



# City of Emeryville

CALIFORNIA

## MEMORANDUM

**DATE:** September 17, 2019

**TO:** Christine Daniel, City Manager

**FROM:** Sheri Hartz, City Clerk

**SUBJECT:** Council Discussion On Whether To Form An Ad Hoc Committee Of The City Council To Discuss And Make Recommendations On The City's Recognition Policy

### RECOMMENDATION

Staff recommends that the Council Members discuss this matter as requested by Vice Mayor Patz.

### BACKGROUND

At the City Council's July 23, 2019 regular meeting, Vice Mayor Patz requested and received majority support for an item to be brought forward to consider the formation of an ad hoc committee comprised of Council Member Bauters and Vice Mayor Patz, for the purpose of discussing ways in which the City recognizes people.

### DISCUSSION

The City Council currently has a Council Policy (Council Policy #1, attached to this staff report) that defines the policies, responsibilities and procedures associated with the donation, and the naming and dedication of City facilities, including memorial benches and plaques. The Policy was most recently amended in February of 2019. Whether to further amend the Policy is at the discretion of the Council.

The Council's Rules of Procedure allow, under Section 8. Boards, Commissions and Committees, the creation of ad hoc committees. An ad hoc committee, as defined in §54952 of the Brown Act, is a temporary advisory committee composed solely of less than a quorum of the legislative body, which for this Council is two members, that serves a limited or single purpose, that is not perpetual, and that will be dissolved once its specific task is completed. Such committees are not legislative bodies and therefore are not subject to the Brown Act. Any recommendations made by the ad hoc committee would need to be brought forward to the entire Council for action.

### FISCAL IMPACT

None at this time.

**STAFF COMMUNICATION WITH THE PUBLIC**

None

**PREPARED BY:** Sheri Hartz, City Clerk

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



---

Christine Daniel, City Manager

**ATTACHMENT**

- Council Policy #1, Naming and Dedication of City Facilities; Bench/Plaque Donation