

Resolution No. 2021-099

**A RESOLUTION REGARDING CHANGES TO THE
RAPID CITY YOUTH CITY COUNCIL**

WHEREAS, the Common Council established a Rapid City Youth City Council through the passage of Resolution No. 2019-093, A Resolution Establishing the Rapid City Youth City Council; and

WHEREAS, the City of Rapid City desires to increase the opportunities available to the Rapid City Youth City Council by approving a budget that may be utilized by the Youth City Council to spark more youth engagement in municipal government and matters of municipal interest, help youth gain valuable experience in City government, provide Youth City Council Members with the ability to attend training and conference opportunities; and create more opportunities to treat youth as valuable partners in the work of municipal government; and

WHEREAS, the Common Council wishes to allow for more Youth City Council community engagement by approving a procedure by which the Youth City Council can sponsor community events; and

WHEREAS, the Common Council desires to change the framework for the Youth City Council that was originally contained in Resolution No. 2019-093; and

NOW, THEREFORE, BE IT RESOLVED by the Common Council that the City establishes: the following framework that will replace the entire framework for the Youth City Council that had been adopted in Resolution No. 2019-093 once this resolution is effective; a budget for the Rapid City Youth City Council; and the following policy and procedures related to the use of funds in the Rapid City Youth City Council budget and the approval of community events sponsored by the 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.

Current Youth City Council members who have a term that is scheduled to expire in December of 2021 shall have that term extended until May 31, 2022. Current Youth City Council members

who have a term that is scheduled to expire in December of 2022 shall have that term extended until May 31, 2023. However, if a current member is going to reach the age of nineteen during his/her term, he or she will not be eligible to serve once the person reaches the age of nineteen.

Except as provided above in regards to current members, voting members shall serve a term length of one year. If a voting member is going to reach the age of nineteen during his/her one or two year term, he or she will not be eligible to serve once the person reaches the age of nineteen.

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 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.

The Selection Committee will consist of 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.

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

If an applicant is not chosen in the April 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 before the end of the term or is not eligible to serve out the remainder of the term, the Selection Committee may convene to consider applications that are in the application pool and select an applicant to fill the remaining timeframe of the term of the open position.

Officers

At the first meeting in June of each year, the Youth City Council shall elect officers from its membership, including but not limited to a Chairperson, a Vice-Chairperson, a Secretary, and a Treasurer. 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 or is not eligible to serve out the remainder of the term, then a replacement to fill the balance of the officer's term shall be elected as soon as possible.

The Treasurer shall present the finances for the Youth City Council at each meeting. The Treasurer shall also act as a liaison to the Common Council and Mayor's Office on all matters dealing with the Youth City Council budget.

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. 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.

Budget

The Common Council may appropriate money for the Rapid City Youth City Council to spend under the following conditions and in accordance with the following procedures. Any money appropriated by the Common Council for use by the Youth City Council in a fiscal year can only be utilized by the Youth City Council in that fiscal year for the following purposes: to spark more youth engagement in municipal government and matters of municipal interest, help youth gain valuable experience in City government, provide Youth City Council Members with the ability to attend training and conference opportunities; and create more opportunities to treat youth as valuable partners in the work of municipal government. A proposal to spend money will not pass unless approved by two-thirds of the voting members of the Youth City Council. A proposal approved by the Youth City Council must also be approved by a majority of the City Council. No debt may be incurred and no expenditure of money is allowed until the proposal is approved by a majority of the City Council.

Any money that is appropriated to the Youth City Council for the fiscal year, but is not spent by the end of the fiscal year, will be returned to the General Fund for that fiscal year. The City may receive donations of funds designated for use by the Youth City Council. Any funds donated to the City specifically for the purpose of being used by the Youth City Council will not be returned to the General Fund at the end of a fiscal year. The donated funds will be reported in the General Fund as restricted funds until the funds are spent.

Community Events Sponsored by the Youth City Council

The following is the procedure by which the Youth City Council may sponsor community events. First, if the Youth City Council desires to sponsor a community event, a proposal to sponsor a community event will not pass unless approved by two-thirds of the voting members of the Youth City Council. Next, the Youth City Council must present its proposal to the City Attorney's Office for review. The City Attorney's Office will recommend what, if any, legal

documents and actions need to be completed in order for the event to occur. Once the City Attorney's Office has made its recommendation, the Youth City Council must submit its proposal and the City Attorney's Office recommendation to the Common Council for approval. The Common Council may approve the proposal with any conditions it desires. If the conditions are met, the Youth City Council will be allowed to sponsor the community event. If the conditions are not met, the Youth City Council will not be allowed to sponsor the community event.

DATED this _____ day of _____, 2021.

CITY OF RAPID CITY

By _____
Steve Allender, Mayor

Attest

Pauline Sumption, Finance Director
(seal)