



**NOTICE AND AGENDA
CITY COUNCIL WORK SESSION
TUESDAY, JANUARY 9, 2024, 6:30 P.M.**

Notice is hereby given that the City Council of the City of Glenn Heights, Texas will hold a Work Session on Tuesday, January 9, 2024, beginning at 6:30 P.M., in the City Hall, City Council Chambers, located at 1938-C South Hampton Road, Glenn Heights, Texas, 75154, as prescribed by Vernon's Texas Civil Statutes, Government Code Section §551.041, to discuss the following agenda items. Items do not have to be taken in the same order as shown in this meeting Notice and Agenda.

Pursuant to Texas Government Code Sec. 551.127, on a regular, non-emergency basis, members may attend and participate in the meeting remotely by video conference. Should that occur, a quorum of the members, including the presiding officer, will be physically present at the location noted above on this Agenda.

This Notice and Work Session Agenda, and the Agenda Packet, are posted online at <https://www.glennheightstx.gov/129/Agendas-Minutes>.

This Work Session will be live streamed at [https://www.glennheightstx.gov/229/City- Council-Meeting-Videos](https://www.glennheightstx.gov/229/City-Council-Meeting-Videos).

CALL TO ORDER

AGENDA

1. Presentation and discussion regarding the Youth Advisory Committee. (Council Member Travis Bruton)

ADJOURNMENT

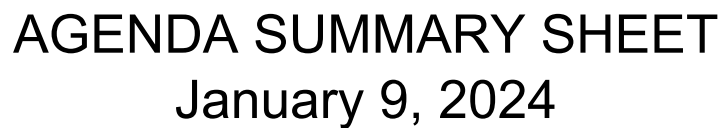
In accordance with the Americans with Disabilities Act, If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodations, please contact the City Secretary at least 48 hours in advance of the event at 972-223-1690 ext. 125 or email brandi.brown@glennheightstx.gov. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

I, Brandi Brown, City Secretary, do hereby certify that the above Meeting Notice and Agenda was posted in a place convenient to the Public at Glenn Heights City Hall, 1938-C South Hampton Road, Glenn Heights, Texas by 5:00 P.M. on Saturday, January 6, 2024.

Pursuant to Section 551.071 of the Texas Government Code, the City Council reserves

the right to consult in closed session with its attorney at any time during the course of this meeting and to receive legal advice regarding any item listed on this agenda.

Brandi Brown, City Secretary



Presentation and discussion regarding the Youth Advisory Committee. (Council Member Travis Bruton)

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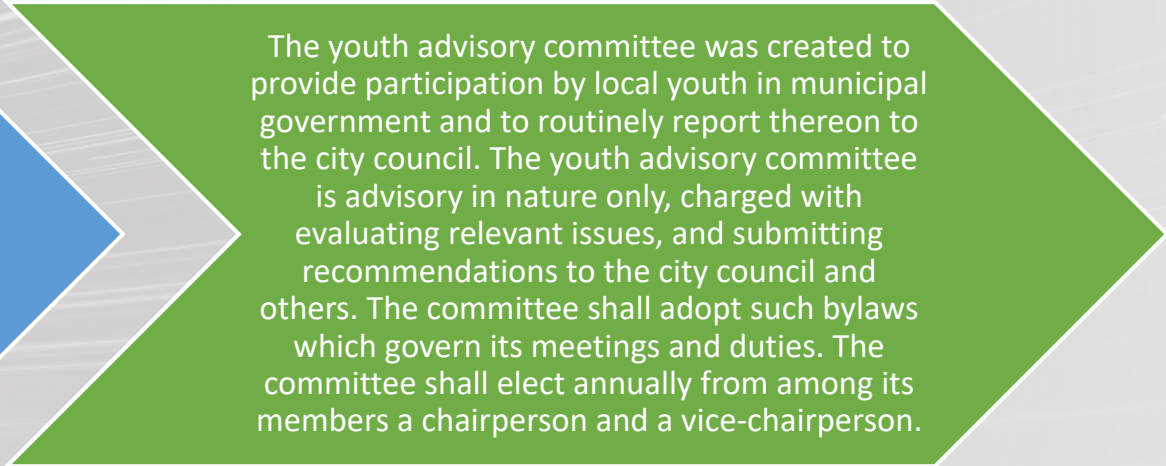
Youth Advisory Committee

History

Ordinance: 1.22.001, 1.22.002 and 1.22.003



In 2018 the youth advisory committee was created.



The youth advisory committee was created to provide participation by local youth in municipal government and to routinely report thereon to the city council. The youth advisory committee is advisory in nature only, charged with evaluating relevant issues, and submitting recommendations to the city council and others. The committee shall adopt such bylaws which govern its meetings and duties. The committee shall elect annually from among its members a chairperson and a vice-chairperson.

Composition

- Seven (7) members
 - Two (2) Alternatives
 - All high school students
 - One (1) year term
- One (1) adult sponsor
 - Two (2) year term
- One year terms August to June
- All members and sponsor to be appointed by majority of council
- The appointments to the youth advisory committee shall be made from applications



Committee Responsibilities

- Duties and responsibilities of the council include:
 - Acting in an advisory capacity to provide observations and make recommendations to the City Council regarding the needs and wants of Glenn Heights youth
 - Educating the youth participants in the local political process
 - Serve as messengers for the city and assist city council in outreach to the youth
 - Assist the city by volunteering for local city events



Recruitment

1

Request the city to connect with the ISD's to promote.

2

Request the city to have the application accessible

3

Request the city to promote on social media and in newsletter

4

Request council to submit a student applicant or adult sponsor

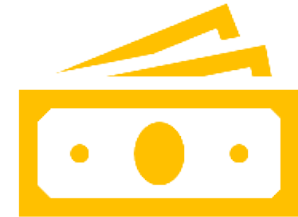
Incentives



Community Service
Hours



Mentorship with a city
council person



Potential scholarship
opportunity

Questions and Next Steps?

- Changes to the application
- How long should the application be open?
- Suggested process for selecting members
- Confirm the term



Chapter 1. General Provisions

ARTICLE 1.22. YOUTH ADVISORY COMMITTEE

§ 1.22.001. Creation; duties; advisory nature.

The youth advisory committee is hereby created to provide participation by local youth in municipal government and to routinely report thereon to the city council. The youth advisory committee is advisory in nature only, charged with evaluating relevant issues, and submitting recommendations to the city council and others. The committee shall adopt such bylaws which govern its meetings and duties. The committee shall elect annually from among its members a chairperson and a vice-chairperson. The mayor shall serve as an advisor and one (1) city council member shall serve as council liaison to the youth advisory committee.

(Ordinance O-17-18 adopted 10/2/18)

§ 1.22.002. Composition; appointment; terms.

The youth advisory committee shall consist of seven (7) youth members and two (2) alternate members, all being high school students, and one (1) adult sponsor. The adult sponsor shall be appointed by a majority of the city council from among registered voters of the city. Each of the seven (7) youth members and two (2) alternate youth members shall be appointed by a majority of the city council. Terms of office shall be two (2) years for the adult sponsor and one (1) year for the youth members and alternates.

(Ordinance O-17-18 adopted 10/2/18)

§ 1.22.003. Applications for appointment.

The appointments to the youth advisory committee shall be made from applications submitted to the mayor and city council.

(Ordinance O-17-18 adopted 10/2/18)

CITY OF GLENN HEIGHTS YOUTH ADVISORY COMMITTEE

Bylaws

ARTICLE I

Name

Section 1. Name of Incorporation. The name of this corporation shall be the Glenn Heights Youth Advisory Committee., hereinafter referred to as the ("YAC").

ARTICLE II

Creation

Section 1. The YAC is organized to provide input to the City of Glenn Heights City Council regarding activities and programs for the youth of the community.

The City of Glenn Heights Youth Advisory Committee (YAC) was formed to:

- A. Increase the level of civic engagement of youth within the City of Glenn Heights.
- B. Build an interest in and provide exposure to the development of public policy.
- C. Add a new layer of insight by advising the Glenn Heights City Council concerning youth/teen issues and interests.
- D. Serve as youth liaisons to ancillary boards and commissions.
- E. Develop an alliance with community partners, school districts, and external organizations that have an interest in youth programming.
- F. Serve as ambassadors for the Community.

ARTICLE III

Purpose

Section 1. The purpose of the YAC shall be advisory to the Glenn Heights City Council.

More specifically the purposes will be:

- A. To develop an alliance between the youth, city government, youth servicing agencies, and the community.
- B. To provide input to the City of Glenn Heights City Council, regarding issues that affect youth and teens through education, problem solving, providing services, developing training opportunities, planning social activities and leading service programs for community youth.
- C. To promote interest and receive input from the youth in the community to develop, promote, and sustain programs and activities for the youth;
- D. To study, investigate and research what other communities are doing to have the youth become an integral part in the development of the community;
- E. To promote the YAC to other communities.

ARTICLE IV

Board of Directors

Section 1. Number and Description: The governing body of the YAC shall be the Committee members. This body shall consist of nine (9) members selected as follows:

- A. Seven (7) voting Board Members, and two (2) alternates who are high school students appointed by the City Council through an application process.
- B. (1) adult sponsor. The adult sponsor shall be appointed by a majority of the city council from among registered voters of the city.

Section 2. Terms of Office: The YAC shall serve a one-year term, from August to August.

The adult sponsor shall serve a two (2) year term, from August to August.

Section 3. Meetings: The Committee members shall meet monthly. Special meetings of the Board may be called by the Chairman, or through written petition which includes email, text etc., of at least five (5) Committee members. The written petition must be sent to the board chair and the City Staff liaison. A quorum will consist of four (4) of the filled Board positions.

Section 4. Vacancies: Vacancies in positions will be filled through appointment of alternates, designated at the time of appointment as alternate 1 and alternate 2, then by appointment of new applicants approved by the Glenn Heights City Council.

ARTICLE V

Officers and Duties

Section 1. Officers. The officers of the YAC shall be the Chair, Vice-Chair, Secretary, Treasurer and Historian.

Section 2. Nominating Officers. At any meeting in which the election of an officer is held, a YAC Member may nominate a person with the second of any other Committee member.

Section 3. Election. Officers shall be elected by majority vote of the Committee members. Elections shall be held in September of each year.

Section 4. Terms of Office: Officers shall serve one (1) year terms, from August to August of each year. An officer may succeed him/herself.

Section 5. Chair: Shall serve as the Chief Executive Officer of the YAC; shall act as spokesperson for the YAC; shall preside at all YAC meetings; and shall perform such other duties as necessary to fulfill the objectives of the YAC.

Section 6. Vice-Chair: Shall preside in the absence of the Chair; and shall perform such other duties as may be delegated to him or her by the Chair.

Section 7. Secretary: Shall record and prepare the minutes of the meetings of the Youth Advisory Committee; shall give all meeting notices to the staff liaison and City Secretary;

Section 8. Treasurer: Shall provide financial accounting of information to the Board.

Section 9. Historian: Shall make records of events, newspaper articles, photos, scrapbooks, videos, conferences, etc. of the Youth Advisory Committee. This person shall take photos and video or make preparations for these items to be captured during events and YAC activities.

ARTICLE VI

Committees

Section 1. Committee. The Committee members may direct the Chair to appoint Committees as needed to perform specific duties or to delegate certain tasks to be performed. A Committee shall include at least one City Council member, one Youth Advisory Committee Member and may include non-board members. The Committee members may also notify any Committee of termination once its duties have been performed.

ARTICLE VII

Amendments

Section 1. Amendment of Bylaws. These bylaws may be amended by the affirmative vote of four (4) YAC Members at any regular meeting, provided that the changes are presented in writing at least two (2) weeks prior to their amendment.

ARTICLE VIII

Parliamentary Authority

Section 1. Parliamentary Procedure. The latest edition of "Robert's Rules of Order" shall govern any rules of parliamentary procedure not covered by these Bylaws.

Youth Advisory Committee

The Youth Advisory Committee (YAC) provides for youth participation in municipal government in an advisory capacity.

The mission is to provide the youth of our community with opportunities to volunteer and take initiative on projects that will help to promote positive change in the city of Glenn Heights.

All our YAC participants will have opportunities to create and participate in a variety of positive experiences that nurture self-esteem, reinforce positive attitudes, and are meaningful to both the individual and the community.

Name: _____

Address: _____

State, City, Zip Code: _____

Name of High School Currently Attending: _____

Classification: _____

If home-schooled, please upload confirmation of your Classification:

Phone Number: _____

Length of Residency: _____

Youth Advisory Committee

1. Please list any particular qualifications you feel would be beneficial to serving on our Youth Advisory Committee.
2. Please Enter a List of Accomplishments.
3. What community/school activities are you presently involved in?
4. Why do you want to become a member of the Youth Advisory Committee?
5. What skills and passion will you be able to contribute to the Youth Advisory Committee?
6. What teen issues are of greatest interest/importance to you?
7. Please list three projects or ideas for the Youth Advisory Committee to help/provide for our community for this upcoming year.
8. What skills do you hope to gain by joining the Youth Advisory Committee?

To be an effective member of our Youth Advisory Board, you must be willing to attend and participate in scheduled meetings.