

RESOLUTION NO. 17-draft

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CUPERTINO RESCINDING RESOLUTION NO. 16-138 AND ADOPTING A REVISED CUPERTINO TEEN COMMISSION RECRUITMENT PROCESS TO AMEND THE TERMS

WHEREAS, the Council adopted Resolution No. 02-065 establishing a Teen Commission and adopted Resolution Nos. 02-167, 04-405, 05-095, 09-078, 09-115, and 16-138 making various adjustments;

WHEREAS, the Council wishes to amend the composition to add Section F regarding alternates to result in alternate appointment(s) being designated.

NOW, THEREFORE, BE IT RESOLVED:

- The Cupertino Teen Commission will be comprised of nine (9) members, at least one person from each public middle school and public high school in Cupertino, if possible. 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 Recreation and Community Services 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) 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.

- B) Each applicant in the interview pool will then be interviewed by Council. The applicant will start with a one-minute speech answering the questions: Why do you wish to serve? and Why do you feel you are qualified to serve?
 - C) Each Councilmember will then have the opportunity to ask at least 1 question of the applicant.
 - D) When the entire pool has been interviewed, Council will discuss the applicants. After the discussion, ballot voting will take place to determine the appointments.
 - E) If no applicant is appointed from one of the 5 public schools in Cupertino, Council may choose to re-advertise for a subsequent appointment process, fill the vacancy with any other applicant, or leave the seat vacant.
 - F) Council may appoint alternates to serve on the commission in the event of a vacancy. Such alternates may attend meetings but shall not participate in meetings until such time as a vacancy has occurred and the alternate has filled the vacancy. If Council appoints more than one alternate, Council shall designate the alternates as first alternate, second alternate and so on such that immediately upon a vacancy occurring, the first alternate shall fill such vacancy without the need for further City Council action.
- Commissioners should reflect the broadest possible representation of Cupertino youth.
 - The term of office of each commissioner shall be two years, beginning on September 1st and ending on August 31st of each year.
 - Commissioners shall not serve consecutive terms unless there is a vacancy for which there is no eligible applicant, at which time the City Council may waive this restriction.
 - 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.

- The yearly meeting schedule will coincide with the commission term (i.e. September – August). 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 Recreation and Community Services Department will provide staff support to the Teen Commission and will post meeting agendas.
- Commencing in 2009, five (5) Teen Commissioners shall be appointed for a two-year term bringing the number to eleven (11). In 2010, four (4) Teen Commissioners shall be appointed for a two-year term bringing the number to nine (9). Teen Commissioners will then be appointed to a two-year term setting staggered terms of five (5) appointments in odd- numbered years and four (4) appointments in even-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.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Cupertino this 4th day of April, 2017 by the following vote:

<u>Vote</u>	<u>Members of the City Council</u>
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AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

Grace Schmidt, City Clerk

Savita Vaidhyanathan, Mayor,
City of Cupertino