



City Manager 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>Leadership</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:</p> <p>Mr. Lear is very dedicated in all aspects of his responsibilities, I have seen many changes under his administration to the positive and look forward to seeing him accomplish more.</p>

☐ 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:</p> <p>Mr. Lear is always willing to listen especially if a solution is attached.</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:</p> <p>Mr. Lear really does an exceptional job when it comes to community relations.</p>

☒ 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:</p> <p>Mr. Lear is on top of everything and makes sure everyone is informed of any issues.</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:</p> <p>In this category it is hard to evaluate Mr. Lear, with the economic development just starting out under new management I believe great things are coming and will be evaluated better in the future.</p>

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

6. Intergovernmental Relations
<ul style="list-style-type: none"> • 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
<p>COMMENTS:</p> <p>Mr. Lear is always open to neighboring governments sometimes even going out of his way when an issue needs attention.</p>

☐ 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:</p> <p>Mr. Lear is definitely on top of this...</p>

☐ 5-Exceptional
 ☒ 4-Highly Effective
 ☐ 3-Proficient
 ☐ 2-Inconsistent
 ☐ 1-Unsatisfactory
☐ 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:</p> <p>Mr. Lear puts up with a lot of stress from the commission and handles it very well. I think he does an excellent job dealing with all us as a whole. THANK YOU...</p>

☒ 5-Exceptional ☒ 4-Highly Effective ☐ 3-Proficient ☐ 2-Inconsistent ☐ 1-Unsatisfactory
☐ 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
COMMENTS: As it was my first budget it all went very smooth....

☐ 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)


I think Mr. Lear does an amazing job and is exactly where he needs to be. He is definitely an asset to this City..... Thank you for all you do....

(EMPLOYEES COMMENT)

CITY MANAGER SIGNATURE / DATE:

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

(INSERT SIGNATURE) 	(INSERT DATE) 6-28-19
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