification of the vacancy and recruitment activities take place to fill the position. The Lacey City Mayor reviews potential candidates and appoints an individual to the position. Where possible, the Mayor backfills the position with a candidate from the origin school of the departing Youth Councilmember.