

## 2025 City Manager Annual Evaluation

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.

1. Leadership / Supervision
<p><b>Leadership</b></p> <ul style="list-style-type: none"> <li>• Inspires others to succeed</li> <li>• Actively promotes efficiency in operations</li> <li>• Demonstrates a high regard for personal ethics</li> <li>• Exhibits composure, appearance, and attitude appropriate for the executive position</li> <li>• Assumes responsibility for the outcomes of staff performance</li> <li>• Maintains a standard of respect for department head's ability and encourage their initiative</li> <li>• Demonstrates knowledge / understanding of departmental operations</li> <li>• Challenges staff to perform at their highest level</li> </ul>
<p><b>COMMENTS:</b></p> <p>Jerome consistently leads from the front. He sets the bar high and inspires staff to be the best they can be.</p> <p>He sets an extremely high standard of professionalism which he promotes throughout our city government.</p>

☒ 5-Exceptional    ☐ 4-Highly Effective    ☐ 3-Proficient    ☐ 2-Inconsistent    ☐ 1-Unsatisfactory

☐ N/A-Not Applicable

<b>2. Execution of Policy</b>
<ul style="list-style-type: none"><li>• Understands the laws and ordinances of the city and cause them to be fairly enforced</li><li>• Offers workable alternatives to the Commission for changes in law or policy when an existing policy is no longer practical</li><li>• Supports the actions of the Commission after a decision has been reached, both inside and outside the organization</li></ul>
<p>COMMENTS:</p> <p>Executes policy and applies the laws and ordinances fairly and consistently. Jerome is supportive of the majority rule.</p> <p>Once a commission decision is reached Jerome always shows a strong commitment to executing commissions directives.</p>

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

<b>3. Community Relations</b>
<ul style="list-style-type: none"><li>• Works well with community members and properly handle their complaints</li><li>• Demonstrates a willingness to meet with community members and discuss issues of concern; initiates follow-up as appropriate</li><li>• Represents the City in a professional, articulate manner when attending/presenting at community events, neighborhood meetings or social gatherings</li></ul>
<p>COMMENTS:</p> <p>Great community engagement and attention to prompt response to citizen complaints and questions.</p> <p>Jerome has held regular community engagement meetings since he became our city manager in a commitment to transparency and inclusiveness.</p>

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

<b>4. Administrative Duties</b>
<ul style="list-style-type: none"><li>• Effectively manages personnel issues including employee insurance, fringe benefits, promotion, pensions, and union negotiations</li><li>• Provides regular information and reports to the Commission concerning matters of importance to the City</li><li>• Ensures that reports are produced and handled in a way to convey the message that affairs of the City are transparent</li></ul>
<p>COMMENTS:</p> <p>Highly effective administration of city staff and processes.</p> <p>Jerome does a good job keeping commission informed on matters of importance, and meets frequently, and on a regular basis with each commissioner. He is always available to address any commission need.</p>

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

<b>5. Economic Development</b>
<ul style="list-style-type: none"><li>• Develops strong relationships with developers while protecting the City's interest</li><li>• Works to increase the City's tax base through economic development</li></ul>
<p>COMMENTS:</p> <p>Very committed to strategic goal of economic development.</p> <p>He has a clear understanding of the critical importance economic development plays in helping to driving the priority of growing a strong commercial tax base.</p>

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☐ N/A-Not Applicable

<b>6. Intergovernmental Relations</b>
<ul style="list-style-type: none"><li>• Cooperates with neighboring communities and community members while looking after the interests of North Port</li><li>• Maintains open communications with other local government in the area, particularly as it may affect or relate to the City</li></ul>
<p>COMMENTS:</p> <p>Jerome exhibits great skill at building cooperative relationships with our neighboring governmental leadership. He recognizes that to be successful requires strong inter-governmental relations and a willingness to work together towards common goals.</p>

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☐ N/A-Not Applicable

<b>7. Strategic Planning</b>
<ul style="list-style-type: none"><li>• Involves himself in the planning process to the correct degree</li><li>• Review the processes and look for better ways to handle development activities</li><li>• Demonstrates the ability to implement and achieve strategic objectives as set by Commission</li></ul>
<p>COMMENTS:</p> <p>Jerome is highly competent when it comes to planning and implementation of strategic objectives. He is target focused on achieving strategic goals and priorities in alignment with commission direction and the law.</p>

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☐ N/A-Not Applicable

8. City Commission Relations
<ul style="list-style-type: none"><li>• Works well with the City Commission to make sure there is adequate information available prior to meetings</li><li>• Responds to requests for information or assistance by the Commission and/or individual members</li><li>• Carries out directives of the Commission as a whole as opposed to those of any one member or minority</li><li>• Sets meeting agendas that reflect the guidance of the Commission as a whole</li><li>• Demonstrates willingness to meet with Commission members to deal with individual problems and issues</li></ul>
<p>COMMENTS:</p> <p>Jerome is always willing to meet and address commissioner's issues and questions. He has shown a willingness to provide commissioners with a well-rounded perspective on issues, provide recommendations while respecting commission's policy making authority.</p> <p>Commission priorities and concerns are promptly reflected in meeting agendas. Commission directives are carried out in a timely fashion.</p>

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☐ N/A-Not Applicable

9. Financial Management / Budget
<ul style="list-style-type: none"><li>• Ensures the budget is prepared and executed in a productive manner</li><li>• Addresses the budget concerns raised by the Commission as a whole</li><li>• Administers the adopted and amended budget within the approved revenues and expenditures</li></ul>
<p>COMMENTS:</p> <p>Jerome has provided the city commission with a solid budget methodology and process to address the city's needs and wants while prioritizing cost effective use of citizen's tax dollars.</p> <p>He has managed to provide our citizens a consistently high quality of municipal services while challenged by the growth of the city, and strong fiscal constraints, at the same time holding the city's property tax rate flat for 6 years in a row.</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)**

Jerome consistently and continuously leads our city operations with a steady, fair, and extremely competent hand. He leads by example when it comes to work ethic and integrity. He acknowledges the value of diverse ideas and shows a willingness to promote inclusiveness of opinions regardless of whether he supports or disagrees.

He is mission driven to grow our city in a responsible and strategic manner, always assuring decisions are priority driven.

He is fiscally conservative with citizens tax dollars, trying to balance needs and wants with the ability to pay for them.

I have rarely had the pleasure of working with someone like Jerome, who genuinely loves his job and is truly dedicated to public service.

**(EMPLOYEES COMMENT)**

**CITY MANAGER SIGNATURE / DATE:**

(INSERT SIGNATURE)

(INSERT DATE)

**CITY COMMISSIONER SIGNATURE / DATE:**

Phil Stokes

(INSERT DATE)  
10/30/2025