



**MEETING DATE:** July 28, 2025

**PRESENTED BY:** Andy Garcia, Assistant City Manager

**AGENDA ITEM:** Acceptance of Annually Updated Departmental Policies – A. Garcia

**NATURE OF REQUEST:**

City departments are responsible for maintaining current and effective internal policies that support their operational needs, comply with applicable regulations, and reflect organizational best practices. As part of the City's commitment to good governance and accountability, departments conduct an annual review of their internal policies and procedures. This process includes evaluating the relevance, accuracy, and effectiveness of policies and making necessary updates to reflect changes in laws, regulations, technology, staffing, and operational priorities.

The annual update has been completed, and departments have submitted revised policies where changes were warranted. These updates ensure that departmental operations continue to align with the City's goals, risk management protocols, and compliance requirements.

**BUGETED:** N/A **FUND:** N/A **ACCT. #:** N/A

**BUDGET:** \$ N/A **EST. COST:** \$ N/A **CURRENT BUDGET BALANCE:** \$ N/A

**BID AMOUNT:** \$ N/A

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** City Manager's Office

**Advisory Board Recommendation:** Audit Committee

**City Manager's Recommendation:** Approval *MRP*

**RECORD OF VOTE:** **APPROVED:** \_\_\_\_\_

**DISAPPROVED:** \_\_\_\_\_

**TABLED:** \_\_\_\_\_

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

\_\_\_\_\_ DISSENTING \_\_\_\_\_