



Legislation Details (With Text)

File #: 17-1109 **Version:** 1 **Name:**
Type: General Business **Status:** Passed
File created: 5/30/2017 **In control:** City Commission Regular Meeting
On agenda: 6/13/2017 **Final action:** 6/13/2017
Title: Discussion and possible action regarding the Evaluation Form for the City Clerk.
Sponsors:
Indexes:
Code sections:
Attachments: 1. City Clerk Performance Evaluation Form, 2. Employment Agreement

Date	Ver.	Action By	Action	Result
6/13/2017	1	City Commission Regular Meeting	consensus	
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TO: Honorable Mayor & Members of the North Port Commission
FROM: Peter D. Lear, CPA, CGMA, Interim City Manager
TITLE: Discussion and possible action regarding the Evaluation Form for the City Clerk.

Recommended Action

Approve the Evaluation Form as presented or with changes directed by the Commission.

Background Information

The City Clerk's Anniversary date is July 28, 2017 and the Employment Agreement requires an annual Performance Evaluation. There is not currently an Evaluation Form specifically for the City Clerk. Attached is an example of a form that may be used as presented or may be changed as directed by the Commission. Also, attached is a copy of the Employment Agreement.

Strategic Plan

Financial Impact

Procurement

Attachments:

1. Sample Evaluation Form
2. Copy of Employment Agreement

Prepared by: Patsy Adkins

Department Director: Patsy Adkins