

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CUPERTINO  
UPDATING THE CUPERTINO TEEN COMMISSION, ESTABLISHING  
MEMBERSHIP FOR STUDENTS FROM 8<sup>TH</sup> THROUGH 11<sup>TH</sup> GRADE, AND  
RESCINDING ANY AND ALL EARLIER RESOLUTIONS**

WHEREAS, the Teen Commission was established by City Council pursuant to Resolution 02-065, as amended through various other resolutions, including resolutions nos. 02-167, 04-405, 05-095, 09-078, 09-115 and 16-138;

WHEREAS, pursuant to Resolution No. 17-033 adopted by Council on April 4, 2017, students enrolled in 8<sup>th</sup> through 12<sup>th</sup> grade may apply for membership to the Commission;

WHEREAS, the City Council desires that membership be limited to students who are enrolled in 8<sup>th</sup> through 11<sup>th</sup> grade at time of appointment for the purpose of establishing greater effectiveness of the Teen Commission.

**NOW, THEREFORE, BE IT RESOLVED** that membership in the Teen Commission shall be limited to students enrolled in 8<sup>th</sup> through 11<sup>th</sup> grade at time of appointment. Any and all previous resolutions, including those listed above, to the extent they are still in effect, are hereby revoked and superseded by this Resolution. Accordingly, the updated Teen Commission Resolution shall read as follows:

**CUPERTINO TEEN COMMISSION**

- The Cupertino Teen Commission will be comprised of nine 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 the **8<sup>th</sup> through 11<sup>th</sup> grade at time of appointment**.
- The members of the Teen Commission shall be appointed pursuant to the current commission 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 on 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 May, to be seated in September, except in the case of reappointment of vacant seats.

- A) For all applicants, the City Clerk will summarize the applications on a chart that indicates applicants' name, school, and grade level in order to assist the Council decision process. The summary chart will be distributed to the Council members 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 explaining why the applicant wishes to serve and why they feel qualified to serve.
  - C) Each Council member will then have the opportunity to ask at least one 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 five 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.
  - A total of nine Teen Commissioners will be appointed to two-year terms. Five (5) appointments will be made 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 terms will begin on September 1<sup>st</sup> and end on August 31<sup>st</sup> 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 annual 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 term, 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.
- 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 6<sup>th</sup> day of March, 2018 by the following vote:

Vote

Members of the City Council

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

\_\_\_\_\_  
Grace Schmidt, City Clerk

\_\_\_\_\_  
Darcy Paul, Mayor,  
City of Cupertino