

**CITY OF EVERMAN**

**ORDINANCE NO. 820**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF EVERMAN, TEXAS, CHAPTER 2 “ADMINISTRATION”, ARTICLE V “BOARDS AND COMMISSIONS”, BY ADDING A NEW SECTION 2-72 “MAYOR’S YOUTH ADVISORY COUNCIL”, PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE .**

**WHEREAS**, the City Council of the City of Everman has determined that it is in the best interest of the City and serves the general welfare of the citizens to establish a Mayor’s Youth Advisory Council;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS:**

**SECTION 1:** That the Code of Ordinances of the City of Everman, Texas is hereby amended at Chapter 2 “Administration”, Article V “Boards and Commissions” by adding a new section 2-72 “Mayor’s Youth Advisory Council” which shall read in its entirety as follows:

**“CHAPTER 2 ADMINISTRATION**

...

**ARTICLE V BOARDS AND COMMISSIONS**

...

**Sec. 2-72 Mayor’s Youth Advisory Council**

- (a) Composition and Eligibility Criteria.
  - (1) There is hereby created a Mayor’s Youth Advisory Council (“YAC”) which shall be composed of seven (7) student members, an adult City Council liaison member, and an adult School liaison member.
  - (2) Student members shall be active students in good standing, living within the Everman ISD boundaries, attending grades ten (10) through twelve (12) of Everman High School or another high school serving the city, with preference given to currently serving

members of the Student Council at high school(s) serving the City.

- (3) The Mayor or the Mayor's designee shall serve as the City Council liaison member, which shall be a non-voting member.
- (4) The School liaison member shall be a currently employed teaching faculty member of the high school(s) serving the City. The School liaison member shall be a non-voting member.

(b) Terms

Initial terms shall commence upon appointment and shall expire May 31 of the following calendar year. Thereafter, the term of each student member and each liaison member shall commence on October 1 and expire on May 31 of each calendar year. Vacancies for unexpired terms shall be filled by appointments by the City Council and newly appointed members shall be installed at the first regular meeting following appointment.

(c) Appointment and Removal of Members

- (1) The City Council shall appoint the student members of the YAC by motion or resolution. Student members will be selected through an open application process, with preference given to students currently serving on the Student Council at the high school(s) serving the City. The application for student membership on the YAC shall be published on the city's website and distributed to the high school(s) serving the city no later than August 1 of each calendar year. Applicants must submit one letter of recommendation. Completed applications, along with all supporting documentation, must be received by the city no later than September 1 of each calendar year.
- (2) The City Council shall appoint the school liaison member of the YAC by motion or resolution after having received and given preference to the nomination(s) of the principal(s) of the high school(s) serving the city.
- (3) Student and adult liaison members may be removed by the City Council, by majority vote, without cause at the discretion and will of the City Council.
- (4) The City Council liaison shall apprise the City Council immediately of any vacancies occurring on the YAC and the City Council shall

make such appointments as necessary to fill the unexpired term of each such vacancy.

d. Officers

The following officers shall be elected annually by majority vote of the YAC student members present and voting at the first meeting in October of each calendar year or as soon thereafter as practicable: President, Vice-President, Secretary, Historian, and Treasurer. The election of officers shall appear as the first agenda item on the agenda for the first meeting of each calendar year. Should a vacancy occur in any of the offices leaving an unexpired term, the vacancy shall be immediately filled for the remaining unexpired term by majority vote of the YAC student members present and voting.

e. Meetings; Records and Reports

- (1) The YAC shall meet at least monthly from October 1 to May 31 of each calendar year and more frequently as may be determined by majority vote of the YAC student members or the School liaison.
- (2) The School liaison shall be responsible for securing meeting space and setting the meeting date(s) and time(s) for regular monthly meetings of the YAC, for securing meeting space for all special called meetings, and for setting the date(s) and time(s) of such special called meetings as the School liaison shall determine are necessary pursuant to paragraph (1) of this subsection. The School liaison shall ensure that all YAC student members and the City Council liaison are advised of all meeting dates, times and locations at least one (1) week in advance of each meeting. In selecting the location for YAC meetings, the School liaison shall give preference to available meeting spaces located at the high school(s) serving the city.
- (3) The YAC shall abide by the Texas Open Meetings Act and the City Council liaison shall coordinate this compliance with the City Secretary. The YAC shall maintain duly approved minutes of its meetings. The YAC Secretary shall transmit a copy of the duly approved minutes for each YAC meeting to the City Secretary.
- (4) The YAC shall submit a quarterly written report to the Mayor regarding the YAC's activities and focus issues for the past quarter

and the planned activities and focus issues for the upcoming quarter and remainder of the term. The Mayor may, at his/her discretion, present or request the YAC President or his/her designee to present the report to the City Council at a regularly scheduled City Council meeting. These reports shall be retained as official city records.

f. Attendance

- (1) YAC members are required to attend YAC meetings and other YAC events and activities which include some City Council meetings, the annual statewide YAC Summit meeting, and, as applicable, the applicable high school's Leadership Classes. Three unexcused absences from regular and/or special called meetings or other required events or activities during the term from October 1 to May 31 shall result in forfeiture of membership. Upon such forfeiture, the YAC shall declare the member's position vacant and such vacancy shall be reported to the City Council by the City Council liaison. The City Council shall forthwith make appointment to fill the unexpired term of the vacant position.
- (2) Tardiness or late arrival by more than fifteen (15) minutes to a scheduled meeting or required event or activity shall be deemed an absence.
- (3) Excused absences shall include absences resulting from illness of the member or his/her immediate family member, employment, significant family or school events, and circumstances normally defined as unavoidable and out of the control of the member. To be considered an excused absence, the member must make a reasonable attempt to provide advance notification of an absence to the City Council liaison and the School liaison.

(g) City Staff Support

- (1) The City shall provide City staff support to prepare and post the YAC agenda and minutes.
- (2) The City shall provide the YAC with necessary copying and postage.

- (3) The City shall provide necessary expertise and resources to the YAC for budget preparation.
- (4) The City Council liaison shall arrange for City provision of financial planning and oversight services and support for the YAC; present to the City Council in a timely manner the proposed budget and goals of the YAC; and serve as a two-way conduit for communication between the YAC and the City Council.

(h) Purpose, Powers and Duties

The purposes, powers and duties of the YAC include:

- (1) To advise City staff and City Council on matters relating to local government particularly of interest to and/or affecting the youth of the City;
- (2) To identify, study, investigate, plan, implement, and consult with the City staff and City Council regarding areas of improvement related to youth, including developing programs and services that empower, support and inform youth, create a family-friendly community, and/or enable and encourage youth to be engaged, mindful residents of their community. City Council may approve or disapprove such programs and services at its sole discretion;
- (3) To educate YAC members about municipal government, budgeting, marketing, networking, leadership, event planning, and program evaluation;
- (4) To plan, organize, coordinate, and conduct drug- and alcohol-free social, cultural, recreational and other activities for youth of the community;
- (5) To establish guidelines, rules and procedures for participation in YAC sponsored activities;
- (6) To plan and implement City Council liaison-approved fund raising activities and events for the annual statewide YAC summit meeting; and

(7) To assist other City boards, commissions and committees.

(i) Disqualification from Voting

A YAC voting member shall disqualify himself or herself from voting whenever s/he finds that s/he has a unique personal or monetary interest in any project or initiative brought before the YAC or when s/he will be directly and uniquely affected by the decisions made by the YAC.”

**SECTION 2:** All ordinances, orders, or resolutions heretofore pass and adopted by the City Council of the City of Everman, Tarrant County, Texas are hereby repealed to the extent that said ordinances, orders, or resolutions, or parts thereof, are in conflict herewith.

**SECTION 3:** Should any word, sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said ordinance, which shall remain in full force and effect.

**SECTION 5.** This ordinance shall be effective from and after its passage and the publication of the caption, as the law in such cases provides.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Everman, Tarrant County, Texas this the \_\_\_\_ day of \_\_\_\_\_, 2024.

APPROVED:

\_\_\_\_\_  
Ray Richardson, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Mindi Parks, City Secretary  
4878-3273-4938, v. 1

\_\_\_\_\_  
Victoria Thomas, City Attorney