Resolution No. 2019-093

A RESOLUTION ESTABLISHING THE RAPID CITY YOUTH CITY COUNCIL

WHEREAS, the City of Rapid City desires to spark youth engagement in City government, help youth gain valuable experience in City government, and treat youth as valuable partners in the work of local government; and

WHEREAS, the Common Council wishes to empower, support, and inform youth so that they can be productive members of the community; and

WHEREAS, the Common Council desires to create an accessible channel for open communication between the Rapid City Common Council and youth in the community; and

WHEREAS, the Common Council recognizes that the National League of Cities Institute for Youth, Education and Families has stated that “[y]outh councils or youth advisory boards can provide an effective way to engage youth in city government” and “[y]outh councils provide a conduit for youth voice to city leadership, help promote civic engagement and community service, and foster an understanding of how municipal government works”; and

WHEREAS, a youth city council is a model that can provide youth with an understanding of the various processes and departments of Rapid City government; and

WHEREAS, in 2018, a group of Rapid City area youth gathered to collectively advance the idea of authentic youth engagement and from these efforts, framework for a Rapid City Youth City Council was developed; and

WHEREAS, the Common Council desires to establish a Rapid City Youth City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Common Council that the City establishes the following Rapid City Youth City Council.

Rapid City Youth City Council

Membership
Rapid City Youth City Council membership will consist of Rapid City youth, at least one Common Council liaison, and an administrative coordinator. There will be at least five voting members and up to eighteen voting members. Qualifications for voting members are as follows: between the ages of fourteen and eighteen; attend a secondary school that services Rapid City residents, live within the City of Rapid City and are homeschooled, or have dropped out after attending a school servicing City residents; and if possible, at least two members in 9th grade, at
least two members in 10th grade, at least two members in 11th grade, and at least two members in 12th grade.

Voting members shall serve a term length of between one and two years. The Selection Committee shall decide what length of term each member will serve when the person is selected as a member. Members may not serve more than two consecutive terms. If a voting member is going to reach the age of nineteen during his/her one or two year term, the term will automatically end on the day before the member’s nineteenth birthday.

There will also be at least two non-voting members. The Rapid City Common Council shall select at least one alderman to serve as a non-voting liaison or liaisons to the Youth City Council. A liaison’s term will be for one year. If a liaison is no longer a sitting Common Council member, the liaison’s term will automatically end and the Rapid City Common Council may select a new liaison for a new one year term. The Rapid City Area Schools Youth Engagement Coordinator or someone appointed by the Rapid City Areas Schools shall be appointed as a non-voting Administrative Coordinator. There is no term limit for the Administrative Coordinator.

Selection of Voting Members

The Selection Committee for the Rapid City Youth City Council will select all members who will serve on the Youth City Council. In its selection process, the Selection Committee may choose to increase or decrease the number of members serving on the Youth City Council at any time as long as the Selection Committee attempts to ensure that the membership of the Youth City Council does not fall below five voting members and does not exceed eighteen voting members.

For the first year of the Rapid City Youth City Council, the Selection Committee will consist of at least one Common Council liaison, the Rapid City Area Schools Youth Engagement Coordinator, and at least four residents of the City of Rapid City (as approved by the Youth Engagement Coordinator). Every year thereafter, the Selection Committee will consist of the Rapid City Youth City Council Chairperson, the Rapid City Youth City Council Vice Chairperson, at least one Common Council liaison, the Rapid City Area Schools Youth Engagement Coordinator (or someone appointed by the Rapid City Areas Schools), and at least four residents of the City of Rapid City (as approved by the Youth Engagement Coordinator).

A standard application will be established to elicit interest from qualifying individuals. Applicants who do not meet the qualification criteria as stated above will not be considered. The Selection Committee will select members based upon each applicant’s response to application questions.
For the first year of the Rapid City Youth City Council, the Selection Committee will review applications from a pool of applicants who have submitted an application by December 6th, 2019. The Selection Committee will select new members as soon as practicable and thereafter notify new members of their selection. Terms will commence on January 1st.

After the first round of selections, the application process will remain open year round, allowing a pooling of applications. Every November, the Selection Committee will review applications from the pool of applicants who have submitted an application by October 31st of that year. The Selection Committee will typically select new members by November 30th and notify new members in December that they have been selected. Terms will typically commence on January 1st.

If an applicant is not chosen in the November selection process, the applicant’s application will remain in the pool of applicants for one year from his/her most recent application unless the applicant requests in writing to have his/her application withdrawn. If a member vacates his/her position or his/her term ends, the Selection Committee may convene to consider applications that are in the application pool. The Selection Committee may appoint a new member to serve a new term with a length of between one and two years (at the Selection Committee’s discretion).

The Selection Committee shall decide what length of term each member will serve when the person is selected as a member. However, the Selection Committee will choose terms to promote yearly staggering of terms such that all members’ terms will not end during the same year.

**Officers**

At the inaugural meeting of the Youth City Council and at the first meeting in January of each subsequent year, the Youth City Council shall elect officers from its membership, including but not limited to a Chairperson, a Vice-Chairperson, and a Secretary. The election of officers shall be done through nominations for candidates for each position and then voting through secret ballots.

The Chairperson shall preside over the Youth City Council. The Vice-Chairperson shall preside over the Youth City Council in the absence or disability of the Chairperson. The Secretary shall preside over the Youth City Council in the absence or disability of the Chairperson and the Vice-Chairperson. If the Chairperson, Vice-Chairperson, or Secretary vacates his/her term, then a replacement to fill the balance of the officer’s term shall be elected as soon as possible.

**Bylaws, Rules of Deliberation, and Quorum**

The Youth City Council shall adopt bylaws to govern its operation. No bylaw shall be effective until approved by the Rapid City Common Council. The bylaws may be amended at any time.
Robert’s Rules of Order will be followed to govern deliberations of the Youth City Council unless different rules of deliberation are chosen to replace some or all of Robert’s Rules of Order. More than one-third of all voting members of the Youth City Council shall constitute a quorum for the transaction of all business. In order for an action of the Youth City Council to pass, a majority of a quorum must vote in favor of the action.

**Meeting Days and Location, Agendas, Duties, and Opportunities**

Youth City Council meetings will take place on the second Tuesday of every month. The Youth City Council may hold additional meetings, as necessary, if any such meeting is approved by the Mayor of Rapid City or his/her designee. Meetings will take place in the Rapid City Common Council Chambers.

The Youth City Council will coordinate with City staff to post an agenda for each Youth City Council meeting outside City Hall where Common Council agendas are normally posted and on the City’s website.

The Rapid City Youth City Council will have the following nonbinding duties: advise the Common Council on matters related to youth; promote civic engagement among youth; and provide of its membership at least one member to attend public Common Council meetings as a monitor to relay information back to the Youth City Council. The members of the Youth City Council will be given opportunities to review and discuss Rapid City Common Council agendas to gain knowledge and insight on important community issues and learn about City issues from different departments of the City.