

**CITY OF TEMECULA  
AGENDA REPORT**

**TO:** City Manager/City Council

**FROM:** Randi Johl, Director of Legislative Affairs/City Clerk

**DATE:** January 14, 2020

**SUBJECT:** Approve Annual Boards and Commissions Handbook for Calendar Year 2020

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**PREPARED BY:** Randi Johl, Director of Legislative Affairs/City Clerk

**RECOMMENDATION:** That the City Council approve the annual Boards and Commissions Handbook for calendar year 2020.

**BACKGROUND:** The City Council first approved the Boards and Commissions Handbook on February 26, 1991. The handbook was subsequently amended on April 25, 2006 to include additional appointment guidelines. On December 9, 2014, the City Council approved a wholesale update to the handbook to reflect changes in the law, current practices and procedures, and the general role and authority of board and commission members. The handbook is brought to the City Council annually at the beginning of each year ensuring that the document remains current while providing the City Council with an opportunity to consider any additional changes that may be desired. There are no substantive changes proposed to the 2020 handbook. Minor administrative changes include reference to the year and name/title changes for Council and staff. The 2020 Boards and Commissions Handbook will be distributed electronically to the City Council, Board and Commission Members and staff after final approval by the City Council.

**FISCAL IMPACT:** None

**ATTACHMENTS:** Handbook