

Recorded at the request of: John Gioia

Return To: John Gioia

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA  
and for Special Districts, Agencies and Authorities Governed by the Board**

Adopted this Resolution on 06/13/2017 by the following vote:

AYE: ☐

NO: ☐

ABSENT: ☐

ABSTAIN: ☐

RECUSE: ☐

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Resolution No. 2017/175

In the matter of establishing the East Richmond Heights Municipal Advisory Council

WHEREAS, there is community support to establish an East Richmond Heights Municipal Advisory Council to advise the Board of Supervisors on issues of concern to the East Richmond Heights community; and

WHEREAS, establishing an East Richmond Heights Municipal Advisory Council will help improve the ability of the District One Supervisor to receive advice and input on issues of concern to the East Richmond community.

**1. Establishment of East Richmond Heights Municipal Advisory Council.**

Pursuant to the authority granted by Section 31010 of the California Government Code, the East Richmond Heights Municipal Advisory Council ("Council") is established.

**2. Territorial Area.**

The area for which the Council will serve and discharge the following duties and powers is that area contained within the boundaries indicated on the attached map marked as Exhibit A (hereafter referred to as the "East Richmond community").

**3. Membership.**

The Council shall consist of five (5) members and two (2) alternates, who shall be selected and appointed by the Board of Supervisors, upon nomination by the District One Supervisor. Six (6) of these appointees shall be residents of the unincorporated East Richmond community, and one shall be a resident of either the unincorporated East Richmond community or the area within the boundaries of the East Richmond Neighborhood Council in the City of Richmond as shown on the attached map marked as Exhibit B.

**4. Term of Office.**

Council member terms shall be coterminous with the term of office of the District One Supervisor.

**5. Removal from Office.**

Each appointed member of the Council serves at the pleasure of the Board of Supervisors and may be removed, at will, by a majority vote of the Board of Supervisors.

**6. Council Duties and Powers.**

- A. The Council shall advise the Board of Supervisors on services which are or may be provided to the East Richmond community by the County or other local governmental agencies. Such services include, but are not limited to, public health, safety, fire, welfare, public works and planning.
- B. The Council may represent the East Richmond community before the County Planning Commission, the Zoning Administrator and the Board of Supervisors on land use, planning and zoning matters.
- C. The Council may provide input and reports to the District One Supervisor, the Board of Supervisors, and County staff on issues of concern to the East Richmond community.
- D. It is understood that the Board of Supervisors is the final decision making authority with respect to issues and policies concerning the East Richmond community and that the Council shall serve solely in an advisory capacity to the District One Supervisor and the Board of Supervisors. Except as specified in 6(B) above, the Council and its individual members acting on behalf of the Council may not represent the East Richmond community to any state, other County, city, special district or school district agency or commission, or any other organization on any matter concerning the community. In addition, the Council may not, as a body, take positions on candidates for public office.

**7. Quorum and Vote Necessary for Action.**

A quorum shall be a majority of the total number of authorized seats on the Council, not a majority of the total number of filled seats. The Council may only take action by a majority vote of the total number of authorized seats, not by a majority vote of the quorum. (With five authorized seats, a quorum is three members; three affirmative votes are necessary for action.) An alternate member(s) may vote in place of a regular member(s) who is absent.

**8. Compensation.**

The Council members shall serve without compensation of any kind, and the Board of Supervisors shall not provide funds for the payment of Council meeting stipends or reimbursement of Council members' expenses.

**9. Staff and Financial Support.**

- A. The Board of Supervisors shall provide no ongoing professional or clerical staff support to the Council.
- B. Unless specifically authorized by the Board of Supervisors, the Council shall not receive any funds from the County to pay for any of the Council's operating costs.

**10. Council Funds.**

Any funds transferred to or received by the County shall be accepted pursuant to Resolution No. 2005/628 and only used for the benefit of the Council and the East Richmond community.

**11. Council Establishment Not Subject to Public Vote.**

The issue of establishment of the Council shall not be an election item submitted to the voters of the East Richmond community.

**12. Council Operation and Procedural Rules.**

Within the parameters of the Resolution, the Council may organize itself and operate as it determines but shall hold regular meetings at least quarterly at an established time and place. The Council meetings shall be conducted in accordance with the provisions of the "Brown Act" (Government Code sections 54950 ff.) including the pre-meeting posting of meeting calendar notices, and the "Better Government Ordinance" (County Ordinance Code, Division 25). In addition, the Council shall fully comply with the Board of Supervisors' policy concerning conflict of interest and open meetings (Resolution No. 2002/376), the Board's policy governing appointments to boards, committees and commissions (Resolution No. 2002/377), the Board's policies for Municipal Advisory Councils (approved December 16, 2008), and the Political Reform Act (Government Code sections 81000 ff.) as applicable.

**Contact: James Lyons, 510-231-8692**

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

**ATTESTED: June 13, 2017**

David J. Twa, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

**cc:** Robert Campbell, County Auditor-Controller