

City of Ramsey
Agenda
Special City Council
Tuesday October 23, 2012
Immediately Following Committee Meetings
Lake Itasca Room, 7550 Sunwood Drive NW

- 1. Call to Order**
- 2. Citizen Input**
- 3. Approve Agenda**
- 4. Council Business**
 1. Discussion Regarding the Annual Performance Review of the City Administrator, an Individual Who is Subject to the City Council's Authority
- 5. Mayor/Council/Staff Input**
- 6. Adjournment**

CC Special Session

4. 1.

Meeting Date: 10/23/2012

By: Colleen Lasher, Administrative Services

Title:

Discussion Regarding the Annual Performance Review of the City Administrator, an Individual Who is Subject to the City Council's Authority

Background:

Mr. Kurt Ulrich was hired as the City Administrator on September 17, 2007. As per Mr. Ulrich's Employment Agreement with the City, a 360 degree performance evaluation was conducted. The Mayor and Mr. Ulrich met previously and discussed the evaluation.

It should be noted, the current evaluation period covers August 1, 2011 through September 17, 2012.

The results of the evaluation will be provided at the special closed meeting on October 23, 2012. In the special closed meeting, Mr. Ulrich will meet with the full City Council to discuss his performance. At his discretion, Mr. Ulrich may choose to open this meeting to the public.

Minnesota Statute 13D.05, Subd. 3a states that "A public body may close a meeting to evaluate the performance of an individual who is subject to its authority. The public body shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the public body shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting."

Please note that both the performance evaluation and the City Council discussion regarding Mr. Ulrich's performance are private and may not be discussed outside of the October 23, 2012 closed session. As per state statute, the City Council's comments regarding Mr. Ulrich's performance will be summarized at an open meeting.

Notification:

Observations:

Recommendation:

Contingent upon discussion.

Funding Source:

No additional funding is required.

Council Action:

Contingent upon discussion.

Form Review

Inbox
Kurt Ulrich

Reviewed By
Kurt Ulrich

Date
10/18/2012 10:45 AM
Started On: 09/17/2012 09:44 AM

Form Started By: Colleen Lasher

Final Approval Date: 10/18/2012