

Date: June 9, 2025

Submitted By: Brittney Kreimer, Chair

Updates:

The Executive Committee completed the administrator's annual performance review. Surveys were sent to heads of each department and executive committee. The survey was then compiled and shared with the Administrator, Mayor and Executive committee. Executive committee discuss themes that arose from the report and asked that they be included in the revised objections the Mayor will then work on with the Administrator. Themes include:

- Responses varied and some felt informed while others did not. The majority of responses reported communications issues.
- Role clarity on which objectives were the responsibility of the Administrator and which were of others the Administrator manages would aid in the communication issues mentioned above.
- The objectives appeared outdated or not relevant to the Administrators role.

The Executive Committee was supposed to review and make a decision on the parks master plan. The engineers were not able to submit a proposal by our committee meeting. New information around park priorities was shared with the engineers and will also be shared with the other firms to ensure fairness and equity in the RFP process. The Executive Committee will review all in July and make a decision.

Executive Committee Priorities:

Pay Equity - Brittney Leading

Status: In-progress; County will share information for the pay equity audit next month.

Support needed: Once received we will need Fiscal Officers support to complete.

Website / AV Upgrades - Melody Leading

Status: In-progress; Reviewing other government websites for inspiration and vendors; Dr. Fischer will support the AV upgrades.

Support needed: We will also be seeking input for community members on user experience. A survey is in the works for community members.

Management Audit - David Leading

Status: Meetings with all departments are in progress and will be complete by the July committee meeting.

David will share findings in July meeting.

Support needed: TBD

Create Onboarding / Collaborative Tool for Council - Dr. Minna Leading

Status: Have started to synthesis the charter, ordinances, and other documents. A survey will be sent to all council member in the coming weeks about what information would be most helpful for new council members.

Support needed: Please complete the survey when sent.

Proposed Actions:

Next Steps:

Review revised park proposals; Establish next steps for identified goals; Working on revised background check policy and will present that to the committee in July or August.
