

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, AMENDING RESOLUTIONS NO. 2024-20, 2024-37 AND 2025-23 TO AMEND THE MANOR YOUTH ADVISORY COMMISSION PROGRAM, BYLAWS, CODE OF CONDUCT, APPLICATION & PARTICIPATION WAIVER AND ELECTED & APPOINTED OFFICERS DUTIES DESCRIPTIONS; PROVIDING FOR FINDINGS OF FACT; REPEALING AND CONFLICTING PROVISIONS; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the City of Manor, Texas (the "City") previously adopted Resolutions No. 2024-20, 2024-37 and 2025-23, creating the Manor Youth Advisory Commission ("YAC") to provide youth with opportunities through volunteerism and service; and

WHEREAS, the City Council desires to ensure that the YAC serves as an effective platform for all youth in the community to engage in leadership and civic involvement; and

WHEREAS, the City Council has determined that the YAC program, bylaws, application, code of conduct and elected & appointed officers duties description require changes to enhance effectiveness of the program and provide ongoing support for the program; and

WHEREAS, the City Council finds that these changes are in the best interest of the YAC program and will enhance the overall success of the program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS, THAT:

SECTION 1. The City Council hereby approves the recitals contained in the preamble of this Resolution and finds that all the recitals are true and correct and incorporate the same in the body of this Resolution as findings of fact.

SECTION 2. The City Council hereby amends Resolution No. 2024-20, 2024-37 and 2025-23 as follows:

- (a) The City Council hereby amends the Manor Youth Advisory Commission Program in its entirety and replaces it with the "*Manor Youth Advisory Commission Program*", attached hereto as Exhibit "A" and incorporated herein as if fully set forth.
- (b) The City Council hereby amends the Manor Youth Advisory Commission Bylaws in its entirety and replaces it with the "*Manor Youth Advisory Commission Bylaws*", attached hereto as Exhibit "B" and incorporated herein as if fully set forth.

- (c) The City Council hereby amends the Manor Youth Advisory Commission Code of Conduct in its entirety and replaces it with the “*Manor Youth Advisory Commission Code of Conduct*”, attached hereto as Exhibit “C” and incorporated herein as if fully set forth.
- (d) The City Council hereby amends the Manor Youth Advisory Commission Application Form in its entirety and replaces it with the “*Manor Youth Advisory Commission Application Form and Participation Waiver*”, attached hereto as Exhibit “D” and incorporated herein as if fully set forth.
- (e) The City Council hereby amends the Manor Youth Advisory Commission Elected & Appointed Officers Duties Descriptions in its entirety and replaces it with the “*Manor Youth Advisory Commission Elected & Appointed Officers Duties and Descriptions*”, attached hereto as Exhibit “E” and incorporated herein as if fully set forth.

SECTION 3. In the event of any conflict or inconsistency between this resolution and any other resolution or code of the City of Manor, the terms and provisions of this resolution shall control.

SECTION 4. The City Council finds that this amendment will promote youth engagement, foster leadership skills, further the goals of the YAC and enhance the overall success of the program.

SECTION 5. It is hereby officially found and determined that the meeting at which this Resolution is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, *Chapt. 551, Tex. Gov't. Code*.

SECTION 6. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the City Council of Manor, Texas, at a regular meeting on the ____ day of ____ 2026, at which a quorum was present and for which due notice was given pursuant to Texas Government Code, Chapter 551.

CITY OF MANOR, TEXAS

Dr. Christopher Harvey, Mayor

ATTEST:

Lluvia T. Almaraz, City Secretary

EXHIBIT “A”

YAC Program
[see attached]

DRAFT

EXHIBIT “B”

YAC Bylaws
[see attached]

DRAFT

EXHIBIT “C”

**YAC Code of Conduct
[see attached]**

DRAFT

EXHIBIT “D”

**YAC Application & Participation Waiver
[see attached]**

DRAFT

EXHIBIT “E”

**YAC Elected & Appointed Officers Duties and Descriptions
[see attached]**

DRAFT

EXHIBIT “F”

YAC Travel Permission Slip
[see attached]

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