

ORDINANCE NO: 2024-07

AN ORDINANCE OF THE FARMINGTON CITY COUNCIL AMENDING SECTION 3-3-070 OF THE FARMINGTON CITY MUNICIPAL CODE AND THE BY-LAWS OF THE FARMINGTON YOUTH CITY COUNCIL

WHEREAS, Farmington City has a well-established youth city council with growing participation; and

WHEREAS, the activities and procedures of the Youth Council have evolved since its inception; and

WHEREAS, the City Council desires to continue supporting the Farmington City Youth Council going forward; and

WHEREAS, the City Council finds that the amendments to the code governing the Farmington Youth City Council and its bylaws are in the best interest of the program and its participants,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF FARMINGTON CITY, STATE OF UTAH, AS FOLLOWS:

Section 1: Amendment of Code. Section 3-3-070 of the Farmington Municipal Code is amended as provided in the attached Exhibit A.


Section 2: Amendment of the Bylaws. The By-laws of the Farmington Youth City Council are amended as provided in the attached Exhibit B, subject to a majority vote of the Youth City Council accepting these changes.

Section 3: Severability. If any section, clause, or provision of this Ordinance is declared invalid by a court of competent jurisdiction, the remainder shall not be affected thereby and shall remain in full force and effect.


Section 4: Effective Date. This Ordinance shall become effective immediately upon its passage.

PASSED AND ADOPTED BY THE CITY COUNCIL OF FARMINGTON CITY, STATE OF UTAH, THIS 16TH DAY OF JANUARY 2024.

ATTEST:


DeAnn Carlile, City Recorder

FARMINGTON CITY


Brett Anderson, Mayor



BY-LAWS OF THE
FARMINGTON YOUTH CITY COUNCIL
Revised ~~December 2007~~February 2024

Article I: Name

Section 1: Name: The name of this organization is the Farmington Youth City Council, hereinafter designated as FYCC.

Article II: Purpose and Role

Section 1: Purpose: The FYCC has been created by the Farmington City Council as more particularly set forth in Section 3-03-070 of the Farmington City Municipal Code for the purpose of initiation, recommending, planning, and implementing activities and programs authorized by the City Council which promote and enhance youth citizenship and volunteerism within Farmington City.

Section 2: Compliance: The FYCC shall comply with all provisions of Section 3-03-070 of the Farmington City Municipal Code regarding the creation, role and duties of the Committee as well as provisions of Section 3-03-020 of the Farmington City Municipal Code regarding general rules for all City boards and committees.

Article III: Organization

Part 1: Membership and Appointment

Section 1: Membership: The selection, qualifications, expectations, and removal of FYCC members are governed by Subsections 3-03-070(a) - (c) of the Farmington City Municipal Code. Pursuant to these provisions, all members will be selected by vote of the current FYCC members according to the applicant's qualifications and the needs of the FYCC. All members of the FYCC must reside within the Farmington City limits, and must be in at least the Ninth Grade.

Section 2: Application Process: Youth who would like to serve on the FYCC must submit an application to the FYCC, care of the Farmington City Parks and Recreation officesOffice. Members who are not in 12th grade may renew their membership by filing a written request with the advisor, which request shall be granted unless the member is disqualified under Article V, Section 4 of these bylaws. Each application will be screened by current FYCC members who may also choose to interview selected applicants. Applicants will then be chosen by current FYCC members according to applicant's' qualifications and the needs of the FYCC and ratified by the Farmington City Council. Applicants selected for membership must be sworn in by the Mayor, the City Recorder, or a member of the City Council.

Section 23: Qualifications of Members: Subsections 3-03-070 (a) - (b) of the Farmington Municipal Code establish the qualifications and expectations that pertain to FYCC members. Pursuant to these provisions, all members of the FYCC must attend no less than 75 percent of all FYCC activities and are expected to attend all regular meetings unless excused by ~~an officer~~ the advisor. During the term of service, each FYCC member is also required to attend two City Council meetings.

Section 34: Term of Membership: A FYCC member's term expires on March 1st of his or her senior year in high school unless the member is removed prior to that time in accordance with the removal procedures in Article III, Part 1, Section 4 of these By-Laws. Once a member's term has been completed, he or she may remain associated with the FYCC and may be promoted as a Junior Advisor through consent of advisor(s) and majority vote of the FYCC members.

Section 45: Removal: A member of the FYCC may be removed if recommended by the officers and approved by a 2/3 vote of the FYCC members. Grounds for removal may include, but are not limited to: non-participation in meetings and other activities; use of foul and abusive language; and disrespectful or disruptive behavior. A member may also be removed for an offense deemed worthy of removal by a 2/3 vote of the members of the FYCC.

Section 56: Voting and Quorum: Business of the FYCC can only be conducted at a meeting where at least half of the members are present.

Part 2: Officers, Duties, and Appointment

Section 1: Offices and Officers: Section 3-03-070(e) of the Farmington Municipal Code sets forth provisions governing the election, duties and removal of officers. Pursuant to this Ordinance, there shall be the following offices and officers of the FYCC: Mayor; ~~Director of Youth Citizenship;~~ Director of Volunteerism; ~~Chairs of Publicity;~~ Historian; Treasurer; and Secretary.

Section 2: Duties of the Officers:

Mayor: The duties of the Mayor shall include presiding at all meetings of the FYCC, coordination of all projects and activities that involve the FYCC, preparation of agendas for regular meetings, notification to officers to contact and inform members of meetings and activities, and overseeing the efforts of the other officers. The Mayor maintains order and ensures orderly proceedings during FYCC meetings.

~~**Director of Youth Citizenship:** The duties of the Director of Youth Citizenship shall include notification of meetings and activities to a pre-set portion of the youth council once notified by the Mayor, and publication of all activities which involve the community; this includes contacting newspapers, schools, etc. The Director of Youth~~

~~Citizenship may also appoint members to chairs of publicity from schools or organizations in the Farmington City area with the consent of the Mayor and a majority vote of the members.~~

Chair(s) of Publicity: ~~The duties of the appointed Chairs of Publicity include publication of activities of the FYCC in the schools and community of Farmington, and assisting the Director of Citizenship.~~

Director of Volunteerism: The duties of the Director of Volunteerism shall include coordination of all activities, which include the community, such as fund-raisers, collecting donations, contacting public places for use, etc.

Historian: The duties of the Historian shall include the collection of pictures, articles, flyers, etc. from FYCC activities and projects, compilation of such into a book, which will remain with future Farmington youth councils.

Treasurer: The duties of the Treasurer shall include keeping records of all FYCC expenses and keeping a balance of the FYCC budget. The Treasurer works with the advisor to create and present a report to the FYCC on a quarterly basis.

Secretary: The duties of the Secretary shall include notifying members of FYCC meetings, keeping minutes of the meetings, ~~of the FYCC~~ and assisting all other officers.

Parliamentarian: ~~Ensures Roberts Rules of Order are followed.~~

Sergeant at Arms: ~~Responsible for maintaining order; removal from meetings of any disruptive person.~~

Section 3: Advisors: The Advisors' duties shall include supervising any activity or meeting conducted by the FYCC. The Advisors' duties also include helping and assisting the FYCC, overseeing the FYCC budget, and coordinating committee meetings and activities. The Advisors have no voting power; therefore, they have no power to make any motions. The Advisors may admonish or help FYCC members, but cannot participate in the function of the meeting.

Section 4: Selection of Officers: Officers will be nominated and elected in February before the selection of new members occurs. Officers will be nominated and elected by current FYCC members. Advisors and ~~outgoing members~~the current Mayor may not participate in the election of new officers. All elected officers are subject to the ratification of the City Council.

Section 5: Term of Office: Officers will serve from the time elected until the time new officers are elected in ~~January-February~~ of the following year. Any previous officer may run for another term, but must be re-elected in order to commence a new term.

Section 6: Vacancies: A vacancy in an unexpired term of office shall be filled by nomination from among current FYCC members, ~~and by~~ a majority vote of the FYCC at the next regular meeting.

Section 7: Removal: Any officer may be removed for any reason deemed necessary for removal by a 2/3 vote of the members of the FYCC.

Part 3: Executive Board

Section 1: Members of the Board: The members of the executive board shall include the Mayor, ~~Director of Youth Citizenship~~, Director of Volunteerism, ~~Chairs of Publicity~~, Historian, Treasurer, and Secretary.

Part 4: Committees

Section 1: Formation of Committees: ~~Committees will be appointed by the members of the FYCC by a majority vote. Standing Committees may be formed when the need arises. Members shall be sorted into three committees by the advisor:~~

- a. The Public Safety Committee;
- b. The Public Works, Parks and Recreation Committee; and
- c. The Administration and Community Development Committee.

Committees rotate on a quarterly basis until FYCC members have had an opportunity to participate in each committee during their term.

Section 2: ~~Duties Purpose and Activities~~ of Committees: ~~The Committee will remain in place until its designated duty is complete. Committees meet monthly with city officials to receive instruction about the areas of responsibility for that official. Activities are designed to provide entertaining and enlightening opportunities for FYCC members to gain knowledge and experience in municipal governance.~~

Section 3: Participation: Participation in committees is voluntary and there is no requirement that a member attend a specific number of committee activities.

Article IV: Meetings

Section 1: General: All meetings of the FYCC shall comply with Section 3-03-070 of the Farmington City Municipal Code; ~~applicable provisions of the Utah Open and Public Meetings Act, Utah Code Ann. §§ 52-4-101, et seq. as amended;~~ and as established hereafter.

Section 2: Regular Meetings: The FYCC will meet at City Hall, or another location designated by the advisor, on the first Thursday of each month at a time determined by the advisor, providing at least two days' notice to FYCC members~~7:30 p.m.~~, unless the time and location have been altered by the FYCC Mayor ~~and a two-day notification has been given to all members~~. The Executive Board of the FYCC will meet fifteen minutes~~one-half hour~~ earlier than the regular meeting.

Section 3: Service Activities: The FYCC participates in activities that provide service to the community. These service activities are separate and different from committee activities, and all members are expected to attend service activities as provided in this Article.

Section 3: Special Meetings: ~~Additional meetings may be called for by the FYCC Mayor with a one-day notification. In addition, meetings of various committees may be scheduled as needed.~~

Section 4: Meeting Attendance: Members are expected to attend each regular meeting unless excused by ~~an officer~~ the advisor. Members of the FYCC must attend 75% of all FYCC meetings and service activities also as provide in the Attendance Contract. Failure to do so constitutes grounds for removal from the FYCC or disqualification from renewal of membership in the following year.

Article VI: Parliamentary Order and Procedure

Section 1: Source of Parliamentary Procedure: ~~Roberts Rules of Order Newly Revised 10th Edition~~ Rosenberg's Rules of Order (2011 Revision) will be the Parliamentary Authority for the FYCC.

Article VII: Amendments to the By-Laws

Section 1: Qualifications of Amending: There must be a 2/3 vote of FYCC members in order to Amend the ~~Constitution~~ bylaws. All amendments must be in writing and approved by the Farmington City Council.

Article VIII: General

Section 1: Limits of the FYCC: All the powers, authority, duties, and activities of FYCC, its members and officers, shall be exercised or carried out only in conformity with these ~~ByLaws~~ bylaws, and all applicable laws, ordinances, and regulations of the City of Farmington, the State of Utah, and the United States of America.

3-3-070: FARMINGTON CITY YOUTH CITY COUNCIL:

There is hereby created and established the Farmington City youth city council (FYCC) within the city for the purpose of initiating, recommending, planning and implementing activities and programs authorized by the city council which promote and enhance youth citizenship and volunteerism within Farmington City. All activities and programs of the Farmington City youth city council shall be supervised by one or more duly appointed adult advisors and conducted in accordance with rules and regulations adopted by ordinance or resolution of the city council. The mayor of the city may appoint and remove adult youth advisors to assist with efforts of the FYCC.

A. Members:

~~—1. Qualifications:~~ All members must reside within the Farmington City limits and must be in at least the ninth grade.

~~—2. Selection And Terms:~~ Members will be selected by vote of the current FYCC according to the applicant's qualifications and the needs of the FYCC. Members are sworn in ~~at the during a~~ city council meeting ~~in March~~. Members may continue to serve until March 1 of their senior year ~~unless disqualified, and, and Members~~ lose their voting status once new officers and members have been selected and sworn in, ~~however they may remain associated with the FYCC as a junior advisor through the consent of advisors and the majority vote of the new members.~~

~~—B. Attendance:~~ FYCC members must attend seventy five percent (75%) of all FYCC activities and meetings. Members are expected to be in attendance to each regular meeting unless excused by an officer. Each member is also required to attend at least two (2) city council meetings each year while a member.

~~—C. Removal:~~ Members may be removed if recommended by the officers and approved by a vote of the FYCC. Grounds for removal may include nonparticipation in meetings and other activities. A member may also be removed for cause.

~~—D. Voting And Quorum:~~ Business of the FYCC may be conducted at any meeting where at least one-half ($\frac{1}{2}$) of the members are present. Action may be taken by a simple majority of those present, except for removal of a member or officer, which requires a two-thirds ($\frac{2}{3}$) majority of those present.

~~EB.~~ Officers: The members of the FYCC shall appoint members of the FYCC to the positions of youth mayor, ~~director of youth citizenship,~~ director of volunteerism, ~~chairs of publicity,~~ historian, treasurer, and secretary, ~~parliamentarian and sergeant of arms~~. In the absence of the youth mayor, the other officers listed may serve as acting youth mayor in the order listed.

C. Bylaws: The FYCC shall adopt bylaws to govern the functions of the FYCC. Amendments to the bylaws may be made by the FYCC by a 2/3 vote of FYCC members, and must also be approved by the City Council before they are effective.

~~—1. Selection:~~ Officers will be nominated and elected in February before the selection of new members occurs. Officers will be nominated and elected by current FYCC members. Advisors and the current youth mayor may not participate in the election of new officers. Officers are subject to the ratification of the city council.

~~— 2. Term: Officers will serve from the time elected until the time new officers are elected in February of the following year.~~

~~— 3. Vacancies: A vacancy in an unexpired term of office shall be filled by nomination and vote of the FYCC at the next regular meeting.~~

~~— 4. Removal: Any officer may be removed for cause.~~

~~— 5. Duties: Specific duties of the officers shall be as follows:~~

~~— a. The youth mayor shall preside at all meetings of the FYCC, coordinate all projects and activities that involve the FYCC, prepare agendas for regular meetings, notify the officers to contact and inform members of meetings and activities, and oversee the efforts of other officers.~~

~~— b. The director of youth citizenship shall notify youth council members of meetings and activities at the direction of the youth mayor, publicize all activities involving the community, and appoint members to chairs of publicity from schools or organizations in the Farmington City area.~~

~~— c. The chairs of publicity shall publicize activities of the FYCC in the schools and community of Farmington City and assist the director of citizenship.~~

~~— d. The director of volunteerism shall coordinate all activities which include the community, including fundraisers, collecting donations, contacting public places for use, etc.~~

~~— e. The historian shall collect pictures, articles, fliers, etc., from FYCC activities and projects and compile them into a book, which will remain with future councils.~~

~~— f. The treasurer shall keep record of all FYCC expenses and balance the FYCC budget.~~

~~— g. The secretary shall keep minutes of the meetings of the FYCC and assist all other officers.~~

~~— h. The parliamentarian shall ensure that the "Robert's Rules Of Order" are followed at all meetings.~~

~~— i. The sergeant of arms shall be responsible for maintaining order and removal from meetings of any disruptive person.~~