

ORDINANCE NO. _____

AN ORDINANCE BY THE MAYOR AND COUNCIL OF THE CITY OF DUBLIN TO CODIFY THE YOUTH COUNCIL COMMISSION AND TO CONTINUE IT AS IT OPERATES EFFECTIVE ON THE DATE OF THIS ORDINANCE; TO SET QUALIFICATIONS FOR MEMBERS OF THE YOUTH COUNCIL COMMISSION; TO ESTABLISH RULES, DUTIES, AND RESPONSIBILITIES OF THE YOUTH COUNCIL COMMISSION; TO SET AN EFFECTIVE DATE; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, at the April 21, 2016 city council meeting the Mayor and Council created and appointed a Youth Council Commission, which is an adult advisory board that governs and oversees the activities of the Youth Council;

WHEREAS, the Youth Council Commission has operated since its creation and has established and adopted By-Laws by which it operates; and

WHEREAS, the Mayor and Council desire to codify the qualifications for members of the Youth Council Commission and to establish rules, duties, and responsibilities of the Commission.

THEREFORE, the Mayor and Council of the City of Dublin hereby ordain as follows:

SECTION ONE:

There is added a new Article IX, “Youth Council Commission”, to Chapter 2, “Administration”, of the Code of Ordinances for the City of Dublin which shall read as follows:

“Article IX. – YOUTH COUNCIL COMMISSION

Section 2-230. – Creation and Continuation.

The City of Dublin Youth Council Commission as it currently exists is hereby confirmed and established as a committee of the City of Dublin and shall be referred to as the Youth Council Commission.

Section 2-231. – Membership.

A. Composition.

1. The Youth Council Commission shall be composed of up to twelve (12) qualified members, but no less than seven (7) members.

2. Each member shall be appointed by the Mayor and Council.

B. Term of Office. All members shall be appointed for a term of two (2) years. An appointment to fill any vacancy shall be for the remainder of the unexpired term of office of the seat vacated.

C. Removal. Notwithstanding any provisions to the contrary, a member may be removed by a majority vote of mayor and council for any reason, including, but not limited to, failure to meet the qualifications of a member, failure to attend meetings, engaging in conduct which is unbecoming of or reflects negatively on the City and/or the Commission, including, acts which constitute criminal offenses.

D. Qualifications. In order to be qualified, all members shall be residents of Laurens County, shall pass a background examination (no felony convictions or any offense involving a minor); and shall be someone with an interest in the betterment of youth in the community.

Section 2-232. – Quorum.

Four (4) members shall constitute a quorum for the transaction of business.

Section 2-233. – Officers.

- A. The Youth Program Director of the City shall serve as chair of the Youth Council Commission. In the event of a vacancy in the position of Youth Program Director of the City, the Youth Council Commission shall elect one (1) of its appointed members as chair. The elected chair shall serve for one (1) year or until re-elected or a successor is elected or until such time as a Youth Program Director is employed by the City.
- B. At the first meeting of each year, the Chair shall appoint an appointed member of the Youth Council Commission as vice-chair and that person shall serve for one (1) year or until re-elected or a successor is elected. The vice-chair shall only act as chair in the event of the chair's absence.
- C. At the first meeting of each year the Youth Council Commission shall appoint a secretary, who may be an officer or an employee of the City or a member of the Youth Council Commission. The secretary shall be responsible for keeping minutes of all meetings of the Youth Council Commission.

Section 2-234. – Meetings.

The Youth Council Commission shall establish an annual meeting schedule. This schedule may be altered due to unforeseen circumstances at the discretion of the Chair. The Chair may call special unscheduled meetings as needed in accordance with procedures established by the Youth Council Commission. All meetings of the Youth Council Commission shall be advertised and open to the public as required by the Georgia Open Meetings Act of the State.

Section 2-235. – Rules and Operating Procedures.

The Youth Council Commission may establish and follow by-laws for the transaction of business. The Youth Council Commission shall maintain a record of its activity which record shall be a public record.

Section 2-236. – Duties and Responsibilities.

- A. The Youth Council Commission shall have the following powers and duties:
 - 1. Prepare and recommend for adoption each year by the City a curriculum for the youth participating in the youth council program.
 - 2. Establish procedures for youth in Laurens County to apply to participate in the youth council program.
 - 3. Review, evaluate, and select youth candidates for participation in the youth council program.
 - 4. Prepare a detailed and itemized annual budget for submittal to the City Manager as requested by the City Manager.
 - 5. Monitor and provide oversight of the youth council program throughout the year.
 - 6. Ensure that the Youth Council and the Youth Council Commission are good stewards of the money budgeted for their activities.
 - 7. Maintain and keep adequate records of spending of the Youth Council and the Youth Council Commission which shall be made available upon request to the City Council, City Manager, City Clerk.
- B. The City Manager may assign city employee(s) to assist the youth council program and provide such services as deemed appropriate and as available by the City Manager.
- C. All city staff shall, upon request and within a reasonable time, furnish to the Youth Council Commission such available information as the Commission may require for the performance of its work.”

SECTION TWO:

This Ordinance shall be effective at noon on the fifth day after its adoption.

SO ORDAINED this _____ day of _____, 2020.

CITY OF DUBLIN

PHIL BEST, SR., MAYOR

ATTEST:

R. BLAKE DANIELS, CITY CLERK

(SEAL)