

**A RESOLUTION OF THE SUSTAINABILITY
COMMISSION OF THE CITY OF GLENDALE,
CALIFORNIA, ADOPTING A PROCESS FOR
SELECTING THE TWO EX OFFICIO STUDENT NON-
VOTING MEMBERS OF SUSTAINABILITY COMMISSION**

WHEREAS, Ordinance No. 5954 establishing the Sustainability Commission amended the Glendale Municipal Code (GMC) to add Chapter 2.85. Pursuant to Section 2.85.020 of that Chapter, the Commission's composition consists of five (5) voting members and two (2) Glendale students who shall be ex officio non-voting members; and

WHEREAS, GMC Section 2.85.030 requires the Commission to establish the qualifications, term, procedure, standards and rules for the appointment of the two Glendale student ex officio non-voting members to the Commission subject to the limitations of, among other things, GMC Title 2; and

WHEREAS, GMC Section 2.85.040 entitled "Qualifications", specifies that the two (2) student ex officio non-voting members are to be a Glendale student at high school level or above; and

WHEREAS, the Commission has reviewed the recommended process for the selection of the two (2) ex officio non-voting student members of the Commission and after due consideration has selected an appropriate process to fulfill this duty.

NOW, THEREFORE, THE SUSTAINABILITY COMMISSION OF THE CITY OF GLENDALE DOES HEREBY RESOLVE AND ORDER AS FOLLOWS:

SECTION 1. The above recitals are true and correct and are incorporated herein.

SECTION 2. The process for selecting the Commission's two (2) ex officio, non-voting student members is as follows:

A. Qualifications:

1. At least one of the student ex officio members must reside in the City of Glendale.
2. At least one of the student ex officio members must be attending high school or higher educational facility within the City of Glendale.
3. Student ex officio members must have attained at least a junior standing in high school.
4. Student ex officio members shall have some knowledge of sustainability and environmental sciences and a willingness to participate in and consistently serve on the Commission for a one-year term.

B. Term: The Commission shall appoint the two (2) student ex officio members, each for a one (1) year term prior to August 1st of each year. The student member term shall commence on August 1st and shall terminate on July 31st of the following year. Provided, however, the Commission shall have the discretion to move to continue a student member's term until a successor student member(s) is appointed.

C. Recruitment and Application:

1. In March of each year the Sustainability Commission shall begin the recruitment of the student ex officio non-voting members.
2. Staff shall disseminate information regarding the opportunity to apply for the student ex officio Commission member position to the community during April.
3. Interested candidates will be required to submit an application to the Sustainability Commission by no later than May 15th of the calendar year.

D. Screening and Selection:

1. The Commission has the option of either selecting two of its voting members to serve as an ad hoc Student Member Selection Committee (Selection Committee), or directing Commission staff to conduct the screening and selecting qualified candidates for interviews.
2. The Selection Committee, or staff if so directed, will screen applicants after the close of the application period on May 15th as specified in Section C.
3. The screening process shall ensure candidates meet the minimum qualifications set forth in Section A.
4. The Selection Committee (or staff if so directed) shall select two or more of the most qualified candidates who will be invited to be interviewed by the Selection Committee, or by staff if so directed. The number of top candidates

selected for interviews shall be within the discretion of the Selection Committee, or if staff is directed to undertake the screening and interview process, then within the reasonable discretion of staff.

5. The Selection Committee, or staff if so directed, will select two (2) candidates to be recommended for appointment by the Sustainability Commission.
6. The Commission shall appoint the selected student ex officio non-voting members at the July regular meeting of the Commission, or as soon thereafter as reasonably possible to ensure the student ex officio member may commence their term in August.

.SECTION 3. This Resolution shall take effect immediately upon its adoption.

ADOPTED AND APPROVED this _____ day of March 2021.

Chairperson

ATTEST:

David Jones, Secretary

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF GLENDALE)

I, David Jones, Secretary of the Sustainability Commission of the City of Glendale, do hereby certify that the foregoing Resolution No. _____ was duly adopted by the Sustainability Commission of the City of Glendale, California, at a regular meeting held on the _____ day of _____, 2021, and that the same was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

David Jones, Secretary