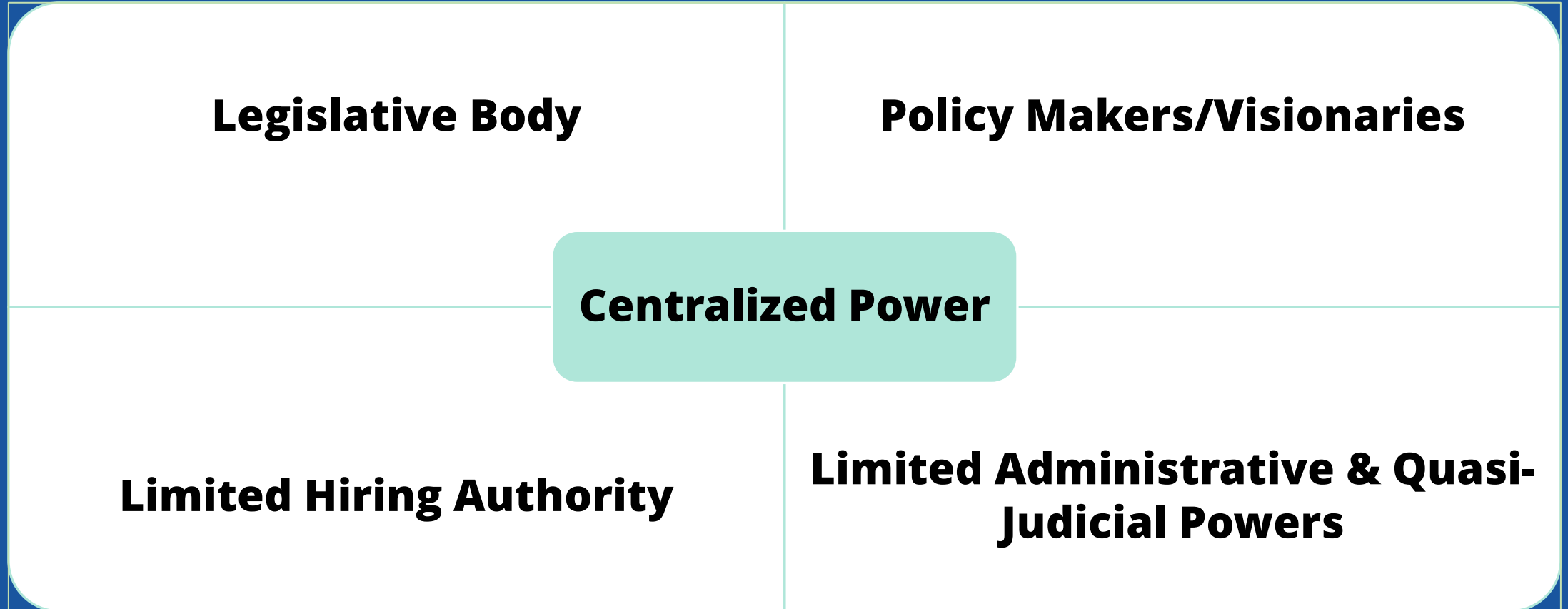


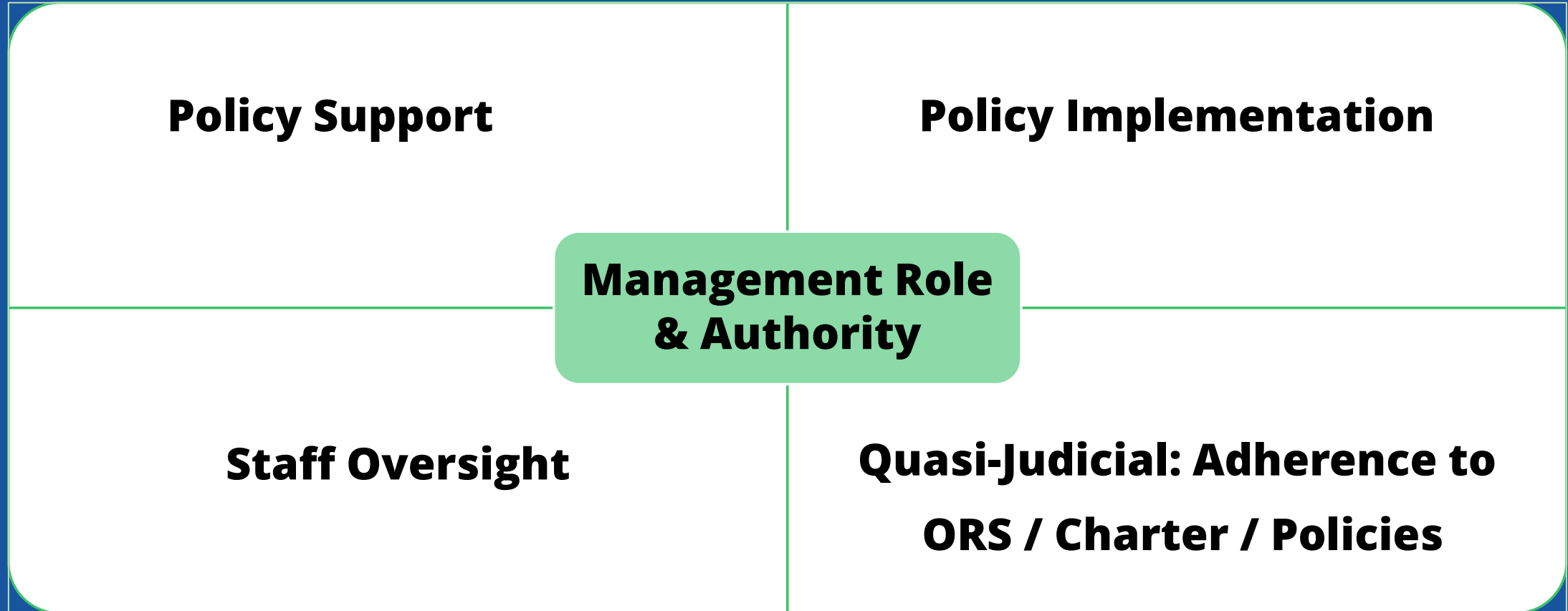
Define Roles & Responsibilities



City Councils - Generally



City Management - Generally



Mayors, Generally



Public Face of Community

- **Represent city at events**
- **Council spokesperson**

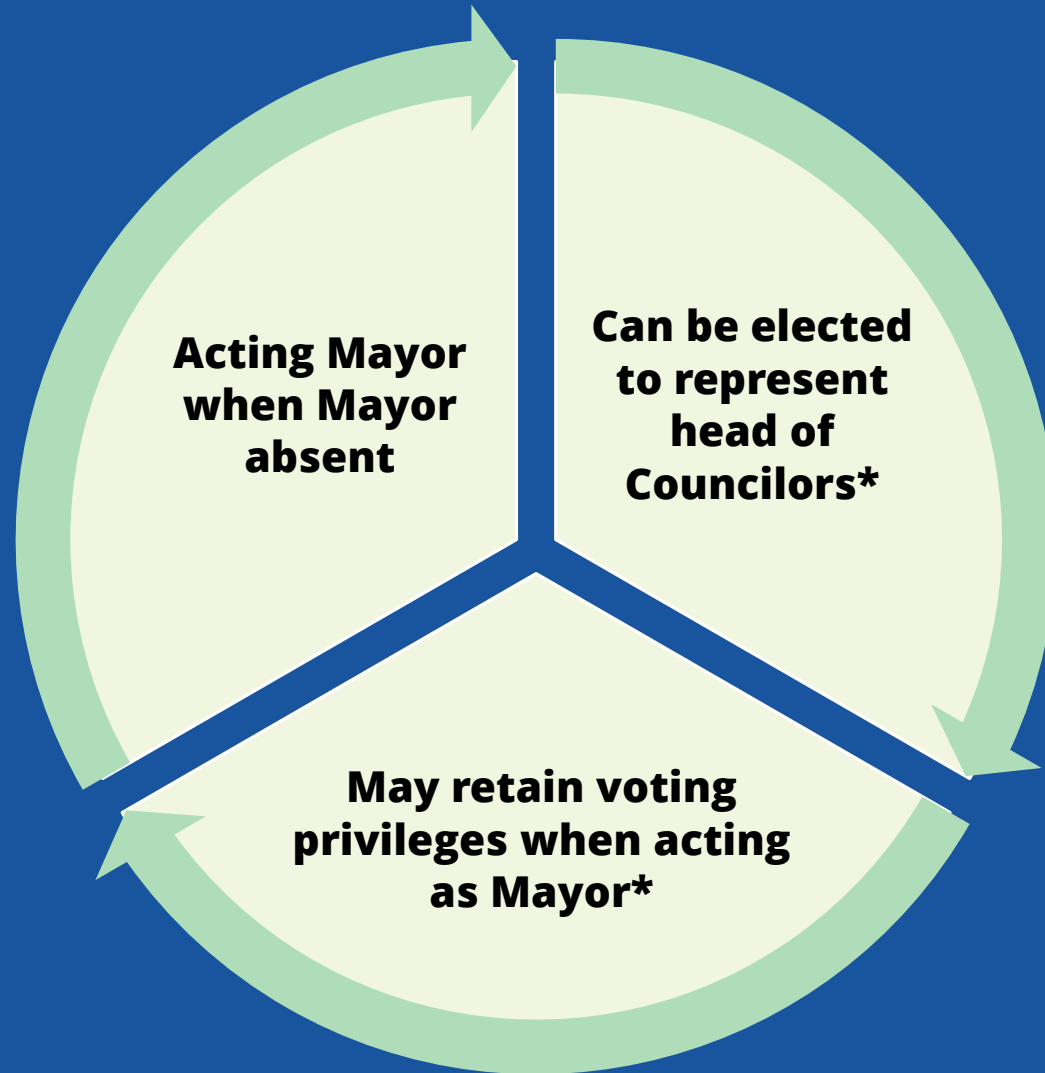
Presiding Officer

- **Keeps order**
- **Sets agendas**
- **Appoints committee members**
- **Signs documents**

Chief Facilitator

- **Facilitates discussions between councilors**
- **Facilitates dialogue between council and manager**

Council President, Generally



City Managers, Generally



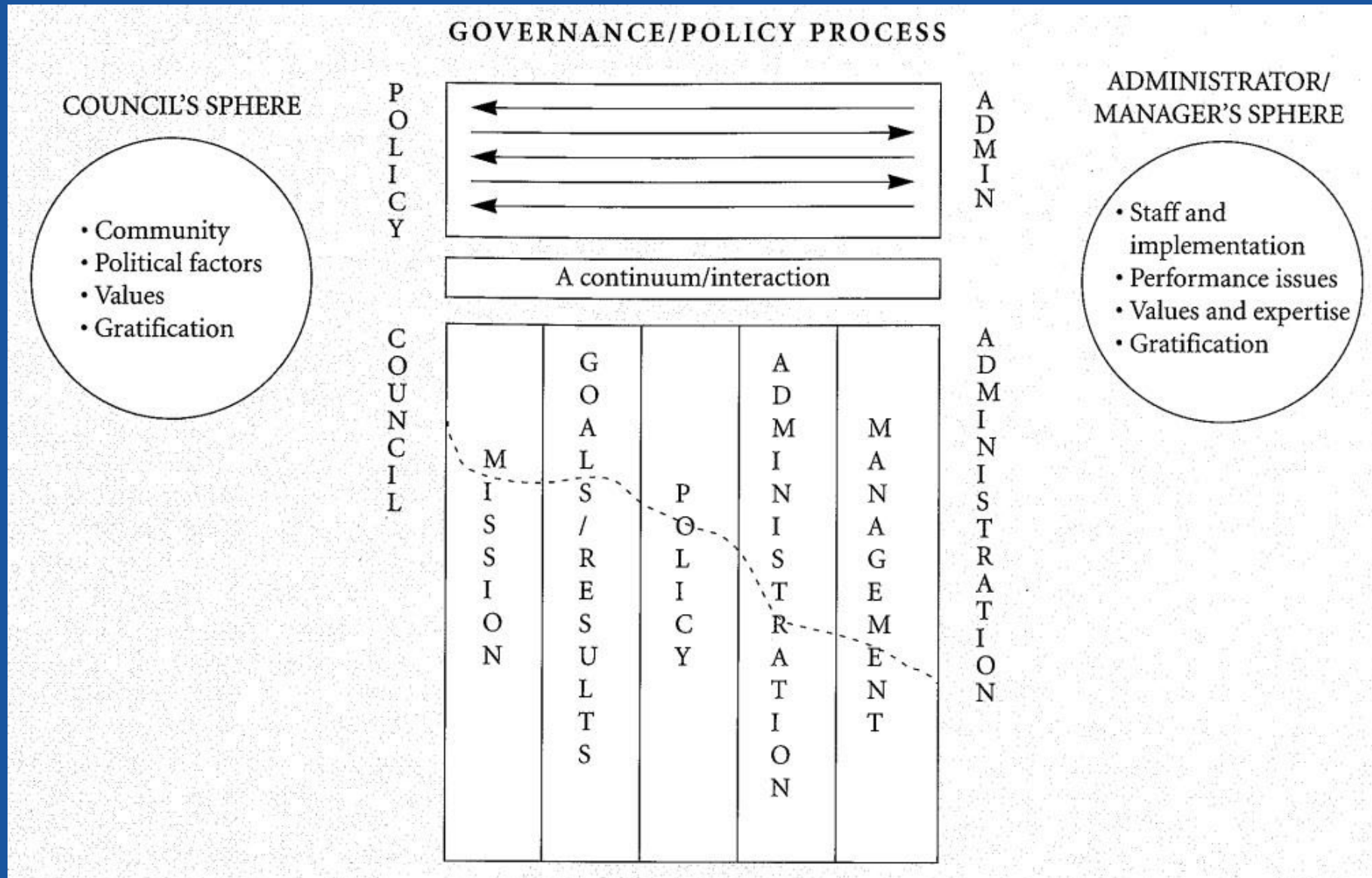
Chief Executive Officer of the City

- **Manages the city and its personnel**
- **Recruits, hires, supervises and terminates city employees**
- **Prepares the budget (or oversees its preparation) for the council's consideration**
- **Responsible for ensuring the council's vision and strategic plans are brought to fruition**

Chief Advisor to the City Council

- **Provides the council with objective information about local operations**
- **Provides reasoned analysis and assessments of the benefits and consequences of city council actions**
- **Makes policy recommendations for the council to consider**

Council-Staff Partnership



Allocate Time Appropriately



Goal Setting



**Exploration &
Analysis**



**Disposition &
Legislation**



**Community
Relations**