



## Legislation Text

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**File #:** 17-1109, **Version:** 1

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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

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