

**CITY OF ALBANY  
CITY COUNCIL AGENDA  
STAFF REPORT**

Agenda Date: January 19, 2021

**SUBJECT:** Changes to Advisory Bodies to the City Council

**REPORT BY:** Anne Hsu, City Clerk  
Nicole Almaguer, City Manager

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**SUMMARY**

Beginning in 2010, the Council has conducted a review of the City’s Advisory Bodies every two years. In 2016 the Council authorized the review of advisory bodies to be conducted on an “as needed basis”. The City Council conducted a review of advisory bodies to the City Council on January 4, 2021 directing specific changes as included in this staff report and accompanying resolutions.

**STAFF RECOMMENDATION**

That the Council:

1. Adopt Resolution No. 2021-03, sunsetting the Library Board
2. Consider selection of a Council Member to represent the City of Albany on the Alameda County Library Advisory Commission
3. Adopt Resolution No. 2021-04, updating the charge of the City’s Community Media Access Committee
4. Adopt Resolution No. 2021-05, clarifying the timeline for replacing an appointment to an Advisory Body to the City Council due to the resignation or removal of an appointee
5. Adopt Resolution No. 2021-06, changing one City Council as a Whole appointment to the Social & Economic Justice Commission to an Albany Unified School District Board of Education appointment

**BACKGROUND/DISCUSSION**

The City Council conducted a review of advisory bodies to the City Council on January 4, 2021 and directed the following changes be provided at a subsequent meeting for Council consideration:

1. Sunsetting of the Library Board

A resolution has been prepared for consideration by the City Council that would effectively sunset the Library Board. However, there remains the open seat on the Alameda County Library Advisory Commission, and the opportunity to receive informational presentations by the Alameda County Library at City Council meetings.

It should be noted that the seat to the Alameda County Library Advisory Commission has yet to be filled, and the Council may fill this seat with an Albany resident or a Council Member. This staff report includes a recommendation that the Council select a Council Member to serve in this role, at least initially, during this transition period to represent the City at this County Commission.

2. Updating the Charge of the Community Media Access Committee

A resolution has been prepared for consideration by the City Council that would expand the charge of the Community Media Access Committee to include the responsibility of advising and working upon improving community access and information regarding local government matters.

3. Clarifying Timeline for Replacing an Appointment to an Advisory Body Due to the Resignation or Removal of an Appointee

This resolution provides clarity as to the timeline for replacing an appointee that may resign from an advisory body or if the appointee is removed close to the end of the two-year term. This policy change would effectively not allow for a replacement appointment to be made after November 1st in the second year of the two-year term.

4. Changing one City Council as a Whole Appointment to the Social & Economic Justice Commission to an Albany Unified School District Board of Education Appointment

This resolution changes one of two City Council as a Whole appointments to the Social & Economic Justice Commission to instead be appointed by the Albany Unified School District Board of Education.

It should also be noted that the Council requested an additional agenda item to discuss the prospective work plan items for the City's Charter Review Committee, and whether this Committee should be transitioned to a Task Force. It is anticipated that this agenda item will be scheduled for City Council meeting in February 2021.

**Attachments:**

1. Resolution No. 2021-03, sunsetting the Library Board
2. Resolution No. 2021-04, updating the charge of the City's Community Media Access Committee
3. Resolution No. 2021-05, clarifying the timeline for replacing an appointment to an Advisory Body to the City Council due to the resignation or removal of an appointee
4. Resolution No. 2021-06, changing one City Council As a Whole appointment to the Social & Economic Justice Commission to an Albany Unified School District Board of Education appointment

1 **RESOLUTION NO. 2021-03**

2 **A RESOLUTION OF THE ALBANY CITY COUNCIL SUNSETTING THE**  
3 **LIBRARY BOARD**

4  
5 **WHEREAS**, in 1994 the City Council adopted Resolution No. 94-16 establishing  
6 the Library Board; and

7  
8 **WHEREAS**, the charge of the Library Board is to advise the City Council on  
9 matters relating to the Albany branch of the Alameda County Library system; and

10  
11 **WHEREAS**, in recent years the primary tasks of the Library Board have included  
12 receiving informational presentations from the Alameda County Library administrators  
13 and the review of the annual proposed agreement between the City and Alameda County  
14 for additional library services, with no change in said agreement over the last five years;  
15 and

16  
17 **WHEREAS**, the City of Albany continues to have a seat on the Alameda County  
18 Library Advisory Commission to address library related matters.

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20 **NOW, THEREFORE, BE IT RESOLVED**, that the Albany City Council hereby  
21 sunsets the City of Albany Library Board; and

22  
23 **BE IT FURTHER RESOLVED**, that the Albany City Council requests  
24 informational presentations be provided to the City Council by the Alameda County  
25 Library administration on a periodic basis to help continue to engage our community  
26 regarding library matters.

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GE'NELL GARY, MAYOR

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**RESOLUTION NO. 2021-04**

**A RESOLUTION OF THE ALBANY CITY COUNCIL UPDATING THE CHARGE OF THE CITY’S COMMUNITY MEDIA ACCESS COMMITTEE**

**WHEREAS**, in 2008 the City Council adopted Resolution No. 08-7 establishing the Community Media Access Committee; and

**WHEREAS**, the charge of the Community Media Access Committee has traditionally been to advise the City Council on matters related to media access in the City; and

**WHEREAS**, in 2017, the City Council adopted Resolution No. 2017-84 to update the purpose and responsibilities of the Committee as provided in Exhibit A to this Resolution; and

**WHEREAS**, there has been an interest expressed to expand the role of the Committee to include additional focus on community engagement and outreach.

**NOW, THEREFORE, BE IT RESOLVED**, that the Albany City Council hereby updates the charge of the Community Media Access Committee to include the responsibility of advising and working upon improving community access and information regarding local government matters.

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GE’NELL GARY, MAYOR

EXHIBIT A: Resolution No. 2017-84

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**RESOLUTION NO. 2017-84**

**A RESOLUTION OF THE ALBANY CITY COUNCIL TO UPDATE THE PURPOSE AND RESPONSIBILITIES OF THE CITY'S COMMUNITY MEDIA ACCESS COMMITTEE**

**WHEREAS**, the Community Media Access Committee (CMAC) was established by the Council in 2008 by Resolution No. 08-7, and given an extensive charge; and

**WHEREAS**, the Council reviewed the current status of CMAC on November 6, 2017, identifying a number of items that have been accomplished by the Committee to date; and

**WHEREAS**, the field of "community media" is a continuously evolving industry, while the current charge of CMAC is dated; and

**WHEREAS**, there is an interest to modernize the charge of CMAC to ensure the Committee continues to remain effective at promoting community media.

**NOW, THEREFORE, BE IT RESOLVED**, that the Albany City Council hereby authorizes an update to the purpose and charge of CMAC as follows:

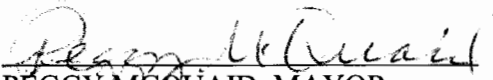
- 1) Provide volunteer support for the annual Albany FilmFest as administered by the City
- 2) Provide recommendations regarding the allocation of funds from the franchise 1% Public Educational and Governmental Access Channel (PEG) support fee
- 3) Develop a program for community media volunteers to create and edit video content to be utilized via City media. These volunteers would not be committee members but rather individuals who have time for media projects and are able to independently create content for the City's media outlets. Committee Members would serve to train and work in coordination with the volunteers.

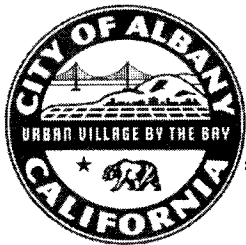
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4) Exploration of using a variety of types of media to encourage creativity and participation in community media.

**BE IT FURTHER RESOLVED**, that the Council hereby amends the meeting schedule for CMAC to meet on a quarterly basis, beginning on or around January 2018.

**BE IT FURTHER RESOLVED**, that the Council shall conduct a follow up review of CMAC as part of the overall review of the Advisory Bodies to the City Council, which is scheduled to occur in 2018.

  
PEGGY MCQUAID, MAYOR



# City of Albany

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## RESOLUTION NO. 2017-84

PASSED AND APPROVED BY THE COUNCIL OF THE CITY OF ALBANY,

The 20th day of November, 2017, by the following votes:

AYES: Council Members Barnes, Maass, Nason, Pilch and Mayor McQuaid

NOES: none

ABSENT: none

ABSTAINED: none

RECUSED: none

WITNESS MY HAND AND THE SEAL OF THE CITY OF ALBANY, this

29th day of November, 2017.

*Eileen Harrington*

Eileen Harrington  
DEPUTY CITY CLERK



1 **RESOLUTION NO. 2021-05**

2 **A RESOLUTION OF THE ALBANY CITY COUNCIL CLARIFYING THE**  
3 **TIMELINE FOR REPLACING AN APPOINTMENT TO AN ADVISORY**  
4 **BODY TO THE CITY COUNCIL DUE TO THE RESIGNATION OR**  
5 **REMOVAL OF AN APPOINTEE**

6 **WHEREAS**, there are currently eleven advisory bodies to the City Council with  
7 appointments to each advisory body made by individual Council Members, and some  
8 advisory bodies include appointments made by the City Council As a Whole and/or by  
9 the Albany Unified School District Board of Education; and

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11 **WHEREAS**, the appointments to advisory bodies are for a two-year term  
12 coinciding with general municipal elections per City Charter Section 3.23; and

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14 **WHEREAS**, at times appointees to advisory bodies may submit a resignation or  
15 cause to be removed before the end of the two-year term; and

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17 **WHEREAS**, there is a need to provide additional clarity to the timeline for  
18 replacing an appointee if nearing the end of the two-year appointment term.

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20 **NOW, THEREFORE, BE IT RESOLVED**, that the Albany City Council hereby  
21 confirms that a replacement appointee to an advisory body to the City Council shall not  
22 be appointed after November 1st in the second year of the two-year term.  
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28 GE'NELL GARY, MAYOR  
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**RESOLUTION NO. 2021-06**

**A RESOLUTION OF THE ALBANY CITY COUNCIL CHANGING ONE CITY COUNCIL AS A WHOLE APPOINTMENT TO THE SOCIAL & ECONOMIC JUSTICE COMMISSION TO AN ALBANY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION APPOINTMENT**

**WHEREAS**, the City’s Social & Economic Justice Commission was established by the City Council in 2005 by Resolution No. 05-15; and

**WHEREAS**, on September 21, 2020 the City Council took action to increase the total number of appointees to the Social & Economic Justice Commission from 5 to 7, with the two additional members being appointed as City Council As a Whole Appointments; and

**WHEREAS**, an appointment to the Social & Economic Justice Commission by the Albany Unified School District Board of Education is of interest to help further the representation and composition of members to the Commission.

**NOW, THEREFORE, BE IT RESOLVED**, that the Albany City Council hereby changes one of the City Council As a Whole appointments to the Social & Economic Justice Commission to an appointment by the Albany Unified School District Board of Education.

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GE’NELL GARY, MAYOR