

Article IV The City Council

SECTION 409. Statement of Policy.

The Council shall adopt a written Statement of Policy for each City department which is under the administration of the City Manager. Said Statement of Policy shall set forth the broad goals, objectives and aspirations to be accomplished by that department. When the position of the head of such a department becomes vacant, the Council shall review and, if necessary, amend the previously approved Statement of Policy. The Mayor and Councilmembers shall adopt a set of questions which are intended to elicit responses from each prospective appointee concerning the goals, objectives and aspirations in the Statement of Policy.

For purposes of this section, the term “department” shall mean any department specified in Charter Section 405 as well as any department created by the Council pursuant to Charter Section 411.

Prior to appointing any department head, the City Manager shall submit to the Mayor and Councilmembers, for their review, the responses to the Mayor and Councilmembers’ questions submitted by the proposed appointee. This section shall not apply to the appointment of any “acting” department head to serve in an interim capacity.