



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: DECEMBER 1, 2015**
FROM: CITY MANAGER'S OFFICE **WARDS: ALL**
SUBJECT: DEPARTMENT EMPLOYEE RECOGNITION – OFFICE OF THE CITY MANAGER

ISSUES:

The issue for City Council consideration is to receive a video presentation providing an overview of the City Manager's Office and recognizing the unit's employees.

RECOMMENDATIONS:

That the City Council receive and file this report.

BACKGROUND:

The City Manager is appointed by the City Council to provide policy support and recommendations, including the City's budget, administrative and financial policies. Furthermore, as chief executive officer, the City Manager provides leadership and direction for the operation and management of all City departments, and ensures compliance with the Mayor's City Council's goals and City-wide priorities. This includes applying policy consistently, identifying key issues that need Council direction, keeping abreast of the changing needs of the community, and planning the services, programs and projects to preserve and enhance Riverside as a great community to live, work and play.

The Office of the City Manager includes Assistant City Managers, analysts, executive assistants, the City Hall concierge, Internal Audit, Community Police Review, and Communications. A video will be presented at the December 1, 2015, City Council meeting highlighting responsibilities and activities of the Office, and recognizing the work of its employees.

FISCAL IMPACT:

There is no fiscal impact to the General Fund associated with this report.

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