

MAYOR  
Miguel A. Pulido  
MAYOR PRO TEM  
Vincent F. Sarmiento  
COUNCILMEMBERS  
Angelica Amezcua  
P. David Benavides  
Michele Martinez  
Roman Reyna  
Sal Tinajero



CITY MANAGER  
David Cavazos  
CITY ATTORNEY  
Sonia R. Carvalho  
CLERK OF THE COUNCIL  
Maria D. Huizar

## CITY OF SANTA ANA

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[www.santa-ana.org](http://www.santa-ana.org)

October 27, 2015

Connie Hamilton  
Connect-to-Council  
[connect-to-council@earthlink.net](mailto:connect-to-council@earthlink.net)

Dear Ms. Hamilton:

Below is my response to the October 13, 2015 question in the "Ask the City Manager" Section on the Connect-to-Council website.

### Question

Hello Mr. Cavazos. What is the role of a City Manager? Do you work alongside the City Mayor or does your post cover different responsibilities?

### Answer

Thank you for your question. The City Manager is appointed by the City Council. The role of the City Manager is defined in Article V Section 501 of the City Charter as the chief administrative officer and the head of the administrative branch of the City government. This includes administration of City departments, staff, and preparation of the annual budget.

The City of Santa Ana form of government is Council-Manager. In the City's Charter, Article III "Form of Government" Section 300 states, "The municipal government established by this charter shall be known as the 'council-manager' form of government." The Mayor and City Council set policy, and the City Manager is responsible for the implementation of those policies.

For your reference, below is a direct link to the City Charter:

[https://www.municode.com/library/ca/santa\\_ana/codes/code\\_of\\_ordinances?nodeId=PTITHCH](https://www.municode.com/library/ca/santa_ana/codes/code_of_ordinances?nodeId=PTITHCH)

Sincerely,

A handwritten signature in black ink, appearing to read 'David Cavazos'.

David Cavazos  
City Manager

### SANTA ANA CITY COUNCIL

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