



## CITY OF COMMERCE AGENDA REPORT

**TO:** Honorable City Council

**Item No.** \_\_\_\_\_

**FROM:** City Administrator

**SUBJECT:** 2017 Youth Education and Service (Y.E.S.) Leadership & Mentoring Program

**MEETING DATE:**

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### **RECOMMENDATION:**

The City Council will consider and take the appropriate action with respect to the 2017 Commerce Summer Youth Education and Service (Y.E.S.) Leadership & Mentoring Program beginning July 1, 2017.

### **ANALYSIS:**

Over the past twenty (20) summers, the Human Resources Department has administered a very successful and valuable Summer Youth Education and Service Program. This program affords Commerce youth meaningful job/volunteer placements and created an awareness of City services. The program has been mutually enriching to both youth and the City.

This Leadership & Mentoring program is designed to provide Commerce youth with an opportunity to gain valuable experience and serve their City. City of Commerce staff who supervise the youth, also serve as mentors and pass on valuable work/life experience to the students they manage. Both youth and supervisor gain dividends from participating in the program.

In 2010, the City Council approved by Resolution No. 10-23 the following criteria for this program:

- Current City Resident Activity Card is required for program participation.
- Grandparent Resident Activity Cards are excluded from eligibility.
- Pre-qualified applicants will be selected for employment with participating departments based upon a lottery process. Those applicants not selected by any of the departments will be replaced with applicants from additional lottery drawings.
- Ages 14 to 19 years old are eligible to participate in the program.
- Two (2) summer's maximum eligibility period.

Currently the program allows for 85 participants. The program runs through the summer and participants are required to complete 150 hours to receive a \$1,000 stipend. After consulting with the Department Directors, staff is recommending reducing the hour's requirement to 100 hours (150 hours has proven to be difficult for many participants) and eliminating the stipend and go back to paying the participants minimum wage.

**ALTERNATIVES:**

1. Approve staff's recommendation.
2. Provide staff with further direction.

**FISCAL IMPACT:**

If the Council approves staff's recommendation, the estimated cost of the program of \$89,250 (assuming 85 youth participating) will be included in the 2017-18 budget. This is an additional \$4,250 over last year.

**RELATIONSHIP TO STRATEGIC GOALS:**

**Strategic Focus Area: City Organization** - "The City of Commerce is an organization and workplace that encourages innovation, attracts and retains employees through a supportive working environment with competitive salary and benefits. The City will maintain a knowledgeable, skilled and empowered workforce that is committed to providing outstanding service to its residents, businesses, and visitors. **Guiding Principle 2:** Foster an environment that continuously seeks to improve service and organizational responsiveness to internal and external customers."

Prepared by: Michael A Casalou, Director of Human Resources

Fiscal Impact Approved by: Vilko Domic, Finance Director

Approved as to form: Eduardo Olivo, City Attorney

Respectfully submitted: Matthew Rodriguez, Interim City Administrator