

# Tremonton Youth City Council

## Executive Board Application

**(Mayor, City Manager, Recorder, Project Manager, Historian)**

To serve on our Executive Board, you must be a current member of the Tremonton YCC and get your application turned in on time (including two adult recommendation signatures). We will hold interviews with applicants and the YCC advisors and outgoing Executive Board to determine our new Executive Board.

**Mayor:** The Mayor of the TYCC is responsible for working alongside the City Manager to create opportunities for the members of the TYCC, maintain positive relations with city officials, advocate for the youth in our community, and to ensure that the operations and functions of the TYCC run smoothly. The Mayor leads our monthly meetings.

**City Manager:** The City Manager of the TYCC is responsible for working alongside the Mayor to create opportunities for the members of the TYCC, maintain positive relations with city officials, advocate for the youth in our community, and to ensure the well being of the TYCC. The City Manager oversees and assists the Project Manager with planning and delegation of projects and events.

**Recorder:** Under the direction of the Mayor and City Manager of the TYCC, the Recorder will manage and participate in administrative duties. Will be accountable for evaluating verbal and written ideas and produce organized and concise reports. Will work with Historian to make sure that attendance is taken to ensure that hours can be collected.

**Historian:** Under the direction of the Mayor and City Manager of the TYCC, a Historian will document projects and events through photos, post event evaluations, event summaries to the city council, and will take notes to help improve future events and provide record ideas. Historian will take attendance to keep track of hours.

**Project Manager:** Under the direction of the Mayor and City Manager of the TYCC, a Project Manager will take lead of the planning, organizing, delegation, and completion of a project/event.

**APPLICATIONS DUE BY 4:30 PM TUESDAY APRIL 7, 2026**

Name: \_\_\_\_\_ Age (birth date: mm/dd/yyyy): \_\_\_\_/\_\_\_\_/\_\_\_\_

Grade (26-27 School Year): \_\_\_\_\_

School: BRHS \_\_\_ BRMS \_\_\_ Other: \_\_\_\_\_

Home/Parent Phone: ( ) \_\_\_\_\_ Mobile Phone: ( ) \_\_\_\_\_

Is it OK to txt you on your Mobile #? Yes\_\_ No\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

E-mail: \_\_\_\_\_

Best way to contact you: (Txt/E-mail/Phone/Other \_\_\_\_\_)

Please rank your top 3 Executive Boards positions:

Mayor \_\_\_\_ City Manager \_\_\_\_ Recorder \_\_\_\_ Historian \_\_\_\_ Project Manager \_\_\_\_

What do you expect to learn from serving on the Executive Board?

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What service project ideas do you have?

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Applicant Signature: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Please provide signatures from two references of non-related adults. (Teacher, Employer, Coach, Church Leader, etc...)

Signature: \_\_\_\_\_

Relationship: \_\_\_\_\_

Signature: \_\_\_\_\_

Relationship: \_\_\_\_\_

Please return application to the Tremonton City Office. 102 S. Tremont St.  
ATT: Director of Parks & Recreation

