CITY OF SISTERS
ORDINANCE NO. 426

AN ORDINANCE OF THE
CITY OF SISTERS ESTABLISHING A YOUTH ADVISORY COUNCIL

WHEREAS, the Sisters City Council recognizes that the City would benefit from greater participation in City Government by youth; and,

WHEREAS, the Sisters City Council further recognizes that participation in local government will have educational benefit to the young people of the community and will help develop responsible, participatory, civic-minded citizens; and

WHEREAS, the Sisters City Council encourages opportunities for all residents of Sisters Country to participate in local government;

NOW, THEREFORE, the City Council of the City of Sisters ordains as follows:

SECTION 1. The City of Sisters Municipal Code is amended to establish the Youth Advisory Council as set forth in the attached Exhibit A.

SECTION 2. This Ordinance shall take effect thirty (30) days after its approval by the Council and signature by the Mayor.

PASSED by the Common Council of the City of Sisters this 22nd day of August, 2013 and APPROVED by the Mayor of the City of Sisters.

Mayor

ATTEST:

Kathy Nelson, City Recorder

Exhibit A

Chapter 2.33

YOUTH ADVISORY COUNCIL

Sections:

2.33.010 Created.
2.33.020 Composition -- Appointment -- Terms -- Vacancy filling.
2.33.030 Chair and vice-chair -- Election.
2.33.040 Reimbursement for expenses
2.33.050 Quorum -- Governing rules and regulations -- Records of proceedings --Meetings.
2.33.060 Conflicts of Interest.
2.33.070 Responsibilities.
2.33.080 Recommendations to council to be in writing.
2.33.090 Expenditures.

2.33.010 Created. There is created a Youth Advisory Council for the City of Sisters.

2.30.020 Composition -- Appointment -- Terms -- Vacancy filling.

(1) The Youth Advisory Council shall consist of five students to be appointed by the mayor, with the consent of the council. Members of the Youth Advisory Council must reside within the Sisters School District boundaries.

(2) At the first meeting of the Committee, the five appointed members shall choose their terms of office by lots as follows: Three students in their junior year of high school will be appointed for two years, and two students in their senior year of high school will be appointed for one year. Terms will run concurrent with the school year – beginning the first day of school.

(3) During the first anniversary of the organization the three junior level students will advance to become the senior level members and two junior level students will be appointed to serve for two years. During the second anniversary of the organization the two junior level students will become the senior level members and three junior members will be appointed to serve a two year term. The appointments will continue to follow the schedule in ensuing years.

(4) Any vacancy in office shall be filled by the mayor, with the consent of the council, for the unexpired portion of the term of the member whose office became vacant.

(5) A member of the Youth Advisory Council may be removed by the city council, after hearing, for misconduct or nonperformance of duty.

2.30.030 Chair and Vice-Chair -- Election. The Youth Advisory Council, at its first meeting after the effective date of the ordinance codified in this chapter, shall elect a chair and vice-chair. The chair and vice chair shall serve a one year term.

2.30.040 Reimbursement for Expenses. Members of the Youth Advisory Council shall receive no compensation, but shall be reimbursed for duly authorized expenses. All expenses must be authorized in advance by the City Council or its designee.

2.30.050 Quorum -- Governing Rules and Regulations – Records of Proceedings-- Meetings. A majority of the current members of the Youth Advisory Committee shall constitute a quorum. The Youth Advisory Committee may make and alter rules and regulations for its government and procedure consistent with laws of this state and with city charter and ordinances.

(1) The Youth Advisory Council shall keep an accurate record of all proceedings of the committee and the committee shall make and file with the common council minutes of all transactions of the committee.

(2) The Youth Advisory Council shall meet, at a minimum, quarterly or as needed or as directed by the Council.

(3) The City Council President shall facilitate and coordinate such meetings, as well as provide ancillary support to the committee, as time permits. City staff shall provide notices for all meetings and maintain the minutes for all meetings.

2.30.060 Conflicts of Interest.

(1) Youth Advisory Council members shall not participate in any Youth Advisory Council proceeding or action in which they hold an actual conflict of interest as defined by state law. Additionally, a member shall not participate when an action involves any business in which they have been employed within the previous two (2) years, or any business with which they have a prospective partnership or employment.

(2) Youth Advisory Council members shall disclose any actual or potential conflict of interest in any action before the Youth Advisory Committee at the meeting where the action is to be taken.

2.30.070 Responsibilities. The committee shall act as an advisory body to the City Council and City Manager on matters pertaining to youth related issues or which may impact area youth. General functions and specific responsibilities of the Youth Advisory Council will be developed by the Youth Advisory Council and presented to the City Council for approval at the first joint meeting with the City Council.

2.30.080 Recommendations to Council to be in Writing. All recommendations made to the City Council by the Youth Advisory Council shall be submitted in writing.

2.30.090 Expenditures. The Youth Advisory Committee shall have no authority to make any expenditure on behalf of the city, or to obligate the city for the payment of any sums of money, except as the common council of the city shall have authorized such expenditures.