



REPORT TO COUNCIL

City of Sacramento

915 I Street, Sacramento, CA 95814-2604
www. CityofSacramento.org

Consent
August 22, 2006

Honorable Mayor and
Members of the City Council

Title: Order of Succession in the Event of Absence or Disability of the City
Manager

Location/Council District: Citywide

Recommendation: Adopt a **Resolution** establishing the order of succession in the event of absence or disability of the City Manager.

Contact: Mark Prestwich, Special Projects Manager, (916) 808-5380

Presenters: Not applicable

Department: City Manager's Office

Division: Governmental Affairs

Organization No: 0310

Description/Analysis

Issue: Due to staff changes in the City Manager's Office, it is necessary to update the City Council's resolution establishing the order of succession in the event of absence or disability of the City Manager.

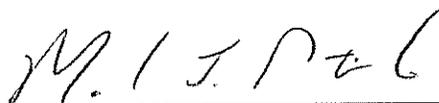
Policy Considerations: A resolution of succession is required for the City's emergency plan and provides clear direction in the case of the City Manager's absence.

Environmental Considerations: The recommendations do not constitute a "project" and therefore are exempt from the California Environmental Quality Act (CEQA) according to Section 15061 (b)(1) and 15378(b)(3) of the CEQA guidelines.

Rationale for Recommendation: This action will provide an updated resolution of succession on file to identify who will assume the City Manager's duties and obligations during the absence of the City Manager. A current resolution of succession is also needed for the City's emergency plan.

Financial Considerations: None

Emerging Small Business Development (ESBD): No goods or services are being purchased.

Respectfully Submitted by: 
Mark Prestwich, Special Projects Manager

Approved by: 
Patti Bisharat, Director of Governmental Affairs

Recommendation Approved:

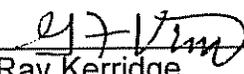

Ray Kerridge
City Manager

Table of Contents:

Report	Pg 1
Attachments	
1 Background	Pg 3
2 Resolution	Pg 4

Attachment 1

Background

The Sacramento City Council has previously adopted resolutions providing for the order of succession in the event of an absence or disability of the City Manager, and to keep the City's emergency plan current. The Council most recently took action regarding the order of succession on January 5, 2006 with the adoption of Resolution No. 2006-016.

Due to new staffing in the City Manager's Office, it is necessary to update the order of succession of the City Manager. The proposed resolution provides additional flexibility to the City Manager to designate any Assistant City Manager to the Acting City Manager position.

RESOLUTION NO.

Adopted by the Sacramento City Council

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

BACKGROUND

- A. This report provides a resolution of succession on file, which identifies who will assume the City Manager's duties and obligations during the City Manager's absence.
- B. This resolution is needed in the event of the City Manager's absence for the City's emergency plan.
- C. During the unplanned absence or disability of the City Manager, the persons holding the office designated below in Section 2, 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.
- D. During the planned absence of the City Manager, the City Manager may designate any of the individuals listed in Section 2 as Acting City Manager.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL
RESOLVES AS FOLLOWS:**

- Section 1. Establish the order of succession in the event of an unplanned absence or disability of the City Manager.
- Section 2. The list of offices and names is as follows (in order of succession):
 - 1. Assistant City Manager Cassandra Jennings
 - 2. Assistant City Manager Marty Hanneman
 - 3. Assistant City Manager Gus Vina
 - 4. Assistant City Manager John Dangberg
- Section 3. In the event of a planned absence, the City Manager may designate any of the individuals listed in Section 2 as Acting City Manager.
- Section 4. Resolution No. 2006-016 is hereby repealed.

