



## Kriss Worthington

Councilmember, City of Berkeley District 7

2180 Milvia Street, 5<sup>th</sup> Floor, Berkeley, CA 94704

PHONE 510-981-7170 FAX 510-981-7177 [kworthington@ci.berkeley.ca.us](mailto:kworthington@ci.berkeley.ca.us)

### CONSENT CALENDAR

October 10, 2006

To: Honorable Mayor and  
Members of the City Council

From: Councilmember Kriss Worthington

Subject: Scheduling a City Manager Evaluation

#### RECOMMENDATION:

That the Berkeley City Council schedule a date in January for a City Manager evaluation review process.

#### BACKGROUND:

One of the fundamental responsibilities of the City Council, in a City Manager form of government, is to provide supervision and evaluation of the City Manager. One important part of a Manager evaluation process is to provide positive feedback to an employee who is performing exceptionally well in general or in a specific category. An additional focus point of an evaluation is to designate priorities for the individual's job performance. If there are any problem areas, an evaluation offers the opportunity to identify the problems and to remedy or set a timeline for a remedy to the problem. The City Council in some cases has designated a subcommittee to work on coming up with the language for an evaluation. Another tool that has been used sometimes is to bring in a management consultant or firm that facilitates the evaluation process. It has been quite a few years since the City last did a City Manager evaluation, and it would be timely for the City to do one now.

Deciding to conduct a City Manager evaluation is in no way a reflection on the performance of the current City Manager.

#### FINANCIAL IMPLICATIONS:

NONE

#### CONTACT PERSON:

Councilmember Kriss Worthington 981-7170.