

MEMORANDUM

TO: Mayor and City Councilmembers

cc: Ron Johnson

FROM: Andrea McDowell Poehler

DATE: May 2, 2017

RE: City Administrator Johnson Evaluation Summary Report

Pursuant to the State's Open Meeting Law, Minn. Stat. Section 13D.05, subd. 3, the City Council conducted a closed meeting for approximately 1 hour as part of its April 24, 2017 special Council Meeting to evaluate the performance of City Administrator Ron Johnson. The following City Councilmembers were in attendance: Mayor Robinson, Councilmember Abadie, Councilmember Carpenter, Councilmember Dalton, Councilmember Mattson, and Councilmember McCusker.

The law requires that, at its next open meeting, the public body shall summarize its conclusions regarding the evaluation. The following is submitted for council review and approval as a summary of the evaluation conducted on April 24, 2017.

Administrator Johnson's review was conducted pursuant to the terms of his employment agreement with the City, which requires annual performance reviews.

During the evaluation, Administrator Johnson reviewed a number of the accomplishments that he, together with City staff, had achieved or worked on over the course of the last year.

Overall, councilmembers indicated that Administrator Johnson addressed concerns in a timely manner and was very responsive to Councilmembers. Council indicated that the lack of turnover in the City was indicative of Administrator Johnson's strong leadership. The City Council determined that City Administrator Johnson was performing satisfactorily in his position as City Administrator and had no universal or significant areas of concern.

All employees, including Johnson, received a 2 percent COLA adjustment on January 1, and Council will discuss a performance increase of 1-1.5% at the next regular City Council meeting (5/2/17).

REQUESTED COUNCIL ACTION

Approve the Evaluation Summary Report of a positive performance review of City Administrator Ron Johnson.