



MEETING DATE: 06-06-05
ITEM NO. 3

COUNCIL AGENDA REPORT

DATE: JUNE 1, 2005

TO: MAYOR AND TOWN COUNCIL

FROM: DEBRA J. FIGONE, TOWN MANAGER

A handwritten signature in black ink, likely belonging to Debra J. Figone, the Town Manager.

SUBJECT: YOUTH COMMISSION

- A. ADOPT RESOLUTION RESCINDING RESOLUTION 2004-67 AND ESTABLISHING RULES FOR THE YOUTH COMMISSION
- B. RATIFY APPOINTMENTS OF MEMBERS AND ALTERNATES TO THE LOS GATOS YOUTH COMMISSION AS RECOMMENDED BY THE AD HOC COUNCIL SUB-COMMITTEE

RECOMMENDATION:

- 1. Adopt resolution rescinding resolution 2004-67 and establishing rules for the Youth Commission.
- 2. Ratify appointments of members and alternates to the Youth Commission as recommended by the Ad Hoc Council Sub-Committee.

BACKGROUND:

On June 7, 2004, the Town Council adopted a resolution regarding the establishment of a Youth Commission and ratified the appointments of the first 15 members and 5 alternates of the Youth Commission as recommended by an Ad Hoc Council sub-committee. At its first official meeting, the new Youth Commission conducted a drawing to determine which members would have two-year terms and which members would have a one-year term in order to ensure staggered terms allowing for vacancies in about one-half of the Commission seats in any given year. Seven members of the Commission drew one-year terms, prompting the need to fill seven seats for the upcoming year, as well as the five seats for alternates. Recruitment efforts for applicants to fill these seats included distribution of letters to local schools and non-local schools which Los Gatos youth attend, press releases to the local media, and posting of the opportunity on the Town's website. The Town received 30 applicants from eligible candidates for the seats on the Youth Commission.

Pamela S Jacobs

PREPARED BY: PAMELA S. JACOBS
ASSISTANT TOWN MANAGER

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Reviewed by: _____ Assistant Town Manager *OK* Town Attorney _____ Clerk Administrator
SC Finance _____ Community Development

Revised: 6/1/05 12:11 pm

Reformatted: 5/30/02

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MAYOR AND TOWN COUNCIL

SUBJECT: YOUTH COMMISSION RESOLUTION AND RATIFICATION OF
APPOINTMENTS

(June 1, 2005)

DISCUSSION:

An Ad Hoc Council sub-committee comprised of Mayor Wasserman, Council member Spector, Assistant Town Manager Pamela Jacobs, Captain Dave Gravel, and Mike Loya, Youth Coordinator at Los Gatos-Saratoga Recreation interviewed the applicants. Youth Commissioner Jacqui Kemp participated in the interviews, as well, to provide a youth perspective. The interviews included both individual and group interviews, with the recommendations for appointment based on composite assessments from these interviews. All of the applicants demonstrated initiative and community spirit in applying for a seat on the Youth Commission, and should be commended for their effort. In general, the recommended appointments are comprised of youth from the grade levels of the vacated seats to maintain a balance of youth representation on the Commission. The recommended member and alternate appointments are listed on Attachment 1.

Several issues regarding the current Resolution 2004-67 arose during the preparation for the interview process. The Ad Hoc Council sub-committee and staff are recommending the following changes to the current resolution to address these issues:

- Clarify that the term for alternates is one year. This was inadvertently left out of the original resolution.
- Allow 12th graders to apply for a one-year term on the Commission. Although a one-year term for 12th graders could affect somewhat the objective to achieve a balance of staggered terms among the Commissioners, the value of appointing a qualified 12th grader may outweigh the disadvantages.
- Establish a one-term limit (two year maximum) for Youth Commissioners to allow more youth the opportunity to participate on the Commission, and to maximize the youth perspectives weighing in on Town issues. (An alternate would be eligible for one year as an alternate and a two-year term.)
- Update resolution to reflect ongoing operation of the Youth Commission rather than the first year of the Commission.

CONCLUSION:

The Council Ad Hoc sub-committee and staff recommend that Council ratify the appointments of members and alternates as reflected on Attachment 1 and adopt the resolution with the changes noted above (Attachment 2). The next official meeting of the Youth Commission will occur in September; however, the Commission and staff may plan an orientation session for the new members during the summer. Police Department staff will continue to provide support to the Youth Commission, and, along with the Manager's Office, will monitor its effectiveness and identify opportunities for Commission involvement in Town issues and projects.

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MAYOR AND TOWN COUNCIL

SUBJECT: YOUTH COMMISSION RESOLUTION AND RATIFICATION OF
APPOINTMENTS

(June 1, 2005)

ENVIRONMENTAL ASSESSMENT:

Is not a project defined under CEQA, and no further action is required.

FISCAL IMPACT:

Funds for staff support to the Youth Commission are available within the Police Department operating budget and the Town-wide commission training budget.

Attachments:

1. Recommended Member and Alternate Appointments to the Youth Commission
2. Resolution Rescinding Resolution 2004-67 and Establishing Rules for the Youth Commission.

**LOS GATOS YOUTH COMMISSION
RECOMMENDED APPOINTMENTS
June 6, 2005**

Members

Entering Grade

Hallie Barnes	8
Ellen Rockdale	8
Jan Van Bruggen	8
Yizhi (Amy) Zhang	9
Jonathan Berthet	11
Forest Gallien	12 (one-year term)
Melody Fitzgerald	12 (one-year term)

Alternates

Becky Kon	9
Olivia Rose Colliver	10
Katie Saunders	10
Ashley Yuki	11
Sherine Rahimi	12

RESOLUTION 2005 -

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS
RESCINDING RESOLUTION 2004 - 67 AND
ESTABLISHING RULES FOR THE YOUTH COMMISSION**

WHEREAS, it is recognized that a youth perspective on issues which pertain to the youth in the community is an important part of decision making in Town; and

WHEREAS, there is value in increasing communication between adults and youth; and

WHEREAS, there is value in having a mechanism for youth to have a voice in Town affairs and issues relating to youth; and

WHEREAS, the Town Council of the Town of Los Gatos found and determined that the purpose of the Youth Commission is to foster and encourage civic and neighborhood pride and a sense of identity through the knowledge, understanding, and increased involvement of the Town's youth in the Town's present and future municipal affairs.

**NOW THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE
TOWN OF LOS GATOS:**

1. There is a need for a Youth Commission to function in the Town of Los Gatos, which would establish a formal body by which the youth of Los Gatos would have a voice in the community.
 - a. There is hereby established a Youth Commission which shall generally be responsible for studying various problems, activities and other issues of concern to the youth in general, and for advising Council on matters pertaining to issues involving the youth of Los Gatos.
 - b. Membership/Organization
 - i. The Youth Commission shall consist of fifteen (15) members. The members shall be students who are entering grades 8 through 12. Membership for the students requires either residency in the incorporated limits of the Town of Los Gatos and enrollment in any accredited school, or residency in the unincorporated areas of the County of Santa Clara, which have a Los Gatos mailing address, and enrollment in a school located in the Town of Los Gatos.
 - ii. Up to five (5) Alternates may be appointed to the Youth Commission, with one representing each grade level appointed to the Commission. The alternates shall be students who are entering grades 8 through 12. Membership as an

Alternate requires either residency in the incorporated limits of the Town of Los Gatos and enrollment in any accredited school, or residency in the unincorporated areas of the County of Santa Clara, which have a Los Gatos mailing address, and enrollment in a school located in the Town of Los Gatos. An Alternate shall serve on the Youth Commission in the event a member from that grade or the next higher or lower grade if more than one member from a particular grade is no longer able to serve the remainder of his/her term.

- iii. The terms of office of the members shall be two (2) years, unless such member is first appointed upon entering the 12th grade whereby the term of office shall be one (1) year. Members will serve until their successors are appointed and qualified, except any appointments to fill an unexpired term shall be for such unexpired period. The terms of office of an alternate shall be one (1) year. Members shall serve a maximum of one term (2 years); however, an alternate may serve one year as an alternate and a two-year term as a member.
 - iv. Eight (8) voting members of the Commission shall constitute a quorum for the purpose of transacting business.
 - v. Commission members shall serve without compensation, provided that, with advance budgetary approval of the Town Council, the actual and necessary expenses (if any) incurred by the members in the conduct of Town business shall be reimbursable pursuant to the current Council policy.
 - vi. The Commission shall hold a regular meeting at least once each month between September and June. The Commission shall establish a regular time and location for its meetings and shall otherwise call and conduct its meetings in compliance with the provisions of the Ralph M. Brown Act (Government Code Sections 54950 and following.) The Commission shall elect a Chair and Vice-Chair, both of whom shall serve at the pleasure of the Commission. Terms of office shall be for one (1) year and shall begin on the first meeting September and end the following September.
 - vii. Minutes of the actions taken during its meetings shall be kept and filed with the Town Clerk.
 - viii. Meeting attendance requirements will conform with the current Town Resolution.
- c. The duties of the Commission shall include the following:
- i. Foster greater involvement of youth in municipal government affairs.
 - ii. Study problems, activities, and concerns of youth, especially as they relate to municipal programs or projects of the Town of Los Gatos.

- iii. Hold forums on problems, activities and concerns of youth, either alone or in conjunction with other governmental agencies and community organizations, as the Commission deems desirable.
- iv. Review municipal matters referred to the Commission by the Town Council or other Town boards, committees, or commissions and, as appropriate, make recommendations on those matters.

PASSED AND ADOPTED at a regular meeting of the Town Council of the Town of Los Gatos, California, held on the 6th day of June, 2005 by the following vote:

COUNCIL MEMBERS

AYES:

NAYS:

ABSTAIN:

ABSENT:

SIGNED:

MAYOR OF THE TOWN OF LOS GATOS
LOS GATOS, CALIFORNIA

ATTEST:

CLERK ADMINISTRATOR OF THE TOWN OF LOS GATOS
LOS GATOS, CALIFORNIA