



APPROVED
BY THE CITY COUNCIL

AUG 17 1999

OFFICE OF THE
CITY CLERK

1.8

OFFICE OF THE
CITY MANAGER

CITY OF SACRAMENTO
CALIFORNIA

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August 6, 1999

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: RESOLUTION UPDATING THE ORDER OF SUCCESSION IN THE
EVENT OF ABSENCE OR DISABILITY OF THE CITY MANAGER

LOCATION/COUNCIL DISTRICT: All Districts

STAFF RECOMMENDATION:

It is recommended that the City Council adopt the attached resolution updating the order of succession in the event of absence or disability of the City Manager.

CONTACT PERSON: Robert P. Thomas, 264-5704

FOR THE COUNCIL MEETING OF: August 17, 1999

SUMMARY:

This report is being submitted to officially update the list of names of the individuals who will assume the duties and obligations of City Manager during planned and unplanned absences by City Manager. In the event of an unplanned absence, the resolution lists the order of succession of who will assume the duties and responsibilities. If the absence is planned, the City Manager will designate an individual from the list to assume the duties and obligations. During planned absences it is the intent of the City Manager to rotate this responsibility. This will provide career development opportunities for those individuals so designated. The City Manager is planning to appoint a 4th Deputy City Manager in the near future and recommends that upon appointment that this individual be included on succession list.

BACKGROUND INFORMATION:

- On July 21, 1998, the City Council adopted Resolution 98-359 establishing the order in which individuals will assume the duties and obligations during the City Manager's absence. One of the individuals on the resolution no longer works for the City.
- The attached resolution replaces Resolution 98-359 and updates the list of names to assume the City Manager's duties and obligations in the event of an absence or disability of the City Manager and
 1. Lists the order of succession in the event of an unplanned absence or disability.
 2. Authorizes the City Manager in the event of a planned absence to designate an individual from the list to assume the duties and responsibilities. The City Manager is planning to rotate this responsibility. This will provide career development opportunities for the individuals so designated.
 3. Authorizes the City Manager to include the name of the 4th Deputy City Manager upon appointment to the succession list. The City Manager will be appointing a 4th Deputy City Manager in the near future. This will expedite the process of including this individual on the succession list.

FINANCIAL CONSIDERATIONS:

There would be no fiscal impact incurred with this action.

ENVIRONMENTAL CONSIDERATIONS:

There are no environmental considerations to be applied to this report.

POLICY CONSIDERATIONS:

This report and resolution is consistent with past policy.

ESBD CONSIDERATIONS:

Not applicable as no goods or services are being purchased at this time.

Respectfully submitted,



Robert P. Thomas
City Manager

RESOLUTION NO. 99-465

ADOPTED BY THE SACRAMENTO CITY COUNCIL

APPROVED
BY THE CITY COUNCIL

AUG 17 1999

ON DATE OF _____

OFFICE OF THE
CITY CLERK

**RESOLUTION ESTABLISHING ORDER OF SUCCESSION
IN THE EVENT OF ABSENCE OR DISABILITY
OF THE CITY MANAGER**

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO THAT:

A. During the unplanned absence or disability of the City Manager, the persons holding the offices designated below, in the order listed, shall assume the duties and obligations of the City Manager until such time as the Manager shall return to duty. The persons holding the offices named below shall only assume the Manager's duties if the person holding the office above them on the list is unavailable to assume such duties. The list of offices and names is as follows:

- 1. Deputy City Manager Jack R Crist
- 2. Deputy City Manager Betty Masuoka
- 3. Deputy City Manager Thomas V. Lee
- 4. Deputy City Manager (Vacant)

B. During a planned absence the City Manager is authorized to designate an individual from the above list to assume the duties and responsibilities. The City Manager is planning to rotate this responsibility. This will provide career development opportunities for the individuals so designated.

C. Upon appointment of the 4th Deputy the City Manager is authorized to include this individual on the above succession list.

D. Resolution No. 98-359 dated July 21, 1998 is hereby repealed.

MAYOR

ATTEST

CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____