

Council Meeting of
April 15, 2008

Honorable Mayor and Members
of the City Council
Torrance City Hall
Torrance, California

Members of the City Council:

SUBJECT: Community Services – Adopt RESOLUTION approving a stipend increase and making procedural changes for the Youth Council.
Expenditure: \$2,380

RECOMMENDATION

Recommendation of

- 1) the Community Services Director to increase the stipend to the Torrance Youth Council; and
- 2) the Community Services Director and the Torrance Youth Council to adopt a resolution to make procedural changes and repeal Resolution 2004-89.

Funding

Funding is available in the 2007-08 Youth Council Operating Budget.

BACKGROUND

At the joint meeting of the City Council and Youth Council on May 22, 2007, the City Council directed staff to evaluate an increase to the meeting stipend paid to the Torrance Youth Council members to match the stipend paid to other City Commissioners.

In addition, the members of the 2007-08 Youth Council reviewed their by-laws and the Resolution 2004-89. It was determined that changes to the Youth Council's operating procedures would make the meetings more efficient and maximize the students' time commitments.

ANALYSIS

Currently, Youth Council members are paid \$5.00 per meeting, and meet twice a month. It was identified that other Commission members receive \$10.00 per meeting and on occasion meet more than once a month. The Community Services Director feels that the Youth Council members should be paid \$10 per meeting their time commitment is similar to other commissions.

In reviewing Resolution 2004-89, the current Youth Council identified the following procedural changes:

- The Youth Council term of office is requested to be changed to go year round starting in June rather than trying to match the school year.
- The makeup of the Selection Committee would be expanded to representatives from the Library Commission and Cultural Arts Commission.
- Language would be added that allows the Youth Council to “represent youth in City affairs” as opposed to representing the City in Youth affairs.

The Youth Council unanimously approved these changes, during their meeting on March 19, 2008. The minutes from this meeting are included as Attachment B. Youth Council is also currently in the process of addressing changes to their bylaws to accurately reflect the duties of the Officers, the conduct of the Youth Council, and their meeting schedule.

The recommendations before you will be completed in one revised Resolution for the ease of administration and to eliminate the need for separate amendments to the Resolution.

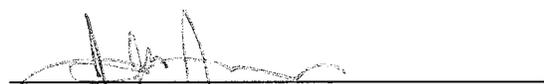
Respectfully submitted,

TORRANCE YOUTH COUNCIL



Dustin Tygret
Chairperson

NOTED:



John Jones
Community Services Director



LeRoy J. Jackson
City Manager

City Manager's Note:

This Resolution as submitted would result in Youth Council Members receiving a total stipend higher than that of members of several of other Commissions, including Library, Water, Traffic and Cultural Arts among others. These Commissions usually have fewer meetings and have a cap limit on the max stipend received per quarter.

- Attachments:
- A) Revisions to Resolution
 - B) Excerpt of Youth Council minutes from March 18, 2008
 - C) Updated Resolution

RESOLUTION NO. 200__-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE
REPEALING RESOLUTION 76-210 2004-89 AND RESTATING THE
ORGANIZATION OF THE TORRANCE YOUTH COUNCIL**

~~Whereas, the last revision to the Youth Council resolution was in 1976; and~~ the last revision to the Youth Council resolution was in 2004; and

Whereas, there is a need to revise this resolution to reflect current practices;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF TORRANCE DOES RESOLVE AS FOLLOWS:

SECTION 1

~~Torrance City Council Resolution 76-210 is hereby repealed. Torrance City Council Resolution 2004-89 is hereby repealed in its entirety.~~

SECTION 2

- A. There is hereby created the Torrance Youth Council.
- B. The Youth Council shall consist of (members as listed below):
1. Two students from each public high school in the City.
 2. Two students from private senior high schools in the City.
 3. Two students from El Camino College.
 4. ~~Two youth as members-at-large.~~ Two students from the California Academy of Math and Science (CAMS).
 5. ~~Two students from the California Academy of Math and Science (CAMS).~~ Two youth as members-at-large.
- C. ~~The term of office of each member shall be for one year, from October 1st, to September 30th, representatives may be reappointed for additional terms. The term of office of each member shall be for one year (no earlier than June 8th and no later than June 7th of the following year).~~
- D. All representatives must be residents of the City (In the event Torrance residents do not submit applications an exception can be made to accept applications from non-residents in order to get a representative from each school).
- E. ~~Selection of representatives shall be done on a competitive basis by formal application.~~ Selection of representatives shall be done on a competitive basis by formal application and interview. Membership on the Youth Council will be based on the recommendations of a Selection Committee comprised of one member from the Parks and Recreation Commission, ~~one member from the Community Services Commission, two former youth council members, and the staff liaison assigned by the Parks and Recreation Department.~~ one member from the Library Commission, one member from either the Commission on Aging or the Cultural Arts Commission and two former Youth Council members. Final appointment will be made by the City Council. *(If the Commissions are unable to provide the Committee with a representative, the Community Services Director will appoint a*

replacement to the Selection Committee. If former Youth Council members are not available to serve on the Selection Committee, current Youth Council members may fill in.)

~~F. Board members and their duties:~~

- ~~1. The officers of this organization shall be a Chairperson, Vice Chairperson, Secretary, Sergeant at Arm and two Historians.~~
- ~~2. The officers shall be selected by the by the Youth Council as a whole with each representative entitled to one vote.~~

G. F. In the event applications are not received from a school (section 2 B) the council Selection Committee will have the opportunity to fill these positions by additional members at large appointing additional members-at-large.

G. While the term is in progress, should openings become available, additional members may be appointed. Candidates will be considered provided they have been in attendance for two consecutive meetings and have been interviewed by the Youth Council during a regularly scheduled meeting. A two-thirds (2/3) vote of members present shall determine appointment pending final appointment by the City Council.

H. Officers and their duties:

- a. The Officers of the Youth Council shall be a Chairperson, Vice Chairperson, Secretary, Sergeant at Arms, and up to three Historians.
- b. The Officers shall be selected by the Youth Council as a whole with each representative entitled to one vote.
- c. Duties will be outlined in the Youth Council by-laws.
- d. Officers shall be elected for a one-year period as defined in Section 2.C.

SECTION 3

The Youth Council shall perform any duties assigned to it by the ~~Torrance Municipal Code~~ City Council. In addition, the powers and duties of the Youth Council shall be as follows:

- A. The Youth Council may make recommendations to the City Council and to all appointed City Commissions on matters of concern to the Youth Council.
- B. The Youth Council shall advise the City Council and all City Commissions on any matter when so requested by either the City Council or a City Commission.
- ~~C. The Youth Council shall meet as needed with the City Council Committee on its activities.~~
- D. C. The Youth Council shall represent the City before State, local, and national organizations and agencies when so directed by the City Council.

SECTION 4

- A. The Youth Council shall hold regular meetings at ~~least once every month~~ the Torrance Civic Center at least once every month. Meetings will be scheduled the first and third Wednesday of each month, at the discretion of the Youth Council.
- B. If a member has two (2) consecutive unexcused absences or three (3) consecutive absences whether excused or not, his/her ~~membership~~ appointment shall terminate automatically. In addition, the Youth Council shall have the authority to review the attendance record of any member to determine if he/she is to be terminated.

- C. Special meetings may be called by the Chairperson, whenever the need arises, by notifying all members at least 24 hours prior to any special meeting.

SECTION 5

The primary purposes of the Youth Council shall be:

- A. ~~To identify youth needs, suggesting possible solutions;~~ and To act as an advisory body to City Council;
- B. To officially represent the ~~City in youth affairs~~ youth in City affairs; and
- C. To identify youth needs and suggest possible solutions.

SECTION 6

The Youth Council shall adopt by-laws ~~which~~ that shall govern and regulate ~~its conduct and shall determine an appropriate meeting schedule~~ the duties of the Officers, the conduct of the Youth Council, and an appropriate meeting schedule.

SECTION 7

The members of the Youth Council shall be paid in lieu of their ordinary and necessary expenditures at a rate of ~~\$5.00~~ \$10.00 per meeting, not to exceed two meetings per month; payment is to be made at the end of each calendar quarter.

Introduced, approved and adopted this 20th ~~day of July, 2004~~ _____ day of _____, 2008.

Mayer ~~Dan Walker~~ Mayor Frank Scotto

APPROVED AS TO FORM:
JOHN FELLOWS III, City Attorney

ATTEST:

by _____
Ronald T. Pohl, Assistant City Attorney

Sue Herbers, CMC
City Clerk

ATTACHMENT B**EXCERPT OF MINUTES**

- Minutes Approved
 Minutes Subject to Approval

March 19, 2008

**MINUTES OF A REGULAR MEETING
OF THE TORRANCE YOUTH COUNCIL**

2. ROLL CALL/MOTIONS FOR EXCUSED ABSENCE

PRESENT: Chelsea Brewer, Naghmeh Ghafourian, Shreyasi Ghosh, Zachary Gray, Christina Kang, Anna Lee, Brad Moylan, Michael Ohta, Dana Schroeder, Tanya Sepehrnia, Fatana Temory, Louis To, Dustin Tygret, Aileen Yoon

ABSENT: Michael Allegro

GUESTS: Jason Minter and John Jones

STAFF: Deborah Reed, Sr. Recreation Supervisor; Youth Council Liaison
 Portia Rivera, Staff Assistant to Youth Council

11. COORDINATING COMMITTEE UPDATE

MOTION: Aileen Yoon moved, Dustin Tygret seconded, to move agenda item 11 before item 7. The motion carried unanimously.

Youth Council reviewed the draft of their proposed Resolution of the City Council to repeal Resolution 2004-89, restate the organization of the Torrance Youth Council and made changes as follows:

Section 2

- C.** In the event... school (section 2 B) the Selection Committee will have...
- E.** All representatives must be residents of the City (In the event Torrance residents do not submit an application, an exception...
- F.** Selection of representatives... Cultural Arts Commission, and two former...
- G.** While the term is in progress, should openings become available, additional members may be appointed. Candidates will be considered provided that they have been in attendance for two consecutive meetings and have been interviewed by the Youth Council during a regularly scheduled meeting. A two-third (2/3) of members present shall determine appointment, pending approval by City Council.

Section 4

- A. ... discretion of Youth Council

Section 5

The primary purposes of the Torrance youth council shall be:

- A. To act as an advisory body to the City Council.
B. To officially represent the youth in city affairs.
C. To identify youth needs and suggest possible solutions.

Section 6

The youth council shall adopt by-laws that shall govern and regulate the following: the duties of the Officers, the conduct of the Youth Council, and an appropriate meeting schedule.

Section 7

... per month; payment is to be made...

MOTION: Christina Kang moved, Dana Schroeder seconded, to approve the above resolution, with changes. The motion carried unanimously.

MOTION: Brad Moylan moved, Tanya Sepehrnia seconded, to table the review of the updated By-Laws of the Torrance Youth Council. The motion carried 13 votes to one.

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Introduced, approved and adopted this _____ day of _____, 2008.

Mayor Frank Scotto

APPROVED AS TO FORM:
JOHN FELLOWS III, City Attorney

ATTEST:

by _____
Ronald T. Pohl, Assistant City Attorney

Sue Herbers, CMC
City Clerk

