



## CITY OF ALBANY CHARTER REVIEW COMMITTEE

**July 1, 2021 - June 30, 2023 Work Plan**  
**Recommended by the Charter Review Committee: July 15, 2021**  
**Approved by the City Council: September 7, 2021**

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### **Background**

Each advisory body shall prepare a work plan to be approved by the City Council to ensure tasks being undertaken support the overarching goals of the Council and the City.

This work plan encompasses two fiscal years (July 1 – June 30), starting with the fiscal year following a regular City Council election. The work plan reviews progress on the prior work plan, and identifies items for the next work plan period. The work plan includes items identified as priority projects within the City Council’s Strategic Plan.

The newly appointed advisory body shall draft a work plan during the first half of their first year. This will be presented to the Council for approval and implementation will begin in July. Tasks remaining on the previous work plan will be worked on between January – June.

The Charter Review Committee shall review the work plan mid cycle to identify accomplishments and ensure continued focus on completing tasks.

If a change is needed to the work plan outside of that schedule, the Charter Review Committee shall submit a “Request for Amendment to Advisory Body Work Plan” Form for review by the City Council.

Advisory bodies shall review their work plans at the end of the two year term (November/December even calendar year) and create a status report of their work, including what was completed; what should continue; and what should be dropped. An optional narrative can explain decisions made regard individual items. This summary document will assist the bodies newly appointed at the beginning of the odd calendar year understand their role and enable them to develop their own plan going forward.

### **Purpose of the Charter Review Committee**

Advises the City Council on proposed changes to the City Charter. These proposed changes may be generated by the City Council or recommended to the City Council by the Charter Review Committee.

## **2019-2021 Work Plan Outcomes**

The Committee did not meet during this period and therefore there is not a reportable work plan. The [Work Plan from 2017-2019](#) is provided as an attachment link.

## **Fiscal Year 2021-2023 Work Plan Items**

[Indicate whether each item is *required* or *desired*.]

### Regular Reports

None.

### Recurring Action Items

None.

### One-time Action Items

- Lower the voting age for School Board voting, possible Council voting. (Danby/Bowman) *[desired]*
- Review for City Council compensation to encourage broader participation (Chomsky/Danby) *[desired]*

## **Potential Future Work Plan Items**

- Review Charter terminology for inclusivity and gender neutrality (Schneider/outreach to diff groups) *[desired]*