



**City of Albany  
Common Council  
CALL FOR APPLICANTS**

**For the  
City of Albany Reapportionment Commission**

The Albany Common Council is seeking residents of the City of Albany to fill seats on the City of Albany Reapportionment Commission.

**Title of Position:**

Member, City of Albany Reapportionment Commission (nine vacancies)

**Term of Appointment:**

Term expires upon submission of a reapportionment plan to the Common Council; the Commission is required to make recommendations within six months after appointment.

**Position Responsibilities/Duties:**

The City of Albany Common Council has authorized establishment of a nine member Reapportionment Commission in accordance with the Albany City Charter "... to evaluate existing (Common Council) ward boundaries for equity and representation in relation to population ..." based on demographic changes documented in the 2020 Federal Decennial Census. The Reapportionment Commission is to include City residents in such proportion as to reasonably reflect the demographic composition of the City, together with such other expert and official representatives as shall be deemed necessary and appropriate.

The reapportionment process is conducted every ten years after new population figures are released in order to maintain electoral representation based on the one-person one-vote doctrine. Based on this concept, each Council Member should represent approximately the same number of people. Under the Charter, the Commission is charged with the responsibility of reviewing population data and, within six months of appointment, making recommendations to the Common Council on ward boundaries and any changes. It is anticipated that the Commission shall work to obtain maximum public participation in its deliberations through the use of written material, public notices and public hearings and consider redistricting proposals submitted by other groups.

Members of the Reapportionment Commission should have strong analytical and fact-gathering skills; an ability to read and understand technical information, such as statistics and maps; a

familiarity with computers and software programs; strong communication skills, an ability to work well in groups and participate in public hearings; an ability to understand legal standards and to be impartial; and an understanding of Albany's diverse neighborhoods and geography. Prior experience with redistricting, while beneficial, is not a requirement to be on the Commission. The Commission is expected to meet regularly in order to complete its duties and prepare one or more redistricting plans. The final plan of ward boundaries is subject to approval by the entire Common Council. These new boundaries then serve as the basis for all new Common Council wards for the upcoming decade beginning with the municipal elections scheduled for 2025.

**Statutory Authority:**

City of Albany Charter, Section 406  
Resolution Number 79.101.21R, Adopted October 4, 2021  
NYS Municipal Home Rule Law §10(1)(ii)(a)(13)

**Application Requirement:**

Applicants are requested to submit a letter of intent describing interest and qualifications and include a current resume to (e-mail submissions are encouraged):

Danielle Gillespie, City Clerk  
Albany Common Council – Room 206  
City Hall  
Albany, NY 12207  
Tel: 434-5087  
Fax: 434-5081  
e-mail: commoncouncil@albanyny.gov

Applicants will be interviewed by a selected committee of the Common Council prior to appointment.

**Deadline for Applications:** Monday, November 8, 2021

Policy Statement

The Common Council is committed to assuring that its appointments to city boards, authorities, commissions or committees is representative of the diversity of Albany's population. Consistent with the City of Albany Human Rights Law, it is the policy of the Common Council to prohibit discrimination because of race, color, religion, sex, national origin, sexual orientation, gender, age, disability, marital or domestic partner status in all aspects of its personnel policies, programs, practices and operations.