

City Manager Performance Evaluation Committee
City Hall
Room 302A
10 N. Division Street
Battle Creek, MI 49014
Monday, August 12, 2019
4:00 p.m.

Committee Members Present: Commissioners Susan Baldwin, Vice Mayor Sherry Sofia and Mayor Mark Behnke

Committee Members Absent: Comm. Chris Simmons and Comm. Kaytee Faris

Staff Present: Alicia Greene, Deputy City Clerk; Rebecca Fleury, City Manager; Nancy Mullett, City Labor Attorney

Call to Order: Comm. Baldwin called the meeting to order at 4:00 pm.

Public Comment: None

Approval of Minutes:

A motion was made by Vice Mayor Sofia, supported by Mayor Behnke, to approve the July 19, 2019 City Manager Performance Evaluation Committee minutes. All yes, none opposed. Motion approved.

Performance Reports:

A. Goals:

Committee members discussed difficulty in navigating the shared document in the portal. Ms. Fleury will also email the documents until the any issues are resolved.

B. Checklist (Agenda Tracker):

Mayor Behnke expressed accord with the current process, noting this being the first time the process has been perfected.

C. Managerial Competencies:

Ms. Fleury noted the need for discussion on the Managerial Competencies, stating she's having to find new ways to word the same things and suggested only updating once or twice a year.

The Committee discussed changing the reporting of Managerial Competencies.

Comm. Baldwin suggested providing the Managerial Competencies at the beginning of the year and updating the Committee if any changes are made.

A motion was made by Vice Mayor Sofia, supported by Mayor Behnke, to adjust the reporting of Managerial Competencies to once a year, with a plan being presented at the beginning of the year, any updates being provided at the Committee's periodic meetings and the final Managerial Competencies report at the end of the year.

Comm. Baldwin shared an email from Comm. Flores noting her appreciation of Ms. Fleury's diligence with McCamly Hotel and Kingdom Builders.

The Committee shared appreciation of the work Ms. Fleury has been accomplishing at Willard Beach and McCamly Hotel.

City Manager Performance Evaluation Process

Comm. Baldwin reminded the committee of the decision to not do a Community Partners survey this year due to the lack of response over the last couple of years and because Rebecca will be undergoing an extensive survey next year as part of her ICMA credentialing.

Comm. Baldwin stated Commissioners will be given a hard copy of the survey at the Commission meeting on August 20, 2019 as well as being emailed on August 16, 2019, and will be due back no later than August 29, 2019.

Ms. Fleury shared her satisfaction with responses and all the City has tackled this year.

The Committee reviewed and discussed the staff survey results.

Committee Discussion:

Committee members agreed to facilitate the return of Commission surveys.

Mayor Behnke will follow up with Comm. Griffin.

Comm. Sofia will follow up with Comm. Lance.

Comm. Faris will follow up with Comm. Flores.

Comm. Baldwin will follow up with Comm. Simmons and Comm. Gray.

Next Meeting:

September 3, 2019 at 5:30 pm.

Adjournment: Comm. Baldwin adjourned the meeting at 5:00 pm.