



**City of Chamblee**  
*City Council Agenda Item*

Department: City Council  
Prepared By: Emmie Niethammer  
Initiator: Thomas Hogan II

**ACTION ITEM (ID # 1995)**

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**SUBJECT: PERFORMANCE EVALUATIONS - STAFF AND DIRECT REPORT**

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**Meeting Date:** March 21, 2017, 7:30 PM

**REQUESTED ACTION:**

I recommend that Council direct staff to come back to the April work session with a Performance Evaluation Plan and a recommendation for how Council might accomplish professionally evaluating those positions that report directly to Council: The City Manager, the City Attorney, and the Municipal Court Judge.

**BACKGROUND SUMMARY:**

Chamblee has grown over the past few years, and I believe the structure of the organization and the staff have produced an increased level of professionalism, resulting in greater responsiveness, and better relationships with the community. I think everyone on Council believes that performance evaluations can be a meaningful tool in establishing an environment that furthers a professional work environment. Also, I think a professional evaluation process can have tremendous impact when Council or Staff seeks to achieve a greater level of performance from a particular position.

Having discussed the concept of evaluating staff in the past, I am interested in restarting the discussion so that we can establish a tool that I think can be a meaningful tool in establishing an environment of reflection and refinement for staff development. I am interested in simply starting a discussion whereby staff can develop an employee evaluation plan, and hopefully staff can offer recommendations for a process to evaluate those positions that report directly to Council, The City Manager, the City Attorney, and the Municipal Court Judge.

**ISSUE:**

**FINANCIAL IMPACT:**

**Attachment List:**

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Review:

Thomas S. Hogan II      Completed      03/08/2017 4:49 PM

Jon Walker	Completed	03/08/2017 5:21 PM
City Council	Completed	03/16/2017 6:00 PM