



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** March 19, 2024  
**PREPARED BY:** Scott Moore, City Manager  
**DEPARTMENT:** Administration

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### AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Resolution Amending Resolutions No. 2024-20 and 2024-37 to Amend the City Staff Liaison; add a City Council Liaison; add the Administration Office to Administer and Provide Support for the Manor Youth Advisory Commission (YAC).

### BACKGROUND/SUMMARY:

The City Council previously adopted Resolutions No. 2024-20 and 2024-37 to establish the framework for the Manor Youth Advisory Commission. In light of evolving needs for enhanced leadership and support, it has been determined that the current structure requires modification. The amendment will replace the current City Staff liaison, add a City Council liaison, create a temporary ad hoc City Council Committee and add the City Administration Department as administrator of the YAC program and the city staff assigned by the City Manager will provide support to the program.

**LEGAL REVIEW:** Yes, Shruti Vanaparthi, Assistant City Attorney  
**FISCAL IMPACT:** No  
**PRESENTATION:** No  
**ATTACHMENTS:** Yes

- Draft Resolution
- Draft Youth Advisory Commission Program
- Draft Bylaws

### STAFF RECOMMENDATION:

Staff recommends that the City Council provide direction to City staff on revisions to the Manor YAC program.

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