



## CITY OF BANNING STAFF REPORT

**TO:** CITY COUNCIL

**FROM:** Robert Fisher, Acting City Manager

**PREPARED BY:** Nicole Jews, Human Resources Manager  
Robert Fisher, Interim City Manager

**MEETING DATE:** July 8, 2025

**SUBJECT:** Consideration of Resolution 2025-100, Amending Administrative Policy (AP) No. B-35 – Grant Management/Administration

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**RECOMMENDATION:**

Adopt Resolution 2025-100.

**BACKGROUND:**

The Administrative Policies provide a guide for the administrative operation of the City. These policies are regulatory in nature and adopted by the City Council. From time to time, it is necessary to amend the City's Administrative Policies to maintain a current plan that reflects new and amended regulations/laws, organizational structure, and department needs.

**JUSTIFICATION:**

Approve requested amendment to the Grant Management/Administration policy.

**FISCAL IMPACT:**

None

**ALTERNATIVES:**

Do not adopt the resolution and provide alternative direction to staff.

**BUDGETED?:**

Yes

**CONTRACT/AGREEMENT:**

No

**ATTACHMENTS:**

1. [B-25 Grant Management\\_rev 06.11.2025 #3 Revised.docx](#)
2. [B-25 Grant Management\\_Administration.pdf](#)
3. [CC\\_RESOLUTION\\_2025-100\\_Revision\\_to\\_Grant\\_Management\\_Admin\\_Policy.docx](#)