

**City Manager Performance Evaluation Committee**  
**City Hall**  
**Room 302B**  
**10 N. Division Street**  
**Battle Creek, MI 49014**  
**Monday, April 22, 2019**  
**2:30 p.m.**

**Committee Members Present:** Commissioners Susan Baldwin, Kaytee Faris and, Sherry Sofia and Mayor Behnke

**Committee Members Absent:** Comm. Chris Simmons

**Staff Present:** Victoria Houser, City Clerk, Rebecca Fleury, City Manager and Nancy Mullet, Labor Attorney

**Call to Order:** Comm. Baldwin called the meeting to order at 2:30 p.m.

**Public Comment:** None

**Approval of Minutes:**

A motion was made by Comm. Faris, supported by Comm. Sofia, to approve the February 4, 2019 City Manager Performance Evaluation Committee minutes. All yes, none opposed. Motion approved.

**Discussion of Commission Workshop to Review Goals**

**A. Final Review of City Manager Evaluation Process Update Report, Goals and Measures**

Ms. Fleury informed the committee that the report demonstrates that various departments are working together, utilizing all of the City's human assets to achieve goals.

Comm. Baldwin stated the report provides good highlights, stating she also likes that departments are identified so that Commissioner can receive additional information upon request.

Comm. Faris noted the report was concise and well organized.

Ms. Fleury asked, on behalf of staff, if it would be helpful to report on what will be done in the next period or just what has already been completed.

Comm. Baldwin stated her preference was to receive the information, with limited detail, stating she would rather ensure important topics are not missed.

**B. Highlights and Concerns**

Comm. Baldwin informed the committee that the only response she received was from Comm. Flores who expressed appreciation of Ms. Fleury for being attentive and responsive to the youth group from Voces.

Mayor Behnke complimented how Ms. Fleury skillfully handled the current dilemma with BCU, stating he was impressed with her actions.

Comm. Faris expressed appreciation to Ms. Fleury, stating she is always professional during confrontational instances.

Ms. Fleury noted BCU has served the City well, but that they needed to change with the current needs, aligning with the needs of the community.

Vice Mayor Sofia agreed small businesses are not BCU's strength.

**C. Committee Updates**

**A. Agenda Tracker:**

Comm. Baldwin requested a title be placed at the top of the Agenda Tracker document.

Committee members reviewed the items listed on the Agenda Tracker.

**B. Managerial Competencies:**

Ms. Fleury noted the managerial competencies have not changed, but updates have been added.

Comm. Baldwin stated she was astounded by the amount of information provided.

**C. City Manager Information Portal:**

Comm. Baldwin noted it was very easy to access the shared site and to retrieve the reports.

**Committee Discussion:** Committee member requested the current information remain on the reporting document for the next period, asking also that today's date be in front of the items reported, and a new date in front of the information in the next reporting period.

**Next Meeting:** To be determined

**Adjournment:** Comm. Baldwin adjourned the meeting at 3:18 pm.