

Council Policy 1-04 Performance Evaluation of the City Manager

PURPOSE: To establish a policy for periodic evaluation of the City Manager.

BACKGROUND: The Mayor and City Council need to periodically evaluate the City Manager's job performance. This affords an opportunity to advise the City Manager as to the evaluation of his performance and inform him as to expectations.

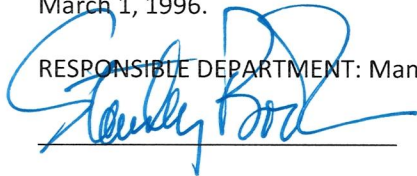
POLICY/ PROCEDURES:

1. The City Council will review and evaluate the performance of the City Manager periodically during the term of the City Manager's employment. Generally, reviews will be conducted every six months, but may occur either more or less often at the discretion of the Council.
2. The Mayor and Council will meet in executive session for the City Manager's evaluation.
3. The Council shall provide the City Manager notice of the evaluation and a meaningful opportunity to discuss the evaluation with the Council in executive session.
4. The evaluation shall not be subject to release unless required by the Oklahoma Open Records Act.

REFERENCES: None.

EFFECTIVE DATE/ RESCISSION: This policy will amend the previous version of that became effective March 1, 1996.

RESPONSIBLE DEPARTMENT: Managerial



STANLEY BOOKER

MAYOR

March 9, 2021