



City of Emeryville

CALIFORNIA

MEMORANDUM

DATE: October 21, 2025
TO: LaTanya Bellow, City Manager
FROM: April Foran, City Clerk
SUBJECT: **Community Advisory Committee Appointments**

RECOMMENDATION

Staff presents this item for Council consideration without a recommendation. Appointments to Community Advisory Committees are made at the City Council's discretion. A separate Resolution will be approved for each set of Committee appointments.

BACKGROUND

The City Council appoints community members to serve on the City's various Community Advisory Committees ("Committees"). Committees are an opportunity for community members to have input on specific programs and initiatives of the City. All Committee meetings are publicly noticed, and the public is encouraged to attend. Actions taken by Committees are forwarded to the full City Council for consideration and possible action, with the exception of the Planning Commission and Housing Advisory and Appeals Board, which have some independent authority, and some of their decisions are subject to City Council review or appeal.

The Committees consist of a wide range of community members representing specific demographics. Below are definitions of the various existing committee positions. It is not uncommon to receive an application from a candidate that fulfills the qualifications for multiple committee positions. When that occurs, the applicants are listed in all relevant categories for consideration per Committee.

Business Representative	Person representing a business in Emeryville of any size.
City Labor Representative	Person representing a labor union with members represented in Emeryville.
Community Member	Person residing or working in Emeryville.
Large Business Representative	Person representing a business in Emeryville with over 56 employees.
Non-Profit Workforce Development Organization Representative	Person representing a local non-profit workforce development organization.
Resident	Person residing in Emeryville.
Resident (94608)	Person residing within the Emeryville-Oakland 94608 zip code.
Small Business Representative	Person representing a business in Emeryville with 55 or less employees.

DISCUSSION

There are multiple vacancies across five Community Advisory Committees that were not filled during the annual appointment process in June 2025. The City subsequently received resignations from members of three Committees. The City Clerk's Office opened a recruitment on August 15, 2025, with an application deadline of September 29, 2025.

Notice of the vacancies was posted on the City's three bulletin boards. In addition, the City Clerk's Office included notice of these vacancies on the City's website, social media sites, ETV Cable Channel 27, and made announcements at City Council meetings. Committee secretaries were also encouraged to distribute the Notice of Vacancies to their committee members and members of the public. Staff reached out to active applicants to determine whether they had continued interest in serving on a Committee.

The City Clerk's Office received several applications for the various vacancies from interested community members. Staff has also encouraged and provided information to applicants to attend the October 21, 2025, special City Council meeting.

A comprehensive listing of all vacancies and qualified applicants is attached to the staff report as **Attachment A**.

Bicycle / Pedestrian Advisory Committee

The Bicycle/Pedestrian Advisory Committee consists of up to nine (9) total members. The Committee's purpose is to provide input and recommendations regarding City policies, priorities and feedback related to the City's Bicycle/Pedestrian Plan and related initiatives.

This Committee has 1 Business Representative or Community Member position scheduled to end June 30, 2026. Committee member terms are for two years.

Budget Advisory Committee

The Budget Advisory Committee consists of up to five (5) total members. The Committee's purpose is to provide input and recommendations regarding City policies, priorities and feedback related to the City's budget.

This Committee has 1 Business Representative position scheduled to end June 30, 2027. The City received applications from 1 Business Representative, 1 Business Representative/Resident, and 1 Resident. Should City Council choose to appoint the Resident to the open position, staff can adjust the designation of another incumbent to satisfy the Committee's member requirements. Committee member terms are for two years.

Commission on Aging

The Commission on Aging consists of up to seven (7) total members. The Committee's purpose is to provide input and recommendations regarding City policies, priorities and feedback related to the health and wellness of seniors in the community.

This Committee has 1 Resident position scheduled to end June 30, 2026, and 1 Community Member position scheduled to end June 30, 2027. Committee member terms are for two years.

Housing Committee

The Housing Committee consists of up to seven (7) total members. The Committee's purpose is to provide input and recommendation regarding City policies, priorities, and feedback related to the City's housing policies and programs.

This Committee has 3 Community Member positions scheduled to end June 30, 2027. Committee member terms are for two years.

Parks and Recreation Committee

The Parks and Recreation Committee consists of up to seven (7) total members. The Committee's purpose is to provide input and recommendations regarding City policies, priorities, and feedback related to the City's recreation programs, cultural events and activities; public use of parks; development of new parks, and enhancements to existing parks and recreation facilities, as outlined in the Parks and Recreation Strategic Plan.

This Committee has 1 Community Member position scheduled to end June 30, 2026. Committee member terms are for two years.

FISCAL IMPACT

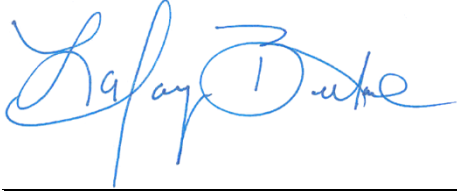
There is no direct fiscal impact.

STAFF COMMUNICATION WITH THE PUBLIC

Staff has not had any communication with the public regarding these appointments, other than confirmation of received applications and advising applicants regarding the Advisory Body appointment process.

PREPARED BY: Lorryne Leong, Deputy City Clerk

**APPROVED AND FORWARDED TO THE
CITY COUNCIL OF THE CITY OF EMERYVILLE:**

A handwritten signature in blue ink, appearing to read "LaTanya Bellow", is written over a horizontal line.

LaTanya Bellow, City Manager

ATTACHMENTS

- Attachment A – Committees Applicant Listing
- Attachment B – Community Advisory Bodies Applications