

**RESOLUTION NO. 208**

**REQUIRING CERTAIN COUNTY BOARDS TO CONDUCT MEETINGS DURING WEEKDAY EVENING HOURS AND TO ABIDE BY CERTAIN REPORTING REQUIREMENTS**

Introduced: 5/9/11

By Mr. Nichols, Law, Audit and Finance Committees, Messrs. Bullock, Clenahan and Higgins:

WHEREAS, Albany County Charter sets forth requirements and powers to several policymaking Boards of the county including the Board of Contract Administration, the County Board of Health and the County Planning Board, and

WHEREAS, Article 13 of the Albany County Charter established the Board of Contract Administration comprised of the County Executive, the County Clerk and the Chairperson of the County Legislature, Article 9 of the Albany County Charter establishes the Albany County Board of Health, and Article 11 of the Albany County Charter creates the County Planning Board, and

WHEREAS, The Albany County Charter requires the Board of Contract Administration to report to the County Legislature “periodically” its decisions in authorizing contracts between \$20,000 and \$100,000, and

WHEREAS, In practice there is no routine reporting to the County Legislature or the public as a whole of such spending decisions by the Board of Contract Administration nor decisions or discussions of the Board of Contract Administration, the Board of Health and the County Planning Board, the Board of Health and the Planning Board, and

WHEREAS, It is in the public interest to have transparency at all levels of government, now, therefore be it

RESOLVED, That the Board of Contract Administration, the County Board of Health and the County Planning Board shall notify the public and the County Legislature of any meeting of such Boards, including the time and location of such meeting, and the meeting agenda and any minutes in a manner consistent with public notice requirements for county legislative committee meetings prior to any meeting of the Board of Contract Administration, the Board of Health and the Planning Board, and, be it further

RESOLVED, That all action taken by the Board of Contract Administration, the Board of Health and the Planning Board at such meetings shall be made available to the public immediately following such meetings and that all action of

such meetings including minutes and adopted resolutions be posted on the county's website at least five business days following the conclusion of any meeting of such Boards, and, be it further

RESOLVED, That all meetings of the Board of Contract Administration, the Board of Health and the Planning Board be conducted between the hours of 5:00PM EST and 8:00PM EST during weekdays only, and, be it further

RESOLVED, That the County Executive is hereby requested to provide quarterly reports to the Legislature consisting of copies of the actual authorizing documents or summarizing information of any contract entered into as provided for in the County Charter valued at \$20,000 or less and make public such information on the county website a statement that a contract has been entered into solely by the County Executive at least five business days following such action, and, be it further

RESOLVED, That the Board of Contract Administration provide a cumulative report within six months of the adoption of this resolution that describes by year the total amount of all contracts entered into by the Board of Contract Administration since enactment of the County Charter in 1993 and archive such information on the county's website, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of this resolution to the appropriate County Officials.

*Referred to Law and Audit and Finance Committees. 5/9/11*

*Referred to Personnel Committee. 10/11/11*