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SECTION – 8

CITY MANAGER

DESCRIPTION

The City Manager is responsible for implementing the mission of the Mayor and City Council, which is to “protect, preserve, and enhance the quality of life for present and future generations.” The City Manager’s Office provides for the effective implementation of the Mayor and City Council’s policies and priorities and is responsible for the day-to-day oversight and management of City departments.

Functions of the City Manager’s Office include:

- **Assistant City Managers:** Responsible for oversight of operational and support departments, and special projects; working collaboratively and across boundaries to assist departments.
 - **Office of Public Safety Accountability:** Enhances relationships between the City’s public safety departments and the community by providing an independent review of complaints involving public safety employees.
 - **City Auditor:** Provides independent and objective examination of municipal operations to evaluate the effectiveness of the City’s activities, services and programs.
 - **Public Information Office (PIO):** Facilitates communication with citizens, businesses, elected officials, media and the City Manager’s Office regarding City services and projects. In case of an emergency, the PIO helps disseminate and coordinate vital information to ensure public safety. The Public Information Office works to communicate directly with members of the media in both preparing and placing stories and responding to media inquiries.
 - **Customer Service (C2C):** Provides coordination and facilitation of customer service efforts under the City’s C2C (City to Customer) Program umbrella. C2C is a citywide program aimed at improving and streamlining City services.
 - **Legislative Affairs:** Provides oversight and coordination of legislative activities including the Mayor and City Council’s Law and Legislation Committee, as well as implementation of the City’s State and Federal Legislative Platform.
 - **Office of Youth Development:** Develops and promotes policies and partnerships to keep our youth safe, make youth productive citizens, and get youth fully engaged in our community.
 - **E-Government** Responsible for management of the City’s E-Government program. The program’s mission is to connect citizens seamlessly and transparently via the Web with government services and information, to communicate rapidly and effectively at all times, and to realize substantial cost efficiencies for both government and citizens.
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MORE INFORMATION

Web site - www.cityofsacramento.org/cityman/t_index.html

PROGRAMS/SERVICE HIGHLIGHTS

The Office of Public Safety Accountability

- Accepts, audits, and provides an independent review of complaints involving public safety employees.

City Auditor

- Provides independent and objective examination of City operations.

Public Information Office

- Facilitates communication with citizens, businesses and elected officials and the City Manager's Office regarding services and projects.

Customer Service (C2C)

- Provides coordination and facilitation of customer service efforts under the City's C2C (City to Customer) Program umbrella.

Legislative Affairs

- Monitors, advocates, coordinates and advances the City's legislative activities to enhance the City's ability to govern and provide essential municipal and community services.
- The unit acts as the City's liaison with contract lobbyists and provides staff support to the City Council Law and Legislation Committee.

Office of Youth Development

- Promotes the development of policies and partnerships that encourage positive youth development.

E-Government

- Provides management of the City's Web site to apply expanded use of the Internet and computer resources to provide government information and services.

OBJECTIVES/GOALS FOR FY2008/09

- Continue work on 10-year Plan to End Homelessness.
 - Develop opportunities with local colleges and universities for economic development, workforce development, etc.
 - Develop and present a strategy to City Council regarding potential loss of City Utility User Tax revenues.
 - Work with the Federal Emergency Management Agency (FEMA) and Corps of Engineers to streamline their processes to mitigate impact of remapping for the long-term.
 - Bring forward Public Safety Master Plans and financing options to City Council for consideration.
 - Complete and bring forward to City Council the 2030 General Plan.
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- Continue work on waste-to-energy technology options.

APPROVED BUDGET/STAFFING CHANGES

Service Level Impacts

The City Manager's Office budget will be reduced by \$634,400, including the unfunding of 2.0 FTE positions and the reassignment of two positions. Reduction and reassignment of staff in the Office of Public Safety Accountability (OPSA), City Audit, Legislative Affairs and support staff will reduce service levels, increase response times and result in program scope being reduced. These reductions will result in the following service level impacts:

OPSA

- Reduction in outreach efforts and future development of program.

City Audit

- Delays in implementation of audit work plan and other audit activities.

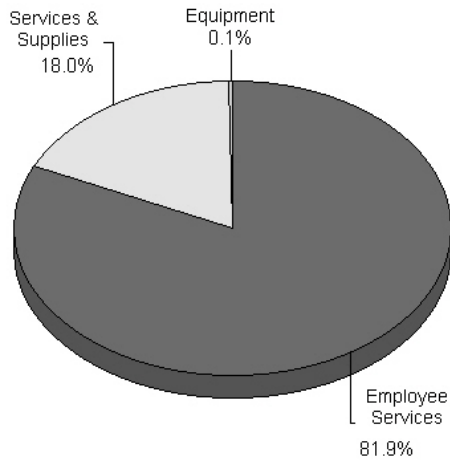
Legislative Affairs

- Reduced ability to monitor and respond to legislative issues and reduction in City advocacy at the federal level.

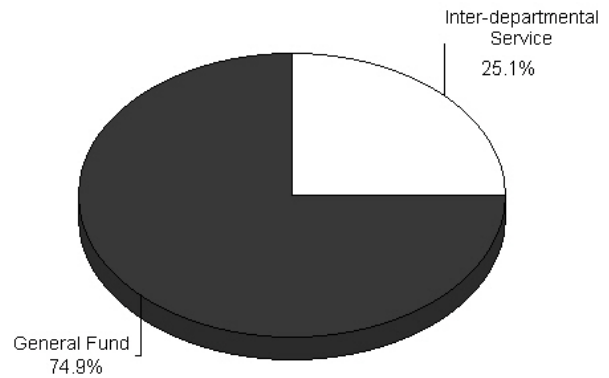
Department Budget Summary

City Manager Budget Summary	FY 2006/07 Actual	FY 2007/08 Approved	FY 2007/08 Amended	FY 2008/09 Approved	Change More/(Less) Approved/Amended
Positions (FTE)	20.00	24.00	24.00	24.00	0.00
Budgeted Expenditures					
Employee Services	2,863,292	3,247,599	3,408,792	3,070,502	(338,290)
Services & Supplies	814,224	924,255	924,255	673,129	(251,126)
Equipment	0	0	0	5,326	5,326
CIP & Grant Offsets	0	(75,000)	(75,000)	(220,462)	(145,462)
Total:	3,677,516	4,096,854	4,258,047	3,528,495	(729,552)
Funding Summary by Fund/Special District					
General Fund	3,029,116	3,256,451	3,417,644	2,641,961	(775,683)
Inter-departmental Service	648,400	840,403	840,403	886,534	46,131
Total:	3,677,516	4,096,854	4,258,047	3,528,495	(729,552)

Budgeted Expenditures - FY09



Funding Summary - FY09



Division Budget Summary

City Manager Division Budgets	FY 2006/07 Actual	FY 2007/08 Approved	FY 2007/08 Amended	FY 2008/09 Approved	Change More/(Less) Approved/Amended
Executive Office	2,521,949	2,240,463	2,372,020	1,845,482	(526,538)
Government Affairs	822,499	1,006,288	1,036,654	939,867	(96,787)
Public Safety Accountability	333,068	330,403	329,673	328,678	(995)
Youth Development	0	519,700	519,700	414,468	(105,232)
Total:	3,677,516	4,096,854	4,258,047	3,528,495	(729,552)

Staffing Levels

City Manager Division FTEs	FY 2006/07 Actual	FY 2007/08 Approved	FY 2007/08 Amended	FY 2008/09 Approved	Change More/(Less) Approved/Amended
Executive Office	13.00	13.00	13.00	13.00	0.00
Government Affairs	5.00	5.00	5.00	5.00	0.00
Public Safety Accountability	2.00	2.00	2.00	2.00	0.00
Youth Development	0.00	4.00	4.00	4.00	0.00
Total:	20.00	24.00	24.00	24.00	0.00