



CITY OF FERRYSBURG

408 FIFTH STREET
P.O. BOX 38
FERRYSBURG, MI 49409-0038

PHONE 616-842-5803
FAX 616-844-0200
www.ferrysburg.org

April 5, 2010

Ferrysburg Youth Advisory Council

- Membership Requirements: Must be in grades 9-12, attend 1 to 2 meetings per month, agree to serve a one-year term, have permission from parent/guardian, and be a Ferrysburg resident.
- Meetings will be held at Ferrysburg City Hall. Meetings will be open to the public.
- The Youth Council will consist of seven members.
- Members may be appointed as a Youth Advisory Council representative to one of the following City Boards or Commissions:
 - Recreation Commission
 - Beautification Commission
 - Kitchel-Lindquist Dunes Preserve Board
- Members will serve a one-year term from October through May.
- In addition to the Youth Advisory Council meeting, members meet once a month with the Mayor (City Council Member) to discuss issues and current events. During each meeting, members update the Mayor (City Council Member) on their activities on the Youth Council and inform the Mayor (City Council Member) of youth issues and concerns.



CITY OF FERRYSBURG

408 FIFTH STREET
P.O. BOX 38
FERRYSBURG, MI 49409-0038

PHONE 616-842-5803
FAX 616-844-0200
www.ferrysburg.org

April 5, 2010

Ferrysburg Youth Advisory Council

Recreation Commission

- City commission focusing on parks and recreation facilities
- Consists of six (6) citizens and one (1) City Council member
- Typically meets bi-monthly or as business arises.
- Prepares and amends as necessary the City's Recreation Plan
- Advises the City Council on park operations and improvements

Kitchel-Lindquist Dunes Preserve Board

- Committee focusing on the Kitchel-Lindquist Dunes Preserve
- Consists of eight (8) citizens, one (1) City Council Member.
- Meets on the third Tuesday of the month at 5:30 p.m.
- Advises the City Council on the operation, maintenance and development of the Preserve
- Prepares and amends as necessary the Master Plan for the Preserve
- Sponsors public activities and events which promote the Preserve.

Beautification Commission

- City board focusing on aesthetic improvements to the City of Ferrysburg
- Consists of six (6) citizens, one (1) Council Member, and two (2) citizens as alternates
- Meets on the second Monday of the month at 6:30 p.m.
- Advises the City Council on aesthetic improvements to the City of Ferrysburg
- Coordinates the flower planting at the M-104 Triangle, the 4th of July Parade, Monster Bash, and the Carol Sing.

CITY OF FERRYSBURG
P.O. BOX 38
FERRYSBURG, MI 49409-0038

YOUTH ADVISORY COUNCIL APPOINTMENT

Name: _____
Street Address: _____
City/State/Zip: _____
E-Mail Address: _____
Telephone: _____
School: _____
Grade: _____
Are you a City Resident: _____

What personal skills and characteristics do you possess that would make you a good representative for the Youth Council?

Background/Experience/Interests: _____

State why you are applying to be appointed, indicate any special qualifications and experience you have which would be beneficial to the appointment you are seeking. Also indicate any special concerns or issues which you perceive to be important regarding the appointment you are seeking (attach additional sheets if necessary):

Recommendations:

Include **one letter of recommendation** from an adult (other than a relative) who has known you and has worked with you either in school or in non-school related activities. The reference should speak to your character, integrity, leadership potential, your ability to follow through on commitments and your history of managing the demands of both school and extracurricular activities.

Student Signature:

I understand the time commitment required for the Youth Advisory Council. I know that I must demonstrate appropriate conduct on the Council, in school and the community. I also know the importance of academics and the necessity for me to maintain or improve my G.P.A. while serving on the Council. I am able and willing to make such a commitment for one year.

Student's Signature

Date

Parent/Legal Guardian's Signature:

I give my permission for the above named applicant to see the position as representative for the Youth Advisory Council.

Parent/Guardian's Signature

Date

(Return to: Ferrysburg City Clerk, 17290 Roosevelt Road, P.O. Box 38, Ferrysburg, MI 49409)

**BYLAWS
OF THE
FERRYSBURG YOUTH ADVISORY COUNCIL**

1. Purpose. The purpose of the Youth Advisory Council is to (1) involve youth in the process of City government for their education and experience (2) foster in youth good citizenship, leadership and planning skills, and (3) to represent the concerns and interests of youth within the City.

2. Appointment, Terms of Office. The Youth Advisory Council will consist of 7 members serving terms commencing the 1st day of October of the calendar year of appointment and ending on the 31st day of May of the following calendar year. Members will be appointed to the Council by the Mayor with the consent of the City Council. Vacancies on the Council shall be filled in the same manner for the balance of the term for which the vacancy is filled.

2. Eligibility for Appointment. To be eligible for appointment a proposed member must (1) be a full time student enrolled in 9th through 12th grade in a private or public school or a home schooled student of equivalent education, (2) be a resident of the City of Ferrysburg, (3) accurately complete an application for membership on a form provided by the City, and (4) present written permission of a parent or guardian on a form provided by the City.

ARTICLE II - OFFICERS

1. Annual Election of Officers. The Youth Advisory Council shall hold an organizational meeting in October each year. The Youth Advisory Council shall elect a chairperson, vice chairperson, and secretary from its members and may create and fill other offices as it considers advisable.

2. Chairperson. The Chairperson shall be the chief executive officer of the Youth Advisory Council, shall preside at all meetings of the Youth Advisory Council and shall conduct all meetings in accordance with rules adopted herein. The Chairperson shall appoint all advisory Councils established by the Youth Advisory Council, and shall be an ex-officio member of all Councils. The Chairperson shall recognize members of the audience during the audience comments and during public hearings, and may also recognize members of the audience during other agenda items at the Chairperson's discretion.

3. Vice Chairperson. In the absence of the Chairperson, the Vice-Chairperson shall preside at all meetings of the Youth Advisory Council, shall otherwise carry out the duties of the Chairperson in the Chairperson's absence and shall succeed to the office of Chairperson in the event of a vacancy in the office, in which case the Youth Advisory Council shall select a successor to the office of Vice-Chairperson at the earliest practical time. In the absence of both the Chairperson and Vice-Chairperson, the Secretary or Secretary Alternate shall preside.

4. Secretary. The Secretary or Secretary Alternate shall attend all meetings of the Youth Advisory Council. The Secretary or Secretary Alternate shall be responsible for the preparation of minutes pertaining to meetings (such records shall be a public record), the keeping of other pertinent public records; the delivering of communications; petitions, reports and related items of business to assure efficient and informed Youth Advisory Council operations.

ARTICLE III - MEETINGS

1. Regular Meetings. The Youth Advisory Council shall hold monthly meetings during the terms of its members. The monthly meetings shall be scheduled by the Youth Advisory Council. Members will meet with the Mayor or a member of the City Council to discuss issues and current events. Members will update the Mayor or City Council member on their activities and inform the Mayor or member of the City Council of youth issues and concerns.

2. Special Meetings. Special Meetings of the Youth Advisory Council may be called by the Chairperson or by two other members, upon written request to the Secretary. The Secretary shall send written notice of a special meeting to Youth Advisory Council members not less than 48 hours before a special meeting.

3. Notice of Meetings. The business that the Youth Advisory Council may perform shall be conducted at a public meeting of the Youth Advisory Council held in compliance with the Michigan Open Meetings Act. Public notice of the time, date and place of a regular or special meeting shall be given in the manner required by the Michigan Open Meetings Act.

4. Quorum. The presence of a majority of seats on the Youth Advisory Council is required to constitute a quorum for the transaction of business. The Youth Advisory Council may take action upon the approval of not less than a majority of the quorum. Members should reasonably avoid occasions outside of formal meetings in which 4 or more members are present. When such contact cannot be reasonably avoided then members should avoid discussing the business of the Youth Advisory Council.

5. Absences. In order to be excused, members of the Youth Advisory Council shall notify the City Manager or Youth Advisory Council Chairperson when they expect to be absent from the following meeting. Failure to make this notification prior to the meeting shall result in an unexcused absence.

6. Resignations. A member may resign from the Youth Advisory Council by sending a letter of resignation to the City Manager, Mayor or Youth Advisory Council Chairperson.

7. Removal. Members of the Youth Advisory Council may be removed by the City Council for misconduct in office, excessive unexcused absences, lack of participation, or conduct unbecoming of members.

8. Rules of Procedure. Unless in conflict with these Bylaws, the Youth Advisory Council shall be guided by Robert's Rules of Order.

ARTICLE IV - APPOINTMENTS TO BOARDS AND COMMISSIONS

The Youth Advisory Council may appoint members of the Youth Advisory Council as *ex officio* members of the Recreation Commission, the Kitchell-Lindquist Dunes Preserve Committee, and the Beautification Commission in accordance with Chapter 32 of the Ferrysburg City Code. Such appointments shall be made as near as possible to November 1st of each year.

ARTICLE V - ANNUAL REPORT

Annual Report. The Youth Advisory Council shall make an annual written report to the City Council concerning its operations and the status of Youth Advisory Council activities.

ARTICLE VI - RECORDS

The Secretary, or acting Secretary appointed by the Youth Advisory Council, shall be responsible for maintaining Minutes of meetings and other records of action by the Youth Advisory Council. All records, books, documents and other papers and records of the Youth Advisory Council shall be maintained at City Hall and shall be accessible to the City Clerk and City Manager.

ARTICLE VII - FREEDOM OF INFORMATION ACT

All writings prepared, used, in the possession or retained by a Youth Advisory Council in the performance of an official function shall be made available to the public in compliance with the Michigan Freedom of Information Act unless such record is specifically exempt from disclosure as provided in the said Act.

ARTICLE VIII - CONFLICTS OF INTEREST

Before casting a vote on a matter on which a member may reasonably be concerned to have a conflict of interest, the member shall disclose the potential conflict of interest to the Youth Advisory Council. The member is disqualified from voting on the matter if so provided by the Bylaws or by a majority vote of the remaining members of the Youth Advisory Council. Failure of a member to disclose a potential conflict of interest as required by this subsection constitutes malfeasance in office. Unless the legislative body by ordinance defines conflict of interest for the purpose of this subsection, the Youth Advisory Council shall do so in its Bylaws.

ARTICLE IX - AMENDMENT

These Bylaws and the appended Rules and Regulations of the Youth Advisory Council may be amended by the Youth Advisory Council upon the approval of the City Council.

CERTIFICATION

The foregoing Bylaws were approved by the Ferrysburg City Council on the 19th day of April, 2010.

Dated: April 19, 2010

Debbie Wierenga
Debbie Wierenga, City Clerk

CITY OF FERRYSBURG

Ordinance No. 262

An Ordinance amending Chapter 32 of the Ferrysburg City Code by adding sections 32.20 through 32.25 to establish a Youth Advisory Council.

THE CITY OF FERRYSBURG ORDAINS:

Section 1. Chapter 32 of the Ferrysburg City Code is amended to add the following provisions:

§ 32.20 YOUTH ADVISORY COUNCIL ESTABLISHED.

There is hereby established a Youth Advisory Council.

§32.21 PURPOSE.

The purpose of the Youth Advisory Council is to (1) involve youth in the process of City government for their education and experience (2) foster in youth good citizenship, leadership and planning skills, and (3) to represent the concerns and interests of youth within the City.

§32.22 COMPOSITION, TERMS AND APPOINTMENT.

The Youth Advisory Council will consist of 7 members serving terms commencing the 1st day of October of the calendar year of appointment and ending on the 31st day of May of the following calendar year. Members will be appointed to the Youth Advisory Council by the Mayor with the consent of the City Council. Vacancies on the Youth Advisory Council shall be filled in the same manner for the balance of the term for which the vacancy is filled.

§32.23 ELIGIBILITY FOR APPOINTMENT.

To be eligible for appointment a proposed member must (1) be a full time student enrolled in 9th through 12th grade in a private or public school or a home schooled student of equivalent education, (2) be a resident of the City of Ferrysburg, (3) accurately complete an application for membership on a form provided by the City, and (4) present written permission of a parent or guardian on a form provided by the City.

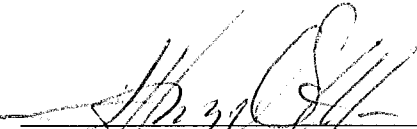
§32.24 BYLAWS.

The Youth Advisory Council and its Members shall act in accordance with Bylaws established pursuant to a resolution of the City Council.


§32.25 FUNDING.

All funds for the Youth Advisory Council are to be appropriated by the City Council in the sole discretion of the City Council.

The foregoing Ordinance was approved and adopted by the Ferrysburg City Council on the 17th day of May, 2010 and shall take effect upon publication in the Grand Haven Tribune, a newspaper of general circulation in the City of Ferrysburg.



Jeffrey Stille, Mayor

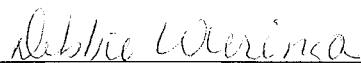


Debbie Wierenga, City Clerk

CERTIFICATION

The foregoing ordinance was adopted by the City Council on the 17th day of May, 2010 and was published in the Grand Haven Tribune on the 21st day of May, 2010.

Dated: May 17, 2010



Debbie Wierenga, City Clerk