



Council Agenda Report

From: Julie Dahlen
Subject: Conclusion of Youth Commission
Date: May 16, 2017

Facts

1. City Council Resolution 99-176 established the Paso Robles Youth Commission as a communication liaison between Paso Robles' youth community and the City Council.
2. The Paso Robles Youth Commission currently operates as an official advisory committee under the auspices of the City and the Community Services Department.
3. Paso Robles Youth Commission bylaws require nine voting members and three alternates. Despite significant recruitment efforts, the group has lacked full membership since 2009 and is down to only five total members for the coming year.
4. As high school students, members are often engaged in a multitude of extra-curricular school activities, making it difficult to attend monthly meetings and bimonthly City Council meetings.
5. The current Paso Robles Youth Commission board held its last regular meeting on May 3, and the group is not scheduled to reconvene until September 6.

Options

1. Do nothing.
2. Conclude the service of the Paso Robles Youth Commission, effective immediately, and utilize alternative means of involving youth in local government.
3. Continue the PRYC with a much-reduced roster and limited availability.

Analysis and Conclusions

Concluding the PRYC after nearly 20 years of distinguished community service honors the contributions of previous commissioners while acknowledging that there may be more effective means of engaging with youth. For example, the Paso Robles City Library intends to increase opportunities for teen volunteers in the coming months, encouraging workforce development for our youth and providing consistent avenues for teens to contribute meaningfully to their community. In addition, the City is gearing up its citizen engagement efforts, at Council direction, and can coordinate with the School District as it progresses. Staff expects no reduction in City/youth communication opportunities.

Current members were honored for their service at the May 3 Youth Commission meeting.

Fiscal Impact

- Reallocation of approximately 18 staff hours per month from advisory body administrative tasks to other understaffed service areas.
- Savings of \$500 in annual operating expenses.

Recommendation

To approve Resolution #17-XXX, concluding the service of the Paso Robles Youth Commission, effective immediately and implementing other, more effective means of engaging with local youth.

Attachments

1. Resolution #99-176, establishing the Paso Robles Youth Commission.
2. Resolution #17-XXX, concluding the Paso Robles Youth Commission.

RESOLUTION NO. 99-176

A RESOLUTION OF THE CITY COUNCIL OF PASO ROBLES
ESTABLISHING A PASO ROBLES YOUTH COMMISSION

WHEREAS, Paso Robles has an active, interested and intelligent youth community; and

WHEREAS, the City Council's actions directly affect the entire community, including Paso Robles' youth; and

WHEREAS, Paso Robles youth community is capable of and interested in participating in a meaningful way in the community's governance; and

WHEREAS, Paso Robles youth do not have a formal channel of communication with the City Council; and

WHEREAS, a formal Youth Commission would give Paso Robles' youth the opportunity to contribute to the community through participation in the City government particularly in youth issues related to Parks, Library and Recreation Services;

NOW THEREFORE, BE IT RESOLVED that the City Council hereby establishes the Paso Robles Youth Commission which shall serve and be governed as follows:

The Paso Robles Youth Commission shall be a communication liaison between Paso Robles' youth community and the City Council; research the needs and interests of Paso Robles' youth; and advise the City Council on youth issues related to Parks, Library and Recreation Services.

The By Laws of the Paso Robles Youth Commission will be the general rules for the establishment and governing of the Paso Robles Youth Commission. Herewith attached are the By Laws of the Paso Robles Youth Commission, which set forth the name, purpose, membership, officers, terms of office, regular meetings, parliamentary procedure, actions, and amendment policies.

BE IT FURTHER RESOLVED that the Paso Robles Youth Commission will be an official advisory committee operating under the auspices of the City of Paso Robles and the Paso Robles Department of Library and Recreation Services.

PASSED AND ADOPTED by the City Council of the City of El Paso de Robles this 7th day of September, 1999 by the following vote:

AYES: Baron, Macklin, Mecham, Swanson and Picanco
NOES: None
ABSENT: None
ABSTAIN: None

Duane J. Picanco, Mayor

ATTEST:

Sharilyn M. Ryan, Deputy City Clerk

BY LAWS 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 two 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.

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. 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 once a month on the _____ day of each month from September through May, 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.

Mayor _____

Date _____

City Manager _____

YOUTH COMMISSION

The Paso Robles Youth Commission will be a communication liaison between Paso Robles' youth community and the City Council; research the needs and interests of Paso Robles' youth; promote an understanding and appreciation of community affairs among the youth of Paso Robles; and advise the City Council on youth related issues.

DUTIES:

- A. Identify and report to the City Council on youth needs and priorities in the City of Paso Robles; remain informed regarding the programs providing youth services to the community.
- B. Research and formulate proposed policies, programs, and services designed to meet the needs of the youth in the community of Paso Robles primarily related to Parks, Library and Recreation Services, such as policies for a skateboard park, new programs designed for teens, including aquatics, sports, cultural arts, dances, music, young adult library programs, and more.
- C. Review and evaluate youth related policies and services, and suggestions.

MEMBERSHIP:

- A. The Youth Commission shall consist of nine youths, plus two alternate members. All commissioners shall be reside in the general area of the City of Paso Robles.
- B. The Youth representatives shall be chosen from grades 9 - 12. Seniors may serve final year after graduation.
- C. The alternate representatives shall serve as voting members at Commission meetings only in the absence of a primary voting member. Alternate members may serve a voting members of any Commission subcommittee. With approval by the City Council, an alternate member may complete a term of office vacated by a member.
- D. Commission members shall be appointed for two year terms. Commissioners may be appointed to two consecutive terms.
- E. Commissioners shall serve without compensation.

APPOINTMENT OF COMMISSIONERS:

- A. Members of the Youth Commission and the alternate members shall be appointed by a majority of City Council.
- B. Appointment of Commission members under that age of 18 years shall be contingent upon written permission from the appointee's parent or guardian.
- C. Commissioners shall be subject to an attendance requirement; which is, any member who is absent from more than two of the Commission's regular meetings in any six month period shall be deemed to have vacated the position.

MEETINGS:

The Commission shall meet at least once monthly from September through May, unless a scheduled meeting date falls on a school holiday. The Commission may meet during the summer months or more than once monthly if it so desires. The meeting time and place shall be selected to accommodate the students' school activities.

MEETINGS PUBLIC:

The Commission's meetings shall be open and public, in accordance with the Brown Act; agendas shall be prepared, posted, and minutes shall be kept.

OFFICERS:

A. The Commission shall, by majority vote, appoint a chairperson, vice chairperson, and recording secretary from its membership. Officers shall serve one year terms; no officer shall serve more than two terms in any one position.

B. The Chairperson shall be responsible for the conduct of meetings, the preparation and approval of agendas, and other duties normally associated with a Chairperson.

C. The Vice Chairperson shall perform those duties assigned by the Chairperson, and shall act for the Chairperson in the latter's absence.

D. The Recording Secretary shall take minutes at the regular meetings and turn minutes in to the Paso Robles Department of Library and Recreation Services to be channeled appropriately.

RESOLUTION NO. 17-XXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
EL PASO DE ROBLES FOR THE CONCLUSION OF THE
PASO ROBLES YOUTH COMMISSION

WHEREAS, City Council Resolution 99-176 established the Paso Robles Youth Commission as a communication liaison between Paso Robles' youth community and the City Council.; and

WHEREAS, the Paso Robles Youth Commission currently operates as an official advisory committee under the auspices of the City and the Community Services Department; and

WHEREAS, Paso Robles Youth Commission bylaws require nine voting members and three alternates, yet the group has lacked full membership since 2009 and is down to only five total members for the coming year; and

WHEREAS, as high school students, members are often engaged in a multitude of extra-curricular school activities, making it difficult to attend monthly meetings and bimonthly City Council meetings; and

WHEREAS, the current Paso Robles Youth Commission board held its last regular meeting on May 3, and the group is not scheduled to reconvene until September 6.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL PASO DE ROBLES DOES HERBY RESOLVE AS FOLLOWS:

Section 1. All of the above recitals are true and correct and incorporated herein by reference.

Section 2. The City Council hereby concludes the Paso Robles Youth Commission, effective immediately.

APPROVED by the City Council of the City of El Paso de Robles this 16th day of May, 2017 by the following roll call vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Steven W. Martin, Mayor

ATTEST:

Kristen L. Buxkemper, Deputy City Clerk