



## CITY COUNCIL AGENDA REQUEST

**Meeting Type:** Mayor & Council Meeting

**Meeting Date:** 11-19-18

**Agenda Item:** Department Head Performance Review Process and Form

**Department:** Administration

**Requested By:** Jason Parker

**Reviewed/Approved  
by City Attorney?** Yes

**Cost:** N/A

**Funding Source if Not  
in Budget** N/A

**Please Provide A Summary of Your Request, Including Background Information to Explain the Request:**

This is a request to establish the process and criteria for the review of the duty performance of City department heads. In addition to City Attorney review, the process and form have been reviewed and approved by the Human Resources Director.