



City of North Port

ORDINANCE NO. 2017-15

AN ORDINANCE OF THE CITY OF NORTH PORT, FLORIDA AMENDING THE ADMINISTRATIVE CODE OF THE CITY OF NORTH PORT, CHAPTER 4 BOARDS AND COMMITTEES, TO ADD NEW ARTICLE IX NORTH PORT YOUTH COUNCIL, SECTIONS 4-180 THROUGH 4-189, CREATING SAID ADVISORY BOARD AND SETTING FORTH MEMBERSHIP REQUIREMENTS, DUTIES, AND PROCEDURES FOR SUCH BOARD; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of North Port (hereinafter referred to as the “City”) desires to involve young people within the community to discuss issues which are important to the youth of our City and to advise the City Commission on such issues; and

WHEREAS, the City desires to create an Advisory Board to be known as the North Port Youth Council to facilitate the involvement of the young people of the community in the government process, so as to receive a youth perspective on issues which affect the City of North Port; and

WHEREAS, the City additionally seeks to enable youth to participate in improving the quality of life in the community, which goal will be served by the North Port Youth Council; and

WHEREAS, the mission of the North Port Youth Council will be to provide insight and feedback on issues relating to youth, including city ordinances, long range planning, and city-functioned activities.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA, AS FOLLOWS:

SECTION 1 - FINDINGS

The City Commission hereby makes the following findings:

1.01 The recitals outlined above are incorporated by reference as findings of fact as if expressly set forth herein.

SECTION 2 - ADOPTION

2.01 The North Port City Commission hereby approves and adopts the following amendments to the Administrative Code of the City of North Port, creating a new Article IX to Chapter 4:

“Chapter 4 – BOARDS AND COMMITTEES

...

ARTICLE IX. – NORTH PORT YOUTH COUNCIL

Sec. 4-180. – Establishment.

There is hereby created an Advisory Board to be known as the North Port Youth Council (hereinafter referred to as the “NPYC” and “the Council”).

Sec. 4-181. – Purpose and Intent.

The purpose of the NYPC is to provide the City Commission a youth perspective on issues that affect the City of North Port and to provide youth an opportunity to be active and make a difference in their community.

Sec. 4-182. – Membership.

The NYPC shall consist of seven (7) to eleven (11) student members in the following manner:

- (a) Every student member shall reside within the limits of the City of North Port for a period of one (1) year prior to the appointment and shall remain a resident through his or her term.
- (b) Every student member shall have successfully completed the seventh (7th) grade and may be currently enrolled and attending middle school or high school and shall be under the age of twenty (20).
- (c) Representation: The City Commission shall endeavor to appoint members so that a diverse representation reflecting the community is achieved. Members of the NYPC may include:
 - (1) One member representing North Port High School;
 - (2) One member representing Imagine High School;
 - (3) One member representing Heron Creek Middle School;
 - (4) One member representing Imagine Middle School;
 - (5) One member representing Woodlands Middle School;

- (6) One member representing home schoolers; and
- (7) Up to five members chosen from the community at large.

If a representative cannot be found from the above-listed schools within three (3) consecutive meetings of the Council, the City Commission may fill such position with an at-large member.

The Council shall have two (2) alternate at-large members.

- (d) Appointment: To be eligible, interested students shall submit an application form and meet the criteria as set forth herein. All applicants shall be interviewed and recommended by the NPYC and final approval by City Commission. The initial members shall be interviewed and approved by City Commission.
- (e) Term of Service: Members of the NPYC shall serve a term of one (1) year. After serving they must be reappointed by the City Commission in order to continue serving on the Council. When filling a vacancy, a full term begins once the remaining time for said vacancy has expired. A member's term shall automatically cease upon the occurrence of one of the vacancy conditions set forth in subsection (f) below.
- (f) Vacancies:
 - (1) A member's term shall automatically cease and a vacancy shall occur upon the occurrence of any one of the following conditions:
 - a. A member no longer resides in the City of North Port.
 - b. A member voluntarily vacates his or her seat.
 - (2) A member may be removed by the City Commission for the following reasons:
 - a. If a member fails to attend three (3) meetings of the NPYC in succession or more than twenty-five percent (25%) of all Board meetings without prior notification and approval of the Chairman of the Council.
 - b. Any other reason which affects a member's service on the NPYC. Upon removal by the City Commission, the member's seat on the Council shall be considered vacant.
 - (3) Vacancies shall be filled in the same manner as appointment for the Council.
- (g) Members serve at the pleasure of the City Commission and any member may be removed with or without cause by the City Commission at any time.

Sec. 4-183. – Duties of members.

- (a) Role – The purpose of the NPYC is to express the ideas of youth, fill the gap between City officials and the City’s youth, and to commit itself to the following objectives:
- (1) To assist in planning and promoting programs and services for youth;
 - (2) To educate and raise awareness of youth issues;
 - (3) To inspire positive action in the community;
 - (4) To provide a voice for youth in the community;
 - (5) To promote youth participation in community affairs;
 - (6) To act as an advocate for youth and teens;
 - (7) To review those municipal matters referred to by the City Commission and, as appropriate, make recommendations on those matters;
 - (8) To make recommendations to the City Commission pertaining to the composition, function and obligations of the NPYC; and
 - (9) To develop annual goals and objectives.
- (b) Duties of School Representative: If applicable, each of the representatives from the schools previously listed shall also report to their respective student councils, student boards and/or student bodies at least once at quarter regarding actions of the Council. Input from the respective schools shall be brought before the Council for discussion. Representatives shall attend at least one (1) City Commission meeting per year in rotation during their term on the Council.
- (c) Duties of At-Large Representatives: Representatives from the community at large shall have the same obligations as the School Representatives.
- (d) Election of Officers: The Council shall elect, by a majority vote of members present, a Chair, Vice-Chair and Secretary; each officer shall hold office for a term of one (1) year and/or until a successor is elected. No officer shall serve more than two (2) consecutive terms. Election of officers shall be held annually during the first meeting held in October. The Staff Liaison will act as Chair for the enabling meeting to elect initial Officers, who shall serve until the annual election. The duties of the officers shall be as follows:
- (1) Chair – The Chair shall be charged with the administration of the affairs of the NPYC. The Chair shall preside over all meetings of the NPYC.
 - (2) Vice-Chair – The Vice-Chair shall assume the duties of the Chair during the Chair’s absence. The Vice-Chair shall assist the Chair to perform duties when needed. The Vice-Chair shall prepare an annual report with assistance from the Council as of the first meeting in March, summarizing the activities of the NPYC for presentation to the City Commission.
 - (3) Secretary – The Secretary shall record and maintain the minutes of all Youth Board meetings and file them with the City of North Port Clerk as unofficial

minutes. The Secretary shall perform other duties as ordinarily pertain to the office.

Sec. 4-184. – Meetings.

- (a) All meetings of the Council shall be open and public. Regular meetings may be held monthly at an appropriate location as deemed by NPYC and approved by the City Commission. Meetings dates and times will be set by the Council at its first meeting and reviewed for formal approval annually thereafter. The North Port Youth Council will meet no less than quarterly.
- (b) The majority of the entire voting membership shall constitute a quorum.
- (c) A special meeting may be called at any time by either the Chair or Staff Liaison. The City Clerk shall notify each member by mail or electronic mail or telephone calls at least 48 hours in advance of the special meeting. The call and notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered at such meeting.

Sec. 4-185. – General rules.

- (a) The Council may use Robert's Rules of Order as a guide for all meetings. All recommendations to the City Commission must be approved by the majority of the voting members present at any properly called meeting. All voting on matters for transmittal to the City Commission shall be by roll call vote.
- (b) From time to time, the NPYC may initiate or carry out activities addressing community concerns it deems relevant and important with the Commission's approval. Additions to the agenda may be made by a majority vote of the Council members present at any meeting.
- (c) The Council may appoint subcommittees when necessary to research issues.

Sec. 4-186. – Role of City Commission.

- (a) The City Commission may communicate upcoming issues to the NPYC, so it may respond accordingly.
- (b) The City Commission shall maintain the responsibility to educate the NPYC, through staff and/or necessary budgeted seminars or workshops with regard to the operation and other issues of city government.
- (c) The City Commission may provide additional support staff and budget as deemed necessary by the Commission, to the NPYC to assist the Council in carrying out its duties.

Sec. 4-187. – Rules of procedure.

- (a) The NPYC may promulgate other regulations governing the procedure of the Council. No procedural regulation shall be contrary to the provisions of this Article or other applicable law.
- (b) Amendments to the other regulations may be recommended at any time by any Council member; provided, however, that any such amendment(s) shall be clearly set forth on the agenda and the membership has been notified in writing. Upon the presentation of any recommendation for amendment(s), the issue shall be considered by the Council and, if a majority of the Council present approves, a committee shall be formed to study the proposed amendment(s). If the committee finds the amendment(s) worthy of Council consideration, the amendment(s) will then be presented for Council deliberation.
- (c) Enactment of the other regulations and passage of any amendment to same requires a two-thirds (2/3) majority vote of the Council present.

Sec. 4-188. – Governing priority.

The provisions of Chapter 4, Article I of this Code shall apply to the Council. In the case of any conflict between this Article IX and any other provisions of Chapter 4, the provisions of Article IX shall govern.

Sec. 4-189. – Reserved.”

SECTION 3 – CONFLICTS

3.01 In the event of any conflict between the provisions of this Ordinance and any other Ordinance or portions thereof, the provisions of this Ordinance shall prevail to the extent of such conflict.

SECTION 4 – SEVERABILITY

4.01 If any section, subsection, sentence, clause, phrase, or provision of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such provision shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

SECTION 5 – EFFECTIVE DATE

5.01 This Ordinance shall take effect immediately after adoption by the City of North Port by the City Commission.

READ BY TITLE ONLY at first reading by the City Commission of the City of North Port, Florida in public session this _____ day of _____, 2017.

PASSED and DULY ADOPTED by the City Commission of the City of North Port, Florida on the second and final reading in public session this _____ day of _____, 2017.

CITY OF NORTH PORT, FLORIDA

LINDA M. YATES
MAYOR

ATTEST:

PATSY C. ADKINS, MMC
CITY CLERK

APPROVED AS TO FORM AND
CORRECTNESS:

AMBER L. SLAYTON
INTERIM CITY ATTORNEY