

**Ann Arbor City Council Regular Session: October 20, 2014  
Email Redactions List Pursuant to Council Resolution R-09-386**

|    | A                | B                    | C                               | D                  | E  | F                 | G                           |
|----|------------------|----------------------|---------------------------------|--------------------|--|-------------------|-----------------------------|
| 1  | <u>Sent Time</u> | <u>Received Time</u> | <u>TO</u>                       | <u>From</u>        | <u>CC</u>  | <u>Redactions</u> | <u>Reason for Redaction</u> |
| 2  | 7:22 PM          |                      | Sally Petersen                  | Jaqueline Beaudry  |  |                   |                             |
| 3  | 7:24 PM          |                      | Jaqueline Beadury               | Sally Petersen     |  |                   |                             |
| 4  | 8:55 PM          |                      | Jaqueline Beadury, City Council | Chuck Warpehoski   |  |                   |                             |
| 5  | 9:06 PM          |                      | Jaqueline Beaudry, City Council | Chuck Warpehoski   |  |                   |                             |
| 6  | 9:12 PM          |                      | Jaqueline Beaudry               | Sally Petersen     |  |                   |                             |
| 7  | 9:12 PM          |                      | City Council                    | Jaqueline Beaudry  | Stephen Postema, Steve Powers  |                   |                             |
| 8  | 9:19 PM          |                      | Sally Petersen                  | Jaqueline Beaudry  |  |                   |                             |
| 9  | 9:25 PM          |                      | Sabra Briere                    | Jaqueline Beaudry  |  |                   |                             |
| 10 | 9:27 PM          |                      | Jacqueline Beaudry              | Sabra Briere       | Sally Petersen, Jane Lumm  |                   |                             |
| 11 | 9:32 PM          |                      | City Council                    | Jaqueline Beaudry  | Steve Powers, Stephen Postema  |                   |                             |
| 12 | 9:36 PM          |                      | Jacqueline Beaudry              | Christopher Taylor |  |                   |                             |
| 13 | 9:38 PM          |                      | City Council                    | Jaqueline Beaudry  | Steve Powers, Stephen Postema  |                   |                             |
| 14 | 9:57 PM          |                      | Wendy Rampson                   | Jane Lumm          | Sumedh Bahl, Steve Powers, John Hieftje, Christopher Taylor, Sumi Kailasapathy, Sabra Briere, Sally Petersen, Stephen Kunselman, Marige Teall, Jack Eaton, Chuck Warpehoski, Mike Anglin |                   |                             |

**Alexa, Jennifer**

---

**From:** Beaudry, Jacqueline  
**Sent:** Monday, October 20, 2014 7:22 PM  
**To:** Petersen, Sally  
**Subject:** RE: Attachments

The evaluation was not attached. Do you want that included?

**Jacqueline Beaudry, City Clerk**

Ann Arbor City Clerk's Office | Guy C. Larcom City Hall | 301 E. Huron, 2nd Floor · Ann Arbor · MI · 48104  
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**From:** Petersen, Sally  
**Sent:** Monday, October 20, 2014 7:01 PM  
**To:** Beaudry, Jacqueline  
**Subject:** Attachments

Sally Hart Petersen  
Ann Arbor City Council Member, Ward 2  
2976 Hickory Lane  
Ann Arbor, MI 48104  
734-996-5569

## Alexa, Jennifer

---

**From:** Petersen, Sally  
**Sent:** Monday, October 20, 2014 7:24 PM  
**To:** Beaudry, Jacqueline  
**Subject:** RE: Attachments  
**Attachments:** Stephen Postema Performance Evaluation.docx

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CITY OF ANN ARBOR

# Performance Evaluation for City Attorney Stephen Postema

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Compiled by the Council Administration  
Committee

10/20/2014

**Summary:** Stephen Postema is performing above average according to feedback from Council Members and is recognized as an outstanding leader among his direct reports. The Council Administration Committee values the City Attorney's efforts to hold the office to high standards in order to protect City's interests, while retaining talented attorneys. Stephen excels at litigation and offering sound legal advice, and performs municipal and administrative work with a high level of achievement.

**Review from Direct Reports:** Stephen's staff has given him excellent scores on nearly every item in the Leadership Effectiveness assessment. They view him as an inspiring leader, an effective listener, and someone who resists political pressure, promotes a collaborative, professional work environment, provides sound legal advice and encourages independence among staff members. Stephen received the highest ratings on the following categories (4.5 or above):

1. Gains employee input and agreement on performance goals and objectives. (4.7)
2. Manages daily performance based upon goals and objectives. (4.6)
3. Tracks, reviews, and takes appropriate action based on City of Ann Arbor procedures, rules and regulations. (4.6)
4. Listens and responds to employee issues and problems in a considerate and timely manner. (4.9)
5. Demonstrates support of the City's affirmative action programs. (4.8)
6. Consistently demonstrates behavior that creates a supportive environment. (4.8)
7. Provides support, including training to ensure safety standards are enforced. (4.9)
8. Implements change management initiatives to provide new or improved services. (4.6)

**Council Member Feedback:** Overall, City Council Members gave Stephen above average scores on most items. His strength is litigation, and he is recognized for protecting the city's interests on a multitude of cases. Stephen's strong administration skills results in effectively balancing the office's workload and retaining staff. Stephen is fervent in helping Council Members understand how some behaviors could undermine the protection of the City. Stephen requests more frequent meetings with the Council Administration Committee. These meetings could help resolve issues stemming from inconsistent expectations for the City Attorney's office among different Council Members.

Stephen received above average scores (4.0 or higher) in the following categories:

1. Legal Representation Q. 12: Estimates of legal impacts are reasonably accurate on a regular basis. (4.0)
2. Staff Work Q. 16: Displays a positive attitude in carrying out his responsibilities and responding to requests. (4.0)
3. Responsiveness and Timeliness of Actions Q. 26: Is accessible when needed to respond to requests for legal information and assistance. (4.3)

4. Communications Q. 33: Maintains confidentiality with regard to all matters discussed with Mayor, City Council Members, City Administrator, and staff. (4.4)
5. Accountability, Judgment and Responsibility Q. 37: Demonstrates appropriate behaviors to safeguard the city assets and protects customer information. (4.0)
6. Dignity and Respect Q. 40: Uses language appropriate to a [ace of governance at all times. (4.4)
7. Dignity and Respect Q. 41: Actions and language create a comfortable working environment. (4.0)

Stephen received average scores on the following categories which reflect an opportunity to define more realistic time frames for work promised as well as broadening engagement of communication with City Council Members:

1. Financial Accountability and Control Q. 23: Displays the ability and knowledge to research issues in a minimum amount of time. (3.3)
2. Responsiveness and Timeliness of Actions Q. 25: Requested legal work and assignments completed in a timely manner within established time frames. (3.0)
3. Responsiveness and Timeliness of Actions Q. 27: Legal review and requests for information are completed in time to avoid delays to City projects, programs and other tasks. (3.1)
4. Communications Q. 30: Communicates effectively with the City Council, staff, and the community. (3.0)

**Recommended Areas for Improvement:**

1. Look for opportunities to educate the public about legal issues without comprising risk for the City.
2. Educate Council on what they can disclose publicly such as administrative information.
3. Give more realistic expectations for when work is promised. Consider improvements to workflow to enhance efficiency without undermining quality.

**Next Steps:**

1. Meet with Council Admin Committee to gain consensus on mutually agreed upon performance criteria. Areas of evaluation include litigation, municipal work (service areas and City Council), and administrative work.
2. Work with Council Administration Committee to establish mutually agreed upon goals and priorities and meet quarterly to review progress toward them.
3. Meet with new Council Members on relevant legal issues including operational issues and provide refresher meetings for more seasoned Council Members as needed.

Alexa, Jennifer

---

From: Warpehoski, Chuck  
Sent: Monday, October 20, 2014 8:55 PM  
To: Beaudry, Jacqueline; \*City Council Members (All)  
Subject: amendment

RESOLVED, each year as part of the budget process the administrator shall report to Council the cost to ensure that human service funding keep up with living wage adjustments and if there is a shortfall between living wage compliance and the the human service allocation in the administrator's proposed budget.

---

Chuck Warpehoski  
Ann Arbor City Council, Ward 5  
[cwarpehoski@a2gov.org](mailto:cwarpehoski@a2gov.org)  
c: 734-972-8304

**Alexa, Jennifer**

---

**From:** Warpehoski, Chuck  
**Sent:** Monday, October 20, 2014 9:06 PM  
**To:** Beaudry, Jacqueline; \*City Council Members (All)  
**Subject:** AMENDMENT 2

"oversight system and POTENTIALLY designating the Human Rights Commission as an oversight body of the Living Wage Ordinance"

---

Chuck Warpehoski  
Ann Arbor City Council, Ward 5  
[cwarpehoski@a2gov.org](mailto:cwarpehoski@a2gov.org)  
c: 734-972-8304



**Alexa, Jennifer**

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**From:** Petersen, Sally  
**Sent:** Monday, October 20, 2014 9:12 PM  
**To:** Beaudry, Jacqueline

Resolved, that the minimum threshold for LWO coverage be raised from \$10,000 to \$25,000.

Sally Hart Petersen  
Ann Arbor City Council Member, Ward 2  
2976 Hickory Lane  
Ann Arbor, MI 48104  
734-996-5569

## Alexa, Jennifer

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**From:** Beaudry, Jacqueline  
**Sent:** Monday, October 20, 2014 9:12 PM  
**To:** \*City Council Members (All)  
**Cc:** Postema, Stephen; Powers, Steve  
**Subject:** FW: DB-1 Amendment 3

**Jacqueline Beaudry, City Clerk**

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Alexa, Jennifer

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**From:** Beaudry, Jacqueline  
**Sent:** Monday, October 20, 2014 9:25 PM  
**To:** Briere, Sabra  
**Subject:** FW: DB-1 Amendment 3

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**From:** Briere, Sabra  
**Sent:** Monday, October 20, 2014 9:27 PM  
**To:** Beaudry, Jacqueline  
**Cc:** Petersen, Sally; Lumm, Jane  
**Subject:** Re: DB-1 Amendment 3

Try this:

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Sabra Briere  
First Ward City Council  
Ann Arbor  
734-995-3518  
734-277-6578 (cell)

Sent from my iPad

On Oct 20, 2014, at 9:24 PM, Beaudry, Jacqueline <[JBeaudry@a2gov.org](mailto:JBeaudry@a2gov.org)> wrote:

**Jacqueline Beaudry, City Clerk**

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734-996-5569

## Alexa, Jennifer

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**From:** Taylor, Christopher (Council)  
**Sent:** Monday, October 20, 2014 9:36 PM  
**To:** Beaudry, Jacqueline  
**Subject:** RE: DB-1 Amendment 3

Resolved, that the amendments authored by the City Attorney provide for a raise of the minimum threshold for LWO coverage from \$10,000 to \$25,000.

---

**From:** Beaudry, Jacqueline  
**Sent:** Monday, October 20, 2014 9:32 PM  
**To:** \*City Council Members (All)  
**Cc:** Powers, Steve; Postema, Stephen  
**Subject:** FW: DB-1 Amendment 3

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**Jacqueline Beaudry, City Clerk**

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734.794.6140 (O) · 734.994.8296 (F) |  
[jbeaudry@a2gov.org](mailto:jbeaudry@a2gov.org) | [www.a2gov.org](http://www.a2gov.org)



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---

**From:** Petersen, Sally  
**Sent:** Monday, October 20, 2014 9:12 PM  
**To:** Beaudry, Jacqueline  
**Subject:**

Resolved, that the minimum threshold for LWO coverage be raised from \$10,000 to \$25,000.

Sally Hart Petersen  
Ann Arbor City Council Member, Ward 2  
2976 Hickory Lane  
Ann Arbor, MI 48104



## Alexa, Jennifer

---

**From:** Beaudry, Jacqueline  
**Sent:** Monday, October 20, 2014 9:38 PM  
**To:** \*City Council Members (All)  
**Cc:** Powers, Steve; Postema, Stephen  
**Subject:** FW: DB-1 Amendment 3

**Jacqueline Beaudry, City Clerk**

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**From:** Taylor, Christopher (Council)  
**Sent:** Monday, October 20, 2014 9:36 PM  
**To:** Beaudry, Jacqueline  
**Subject:** RE: DB-1 Amendment 3

Resolved, that the amendments authored by the City Attorney provide for a raise of the minimum threshold for LWO coverage from \$10,000 to \$25,000.

---

**From:** Beaudry, Jacqueline  
**Sent:** Monday, October 20, 2014 9:32 PM  
**To:** \*City Council Members (All)  
**Cc:** Powers, Steve; Postema, Stephen  
**Subject:** FW: DB-1 Amendment 3

**Jacqueline Beaudry, City Clerk**

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**From:** Briere, Sabra  
**Sent:** Monday, October 20, 2014 9:27 PM  
**To:** Beaudry, Jacqueline  
**Cc:** Petersen, Sally; Lumm, Jane  
**Subject:** Re: DB-1 Amendment 3

Try this:

RESOLVED, That the City Council directs the City Attorney to prepare revisions to the Living Wage Ordinance consistent with the attached Report and Recommendations for City Council action, WITH THE EXCEPTION OF RECOMMENDATION #2, including providing for a more effective education and oversight system and designating the Human Rights Commission as an oversight body of the Living Wage Ordinance;

Sabra Briere  
First Ward City Council  
Ann Arbor  
734-995-3518  
734-277-6578 (cell)

Sent from my iPad

On Oct 20, 2014, at 9:24 PM, Beaudry, Jacqueline <[JBeaudry@a2gov.org](mailto:JBeaudry@a2gov.org)> wrote:

**Jacqueline Beaudry, City Clerk**

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**From:** Beaudry, Jacqueline  
**Sent:** Monday, October 20, 2014 9:19 PM  
**To:** Petersen, Sally  
**Subject:** RE: DB-1 Amendment 3

RESOLVED, That the City Council directs HHSAB to prepare revisions to the Living Wage Ordinance consistent with the attached Report and Recommendations for City Council action, WITH THE EXCEPTION OF RECOMMENDATION #2, including providing for a more effective education and oversight system and designating the Human Rights Commission as an oversight body of the Living Wage Ordinance;

NEW

Resolved, that the minimum threshold for LWO coverage be raised from \$10,000 to \$25,000.

**Jacqueline Beaudry, City Clerk**

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---

**From:** Beaudry, Jacqueline  
**Sent:** Monday, October 20, 2014 9:12 PM  
**To:** \*City Council Members (All)  
**Cc:** Postema, Stephen; Powers, Steve  
**Subject:** FW: DB-1 Amendment 3

**Jacqueline Beaudry, City Clerk**

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---

**From:** Petersen, Sally  
**Sent:** Monday, October 20, 2014 9:12 PM  
**To:** Beaudry, Jacqueline  
**Subject:**

Resolved, that the minimum threshold for LWO coverage be raised from \$10,000 to \$25,000.

Sally Hart Petersen  
Ann Arbor City Council Member, Ward 2  
2976 Hickory Lane  
Ann Arbor, MI 48104  
734-996-5569

## Alexa, Jennifer

---

**From:** Lumm, Jane  
**Sent:** Monday, October 20, 2014 9:57 PM  
**To:** Rampson, Wendy  
**Cc:** Bahl, Sumedh; Powers, Steve; Hieftje, John; Taylor, Christopher (Council); Kailasapathy, Sumi; Briere, Sabra; Petersen, Sally; Kunselman, Stephen; Teall, Margie; Eaton, Jack; Warpehoski, Chuck; Anglin, Mike  
**Subject:** Q RE: DS-3

Hi Wendy, Nice of you to remain until the end of the mtg. for this item, and did have a Q re: this. Understand that by approving this we're beginning the annexation process on 9 parcels, and so I was just wondering if you could provide a sense of how many total properties that should be annexed from the township are out there and what the high level plan is over time to annex them all.

No rush, thanks much and thanks for hanging around! :- )

Jane