

City of
SACRAMENTO

A dark blue silhouette of the Sacramento skyline is positioned horizontally across the middle of the image. It includes various building shapes and two prominent bridge towers on the right side. The background is a solid light blue.

Sacramento Youth Commission

Mission Statement

To protect, preserve, enhance, and advance the quality of life for Sacramento youth by advising the City council and the Public on issues relating to youth policies, programs, and opportunities.

Commisisoner Functions & Authority

- Increase public input and participation in the determination of City policies and operating procedures.
- Review & make recommendations to City Staff (YPCE) and/or the City Council on matters within its scope of authority and responsibility

Powers & Duties

- A. To provide recommendations and advice to the city council, the youth development policy manager, and the Youth, Parks, and Community Enrichment Department on policies, projects, programs, and other matters pertaining to youth. The matters upon which the Commission will provide recommendations and advice may be referred to the Commission by the city council, the youth development policy manager, the director of the Youth, Parks, and Community Enrichment Department, the community, or members of the Commission.
- B. To assist the Youth, Parks, and Community Enrichment Department in promoting city services and functions relating to youth.
- C. To assist youth in understanding the workings of city government and to encourage youth to actively participate in community affairs and city program.

Powers & Duties

- D. To conduct an annual workshop to review the city's annual operating budget and capital improvement plan relating to youth programs and projects.
- E. To conduct studies and investigations and coordinate with other youth groups and organizations regarding youth issues and needs.
- F. To review complaints and other matters pertaining to youth issues as requested by the youth development policy manager, the director of the Youth, Parks, and Community Enrichment Department, or the city council.

Commitment & Expectations

- Attend meetings & communicate when absent
- Possess high ethical standards required to properly fulfill your function
- Disclose any conflicts of interest
- Avoid unlawful meetings or

Communicating with Adult Allies

- Email
- Text
- Phone
- 1:1 meeting (in person or virtually)

Resources

- City of Sacramento Board, Commission, and Committee Handbook

X. Training and Resources for Ethical, Open, Public, and Transparent Government

Below are some additional resources that will assist you in your role as a commission member:

Open and Public: The Ralph M. Brown Act

<https://www.cacities.org/UploadedFiles/LeagueInternet/0d/0dd433d2-29c5-410c-af4f-418e247e7af3.pdf>

Rosenberg's Rules of Order: Parliamentary Procedure

<https://www.cacities.org/UploadedFiles/LeagueInternet/77/77d4ee2b-c0bc-4ec2-881b-42ccdbbe73c9.pdf>

The People's Business – Public Records Act

https://www.cacities.org/docs/default-source/advocacy/the-peoples-business-2017.pdf?sfvrsn=6671a8ea_1

State Mandated Local Ethics Training

<https://localethics.fppc.ca.gov/login.aspx>

City Board Commission Details (Formation Document)

<http://www.qcode.us/codes/sacramento/>

Council Rules of Procedures

https://www.cityofsacramento.org/-/media/Corporate/Files/City-Clerk/Policy/2020_Council_Rules_of_Procedure.pdf?la=en

The Political Reform Act

<https://www.fppc.ca.gov/the-law.html>

Conflict of Interest Prohibited (City Code 2.16.100)

http://www.qcode.us/codes/sacramento/view.php?topic=2-2_16-iii&showAll=1&frames=on

City Organizational Chart

<https://www.cityofsacramento.org/-/media/Corporate/Files/CMO/Resources/CoSOrganizationChart.pdf?la=en>

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Thank you!