

City of Whittier

City Manager Performance Evaluation Form

(ICMA-Aligned Model)

City Manager: Jackie Wilde

Evaluation Period: November 2024 – November 2025

Evaluator: _____

Date Completed: _____

Purpose

This evaluation form is provided to each City Council Member to individually assess the City Manager's performance over the past year.

The intent is to provide constructive, professional feedback that recognizes achievements, identifies areas for improvement, and helps set goals for the coming year.

Process

1. Each Council Member must independently complete this evaluation form.
 2. Submit the completed form to the **City Clerk no later than October 31, 2025.**
 3. A **Tally Team** will compile and average all Council responses.
 4. The results will be discussed in a **special meeting with the City Manager** to review progress and establish next-year goals.
-

Rating Scale

Rating	Description
5 – Exceptional	Consistently exceeds expectations
4 – Exceeds Expectations	Frequently performs above expected standards
3 – Meets Expectations	Performs duties effectively and satisfactorily
2 – Needs Improvement	Inconsistent performance; requires attention
1 – Unsatisfactory	Fails to meet expectations

Evaluation Categories

1. Leadership & Management

- Provides clear vision and direction for the organization.
- Demonstrates sound judgment, accountability, and ethical conduct.
- Inspires confidence and professionalism among staff and Council.

Rating: ___ / 5

Comments:

2. Policy Implementation & Council Relations

- Carries out Council policy decisions effectively.
- Provides accurate and objective professional advice.
- Maintains cooperative and respectful relationships with Council members.

Rating: ___ / 5

Comments:

3. Financial Management

- Develops and manages balanced budgets aligned with Council goals.
- Ensures fiscal responsibility, transparency, and compliance.
- Pursues grants, funding, and partnerships that benefit the City.

Rating: ___ / 5

Comments:

4. Community & Intergovernmental Relations

- Represents the City effectively at regional, state, and federal levels.
- Builds and maintains positive relationships with citizens and partners.
- Promotes Whittier’s reputation and interests.

Rating: ___ / 5

Comments:

5. Organizational Development & Human Resources

- Recruits, trains, and retains high-quality staff.
- Promotes a culture of teamwork, accountability, and service.
- Manages personnel issues fairly and consistently.

Rating: ___ / 5

Comments:

6. Planning & Project Management

- Advances strategic and capital improvement projects.
- Coordinates effectively with departments and external partners.
- Demonstrates measurable progress on City priorities.

Rating: ___ / 5

Comments:

7. Communication

- Communicates effectively with Council, staff, and the public.
- Provides timely and transparent updates.
- Responds promptly and professionally to inquiries or concerns.

Rating: ___ / 5

Comments:

8. Innovation & Problem Solving

- Anticipates challenges and provides creative solutions.
- Improves operations and efficiency.
- Demonstrates adaptability and forward thinking.

Rating: ___ / 5

Comments:

Overall Assessment

Average Rating: _____ / 5

Overall Performance:

Exceptional Exceeds Expectations Meets Expectations Needs Improvement Unsatisfactory

Summary Comments:

Future Goals & Recommendations

1. **Key Achievements This Year:**

2. **Areas for Improvement or Focus:**

3. **Suggested Goals for Next Year:**

Evaluator Signature

Council Member Name: _____

Signature: _____

Date: _____

Return Completed Form to:

City Clerk – City of Whittier

Deadline: October 31, 2025