



## **CITY OF COMMERCE AGENDA REPORT**

**TO:** HONORABLE CITY COUNCIL

**FROM:** CITY MANAGER

**SUBJECT:** 2020 YOUTH EDUCATION AND SERVICE (Y.E.S.)  
LEADERSHIP & MENTORING PROGRAM

**MEETING DATE:** MARCH 17, 2020

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### **RECOMMENDATION:**

The City Council will consider and take appropriate action with respect to the 2020 Commerce Summer Youth Education and Service (Y.E.S.) Leadership & Mentoring Program beginning June 15, 2020.

### **BACKGROUND:**

Over the past twenty years, the Human Resources Department has administered a very successful and valuable Summer Youth Educational and Service Program. This program affords Commerce youth meaningful job placement, and enhances community 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 work experience, and serve their City. City of Commerce staff who supervise the youth will also serve as mentors and pass on valuable work/life experience to the students that they supervise.

In 2010, the City Council approved Resolution No. 10-23, establishing 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.
- Participants must be age 14 to 19 to participate in the program.
- Participation is limited to two (2) summer's maximum eligibility.

On March 7, 2017, the City Council approved the 2017 Y.E.S. Program, which authorized payment of the California hourly minimum wage, which was \$10.50 at that time, for 2017 Y.E.S. Program participants; authorized 100 hours for each participant; and established the number of participants at 85.

On January 1, 2018, the California minimum wage increased to \$11.00 per hour, and staff recommended payment of the California hourly minimum wage of \$11.00 per hour to 2018 Y.E.S. Program participants. Furthermore, staff recommended that the work hour requirement be maintained at 100 hours for each participant, and that the number of participants be maintained at 80.

On February 5, 2019, the City Council approved the 2019 Y.E.S. Program, which authorized payment of the California hourly minimum wage of \$12.00 per hour; authorized 100 hours for each participant; and established the number of participants at 85.

On May 7, 2019 the City Council approved the increase of program participants from 85 to 100.

This year, the California minimum wage increased to \$13.00 per hour on January 1, 2020. Staff is recommending payment of the California hourly minimum wage of \$13.00 per hour to the 2020 Y.E.S. program participants. Staff further recommends that the total work hour requirement be maintained at 100 hours for each participant, and establish the number of participants at 92 in order to keep the cost of the program consistent with the previous year and provide selected participants with a more meaningful experience.

#### **ANALYSIS:**

The following is a general timeline for the 2020 Y.E.S. program:

March 17	Council formal 2020 Y.E.S. Program approval consideration
March 18	Y.E.S. Program applications made available
April 19	Deadline for submitting application
April 30	Lottery process for YES worker selection and placement
June 4	Mandatory Orientation
June 15	Program begins, report to site
August 30	Program ends (last date to complete hours)

#### **FISCAL IMPACT:**

If the City Council approves staff's recommendation, the estimated compensation costs of the program of \$119,600 will be reflected as part of the FY 2020/21 budget. It should also be noted that there are additional cost impacts to the Human Resources Department as a result of hiring a significant amount of Y.E.S. workers over a short period of time.

#### **ALTERNATIVES:**

The City Council can take the following action:

1. Approve staff recommendation
2. Revise staff recommendation

3. Provide staff with further direction

### **RELATIONSHIP TO STRATEGIC GOALS:**

This agenda report relates to the 2016 City of Commerce Strategic Guiding Principle – City Organization, as follows: Establish clear expectations, roles and responsibilities for all employees, elected officials, appointed commissioners and committee members, and volunteers.

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