



**City of McCall
City Council**

**AGENDA
Special Meeting
September 1, 2022 at 5:30 PM
Legion Hall – Below City Hall
216 East Park Street
McCall, ID
AND MS TEAMS Virtual**

ANNOUNCEMENT:

Council Meetings are available for in person and virtual attendance. Any member of the public can join and listen only to the meeting at 5:30 pm by calling in as follows:

Dial 208-634-8900 when asked for the Conference ID enter: 366 306 160#

Or you may watch live by clicking this link: <https://youtu.be/K2shkKr0mpM>

OPEN SESSION ROLL CALL

WORK SESSION

AB 22-230 Work Session to Discuss the formation of a ‘McCall Area Youth Council’ as an Advisory Committee to the McCall City Council

ADJOURN

American with Disabilities Act Notice: The City Council Meeting room is accessible to persons with disabilities. If you need assistance, please contact City Hall at 634-7142 at least 48 hours prior to the meeting.

**McCALL CITY COUNCIL
AGENDA BILL**

216 East Park Street
McCall, Idaho 83638

Number AB 22-230
Meeting Date September 1, 2022

AGENDA ITEM INFORMATION				
SUBJECT:		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
Work Session to Discuss the formation of a ‘McCall Area Youth Council’ as an Advisory Committee to the McCall City Council		Mayor / Council		
		City Manager		
		Clerk		
		Treasurer		
		Community Development	MHT	Originator
		Police Department		
		Public Works		
		Golf Course		
COST IMPACT:	~\$1750	Parks and Recreation		
FUNDING SOURCE:	Council Contingency	Airport		
		Library		
TIMELINE:	Sept 2022-June 2023	Information Systems		
		Grant Coordinator		
SUMMARY STATEMENT:				
<p>City Staff has a history of visiting the McCall Donnelly High School annually to deliver a general presentation on the purpose, function, and importance of Local Government before High School students in the Speech Class. In Fall and Winter of 2021, Staff assisted High School students in crafting ‘Mock’ or ‘Practice’ Public Comment speeches and arranged a visit to the Speech Class by various Council Members and City Staff to hear the speeches from students in an unofficial listening session.</p> <p>Based on the positive outcome of the educational exercises and continued engagement with School Staff, as well as working with the Idaho League of Cities to learn the function of Youth Council’s in other communities in Idaho and the US, staff determined the creation of a Youth Council would be a positive outlet for civic engagement and leadership opportunity in the community to allow space for students to participate in local decision-making and change-making.</p> <p>City Staff and School Staff have determined that there is a pathway for both a short-term and long-term Youth Council structure that can evolve over time and be designed with enough flexibility for area youth to select projects, programs, or local issues that are meaningful to young people.</p>				
RECOMMENDED ACTION:				
<ol style="list-style-type: none"> 1. Review Draft Bylaws, Staff Memo regarding Youth Council design, objectives and purpose 2. Provide direction to staff 3. Consider a date range for a ‘Joint Work Session’ with prospective Youth Council members 				
RECORD OF COUNCIL ACTION				
MEETING DATE	ACTION			



City of McCall

COMMUNITY DEVELOPMENT

www.mccall.id.us

216 East Park Street
McCall, Idaho 83638

Phone 208-634-7052

Main 208-634-7142

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Subject: City of McCall/McCall Area Youth Council
From: Meredith Todd, Assistant Planner; BessieJo Wagner – City Clerk; Melissa Coriell – MDHS Teacher/Youth Council ‘Champion’
Date: September 1, 2022

Purpose & Scope: Each year, City Staff has been invited to visit students at McCall-Donnelly High School to assist in teaching how local government at the City level works. Often, the lesson in Local Government operations is part of a Speech Class where student practice researching a local topic of interest and providing a Public Comment to a group of decision-makers, such as McCall City Council. Last year in Fall and Winter of 2021, Staff helped coordinate students’ interviews with City Staff, Committee Members and other community professionals, as well as helped schedule a visit by various Staff and Council Members to the school to provide audience for the student’s speeches.

After the positive experience for students of being given time by decision-makers and City Staff to express their thoughts, concerns, and ideas regarding local issues, City and High School Staff continued to maintain contact and organized a series of collaborative events and opportunities for engagement for the Highschoolers through the end of the school year including:

- Assistance and facilitation of Environmental Club at MDHS
- High School Volunteer Table at City Arbor Day Party
- The Tandem Tour – A Mental Health and Mindfulness Event

Following each of these experiences, City and High School staff debriefed and reflected on ways to continue creating pathways for input that could be offered to the young adults of the community going forward. By the end of the school year, City Staff and High School staff charted a pathway to create a Youth Advisory Council or Youth Council, similar to those that exist in other communities in the state and country. These communities include:

- Meridian, ID – Mayor’s Youth Advisory Council
- Star, ID – Mayor’s Youth Council & Scholarship Program
- Pocatello, ID – Youth Advisory Council
- Boise, ID – Youth Climate Council
- Twin Falls – Youth Advisory Council

Additionally, staff attended the Association of Idaho Cities conference to sit in on some of the AIC Youth Council offerings, and learn more about ways that existing Youth Advisory Council members engage and learn about the topics and concepts governed by Local Governments. A great example includes a session facilitated by ULI, the Urban Land Institute, where Students were broken into teams and given a full series of resources to make an Urban Renewal project proposal.

Some students played the role of local interest groups, others were on the Development team in positions ranging from Accountant, to Planner, to Architect, to Community Liaison. Throughout the activity, students learned not only how to fit abstract goals and concepts into a design, but also the importance of making a project stay within budget and meet community goals and government standards such as provision local housing, open space, and commercial spaces. This combination of real-life skill scenarios, combined with the space and resources to practice what local leaders do every day proved to be a great experience for Youth in attendance, one that could be repeated with local students.

Given these observations of other communities, and discussions with the High School staff about short- and long-term goals for a Youth Council, staff recommends identifying topic areas or projects of focus for a group of students to work on collaboratively and address in ways that inspire them. We believe that many of the best lessons and benefits to the City and students can be gleaned from a model of “project-based” learning, wherein by giving students a slate of tasks, topics and projects that could benefit from youth input or engagement, the youth respond to those needs by providing not only a report or study on the topic, but creating a project to address it. An example of this could be:

In learning about Land Use Planning in the City of McCall and Impact Area, students have already noticed that while our Comprehensive Plan is relatively recent and ordinances are updated regularly, our Design Guidelines and Native Plants/Landscaping Recommendations are 15 years old and consider Solar Panels ‘an inefficient and sometimes unsightly embellishment.’ If the students gravitate towards wanting to be engaged on a Land Use related topic, perhaps providing a Draft Design Guideline update could be a worthy project to tackle and impact the future of the McCall Community. There are many other examples that could mirror this.

Goal Outcomes:

The goal for this meeting is to review to draft Bylaws for a Youth Council, identify possible topic areas and tasks that area youth may have the interest-in and capacity to explore and form goals around, and provide recommendations to Staff for adopting a Resolution to create a Youth Council at a future meeting date.

Questions for Council:

- 1) What Topic Areas should be available/appropriate to encourage and empower Student/Youth exploration into the Local Government Process in McCall?:**
 - Ex – ‘Environment, Transportation, Workforce Opportunity, Sustainability, Land Use’
 - What does Council/Staff hope to gain/learn from Youth Perspectives in decision-making arenas?
- 2) Does Council have a preference on whether they would like a certain number of Youth Presentations/Work Sessions per year (ex: 1 per semester?)**

- Spending time sharing findings/accomplishments/recommendations/discoveries is a good mechanism for Youth Council to be accountable to City Council, and City Council/Community to be accountable to the goal of providing Youth a space for impacting change.
- An expected number of 'check-ins' can provide helpful structure for developing a good relationship between Youth Council and City Council.

3) Are there any ongoing/upcoming projects that Council would hope to see Youth Input/Legwork on specifically?

- Providing a list of opportunities and options for ongoing projects to be involved in can allow the Students to select Areas of Interest and lean in the direction of projects that are meaningful to them as individuals/small groups/a whole Youth Council.
- Ex – Parks Master Plan, Climate Action Plan, Water Master Plan, BSU Hazard and Climate Resilience Study, Etc.

Prepared by:



Meredith Todd
Assistant City Planner

Enclosures/Attachments:

- Youth Council Program Details
- Curriculum Design Outline for Short-term (2022-2023) and Long-term (2023 -) Youth Council
- DRAFT Youth Council Bylaws

Youth Council Program Details: M. Todd & M. Coriell

Location(s):

- Legion Hall/Public Meeting Spaces, subject to Open Meeting Law
- MDHS for Independent Student Work Sessions

Timeframe: First Meeting with Students: (Tentative) - Sept. 11, 2022

“Youth Council Retreat”: (Tentative) – in the 1st week of October 2022

Adoption of Bylaws - by end of October 2022

Fall Semester Report – prior to Winter Break

Resources:

Staff:

- CED: Meredith Todd, Staff Liaison
- Clerk: BessieJo Wagner, Supporter
- MDHS: Melissa Coreill - School Liaison/Chaperone

Volunteer:

- Some interest expressed from McCall Outdoor Science School (MOSS) Graduate Students/Program Director (Karla Eitel) in allowing Grad Students to Volunteer/Mentor on research and Project Development. Potential for future curriculum development to work more closely upon a High School class being made.

Anticipated benefits/incentives to students:

- Resume Builder
- AIC Conference Attendance
- Project Mgmt/Leadership Experience
- Mentorship f/ Community Professionals

General Challenges:

TIME - Students juggle numerous extracurriculars

- Sports
- Paying Jobs
- Siblings
- Music

GEOGRAPHY - School District Boundaries differ from Municipal Boundaries

- Youth Council should not discriminate against non-McCall residential students
- Would other decision making bodies need to “adopt”/”recognize” this Youth Council?

RESOURCES – School & Local Government Staff Time Required

- In deciding/navigating between extracurricular (interim) or (eventual) school hours class, how can the time, talents, and resources of Local Gov’t and School staff be used most effectively to empower Youth Council
- How often should YC report to Council/County Commission
- Should Students attend any/some Committee Meetings (Parks Advisory, Planning & Zoning, Public Art, Local Option Tax)
 - Would this be for required “credit?”

Curriculum Design for Short-term/interim Youth Council and a Longer-term Youth Council based on the observed challenges/questions:

Short-Term/Interim (2022-23 School Year):

FREQUENCY OF MEETINGS:

- Monthly or **2x Monthly meetings** outside of school hours, 90-120 minutes (immediately after school?)
- Monthly is a good option if each student attends a Public Committee/Commission meeting to “report back”/make their “focus” for the next meeting/provide Youth Report at meeting (hypothetically get signature from Staff Liaison to certify ‘attendance?’)

WORK LOAD:

- 8-10 hours of individual preparation per month (?) (on the high end)
 - o Each student could “Champion” or “Chair” their own topic/sector, or partner with another student to lead the group through a topic
 - Ex: Planning & Zoning/Land Use Chair – Could research/report on current PZ matters, attend monthly PZ meetings, and identify a Planning & Zoning Code Amendment to work on as Youth Council with Planning Staff and present to PZ Commission, Council, etc.
 - Ex: Parks & Recreation Chair – Could assist the [PROS Planning Team through Parks Master Plan process](#)/provide regular Youth-centered input as PROS Plan develops, attend PROS meetings and/or Parks & Rec Advisory Committee meetings and report back to YC.
 - Ex: Finance/Local Option Tax Chair – Could research process/requirements for new Local Option Tax or opportunities to apply for LOT funds to fund Youth oriented opportunities, or work with Rotary, WCMEDC, Little Ski Hill etc. to create a scholarship fund, pay for ski lessons... etc).
 - ... the list could go on and on based on student interests.
 - o Researching Topics/Meeting with Elected & Staff Officials/Youth Peer Constituents to dive deep on topics
 - o Preparing Discussion Questions and “Findings of Fact” - type presentation/report for on topic of interest for group

Long-Term Youth Council Goals/Curriculum (Fall 2023, Onward?):

FREQUENCY:

- Regularly occurring School Course (for Civics/Government or Elective Credit? - Not Double Blocked)
- Students attend any/some Committee Meetings (Parks Advisory, Planning & Zoning, Public Art, Local Option Tax)
 - o Would this be for required “credit?”
- “Decision Making/Report/Council” Sessions - occur on *ex: Every other Friday*
- Other Class periods – devoted to a rotating ‘wheel’ of deep dives on local government operations and local topics of interest (Fill the content section in as you envision/as course requirements might dictate; I think it would always be important to provide portions of each subject to how these things function at the individual level: i.e., *what’s the point in understanding an organizational budget if you don’t understand a personal budget?*)

WORK LOAD:

- Similar to that of current Government class Requirements? (4-5 small assignments/1 “big” project per “unit”) – all leading to semester “capstone”?
- 1-3 required Public Meetings per semester?
- Extra Credit opportunities for attending additional Public Meetings?

CONTENT IDEAS:

- **4-6 weeks on City (& Personal?) Finance/Budget/Human Resources**
 - How does a City Budget Work (County Budget, State Budget, Federal Budget)
 - What are taxes and how are taxes decided? What taxes does McCall have? (Review current Fiscal Year City Budget)
 - How can Public Dollars be spent? How can they not be spent?
 - What is the Role of HR? // What ARE “Benefits?”
 - What is the difference between Employer Provided Benefits and Employee Paid Benefits?
 - How does (Health, Dental, Vision, Life) Insurance Work
 - What Benefits matter?
 - How does a Personal Budget Work?
- What do taxes look like on the individual level? (Could do scenarios at the beginning like real life monopoly where some students are wealthy, some middle-income, some low-income; all pay taxes and interact in the City and vie for the City budget to fix their neighborhood problem or something like that).
- **4-6 weeks on Role of City/County Clerk**
 - Skills for Managing City Council/Leadership
 - Writing Meeting Agendas; Taking Minutes; Keeping accurate ‘history’ of decision makers
 - Business Licensing
 - Elections (!!! So Important!)
 -
- **4-6 weeks on History of Land Use/Planning & Zoning:**
 - Could do a PZ Scavenger hunt: Find a City Code Violation, Find a Historic Building, find a LEED Certified Building
 - Create your own mock project: Some students play the role of architect/contractor/developer and present application to “staff” students
 - Students must write a mock ‘Staff Report’/Code Analysis on local application from last 12 months or the mock project presented
 - Some students play role of PZ Commission and deliberate the application based on Facts presented
 - *And/OR: focus on something missing in Code/Planning Documents, ie: McCall Design Guidelines are 15 years old and describe Solar Panels as “unsightly” – could spend part of PZ section updating/editing Design Guidelines.*
- **4-6 weeks on Public Works/Sewer/Internet (Streets, Water, Infrastructure)**
 - Costs of services provided to public
 - Role of “subsidy” in providing human rights/public goods & services
 - Pothole Inventory? Traffic Counts? De-Icer/Road Safety Analysis?
 - Project: “If I had all the resources in the world, heres how I would solve this McCall Infrastructure Problem”
 - “Given few, scarce resources; here’s how I would address this problem more effectively than it is currently being addressed”

BENEFITS TO STUDENTS:

- Course Credit
- LEARNING OPPORTUNITIES OUTSIDE OF SCHOOL GROUNDS
(responsibility/stewardship/trust)
- Significant professional experience (could really be considered an “internship”)
- Place-based/local learning that impacts lives of young adults in community

2022 BYLAWS, PRACTICES AND PROCEDURES THE McCALL AREA YOUTH COUNCIL

ARTICLE I ESTABLISHMENT

Section 1. Establishment:

McCall Youth Council (hereinafter called the 'MYC') is established by authority of Idaho Code. The office shall be located in the McCall City Hall Building at 216 E. Park Street, McCall, ID 83638.

Telephone (208) 634-7142

ARTICLE II MEMBERSHIP AND OFFICERS

Section 1. Membership:

The Committee shall consist of no less than five (5) voting members appointed by the City Council. The term of office for each appointive member shall be one (1) year. Each member may serve no more than 2 consecutive terms. Committee members need not be a resident of the City of McCall, but shall be members of the greater McCall Area Youth population, between the ages of ___ and ___ or be enrolled in a McCall-Donnelly Joint School District School for the School Year term of the year of appointment. Representation from students and Youth able to commit a minimum of ___ hours per month to meetings, and ___ hours per month to independent research/meeting preparation, and those youth with a particular interest in government and public change-making shall be preferred.

'Application/Letter of Interest/Recommendations or Refences Required'

- Application Form/Permission Slip
 - o <https://lieu.house.gov/sites/lieu.house.gov/files/documents/YAC%20Consent%20Form%20fillable.pdf>
Permission Slip Example ^^
- Letter of Interest/Personal Statement
- Personal/Professional Reference(s) or Letter of Recommendation?

Areas of Interest Identified:

Each prospective MYC member shall submit a selection of 5 Areas/Topics of Interest from the annual list of selected topics provided by the McCall City Council, to act as the options for their personal projects and duties as MYC Members. MYC Advisors and Mentors will strive to match each MYC Member with a minimum of one (1) project, task, committee assignment, or other initiative per school semester with the identified interest areas of the appointed member.

Section 2. Officers, Number, Qualifications and Duties:

The officers of the Committee shall be a Chairperson and a Vice-Chairperson. The Chairperson and Vice-Chairperson shall be elected by and from among the members of the Committee. The duties of such officers shall be such as are usually performed by such officers in similar organizations and as defined by the parliamentary authority adopted by the Committee in Article IV, Section 1, of these Bylaws, as well as the following:

- A. Chairperson:
1. Preside at all meetings of the Committee.
 2. Sign documents of the Committee.
 3. Assure that all actions of the Committee are properly taken.
 4. Make Sub-Committee appointments as required.
- B. Vice-Chairperson:
- During the absence, disability or disqualification of the Chairperson, the Vice-Chairperson shall exercise or perform all duties and be subject to all the responsibilities of the Chairperson.

Section 3. Election and term of Office, Vacancies:

Officers shall be elected by majority vote of the members of the MYC annually at the first MYC meeting of each Calendar Year and shall serve a term of one year or until their successors are elected. Vacancies in officer's positions shall be filled by election whenever they occur, at the meeting next following the occurrence of the vacancy in the manner provided for election of officers in this section.

Section 4. Resignation of Office, Resignation of Membership:

Any officer may resign at any time by giving written notice of such resignation to the Committee. Unless otherwise specified in such written notice, such resignation shall take effect upon receipt by the MYC, and the acceptance of such resignation shall not be necessary to make it effective.

Section 5. Removal:

Any officer may be removed, with or without cause, upon a vote of a majority, but no fewer than three, of the voting members of the MYC; a successor may be elected as in these Bylaws provided for the filling of vacancies at any time.

Section 6. Secretary:

"Liaison" Roles that should be mentioned/identified here:

- *"City Staff Liaison"*
- *"Council Liaison"*
- *"Educator Advisor" (Or however MDSD refers to Club Advisor?)*
- *"Volunteer Mentor"*

The Committee will be staffed by the Administrator, or his/her/their designee; the Education Advisor, or his/her/their designee, and; _____. **In addition to providing customary technical support, staff will perform the following duties of Secretary:**

1. Keep the minutes of all meetings of the Committee in an appropriate minutes book.
2. Advertise all legal notices required by the Idaho State Code or these bylaws.
3. Prepare the agenda for all meetings of the Committee.
4. Be custodian of Committee records.

ARTICLE III MEETINGS

Section 1. Regular Meetings:

The Committee shall meet for a regular meeting on the second Monday of the month. The regular meeting may be scheduled for another date in order to not conflict with holidays or significant local or civic events. Meetings shall be held at the hour and place fixed from time to time by motion of the Committee or at the Hour of 4:00 p.m. in Legion Hall or McCall Library if no other time or place is so fixed. The Secretary will publish and distribute to the members an agenda on or before the Friday before the meeting. In the event there is no business to transact, the meeting will be cancelled. The absence of an agenda serves in lieu of a notification of cancellation.

Section 2. Quorum:

At all meetings of the MYC the presence at the commencement of any meeting in person or via virtual format of a majority of the members thereof who are qualified to vote shall be sufficient to constitute a quorum for the transaction of any business of the MYC.

ARTICLE IV RULES OF ORDER

Section 1. Rules of Order:

The order of business for the Committee shall be the following, facilitated by the Secretary or his/her/their designee:

- A. Open-call meeting to order
- B. Attendance roll call
- C. Review and approval of minutes of preceding meetings
- D. Business
- E. Adjourn

ARTICLE V VOTING

Section 1. Voting:

Each regularly appointed member shall be entitled to one vote on any matter which may come before the MYC. The vote of a majority of the members present at any meeting attended by a quorum of its members shall be necessary to decide any item. The **Chairperson** may enter into the discussion of and vote on any item before the MYC

Section 2. Tie Votes Concerning Recommendation to City Council:

Upon a vote to recommend approval or disapproval of a proposed action to the governing board, a vote which results in a tie shall automatically require that a recommendation of disapproval to the proposed action be forwarded to the **City Council**.

ARTICLE VI AGENDA

Section 1. Agenda

In order to facilitate and conduct orderly business, the members of the MYC resolve: For those persons desirous of coming before this body, a list of particulars shall be submitted to the Administrator/Secretary or his/her/their designee, stating the reason or reasons why they wish to be heard, in order to facilitate this process and give proper notice to all persons who may be affected and therefore giving them an opportunity to be heard. Said list of particulars must be submitted no later than 12:00 noon on the Thursday preceding the next scheduled meeting. Any request presented in this manner will be drawn up and published and/or aired through various media to inform the public of business presented. All requests received will be heard in the same order in which received, i.e., first request received will be heard first, etc.

ARTICLE VII COMMITTEES

Section 1. Committees:

Sub-Committees may be established and appointed and given charge and timelines by the Chairperson to assist the Committee in performance of its function. Citizens and public officials may also be appointed to serve as non-voting members on the sub-committees.

ARTICLE VIII AMENDMENT OF BYLAWS

Section 1. Amendments:

These Bylaws may be amended at any regular meeting of the Committee by a two-thirds vote of the members thereof, provided, however, that the amendment must have been submitted in writing at the previous regular meeting of said Committee.

Adopted this _____ day of _____, 2022.

Chairperson

City Secretary

Educator Advisor