

**CITY OF WASILLA
ORDINANCE SERIAL NO. 01-07**

AN ORDINANCE OF THE WASILLA CITY COUNCIL AMENDING WMC 3.36.070 (B),
SUPERVISION OF EXEMPT EMPLOYEES/PERFORMANCE APPRAISALS.

BE IT ENACTED:

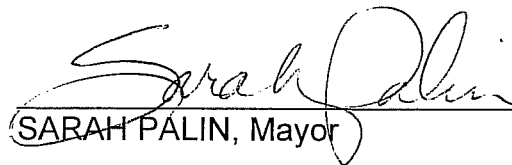
* **Section 1. Classification.** This ordinance is of a general and permanent nature and shall become part of the city code.

* **Section 2. Amendment of section.** WMC 3.36.070 (B), Supervision of Exempt Employees/Performance Appraisals is amended to read as follows:

B. The appointing authority should, within sixty [(60)] calendar days of the employees anniversary date of each year, furnish each exempt employee under his or her supervision a [WRITTEN] performance appraisal [ON A FORM PREPARED BY THE MAYOR]. Exempt employees shall be allowed to place their own comments on any [WRITTEN] performance appraisal[S]. Performance appraisals for exempt employees shall be maintained as part of the city's permanent personnel records.

* **Section 3. Effective date.** This ordinance shall take effect upon adoption of the Wasilla City Council.

ADOPTED by the Wasilla City Council, Alaska, on January 22, 2001.


SARAH PALIN, Mayor

ATTEST:


KRISTIE L. VANGORDER, CMC
City Clerk

[SEAL]

Bold and underline added. [CAPS AND BRACKETS, DELETED.]

SUBJECT: Amending WMC 3.36.070 (B), Exempt Employees Performance Appraisal.

REQUESTED BY: Administration

PREPARED BY: Administration

DATE: December 22, 2000

FOR AGENDA OF: January 8, 2000


SUMMARY:

Exempt employees are evaluated by their supervisor in the manner deemed appropriate by that supervisor. Both written and/or verbal evaluations are customarily given to the employee. The attached code amendment addresses the flexibility supervisors need in their performance appraisal process.

FISCAL IMPACT: No Yes, amount requested: \$ Fund:

RECOMMENDED ACTION: Introduce Ordinance Serial No. 01-07 and schedule for public hearing.

MAYOR REVIEW/COMMENT:


Reviewed by: SARAH PALIN, Mayor

Attachments:

Presented with: Ord 01-07
Date: 1/22/01 **Verified by:** W.