

**CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON
ORDINANCE NO. 153**

**AN ORDINANCE CREATING A LIBERTY LAKE YOUTH COMMISSION,
ADDING A NEW CHAPTER 3-5 BOARD OF YOUTH COMMISSIONERS
UNDER TITLE 3 TO THE LIBERTY LAKE MUNICIPAL CODE, AND
PROVIDING FOR THE EFFECTIVE DATE THEREOF**

WHEREAS, the City Council has received a request to establish a Student Advisory Council for the purposes of:

- (a) Enhancing community awareness and communication with young persons living in or near the City;
- (b) Protecting and advocating the best interests of youth within or near the City of Liberty Lake;
- (c) Supporting the needs and endeavors of youth within or near the City of Liberty Lake;
- (d) Promoting youth interests in culture and diversity; and
- (e) Providing an Advisory Board to the City Council in order to receive information and ideas from the youth in and near the City; and

WHEREAS, the City is desirous of establishing a Youth Commission as set forth herein.

NOW, THEREFORE, the City Council of the City of Liberty Lake, do ordain as follows:

Section 1. A new section is hereby added to the Liberty Lake Municipal Code, Title 3, Boards and Commissioners, designated Chapter 5, Board of Youth Commissioners, to read as follows:

3-5-1 Establishment. A Board of Liberty Lake Youth Commissioners is created and established. The Board of Commissioners shall consist of nine (9), members, who shall be appointed by the Mayor and confirmed by the City Council. The Board members, at the time of appointment, shall be enrolled in Grades Eight (8) through Twelve (12), and reside within the boundaries of Central Valley School District during the member's term. A minimum of six (6) of the Board's members shall reside within the City of Liberty Lake.

3-5-2 Purpose and Goals.

(a) The Board of Commissioners shall serve as an advisory body to the City Council, other city boards, commissions and city staff on issues including youth programs, recreational activities and other issues of importance to youth.

(b) The Board of Commissioners shall promote leadership skills and the communication of the ideas of young persons. The Commission's goals shall be:

(1) Find solutions to youth problems and report these to the City Council;

(2) Provide community youth with an outlet for expressing interests and opinions;

(3) Make the public aware of the Youth Commission and its programs;

(4) Suggest ways to improve the quality of life for young persons in the City; and

(5) Develop programs, initiatives and resources for youth.

3-5-3 Term of Office – Filling Vacancies.

(a) Each member shall serve a term of two (2) years, except for persons appointed during their senior year at Central Valley School District, in which instance such person shall serve a term of one year.

(b) An appointee shall continue in office until the successor to the position is duly appointed. All vacancies on the Board shall be filled in the same manner as the original appointment, to serve for the unexpired term.

(c) Any member of the Board may, for cause, be removed from office by the Mayor with consent of the City Council.

(d) An unexcused absence of any member from three consecutive regular meetings of the Board may result in cause for the Board member's removal, upon request by the Mayor and confirmation by the City Council.

(e) Term of Office shall run from September 1st to August 31st of each consecutive calendar year.

3-5-4 Officers – Quorum – Meetings.

- (a) Officers of the Board shall consist of a Chairman, Vice-Chairman, Secretary and such other officers as may be necessary. Officers shall be elected in the first scheduled meeting in October of each year. A recording secretary shall be established by the Board either from within or without its own membership. It shall be the duty of the Chairman to preside at all meetings of the Board and of the Secretary to keep minutes of proceedings of the Board.
- (b) A majority of the Board shall constitute a quorum, with five (5) voting members required for the transaction of business. A majority vote shall constitute fifty percent (50%), plus one member in order to carry out any proposition of the Board.
- (c) Meetings of the Board shall be held at a time and place each month as designated by the Youth Council.
- (d) Special meetings of the Board may be called by the Chairman or upon notice signed by four members of the Board.
- (e) The Board may adopt rules and regulations for the conduct of its business.
- (f) All meetings shall be open to the public.
- (g) The Youth Commission is authorized to hold joint meetings with one or more city boards or agencies.

3-5-5 General Powers. The Board shall have all of the powers and perform all the duties necessary and incidental to its operation. The Board shall, under the supervision of the City, have the power to conduct recreation or cultural activities that occupy the leisure time of youth in a constructive manner. The principal functions of the Youth Commission shall be to: (1) prepare a plan that anticipates and reflects the desires of the youth of the City; (2) provide reports to the Mayor and City Council concerning recreation, entertainment, or other activities involving youth; and (3) make such other recommendations as are reasonable and necessary to serve the youth interests in the community.

3-5-6 General Duties. Officers of the Board shall be a Chairman, Vice-Chairman, and Secretary, selected by a majority vote of the Board.

- (a) The Chairman may appoint any special committees.
- (b) The Chairman may call special meetings, with notice provided.

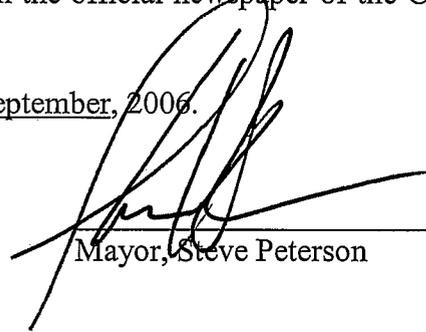
- (c) The Chairman shall prepare the agenda for each meeting from items submitted by the Board members, staff, and the public.
- (d) The Chairman shall provide semi-annual updates on Commission work to the City Council, the Mayor, and other groups as desired.
- (e) The Vice-Chairman shall, when the Chair is absent, perform the duties of the Chair.
- (f) When necessary, the Vice-Chairman shall assume any duties assigned by the Chairman.
- (g) The Vice-Chairman shall succeed to the office of the Chairman in the event the Chairman resigns.
- (h) The Secretary shall record and prepare minutes of all regular and special meetings of the Board.
- (i) The Secretary shall keep a record of attendance of Commission members at meetings.
- (j) The Secretary shall maintain all records of the Commission.
- (k) The Secretary shall file the original copy of the minutes, following approval by the Board and signature of the Chairman with the City Clerk/Treasurer.

Section 2. City Council Liaison and Staff Support. The City Council shall appoint a City Council Member to serve as an, ex officio, non voting member of the Youth Commission. Administrative staff support to the Youth Commission shall be provided by the City Finance Director or designee. In addition, the Commission, through its Chair after consultation with the Finance Director, may request formal opinions or memorandums from the City Attorney on any pending matter.

Section 3. Severability. If any section, sentence, clause or phrase of this ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 4. This Ordinance shall be in full force and effect five (5) days after publication of this Ordinance or a summary thereof in the official newspaper of the City as provided by law.

Passed by the City Council this 5th day of September, 2006.



Mayor, Steve Peterson

ATTEST:



City Clerk – Treasurer, Arlene Fisher

APPROVED AS TO FORM:



City Attorney, Stanley Schwartz

Date of Publication: Sept. 28, 2006
Effective Date: Sept. 27, 2006

City of Liberty Lake
22710 E Country Vista Blvd.
Liberty Lake, WA 99019
(509) 755-6700

**NOTICE OF ORDINANCE PASSED
BY LIBERTY LAKE CITY COUNCIL**

The following is the title and summary of Ordinance No. 153 passed by the City of Liberty Lake City Council on the 5th of September, 2006.

The introductory paragraph state the City desires to establish a Student Advisory Council.

Section 1. A new section is hereby added to the Liberty Lake Municipal Code, Title 3, Boards and Commissioners, designated Chapter 5, Board of Youth Commissioners, to read as follows:

- 3-5-1 Establishment
- 3-5-2 Purpose and Goals
- 3-5-3 Term of Office – Filling Vacancies
- 3-5-4 Officers – Quorum – Meetings
- 3-5-5 General Powers
- 3-5-6 General Duties

Section 2. City Council Liaison and Staff Support. The City Council shall appoint a City Council Member to serve as an, ex officio, non voting member of the Youth Commission. Administrative staff support to the Youth Commission shall be provided by the City Finance Director or designee. In addition, the Commission, through its Chair after consultation with the Finance Director, may request formal opinions or memorandums from the City Attorney on any pending matter.

Section 3. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 4. Effective Date. This Ordinance shall be in full force and effect five (5) days after publication of this Ordinance or a summary thereof in the official newspaper of the City as provided by law.

The full text of the Ordinance is available at the City of Liberty Lake City offices as identified above. A copy will be mailed out upon request.



Arlene Fisher
City Clerk-Treasurer

Published: *Sept. 22, 2006*