



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: June 21, 2023

Agenda Item No.

Agenda Title: Review of the Town Manager's Annual Performance Evaluation for the Period of May 1, 2022 to May 1, 2023

- [] SPECIAL PRESENTATION/REPORTS [] CONSENT AGENDA
[] BOARD APPOINTMENT [] OLD BUSINESS
[] PUBLIC HEARING ORDINANCE ON FIRST READING
[x] **NEW BUSINESS**
[] OTHER: _____

Approved by Town Manager

Date:

6-8-23

Name/Title **Bambi McKibbin-Turner, Assistant Town Manager/Human Resources Director**

Originating Department: Human Resources	Costs: \$ 0.00 Funding Source: Acct. # [] Finance _____	Attachments: Copies of Completed Town Manager Evaluation Forms Received; and, Copy of Town Manager Job Description
Advertised: Date: _____ Paper: _____ [x] Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone: <u>BMT</u> OR Not applicable in this case ____ Please initial one.

Summary Explanation/Background:

Pursuant to the Commission's direction at its April 19, 2023 meeting, the previously used Town Manager evaluation forms were distributed to the Commission on May 3, 2023.

Attached are the completed evaluation forms that were received from the Town Commission as of the date of the submittal of this agenda item for this June 21, 2023 Commission meeting. Another copy of the Town Manager's current job description is attached for ease of reference.

Recommended Motion: There is no recommended motion.