

PERFORMANCE INDICATORS MATRIX RATING
CITY MANAGER
COMMERCE CITY
(WORKING PAPER –DRAFT)

PERFORMANCE FACTOR	Notes and Examples
I. Organizational Management: Monitoring and implementation of council policies. Recruitment, selection, and direction of staff. Response to citizen requests and complaints.	
II. Fiscal and Business Administration: Budget preparation, analysis, monitoring, and documentation. Efficient utilization of city resources. Timely reports on revenues and expenditures.	
III. Program Development and Follow-Through: Planning, organization, and implementation of programs and services. Analysis and recommendations regarding staff and council proposals.	

PERFORMANCE FACTOR	Notes and Examples
IV. Council/Manager Relations: Oral and written communication with council. Availability to council. Effectiveness of presentations to council.	
V. Long Range Planning: Identification of needs, issues, legislation, and judicial rulings that will likely affect public policy.	
VI. Relationship with Public: Responsiveness to requests, issues, and complaints of citizens and citizen groups. Promotion of positive image of the city in accordance with our mission, vision, and values statements. Participation in community events and activities.	
VII. Intergovernmental Relations: Awareness of and responsiveness to developments and plans of other jurisdictions that affect Commerce City.	

PERFORMANCE FACTOR	Notes and Examples
VIII. Professional/Personal Development: Involvement with professional organizations and associations.	
IX. Actions That Have Demonstrated Leadership to the City of Commerce City's Vision/Mission/Values:	

NOTES: _____
