



UNIVERSITY PARK CITY COUNCIL AGENDA MEMO

Meeting Date:
7/7/2026

Item Type:
Action Item

Subject: Consider approval of Guidelines and Training for Boards, Commissions and Committees

Prepared By: Christine Green, City Secretary

Background:

At the June 2 City Council meeting work session, the Council discussed proposed guidelines for the members of the City’s eighteen boards and advisory committees that provide input on City services. Residents volunteer to serve on these boards and committees and serve two-year terms.

Following the meeting, the guidelines were edited to include the recommendations made by the City Council. If approved, these guidelines will be provided all 2026-28 board and committee appointees for them to sign and accept.

City staff also plans to provide training to the boards and committees at each group’s first meeting to help them understand their role and function to the City Council.

Fiscal Impact:

- Not Applicable
- Budget Amendment Required
- Proposed Revenue
- Proposed Expenditure

Master Plan Goal:

Please check the associated Theme and provide the corresponding action item number.



	Theme	Action Item(s)
<input type="checkbox"/>	Affirming Sense of Place	
<input type="checkbox"/>	Assuring Connectivity	
<input checked="" type="checkbox"/>	Innovative Governance	2.0 Increase Resident Involvement in Governmental Decisions
<input type="checkbox"/>	Technological Integration	
<input type="checkbox"/>	Preparing for the Future	
<input type="checkbox"/>	Not Applicable	

Recommendation:

Staff recommends that the City Council approve the guidelines and training for members of the City's boards, commissions and committees.

Committee Review (*optional*):**Attachments:**

- Draft 2: Guidelines for Boards, Commissions and Committees
- Resolution