RESOLUTION NO. 05-R-18

A RESOLUTION DEFINING THE YOUTH ADVISORY COMMISSION

WHEREAS, it is the intention of the Board of Trustees to hereby create a Youth Advisory Commission to assist and advise the Board of Trustees to recognize issues relating to the Youth within the Town of Frederick.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF FREDERICK, COLORADO, AS FOLLOWS:

Section 1. That the Youth Advisory Commission of the Town of Frederick be created as follows:

Youth Advisory Commission

Purpose. The purpose of this Article is to establish a Youth Advisory Commission consisting of high school students that live in the Frederick High School attendance area to act in an advisory capacity to the Board of Trustees and shall give advice to the Town Board on issues relating to youth.

Appointments, Membership. The Youth Commission shall consist of seven (7) members appointed and approved by the Board of Trustees based on submittal of an application to the Board. All members shall be high school students living within the Frederick High School attendance area.

Term of Office. Members of the Youth Commission shall serve one-year terms. They shall serve without compensation. The initial terms of the members shall be as follows: four members shall be appointed for a one-year term, and three members shall be appointed for a two-year term. Thereafter, as terms expire, all terms shall be for a period of one-year. Any member is eligible for reappointment.

Meetings, Attendance. The Youth Advisory Commission shall meet not less than once monthly on a regular date and time as set by the Commission and at such other times as may be necessary to fulfill its duties as defined by this Article. Special meetings may be called by the Chair or by three members of the Commission. All meetings shall be open to the public, and notice of meetings shall be given as provided by the Colorado Open Meetings Law. The roll shall be taken at each meeting, and any member that misses three unexcused consecutive meetings shall be deemed removed from office, and the board of Trustees shall appoint a replacement member to fill the unexpired term. The Board of Trustees may for cause remove any member.

Officers. The Commission shall select a chairperson and vice-chairperson from among the members of the Commission. The terms of the chairperson and vice-chairperson shall be for one year and they may be reelected for successive terms if reappointed. The Chairperson, or in his or her absence, the vice-chairperson, shall preside at all meetings of the Commission and shall sign all communication of the Comission.

Rules of order and Business. The Commission shall adopt rules and regulations governing the conduct of its meetings. All members have equal voting privileges on all questions. All members shall comply with the Frederick Municipal Code provisions regarding ethics and conflicts of interest contained in Chapter 2, Article IV of the Code.

Minutes. The Town Administrator shall designate a staff person to act as secretary to the Commission, who shall be responsible for taking minutes of all meetings, handling Commission correspondence, providing notice of meetings and other general staff support. The minutes shall be maintained in the permanent records of the Town Clerk.

Town Staff. The Town Staff shall be responsible for keeping a record of the proceedings of the Commission on file in Town Hall and for providing a copy of the minutes to the Board of Trustees. Such staff assistance and professional and technical services will be provided as necessary within the appropriations made by the Town. The Town Attorney shall serve as legal advisor to the Commission but shall not be required to attend meetings except when requested to do so by the Chairperson or Board of Trustees.

Subcommittees. From time to time, the Commission may establish temporary and/or standing subcommittees and may request the aid of volunteers to implement specific programs and activities.

Powers and Duties. The Youth Advisory Commission shall be advisory only, and the Commission shall have the following power and duties:

(a) Assessing the needs of the young people in Frederick and in light of this, formulate goals and objectives and guidelines to meet those needs.

(b) Establish priorities and special projects and solicit volunteers to assist in said projects.

(c) Assist the Town Staff upon request.

(d) Become aware of programs that may be available to serve young people in the community and make recommendations to the Board as to the advisability of said programs.

(e) Compile information pertaining to youth work in the community and act as a central clearing house for this information. Included in this may be other tasks and responsibilities, i.e. list of speakers, ideas for new programs, new methodology, etc."

INTRODUCED, READ, PASSED AND ADOPTED THIS 14TH DAY OF APRIL, 2005.

ATTEST:

By _____
Nanette Fornof, Town Clerk

TOWN OF FREDERICK

By _____
Eric E. Doering, Mayor