



NOTICE OF A VINEYARD YOUTH COUNCIL MEETING
September 9, 2024, at 6:00 PM

PUBLIC NOTICE is hereby given that the Vineyard Youth Council will hold a regularly scheduled Vineyard Youth Council meeting on Monday, September 9, 2024, at 6:00 PM, in the City Council Chambers at City Hall, 125 South Main Street, Vineyard, UT.

AGENDA

1. CALL TO ORDER

2. SWEARING IN OF EXECUTIVE BOARD MEMBERS

2.1. Deputy Recorder Tony Lara will swear in any Executive Board members who were not sworn in during the City Council meeting.

3. TRAINING

3.1. City Recorder Pamela Spencer will present an Open and Public Meetings Training

3.2. City Recorder Pamela Spencer will train the executive board on agenda management.

4. APPROVAL OF MINUTES

5. BUDGET REVIEW

6. BUSINESS ITEMS

6.1. Vineyard Youth Council Bylaws Amendments

The Youth Council Executive board will review and possibly act to amend their bylaws.

6.2. Youth Council Executive Board Meeting Schedule

The Youth Council Executive Board will discuss and approve a meeting schedule for the 2024-2025 Council year.

6.3. Movie in the Park Event Recap

7. REVIEW OF UPCOMING EVENTS AND ASSIGNMENTS

7.1. Tentative Event Schedule

City Events:

Patriot day Drone Show & Concert - September 11, 2024, 7:00 Pm to 9:15 PM at Grove Park

Boo-A-Palooza - October 21, 2024, 5:30 PM to 7:30 PM at Grove Park - set up starting at 3:00 PM

Tree Lighting Ceremony - December 2, 2024, 6:00 PM to 7:00 PM at Penny Springs Park

Bunny Hop Egg Drop - April 19, 2025, 9:00 AM to 10:00 AM at Grove Park

Earth Day Clean up - April 26, 2025 9:00 AM to 12:00 AM Sunset Beach Park

Bike Month - May 2025 - All Month

Vineyard Days - June 4-7, 2025 at Grove Park

Movie in the Park - June 16, 2025, at dusk at Grove Park

Independence Day Celebration - July 1, 2025, 7:00 PM to 10:30 PM Grove Park

Movie in the Park - July 21, 2025, at dusk at Grove Park

Movie in the Park - August 18, 2025, at dusk at Grove Park

Youth Council movie in the Park to be determined by the Council

Recreation 5k & 1K

Blizzard November 2, 2024 (hours 6:30 AM to 10:30 AM)

Gold Rush March 22, 2025 (hours 6:30 AM to 10:30 AM)

Vineyard Days June 7, 2025 (hours 6:30 AM to 10:30 AM)

8. ADJOURNMENT

The next meeting is to be determined by the board. This meeting may be held in a way that will allow a board member to participate electronically.

The public is invited to participate in all Youth Council meetings. In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify the City Recorder at least 24 hours prior to the meeting by calling (385) 338.5183.

I, the undersigned duly appointed City Recorder for Vineyard, Utah, hereby certify that the foregoing notice and agenda was posted at Vineyard City Hall, on the Vineyard and the Utah Public Notice websites, and delivered electronically to staff and to each member of the Governing Body.

AGENDA NOTICING COMPLETED ON:

September 6, 2024

CERTIFIED (NOTICED) BY:

/s/Pamela Spencer

Pamela Spencer, City Recorder



STAFF REPORT

Meeting September 9, 2024
Date:
Agenda Vineyard Youth Council Bylaws Amendments
Item:
Department: Recorder
Presenter: Pamela Spencer

Background/Discussion:

The Youth Council Executive board amended their bylaws in 2023. Vineyard City staff found some inconsistencies and felt it was necessary to amend the bylaws.

Fiscal Impact:

N/A

Recommendation:

Staff recommends adopting the amends to the bylaws as presented.

Sample Motion:

"I move to adopt resolution 2024-01 the Vineyard Youth Council amended bylaws as presented."

Attachments:

1. VYC Resolution No. 24-01- Amendments to Bylaws
2. Vineyard Youth Council Bylaws 9.9.2024 redline version

RESOLUTION NO. 2024-01

**A RESOLUTION AMENDING THE UTAH
VINEYARD YOUTH COUNCIL BYLAWS**

WHEREAS, the Vineyard Youth Council (VYC) has found a need to amend their bylaws; and,

WHEREAS, the VYC Board would like to amend their bylaws by making clarify and technical changes; and,

WHEREAS, the changes to the bylaws will improve the VYC operations;

NOW THEREFORE, BE IT RESOLVED BY THE VINEYARD YOUTH COUNCIL OF THE STATE OF UTAH, AS FOLLOWS:

SECTION 1. Bylaw changes. The bylaws are amended as shown in the attached Exhibit “A.”

SECTION 2. Authorization. That the Vineyard Youth Council hereby approved, and the Youth Mayor and Recorder are authorized to execute said amendments and any other documents necessary and proper to accomplish the purposes of this Resolution.

SECTION 3. Severability. If any section, clause, or portion of this Resolution is declared invalid by a court of competent jurisdiction, the remainder shall not be affected thereby and shall remain in full force and effect.

SECTION 4. Effective date. This Resolution shall become effective immediately upon passage.

PASSED AND ADOPTED THIS 9th day of September 2024.

Youth Mayor, Ashlyn May

ATTEST:

Beckham Sifuentes, Youth City Recorder



VINEYARD
STAY CONNECTED

Vineyard Youth Council Bylaws

Revised ~~10.59.9.2023~~2024.



Youth Council History

The first Youth Council was established as a cooperative project between locally elected officials in Hyrum, Utah, and has since been organized in over seventy Utah communities. Youth Councils are youth education and development programs utilizing hundreds of community volunteers from throughout Utah who teach adolescents how to work within the American political system.

The “Youth Council Program” focuses on four key areas:

- **Leadership, Education, and Development**
- **Providing Practical Local Government Knowledge and Experience**
- **Increasing Communication Between Youth and Adults**
- **Providing Service Opportunities for Young People to Contribute to, and Benefit from, Their Communities**

The “Youth Council” program educates young people to be responsible, contributing citizens when they reach adulthood.

The Association of Youth Councils was organized in March of 1992, with the support and encouragement of the Utah State University Administration, because the success of the program had outgrown the financial and personnel resources of USU.

Over the years, many Utah mayors, city council members, and concerned community citizens have recognized the need to offer a proven community service and leadership training program to their young people. The Youth Council program meets these needs in cities and towns throughout Utah, providing both service and educational opportunities for young people. Participation in a local Youth Council group teaches adolescents the skills they’ll need to become a better-prepared workforce, a better-educated citizenry, and a better-trained corps of future business and civic leaders.

Article I: Goals of Vineyard Youth Council

The Youth Council program builds youth by:

1. Serving in a leadership capacity

2. Accepting responsibility
3. Learning to work as a team
4. Learning how to plan an agenda, conduct a meeting, give reports, and be accountable for assignments
5. Developing self-confidence through service

Article II: Purpose of Vineyard Youth Council

1. Help youth appreciate and understand the role of government.
2. Assist the Mayor and Council in solving problems and achieving the goals of the community.
3. Encourage youth and adult involvement in city meetings and activities.

Article III: Youth Council Elections

1. The youth city government officials will be elected by their peers (~~first week in May~~kickoff meeting in July)~~and appointed by the Mayor and Council by the fourth week in May.~~
2. The Youth Council Executive Board will consist of six members – a Youth Mayor, Youth Recorder, Youth City Manager, and three Committee Chairpersons.
Requirements to serve on the VYC are as follows:

- Must be a resident of the city for at least three months.
- Must be at least in the 8th grade, and not yet a graduate of high school.
- Must be at least in the 10th grade to serve as Mayor of Youth Council.

Article IV: Youth Council Committees

1. The Youth City Council shall create the following permanent committees to assist the council in carrying out its plans, goals, and projects.~~The members of the committees are to be appointed by the Youth City Council.~~ Committee membership shall be for a one (1) year period.

- **Activities** – Assist in city celebrations, Easter Egg hunt, Summer Celebration, Halloween Activity, etc.
- **Beautification and Service** – City cleanup, conservation, recycling, etc.
- **Communications** – Social media engagement, flyer distribution, community information dissemination, etc.

Article V: Requirements to Remain on Youth Council Executive Board

1. Remain a resident of the city.
2. Attend at least 75% of all VYC meetings (about 8 meetings scheduled, subject to change).
3. Attend at least 75% of VYC service projects (6 events scheduled for the school year, subject to change).
4. Actively engage with and participate in discussions.
5. Fulfill the responsibilities of the office held.
6. Set a proper example for the youth.

Those wishing to serve on the Youth Council Executive Board must complete a Youth Council Application Form and submit a waiver along with a declaration of candidacy form to the Advisors. The Youth Council Executive Board will be voted on by their peers ~~and appointed by the Mayor and City Council.~~

All youth are encouraged to serve on a committee. ~~An information sheet~~An application and waiver must be submitted. ~~Youth Council members may be reappointed to the same or another position for a second term.~~

Article VI: Youth City Council Responsibilities

1. Attend at least 75% of Youth Council Meetings (~~14~~8 meetings scheduled for the school year, subject to change).
2. Volunteer for at least 75% of City Events (6 events scheduled for the school year, subject to change).
3. Actively engage with and participate in discussions.

Article VII: Youth Council Positions

Youth Mayor

1. Preside over Youth Council meetings.
2. Facilitate discussion of Youth Council towards goals and objectives of the meeting's agenda.
3. Solicit plans and projects from the Youth Council.
4. Coordinate updates to Vineyard City Council periodically.



Youth City Manager

1. Help enact decisions made by the Youth Council.
2. Oversee the Committee Chairs and Recorder.
3. Manage the Youth Council budget.

Youth City Recorder

1. Create the Youth Council meeting agenda with the Executive Council.
2. Keep track of and manage minutes of all Youth Council meetings.
3. Present a copy of the minutes to the City Recorder for public record and distribute electronically to all members of the Youth Council.
4. Keep a record of the Youth Council minutes and agendas.
- 4.5. **Keep track of youth council member's attendance and participation**

Youth Communications Chair

1. Manage internal and external communication for the Youth Council via social media, GroupMe, posters, etc.
2. Develop and distribute content to promote Youth Council initiatives.
3. Maintain records of Council activities and achievements.
4. Support the Youth Mayor's initiatives through effective communication.

Activities Chair

1. Assist in city celebrations, Easter Egg hunt, Summer Celebration, Halloween Activity, etc.
2. Recruit committee members
3. Report committee member's participation to the Youth City Recorder

Youth Service and Beautification Chair

1. Assist in city cleanup, conservation, recycling, etc.
2. Recruit committee members
3. Report committee member's participation to the Youth City Recorder

Article VIII: Code of Conduct

1. Inappropriate and/or disrespectful language towards city officials, youth council members, and youth committee members will not be permitted.
2. Dress and grooming must be neat and must be in accordance with the Alpine School District Dress Code. Notification will be given if an event requires a professional dress code.
3. Electronic devices are permitted but must not be a distraction to any individual.

Article IX: Attendance Requirements and Annual Retreat

Section 1: Local Officials Day and Youth Council Leadership Conference

1. To be eligible to attend events such as Local Officials Day at the state capital and the Youth Council Leadership Conference in Logan, members of the Youth Council Executive Board and its committees must meet the following attendance requirements:
 - Attend a minimum of 75% of scheduled Youth Council meetings held throughout the year.
 - Participate in a minimum of 75% of Youth Council and city-sponsored events throughout the year.

In cases where a member joins the Youth Council or its committees in close proximity to these events and wishes to attend, they shall be required to commit to achieving 75% attendance for the remainder of the year.

Section 2: Removal of Members for Non-Compliance

1. Any member of the Youth Council Executive Board or its committees who fails to meet the attendance requirements as outlined in Section 1 or fails to meet the responsibilities they have been given for two consecutive quarters may be subject to removal. The process for removal is as follows:
 - Removal of a member for non-compliance shall be initiated by a written notice of intent, which shall be presented at a scheduled Youth Council Executive Board meeting.
 - The member in question shall have the opportunity to present their case and address the issue at the same Youth Council Executive Board meeting.
 - A removal decision will be made by a two-thirds majority vote of the Executive Board members~~present members during the meeting~~.
 - The member facing removal has the right to appeal the decision to a higher authority or governing body as defined by the local regulations governing the Youth Council.



Section 3: Vineyard Youth Council Annual Retreat

1. The Vineyard Youth Council ~~shall~~ may organize and host a yearly weekend retreat designed to foster teamwork, build strong connections among members, promote personal development, and facilitate mutual understanding.
2. The annual retreat is an integral part of the Youth Council's commitment to nurturing its members' growth and leadership skills. All members of the Youth Council and its committees are highly encouraged to attend this retreat.
3. The retreat shall include activities such as team-building exercises, team connection activities, "getting to know you" activities, and personal development sessions. The specific agenda and details of the retreat will be determined by the Youth Council leadership.
4. The date, location, and other logistical details of the annual retreat will be communicated to all members in a timely manner, allowing ample time for planning and participation.

Article X: Amendments

- ~~1. Any proposed amendments to this bylaw must follow the Youth Council's established procedure for amending bylaws.~~
- 2.1. Proposed amendments to the bylaws shall be discussed and voted upon during a scheduled Youth Council Executive Board meeting, and a two-thirds majority vote of the ~~present~~ Executive Board members shall be required for approval.

Article XI: Effective Date

1. This bylaw shall take effect immediately upon approval.

YOUTH COUNCIL APPLICATION FORM

Be sure to complete the entire form.

Full Name

Address

Cellphone # _____ Email

Birthdate _____ Age _____ Grade

Parents

Name(s) _____

Telephone #'s (Home) _____ (Cell)

In case of Emergency notify

Telephone #

_____ Relationship _____

Do you have a job? _____ How many hours do you work weekly?

Youth Council positions I am interested in holding:

Youth Mayor

City Recorder

City Manager Service

Activity Chair

Beautification & Service Chair

Communications Chair

1st Choice _____ Reason:

2nd Choice _____ Reason:



Other community involvements:

* Parent Signature _____ Date:

Return application to the City Recorder at pam@vineyardutah.org or dropped off or mailed to the Recorder at Vineyard, 125 South Main, Vineyard, UT 84059

***This sheet is reproducible and may be copied for all eligible members. ***

RESOLUTION NO. 2024-02

**A RESOLUTION OF THE VINEYARD YOUTH COUNCIL, UTAH COUNTY, UTAH,
ADOPTING THE 2024-2025 VINEYARD YOUTH COUNCIL EXECUTIVE BOARD
MEETING SCHEDULE.**

WHEREAS, Utah State Code 52-4-202 2(a) and (b) requires that public notice be given of the annual meeting schedule at least once a year; and

WHEREAS, the Vineyard Youth Council desires to adopt the 2024-2025 meeting schedule.

NOW, THEREFORE, BE IT RESOLVED by the Vineyard Youth Council executive Board, Utah County, State of Utah, as follows:

SECTION I. The 2024-2025 Vineyard Youth Council Executive Board meeting schedule is adopted as shown in the attached 'Exhibit A'.

SECTION II. This resolution shall take effect immediately upon passage.

PASSED AND ADOPTED by the Vineyard Youth Council executive Board on this 9th day of September 2024.

Youth Mayor Ashlyn May

Attest:

Beckham Sifuentes, Youth City Recorder

2024 Year-at-a-glance

January						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
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28	29	30	31			

February						
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March						
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2025 Year-at-a-glance

January						
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August						
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September						
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STAFF REPORT

Meeting September 9, 2024
Date:
Agenda Tentative Event Schedule
Item:
Department:
Presenter:

Background/Discussion:

Fiscal Impact:

Recommendation:

Sample Motion:

"I move to adopt..."

Attachments:

1. 24-25 Events 1

2024 - 2025 Events

September		Date
	Drive in Lego Movie	9/6/2024
	9/11 Day of Service Lake Clean up	9/7/2024
	Patriot Day Drone Show & Concert	9/11/2024
October		
	BOO-A-PALOOZA	10/21/2024
November		
	Tree Lighting Ceremony	12/2/2024
April		
	Bunny Hop Egg Drop	4/19/2025
	Earth Day Clean Up	4/26/2025
May		
	Bike Month (event a week)	All Month
June		
	Vineyard Days	6/4 - 6/7
	Movie in the Park	6/16/2025
July		
	Independence Day Celebration	7/1/2025
	Movie in the Park	7/21/2025
August	Movie in the Park	8/18/2025

Time	Location
Dusk	Grove Park
8:00 AM - 12:00 PM	Sunset Beach Park
7:00 PM - 9:15 PM	Grove Park
5:30 PM - 7:30 PM	Grove Park
6:00 PM - 7:00 PM	Penny Springs Park
9:00 AM - 10:00 AM	Grove Park
9:00 AM - 12:00 AM	Sunset Beach Park
	Grove Park
Dusk	Grove Park
7:00 PM - 10:30 PM	Grove Park
Dusk	Grove Park
Dusk	Grove Park