

# **Office of the City Manager**

April 5, 2018

# What We Do

- Hire and supervise city personnel
- Oversee all city operations through coordination of staff
  - Negotiate and enforce contracts
  - Enforce city laws and regulations
    - Prepare annual budget
- Provide updates to City Council on city issues, projects and programs
  - Resolve citizen complaints

# Who We Serve

- Citizens
- Mayor and Councilors
  - City employees

# Operating Budget

		2017-18		2018-19		Percent Change
City Manager's Office						
Operating Budget		\$235,480		\$377,288		60%
FTEs (Manager, Secretary & Director of Capital Projects)		2		3		50%
Budget without personnel transfer		\$235,480		\$238,636		1.3%

# Changes in Services or Other Significant Changes

- Moving Director of Capital Projects into City Manager's Budget and moving the position within the city's management staffing flowchart.
  - Move is intended to create better communication and management of all capital projects.
  - Cost is offset by reduction in the Planning Department Budget.

# Items not Included in Final Budget

- None