



Annual Internal Review

This report covers the time period of 1/1/2014 to 12/31/2014
(Submit report to the Office of the City Clerk by May 31, 2015.)

RESOURCE MANAGEMENT COMMISSION **(Official Name of Board or Commission)**

The Board/Commission mission statement (per the City Code) **is:**
(Insert first section of bylaws.)

- 1. Describe the board's actions supporting their mission during the previous calendar year. Address all elements of the board's mission statement as provided in the relevant sections of the City Code.**
(Reference all reports, recommendations, letters or resolutions presented to the City Council on mission-specific issues. If some of the elements of the mission statement were not acted on by the board in the past year, the report should explain why no action was taken.)
- 2. Determine if the board's actions throughout the year comply with the mission statement.**
(If any of the board's actions were outside the scope of the mission statement, the report should explain the non-compliance issues.)
- 3. List the board's goals and objectives for the new calendar year.**
(Make sure the goals and objectives fall within the mission statement of the board/commission.)