

City Manager Performance Evaluation Committee
City Hall
Room 302A
10 N. Division Street
Battle Creek, MI 49014
Wednesday, February 9, 2022
2:00 p.m.

Committee Members Present: Vice Mayor Kaytee Faris, Commissioners Jim Lance, Jenasia Morris, and Sherry Sofia, all attending remotely from Battle Creek, MI.

Committee Members Absent:

Staff Present: Victoria Houser, City Clerk; Rebecca Fleury, City Manager

Call to Order: Vice Mayor Faris called the meeting to order at 2:02 pm.

Public Comment: None

Approval of Minutes:

A motion was made by Comm. Sofia, supported by Comm. Lance, to approve the October 21, 2021 City Manager Performance Evaluation Committee minutes. All in favor, none opposed. Motion approved.

Bi-Monthly Performance Review

A. City Manager Report of Performance Highlights and Concerns

Noting the City Manager Goals and Work Plan has been adopted by the City Commission, Ms. Fleury stated the document can be updated by staff through Share Point. Ms. Fleury noted staff have been focusing on the ARPA funding, not only for city projects, but for the town hall meetings for the community. Ms. Fleury complimented the work of the DPW staff during the most recent snow emergency. Ms. Fleury provided an update to the committee on the current pandemic statistics, noting that due to increased cases since the end of the year, several staff members have resumed tele-work, while those who work in the office are required to wear a mask at all times. Ms. Fleury also shared the impacts to Transit, noting the reduction in the number of drivers has required the city reduce Transit routes.

B. Commission Highlights and Concerns

Vice Mayor Faris stated she did not have any highlights or concerns to share.

Review of Work Plan

Ms. Fleury noted all commissioners have access to the Share Point document that contains the City Manager's goals and work plan.

2022 Meeting Schedule

Committee members agreed the 2nd Wednesday of every other month worked well for the committee meetings, agreeing the meetings would be held at 4:00 pm.

Committee Discussion: None

Next Meeting: April 13, 2022

Adjournment: Vice Mayor Faris adjourned the meeting at 2:11 pm.