

**CITY OF ROCKWALL  
RESOLUTION NO. 20-12**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROCKWALL, TEXAS, REPEALING RESOLUTION NO. 14-05 IN ITS ENTIRETY AND ESTABLISHING UPDATED, REVISED BYLAWS FOR THE YOUTH ADVISORY COUNCIL (YAC) OF THE CITY OF ROCKWALL; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Rockwall, Texas finds that modifications to the existing bylaws of the Youth Advisory Council are in the best interest of students participating in the program;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROCKWALL, TEXAS:**

**SECTION 1.** That the City Council of the City of Rockwall hereby repeals Resolution No. 14-05 in its entirety, which established revised bylaws for the City of Rockwall Youth Advisory Council (YAC).

**SECTION 2.** That a new set of bylaws are heretofore adopted as set forth below:

**I. CREATION**

There will be an established Youth Advisory Council (YAC) for the City of Rockwall, which shall be sponsored by the City of Rockwall.

**II. APPOINTMENT OF MEMBERS & ADULT ADVISORS / LIAISONS**

The Youth Advisory Council shall consist of no less than nine (9) youth members and no less than one adult advisor(s). Adult advisors shall be faculty for any school serving students living in the City of Rockwall. The schools shall be asked to appoint adult advisors and notify the City of their appointments.

The city council shall designate at least one of its members to serve as a liaison to the YAC. The City Secretary of Rockwall or her designee shall serve as an advisor and staff liaison to the Youth Advisory Council.

All Youth Advisory Council Members shall be selected via an open application process. Applications must be submitted through the City Secretary's Office. Deadlines for submitting applications shall be established by the City Secretary's Office. To be eligible for membership, potential candidates must be at least freshman level students residing within the City of Rockwall. The Rockwall City Secretary, City Council (or designated member(s) of the Council) and the City Manager and/or her designee shall interview applicants wishing to serve on the Youth Advisory Council.

Selection will be based on the following: (1) residency requirements – the student must reside within the corporate city limits of the City of Rockwall or be financially sponsored by either the government of the jurisdiction in which they live, by an individual or by a group; (2) strength of the candidate’s application and letter(s) of recommendation; (3) schedule and availability of the candidate; (4) candidate’s willingness to commit the time and effort required to participate in the program; and (5) the candidate’s performance in the interview process. Preference will be given to those students residing within the City of Rockwall. Once the interview panel has made its selections, it will present the recommended candidates to the full City Council for consideration. The Rockwall City Council will make final selection decisions regarding candidates. Appointments to the YAC shall be made by the City Council whenever vacancies exist.

### **III TERMS & OFFICERS**

Youth Advisory Council members shall be reappointed annually until which time as they either graduate from high school or are no longer willing or able to remain actively involved in serving on the YAC. All Youth Advisory Council members shall serve at the pleasure of the Rockwall City Council. The Youth Advisory Council shall include a chair, vice-chair, secretary and historian, all of whom shall be selected annually by members of the Youth Advisory Council.

### **IV. ATTENDANCE**

Members of the Rockwall Youth Advisory Council are expected to take their appointment to the YAC seriously through display of leadership, courtesy, punctuality, and consistent attendance. YAC members are asked to attend all regularly-scheduled, monthly YAC meetings as well as any additional YAC-related events which may be scheduled throughout the school year. Absence from more than two scheduled YAC meetings or events during a school year may operate to vacate a member’s seat, unless such absences are excused by an adult advisor at least seventy-two hours (72 hours) in advance of said, scheduled meeting or event. Should absenteeism become excessive (“excessive” here is defined as missing more than two YAC meetings or events during the course of a school year), the YAC member in question may be called before his or her fellow YAC members to give an account for his / her absenteeism. It shall then be up to the discretion of the remaining YAC members to determine, through deliberation and majority vote, if the YAC member shall remain in his / her position on the YAC or be recommended for removal from YAC for the remainder of the school year. Recommendations from the YAC regarding removal of a fellow member due to excessive absenteeism shall be submitted to the Rockwall City Council for final determination and disposition.

### **V. OBJECTIVE AND DUTIES**

It shall be the purpose of the Rockwall Youth Advisory Council to educate youth about local government, to provide participation by local youth in municipal government and to routinely report thereon to the Rockwall City Council. Members of the YAC may take initiatives directed toward effective change that benefit local youth and provide positive community impact through organized participation in various city sponsored activities and events. The Youth Advisory Council shall be consultative in nature and, may be charged with evaluating issues relevant to youth and submitting recommendations to the Rockwall City Council and other pertinent parties for advisement or consideration.

Specifically, the Rockwall Youth Advisory Council may be responsible for the following:

- A. Promoting participation in and understanding of local government by youth.
- B. Working, as necessary, with certain special events, projects, and fundraisers.
- C. Periodically attending Rockwall City Council and other Board and Commission meetings to better understand local government operations.
- D. “Shadowing” Rockwall City Councilmembers and certain City staff in order to better understand their roles in serving citizens and setting policy.
- E. Conducting “pseudo” city council meetings on an ‘as needed’ basis to obtain feedback from youth in the community related to issues of concern to them or related to Council assigned projects.
- F. Monitoring municipal programs and Boards/Commissions Agenda topics in regard to their bearing on youth in the Rockwall community.
- G. Making recommendations to the Rockwall City Council relative to programs and activities affecting youth in the community.
- H. Providing access for comment and input from the youth of the Rockwall community.
- I. Performing other duties as assigned by the Rockwall City Council, designated council liaison, City Manager, or staff liaison.

## **VI. EVALUATION**

The Staff liaison for the YAC shall, on an annual basis, conduct a short survey of YAC members to obtain feedback related to the program. The results of this survey along with a summary of the YAC’s yearly events and accomplishments shall be presented to the City Council for review during the summer months. Any recommendations related to the program may be discussed and considered by Council and Staff at this time each year.

## **VII. GUIDELINES FOR ADULT PARTICIPATION IN THE YAC**

These guidelines are adopted in an effort to protect participants in YAC, especially during overnight trips.

### **Adopted Guidelines:**

- A. All potential volunteer chaperones must be at least 25 years of age or older.
- B. All potential volunteer chaperones should be the parent or guardian of a member of the Youth Advisory Council, or members of City staff or City Council.

- C. All volunteer chaperones must undergo a criminal background check using a criminal history database for each volunteer's permanent residence.
- D. All volunteer chaperones must undergo a sex offender background check using the sex offender registry available at Texas Department of Public Safety - Crime Records Service.
- E. The background check and sex offender registry check shall be completed annually to ensure strict compliance.
- F. A volunteer chaperone shall be disqualified from service if the person has the following types of convictions or deferred adjudications: a misdemeanor or felony under Texas Penal Code Title 5 (Offenses Against the Person), Title 6 (Offenses Against the Family), Chapter 29 (Robbery) of Title 7, Chapter 43 (Public Indecency) or §42.072 (Stalking) of Title 9, §15.031 (Criminal Solicitation of a Minor) of Title 4, §38.17 (Failure to Stop or Report Aggravated Sexual Assault of Child) of Title 8, or any like offense under the law of another state or under federal law.
- G. If selected, the volunteer chaperone must attend a detailed pre-trip briefing outlining the logistics and health and safety protocols of the trip.
- H. The student to volunteer chaperone ratio shall not exceed 8 students to 1 chaperone.
- I. Volunteer chaperones must take precaution not to be alone with a student for both the safety of the child as well as the chaperone.
- J. Volunteer chaperones should also avoid one-on-one digital contact with a student through games, social media, etc. Chaperones are expected to copy another chaperone, staff or council member on all digital communications with a student.
- K. In the event of overnight stays, the volunteer chaperone(s) should not retire their room for the night until all the minors / students are accounted for and in their assigned rooms.

**SECTION 3.** That this Resolution shall become effective immediately upon passage and approval and it is so resolved.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ROCKWALL, TEXAS, this 5<sup>th</sup> day of October, 2020.**

  
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**Jim Pruitt, Mayor**

**ATTEST:**

  
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**Kristy Cole, City Secretary**

