

ORDINANCE NO. 22-1006

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**AN ORDINANCE ADOPTING THE CREATION OF THE YOUTH ADVISORY  
COMMISSION TO OREGON CITY MUNICIPAL CODE AS TITLE 2.62:**

**WHEREAS**, The City of Oregon City finds that well informed and engaged youth are necessary for a complete community that addresses the needs of all the community members; and

**WHEREAS**, the creation of the Oregon City Youth Advisory Commission will give local students a voice in their municipal government; and

**WHEREAS**, the Youth Advisory Commission will be guided by the belief that local involvement at a young age is crucial to ensuring a well-informed and engaged citizenry in the future; and

**WHEREAS**, the creation of the Youth Advisory Commission will provide an opportunity for members to gain knowledge about governance, build leadership skills, create programs to engage the youth of the Oregon City area, and to participate in community programs that benefit the community;

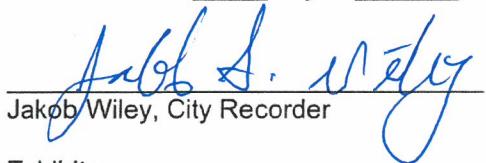
**NOW, THEREFORE, THE CITY OF OREGON CITY ORDAINS AS FOLLOWS:**

The City hereby creates and adopts the Youth Advisory Commission into Section 2 of the Oregon City Municipal Code, which is attached hereto as Exhibit 'A'.

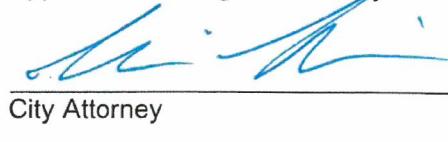
Read for the first time and second time at a regular meeting of the City Commission held on the 21st day of September 2022 and the City Commission finally enacted the foregoing Ordinance this 5th day of October 2022.

  
Denyse C. McGriff, Mayor

Attested to this 5<sup>th</sup> day of October 2022:

  
Jakob Wiley, City Recorder

Approved as to legal sufficiency:

  
City Attorney

Exhibits:  
Exhibit A – Section 2.62 of the Oregon City Municipal Code

## Chapter 2.62 – Youth Advisory Commission

### 2.62.010 – Created.

There is created a youth advisory commission for the City of Oregon City having the duties and responsibilities provided in this chapter.

### 2.62.015 – Purpose.

The Oregon City youth advisory commission is created to provide local students a voice in their municipal government, build an understanding of governance and leadership and to provide opportunities to engage and serve the community. The youth advisory commission shall be guided by the belief that local involvement at a young age is crucial to ensuring a well-informed and engaged citizenry in the future and to provide an opportunity for members to become equipped with the knowledge and leadership skills necessary to become active contributors in the community now and in the future.

### 2.62.020 – Membership.

The youth advisory commission shall consist of at least nine youth members and one non-voting city commissioner to be appointed by the Mayor:

- A. Members of the youth advisory commission shall be high school students at the time of swearing in and shall reside within the city limits of Oregon City.
- B. Any vacancy shall be filled by the mayor, at their sole discretion, for the unexpired portion of the vacated term.
- C. The term of service shall be considered from September through June and there are no term limits.
- D. Appointed youth advisory commission members may be re-appointed for a second term without an interview at the discretion of the mayor. A youth advisory commission member must participate in a recommitment interview with the mayor after serving two consecutive terms.
- E. The chairperson, vice chairperson and all new members shall be sworn in by the youth advisory commission city commissioner at the first regular meeting of the term.

### 2.62.030 – Election of officers.

The youth advisory commission, at the beginning of each term, shall elect a chairperson and vice chairperson, who shall hold the positions for one term of service. The chairperson and the vice chairperson shall be a junior or senior in high school.

### 2.62.040 – Chairperson

The chairperson is responsible for running the youth advisory commission meetings, assigning tasks and working with the staff to set the upcoming agendas.

2.62.050 – Vice Chairperson.

The vice chairperson is responsible for taking meeting minutes and providing financial updates as applicable.

2.62.060 – Quorum and Meetings.

- A. A majority of appointed members shall constitute a quorum.
- B. If a quorum is present, all matters shall be decided by a vote of the majority present.
- C. The youth advisory commission shall meet once a month.
- D. All meetings shall be open to the public and public meeting laws shall apply.

2.62.070 – Youth Advisory Committee Member Responsibilities.

- A. Review and prepare strategies addressing issues of interest to students in the greater Oregon City community, including topics such as drug and alcohol abuse, bullying and driver safety or any other topic determined to be of importance by the youth advisory commission.
- B. Members shall participate in an annual goal-setting retreat at the beginning of each term.
- C. Members shall be responsible for completing tasks and projects as assigned.
- D. Members of the youth advisory commission shall attend at least three community service events per session.
- E. The youth advisory commission shall organize a minimum of one student town hall to hear from their peers and engage the larger Oregon City youth community.
- F. The youth advisory commission shall prepare an annual report at the end of the term to present to the city commission detailing the accomplishments, challenges, areas for improvement and goals for the future.

2.62.080 – Code of Conduct and Expectations

Members of the youth advisory commission shall be held to the highest standards of citizenship, scholarship and participation.

- A. Members may have no more than one unexcused absence or no more than two excused absences from youth advisory commission meetings. An absence shall be considered excused provided advanced notice of 24 hours is provided to the chairperson and staff liaison or is determined to be excused by the chairperson and staff liaison.
- B. Absences may be made up for by attending a City of Oregon City commission, advisory board or committee meeting within 30 days of the absence.
- C. Members shall remain in good standing at their school by maintaining passing grades and abiding by the school code of conduct.
- D. Violations of the code of conduct and expectations of this section shall be reviewed by the member, chairperson, vice chairperson, city commission member, staff liaison and the mayor with a goal of improving the performance and participation of the member.

E. The mayor shall have the sole discretion to determine if a member shall be removed from the youth advisory commission.

#### 2.62.090 – Expenditures

The youth advisory commission shall have no authority to make any expenditure on behalf of the city or to obligate the city for payment of any sums of money unless the city manager or city commission, as appropriate, authorizes such expenditure.

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