

ORDINANCE NO. 2017 - 2567

AN ORDINANCE OF THE CITY OF WHITE SETTLEMENT, AMENDING CHAPTER 2 ARTICLE III OF THE CODE OF ORDINANCES TO ESTABLISH A YOUTH ADVISORY COMMISSION; PROVIDING AN OPPORTUNITY FOR YOUTH LIVING WITHIN THE WHITE SETTLEMENT INDEPENDENT SCHOOL DISTRICT BOUNDARIES TO WORK TOGETHER TO PROVIDE INPUT AND FEEDBACK TO THE CITY COUNCIL ON ISSUES AFFECTING YOUTH; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, youth are an important and valuable part of the community with ideas and perspectives that offer unique insight to the quality of life of the city; and,

WHEREAS, the City Council of the City of White Settlement routinely makes decisions that affect the youth in the community; and,

WHEREAS, the City Council of White Settlement wishes to provide the youth an opportunity and a vehicle to respond to and provide input into the decisions and policies that are made which affect young persons; and,

WHEREAS, it is the opinion of the City Council of the City of White Settlement that the best interests of the citizens of the city would be served by establishing a Youth Advisory Commission;

NOW, THEREFORE BE IT ORDAINED BY THE CITY OF WHITE SETTLEMENT, that

SECTION 1.

The White Settlement Code of Ordinances is hereby amended to include a new division of Chapter 2 "*Administration*", to be Division 4 "*Youth Advisory Council*"; to hereby read as in "Exhibit A" attached hereto.

SECTION 2.

It is hereby declared to be the intention to the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unenforceable or invalid by the final judgment or decree of any court of competent jurisdiction, such unenforceability or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such phrase, clause, sentence, paragraph or section.

SECTION 3.

Exhibit A

Chapter 2 - Administration

Division 4. – Youth Advisory Council

Sec. 2.100. - Creation and purpose.

- (a) There is hereby created and established a Youth Advisory Council (YAC) to be composed of fifteen (15) regular members. Such council shall be officially designated as the Youth Advisory Council of the City of White Settlement, Texas.
- (b) The YAC shall study, investigate, plan, implement, and advise the city of matters related to youth. Specifically, the YAC is assigned with identifying areas for improvement related to youth, including developing programs and services that empower, support, and inform youth; that create a family-friendly community; and that enable and encourage youth to be productive members of the community. The YAC shall serve as an advisory body to the city on all matters that relate to youth.

Sec. 2.101. - Duties and responsibilities.

- (a) The YAC shall have all the powers granted herein and shall perform all duties as provided herein.
- (b) The YAC shall adopt rules and regulations for the conduct of its meetings and for defining in detail the duties of its members, officers, and committees.
- (c) The YAC shall work with the city council and city staff to develop and implement policies that focus on youth.
- (d) The YAC shall advise the city council and city staff on important issues that relate to youth.
- (e) The YAC shall facilitate the planning and organization of community events and meetings related to youth.
- (f) The YAC shall build partnerships with individuals, groups, and organizations that impact both youth and families.
- (g) The YAC shall partner with individuals, groups, and organizations in the planning and implementation of services, supports, and opportunities that impact both youth and families.
- (h) The YAC shall carry out and implement other directives from the city council, and city staff.

Sec. 2.102. - Membership.

- (a) The YAC shall consist of fifteen (15) voting members, who broadly represent the diversity of thought and experience of area youth. The fifteen(15) voting members shall be between the ages of fifteen (15) and eighteen (18). These members shall meet at least one (1) of the following qualifications:

- (1) Reside within the corporate boundaries of the City of White Settlement; or
 - (2) Reside within the boundaries of the White Settlement Independent School District; or
 - (3) Attend a state-recognized school (public, private, charter) or homeschool within the corporate boundaries of the City of White Settlement.
- (b) The following may be ex-officio, non-voting members of the YAC:
- (1) One (1) resident affiliated with White Settlement youth, appointed by the city council to serve as facilitator to the YAC.
 - (2) One (1) city staff member appointed by the city council to serve as a non-voting, staff liaison to the YAC.

No individual who has been convicted of a felony shall be qualified to serve as an ex-officio member of the YAC. By submitting an application for appointment to the YAC, applicants for ex-officio membership must consent to a background check for such purposes, to the extent provided by law.

Sec. 2.103. - Application and appointment process.

- (a) Any interested individual who meets the qualifications set in section 2.102 may indicate interest in serving on the YAC by submitting the following information to the city staff liaison in city hall:
- (1) *Completed application.* Applications will be available at city hall and on the city website. Applications will also be distributed to the appropriate offices at all schools.
 - (2) Applicants for initial appointment must submit two (2) letters of reference. This is not necessary for applicants who wish to be reappointed.
 - (3) Applicants for initial appointment must submit a short essay describing the applicant's reasons for wanting to serve on the YAC. This is not necessary for applicants wishing to be reappointed.
- (b) All applications will be initially reviewed by the ex-officio members of the YAC. Selected applications will be given to city council for review. Appointments will be made by the city council.

Sec. 2.104. - Terms of office.

- (a) All terms of office for all YAC members shall be one (1) year and will begin on June 1 and end May 31, with the option of applying for reappointment until the student has graduated from high school. Reappointments will be based on past participation in and commitment to YAC activities.
- (b) The terms of ex-officio representatives shall be as follows:
- (1) The resident acting as facilitator shall remain in that position until they resign or are otherwise removed by council.

- (2) The city staff member acting as liaison shall remain in that position for the duration of their employment with the city or until removed or replaced by council.

Sec. 2.105. - Procedural rules and operation.

- (a) At the first meeting after being sworn into office, the YAC shall elect officers to serve one (1) year terms. All are eligible for reelection to office during any subsequent reappointment to the YAC. Officers shall consist of the following:
 - (1) Chair: The person, elected by the members of the YAC, who is responsible for running meetings, developing agenda items, and helping all officers with their duties.
 - (2) Vice chair: The person, elected by the members of the YAC, who is responsible for running meetings when the chair is not present and helping all officers with their duties.
 - (3) Secretary: The person, elected by the members of the YAC, who is responsible for taking minutes and making sure the YAC city staff liaison has the updated minutes.
 - (4) Historian: The person, elected by the members of the YAC, who is responsible for keeping track of the history of the YAC, including event documentation, photography, and website content submittal.
- (b) The YAC shall adopt such rules and regulations governing procedures (bylaws), and will ensure that they are maintained.
- (c) The YAC shall meet once each month at a regularly established time and date. All meetings of the YAC shall be conducted consistent with the City of White Settlement Charter and the City of White Settlement Municipal Code. Committees of the YAC may meet at any time.
- (d) A quorum shall consist of a simple majority of members.
- (e) All YAC meetings and records shall be public subject to applicable state law.

Sec. 2.106. - Absences.

Any member who is unable to attend a meeting shall notify the chair or facilitator in advance of the meeting, stating the reason for his or her absence. YAC members are permitted three (3) unexcused absences from regular meetings. Excessive absences will cause a member's appointment to be reviewed by the YAC officers and ex-officio staff, with potential presentation to the city council for action to remove.

Sec. 2.107. - Removal.

Members of the YAC, other than the ex-officio representatives, may be removed by the city council for inefficiency, excessive absence as defined in section 2.106, or other neglect of duty.

Sec. 2.108. - Vacancies.

Vacancies occurring on the YAC, other than through the expiration of a term, shall be filled by appointment by the city council. The original applicant pool for that year's YAC should be the first source for such a replacement; otherwise new applicants may be recruited.

Sec. 2.109. - Disposition of revenue.

All revenues derived from fundraising or other means associated with the YAC, which are under the direct control of the city, shall be maintained by the city and deposited to the appropriate fund for utilization in support of YAC related activities to the extent of citywide needs as determined by the city council during the annual budgeting of funds for all city departments.

This Ordinance shall be in full force and effect beginning from and after its passage and publication, and it is so ordained.

PASSED AND APPROVED this the 10th day of October by the City Council of the City of White Settlement, Texas.

Approved:



Ronald A. White
Ronald A. White, Mayor

Attest:

Amy Arnold

Amy Arnold, City Secretary