



TOWN COMMISSION MEETING

February 28, 2023 at 6:30 PM

AGENDA ITEM TITLE:

TOWN MANAGER EVALUATION, FY 2021 – 2022

SUBJECT:

The Town Commission will conduct the annual performance review of the Town Manager according to the Town Manager Employment Agreement.

STAFF ANALYSIS:

The Performance Evaluation scale is from 5 to 1, with the breakdown as follows:

5 = Substantially Exceeds Commission's Expectations

4 = Generally Exceeds Commission's Expectations

3 = Meets Commission's Expectations

2 = Requires Improvement

1 = Unsatisfactory Performance

Ms. Davis received an overall score of **4.63**, generally exceeding the Commission's expectations in her performance as the Town Manager for the 2021-2022 fiscal year.

Attached are comments from the evaluation's questions, regarding items that the Town Manager can take the greatest pride in and goals for the Town Manager in the upcoming year.

FISCAL IMPACT:

At the will of the Town Commission.

STAFF RECOMMENDATION:

NONE

ATTACHMENTS:

2021 – 2022 Town Manager Evaluation Summary

2021 – 2022 Town Manager Evaluation Score Sheet