



**City of Menifee  
Youth Advisory Committee Meeting  
Meeting Agenda  
Tuesday, September 27, 2016**

**City Hall Council Chambers  
29714 Haun Road  
Menifee, CA 92586**

**4:00p.m. Regular Meeting**

THE PURPOSE OF THE YOUTH ADVISORY COMMITTEE MEETINGS ARE TO CONDUCT THE CITY'S  
BUSINESS

PLEASE SEE OUR DECORUM POLICY NOTES AT THE END OF THIS AGENDA

**AGENDA**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. FLAG SALUTE**

**4. PRESENTATIONS**

**4.1. Staff Introductions**

- Rob Johnson – Menifee City Manager
- Robert Lennox – Community Services Director

**5. APPROVAL OF MINUTES**

**5.1. None to approve**

**6. AGENDA APPROVAL OR MODIFICATION**

**7. PUBLIC COMMENTS (non-agenda items only)**

**8. Discussion Items**

**8.1. Brown Act Training**

- Sarah Manwaring – Menifee City Clerk

**8.2. Conduct Committee Elections**

- Conduct election for Committee Chair
- Conduct election for Committee Vice-Chair
- Conduct election for Committee Secretary

### **8.3. Youth Advisory Committee Calendar discussion**

- Review and discuss the Meeting Calendar, including excursions and special events

## **9. COMMUNITY SERVICES SUPERVISOR COMMENTS**

### **9.1. Department Update**

- Fall Festival

## **10. COMMITTEE MEMBER REPORTS ON COMMITTEE ACTIVITIES**

## **11. FUTURE AGENDA REQUESTS FROM COMMITTEE MEMBERS:**

### **Items Scheduled for Future Agendas:**

- Fundraising Opportunities

## **12. ADJOURNMENT**

### **Decorum Policy Notes**

*Please use a speaker request form when you wish to address the Committee*

*The Committee anticipates and encourages public participation at its Committee meeting, both on agenda items and during the public comments period. Please use respect by not having your cell phones on, refrain from talking in the audience or outbursts that may be disruptive. While we encourage participation, we ask there be a mutual respect for the proceedings.*

### **Staff Reports**

*Materials related to an item on this Agenda, including those submitted to the Committee after distribution of the agenda packet, and are available for public inspection by contacting Jen Allen, Deputy City Clerk, at (951) 672-6777 during normal business hours.*

### **Compliance with the Americans with Disabilities Act**

*If you need special assistance to participate in this meeting, you should contact Jennifer Allen, Deputy City Clerk, at (951) 672-6777. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.*

## **CITY OF MENIFEE**

---

SUBJECT: MEETING AND EVENTS CALENDARS

MEETING DATE: September 27, 2016

TO: Committee Chair and Committee Members

PREPARED BY Michael Rinehart, Community Services Coordinator

REVIEWED BY: Jason Hendrix, Community Services Supervisor

APPROVED BY: Robert Lennox, Community Services Director

---

### **RECOMMENDED ACTION**

That the Youth Advisory Committee:

1. Review and discuss the 2016-17 Events Calendar
2. Review and discuss the 2016-17 Meeting Calendar, including excursions

### **DISCUSSION**

The Youth Advisory Committee (YAC) will be an integral part of many of the city's large community events. Committee members will have an opportunity to put their mark on many of these signature events as they will be involved in a different aspect of each event. Some of the events you can expect to see YAC members at include the Fall Festival, Veteran's Day Ceremony, Tree Lighting Ceremony, Spring Festival, and more. In addition to the city's events, YAC Members will be participating in the regional Anti-Bullying Summit in Ontario and the Teen Leadership Exchange in Anaheim.

The Meeting Calendar consists of the regularly scheduled YAC Meetings, on the fourth Tuesday of every month, as well as various excursions throughout the school year. YAC Members will experience and see other agencies and the resources available to them in their area such as, the EMWD San Jacinto Water reclamation Facility, Riverside County San Jacinto Animal Campus, Cal Fire Menifee Lakes Fire Station #76, and Riverside County Perris Sherriff Station.

### **FISCAL IMPACT**

None.

### **ATTACHMENTS**

YAC 2016-17 Events Calendar  
YAC 2016-17 Meeting Calendar

## **CITY OF MENIFEE**

---

SUBJECT: ANNUAL COMMITTEE OFFICER ELECTIONS

MEETING DATE: September 27, 2016

TO: Committee Chair and Committee Members

PREPARED BY: Michael Rinehart, Community Services Coordinator

REVIEWED BY: Jason Hendrix, Community Services Supervisor

APPROVED BY: Robert Lennox, Community Services Director

---

### **RECOMMENDED ACTION**

For the Youth Advisory Committee to conduct annual elections pursuant to Resolution No. 14-361.

1. Conduct election for Committee Chair
2. Conduct election for Committee Vice-Chair
3. Conduct election for Committee Secretary

### **DISCUSSION**

On April 2, 2014, City Council adopted Resolution No. 14-361 establishing the Youth Advisory Committee (YAC). Exhibit A, Section 3.C of the resolution identifies the "Procedure for the Youth Advisory Committee Officers". It requires that annual elections for the offices of Committee Chair, Vice-Chair, and Secretary occur in September of each year:

1. *Chairperson: shall be elected by the Youth Advisory Committee members each September to begin office on October 1, annually; The Chair shall facilitate the meetings of the Committee and shall insure committee items are placed on the agenda.*
2. *Vice Chair: shall be elected by the Youth Advisory Committee members each September to begin office on October 1, annually; The Vice-Chair shall assist the Chair as requested and facilitate the meetings in the absence of the chairperson.*
3. *The Secretary: shall be elected by the Youth Advisory Committee members each September to begin office on October 1, annually; The secretary will record the minutes of the Youth Advisory Committee meetings. Format and send meeting minutes to staff liaison for distribution to committee approval. The City Clerk will maintain records related to the Youth Advisory Committee.*

As the first meeting of September, staff recommends that the Committee conduct annual elections for Committee Chair, Vice Chair, and Secretary Offices pursuant to Resolution No. 14-361.

**FISCAL IMPACT**

None

**ATTACHMENTS**

Resolution No. 14-361