



AGENDA ITEM # 10.3

REPORT TO CITY COUNCIL

Report Prepared by: Angie Duus

Date: September 6, 2022

Subject: Junior Councilmember

Report: Attached is a resolution establishing the Junior Council Member Program.

Council Action Requested: Council motion adopting the attached resolution establishing the Junior Council Member Program.

**CITY OF PEQUOT LAKES
RESOLUTION 22-28**

RESOLUTION ESTABLISHING THE JUNIOR COUNCIL MEMBER PROGRAM

WHEREAS, the City of Pequot Lakes has had a long-standing relationship with the Pequot Lakes School District and desires to continue to strengthen that relationship; and

WHEREAS, students from the Pequot Lakes School District annually attend Council meetings as part of their coursework; and

WHEREAS, the City's Public Works Department hosts opportunities; and

WHEREAS, Council feels the life experiences of a school-aged persons offer diversity in their perspectives; and

NOW, THEREFORE BE IT RESOLVED that the City Council Pequot Lakes, hereby creates a Junior Council Member Program. The program would allow a high school student to participate as a non-voting member of the City Council with the following parameters:

1. Candidates will be chosen from the Pequot Lakes School District enrollment (age 16-18 (Junior or Senior)) (preference given to students living in the City of Pequot Lakes).
2. Duties will include: serving a one (1)-year term during the school year; be seated with the Council and actively participate.
3. Observe all Council regulations and attend all regular Council & Work Session meetings.
4. Only one (1) Junior Council Member will be chosen to serve at any given time following an application and selection process.
5. Junior Council Members are non-voting members of the Council.

Adopted by the City of Pequot Lakes this 6th day of September 2022.

Tyler Gardner
Mayor

ATTEST:

Richard Spiczka
City Administrator



City of Pequot Lakes Junior Councilmember Program

Overview

The City of Pequot Lakes established a Junior Councilmember Program in 2022 to encourage greater youth participation in local government. The program allows a high school student to be an active, participating member of the city council. The junior councilmember is required to attend monthly council meetings, work sessions, budget sessions, and other specially called meetings, as appropriate. Like other members of the council, the junior councilmember is required to take a pledge, and observe council meeting rules. At meetings, the junior councilmember is seated next to the council at the dais, and encouraged to provide input on matters brought before the council. The council feels that a junior councilmember's presence adds a diversity of perspectives, which is incredibly valued.

Application Process

At the beginning of each school year, the city approaches the local high school, making principals, teachers, and students aware of the Junior Councilmember Program. The program liaison from the school's faculty selects a qualified candidate for the program. School staff interviews the candidate for the junior councilmember seat, and puts the candidate forward to serve as a non-voting member of the city council for a period of one year.

An alternate process, being used in other communities, to select a junior councilmember is to receive letters of interest from interested juniors and seniors explaining their reason(s) for wanting to serve on the city council. Then interviews are conducted by school staff or city council.

Guidelines

- Priority is given to Pequot Lakes residents, however candidates from surrounding communities will be considered when there are no local applicants
- The junior councilmember is required to take a pledge
- Regular attendance at monthly council meetings, work sessions, and special meetings is required
- All meeting rules must be observed
- The junior councilmember is expected to serve on the council for a period of one year
- The junior councilmember is a non-voting member of the council
- The junior councilmember is not permitted to attend executive/closed sessions of the council

Program Evaluation

At the end of each one-year term, the council evaluates the Junior Councilmember Program, and incorporates changes as needed. New applications for the Junior Councilmember Program are accepted each fall.