

**RESOLUTION NO. 2025-004**

**A RESOLUTION OF THE TOWN OF CASTLE ROCK, COLORADO, TO  
ESTABLISH A YOUTH COMMISSION**

**WHEREAS**, Section 16-1 of the Town of Castle Rock (the “Town”) Home Rule Charter provides for the creation of advisory commissions by resolution of the Town Council, with such powers and duties as the Town Council may provide; and

**WHEREAS**, the Town Council finds it is in the best interest of the community to create a Youth Commission; and

**WHEREAS**, the Youth Commission will serve in an advisory capacity and make recommendations to the Town Council concerning the needs of the community’s youth as shown in Exhibit A; and

**WHEREAS**, Town Staff recommends Town Council approve the creation of the Youth Commission.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF CASTLE ROCK, COLORADO AS FOLLOWS:**

The Town Council hereby establishes the Youth Commission, provides authority for the adoption of the bylaws of the Youth Commission, and memorializes the purpose, powers and duties of the Youth Commission as set forth in Exhibit A.

**PASSED, APPROVED AND ADOPTED** this 7th day of January, 2025, by the Town Council of the Town of Castle Rock, Colorado, on first and final reading, by a vote of \_\_\_\_ for and \_\_\_\_ against.

**ATTEST:**

**TOWN OF CASTLE ROCK**

\_\_\_\_\_  
Lisa Anderson, Town Clerk

\_\_\_\_\_  
Jason Gray, Mayor

**Approved as to form:**

**Approved as to content:**

\_\_\_\_\_  
Michael J. Hyman, Town Attorney

\_\_\_\_\_  
David Corliss, Town Manager

## **EXHIBIT A YOUTH COMMISSION**

### **Purpose, Powers, and Duties:**

The purpose of the Youth Commission is to provide a means for youth in the Town of Castle Rock attending a recognized high school or home study in grades 9-12 to learn more about their local government, participate in the process, and to represent and articulate the needs of the community's youth.

The Youth Commission shall serve in an advisory capacity to the Town Council. In addition to this advisory role, the Youth Commission shall have the following powers and duties:

1. Identify opportunities to increase youth participation and involvement in local government and make recommendations to Town Council on matters affecting Castle Rock youth.
2. Relay information from the Youth Commission to the Town of Castle Rock community; particularly, share updates about Youth Commission opportunities, activities, events, projects, and other items relevant to and for the youth.
3. Serve the youth of Castle Rock by developing, organizing, planning, and participating in service projects, events, and functions for youth that benefit the Town of Castle Rock community and enhance engagement.
4. Support the Castle Rock community by developing, organizing, and planning recognition programs for youth.

The Youth Commission will carry into effect the provisions in Chapter 2.14 of the Town of Castle Rock Municipal Code, with these exceptions:

- For 2025/2026, there will be four (4) one-year terms and five (5) two-year terms available. Terms shall run from September 1<sup>st</sup> through August 31<sup>st</sup>, or until the date of graduation for seniors.
- Commissioners cannot exceed two (2) unexcused absences.
- In addition to electing a chair and vice-chair, as described in Section 2.14.030 of the Castle Rock Municipal Code, the Youth Commission will also elect a secretary and a treasurer:
  - The secretary shall track meeting attendance and all motions and votes taken within the meetings. In coordination with all officers, the secretary will also create talking points from meetings to share with Town Council.
  - The treasurer shall create, manage and submit a proposed budget for the Youth Commission, based upon funds allocated to the Youth Commission within the Town's annual budget. The treasurer will also create project cost estimations and track expenditures, in coordination with the Youth Commission Coordinator.