



## CITY MANAGER PERFORMANCE EVALUATION



### **DRAFT** 2026 City Manager Performance Review - Department Heads

Please complete this form and return to HR Director Angie Welty by **January 12<sup>th</sup>, 2026**.  
The information will be summarized to Council without names attached to individual comments.

#### **Scoring Criteria:**

Exceeds Expectations	=	EE	5
Fully Effective	=	FE	4
Developing	=	DEV	3
Needs Improvement	=	NI	2
Does Not Meet	=	DNM	1
No Opinion/Not Observed	=	NO	NO

<b>Name of person being reviewed: Tyler Deems</b>	<b>Date:</b>
<b>Dept. Head completing evaluation:</b>	

## PERFORMANCE MEASUREMENT CRITERIA

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### Leadership

Builds collaborative trust amongst staff. Makes sound hiring decisions, mentors and motivates a team, provides direction, monitors and adjusts performances as necessary. Sets high achievable standards. Leads by example.

**Comments:**

**Exceeds = 5; Fully Effective = 4; Developing = 3;  
Needs Improvement = 2; Does Not Meet = 1; No Opinion = NO**

**SCORE:**

### Interpersonal Skills

Thinks logically and utilizes independent thought to make sound decisions. Works with staff to reach effective and creative solutions to City problems. Consistently open, straightforward and impartial. Is ethical in actions and conforms to state statute regarding ethics and the high standards of the profession. Communicates expectations and corrections (if needed) clearly. Articulates new policy requirements clearly. Communicates frequently and as needed.

**Comments:**

**Exceeds = 5; Fully Effective = 4; Developing = 3;  
Needs Improvement = 2; Does Not Meet = 1; No Opinion = NO**

**SCORE:**

## Budget and Finance

Accurately and concisely reports and projects the financial condition. Management practices and policies re designed to achieve and maintain sound long-range financial stability. Uses debt cautiously, plans for the long-term replacement and maintenance of equipment and infrastructure. Obtains the best possible result for the money spent including implementing effective programs to limit liability and loss.

### Comments:

Exceeds = 5; Fully Effective = 4; Developing = 3;  
Needs Improvement = 2; Does Not Meet = 1; No Opinion = NO

SCORE:

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## Administrative Ability

Collaborates with Department Heads to plan and organize work so that issues are anticipated, and problems resolved appropriately. Maps effective solutions to problems. In making decisions considers the best available facts, projections and evidence. Demonstrates a solid understanding of all phases of department needs and municipal government.

### Comments:

Exceeds = 5; Fully Effective = 4; Developing = 3;  
Needs Improvement = 2; Does Not Meet = 1; No Opinion = NO

SCORE:

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## City Goal Achievement

Has worked with department heads to develop and make substantial and meaningful progress on city goals and strategies (see attached)

### Comments:

Exceeds = 5; Fully Effective = 4; Developing = 3;  
Needs Improvement = 2; Does Not Meet = 1; No Opinion = NO

SCORE:

**What do you consider this person's greatest accomplishments this past review period?**

**Any suggestions which you feel will improve this person's job effectiveness?**

**Any additional goals you would like to see set for the upcoming year?**

**Additional comments regarding work performance.**

**TOTAL SCORE:**