



## Town of Lake Park Town Commission

### Agenda Request Form

Meeting Date: April 19, 2023,

Agenda Item No.

**Agenda Title: SMART Goal Setting Evaluation Form to evaluate the performance of the Town Manager. The Form is in DRAFT Form for input and comment for the May**

- |                                     |   |                          |                |
|-------------------------------------|---|--------------------------|----------------|
| <input type="checkbox"/>            | SPECIAL /REPORTS                                    | <input type="checkbox"/> | CONSENT AGENDA |
| <input type="checkbox"/>            | BOARD APPOINTMENT                                   | <input type="checkbox"/> | OLD BUSINESS   |
| <input type="checkbox"/>            | PUBLIC HEARING ORDINANCE ON 1 <sup>st</sup> READING |                          |                |
| <input checked="" type="checkbox"/> | NEW BUSINESS  |                          |                |
| <input type="checkbox"/>            | OTHER: WORKSHOP _____                               |                          |                |

Approved by Town Manager John D'Agostino Digitally signed by John D'Agostino  
DN: cn=John D'Agostino, o=Town of Lake Park, ou=Town Manager, email=jdagostino@lakeparkflorida.gov, c=US  
Date: 2023.04.10 16:35:42 -04'00' Date: \_\_\_\_\_

John O. D'Agostino, Town Manager

Name/Title

<b>Originating Department:</b>  Town Manager	Costs: \$ 0 Funding Source: General Fund Acct. # [ ] Finance _____	<b>Attachments:</b> <ul style="list-style-type: none"><li>• SMART Goal Evaluation Form</li><li>• Notes from Commission Members who met with the Town Manager to formulate goals to be achieved</li></ul>
<b>Advertised:</b> Date: _____ Paper: _____ [ X ] Not Required JOD	All parties with interest in this agenda item are notified of the meeting date and time.	___ Yes, I Notified everyone OR _JOD_ Not applicable in this case  <b>Please initial one.</b>

**Summary Explanation/Background:** In 2021, the Town Commission approved moving forward with a SMART Performance assessment tool that was Goal oriented. Attached is the evaluation form that established the evaluation categories approved by the Town Commission. Those goal specifications are as follows: Mayor O'Rourke, Community Development, Vice Mayor Kim Glas-Castro, Infrastructure, Commissioner Flaherty,

Financial Management, Commissioner Linden, Communications and Commissioner Michaud, now Mayor Michaud Community Engagement.

Sometime has passed since the assignment of goal categories. Erin Flaherty was replaced by Commissioner Mary Taylor and recently Mayor O'Rourke was replaced by now Mayor Roger Michaud. The vacant seat was recently filled by newly elected Commissioner Judith Thomas.

Commissioner Taylor agreed to take on Financial Management. However, I plan to discuss the SMART Goal setting initiative created by the Town Commission with Commissioner Thomas on Tuesday of this week (the week of 4/10/23 through 4/15/2023). The only goal category not assigned is Community Development. If Commissioner Thomas decides to take on this category, I will work with her to develop specific goals for the Community Development category.

**Recommended Motion: No motion is necessary other than input on the category of goals.**