



STAFF REPORT

DATE: May 6, 2025

CONSENT

TO: Mayor and Councilmembers
FROM: Nicole Miller, City Administrator
AGENDA ITEM: Date for annual review of City Administrator

CORE STRATEGIES:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Vibrant, inclusive, connected community | <input checked="" type="checkbox"/> Efficient, reliable, innovative services |
| <input checked="" type="checkbox"/> Responsive, transparent, adaptive governance | <input checked="" type="checkbox"/> Balanced Finances now and future |
| <input checked="" type="checkbox"/> Managed Growth | <input checked="" type="checkbox"/> Resilient Infrastructure |

BACKGROUND:

The City Administrator was hired on June 3, 2024. The City Administrators annual review should be completed after an upcoming City Council meeting.

ISSUE BEFORE COUNCIL:

When would the council like to schedule the performance review for the city administrator?

PROPOSAL:

The City Administrators hire date was June 3, 2024, therefore I propose the review be held at the first meeting on June 3, 2025. The City Administrator will send the review forms to the mayor and council to be completed and returned to the City Administrator. The review will take place in a closed session at the conclusion of the city council meeting.

RECOMMENDATION:

If removed from the consent agenda

"Motion to complete the annual review of the city administrator on June 3, 2025."

ATTACHMENTS:

- None