

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 06/26/06		Item Number: <u>A-1</u>	
AGENDA ITEM: Consideration of Establishing a Youth Advisory Commission.			
Contact Person/Dept.: Bill La Pointe		Phone Number: (310) 253-6682	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Public Notification: Parks and Recreation Commission 6/20/06; Public Notification List 6/21/06.			
Department Approval: William LaPointe (06/19/2006)		CAO Approval: Jerry B. Fulwood (06/21/2006)	
City Controller Approval: Marlee Chang (06/21/2006)			
<u>RECOMMENDATION:</u> Staff recommends the City Council review the recommendation by the Parks and Recreation Commission and staff regarding the establishment of a Youth Advisory Commission (YAC), discuss the issue and provide direction to staff. <u>BACKGROUND:</u> On October 18, 2004 City Council directed staff to place the establishment of a Youth Council or Commission for consideration at a future Council meeting. The intended purpose of the YAC would be to advise the City Council and Commission regarding issues that affect the youth of Culver City. Staff scheduled the YAC item for the January 10, 2005 City Council meeting. Prior to the January 10, 2005 Council meeting, the Parks and Recreation Commission (Commission) took action to request that the City Council refer the YAC item back to the Commission for a recommendation before it was considered by City Council. Attachment 1 provides a copy of the minutes from the January 4, 2005 Commission meeting. At the January 10, 2005 City Council meeting, Council moved to refer the YAC issue back to the Commission for review and recommendation. Attachment 2 provides a copy of the minutes of the January 10, 2005 City Council meeting. <u>DISCUSSION:</u>			

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At the February 1, 2005 Commission meeting, the Commission appointed a Subcommittee of Commissioners James and Redholtz (Subcommittee) to "attend the Teen Advisory Council meeting and report back to the Commission." Attachment 3 provides a copy of the minutes of the Commission meeting. The Subcommittee met with the Teen Advisory Council and reported back to the Commission at the March 1, 2005 Commission meeting. Commissioner Redholtz gave a summary report regarding the Subcommittee's meeting with the Teen Advisory Council and stated how impressed she was the quality of the student membership. Attachment 4 provides a copy of the minutes of the meeting. The item was not scheduled for Commission action.

The Commission agenda'd the TAC issue for Commission consideration at the May 3 2005 Commission meeting. Attachment 5 provides a copy of the staff's report. The Commission moved to direct staff to work with the Subcommittee to develop a teen survey for distribution to local schools and report back to the Commission. Attachment 6 provides a copy of the minutes of the meeting.

The Subcommittee met with staff on July 7, 2005 to discuss the TAC issue and continued discussions via emails during the months of August through October 2005. The Subcommittee contacted the Culver City Unified School District staff to assess the interest that the young people would have in forming an Advisory Council. In addition, Subcommittee members conducted their own individual research with the students.

At the November 16, 2005 Commission meeting the Subcommittee presented research information stating many young people seem to be mostly concerned with issues related to school. The Subcommittee felt that young people may not know much about how the City works and asked the Commission to consider recommending a "Round Tables of Civic Affairs Day" event in which students and young people could discover what the various governmental bodies (County, City, School District, etc.) do and what part they, as students, could play in governmental affairs. Attachment 7 provides a copy of staff's report to the Commission.

Commissioners discussed the TAC issue and moved the following:

1. Not to recommend the establishment of a YAC;
2. Explore using the Teen Advisory Council (now called Teen Advisory Group) of the City as well as representatives of the middle and high school leadership classes for youth input;
3. Explore with Teens a "A Round Table of Civic Affairs Day";
4. Explore the development of a web database email blast information request; and
5. Explore other ideas as they come up.

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Attachment 8 provides a copy of the minutes of the November 16, 2005 meeting. Attachment 9 provides a proposed budget for a "Round Tables of Civic Affairs Day." Recreation staff has been in contact with both the Information Technology Department and Teen Center members regarding the development of a Teen website. At that time it was decided that that project would not go forward.

On June 13, 2006 an email survey on the topic of Youth Advisory Commission/Committees was sent to 325 members of the California League of Cities. Attachment 10 provides the results of that survey. Several cities included supplemental information in their responses to the email survey (Attachment 11). Although the City of Los Angeles did not respond to the email survey, Attachment 12 provides information from the Los Angeles Youth Council web page. Attachment 13 provides a copy of the article titled, "L.A. Youth Council Gives Teens a Taste of Politics," that was published in the April 11, 2006 issue of the Los Angeles Times newspaper.

FISCAL ANALYSIS:

The costs associated with a Teen Advisory Commission would depend on the decision of the City Council. Below are several financial scenarios based upon assumptions of organizational structures:

- A. If the Council established a Youth Commission of 5 members with a monthly stipend of \$50, the cost would be \$3,000 per year. Staff costs to process agendas, take minutes and attend staff meetings are estimated to be approximately \$26,024, for a total cost of \$29,024.
- B. If the Council established a Youth Commission of 12 members with a monthly stipend of \$50, the cost would be \$7,200. Staff costs to process agendas, take minutes and attend staff meetings are estimated to be approximately \$26,024, for a total cost of \$33,224.
- C. If the status quo were to be maintained with the existing Teen Advisory Group at the Teen Center, meeting informally every other week and Teen Center staff costs having already been budgeted, then there would be no additional costs.
- D. If the Council were to approve the concept of a "Round Tables of Civic Affairs Day" event the proposed costs for a one day event would be approximately \$2,623. Attachment 9 provides a proposed budget for the event.

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E. Developing a web database email blast information request option has not been fully detailed in regards to expenditures and therefore costs for this request have not been identified at this time. It can be projected that there would be a cost for staff to establish the site and then on-going maintenance costs of the site.

Staff costs for a formal Commission were based upon a contract secretary at \$28/hour with an average three hour meeting minimum. If existing staff were assigned to conduct the research and report writing for a new Youth Commission, it would require a reduction in staff time allotted to other programs.

Funding for a Youth Advisory Commission or for a "Round Tables of Civic Affairs Day" is not budgeted for FY 2005-06 or for FY 2006-07. A reduction in other services currently provided may also need to be implemented if a more formal Commission were to be constituted.

With respect to funding, the City Council may wish to consider the following scenarios:

- (1) Approve use of \$20,000 in appropriated reserves from the City Council Discretionary Fund and \$8,800 in appropriated reserves in Fiscal Year 2005/2006 and authorize carrying-over these funds into Fiscal Year 2006/2007;
OR
- (2) Approve use of \$20,000 in appropriated reserves from the City Council Discretionary Fund and \$10,000 in appropriated reserves in Fiscal Year 2006/2007 (subject to approval of the Fiscal Year 2006/2007 budget by the City Council); OR
- (3) Approve use of \$30,000 in appropriated reserves in Fiscal Year 2006/2007 (subject to approval of the Fiscal Year 2006/2007 budget by the City Council).

Section 1100 of the new City Charter states:

"The City Council may, by ordinance, establish and abolish such commissions and boards as it may determine, from time to time, to be necessary for the effective and efficient governance of the City, to encourage citizen participation in local government and maintain positive human relations in the community."

Should the Council determine to establish a Youth Advisory Commission, an ordinance would be prepared and presented to the City Council for consideration on July 24, 2006.

ATTACHMENTS:

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1. January 4, 2005 Parks and Recreation Commission Meeting Minutes
2. January 10, 2005 City Council Meeting Minutes
3. February 1, 2005 Parks and Recreation Commission Meeting Minutes
4. March 1, 2005 Parks and Recreation Commission Meeting Minutes
5. May 3, 2005 Parks and Recreation Commission Staff Report
6. May 3, 2005 Parks and Recreation Commission Meeting Minutes
7. November 16, 2005 Parks and Recreation Commission Staff Report
8. November 16, 2005 Parks and Recreation Commission Minutes
9. Proposed Budget for a "Round Tables of Civic Affairs Day"
10. Results of Youth Advisory Committee/Commission Email Survey
11. Supplemental information provided by various cities regarding their youth advisory groups.
12. Los Angeles Youth Council web page.
13. Copy of the article titled, "L.A. Youth Council Gives Teens a Taste of Politics," as published in the April 11, 2006 issue of the Los Angeles Times newspaper.

MOTION:

That the City Council:

1. Conceptually approve the establishment of a five (5) member Youth Commission; OR
2. Conceptually approve the establishment of a twelve (12) member Youth Commission; OR
3. Approve providing a one day "Round Tables of Civic Affairs Day"; OR
4. Take no action and continue with the current Teen Advisory Group program; AND
5. Consistent with whatever action the Council takes, allocate funding from the source desired by the City Council; OR
6. Provide staff with further direction.