



Council Agenda Item

Meeting Date: October 20, 2026

Agenda Item: City Manager Performance Evaluation Tool

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BACKGROUND

(Enter the who, what when, where, why)

As part of the annual City Manager performance evaluation process, the Common Council reviews the evaluation policy and tool to ensure they remain relevant, effective, and aligned with Council expectations.

Over the past three years, the City has utilized a standardized evaluation process incorporating performance categories and opportunities for written feedback. In 2025, the Common Council requested a more streamlined evaluation tool with a stronger connection to the City's strategic priorities.

The evaluation policy and tool approved in 2025 are being presented without proposed changes at this time.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

- 1) September 16, 2025 – Common Council adopted the revised City Manager Performance Evaluation Policy and evaluation tool with additional considerations identified for future review.
- 2) October 21, 2025 – Common Council approved the City Manager evaluation tool through the consent agenda.

FINANCIAL IMPACT

(If none, state N/A)

N/A

STAFF RECOMMENDATION

No action is requested at this time. The City Manager Performance Evaluation Policy and evaluation tool will be included on the November 17, 2026, Common Council agenda for consideration.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. City Manager Evaluation Policy
2. City Manager Self-Evaluation
3. City Manager Evaluation Tool – Council version