

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: May 10, 2021
Item No.: 7.c

Department Approval



City Manager Approval



Item Description: Consider Approval of Youth Commissioner Application Changes

BACKGROUND

At the September 14, 2020 meeting, Council discussed the recommendation brought forward by the Human Rights, Inclusion and Engagement Commission (HRIEC) to allow youth commissioners to vote. Further discussions led to the Council wishing to allow youth commissioners the ability to opt-in or opt-out of voting at the time of application.

At the May 3, 2021 meeting, Council provided feedback regarding the youth commission application. A new draft that incorporates the following feedback is attached for review.

- Identifies the specific commissions to which youth commissioners may apply
- Allows students who have reached age 18 (but are still students) to opt out of parent/guardian permission section
- Eliminates the essay questions
- Updates the Voting section to indicate votes will be taken (versus may be taken)
- Reorganizes the application into sections (Voting, Release of Information, Permission)
- Requires parent/guardian permission for application as well as the option of voting.
- Requires parent/guardian permission for the release of information
 - Separates out the permission for use of image from the release of information section.

FINANCIAL IMPACT

There are no financial impacts as it relates to updating the application or allowing youth commissioners to vote.

STAFF RECOMMENDATION

By motion, approve the youth commissioner voting application.

REQUESTED COUNCIL ACTION

By motion, approve the youth commissioner voting application.

Prepared by: Rebecca Olson, Assistant City Manager
Attachments: A: Draft Application



Name : _____ Date of Application: _____

Address (no P.O. boxes please): _____

Email Address: _____

Phone Number: _____

School Grade during 2020-2021 School Year: _____

Date of Birth ____/____/____ MM / DD / YYYY

____ I am 18 years or older but still a student in high school. *(If this box is checked, you do not need to have a parent/guardian fill out page 3)*

The City of Roseville has three citizen advisory commissions that allow Youth Commissioners all of which review specific areas of interest and provide advice to the city council. These commissions are the [Human Rights, Inclusion and Engagement Commission](#), [Parks & Recreation Commission](#), and the [Public Works, Environment and Transportation Commission](#). Before filling out the application, please review the various commissions' functions and duties. Each commission has their own webpage where you can learn more.

Which Commission are you applying to? _____

Tell us what unique qualities, talents, and experiences you have that would benefit the Commission to which you are applying: _____

Please list school and community activities or service organizations in which you are involved:

Have you previously served on a board or commission for the City of Roseville? ♦ Yes ♦ No --If yes, which board or commission and years of service? _____

Have you served on a board or commission for another governmental entity? ♦ Yes ♦ No --If yes, what entity, and what was your role? _____



Voting: (This section to be completed by applicant)

Most commissions conduct a lot of their work by consensus as well as through dialogue and collaboration. However, there will be instances where votes are taken on items of interest. Youth Commissioners must choose whether they wish to be considered a voting member or a non-voting member of the commission when they apply.

If you choose to be a voting member there are responsibilities that you must acknowledge and agree to abide by. They include the following: [Initial each]

_____ As a voting member, I agree to attend all trainings offered by the staff liaison and city as it relates to my role as a commissioner.

_____ As a voting member, I understand that I will be issued a City of Roseville email address, which I will only use to conduct commission-related business. This city-issued email address is public and will be available on the city's website and subject to all relevant data practices laws. I understand there may be times where I will be expected to respond to emails in my capacity as a Commissioner.

_____ As a voting member, I understand that a commission's formal recommendations to the City Council may become part of legal disputes.

_____ As a voting member, I understand that I am subject to the complaint process of the city's ethics code.

I wish to serve as a voting member ♦ Yes ♦ No

Signature of Applicant



Youth Applicants less than 18 years of age, are required to receive parental permission in order to serve on a City of Roseville commission. The parent/guardian of the applicant must fill out the two sections below.

Release of Information:

- I am the parent or legal guardian of the applicant listed above.
- I have reviewed this application form and understand that the applicant’s participation on a City of Roseville commission is voluntary.
- I understand that City of Roseville commission meetings are broadcast live on television and the youth applicant’s image will be used on television in relation to their work with a City of Roseville commission.
- I understand that certain data on the youth as an applicant and as a member of a City of Roseville commission is public under Minnesota law.
- I understand that if the youth’s application is selected for consideration by the City Council, all of the data contained in their application materials and provided to the City in support of their application will be published in the City Council packet and will be made available to the public, with the exception of address, email address, and phone number. I give permission for this disclosure.

Permission:

- I give permission for the youth applicant to serve on a City of Roseville commission.
- I give my permission for the youth applicant to serve as a voting member of a City of Roseville Commission.
- I give my permission for the youth applicant’s image to be used and disclosed to the public in photographs, videos, websites and/or social media.

Signature of Guardian/Parent

Date

By signing below, I agree that I wish to be considered for appointment to a City Commission.

Signature of Applicant

Date