

CITY OF ALBION
COUNTY OF CALHOUN
STATE OF MICHIGAN

*"Tabled to a
later meeting"*

CITY COUNCIL RESOLUTION #2020-21

A RESOLUTION TO ADOPT PRINCIPLES SUPPORTING EFFECTIVE CITY COUNCIL/MANAGER RELATIONS AND AN ENVIRONMENT FOR SUCCESSFUL CITY MANAGER PERFORMANCE FOR FY 2020.

WHEREAS, the Albion city council completed a six-month interim evaluation of the performance of the City Manager and identified areas of satisfaction and areas of concern; and

WHEREAS, the City Manager shared with the city council his concerns about impediments to his successful performance and his need for support from the city council in key areas to help achieve success; and

WHEREAS, the city council understands that success in achieving the long term mission, vision, values, and goals of the city organization and community depend on the success of the City Manager; and

WHEREAS, the city council desires to adopt principles of support and commitment as recommended by the City Manager to help ensure his successful performance;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Albion city council does adopt the following principles of support and commitment to help ensure the successful performance of the City Manager and to promote an effective and positive relationship between the city council and city administration:

Human Resources Management

- City council commitment and support in developing a comprehensive, competitive classification and compensation plan for all city positions
- City council commitment and support for low-cost, creative ways to attract and retain employees

Anticipating Problems and Developing Effective Solutions

- City council commitment and support for innovative and creative ideas and suggestions and reasonable risk taking by the City Manager and staff

Achieving Council Adopted Goals

- City council commitment and support in completing a comprehensive, community-wide strategic planning process to identify the city's mission, create a vision for the community, identify the city's values, and establish clear and measurable goals and tasks for the council and administration, and in providing the resources to complete this process
- City council commitment and support for realistic and achievable goals, priorities, and deadlines and providing adequate resources to achieve the goals and priorities, understanding that the City Manager must still be able to manage the daily, routine operations of the city
- City council commitment and support for allowing the City Manager to reestablish basic operations, processes, and policies as the first priority before moving to higher goals and priorities
- City council understanding that city staffing is very limited and that the assignment of new tasks and priorities at each council meeting means diverting an equal amount of time and attention away from previously established goals and priorities

Maintaining Good Relations with the Community and Media

- City council commitment to clarify the roles and expectations of the council relating to the mayor's responsibility for managing public affairs as required by the city charter in relation to the City Manager's responsibility to engage and communicate with the community, media, and other governmental units and partners
- City council commitment to identify and clearly communicate to the City Manager those events that council feels are important for the manager to actively participate in and be visible at and to assist the manager in being visible at those events (accompanying the City Manager and introducing him to constituents)

Establishing an Effective Council/Manager Relationship and Providing General Support

- City council commitment and support for engaging independent consultants well versed in the council/manager form of government at least biennially to facilitate a positive, supportive, and effective relationship between the city council and City Manager and between council and administration and for providing the resources for this program
- City council commitment and support to hold quarterly work sessions with The City Manager and administrative staff just to discuss items of general concern and to permit staff to provide feedback on their needs from council
- City council commitment and support in understanding that city staff are hired by, report to, and take direction from, and serve at the pleasure of the City Manager; the City Manager and City Attorney are city council's only employees
- City council commitment and support in understanding that the city charter prohibits council members from engaging in conversations directly with city employees on employee grievances and concerns and to redirect city employees to their supervisors,

department directors, and City Manager to have those concerns addressed; city council's role is not to manage the City Manager's employees or to direct administrative operations

- City council commitment and support to meet with the City Manager regularly when council members have concerns about the City Manager's performance and allow the City Manager to address those concerns instead of waiting until the performance review
- City council commitment and support for the role of the City Manager in reporting to, and taking direction from, the city council as a body rather than individual council members and the inability of the City Manager to carry out the direction of individual council members if it is contrary to established policy
- City council commitment and support for being positive in everything we do, even in addressing the most difficult challenges and issues; interacting with staff at all times in a respectful and supportive manner; understanding and acknowledging that city council and administration are part of the same team working cooperatively to achieve the same purpose: to provide the highest quality core municipal services for our citizens as cost effectively as possible
- City council commitment and support in trusting its team; always assume that city staff are working to do the right thing and to do their best unless there is clear evidence to the contrary; refrain from immediately assuming that staff's motives or actions have bad intent

BE IT FURTHER RESOLVED that the Albion city council does determine that it is the responsibility and obligation of each and every member of the city council to uphold these principles in all of his or her conduct as a council member.

CERTIFICATION

I, Jill Domingo, City Clerk for the City of Albion, County of Calhoun, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the City Council of the City of Albion during its regular meeting held on _____, 20__.

Jill Domingo
City Clerk