Notice of Meeting for the
Youth Advisory Board
of the City of Georgetown
October 6, 2020 at 6:30 PM
at Virtual

The City of Georgetown is committed to compliance with the Americans with Disabilities Act (ADA). If you require assistance in participating at a public meeting due to a disability, as defined under the ADA, reasonable assistance, adaptations, or accommodations will be provided upon request. Please contact the City Secretary's Office, at least three (3) days prior to the scheduled meeting date, at (512) 930-3652 or City Hall at 808 Martin Luther King Jr. Street, Georgetown, TX 78626 for additional information; TTY users route through Relay Texas at 711.

Consistent with Governor Greg Abbott’s suspension of various provisions of the Open Meetings Act, effective August 1, 2020 and until further notice, to reduce the chance of COVID-19 transmission, all City of Georgetown Advisory Board meetings will be held virtually. Public comment will be allowed via teleconference; no one will be allowed to appear in person.

To participate, please copy and paste the following weblink into your browser:

Weblink: https://teams.microsoft.com/l/meetup-join/19%3ameeting_YzdhNGY3N2EtMmUwZS00NjcwLW15N2EtMGJjNzI3YzJjNjUw%40thread.v2/0?context=%7b%22Tid%22%3a%22%22%22%3a%22a1429869-9e66-47a7-9f6c-115d9a1c90d9%22%2c%22Oid%22%3a%22%22%3a%22b4f130-fae9-4e5d-83ba-14508cd9789c%22%7d

+1 512-672-8405 United States, Austin (Toll)
Conference ID: 874 592 101#

Citizen comments are accepted in three different formats:
1. Submit written comments to arica.kolb@georgetown.org 5:00 p.m. on the date of the meeting and the Recording Secretary will read your comments into the recording during the item that is being discussed.
2. Log onto the meeting at the link above and “raise your hand” during the item
3. Use your home/mobile phone to call the toll-free number

To join a virtual meeting, click on the link provided and join as an attendee. You will be asked to enter your name and email address (this is so we can identify you when you are called upon). To speak on an item, click on the “Raise your Hand” option at the bottom of the virtual meeting webpage once that item has opened. When you are called upon by the Recording Secretary, your device will be remotely unmuted by the Administrator and you may speak for three minutes. Please state your name clearly, and when your time is over, your device will be muted again.

Use of profanity, threatening language, slanderous remarks or threats of harm are not allowed and will result in you being immediately removed from the meeting.

Regular Session
(This Regular Session may, at any time, be recessed to convene an Executive Session for any purpose authorized by the Open Meetings Act, Texas Government Code 551.)

A Call to Order
B Roll Call
C Discussion on how this virtual conference will be conducted, to include options for public comments and how the public may address the Commission – Arica Kolb, Recreation Supervisor
D Introduction of new Youth Advisory Board members - Arica Kolb, Recreation Supervisor
E Overview of the Youth Advisory Board; roster and terms, attendance policy, meeting procedures, bylaws, projects and purpose statement - Arica Kolb, Recreation Supervisor
F Upcoming events for 2020 / 2021 - Arica Kolb, Recreation Supervisor

Legislative Regular Agenda
G Consideration and possible action to set date and time for the 2020-2021 Youth Advisory Board meetings - Arica Kolb, Recreation Supervisor
H Consideration and possible action to approve minutes from the February 4, 2020 Youth Advisory Board meeting
Certificate of Posting

I, Robyn Densmore, City Secretary for the City of Georgetown, Texas, do hereby certify that this Notice of Meeting was posted at City Hall, 808 Martin Luther King Jr. Street, Georgetown, TX 78626, a place readily accessible to the general public as required by law, on the _____ day of ___________________, 2020, at __________, and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

__________________________________
Robyn Densmore, City Secretary
SUBJECT:
Call to Order

ITEM SUMMARY:
Call to Order

FINANCIAL IMPACT:
None

SUBMITTED BY:
Arica Kolb
City of Georgetown, Texas
Youth Advisory Board
October 6, 2020

SUBJECT:
Roll Call

ITEM SUMMARY:
Roll Call

FINANCIAL IMPACT:
None

SUBMITTED BY:
Arica Kolb
City of Georgetown, Texas  
Youth Advisory Board  
October 6, 2020

SUBJECT:  
Discussion on how this virtual conference will be conducted, to include options for public comments and how the public may address the Commission – Arica Kolb, Recreation Supervisor

ITEM SUMMARY:  
Discussion on how this virtual conference will be conducted, to include options for public comments and how the public may address the Commission – Arica Kolb, Recreation Supervisor

FINANCIAL IMPACT:  
NONE

SUBMITTED BY:  
Arica Kolb
City of Georgetown, Texas
Youth Advisory Board
October 6, 2020

SUBJECT:
Introduction of new Youth Advisory Board members - Arica Kolb, Recreation Supervisor

ITEM SUMMARY:
Introduction of new Youth Advisory Board members - Arica Kolb, Recreation Supervisor

FINANCIAL IMPACT:
NONE

SUBMITTED BY:
Arica Kolb
SUBJECT:
Overview of the Youth Advisory Board; roster and terms, attendance policy, meeting procedures, bylaws, projects and purpose statement - Arica Kolb, Recreation Supervisor

ITEM SUMMARY:
Overview of the Youth Advisory Board; roster and terms, attendance policy, meeting procedures, bylaws and purpose statement - Arica Kolb, Recreation Supervisor

FINANCIAL IMPACT:
NONE

SUBMITTED BY:
Arica Kolb

ATTACHMENTS:

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<thead>
<tr>
<th>Description</th>
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<tbody>
<tr>
<td>Bylaws</td>
<td>Cover Memo</td>
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CITY OF GEORGETOWN
YOUTH ADVISORY BOARD
BYLAWS

ARTICLE I. NAME AND PURPOSE

Section 1.1. Name. The Youth Advisory Board (the “Board” or “GYAB”).

Section 1.2. Purpose. The Board is established for the purpose of working, in its advisory capacity, within the community to promote healthy decisions, leadership skills, and community involvement among the youth in the community. See Ordinance Chapter 2.108.

ARTICLE II. MEMBERSHIP

Section 2.1. Number of Members. The Board will consist of seven Members representing eighth grade level through twelfth grade. Members should include a student from each of these grade levels.

Section 2.2. Eligibility. Each Member shall reside within the Georgetown Independent School District. Members should represent a broad spectrum of students from all Georgetown schools including but not limited to public school, charter school, private school, and home school. Members should include students involved with extra-curricular activities and hobbies.

Section 2.3. Appointment of Board Members. Members of the Board shall be appointed pursuant to and in accordance with the City Charter.

Section 2.4. Terms of Office. Terms of office for each Member shall be two (2) years, except for graduating seniors. Generally, a Member may serve two (2) consecutive terms. Refer to Ordinance Section 2.36.030A for additional provisions regarding terms of office.

Section 2.5. Vacancies. Vacancies that occur during a term shall be filled as soon as reasonably possible and in the same manner as an appointment in accordance with the City Charter. If possible, the Member shall continue to serve until the vacancy is filled. An appointment to fill a vacated term is not included as a term for purposes of counting consecutive terms.
Section 2.6. Compensation and Expenditure of Funds. Members serve without compensation. The Board has no authority to expend funds or incur an obligation on behalf of the City unless approved by the City Council. Members may be reimbursed for expenses authorized and approved by the City Council and the Board.

Section 2.7. Compliance with City Policy. Members will comply with City Ordinances, Rules and Policies applicable to the Board and the Members, including but not limited to Ethics Ordinance Chapter 2.20 and City Commissions, Committees and Boards Ordinance Chapter 2.36.

Section 2.8. Removal. Any Member may be removed from their position on the Board for any reason, or for no reason, by a majority vote of the City Council. See Ordinance Section 2.36.070.

ARTICLE III. BOARD OFFICERS

Section 3.1. Officers. The Board Officers are Chairman, Vice-Chairman and Secretary. The Chairman is recommended by the Mayor and the City Council shall approve the recommendation by a vote of the majority of the Council during the annual appointment process. Should the Mayor fail to recommend a Chairman for the board, committee, or commission, and/or the Council fails to approve any Chairman recommended by the Mayor, a majority of the Council plus one may approve appointment of a Chairman to serve as Chairman without a recommendation of the Mayor. The other Board Officers are elected by a majority vote of the members at the first meeting after the annual appointment process.

Section 3.2. Terms of Office for Board Officers. Board Officers serve for a term of one year. In the event of vacancy in the office of Chairman, the Vice-Chairman shall serve as Chairman until the City Council appoints a replacement Chairman. A vacancy in the other offices shall be elected by majority vote of the Members at the next regularly scheduled meeting, or as soon as reasonably practical for the unexpired term. If possible, an officer shall continue to serve until the vacancy is filled.

Section 3.3. Duties.

a. The Chairman presides at Board meetings. The Chairman shall generally manage the business of the Board. The Chairman shall perform the duties delegated to the Chairman by the Board.
b. The Vice-Chairman shall perform the duties delegated to the Vice-Chairman by the Board. The Vice-Chairman presides at Board meetings in the Chairman’s absence. The Vice-Chairman shall perform the duties of the Chairman in the Chairman’s absence of disability.

c. The Secretary shall perform the duties delegated to the Secretary by the Board.

ARTICLE IV. MEETINGS

Section 4.1. Time and Date of Regular Meeting. The Board shall meet once a month on the same week of the month, the same day of the week, at the same time, and at the same place. The regular date, time and place of the Board meeting will be decided by the Members at the first meeting of the Board after the annual appointment process.

Section 4.2. Agenda. Items may be placed on the agenda by the Chairman, the City Manager or designee, or at the request of a Member. The party (or individual) requesting the agenda item will be responsible for preparing an agenda item cover sheet and for the initial presentation at the meeting. Items included on the agenda must be submitted to the Staff Liaison no later than one week before the Board meeting at which the agenda item will be considered. Agenda packets for regular meetings will be provided to the Members in advance of the scheduled Board meeting. Agenda packets will contain the posted agenda, agenda item cover sheets, and written minutes of the last meeting.

Section 4.3. Special Meetings. Special meetings may be called by any City Council Member, the Director of Parks and Recreation, the Chairman or by three (3) Members.

Section 4.4. Quorum. A quorum shall consist of a majority of the Members. A quorum is required for the Board to convene a meeting and to conduct business at a meeting.

Section 4.5. Call to Order. Board meetings will be called to order by the Chairman or, if absent, by the Vice-Chairman. In the absence of both the Chairman and Vice-Chairman, the meeting shall be called to order by the Secretary, and a temporary Chairman shall be elected to preside over the meeting.
Section 4.6. Conduct of Meeting. Board meetings will be conducted in accordance with these Bylaws and City Council Meeting Rules and Procedures, as applicable to the Board. See Ordinance Chapter 2.24.

Section 4.7. Voting. Each Member shall vote on all agenda items, except on matters involving a conflict of interest, substantial financial interest or substantial economic interest under state law, the City’s Ethics Ordinance, or other applicable Laws, Rules and Policies. In such instances the Member shall make the required disclosures and shall refrain from participating in both the discussion and vote on the matter. The Member may remain at the dais or leave the dais, at the Member’s option, while the matter is being considered and voted on by the other Board Members. Unless otherwise provided by law, if a quorum is present, an agenda item must be approved by a majority of the Board Members present at the meeting.

Section 4.8. Minutes. A recording or written minutes shall be made of all open sessions of Board meetings. The Staff Liaison is the custodian of all Board records and documents.

Section 4.9. Attendance. Members are required to attend Board meetings prepared to discuss the issues on the agenda. A Member shall notify the Chairman and the Staff Liaison if the Member is unable to attend a meeting. Excessive absenteeism will be subject to action under Council policy and may result in the member being replaced on the Board. See Ordinance Section 2.36.010D. Excessive absenteeism means failure to attend at least 75% of regularly scheduled meetings, including Board meetings and Subcommittee meetings. If a Member is removed from the Board that position shall be considered vacant and a new Member shall be appointed to the Board in accordance with Section 2.5 above.

Section 4.10. Public Participation. In accordance with City policy, the public is welcome and invited to attend Board meetings and to speak on any item on the agenda. A person wishing to address the Board must sign up to speak in accordance with the policy of the Council concerning participation and general public comment at public meetings. Sign-up sheets will be available and should be submitted to the Chairman prior to the start of the meeting. If any written materials are to be provided to the Board, a copy shall also be provided to the Staff Liaison for inclusion in the minutes of the meeting. Speakers shall be allowed a maximum of three minutes to speak, but may take up to six minutes if another individual who signs up to speak yields the time to the speaker. If a person wishes to speak on an issue that is not posted on the agenda, they must file a written request with the Staff Liaison no later than one week before the
scheduled meeting. The written request must state the specific topic to be addressed and include sufficient information to inform the Board and the public. A person who disrupts the meeting may be asked to leave and be removed.

Section 4.11. Open Meetings. Public notice of Board meetings shall be provided in accordance with the provisions of the Texas Open Meetings Act. All Board meetings and deliberations shall be open to the public, except for properly noticed closed session matters, and shall be conducted in accordance with the provisions of the Texas Open Meetings Act.

Section 4.12. Closed Sessions. The Board may conduct closed sessions as allowed by law, on properly noticed closed session matters, such as consultation with attorney on legal matters, deliberation regarding the value of real property, competitive utility matters, and economic development negotiations. A recording or certified agenda shall be made of all closed sessions of Board meetings.

ARTICLE V. REPORTS TO CITY COUNCIL

The Board shall meet with City Council, as requested, to determine how the Board may best serve and assist City Council. City Council shall hear reports from the Board at regularly scheduled Council meetings.

ARTICLE VI. SUB COMMITTEES

Section 6.1. Formation. When deemed necessary by a majority of the Board, Subcommittees may be formed for specific projects related to Board matters. Subcommittees comprised of non-Members may only be formed with the prior consent and confirmation of the City Council.

Section 6.2. Expenditure of Funds. No Subcommittee, or member of a Subcommittee, has the authority to expend funds or incur an obligation on behalf of the City or the Board. Subcommittee expenses may be reimbursed if authorized and approved by the Board or by City Council.

Section 6.3. Open Meetings. Subcommittee meetings and deliberations shall be open to the public, except for properly noticed closed session matters, and shall be conducted in accordance with the provisions of the Texas Open Meetings Act.
ARTICLE VII. BYLAW AMENDMENTS

These Bylaws may be amended by majority vote of the Board Members at any regular meeting of the Board. The Board’s proposed amendments to the Bylaws must be approved by City Council at the next Council meeting after the Board’s approval. Bylaw amendments are not effective until approved by City Council.

Approved and adopted at a meeting of the City Council on the ____ day of __________________, 2017.

ATTEST:  

THE CITY OF GEORGETOWN

______________________________  

City Secretary  

Mayor

Approved and adopted at a meeting of the Board on the ____ day of __________________, 2017.

ATTEST:  

BOARD

______________________________  

Board Secretary  

Board Chairman
SUBJECT:  
Upcoming events for 2020 / 2021 - Arica Kolb, Recreation Supervisor

ITEM SUMMARY:  
Upcoming events for 2020 / 2021 - Arica Kolb, Recreation Supervisor

FINANCIAL IMPACT:  
None

SUBMITTED BY:  
Arica Kolb
SUBJECT:
Consideration and possible action to set date and time for the 2020-2021 Youth Advisory Board meetings
- Arica Kolb, Recreation Supervisor

ITEM SUMMARY:
Consideration and possible action to set date and time for the 2020-2021 Youth Advisory Board meetings
- Arica Kolb, Recreation Supervisor

FINANCIAL IMPACT:
NONE

SUBMITTED BY:
Arica Kolb
SUBJECT:
Consideration and possible action to approve minutes from the February 4, 2020 Youth Advisory Board meeting

ITEM SUMMARY:
Consideration and possible action to approve minutes from the February 4, 2020 Youth Advisory Board meeting

FINANCIAL IMPACT:
None

SUBMITTED BY:
Arica Kolb

ATTACHMENTS:

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<th>Description</th>
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<tr>
<td>Minutes 2.4.2020</td>
<td>Cover Memo</td>
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The Georgetown Youth Advisory Board met, Tuesday, February 4, 2020 at 6:30 pm at 1003 N. Austin Ave., Georgetown, TX 78626.

This Regular Session may, at any time, be recessed to convene an Executive Session for any purpose authorized by the Open Meetings Act, Texas Government Code 551.

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**Regular Session**

(This Regular Session may, at any time, be recessed to convene an Executive Session for any purpose authorized by the Open Meetings Act, Texas Government Code 551.)

**A Call to Order**

Alvin Gusman called the meeting to order at 6:32 pm.

**B Roll Call**

Present: Jacob Bradley, Alvin Gusman, David Zambrano, Garrett Hevey

Absent: Slayden Beneat, Lucas Friggle

**C Presentation, discussion and possible action on the draft 2030 Plan Update. – Sofia Nelson, Planning Director, Nat Waggoner, AICP, Long Range Planning Manager and Susan Watkins, AICP, Housing Coordinator.**

Sofia discussed the draft on the 2030 Comprehensive Plan. She talked about future planning and growth of Georgetown and how it will guide us as Georgetown grows. She also talked about how the comp plan will help other departments identify needs and plan for the future.

**D Upcoming events for 2020 - Arica Kolb, Recreation Supervisor**

Arica talked about upcoming events MLK Service Day, YAC Summit, Cupid’s 5K Race and Pop into Spring. MLK Youth Service day was a success with 150 students in attendance with over 11 different service projects for the youth to participate in. We will not be attending the YAC summit in February. Everyone verified that they would be at Cupid’s Chase 5K race in February and we reeviewed where they would be stationed.
Legislative Regular Agenda

D Consideration and possible action to approve minutes from the January 7, 2020 Youth Advisory Board meeting

Motion made to approve the minutes by Garrett Hevey and seconded by David Zambrano. Approved: 5-0-2

Adjournment

Meeting was adjourned at 7:30

__________________________________________
Board Chair

__________________________________________
Secretary

__________________________________________
Arica Kolb, Board Liaison
SUBJECT: Adjournment

ITEM SUMMARY: Adjournment

FINANCIAL IMPACT: None

SUBMITTED BY: Arica Kolb