

RESOLUTION NO. 16-115

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE,  
CALIFORNIA, ADOPTING THE COMMISSIONERS HANDBOOK**

WHEREAS, the City Council utilizes commissions to serve in an advisory capacity, such that commissions are meant to provide in-depth review and consideration on subject matters within their jurisdictions and make recommendations to the Council; and

WHEREAS, City Councilmembers and/or the City Council generally appoint commissioners to the City's various commissions, which serve as legislative bodies for the City of Commerce to the extent permissible, and are governed appropriately as befitting their public nature; and

WHEREAS, the City created a Commission Policy Guidelines that provides guidance on various rules and applications to the various commissioners; and

WHEREAS, there is a need to update the Commission Policy Guidelines to provide pertinent information to commissioners regarding their roles and responsibilities as commissioners, the Brown Act, the Political Reform Act requirements, travel policy, and the relationship between commissioners and staff, Councilmembers and the public; and

WHEREAS, the City drafted the Commissioners Handbook to provide general information, as well as guidance regarding, among other things, the roles and responsibilities of the commissioners, the Brown Act, the Political Reform Act requirements, travel policy, and the relationship between commissioners and staff, Councilmembers and the public.

NOW, THEREFORE, IN CONSIDERATION OF THE FOREGOING, THE CITY COUNCIL OF THE CITY OF COMMERCE DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The City Council of the City of Commerce hereby adopts the Commissioners Handbook.

Section 2. The City Clerk shall certify to the adoption of this Resolution and assign it the next number in order.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Commerce at a meeting held on the 16th day of August, 2016.

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Ivan Altamirano, Mayor

Attest:

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Lena Shuwmay, City Clerk