

Comments Regarding the Evaluation of the City Manager

Councilman Rich Blonna 9/23/22

General Recommendations/Comments

1. Create one instrument that evaluates Goals and Responsibilities.
 - The first part of the evaluation instrument is the annual Performance Goals Section described by Councilman Foley. Goals shall be set by the City Manager and agreed upon by the City Council.
 - I would not limit him to three goals as suggested by Councilor Babrowski. Let the City Manager decide how many goals he wants to identify.
 - If we continue embracing the SMART Goals framework, we must ensure that all of the annual performance goals meet the SMART criteria.
 - The annual Performance Goals section will change every year according to the priorities of the City Manager and City Council.
 - The second part of the evaluation instrument is the Responsibilities Section. This part of the evaluation instrument will be developed by the City Council and agreed upon by the City Manager.
 - Items in the Responsibilities Section will be reviewed periodically and updated when necessary.
 - The City Manager can use the evaluation instrument to perform an annual self-assessment.
2. Use Councilor Babrowski's recommendation to incorporate into the City Manager's Report a written monthly goals and responsibilities update as part of the City Council Agenda.
3. Eliminate the weighting.
 - I do not believe that any category should be considered more important than any other one and therefore carry more "weight."
 - These weighting percentages are too subjective and would vary from Councilor to Councilor if we were allowed to set them ourselves.
4. Adopt the ICMA document.
 - It is very clearly written and is easy to understand.
 - The individual items are simple declarative sentences that are easy to measure.
 - The 10 categories encompass all of the ones we already evaluate using our EXHIBIT B: CITY MANAGER EVALUATION FORM.
 - We could eliminate some of the individual items if the sheer volume of entries seems too unwieldy.