



**AGENDA**

**Youth Commission**

**Wednesday, May 28, 2025**

**3:45 PM**

**\*\*Tree Planting at Birch Park (2181 Birch St) 3:00PM / Regular Meeting to follow, 3:45PM**

- 1. Legacy Tree Planting at Birch Park (2181 Birch St) at 3:00 p.m.**
  - a. Legacy Tree Planting Project
- 2. Call to Order**
- 3. Additions or Corrections to Agenda**
- 4. Audience Input**
- 5. Consent Agenda**
  - a. Minutes of April 23, 2025 Youth Commission Meeting
- 6. Old Business**
- 7. New Business**
  - a. Member Introductions
  - b. Review of By-Laws
  - c. Election of Officers 2025-2026
  - d. Upcoming Events
  - e. Meeting Dates Calendar
  - f. Encouragement & Words of Wisdom from Current and Outgoing Members
  - g. Roundtable Discussion
- 8. Reports**
  - a. Youth Commissioner Reports
  - b. Next Youth Commission Meeting

Youth Commission : May 28, 2025

<p><b>AGENDA ITEM:</b> Legacy Tree Planting Project</p>	<p><b>AGENDA SECTION:</b> Legacy Tree Planting at Birch Park (2181 Birch St) at 3:00 p.m.</p>
<p><b>PREPARED BY:</b> Sarah Saunders, Deputy City Clerk</p>	<p><b>AGENDA NO.</b> 1.a.</p>
<p><b>ATTACHMENTS:</b> Birch Park Map</p>	<p><b>APPROVED BY:</b> EF</p>
<p><b>RECOMMENDED ACTION:</b> None.</p>	

**BACKGROUND**

The trees being planted by Youth Commission are Northern Catalpa, Silver Maple and a Hackberry at Birch Park.

**RECOMMENDATION**

Come dressed for being outdoors.



**Call to Order**

Pursuant to due call and notice thereof, a regular meeting of the Rosemount Youth Commission was held on Wednesday, April 23, 2025, at 3:45 PM. at Fire Station No. 1, 14700 Shannon Parkway, Rosemount.

Chairperson Pitzen called the meeting to order with Commissioners Amante, Born, Buehler, Carter, Geller, Giray, Harvey, Jacob, Knutson, Marchese, Metzger, M. Raimondo and Sell.

Commissioners absent were Favre, Kebede, Mason and R. Raimondo.

Staff present included the following; Chief Springer, Lt. Feeder, Lt. Horner, Greg Lund and Sarah Saunders.

**Additions or Corrections to Agenda**

**Motion by Pitzen Second by Amante**

**Motion to Approve the Agenda**

**Ayes: 14.**

**Nays: None. Motion Carried.**

**Audience Input**

None.

**Consent Agenda**

**Motion by Pitzen Second by Marchese**

**Motion to Approve the Consent Agenda**

**Ayes: 14.**

**Nays: None. Motion Carried.**

- a. Minutes of March 19, 2025, Youth Commission Meeting

**Old Business**

None.

**New Business**

- a. Presentation & Activities: Rosemount Fire Department

Rosemount Fire Department Chief Springer, Lt. Feeder and Lt. Horner spoke with Commissioners in the classroom about the efficiency within the Fire Station. They explained the range of minutes and miles that a firefighter must live to Station No. 1 or FS No. 2. Lt. Horner and Lt. Feeder explained the importance of every minute when a call comes through. After classroom discussion, the Commissioners were led into the heart of the station where Chief Springer and Lt. Feeder led a hands-on drill where

Commissioners were able to each try on all the firefighter's gear, masks and tanks in 2 minutes. Lt. Horner gave insight on the tools used and how they play a vital part in rescues.

b. Playground Proposal: Park & Rec Department

Greg Lund of the Park and Rec Dept. presented the Commissioners with (6) poster board proposals, all for Dallara Park in Rosemount.

Commissioners gave their vote on what playground amenities they thought was best suited for the youth of Rosemount. Mr. Lund engaged Commissioners in a discussion about which playground setups they preferred and explained the next steps of the proposal.

c. End of Year Assignment

Deputy Clerk Saunders handed out a worksheet with their final assignment. This will be completed and brought to the May regular meeting at Birch Park and discussed as a group with Mayor Weisensel.

d. Roundtable Discussion

The Youth Commissioners spoke about their current events, such as DECA in Orlando, FL, summer jobs, RHS Marching Band and AP season, so they are taking a lot of tests.

## Reports

a. Youth Commissioner Reports

None.

b. Calendar Items

Deputy Clerk Saunders gave a reminder about the upcoming events on April 29, 2025.

c. Next Youth Commission Meeting Date - May, 28, 2025, Birch Park; 2181 Birch Street, Rosemount

Deputy Clerk Saunders reminded Youth Commissioners of the Legacy Tree Planting happening on May 28, 3:00PM at Birch Park with a regular meeting to follow at the same location beginning at 3:45PM-4:45PM. They were highly encouraged to attend, especially our Class of 2025 members.

Respectfully submitted,

(on behalf of Kyli Knutson)

Sarah Saunders

Deputy City Clerk

Youth Commission : May 28, 2025

<b>AGENDA ITEM:</b> Member Introductions	<b>AGENDA SECTION:</b> New Business
<b>PREPARED BY:</b> Sarah Saunders, Deputy City Clerk	<b>AGENDA NO.</b> 7.a.
<b>ATTACHMENTS:</b>	<b>APPROVED BY:</b> EF
<b>RECOMMENDED ACTION:</b> Meet & Greet	

**BACKGROUND**

Welcome to our 2025-2026 Youth Commissioners.

**RECOMMENDATION**

Get to know our new YC Members.

Youth Commission : May 28, 2025

<b>AGENDA ITEM:</b> Review of By-Laws	<b>AGENDA SECTION:</b> New Business
<b>PREPARED BY:</b> Sarah Saunders, Deputy City Clerk	<b>AGENDA NO.</b> 7.b.
<b>ATTACHMENTS:</b> Youth Commission ByLaws	<b>APPROVED BY:</b> EF
<b>RECOMMENDED ACTION:</b> 2025-2026 Youth Commissioners review current by-laws and consider approval of the proposed redlines.	

**BACKGROUND**

As part of your role as a Youth Commissioner, you are responsible for reviewing and adhering to the Commission’s by-laws, which are evaluated on an annual basis.

Attached are the proposed redlined revisions to the current by-laws for your review. Please consider the changes and be prepared to discuss and take action on approving the updated by-laws at the meeting.

**RECOMMENDATION**

Motion to approve the proposed redlines as attached.

## ROSEMOUNT YOUTH ADVISORY COMMISSION BY-LAWS

The purpose of the Rosemount Youth Advisory Commission is to serve as an advisory body to the Rosemount City Council. These By-laws are adopted to assist the Youth Commission to function and make meaningful recommendations to the Mayor and City Council.

### Section I. Membership

- a. Representation: The Youth Commission shall seek in its membership a diverse representation reflecting the community. The Commission shall consist of the number of members appointed by the City Council. Members must be residents of Rosemount. Members will be selected with emphasis on diversity.
- b. Membership qualifications: Commission members will be 14 to 18 years old at the time of selection.
- c. Term duration and limits: Members shall serve a one-year term. Terms shall run between the May Annual meetings of each year. Members in good standing may be reappointed for an unlimited number of terms provided they still meet the membership qualifications.
- d. Annual Meeting: The Annual Meeting will be the designated regular meeting in May. Special meeting revising date, time and location is permitted.
- e. The City Council shall designate a Council Member to serve as Council Liaison to the Commission.
- f. The City Clerk and Deputy City Clerk or a staff representative selected by the City Administrator shall provide additional support for the Commission as Staff Liaison. Attendance or a selected commissioner.

### Section II.

- a. Regular attendance at Commission meetings is expected from all regular Commission members.
- b. Three unexcused absences are allowed per year for each regular Commission member. After the third unexcused absence, the member will meet with the Commission to determine if the member remains in good standing or will be recommended to the City Council for removal from the Commission. Exceptions may be made by the Commission if special circumstances exist.
- ~~b.c.~~ c. All Commissioners are expected to attend one event per year in conjunction with the City Council. These events may include Legacy Tree Planting, Splash Pad Celebration, Arbor Day, Night to Unite, or the Leprechaun Days Parade.

### Section III. Duties and Functions.

- a. Report annually, or as otherwise specified by City Council, and confer with and advise the Council on matters concerning youth within the City, including:
  1. building commitment for youth issues in the City;
  2. promoting public interest in and an understanding of youth issues and activities;

3. fostering youth involvement in municipal decision-making by creating a forum or a focus group for youth to raise issues and provide input to City of Rosemount Council Members, departments, and policy formulation;
  4. fostering cooperation and interaction amongst social, health and recreational programs offered by the City;
  5. developing realistic goals and outcomes for improving conditions and prospects for youth in the City, including developing a methodology for monitoring progress on achieving these improvements;
- b. Take under advisement, study, hold hearings and make written recommendations to the Council on all matters of youth interest or activities referred to the Commission or initiated by the Commission.

**Section IV.** Application Process

- a. Members of the Commission shall be chosen or appointed through an application and potential interview process. The City Council is responsible for both re-appointment and appointment of new members for the new term year.
- b. Applications will be available in early March.

**Section V.** Officers

- a. The officers of the Commission shall be Chair, First Vice Chair, ~~and~~ Second Vice Chair, Secretary, and Vice Secretary.

**Section VI.** Officer Duties

- a. Chair
  1. The Chair shall be charged with the administration of the affairs of the Commission with assistance from the Council and Staff Liaisons.
  2. The Chair shall preside over all meetings of the Commission.
  3. The Chair shall appoint committees when necessary to address issues before the Commission.
- b. First and Second Vice Chairs
  1. A Vice Chair shall assume the duties of the Chair during the Chair's absence.
  2. A Vice Chair shall assist the Chair to perform duties when needed, including presiding over sub-committee meetings.

3. A Vice Chair shall be familiar with the By-Laws and inform Commission members of what needs to be adhered to.

c. Secretary and Vice Secretary

3.1. The Secretary will record meeting minutes. If the Secretary is absent, then the Vice Secretary will perform the duties when needed.

e.d. Additional Officer Responsibilities

1. An annual report of the activities of the Commission shall be prepared by the Chair near the end of a term.
2. The reports shall be presented to ~~both the Commission and to~~ the City Council.

**Section VII.** Election of Officers

- a. The Chair, First Vice Chair, ~~and~~ Second Vice Chairs, Secretary and Vice Secretary shall be elected by the membership annually at either the first or second meeting of the new term and shall serve until their successors have been duly selected and sworn in.
- b. The officers of the Commission shall be elected by a majority vote provided that two-thirds of the members are in attendance.

**Section VIII.** Meetings

- a. The Commission shall set a date to meet at least once a month during the school year, and shall otherwise establish time and frequency of regular meetings as deemed appropriate by the membership.
- b. The meetings shall include: review of proposed agenda, minutes from the previous meeting, and reports; and discussion of other issues before the Commission.
- c. The Chair may call special meetings of the Commission with at least three days' notice. The call shall state the subject matter to be considered at the meeting.
- d. City Staff will choose a commissioner to act as a secretary and vice-secretary for the term at the annual meeting who shall record attendance and minutes of the meeting. In the event, the secretary and vice-secretary are absent a City representative shall act as secretary.

**Section IX.** General Rules

- a. All meetings shall be conducted in general conformance with Robert's Rules of Order.
- b. The presence of at least half of the membership shall constitute a quorum. A quorum is necessary to transact official business at any meeting.
- c. The Commission shall be responsible for its own procedures and order of business and may initiate or carry out activities addressing community concerns as they deem relevant and important with City Council approval.

**Section X.** Role of City Council

- a. The City Council shall communicate upcoming issues to the Commission, so the Commission may respond accordingly.
- b. The City Council shall educate the Commission on how city government operates.
- c. The City Council shall appoint a City Council Liaison(s) to the Commission.
- d. The City Council shall provide support staff to the Commission to assist the Commission in carrying out its duties.

**Section XI.** By-Laws and Amendments

- a. Commission By-Laws may be amended at any regularly scheduled meeting provided that two-thirds of the members of the Commission approve the amendment, and provided further that the amendment is part of the agenda for the meeting and the membership has been notified of the proposed amendment in writing. The Commission will inform the City Council of by-law amendments.

Youth Commission : May 28, 2025

<b>AGENDA ITEM:</b> Election of Officers 2025-2026	<b>AGENDA SECTION:</b> New Business
<b>PREPARED BY:</b> Sarah Saunders, Deputy City Clerk	<b>AGENDA NO.</b> 7.c.
<b>ATTACHMENTS:</b>	<b>APPROVED BY:</b> EF
<b>RECOMMENDED ACTION:</b> Discussion & Vote	

**BACKGROUND**

Election of Officers Discussion

- i. Chairperson
- ii. First Vice Chair
- iii. Second Vice Chair
- iv. Secretary (minutes)
- v. Vice Secretary (minutes)

Youth Commissioners will elect Officers for the 2025-2026 session.

**RECOMMENDATION**

Discussion & Vote

Youth Commission : May 28, 2025

<b>AGENDA ITEM:</b> Upcoming Events	<b>AGENDA SECTION:</b> New Business
<b>PREPARED BY:</b> Sarah Saunders, Deputy City Clerk	<b>AGENDA NO.</b> 7.d.
<b>ATTACHMENTS:</b>	<b>APPROVED BY:</b> EF
<b>RECOMMENDED ACTION:</b> Save the Date.	

**BACKGROUND**

Youth Commissioners discuss upcoming community events.

- Patriots in the Park, June 10<sup>th</sup> 5-9 p.m., Central Park
- Public Works & Police Department Campus Open House, June 1<sup>st</sup> from 1-5 p.m.
- Public Safety in the Park, June 26<sup>th</sup>, Central Park beginning at 5 p.m.
- Splash Pad Celebration, Central Park - July 17, 2025; 11:00AM-12:00PM
- Leprechaun Days, Rosemount - July 19-26, 2025 (Parade & Booth)
- Night to Unite, Rosemount - August 5, 2025

**RECOMMENDATION**

Mark your Calendar.

Youth Commission : May 28, 2025

<b>AGENDA ITEM:</b> Meeting Dates Calendar	<b>AGENDA SECTION:</b> New Business
<b>PREPARED BY:</b> Sarah Saunders, Deputy City Clerk	<b>AGENDA NO.</b> 7.e.
<b>ATTACHMENTS:</b> District 196 Calendar 2025-2026	<b>APPROVED BY:</b> EF
<b>RECOMMENDED ACTION:</b> Mark you Calendar.	

**BACKGROUND**

Tentative YC Meeting Dates:

- June 25, 2025
- August 27, 2025
- September 24, 2025
- October 22, 2025
- November 19, 2025\*
- December 17, 2025\*
- January 28, 2026
- February 25, 2026
- March 18, 2026\*
- April 22, 2026
- May 27, 2026

\* denotes 3rd Wednesday of the month due to the school calendar.

**RECOMMENDATION**

Mark your Calendar.



# DISTRICT 196 2025-2026 CALENDAR

AUGUST				
M	T	W	T	F
25	26	27	28	29

- K-8 No School
- 9-12 No School
- K-12 No School
- Start/end dates

SEPTEMBER				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

OCTOBER				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

NOVEMBER				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

DECEMBER				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

JANUARY				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

FEBRUARY				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

MARCH				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

APRIL				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

MAY				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

JUNE				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

STAFF WORKSHOPS	
8/18, 8/19	New Teacher Workshops
8/20, 8/21, 8/22 (half day), 8/25, 8/26	Teacher Workshops
6/5 (half day)	Staff Development

START/END DATES		
Aug. 27-28	6-12	First School Days
Aug. 27-28	K-5	Elementary Assessments
Sept. 2	K-5	First School Day
June 4	K-12	Last School Day

NON-SCHOOL DAYS		
Aug. 29	K-12	No School Day
Sept. 1	K-12	Labor Day
Sept. 26	K-12	Staff Data Analysis
Oct. 10	9-12	High School Conferences
Oct. 16-17	K-12	MEA Break
Oct. 30	K-8	Elementary/Middle Conferences
Oct. 31	K-12	High School Staff Development
Nov. 26	K-12	Staff Development
Nov. 27-28	K-12	Thanksgiving Break
Dec. 22	K-12	Staff Data Analysis
Dec. 23	K-12	Staff Development
Dec. 24-Jan.2	K-12	Winter Break
Jan. 19	K-12	Martin Luther King Jr. Day
Jan. 23	9-12	High School Conferences
Feb. 5	K-8	Elementary/Middle Conferences
Feb. 6	K-12	High School Staff Development
Feb. 16	K-12	President's Day
March 6	K-12	Staff Development
March 20	K-12	Staff Data Analysis
March 23-27	K-12	Spring Break
April 10	K-12	Staff Development
May 1	K-12	Staff Development
May 25	K-12	Memorial Day

TRIMESTERS	
K-5	9/2-11/25, 12/1-3/5, 3/9-6/4
6-12	8/27-11/25, 12/1-3/5, 3/9-6/4

QUARTERS	
9-12	8/27-10/30, 11/3-1/22, 1/26-4/3, 4/6-6/4

**MORE INFORMATION**

**Visit your school's website for details about school-specific events (conferences, open houses, etc.).**

For updates on potential schedule changes due to weather, check [District196.org](http://District196.org).

**Staff calendars can be found on the Staff Portal.**

Explore all district events at [District196.org/calendars](http://District196.org/calendars).

Youth Commission : May 28, 2025

<b>AGENDA ITEM:</b> Encouragement & Words of Wisdom from Current and Outgoing Members	<b>AGENDA SECTION:</b> New Business
<b>PREPARED BY:</b> Sarah Saunders, Deputy City Clerk	<b>AGENDA NO.</b> 7.f.
<b>ATTACHMENTS:</b>	<b>APPROVED BY:</b> EF
<b>RECOMMENDED ACTION:</b> Discussion.	

**BACKGROUND**

Current YC Commissioners will discuss their end-of-year assignment with Mayor Weisensel. The Class of 2025 Seniors will speak to the current and incoming Commissioners offering encouragement and their words of wisdom.

**RECOMMENDATION**

Discussion.

Youth Commission : May 28, 2025

<b>AGENDA ITEM:</b> Roundtable Discussion	<b>AGENDA SECTION:</b> New Business
<b>PREPARED BY:</b> Sarah Saunders, Deputy City Clerk	<b>AGENDA NO.</b> 7.g.
<b>ATTACHMENTS:</b>	<b>APPROVED BY:</b> EF
<b>RECOMMENDED ACTION:</b> Discussion.	

**BACKGROUND**

Youth Commissioners are encouraged to speak to the group about any upcoming activities or happenings in their lives.

**RECOMMENDATION**

Discussion.

Youth Commission : May 28, 2025

<b>AGENDA ITEM:</b> Youth Commissioner Reports	<b>AGENDA SECTION:</b> Reports
<b>PREPARED BY:</b> Sarah Saunders, Deputy City Clerk	<b>AGENDA NO.</b> 8.a.
<b>ATTACHMENTS:</b>	<b>APPROVED BY:</b> EF
<b>RECOMMENDED ACTION:</b> Discussion only.	

**BACKGROUND**

Commissioners are free to bring any issues or concerns to the group.

**RECOMMENDATION**

Discussion only.

Youth Commission : May 28, 2025

<b>AGENDA ITEM:</b> Next Youth Commission Meeting	<b>AGENDA SECTION:</b> Reports
<b>PREPARED BY:</b> Sarah Saunders, Deputy City Clerk	<b>AGENDA NO.</b> 8.b.
<b>ATTACHMENTS:</b>	<b>APPROVED BY:</b> EF
<b>RECOMMENDED ACTION:</b> Mark your Calendar.	

**BACKGROUND**

Next Youth Commission Meeting Date - June 25, 2025, at 3:45 p.m.; Steeple Center (14375 South Robert Trail) Room 202

**RECOMMENDATION**

Mark Calendar for Upcoming June Meeting