

RESOLUTION NO. 14-361

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENIFEE, CALIFORNIA, ESTABLISHING THE YOUTH ADVISORY COMMITTEE OF THE CITY OF MENIFEE

WHEREAS, the City Council is desirous of encouraging citizens of all ages in the community to participate in and serve on city advisory committees; and

WHEREAS, City committees have a primary role to encourage increased public input and citizen participation in the determination of City policies and procedures.

WHEREAS, the City Council recognizes youth to be a valuable resource when given the opportunity to plan and implement projects to meet real community needs, and recognizes youth are capable of making a difference with the community.

WHEREAS, the City Council recognizes a Youth Advisory Committee established to serve as an advisory body to the City Council, will empower youth, will create opportunities for their input into community projects, programs, and events, and will provide a vehicle by which youth become involved in a process which enables them to have an influence and impact on issues and decisions they care about.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MENIFEE, CALIFORNIA, DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. That a Youth Advisory Committee consisting of up to eleven (11) members is hereby established.

Section 2. That the purpose of the Youth Advisory Committee shall be to promote public service and community involvement, with, for and by youth, review proposals for programs, projects and facilities as they pertain to youth; promote youth involvement in community events, programs or volunteer projects through public education, the schools and community organizations; and act in an advisory capacity to the City Council in all other policy matters pertaining to youth.

Section 3. That membership on the Youth Advisory Committee shall occur through At-large appointment by the Mayor and Council with the benefit of recommendations made through City staff liaisons. At the time of his or her appointment, and during his or her tenure of office, each committee member shall reside or attend school within the City of Menifee, and shall be between the ages of 15 and 25. The terms of each appointee shall be approximately one year, expiring on the September 30th occurring approximately one year after his or her appointment.

Section 4. That the Youth Advisory Committee shall establish its own procedural rules which shall comply with the Ralph M. Brown Act, other applicable local and state laws and regulations, this Resolution and City Council Policy No. 1 (Rules of Decorum).

Section 5. That the following are the Powers and Duties of the Youth Advisory Committee:

- 5.1 That the Youth Advisory Committee shall make recommendations to Council, implementing youth oriented directives related to city projects, events and youth oriented programs.
- 5.2 The role of the Menifee Youth Advisory Committee as contained in "Exhibit A", is hereby approved.

Section 6. The City Manager is hereby authorized to do all things necessary to implement this resolution.

PASSED, APPROVED AND ADOPTED ON April 2, 2014.



Scott A. Mann, Mayor

ATTEST:



Kathy Bennett, City Clerk

APPROVED AS TO FORM:



Julie Hayward Biggs, City Attorney

EXHIBIT A
Menifee Youth Advisory Committee Guidelines

1. Powers, duties, and responsibilities.

The Menifee Youth Advisory Committee shall be empowered to establish and maintain written policy and rules and have the following general powers, duties and responsibilities consistent with the City of Menifee, Municipal Code and all other ordinances and regulations of the City of Menifee and with the laws of the State of California:

- A. Promote community involvement, with, for, and by youth.
- B. Review proposals for programs, projects and facilities as they pertain to youth.
- C. Assist in the evaluation and planning of arts, recreation and social service programs with an emphasis on youth.
- D. Review and make recommendations on matters pertaining to youth programming and/or services to the Parks, Recreation, and Trails Commission or City Council.
- E. Promote youth involvement in community events, programs or volunteer projects through public education, the schools and community organizations.
- F. Act in an advisory capacity to the City Council in all other policy matters pertaining to youth.

2. Eligibility for the Youth Advisory Committee.

The following criteria will be considered for eligibility as a member of the Menifee Youth Advisory Committee:

- A. Applicants must be residents of the City of Menifee.
- B. The Menifee Youth Advisory Committee shall consist of up to eleven (11) at-large members, through appointment by the entire City Council.
- C. Membership is open to all youth meeting the above criteria.
- D. Members of the Menifee Youth Advisory Committee shall not hold any paid office or employment with the City of Menifee.
- E. Failure of a regular member to attend three consecutive regular meetings of the Youth Advisory Committee without the consent of the Youth Advisory Committee shall be deemed to constitute the retirement of such member and the position declared vacant.

3. Procedure

A. Composition of the Youth Advisory Committee

1. The number of members of the Youth Advisory Committee should be up to eleven (11) persons.
2. The Youth Advisory Committee shall be composed of a cross-section of the community's youth. Members should include:
 - High School students
 - College students
 - Sports group team members
 - General youth recreation users

B. Support

1. The City Manager or his/her designee shall be the City Council's liaison to the Youth Advisory Committee.

C. Youth Advisory Committee Officers

1. Chairperson: shall be elected by the Youth Advisory Committee members each September to begin office on October 1, annually; The Chair shall facilitate the meetings of the Committee and shall insure committee items are placed on the Agenda.
2. Vice-Chair: shall be elected by the Youth Advisory Committee members each September to begin office on October 1, annually; The Vice-Chair shall assist the Chair as requested and facilitate the meetings in the absence of the Chairperson.
3. The Secretary: shall be elected by the Youth Advisory Committee members each September to begin office on October 1, annually; The Secretary will:
 - Record the minutes of Youth Advisory Committee meetings
 - Format and send meeting minutes to staff liaison for distribution to committee for approval
 - The City Clerk will maintain records related to the Youth Advisory Committee

D. Youth Advisory Committee Meetings

1. The Youth Advisory Committee will meet on a regular monthly schedule as determined by the members of the Committee and approved by the City Council.
2. Meetings will be conducted according to the Ralph M. Brown Act.

3. Meetings may take place when a quorum is present; a quorum will be reached when half the Youth Advisory Committee members plus one are in attendance.
4. The City Council or staff liaison shall place items on the agenda according to the necessity and/or urgency of Council to have items reviewed by the Youth Advisory Committee.
5. Youth Advisory Committee members may request agenda items through the Chair for upcoming meetings.

E. Youth Advisory Committee Member Term Limits

1. Committee members hold one (1) year terms to coincide with traditional year round academic schedules and calendars. Extensions for sitting members will be considered on an individual basis at the pleasure of the City Council; however, Committee Members desiring extensions are required to resubmit an application to serve for the coming term.
2. At the discretion of the City Council, a Youth Advisory Committee member may be excused from further participation, in the event it is deemed necessary for the benefit of the Committee as a whole.
3. Youth Advisory Committee members are expected to be present unless excused with prior notice to the staff liaison or Chairperson. A Youth Advisory Committee member with three (3) unexcused meeting absences in one year may be replaced at the discretion of the City Council.
4. In the event a member is unable or unwilling to continue participation in regularly scheduled activities, alternate members will be considered by City Council to assume regular member status. The names of the alternate members would be presented to Council for appointment.



Scott A. Mann
Mayor

Wallace W. Edgerton
Deputy Mayor

John V. Denver
Councilmember

Thomas Fuhrman
Councilmember

Greg August
Councilmember

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) ss
CITY OF MENIFEE)

I, Kathy Bennett, City Clerk of the City of Menifee, do hereby certify that the foregoing Resolution No. 14-361 was duly adopted by the City Council of the City of Menifee at a meeting thereof held on the 2nd day of April, 2014 by the following vote:

Ayes: August, Denver, Edgerton, Fuhrman, Mann
Noes: None
Absent: None
Abstain: None

Kathy Bennett, City Clerk