

**CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL**

RESOLUTION NO. 2024-021

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA
ADOPTING THE UPDATED BOARD AND COMMISSION HANDBOOK**

WHEREAS, the Board and Commission Handbook serves as a comprehensive guide outlining the roles, responsibilities, and operational procedures for various boards and commissions within the city; and

WHEREAS, the City Council has made the enhancement of Board and Commission member onboarding and training a priority; and

WHEREAS, at the request of the City Council, the Board and Commission Handbook has been updated in alignment with their priorities; and

WHEREAS, the updates to the Board and Commission Handbook serve to streamline information and ensure clarity in operational guidelines for current and future Board and Commission members.

NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES HEREBY:

Adopt the updated Board and Commission Handbook, included in Exhibit A.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA
this 4th day of March, 2024, by the following vote:**

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter, Mayor

Nova Romero, MMC, City Clerk

Exhibit A

**Board and Commission Handbook
Updated in February 2024**