

**City of Culver City, California
City Council Agenda Item Report**

Meeting Date: <u>06/09/08</u>		Item Number: <u>A-1</u>
AGENDA ITEM: Consideration of the Formation of a Culver City Youth Advisory Committee (CCYAC).		
Contact Person/Dept.: Pam Robinson, Acting Recreation Manager		Phone Number: (310) 253-6632
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐
Public Hearing: ☐	Action Item: ☒	Attachments: ☒
Public Notification: Master E-Mail Notification List (06/04/08); Youth Making Changes (06/04/08); YMCA Youth in Government Program (06/04/08).		
Department Approval: William La Pointe, Director of Parks Recreation and Community Services (06/02/08)		City Attorney Approval: Carol Schwab (by H. Baker) (06/02/08)
Fiscal Impact Review: Jeff Muir (by M. Noller) (06/02/08)		City Manager Approval: Jerry B. Fulwood (06/04/08)

RECOMMENDATION:

Staff recommends that City Council consider the formation of a Culver City Youth Advisory Committee (CCYAC).

BACKGROUND:

Over the past several years, City Council has expressed an interest in getting Culver City youth more involved in local government. For example, in 2004 the "Student Shadowing Program" was implemented as a collaborative effort between Culver City High School and the City of Culver City. The purpose of the program was to familiarize youth with city government by assigning a minimum of two students per Councilmember to "shadow" the Councilmembers as they performed their official duties. Results of the program were mixed, with some students showing great enthusiasm and commitment and others losing interest and dropping out of the program. The program has since been dissolved and has not been reinstated.

In considering the appropriate structure and function of the Youth Shadowing Program, staff also did research on Youth Commissions/Councils in 2004. A table summarizing California Youth Commission/Council models that was provided to the City Council (along with additional information) in a memo dated June 6, 2004 is provided as Attachment 1.

A June 6, 2006 staff report titled, "Consideration of Establishing a Youth Advisory Commission," which outlines the recent history of this issue, contains many relevant attachments (including the results of a survey of other cities) and is the most recent report on this topic presented to City Council is provided as Attachment 2. An

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excerpt of the minutes of the June 6, 2006 meeting is provided as Attachment 3. A summary of the actions and activities leading up to this staff report and the subsequent action taken by the City Council are summarized in the table below.

DATE	ACTION / ACTIVITY
10/18/2004	City Council directs staff to come back with a report on the establishment of a Youth Council / Commission
01/04/2005	Parks and Recreation Commission requests that City Council direct the YAC item back to the Commission for review and recommendation
01/10/2005	Council considers Commission's request and refers the YAC issue back to Commission for review and recommendation
02/01/2005	Parks and Recreation Commissioners James and Daly Redholtz appointed to a subcommittee (later titled the "Youth Outreach Subcommittee") in order to research the feasibility of YAC, attend the Teen Center's Youth Advisory Council meetings and report back to the Commission
03/01/2005	Youth Outreach subcommittee makes an verbal report to the Commission
05/03/2005	Commission considers the YAC issue and gives further direction to the Youth Outreach subcommittee
July through September 2005	Youth Outreach subcommittee meets with staff, continues discussing the YAC issue, contacts the School District to assess student interest and conducts one-on-one interviews with youth.
11/16/2005	Commission reviews Subcommittee's report and takes action to indicate to Council that they do not recommend the establishment of the YAC at this time, however, there are other related ideas that the Commission would like to further explore.
06/13/2006	Staff conducts and email survey of California Cities on Youth Advisory Commissions / Committees
06/26/06	City Council considers the establishment of a Youth Advisory Commission and takes action to support the recommendation of the Parks and Recreation Commission not to establish a Youth Advisory Committee at this time and (that the Commission) explore other options related to this issue.

At the May 5, 2008 City Council meeting, it was expressed that although the City of Culver City has many wonderful youth activities, there is no program in place that involves youth in local government. It was stated that involving youth in local government will make future leadership stronger and be beneficial to Culver City. Consensus was reached that the discussion of the creation of a Youth Advisory Commission be agendized for an upcoming meeting.

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DISCUSSION:

Teen Center Youth Groups / Projects

“Youth Making Changes” (aka the Teen Advisory Council) is a group based at the Culver City Teen Center that discusses Culver City issues and engages in activities that directly benefit the City such as their “Global Youth Services Day” projects. The Parks and Recreation Commission’s Youth Outreach Subcommittee attended a meeting of this group and spoke individually with its members as one way to determine if there would be enough youth interest to form a YAC. One recommendation the Commission made to the City Council was to explore forming a relationship with this group in order to gain the perspective of youth on some of the issues facing the City instead of forming a new group for this purpose.

“Project Citizen” is an exciting new program that was implemented at the Teen Center last year. It is a curricular program for middle, secondary, and post-secondary students, youth organizations and adult groups that promotes competent and responsible participation in local and state government. The program is funded by the U.S. Department of Education and helps participants learn how to monitor and influence public policy. Project Citizen participants engage in structured projects that involve several steps, including identifying a public policy problem in their community, researching the problem and developing solutions, communicating these solutions to public officials and holding a public hearing before a panel of civic-minded community members. A Project Citizen presentation to City Council is scheduled for June 23, 2008. Since youth involved in this program have an interest in public policy, the members may have some suggestions for City Council with regard to the formation of a CCYAC.

Gauging Community Interest in a Youth Advisory Committee

Based on information previously gathered by the Parks and Recreation Commission’s Youth Outreach Subcommittee and on the City’s experience with the “Student Shadowing Program,” it seems clear that the key to a successful YAC will be the interest and willingness of local youth to participate. Some steps that Council may consider taking to determine the current level of youth interest in a CCYAC include: (1) direct staff and/or the members of the Youth Outreach subcommittee to conduct a survey of local schools and youth groups and then report the findings to Council; (2) enlist the aid of Youth Making Changes and/or the Project Citizen participants in gauging community interest in the CCYAC by doing a group project for this purpose; (3) refer the issue to the Council’s Joint Unified School District/City Council Liaison Subcommittee and the Parks and Recreation Commission’s Youth Outreach Subcommittee as a joint project for review and recommendation; (4) refer the issue back to the Parks and Recreation Commission for their review and recommendation; (4) form and properly fund the CCYAC, direct staff to raise community awareness of the group through public outreach and then evaluate if enough participation is generated to make the group viable.

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FISCAL ANALYSIS:

The fiscal implications of several scenarios based on different possible organizational structures of the Youth Advisory Committee are outlined in Attachment 2. If City Council determines that the members of the CCYAC will not receive a stipend, then the cost of staff time and materials costs in supporting the formation and operations of the Committee will be the main expenses to the City. If City Council determines that the members of the CCYAC will receive the standard \$50 per month stipend, it should be noted that the resulting \$3,000 cost for the year has not been identified and will need to be allocated by City Council.

It should also be noted that a CCYAC is not a part of the Parks, Recreation and Community Services Department work plan for 2008-2009 and therefore if staff time is to be used we will need to eliminate proposed work plans, or reduce the scope of other work plans in order to accommodate this added responsibility. It is also likely that the Department would need to hire a part time contract Secretary to attend meetings, prepare and post agendas, take minutes and transcribe the meeting into minutes. The cost for this service is estimated to be approximately \$500 per month or approximately \$7,200 per year. As with the stipend for the CCYAC members, this cost has not been identified in the budget and would need to be allocated by City Council.

ATTACHMENTS:

1. Summary of California Youth Commission/Council Models
2. June 26, 2006 City Council Agenda Item A-1. "Consideration of Establishing a Youth Advisory Commission"
3. Excerpt of the Minutes of the June 26, 2006 City Council Meeting

MOTION:

That the City Council:

1. Direct staff and/or the members of the Commission's Youth Outreach subcommittee to conduct a survey of local schools and youth groups to gauge the interest in the formation of a CCYAC;

or

2. Enlist the aid of Youth Making Changes and/or the Project Citizen participants in gauging community interest in the CCYAC;

or

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3. Refer the issue to the Council's Joint Unified School District/City Council Liaison Subcommittee and the Parks and Recreation Commission's Youth Outreach Subcommittee as a joint project for their review and recommendation;

or

4. Refer the issue back to the Parks and Recreation Commission for its review and recommendation;

or

5. Direct the formation of and authorize the funding for the CCYAC, and direct staff to advertise for applications for membership on the CCYAC.