



Youth Commission

Commission Will Be Official Meeting Body, Applications Now Available!

- *Make a direct impact on your community*
- *Advise the City Council*
- *Gain valuable experience in local government*
- *Spotlight issues important to younger residents*
- *Help shape Columbia Heights laws and policies*
- *Learn from experts from a variety of fields*
- *Put it on your resume and college application*

On Oct 25, 2021, the Columbia Heights City Council approved amending the City Code to create a Columbia Heights Youth Commission. The first of its kind in Columbia Heights.

The purpose of the Columbia Heights Youth Commission will be to serve as an advisory body to the Columbia Heights City Council, and other boards and commissions as appropriate, inspire and bring to light new ideas from a youth perspective, create an educational environment for youth looking to expand their knowledge of government and leadership functions, and provide experience-building opportunities for area youth seeking increased community and government engagement.

City Code designates that the commission will be composed of no less than seven members and no more than 20 members, with a staff mentor and a councilmember liaison. Members must be between the ages of 14-18 years old. Because this will be an official government body, like any other board or commission, members must also be residents of the City of Columbia Heights. Youth Commission members serve two-year, staggered terms. Normal terms will run from Oct 1 to Sept 30. The current plan is for monthly meetings to be held the second Wednesday of the month, Oct through May, 6-7:30 pm, though youth commission members will have the chance to work with staff and council members to amend the schedule and revise by-laws once the first term gets started.

MEETING TIMES

Tentative:
6-7:30 pm
Second Wednesdays each month
throughout school year

LOCATION

TBA:
Location dependent on # of
applicants approved for
the commission.

DEADLINES

Apply by Jan 19
Council reviews applications by Jan 24
Final selections made by Feb 7

How to Apply

Fill out the forms in this packet.
Or visit columbiaheightsmn.gov/youth to download an application and find more details. Also find application packets available at City Hall or the Columbia Heights Library. Due to the timing of the ordinance approval, the first term of the commission will be shortened.

Apply Now To Be a Youth Commissioner!

The purpose of the Columbia Heights Youth Commission is to serve as an advisory body to the Columbia Heights City Council, and other boards and commissions as appropriate, inspire and bring to light new ideas from a youth perspective, create an educational environment for youth looking to expand their knowledge of government and leadership functions, and

provide experience-building opportunities for area youth seeking increased community and local government engagement. We have up to 20 openings on the commission.

To apply, fill out the forms below and submit to sion@columbiaheightsmn.gov or deliver to City Hall, 590 40th Ave. NE, or to the Columbia Heights Library by Jan 19, 2022.

First Name:

Last Name:

Current Age:

Address:

You must be between 14 and 18 years old by the start of your first term.

Yes, I will be of eligible age by the start of the first term Feb 9, 2022.

City:

State:

ZIP:

You must be a resident of Columbia Heights to be eligible.

Yes, I am a Columbia Heights resident and expect to be for at least another year.

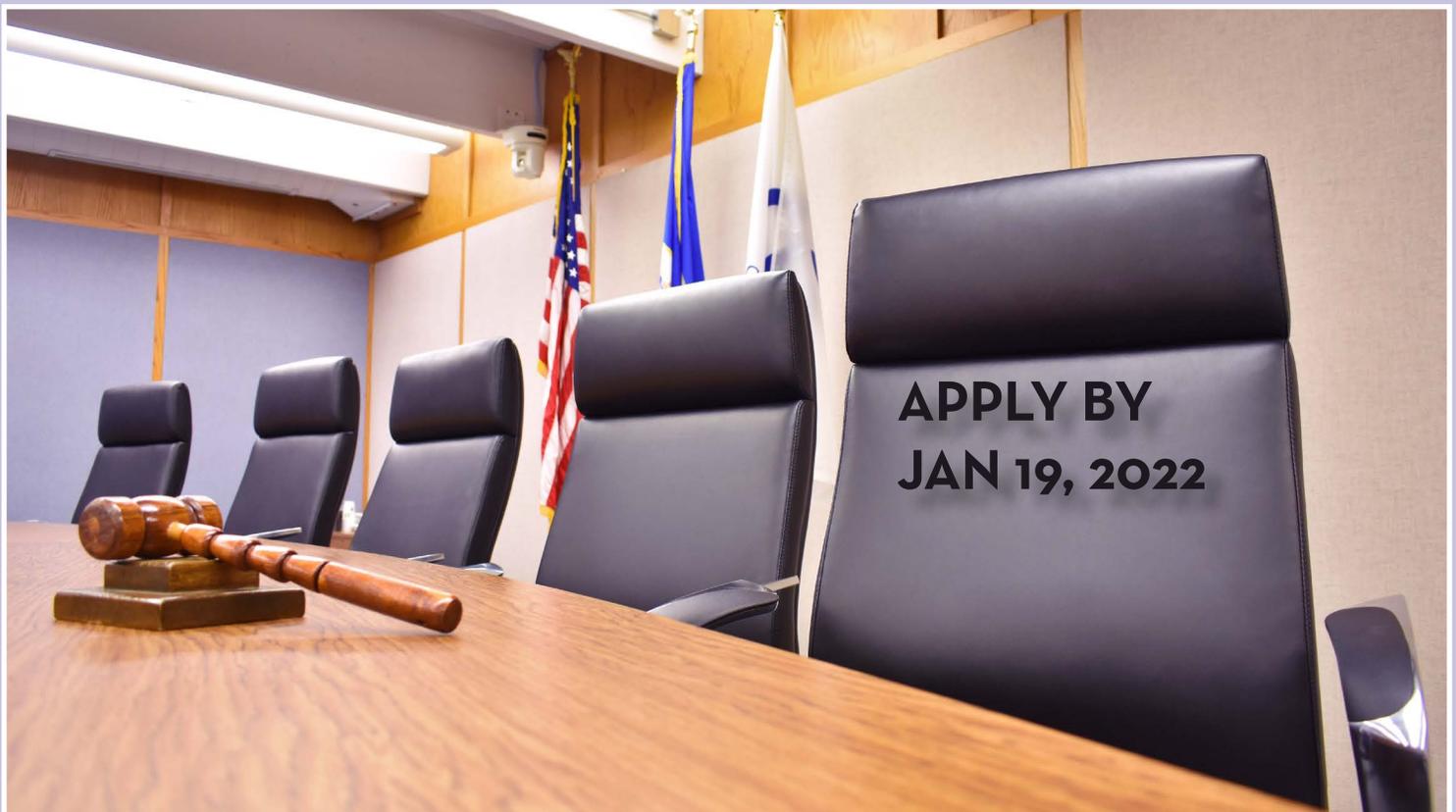
Email Address:

Phone Number:

Email of Parent or Guardian:

Parent or Guardian Phone Number:

More questions on next page



Tell Us Why You Want to Be a Youth Commissioner

What Interests/Skills/Life Experiences Do You Bring?

What Do You Think Are the Most Important Issues Facing Young People Today in Columbia Heights?

Do You Understand the Time Commitments of the Youth Commission and Anticipate Your Schedule Will Accommodate at Least One Scheduled Meeting Per Month?

Yes, I understand the time commitments and expectations.

Have You and/or a Legal Guardian Reviewed the Data Privacy Notice on the Last Page of this Application?

Yes, a parent/guardian and I have reviewed and signed the Data Privacy Notice.

While it is not required, we encourage attaching a letter of support from a friend, colleague, mentor, or teacher.

Email completed applications and any attachments to sion@columbiaheightsmn.gov, or mail or deliver them to Sara Ion, City Hall, 590 40th Ave. N.E., Columbia Heights, 55421, by Jan 19, 2022.

You may also find applications or drop off completed forms at the Columbia Heights Library during open hours.

Important Information About Your Application-Data Privacy Notice

Minnesota law requires that you be informed of the purpose and intended use of the information you are providing on this application. Per Minnesota Statute 13.601, subd. 3a, your name, address, occupation, education, training, civic affiliations, qualifications, experience, and veteran status are available to anyone who requests the information.

This information will be used to identify you as an applicant, enable us to contact you when additional information is required, send you notices, and assess your qualifications for appointment. This data is not legally required, but refusal to supply the information requested may affect the City Council's ability to accurately evaluate your application. The dissemination and use of the private data we collect is limited to that necessary for the administration of Board and Commission positions.

Unless otherwise authorized by state statute or federal law, other government agencies utilizing the reported private data must also treat the information private.

You have the following rights under the MGDPA: The right to see and obtain copies of the data maintained on you, the right to be told the contents and meaning of the data, and the right to contest the accuracy and completeness of the data. To exercise these rights, contact the City Clerk, City Hall, 590 40th Ave. S., Columbia Heights, MN, 55421.

I have read and understand the above information regarding my rights as a subject of government data:

Applicant Signature

Date

Guardian Permission for Applicants Less Than 18 Years of Age

If you are less than 18 years of age, parental permission is required for you to serve on a City of Columbia Heights board or commission. 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 Columbia Heights board or commission is voluntary. I understand that some City of Columbia Heights board and commission meetings are broadcast live on television. I also understand that certain data on my child as an applicant and as a member of a City of Columbia Heights board or commission is public under the law. I give permission for my child to serve on a City of Columbia Heights board or commission. I give permission for my child's image to be used and disclosed to the public in photographs, videos, websites, social media, and on television in relation to my child's work with a City of Columbia Heights board or commission. I understand that if my child's application is selected for consideration by the City Council, all of the data contained in my child's application materials and provided to the City in support of my child's application will be published in the City Council packet and will be made available to the public, with the exception of my child's address, email address, and phone numbers. I give permission for this disclosure.

Printed Name of Guardian

Guardian Signature

Date

**You may scan (or take a photo of) and email signed form to
sion@columbiaheightsmn.gov**

Or mail or deliver it to:

Sara Ion, City Hall, 590 40th Ave. N.E., Columbia Heights, 55421

Or drop off completed forms at the Columbia Heights Library during open hours

No later than Jan 19, 2022.