



## Council Staff Linkage: City Manager

**Scope: Council Directed**

### **Policy Contact**

Lawrence Carr, Chair of Governance Ad Hoc Committee

City Council Member, District 8

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**Policy Number: 005**

**Date of Adoption: 06-26-2018**

**Resolution No.: 2018-0259**

**Monitoring Method:** City Manager Report

**Frequency:** Annually, based on appointment date

- A. The City Manager is the chief executive officer of the city and is responsible for its effective administration. The City Manager shall not fail to carry out the duties vested in the office by the Sacramento City Charter, and Sacramento City Code.
- A. The City Manager reports directly to the City Council. The City Council is responsible for hiring, evaluating, and terminating the City Manager.
- B. The City Manager shall not cause or allow any practice, activity, decision, or organizational circumstance that is illegal, unethical, imprudent, or in violation of commonly accepted business and professional ethics.
- C. The City Manager shall receive applicable monitoring reports and compile them into a comprehensive citywide report for submission to the city council.
- D. The City Manager shall treat the council as a whole and be responsive to individual council members except where substantial resources are required to fulfill a request.
- E. The City Manager shall use prudent judgement in the exercise of the delegations and in a manner that is operationally and economically sound, serves the best interests of the city and its residents, comports with prudent business practices, balances risks with benefits and does not expose the city to unreasonable risk.

- F. The City Manager will timely inform the council if the City Manager determines that an activity related to the delegations presents, regardless of size or financial commitment:
  - 1. A unique and significant operational risk.
  - 2. A significant impact on residents.
  - 3. A significant impact on the city's reputation.
  - 4. Materially compromises the policies and goals established by the council.
  
- G. The council may change its delegation to the City Manager at any time, subject to the city charter and the contract of the City Manager, thereby expanding or limiting the City Manager's authority. But if a delegation is in place, the council will abide by the City Manager's decisions in those areas that are delegated.