

TO: James L. App – City Manager  
FROM: Barbara Partridge – Director Library & Recreation Services  
SUBJECT: Youth Commission – Change in Bylaws  
DATE: June 15, 2004

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NEEDS: For the City Council to consider changing the Youth Commission bylaws to include one-year terms for incoming seniors and add one alternate.

FACTS:

1. At the regular meeting of the Paso Robles Youth Commission, dated May 5, 2004, members voted to change their bylaws to include one-year terms reserved for incoming seniors only and changed the number of alternates from two to three.
2. Under the previous bylaws, all terms were two-year terms. Incoming seniors going to college do not complete their terms after leaving high school. Therefore, one-year terms for incoming seniors are most appropriate.
3. In order to attain quorums, three alternates instead of two were approved by the commission.

ANALYSIS &  
CONCLUSION:

For the purpose of consistent recruitment and in support of the wishes of the Youth Commission, it is most prudent to change the Youth Commission bylaws to include one-year terms reserved for incoming seniors and changing number of alternates from two to three.

FISCAL IMPACT:

None

OPTIONS:

1. Change the Paso Robles Youth Commission Bylaws to include one-year terms reserved for incoming seniors only and change the number of alternates from two to three.
2. Amend, modify, or reject the option above.

RESOLUTION NO. 04-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PASO ROBLES  
CHANGING THE PASO ROBLES YOUTH COMMISSION BYLAWS

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WHEREAS, the Paso Robles Youth Commission voted on May 5, 2004, to change their bylaws to include one-year terms reserved for incoming seniors only and increase the number of alternates from two to three.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby establishes that the Paso Robles Youth Commission terms of office continue to be two-year terms, except for one-year terms reserved for incoming seniors only.

BE IT FURTHER RESOLVED that the Paso Robles Youth Commission alternate membership be increased from two to three, for a total membership of 12.

PASSED AND ADOPTED by the City Council of the City of Paso Robles this 15<sup>th</sup> day of June 2004 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Frank R. Mecham, Mayor

ATTEST:

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Sharilyn M. Ryan, Deputy City Clerk

# BYLAWS FOR THE PASO ROBLES YOUTH COMMISSION

## **ARTICLE I**

### **NAME**

This committee shall be known as the Paso Robles Youth Commission.

## **ARTICLE II**

### **PURPOSE**

The purpose of the Paso Robles Youth Commission is to serve as an advisory committee to the City Council representing the youth of Paso Robles.

## **ARTICLE III**

### **MEMBERSHIP**

The Committee shall consist of 9 members and 3 alternates appointed by the City Council of the City of El Paso de Robles. The members will be chosen from applicants in high school, grades 9 through 12, and they shall reside in the general area of Paso Robles and be enrolled in Paso Robles School District.

## **ARTICLE IV**

### **OFFICERS**

Officers shall consist of a Chairperson, Vice Chairperson, and a Recording Secretary to be appointed by majority vote of the committee.

## **ARTICLE V**

### **TERMS OF OFFICE**

The normal term of office shall be for two years running from July 1 to June 30, except incoming seniors will serve one-year terms. Members may serve two terms of office, if they so desire, by special sanction of the City Council.

## **ARTICLE VI**

### **REGULAR MEETINGS**

The Youth Commission shall meet in regular session the first Wednesday once a month from September through June, unless a scheduled meeting date falls on a school and or City holiday. In such case, they shall meet on the same day of the week following. The meeting time and place shall be selected to accommodate the students' school activities.

## **ARTICLE VII**

### **PARLIAMETARY PROCEDURE**

The Robert's Rules of Order shall govern procedures of the Paso Robles Youth Commission.

**ARTICLE VIII**

**ACTIONS**

- (A) A quorum exists if 5 or more members are present at any one meeting.
- (B) A majority vote of the members present shall be required to carry any proposed motion or resolution.
- (C) Under no circumstances is any member to take any action or make any statements committing the Committee as a whole unless given authority to do so by vote of the Committee.
- (D) All written communications to outside groups shall be sent out over the signature of the Chairperson with approval of the majority.

**ARTICLE IX**

**AMENDMENTS**

These policies and procedures may be amended from time to time by the City Council upon recommendation by the Paso Robles Youth Commission.

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Mayor \_\_\_\_\_

Date \_\_\_\_\_

City Manager \_\_\_\_\_