

City Manager Evaluation  
Rating period: July 2013 . July 2014

**Job Dimension: Staff Effectiveness**

Level of Importance

High: IIII

Medium: I

Low:

- a. Staff is professional and high quality performers; providing reports and services that are timely and complete and contain sound recommendations
  - 1. No basis for rating:
  - 2. Exceeds expectations: III
  - 3. Meets expectations: IIII
  - 4. Almost always meets expectations:
  - 5. Does not meet expectations:
  
- b. Demonstrates a commitment to deal with non-performers and hold the organization accountable for results.
  - 1. No basis for rating:
  - 2. Exceeds expectations: III
  - 3. Meets expectations: IIII
  - 4. Almost always meets expectations:
  - 5. Does not meet expectations:

Comments:

-Very important that staff stay neutral on policy issues that the Council has not given direction on.

-Item %A+above - Except Steve O.

-Item %B+above - Within the confines of the state system

**Job Dimension: Policy Facilitation**

Level of Importance

High: IIII

Medium: I

Low:

- a. Presents policy-related information completely and accurately.
  - 1. No basis for rating:
  - 2. Exceeds expectations: II
  - 3. Meets expectations: II
  - 4. Almost always meets expectations: I
  - 5. Does not meet expectations: I

b. Respects the role of elected officials in making policy decisions.

- 1. No basis for rating:
- 2. Exceeds expectations: IIII
- 3. Meets expectations:
- 4. Almost always meets expectations: I
- 5. Does not meet expectations: I

c. Ensures that policy decisions and initiatives are implemented.

- 1. No basis for rating:
- 2. Exceeds expectations: III
- 3. Meets expectations: III
- 4. Almost always meets expectations:
- 5. Does not meet expectations:

### **Job Dimension: Service Delivery Management**

Level of Importance

- High: III
- Medium: I
- Low:

a. Ensures prompt, courteous, and accurate responses to requests from citizens either directly or through the governing body.

- 1. No basis for rating:
- 2. Exceeds expectations: II
- 3. Meets expectations: IIIII
- 4. Almost always meets expectations:
- 5. Does not meet expectations:

Comments:

-Item #1 above . strong in this area; very open to citizen meetings

### **Job Dimension: Strategic Leadership**

Level of Importance

- High: IIII
- Medium:
- Low:

a. Anticipates and positions the organization to address and respond to anticipated events and circumstances.

- 1. No basis for rating: I
- 2. Exceeds expectations: IIII
- 3. Meets expectations: II
- 4. Almost always meets expectations:
- 5. Does not meet expectations:

- b. Accepts responsibility for undesirable results
  - 1. No basis for rating:
  - 2. Exceeds expectations: II
  - 3. Meets expectations: IIII
  - 4. Almost always meets expectations: I
  - 5. Does not meet expectations:

**Job Dimension: Democratic Responsiveness**

Level of Importance

- High: II
- Medium: II
- Low:

- a. Demonstrates an appreciation for the unique culture of the community.
  - 1. No basis for rating:
  - 2. Exceeds expectations: I
  - 3. Meets expectations: II
  - 4. Almost always meets expectations: II
  - 5. Does not meet expectations: I
  
- b. Respects and promotes active citizen participation in local governance.
  - 1. No basis for rating:
  - 2. Exceeds expectations: II
  - 3. Meets expectations: IIII
  - 4. Almost always meets expectations:
  - 5. Does not meet expectations:

**Job Dimension: Organizational Planning and Management**

Level of Importance

- High: III
- Medium: I
- Low:

- a. Prepares clear, effective, understandable budget.
  - 1. No basis for rating:
  - 2. Exceeds expectations: II
  - 3. Meets expectations: IIII
  - 4. Almost always meets expectations:
  - 5. Does not meet expectations:

- b. Manages the allocation of financial resources.
  - 1. No basis for rating:
  - 2. Exceeds expectations: III
  - 3. Meets expectations: IIII
  - 4. Almost always meets expectations:
  - 5. Does not meet expectations:
  
- c. Provides accurate assessment of the fiscal condition of the community.
  - 1. No basis for rating:
  - 2. Exceeds expectations: III
  - 3. Meets expectations: IIII
  - 4. Almost always meets expectations:
  - 5. Does not meet expectations:

**Job Dimension: Communication**

Level of Importance

- High: II
- Medium: II
- Low:

- a. Demonstrates a capacity for effective written and oral communication.
  - 1. No basis for rating:
  - 2. Exceeds expectations: IIII
  - 3. Meets expectations: II
  - 4. Almost always meets expectations:
  - 5. Does not meet expectations:
  
- b. Conveys information effectively and matches presentation styles to difference audiences.
  - 1. No basis for rating:
  - 2. Exceeds expectations: III
  - 3. Meets expectations: III
  - 4. Almost always meets expectations: I
  - 5. Does not meet expectations:

**Job Dimension: Integrity**

Level of Importance

- High: IIII
- Medium:
- Low:

- a. Fosters ethical behaviors
  - 1. No basis for rating:
  - 2. Exceeds expectations: III
  - 3. Meets expectations: IIII
  - 4. Almost always meets expectations:
  - 5. Does not meet expectations:
  
- b. Demonstrates integrity in professional relationships.
  - 1. No basis for rating:
  - 2. Exceeds expectations: IIII
  - 3. Meets expectations: III
  - 4. Almost always meets expectations:
  - 5. Does not meet expectations:
  
- c. Demonstrates accountability for personal actions.
  - 1. No basis for rating:
  - 2. Exceeds expectations: III
  - 3. Meets expectations: IIII
  - 4. Almost always meets expectations:
  - 5. Does not meet expectations:

**Job Dimension: Interpersonal Characteristics and Skills**

Level of Importance

- High: II
- Medium: II
- Low:

- a. Demonstrates the ability to work in harmony with others, minimizing conflict, fostering good will within the organization, in external relationships, with the public and other governmental representatives and interest groups.
  - 1. No basis for rating:
  - 2. Exceeds expectations: III
  - 3. Meets expectations: III
  - 4. Almost always meets expectations: I
  - 5. Does not meet expectations:

**Job Dimension: Organizational Values**

Level of Importance

- High: IIII
- Medium:
- Low:

- a. Demonstrates and models the organizations values, mission statement, goals, and objectives.
  - 1. No basis for rating:
  - 2. Exceeds expectations: III
  - 3. Meets expectations: IIII
  - 4. Almost always meets expectations:
  - 5. Does not meet expectations:
  
- b. ~~W~~alks the Talk+
  - 1. No basis for rating:
  - 2. Exceeds expectations: IIII
  - 3. Meets expectations: III
  - 4. Almost always meets expectations:
  - 5. Does not meet expectations:

**Job Dimension: Personal Development**

Level of Importance

- High: II
- Medium: II
- Low:

- a. Demonstrates a commitment to ongoing personal professional development through continued education and training
  - 1. No basis for rating: I
  - 2. Exceeds expectations: II
  - 3. Meets expectations: III
  - 4. Almost always meets expectations:
  - 5. Does not meet expectations: I

**Job Dimension: Self-Mastery**

Level of Importance

- High: III
- Medium: I
- Low:

- a. Demonstrates adaptability and a capability for coping with stress.
  - 1. No basis for rating:
  - 2. Exceeds expectations: IIII
  - 3. Meets expectations: III
  - 4. Almost always meets expectations:
  - 5. Does not meet expectations:

b. Respects the views of others and accepts feedback.

- 1. No basis for rating:
- 2. Exceeds expectations: II
- 3. Meets expectations: IIII
- 4. Almost always meets expectations:
- 5. Does not meet expectations: I

c. Is able to control and manage emotions in conflicts and interactions.

- 1. No basis for rating:
- 2. Exceeds expectations: I
- 3. Meets expectations: IIIII
- 4. Almost always meets expectations: I
- 5. Does not meet expectations: