



CITY MANAGER'S ANNUAL PERFORMANCE REVIEW (January 17, 2013)

Leadership

- Sets an effective example of high personal standards and integrity, with the drive and energy to achieve established goals
- Insures that the organization has a vision short and long-term goals and objectives to support Board priorities
- Creates an organizational culture that encourages excellence and is able to carry out the mission, strategic directions and organizational goals
- Inspires trust and confidence with staff and the Board
- Functions as an effective member of a work group, gaining respect and cooperation from others

Rating: Leadership

- ☐ Exceeds Expectations
- ☒ Meets Expectations
- ☐ Needs Improvement
- ☐ Evaluator has no basis for judgment

Additional Comments:

Managing Results and Resources

- Insures that programs, services and projects provide results that matter to the community and cost-effectively meet statutory mandates
- Effectively uses both qualitative and quantitative measures to manage performance
- Insures that prudent financial management is maintained to assured continued success of the City.
- Regularly assess the City's financial condition, and is proactive in anticipating and planning for change

Rating: Managing Results and Resources

- ☒ Exceeds Expectations
- ☐ Meets Expectations
- ☐ Needs Improvement
- ☐ Evaluator has no basis for judgment

Additional Comments:

Community and Staff Relations

- Effectively represents the City in the community
- Encourages inclusion and accountability on behalf of all sectors of the community
- Has the respect of peers in local, state and federal government
- Values people and recognizes their contributions
- Is an effective liaison between the Board, the staff and the community

Rating: Community and Staff Relations

- ☒ Exceeds Expectations
- ☐ Meets Expectations
- ☐ Needs Improvement
- ☐ Evaluator has no basis for judgment

Additional Comments:

Communication

- Practices timely and effective communication with the Board, staff, and the community regarding activities of the City and critical policy and operational changes
- Listens attentively and effectively
- Speaks and writes logically, clearly and concisely
- Encourages and utilizes feedback
- Makes logical and well-organized presentations

Rating: Communication

- ☐ Exceeds Expectations
- ☒ Meets Expectations
- ☐ Needs Improvement
- ☐ Evaluator has no basis for judgment

Additional Comments:

Planning and Innovation

- Establishes and effectively utilizes appropriate mechanisms to anticipate trends and opportunities that will impact the organization
- Develops and implements alternative strategies for dealing with change and planning for the future
- Uses creative and innovative problem-solving strategies for adapting to uncertainties and complexities
- Fosters a climate of innovation and continuous improvement
- Takes appropriate and prudent risks to move the organization forward

Rating: Planning and Innovation

- ☒ Exceeds Expectations
- ☐ Meets Expectations
- ☐ Needs Improvement
- ☐ Evaluator has no basis for judgment

Additional Comments:

Problem-solving and Decision-making

- Identifies and evaluates alternative course of action
- Makes timely and relevant suggestions to solve problems
- Consults with affected parties when making critical decisions
- Makes sound decisions in a timely manner
- Analyzes situations to determine root causes and develops realistic alternative solutions

Rating: Problem-solving and Decision-making

- ☐ Exceeds Expectations
- ☒ Meets Expectations
- ☐ Needs Improvement
- ☐ Evaluator has no basis for judgment

Additional Comments:

Professional knowledge

- Demonstrates thorough knowledge and understanding of City management and operations
- Keeps abreast of critical trends, practices and conditions inside and outside of the organization
- Demonstrates commitment to continuously enhance professional knowledge and capability (professional reading and research; attends seminars and conferences; actively participates in professional development opportunities)

Rating: Professional knowledge

- ☒ Exceeds Expectations
- ☐ Meets Expectations
- ☐ Needs Improvement
- ☐ Evaluator has no basis for judgment

Additional Comments: