

# **City Manager's Code of Ethics**

## **(1924)**

1. The position of City Manager is an important position and an honorable position and should not be accepted unless the individual believes that he can serve the community to its advantage.
2. No man should accept a position of City Manager unless he believes in the Council-Manager Plan of Government.\*
3. In personal conduct a City Manager should be exemplary and he should display the same obedience to law that he should inculcate in others.
4. Personal aggrandizement and personal profit secured by confidential information or by misuse of public time is dishonest.
5. Loyalty to his employment recognizes that it is the council, the elected representative of the people, who primarily determine the municipal policies, and are entitled to the credit for their fulfillment.
6. Although he is a hired employee of the council, he is hired for a purpose — to exercise his own judgment as an executive in accomplishing the policies formulated by the council, and to attain success in his employment he must decline to submit to dictation in matters for which the responsibility is solely his.
7. Power justified responsibility, and responsibility demands power, and a City Manager who becomes impotent to inspire support should resign.
8. The City Manager is the administrator for all the people, and in performing his duty he should serve without discrimination.
9. To serve the public well, a City Manager should strive to keep the community informed of the plans and purposes of the administrations, remembering that healthy publicity and criticism are an aid to the success of any democracy.
10. A City Manager should deal frankly with the council as a unit and not secretly with its individual members, and similarly should foster a spirit of cooperation between all employees of the city's organization.
11. No matter how small the governmental unit under his management, a City Manager should recognize his relation to the larger political subdivisions and encourage improved administrative methods for all.
12. No City Manager should take an active part in politics.
13. A City Manager will be known by his works, many of which may outlast him, and regardless of personal popularity or unpopularity, he should not curry favor or temporize but should in a far-sighted way aim to benefit the community of today and of posterity.

\* The phrase "Council-Manager Government" means that form of municipal government in which the people choose a legislative body, be it called a Council, a Commission, or a Board of Directors, or something else, which employs a City Manager to exercise the administrative and executive functions of its city.