



2022 City Manager Evaluation (First Six Months)

Please rate the City Manager using the following scale:

5	Exceptional	Performance is consistently superior and significantly exceeds expectations.
4	Highly Effective	Performance frequently exceeds expectations.
3	Proficient	Performance consistently meets expectations.
2	Inconsistent	Performance meets some, but not all expectations.
1	Unsatisfactory	Performance consistently fails to meet minimum expectations; employee lacks skills required or fails to utilize necessary skills.
N/A	Not Applicable	Employee has not been in position long enough to have demonstrated the essential elements of the position and will be reviewed at a later agreed upon date.

The nine (9) categories below are the areas being rated, not each bulleted item. These items assist each Commissioner as they evaluate each category. The items in each category are not meant to be all inclusive. At the end you should have nine (9) categories rated.

Please return your evaluation form to the City Manager.

<p>1. Leadership / Supervision</p>
<p><i>Leadership</i></p> <ul style="list-style-type: none"> • Inspires others to succeed • Actively promotes efficiency in operations • Demonstrates a high regard for personal ethics • Exhibits composure, appearance, and attitude appropriate for the executive position • Assumes responsibility for the outcomes of staff performance • Maintains a standard of respect for department head's ability and encourage their initiative • Demonstrates knowledge / understanding of departmental operations • Challenges staff to perform at their highest level
<p>COMMENTS: The City Manager has brought the right experience to his position that was needed within our city at this very time. He has risen the bar and the environment within the city and throughout the community. He leads by example with professionalism.</p> <p>He is a team builder that will make sure his team has what they need to, not only perform their job, but to make them the best they can be. The atmosphere within the walls of City Hall has altered within the six months of the City Manager being in place, as the level of trust is being built back in.</p>

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- 5-Exceptional 4-Highly Effective 3-Proficient 2-Inconsistent 1-Unsatisfactory
 N/A-Not Applicable

2. Execution of Policy
<ul style="list-style-type: none">• Understands the laws and ordinances of the city and cause them to be fairly enforced• Offers workable alternatives to the Commission for changes in law or policy when an existing policy is no longer practical• Supports the actions of the Commission after a decision has been reached, both inside and outside the organization
<p>COMMENTS: The first six months of anyone's employment is a huge learning experience. With this city being so young with processes, procedures, and policies not being as established as they should, the City Manager has multiple areas that he is addressing. He is not just trying to get through a project, but he is viewing each area with the future in mind.</p> <p>The City Manager understands the type of government that NP has and knows that it is the body of the commission that makes decisions, not single commissioners. He understands that a City Manager/Commission form of government does not have a boss, but both branches are equal and work as a team, as the branches of higher governments do. He cares highly about teamwork and collaboration and respects everyone's positions in order to achieve success.</p>

- 5-Exceptional 4-Highly Effective 3-Proficient 2-Inconsistent 1-Unsatisfactory
 N/A-Not Applicable

3. Community Relations
<ul style="list-style-type: none">• Works well with community members and properly handle their complaints• Demonstrates a willingness to meet with community members and discuss issues of concern, initiates follow-up as appropriate• Represents the City in a professional, articulate manner when attending/presenting at community events, neighborhood meetings or social gatherings
<p>COMMENTS: The accessibility of the City Manager has been unparalleled within our City's history. From day one, he has handed out his phone number. He has met with groups, citizens, and other local entities, since before coming to the City. The sentiment throughout the City is extremely positive as he is willing to talk, participate and meet with anyone wanting to meet. Beyond the meeting, he cares about the topic and discussion... whether it's an issue or a suggestion... his mind is open to receive.</p> <p>He represents the City in an extremely professional, intelligent and articulate manner. One can be assured to walk away with a feeling of pride after he has presented, and not to be embarrassed by one second of his time at the function.</p>

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- 5-Exceptional
 4-Highly Effective
 3-Proficient
 2-Inconsistent
 1-Unsatisfactory
 N/A-Not Applicable

4. Administrative Duties
<ul style="list-style-type: none"> Effectively manages personnel issues including employee insurance, fringe benefits, promotion, pensions, and union negotiations Provides regular information and reports to the Commission concerning matters of importance to the City Ensures that reports are produced and handled in a way to convey the message that affairs of the City are transparent
<p>COMMENTS: As the City Manager came on board there were multiple gaps in the employment at the City, especially, the higher management positions. He has worked very successfully to get the right personnel into those position, who in turn are finding the right personnel for the openings under them. The City Manager has had to strategize to save personnel or bring new in before the conclusion of an employee salary study being done.</p> <p>I appreciate the weekly meetings that he has set for each commissioner. It helps with communication and for learning one another. His heart toward transparency is a breath of fresh air. He embraces it and believes in it, instead of trying to run from it. To me, that shows his honesty and openness.</p>

- 5-Exceptional
 4-Highly Effective
 3-Proficient
 2-Inconsistent
 1-Unsatisfactory
 N/A-Not Applicable

5. Economic Development
<ul style="list-style-type: none"> Develops strong relationships with developers while protecting the City's interest Works to increase the City's tax base through economic development
<p>COMMENTS: Oh my... this is an area that he totally understands and has experience in. He knows that to be successful the City has to have a diverse and balanced tax base. He knows the needs of development and is making the adjustments within our walls to make it more accessible for developers and homeowners... with a one stop shop.</p>

He has engaged with the County EDC, as the only City Manager in the County to do so. He represents the city in a very positive and influential manner, giving aid and help to the Administration and Board of the EDC.

He has meet with multiple developers and groups pertaining to Economic Development and accepts each with an open and inclusive manner.

- 5-Exceptional 4-Highly Effective 3-Proficient 2-Inconsistent 1-Unsatisfactory
 N/A-Not Applicable

6. Intergovernmental Relations

- Cooperates with neighboring communities and community members while looking after the interests of North Port
- Maintains open communications with other local government in the area, particularly as it may affect or relate to the City

COMMENTS: Even before coming to the city, the City Manager started forming the relationships that promote the interests of NP. He has continued to meet individually and in groups, such as COG, with other leaders in neighboring communities.

As stated in the previous section, he is the only City Manager to interact/collaborate with the County EDC, in an active manner to enhance the interests of our City. He, also, feels the COG meetings could bring more cooperative and collaborative actions within that group and will attempt steps to accomplish that.

- 5-Exceptional 4-Highly Effective 3-Proficient 2-Inconsistent 1-Unsatisfactory
 N/A-Not Applicable

7. Strategic Planning
<ul style="list-style-type: none"> • Involves himself in the planning process to the correct degree • Review the processes and look for better ways to handle development activities • Demonstrates the ability to implement and achieve strategic objectives as set by Commission
<p>COMMENTS: The City Manager is bringing our City to the proper place that it should be in regards to its growth. Many processes and planning were outdated and geared to a less effective and smaller city/government. The Strategic Plan that we are implementing this year will have its growing pains/struggles, but it will launch us into the direction that we need to be in, as our city isn't small anymore, and growing toward that 260,000 build out.</p> <p>The new strategic structure involves the citizenry, as well as staff and commission. It then builds around the pillars that we would like our city to have. It is inclusive and transparent and keeps everyone in their own lane. I like that.</p>

- 5-Exceptional
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 N/A-Not Applicable

8. City Commission Relations
<ul style="list-style-type: none"> • Works well with the City Commission to make sure there is adequate information available prior to meetings • Responds to requests for information or assistance by the Commission and/or individual members • Carries out directives of the Commission as a whole as opposed to those of any one member or minority • Sets meeting agendas that reflect the guidance of the Commission as a whole • Demonstrates willingness to meet with Commission members to deal with individual problems and issues
<p>COMMENTS: As stated previously, the City Manager has weekly meetings with the commissioner, but he is willing to answer a phone call, or an email at any point. He is readily available and keeps the commission informed. And, as stated previously, he knows that commission direction is made by the body/majority and not individual commissioners.</p> <p>The agendas have been working very well. There has only been a couple in the six-month time that could have been reworked for better time measures. The ability to use workshops and special meetings is being taken advantage of more, now, too.</p> <p>I appreciate the fact that the City Manager wants his staff to handle issues. It is the staff that works for the citizens of this city, while the commissioners represent them. So, putting the responsibility of resolving issues with staff and away from commissioners, is the proper way to handle problems and issues from citizens.</p>

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 N/A-Not Applicable

9. Financial Management / Budget
<ul style="list-style-type: none">• Ensures the budget is prepared and executed in a productive manner• Addresses the budget concerns raised by the Commission as a whole• Administers the adopted and amended budget within the approved revenues and expenditures
<p>COMMENTS: The City Manager is transitioning the form of budgeting to align with the strategic plan. This form is the most effective and will keep the city from repeating things or not fulfilling things and then have to start over again... which wastes money. This form of budgeting/financial management/strategic planning aligns better with our form of government and allows for greater success in achieving in projects over periods of time, including the changing of commissions.</p>

- 5-Exceptional 4-Highly Effective 3-Proficient 2-Inconsistent 1-Unsatisfactory
 N/A-Not Applicable

OVERALL RATING

Score

- 5-Exceptional 4-Highly Effective 3-Proficient 2-Inconsistent 1-Unsatisfactory
 N/A-Not Applicable

(CITY COMMISSIONERS COMMENT)

The evaluation total is 4.55. This measurement is for the initial 6 months. With the changes and developments that I've seen in this short time... I'm anxious to see what comes at the end of two years! Congratulations to Mr. Fletcher on his ICMA credentialing. He had accomplished all of the work for this credential when he was hired, but had to await an issuance time, which occurred on April 1, 2022. Mr. Fletcher was hired to lead the City and take it to the next level. He hit the ground running before he even arrived here. His goal is to make NP the best that it can be for the current, as well as the future, and is doing it by leading by example. The trajectory of this City kicked into high gear when Mr. Fletcher filled the City Manager position. Thank you, sir, for doing so.

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(EMPLOYEES COMMENT)

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CITY MANAGER SIGNATURE / DATE:

(INSERT SIGNATURE)	(INSERT DATE)
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CITY COMMISSIONER SIGNATURE / DATE:

<i>Jill Luke</i>	3/22/2022
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