



## Application Deadline: Friday, September 22, 2023, at 4:59 p.m.

The Mayor's Youth Advisory Council (MYAC) aims to empower youth to become active members of their community. By providing an overview of the opportunities available within local government public service, students who complete the program are better equipped to have an everlasting effect on the future of their city.

### The process for becoming a MYAC Student is as follows:

- Meet eligibility requirements (See page 1)
- Complete the application process (See page 1)
- Students who meet both the eligibility requirements and successfully complete the application will be asked to participate in a group interview tentatively on October 9, 2023, at 4:30 PM. If invited to participate, group interviews are **mandatory**.
- Based on application and interview scores, the Mayor and City Staff will select approximately 25 students for the 2023-2024 MYAC Class.
- To confirm your spot in the class, selected students must participate in the **mandatory** MYAC Induction Ceremony tentatively scheduled for November 6, 2023, at 4:30 p.m.

## Qualifications for Membership

### Eligibility Requirements:

- Reside within the city limits or Extra Territorial Jurisdiction (ETJ)\*
- High School Junior for 2023– 2024 School Year

### Application Requirements:

- Complete the online application form by visiting <http://bttr.im/fhbst>
- Submit signed MYAC Agreement Forms (Pages 3-5).

*\*To be considered for MYAC, you must live within the corporate city limits of Sugar Land or its ETJ. Please visit [www.sugarlandtx.gov/myneighborhood](http://www.sugarlandtx.gov/myneighborhood) to confirm if you are eligible to apply. To confirm addresses in the ETJ, contact Carly Thompson, Community Engagement Coordinator at [myac@sugarlandtx.gov](mailto:myac@sugarlandtx.gov) or 281-275-2233. **Please include your full address in any email or voicemail.***

## Student Participation, Attendance, & Service Commitment

Participation is essential for MYAC to meet its objectives. By signing, I agree to commit to attending all sessions, in addition to providing input through regular electronic communications. As such, I understand that e-mail and the Remind app are vital forms of communication for MYAC, and I am acknowledging responsibility for regularly checking and responding to MYAC-related emails or Remind messages.



## Application Deadline: Friday, September 22, 2023, at 4:59 p.m.

Pending the successful completion of the MYAC program, students are eligible to receive a recommendation letter from the Mayor, upon request. The requirements to receive the letter are as follows:

### Attendance Requirements:

- MYAC students can have **one excused absence** and zero unexcused absences throughout the year.
- Examples of excused absences include but are not limited to: school functions, testing, extracurricular commitments, illness, and family emergencies.
- Family emergencies are an acceptable absence excuse but verification by a parent will be requested.
- Unexcused absences include not attending a MYAC session without any prior notification to the staff liaison.
- For an absence to be excused, the staff liaison must be notified **prior** to the meeting. Otherwise, it will be considered an unexcused absence and the student will be immediately disqualified from receiving a recommendation letter from the Mayor.
- Additionally, a student with more than one excused absence during the year, will no longer be eligible to receive a recommendation letter from the Mayor.

### Service Requirements:

- All students shall volunteer for a total of eight hours during the MYAC year. Volunteer hours will be worked independently.
- These hours can be obtained through the city; e.g. Sugar Land Animal Shelter<sup>1</sup>, Parks & Recreation Park clean-up/maintenance, city events, or through other organizations or initiatives.

### Cell Phone Policy

Cell phone use during MYAC meetings has become a frequent occurrence in past years, and has become a hindrance to city staff, fellow MYAC students, and the Mayor who have taken their time to plan and attend these meetings. Therefore, **cell phone use is not permitted during MYAC meetings.**

For potential in-person meetings:

- If a student is seen on their cell phone after they are warned, city staff will take up the phone for the remainder of the meeting.
- If a student is found using their cell phone more than three times, the student will not receive a recommendation letter from the Mayor.
- In case of an emergency, parents can contact the staff liaison; contact information will be distributed during the MYAC Induction Ceremony.

---

<sup>1</sup> Additional training is required to volunteer at Sugar Land Animal Shelter. Contact Carly Thompson at [volunteer@sugarlandtx.gov](mailto:volunteer@sugarlandtx.gov) for more information.



**Application Deadline: Friday, September 22, 2023, at 4:59 p.m.**

- If cell phone use is a continued issue during MYAC meetings, all cell phones will be collected at the beginning of each meeting at the discretion of the staff liaison.
- Any exceptions to this rule need to be discussed directly with the staff liaison.

I am aware of the meeting dates and times (see page 6 for the session schedule) of the Mayor’s Youth Advisory Council (MYAC). I am also aware of the communication, attendance, and service hour requirements, as well as the Cell Phone Policy. I am aware that not meeting these requirements will result in the denial of a recommendation letter from the Mayor.

Signature of Student Applicant: \_\_\_\_\_

Print Name of Student Signature Above: \_\_\_\_\_

Date: \_\_\_\_\_

## Parental Acknowledgment

I understand that my child is pursuing involvement in the City of Sugar Land’s Mayor’s Youth Advisory Council and has my full permission and consent to participate in all related activities. I understand the attendance and service hour requirements stated above, and will reinforce their importance to my child. I am aware of the session dates and times of MYAC (see page 6 for the schedule). Accordingly, I also understand that it is vital that my child check and respond to MYAC emails in order to be aware of all MYAC sessions and news.

I am aware that my child must submit the online application and this parent/student acknowledgment form to the City of Sugar Land no later than Friday, September 22, 2024, at 4:59 pm. Applications submitted after the deadline will not be considered.

Signature of Parent or Legal Guardian: \_\_\_\_\_

Print Name of Signature Above: \_\_\_\_\_

Date: \_\_\_\_\_

*By signing this application, you agree to allow the use of your child’s photograph and release of the above information for promotional purposes of the program (as required by the Public Information Act).*

**In consideration of being allowed to participate in MYAC, I agree on behalf of myself and/or my child to the following:**



**Application Deadline: Friday, September 22, 2023, at 4:59 p.m.**

I acknowledge that I am the parent or legal guardian of the child named above and consent to my child’s participation in MYAC. This waiver of liability, release and indemnity agreement (agreement) is a contract with legal and binding consequences that will bind me, my child, and our heirs, legal representatives and assignees. By signing this agreement, I am agreeing to indemnify, not to sue, and release from liability the City of Sugar Land, its officers, employees, agents, volunteers, and other participants, (collectively “releasees”). I acknowledge that I am giving up substantial legal rights for myself and my child by signing this agreement. I have read this agreement carefully before signing, understand what it means and what I am agreeing to by signing it, and have signed it without any inducement or assurances of any kind, and intend it to be a complete and unconditional release of liability. If a court finds or rules that any part of this agreement is invalid or unlawful, the remainder of the agreement continues to be binding and enforceable. This agreement is governed by the laws of the State of Texas and a lawsuit may only be prosecuted on this agreement in a court of competent jurisdiction located in or having jurisdiction in Fort Bend County, Texas.

## Release and Indemnity

I release, discharge, indemnify, and hold harmless the releasees from, and covenant not to sue the releasees for, all liability, claims, demands, losses, damages, or costs, including attorney’s fees, caused or alleged to be caused by the sole, joint or concurrent negligence of the releases arising out of my child’s participation in or association with MYAC.

## Medical Authorization

I authorize the City of Sugar Land and/or any of its authorized personnel to call for medical care for my child or to transport my child to a medical facility or hospital if, in their opinion, medical attention is necessary. Further, I agree to pay all costs associated with medical care and related transportation.

I attest that am eighteen (18) years of age or older or if I am younger my parent or legal guardian has signed this agreement.

\_\_\_\_\_  
Signature of participant or parent/legal guardian

\_\_\_\_\_  
Printed name of parent/legal guardian

\_\_\_\_\_  
Printed name of participant

\_\_\_\_\_  
Date Signed

## Application Instructions



**Application Deadline: Friday, September 22, 2023, at 4:59 p.m.**

1. Complete the online application found at [sugarlandtx.gov/volunteer](https://sugarlandtx.gov/volunteer)
  - If you are a registered volunteer, please sign in to your Serve Sugar Land account. To start your application, go to the box on the right “*I already have a username*”.
  - If you are new to the volunteer system and do not have an existing account, start with the box on the left “*I am new to MyImpactPage.com*”.
2. Sign and upload the MYAC Agreement forms (pages 3-5) to the online application.
3. Opt in to text messaging by checking the “I want to receive text messages to my cell phone”, to receive important updates or actions that may need to be taken via email.

**Incomplete applications or applications submitted after the deadline of Friday, September 22, 2023, at 4:59 pm, will not be considered.**



**Application Deadline: Friday, September 22, 2023, at 4:59 p.m.**

**Mayor’s Youth Advisory Council Class of 2023 - 2024  
Class Schedule\***

Date	Event
August 21	Applications Open
September 22 (4:59 pm)	Applications Close
October 9 (4:30 PM)	Pre-Selection Interviews
November 6 (4:30 PM)	Induction & Welcome Youth Engagement in Local Government with Mayor Zimmerman
November 13 (4:30 PM)	Department of Innovation & Project selections
December 11 (4:30 PM)	Airport
January 8 (4:30 PM)	Meet your Council Member
January 22 (4:30 PM)	Public Service with City Manager Mike Goodrum & Jennifer May (?)
February 12 & 15 (4:30 PM)	Public Safety Week (Police & Fire)
March 25 (4:30 PM)	Food Waste, Textile Recycle, and Water Pollution
April 8 (4:30 PM)	Office of Emergency Management
May 20 (4:30 PM)	Present Student Project
May 21 (4:30 PM)	City Council Recognition

**\*All dates are subject to change**