

(Establishing Procedure for Appointment of Members of any Board, Commission or Committee of the City of Albany)

WHEREAS, Ordinances of the City of Albany provide for the appointment of members to various commissions, boards and committees by the Mayor, subject to ratification of the Council of the City of Albany, and

WHEREAS, it is in the best interest of the people of the City of Albany that representation upon various boards, commissions and committees be uniform within the various wards of the City of Albany and that a procedure for establishing such appointments in ratification should be adopted, now, therefore be it

RESOLVED by the Council of the City of Albany that the following rules shall be adopted as to the making of appointments, reappointments or replacements to any commission, board, committee to be appointed by the Mayor and ratified by the Council:

1. A roster of all individuals serving on each board, commission or committee shall be maintained by the Council secretary. The roster shall contain the following information about each appointee:
  - a) Name, home address, business address and home and business telephone numbers;
  - b) Dates of beginning and end of term of the position to which the individuals are appointed. If the appointment was not made coincident to the beginning of the term of office, the date of appointment.
  - c) The number of years of the regular term of the office.
  - d) The number of the ward in which the appointee resides.

The information above required to be set forth shall be listed under the name of the board, commission or committee. The roster shall indicate the regular meeting dates, the number of the Ordinance or statute under which the appointments are made, and a designation of the officers of the organization.

2. At such time as a vacancy shall exist upon a board, commission or committee, if a ward is not represented thereon the Councilmen from that ward shall be notified and shall individually or jointly, submit to the Mayor of the City of Albany within fifteen (15) days of the mailing of such notice, a list of persons whom he or they feel are qualified to be appointed to fill the vacancy from the respective ward, and the Mayor shall give first consideration thereto.
3. In the event no recommendations are submitted to the Mayor by the Council, the Mayor may advise the Council members in the appropriate ward of his proposed appointment prior to announcing the appointment at a regular council meeting.

4. Except for appointments made to replace a person resigning from office prior to the end of the term thereof, all appointments shall be announced at the first regular Council meeting of each calendar year. Other appointments shall be announced at the earliest Council meeting held within thirty (30) days following the issuance of the notice provided in paragraph two (2) of this Resolution.

DATED this 28th day of February, 1968.

Russell W. Trip  
Mayor

ATTEST:

Ernest W. Isham  
City Recorder