BYLAWS

SOCORRO MAYOR'S YOUTH ADVISORY COUNCIL

City of Socorro, Texas

Adopted by the City Council on October 15, 2026

ARTICLE I. NAME AND STATUS

Section 1.1. Name

The name of this body is the Socorro Mayor's Youth Advisory Council, referred to in these bylaws as "SMYAC" or the "Youth Council."

Section 1.2. Advisory Status

SMYAC is an advisory body of the City of Socorro, Texas. It may study youth issues and make recommendations, but it may not bind the City, direct City employees, adopt City policy, enter contracts, commit funds, or speak for the City unless specifically authorized.

ARTICLE II. PURPOSE

Section 2.1. Mission

The SMYAC of the Mayor and the City of Socorro is a leadership opportunity for students ages 14-18 with an interest in public service to directly help the Socorro community. Our goal is to provide young people of all of Socorro and Socorro ISD a structured opportunity to have a voice, make an impact, learn about local government, participate in civic activities and encourage youth involvement in Socorro by representing their main area of interest and positively impacting their local community. They shall be "United Independent Young Voices for Change".

Section 2.2. Objectives

- Identify and discuss issues affecting youth in Socorro.
- Provide recommendations to the Mayor, City Council, and City Manager.
- Promote civic education, leadership, volunteerism, and community service.
- Support lawful City programs and events that benefit young people.
- Create their own City-wide projects representing their area and/or the Youth Council.
- Encourage respectful communication among youth, City leaders, schools, and community organizations.

ARTICLE III. MEMBERSHIP

Section 3.1. Number of Members

SMYAC shall consist of up to twelve (12) voting youth members. A vacancy does not prevent SMYAC from conducting business as long as a quorum of the filled positions is present.

Section 3.2. Eligibility

An applicant must be between fourteen (14) and eighteen (18) years of age when appointed and reside within the City of Socorro, a school within the Socorro area, or attend a Socorro ISD school. A member

who turns nineteen (19) or graduates during a term may complete that term. Members must maintain written parent or legal guardian permission while they are minors.

Section 3.3. Induction

Once selected and attended the first SMYAC meeting, the Youth Council shall be officially sworn in by City Council at the next City Council meeting closest to the first SMYAC meeting date. All appointed SMYAC members shall attend to continue to serve office.

Section 3.4. Representation

When practicable, appointments should reflect the 10 different areas of representation in Socorro and may additionally be determined by different schools, grade levels, neighborhoods, interests, and backgrounds within Socorro. The City shall not discriminate in selection or participation on a basis prohibited by law. The different areas of interest that candidates may represent are as follows:

- Community Wellness and Health
- Infrastructure and Planning
- Environment, Recreation and Public Works
- Public Relations and Multimedia
- Entrepreneurship and Business
- Cultural and Historic
- Legal and Civic Engagement
- Public Safety
- Schools and Education
- Community Center Service

Section 3.5. Representative Expectations

Each appointed SMYAC representative is responsible for identifying real challenges in the city within their assigned area of interest and advocating youth-led solutions directly to city leadership. Representatives shall regularly attend meetings, vote on Youth Council resolutions, and actively engage youth in the Socorro community. They shall serve as the primary link between Socorro Youth and Adult City Departments, reviewing policy, suggestions, and complaints to organize their own community project(s).

Section 3.6. Application and Appointment

Applicants shall submit the City-approved application including a completed SMYAC Youth Application form with additional requirements listed such as a letter of intent (350 words max), resume, at least one letter of recommendation (from non-family members), and required parent or guardian consent. The Mayor and City Council shall appoint members. Appointment is discretionary, and submitting an application **does not guarantee selection.**

Section 3.7. Terms

A regular term is one school year, beginning September 1 and ending June 31, unless otherwise stated in the appointment. The Inaugural 26-27 SMYAC shall begin December 5 and end July 31. Members may reapply for the maximum of one (1) additional term. A member continues to serve until the term ends; if the member resigns or is removed, a successor is appointed, subject to applicable law and City policy.

Section 3.8. Vacancies and Resignation

A member may resign by written notice to the staff liaison. The Mayor and City Council may appoint an eligible applicant to serve the remainder of a vacant term.

ARTICLE IV. YOUTH OFFICERS

Section 4.1. Officers

SMYAC shall elect from among its voting members a Secretary at the first regular meeting of each school-year term. Chair and Vice Chair shall apply for that specific position; and be appointed based on application and an interview for selection with the Mayor, member(s) of City Council, and (for Vice Chair) the appointed Chair. Officers serve for that term and may be reelected if reappointed as members.

Section 4.2. Chair

The Chair works with the staff liaison to prepare agendas and dates, presides over meetings, encourages participation, maintains order, presents approved recommendations when requested, oversees major representative projects, ensure assigned duties of all members are completed, deliver resolutions or suggestions to the Mayor and/or City Council for review, and create and manage a major project for the City by the end of their term

Section 4.3. Vice Chair

The Vice Chair performs the Chair's duties when the Chair is absent or unable to serve, assists with assigned projects, manage SMYAC calendar, helps ensure assigned duties of all members are completed, and assist in creating and managing major City project.

Section 4.4. Secretary

The Secretary assists the staff liaison with attendance, action notes, keep track of resolutions, and approved meeting summaries alongside their appointed representation. Official City records remain under City custody and shall be maintained according to applicable law and City policy.

Section 4.5. Officer Vacancies

SMYAC may elect a replacement officer for the remainder of the term. An officer may be removed from office by a two-thirds vote of members present at a meeting with a quorum, but removal from an officer position does not automatically remove the person from SMYAC membership.

ARTICLE V. CITY OVERSIGHT AND STAFF LIAISON

Section 5.1. Staff Liaison

The City Manager shall designate a City employee to serve as staff liaison. The liaison is not a voting member and shall coordinate applications, meeting logistics, agendas, records, training, parent communications, and City approvals.

Section 5.2. Adult Supervision

City-sponsored SMYAC meetings and activities involving minors shall occur under appropriate adult supervision. Members shall not organize or represent an activity as City-sponsored without prior approval from the staff liaison and any other required City authorization.

Section 5.3. Mayor and Council Participation

The Mayor and City Council may attend meetings, request recommendations, provide mentorship, and invite SMYAC representatives to City functions. Elected officials do not become voting members of SMYAC by attending.

ARTICLE VI. MEETINGS AND VOTING

Section 6.1. Regular Meetings

SMYAC should meet at least once each month, preferably on a weekend, during the school year at a date, time, and City-approved location established with the staff liaison. Meetings may be canceled or rescheduled for school conflicts, holidays, emergencies, weather, or lack of a quorum.

Section 6.2. Special Meetings

A special meeting may be called by the Chair with approval of the staff liaison, or by the Mayor, City Council, or City Manager, subject to any notice requirements that apply.

Section 6.3. Agenda

Agenda requests shall be submitted to the staff liaison. No member may promise that an item will be placed on an agenda. The final agenda is subject to City review and legal requirements.

Section 6.4. Quorum

A quorum is a majority of the filled voting positions. Members participating remotely count toward a quorum only when remote participation is authorized by the City and permitted by law.

Section 6.5. Voting

Each youth member has one vote. Unless these bylaws require a greater vote, an action is approved by a majority of members present and voting at a meeting with a quorum. Proxy voting is not allowed. The Chair may vote on all matters.

Section 6.6. Open Meetings

Meetings shall be conducted in compliance with the Texas Open Meetings Act when the Act applies, as determined by the City Attorney. SMYAC and its members shall follow all City instructions concerning meeting notices, agendas, quorums, communications, public attendance, recordings, and minutes.

ARTICLE VII. ATTENDANCE

Section 7.1. Expectation

Members are expected to attend and participate in regular meetings and assigned activities. A member who cannot attend shall notify the staff liaison as soon as reasonably possible.

Section 7.2. Attendance Review

Three consecutive unexcused absences during a term may result in an attendance review and a recommendation for removal. School activities, illness, family obligations, religious observances, emergencies, and other reasonable circumstances may be excused by the staff liaison.

ARTICLE VIII. COMMITTEES AND PROJECTS

Section 8.1. Committees

SMYAC may establish temporary committees for specific assignments with approval of the staff liaison. Committees remain advisory, shall not exceed their assigned purpose, and shall follow applicable meeting and records requirements.

Section 8.2. Annual Work Plan

At the beginning of each term, SMYAC should adopt a simple work plan identifying proposed priorities, civic-learning activities, service projects, and recommendations. All projects requiring City resources or public representation require prior City approval.

Section 8.3. Annual Report

SMYAC should provide an annual report or presentation to the Mayor and City Council summarizing its meetings, activities, recommendations, and proposed priorities for the next term.

ARTICLE IX. CONDUCT, ETHICS, AND COMMUNICATIONS

Section 9.1. Standards of Conduct

Members shall act respectfully, follow City rules and safety instructions, and avoid bullying, harassment, discrimination, threats, retaliation, illegal drugs, alcohol, violence, and disruptive conduct at SMYAC activities or while representing SMYAC.

Section 9.2. Conflicts of Interest

A member shall disclose to the staff liaison any personal, family, organizational, or financial interest that could affect the member's impartiality on a matter. The City Attorney or staff liaison may direct the member not to participate in discussion or voting when appropriate.

Section 9.3. Public Statements and Social Media

Members may express personal views but shall not state or imply that they speak for SMYAC or the City unless authorized. Official SMYAC social media, logos, announcements, press contacts, and public statements must be coordinated through the City.

Section 9.4. Confidential and Sensitive Information

Members shall not misuse private, confidential, security-sensitive, or personally identifying information learned through participation. Members should understand that City-related writings, messages, photographs, and records may be subject to public disclosure or records-retention requirements.

ARTICLE X. REMOVAL AND DISCIPLINE

Section 10.1. Grounds

Grounds for corrective action or removal include repeated attendance problems, loss of eligibility, serious or repeated misconduct, safety violations, misuse of the City's name or resources, dishonesty in the application process, or failure to comply with these bylaws or City policy.

Section 10.2. Process

The staff liaison shall ordinarily notify the member and parent or guardian of the concern and provide an opportunity to respond. The City Manager may impose reasonable interim restrictions to protect safety or City operations. The Mayor and City Council may remove an appointed member, consistent with applicable law and the appointing action.

ARTICLE XI. FINANCES, DONATIONS, AND CITY RESOURCES

Section 11.1. No Independent Financial Authority

SMYAC shall not maintain a bank account, collect or spend money, solicit donations, conduct fundraising, enter contracts, purchase goods or services, or obligate the City without advance written approval through the City's established procedures.

Section 11.2. City Resources

Use of City facilities, vehicles, equipment, supplies, staff time, logos, and communication platforms is subject to availability, budget, City policy, and prior authorization. Adoption of a work plan or recommendation does not appropriate funds.

ARTICLE XII. RECORDS AND LEGAL COMPLIANCE

Section 12.1. Public Records

SMYAC records are City records and shall be created, maintained, retained, released, or withheld according to the Texas Public Information Act, the City's records-retention schedule, and other applicable law. Members shall use City-approved communication methods when directed and shall provide City-related records to the staff liaison upon request.

Section 12.2. Other Requirements

SMYAC shall comply with applicable federal and state law, City ordinances, resolutions, policies, administrative directives, safety requirements, and parent or guardian permissions. If these bylaws conflict with controlling law or a City Council action, the controlling authority governs.

ARTICLE XIII. PARLIAMENTARY PROCEDURE

Section 13.1. Meeting Procedure

Meetings should be conducted fairly and informally enough to encourage youth participation. The Chair may use the current edition of Robert's Rules of Order Newly Revised as a procedural guide when these bylaws and City requirements do not address an issue, but failure to follow a technical parliamentary rule does not invalidate an otherwise lawful action.

ARTICLE XIV. AMENDMENTS

Section 14.1. Recommendation

SMYAC may recommend a bylaw amendment by a two-thirds vote of members present at a meeting with a quorum, after the proposed amendment appears on the agenda.

Section 14.2. Approval

No amendment becomes effective unless approved by the City Council. The City Council may amend, suspend, replace, or repeal these bylaws at any time consistent with applicable law.

ARTICLE XV. EFFECTIVE DATE

Section 15.1. Effective Date

These bylaws take effect on the date approved by the City Council and remain in effect until amended or repealed.

APPROVED BY THE CITY COUNCIL OF THE CITY OF SOCORRO, TEXAS:

Rudy Cruz — Mayor Rudy Cruz Jr.

10-15-26 — Date

[signature] — City Clerk

Oct 15, 2026 — Date