



## CITY COUNCIL POLICY

**CP 1-14**

Category: General

Department:  
Community Services

**TITLE:**

Youth Advisory Board Council Liaison Program

Approved: February 16, 2016

**A. Purpose**

The purpose of this policy is to provide general guidelines for the Youth Advisory Board (YAB) Council Liaison Program which will provide a quality experience for two Council Youth Liaisons and develop opportunities for improved youth civic engagement.

**B. Basic Program Eligibility**

Applicants for the YAB Council Liaison Program must fulfill the following eligibility requirements:

1. Current member of the YAB with a tenure on the board of at least six (6) months.
2. Currently enrolled in grades 9, 10, 11 or 12.
3. GPA of at least 3.0 or higher.
4. Attendance at regularly scheduled YAB meetings, a minimum of 80% of the time.
5. Committed to attending regular council meetings beginning in late August through May of the upcoming school year.
6. Possess a general knowledge of the Council/Manager form of Municipal Government and a basic understanding of the functions of the Peoria City Council.

C. Selection Process

1. The program application period will be identified annually. Applicants must submit a Youth Advisory Board Council Liaison application to be considered.
2. The Youth Advisory Board will review all applications and recommend up to three (3) candidates to be interviewed by the City Council Boards and Commissions Subcommittee
3. The City Council Boards and Commissions Subcommittee will recommend to the Mayor and City Council two Youth Advisory Board Council Liaisons.
4. Mayor and City Council will have a standard ten (10) day period in order to comment on the City Council Boards and Commissions Subcommittee recommendations.
5. Upon approval, appointments for the Youth Advisory Board Council Liaisons will be made by resolution.

D. Time Frame

1. Applications for the YAB Council Liaison will be submitted to the Youth Advisory Board Staff Liaison in the Community Services Department.
2. Submitted applications will be reviewed by the YAB. Youth Advisory Board will select not more than three applicants to be reviewed and interviewed by the City Council Boards and Commissions Subcommittee.
3. Interviews with the City Council Subcommittee on Boards and Commissions will be scheduled for a subcommittee meeting.
4. The Mayor and City Council will approve the two YAB Council Liaisons at a regular council meeting.
5. The YAB Council Liaisons will begin attending City Council meetings in August.

E. Guiding Principles

1. The YAB Council Liaisons will attend regular City Council meetings beginning in late August through May of the following year.
2. The YAB Council Liaisons will not have voting rights.
3. City Council members will be provided opportunities to mentor the YAB Council Liaisons as coordinated by the City Manager's Office.
4. After three (3) unexcused absences, the YAB Council Liaison could be replaced.
5. The YAB Council Liaison is responsible for requesting school credit for this appointment.

APPROVED:

/S/  
Cathy Carlat, Mayor

APPROVED AS TO FORM:

/S/  
Stephen M. Kemp, City Attorney

Adopted: 06/18/13, CC #24R  
Amended: 08/27/14, CC #18C; Amended: 02/16/16 CC #6C