



**CITY OF GLENDALE, CALIFORNIA  
REPORT TO THE SUSTAINABILITY COMMISSION**

**AGENDA ITEM**

---

Report: Selection of Student Ex Officio non-voting members

1. Motion approving the selection and appointment of Student Ex Officio non-voting members to the Sustainability Commission

**COMMISSION/COMMITTEE ACTION**

---

**Item Type:** Action Item

**Approved for**                     July 6, 2023                     **calendar**

**ADMINISTRATIVE ACTION**

---

**Submitted by:**

John Takhtalian, Assistant City Manager

**Prepared by:**

David Jones, Sustainability Officer

## RECOMMENDATION

---

Staff recommend the Sustainability Commission select and appoint the two Ex Officio candidates as recommended by the ad hoc Student Member Selection Committee.

## BACKGROUND/ANALYSIS

---

On November On November 3, 2020 the City Council adopted Ordinance 5954 amending Title 2 of the Glendale Municipal Code adding chapter 2.85 establishing the Sustainability Commission.

The Sustainability Commission was established to make advisory recommendations to the City Council on the Greener Glendale Plan, Climate Action Plans, and on issues relating to the environment such as GHGs, air quality, water quality, enhanced biodiversity and ecosystems, programs to increase education and awareness of economic, societal and economic sustainability issues and to encourage input from all sectors of the community.

Ordinance 5954 amending Title 2 of the Glendale Municipal Code adding chapter 2.85 establishing the Sustainability Commission **establishes the procedure for appointment of Student Ex officio non-voting members.**

**Ordinance No. 5954 GMC section 2.85.030 states:**

*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.*

At the March 11, 2021, Sustainability Commission meeting, the Sustainability Commission adopted Resolution No 21-02 which established a process for selecting the two Ex Officio Student non-voting Sustainability Commission members.

For the selection of the 2023-24 Ex Officio non-voting members the Sustainability Commission followed the 2021 Ex Officio selection process, where: The Sustainability Commission selected members to serve as an ad hoc Student Member Selection Committee (“Committee”). The Committee adopted the 2021 screening and application

process, which included a requirement that all candidates applying for the Ex Officio positions were to submit specified information which met the qualification requirements as set out in Resolution No 21-02:

- List specific subjects studied applicable to this position
- Community Service, Awards, Clubs (attach additional sheet if necessary)
- Submission of a 250 to 500-word Statement of Interest and Purpose explaining the candidate interest in the Sustainability Commission, their potential contributions, and vision for Glendale's environmental future.

And

- Provide two letters of recommendation.

In 2023 The Committee received 7 applications that met the minimum qualifications criteria. The Committee interviewed the candidates in June and July. The ad hoc Student Member Selection Committee will be completing candidate review and recommendations for selection on July 5, 2023. The ad hoc Student Member Selection Committee will present their recommendation for appointment to the July 6, 2022, Sustainability Commission meeting. The Selection Ex-Officios will be notified after the July 6, 2023, Sustainability Commission meeting and will be sworn in to serve at the August Sustainability Commission meeting.

## **FISCAL IMPACT**

---

There is no fiscal impact associated with this report.

## **ALTERNATIVES**

---

Alternative 1: The Sustainability Commission may instead direct staff to provide all the candidates' applications and select the student members from the entire pool of candidates.

Alternative 2: The Sustainability Commission may direct the ad hoc Student Selection Committee to select alternate candidates.

Alternative 3: The Sustainability Commission may consider any other alternative not proposed by staff.

## **EXHIBITS**

---

1. Ex Officio applications