

**ORDINANCE NO. 1458**

**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON TO CREATE A RIDGEFIELD YOUTH COMMISSION**

**WHEREAS**, the City of Ridgefield is interested in creating a youth-driven advisory board and leadership program that provides a youth-oriented point of view on community issues, and

**WHEREAS**, a youth commission would provide opportunities for Ridgefield youth including learning new skills, learning about government operations, creating change that youth want to see in the city and being more involved in community issues, and

**WHEREAS**, youth are more likely to be involved in government and the community as adults if they are involved at a young age, and

**WHEREAS**, a youth commission would build a connection between youth, adults, community and organizations.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. **Public Interest.** It is in the public interest to establish a youth commission to help create a strong, inclusive and active community and assure that youth perspectives are integrated into the decision-making process.

Section 2. **Establishing RMC Chapter 2.95.** The Ridgefield City Council hereby establishes RMC section 2.95, as set forth in Exhibit A, attached hereto and incorporated by reference, to create the Ridgefield Youth Commission.

Section 3. **Corrections.** The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4. **Severability.** If any section, subsection, sentence, clause, phrase or other portion of this ordinance, or its application to or any other person or circumstance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the ordinance. The City Council hereby declares that it would have passed this ordinance and each section, subsection or portion thereof, irrespective of the fact that any one or more of the other portions be declared invalid or unconstitutional.

Section 5. **Effective date.** This ordinance shall be in full force and effect thirty (30) calendar days after adoption and publication pursuant to law.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 25TH DAY OF SEPTEMBER, 2025.

City of Ridgefield

Signed by:



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Matt Cole, Mayor

ATTEST/AUTHENTICATED:

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Julie Ferriss, City Clerk

APPROVED AS TO FORM:

Signed by:



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Janean Parker, City Attorney

First Reading: September 25, 2025

Second Reading/Passage: Waived

Date of Publication: October 1, 2025

Effective Date: October 30, 2025

## **Chapter 2.95**

### **Ridgefield Youth Commission**

#### **2.95.010 Youth Commission Created – Purpose**

The Ridgefield Youth Commission is established to provide an opportunity for youth to engage with and learn about local government; serve as an advisory body to the city council; and contribute a youth-oriented point-of-view to the city council, other city boards and commissions, city staff and the community on youth programs, recreational activities, policies, code, plans and practices, and other issues of importance to youth.

#### **2.95.020 Membership, Appointment and Removal**

1. **Membership.** The Youth Commission shall consist of nine voting members and up to three alternate members appointed by the mayor and confirmed by a majority vote of the city council. City council will strive to appoint a commission that reflects a diverse cross-section of the students in the Ridgefield community.

Alternate members shall participate in all regular business of the commission. However, alternate members shall not be part of the commission quorum or vote on matters coming before the commission, except in the event where a meeting is scheduled and no quorum is otherwise present. In this case, the chair shall specify which of the alternate members serve to provide a quorum and participate as a voting member for the purposes and duration of that meeting only.

2. **Officers:** The officers of the Commission shall consist of a Chair and Vice-Chair and such other officers as the Commission may, by majority vote, approve. Officers will be elected by a majority vote of the commission and serve one-year terms of October 1<sup>st</sup> through September 30<sup>th</sup>.
3. **Removal of Member.** City council may remove a youth commission member if they no longer meet the qualification requirements or at any time that the city council determines the member is not fulfilling his or her responsibilities to the satisfaction of the council.
4. **Filling a Vacancy.** If, for any reason, a vacancy occurs prior to the expiration of a term, an already appointed and confirmed alternate member shall be appointed by a majority vote of the remaining voting members of the commission to fill the unexpired term. If there are no alternate members or the vacating member is an alternate member, then

the mayor may appoint, subject to confirmation by council, a member to replace the vacated position for the unexpired term.

5. **Officers:** The officers of the Commission shall consist of a Chair and Vice-Chair and such other officers as the Commission may, by majority vote, approve. Officers will be elected by a majority vote of the commission and serve one-year terms of October 1<sup>st</sup> through September 30<sup>th</sup>.

#### **2.95.030 Qualifications of Members**

At the time of application, members of the Youth Commission shall:

1. Be enrolled to attend school within the Ridgefield School District OR live within the Ridgefield Urban Growth Area and attend a high school education program other than Ridgefield School District which may include a high school in another school district, a home school program or a private school; and
2. Be in or entering grades eight through twelve or be of equivalent age if not enrolled in a traditional school program; and
3. Have written authorization for participation from a parent or legal guardian.

#### **2.95.040 Terms of Appointment**

Members shall be appointed to a term of one year beginning October 1<sup>st</sup> and ending September 30<sup>th</sup>. Members may re-apply and be re-appointed for additional terms as long as they meet the qualification requirements.

#### **2.95.050 Functions**

Each year, city council selects and assigns one or more topic areas to the youth commission. The commission studies the topic and shares its recommendations with city council and the community.

The functions of the Youth Commission are:

- Performs research on topic areas assigned by city council including engaging with and obtaining information from Ridgefield youth.
- Collaborates with other commission members on ideas and information, determines recommendations on the assigned topic, prepares a report on activities and recommendations, and shares the recommendations with the city council, staff and the community.

- Represents the commission in the community, at school and other youth groups to raise awareness among residents, businesses, nonprofit organizations and youth on the commission and its program.
- Encourages civic engagement and participation in local government among youth.
- Informs city council about issues important to youth, makes suggestions on how to address these issues, and provides advice on how to build positive partnerships with youth.
- Promotes leadership development through mentorship, training and community service projects.
- Provides regular reports to Council about the Commission's activities.

## **2.95.060 Operations**

1. The City Manager will appoint appropriate staff to assist the youth commission by providing expertise in the assigned topic area, assisting in the preparation of reports and performing other functions as may be necessary for the proper operation of the commission.
2. Meetings: Each October staff, in consultation with commission members, will establish a meeting schedule for the upcoming year.
3. Rules of Procedure: City council shall adopt rules of procedure for the regular operation of the commission.
4. Voting: A majority of appointed voting members shall constitute a quorum.