

# AGENDA ITEM SUMMARY

City Council



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## STAFF

Davina Lau, Public Engagement Specialist

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## SUBJECT

**Resolution 2026-026 Approving Amendments to the Boards and Commissions Manual.**

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## EXECUTIVE SUMMARY

The purpose of this item is to make updates to the Boards and Commissions Manual.

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## STAFF RECOMMENDATION

Staff recommends adoption of the Resolution.

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## BACKGROUND / DISCUSSION

The purpose of this Resolution is to make updates to the Boards and Commissions Manual. On September 19, 2023, Council adopted Resolution 2023-089 approving an updated Boards and Commissions Manual. Since then, changes in Council membership as well as a merger of two boards into one have prompted further updates.

The changes are summarized below:

- Updates to the names and photos of City Councilmembers;
- Updates to the “Welcome” message;
- Clarifying that Council liaisons are not expected to regularly attend board or commission meetings;
- Updates to the descriptions of the Art in Public Places Board and the Cultural Resources Board, which merged into the Arts and Culture Board;
- Updates to formatting including deleting tables and replacing with text;
- Updates to the Rules of Procedure;
- Noting that board and commission members are required to complete training about the Anti-Discrimination and Anti-Harassment Policy every two years;
- Adding language about the selection process for Board and Commission members; and
- Updates to language about communication, media and promotional events to align with City policy and practice.

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## CITY FINANCIAL IMPACTS

None.

**BOARD / COMMISSION / COMMITTEE RECOMMENDATION**

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None.

**PUBLIC OUTREACH**

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None.

**ATTACHMENTS**

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1. Resolution 2026-026