

RESOLUTION NO. 02-065

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CUPERTINO AMENDING RESOLUTION 01-199 ESTABLISHING A CUPERTINO TEEN COMMISSION

WHEREAS, providing activities and opportunities for youth is a high priority of the Cupertino City Council; and

WHEREAS, the Council has determined that the community is best served in this endeavor by establishing a Teen Commission to advise the Council and Parks and Recreation staff on issues and projects important to youth; and to reflect the broadest possible representation of Cupertino youth.

WHEREAS, the Council has elected to appoint a Teen Commission for the City of Cupertino in recognition of the importance of their charge;

NOW, THEREFORE, BE IT RESOLVED that the City Council create the Cupertino Teen Commission according to the following:

- The Cupertino Teen Commission will be comprised of thirteen (13) members, at least one person from each public middle school and public high school in Cupertino. Membership on the Commission will be limited to Cupertino residents. Members may attend schools outside of the city limits, or be schooled at home. Commissioners must be in 8th through 12th grade.
- The members of the Teen Commission shall be appointed pursuant to the current recruitment process adopted by City Council, with the following exceptions: Applicants under the age of 18 must have written permission of a parent or guardian to participate in the Teen Commission. The Parks and Recreation Department will work with the City Clerk to notice vacancies so that outreach to schools and youth organizations is accomplished. A letter of recommendation shall be submitted as part of the application process. The Council shall appoint new commissioners in June, to be seated in September, except in the case of reappointment of vacant seats.
 - A) In the event that more than 30 valid applications are received for the Teen Commission, the following procedure will be used to select those applicants that will be interviewed:
 - 1) For any grade for which there are 6 or fewer applications, all applications for that grade will be retained for the interview phase.
 - 2) For any grade for which there are more than 6 applications, the City Clerk will distribute all applications to all Councilmembers. Each Councilmember will rank the applications separately for that grade with a

number starting at 1 for the Councilmembers least favored applicant and continuing with successively higher numbers to the highest ranked applicant. For example, if there are 10 applications in grade 11, each Councilmember will rate each of those applications from 1 to 10, with 10 being the score of the Councilmember's top choice. The City Clerk will then add those scores and retain only those applications with the top 6 scores. In the case of a tie for 6th place, all the applications in 6th place will be retained.

- 3) All retained applicants will then be interviewed by the Council.
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- B) For all applications in the interview pool, the City Clerk will summarize the applications on a chart that indicates applicants' names, schools, and grades in order to assist the Council decision process. The summary chart will be distributed to the Councilmembers before interviewing begins.
 - C) Each applicant in the interview pool will then be interviewed by Council. The applicant will start with a two-minute speech answering the questions: Why do you wish to serve? and Why do you feel you are qualified to serve?
 - D) Each Councilmember will then have the opportunity to ask at least 1 question of the applicant.
 - E) When the entire pool has been interviewed, Council will discuss the applicants. After the discussion, ballot voting will take place to determine the appointments.
 - F) In case no applicant is appointed from one of the 5 public schools in Cupertino, that seat will be left open and the opening will be re-advertised for a subsequent appointment process.
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- Commissioners should reflect the broadest possible representation of Cupertino youth.
 - The term of office of each commissioner shall be two years, beginning in September with the new school year.
 - None of the Teen Commissioners shall be otherwise officials or employees of the City of Cupertino nor be related by blood or marriage to any official or employee of the city.
 - The Commission shall elect a chair and vice-chair at the beginning of each year.
 - Meeting times and location will be decided by the commission at the first meeting of the year, and will be adopted as the annual meeting schedule pursuant to the Brown Act.
 - Actions taken by the Commission will be by majority vote.

- The Department of Parks and Recreation will provide staff support to the Teen Commission and will post meeting agendas.
- Commencing in 2002, seven (7) Teen Commissioners shall be appointed for a one-year term and six (6) appointed for a two-year term. In 2003, (7) Teen Commissioners will be appointed to a two-year term setting the staggered terms of six (6) appointments in even numbered years and seven (7) appointments in odd-numbered years. Vacant seats will be filled with applicants willing to finish the term.
- The powers and function of the Teen Commission will be to advise the City Council and staff on issues and projects important to youth.

IT IS NOW THEREFORE RESOLVED by the City Council of the City of Cupertino that these amendments to the Teen Commission Resolution 01-199 be adopted.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Cupertino this 6th day of May, 2002 by the following vote:

<u>Vote</u>	<u>Members of the City Council</u>
AYES:	Lowenthal, Chang, James, Kwok, Sandoval
NOES:	None
ABSENT:	None
ABSTAIN:	None

ATTEST:

APPROVED:

/s/ Kimberly Smith
City Clerk

/s/ Richard Lowenthal
Mayor, City of Cupertino