211114.

City of Gainesville FY21 Charter Officer Performance Evaluations

Ginger Bigbie, City Auditor







Introduction:

The City Commission is responsible for conducting Charter Officer annual evaluations ensuring the Charter contributes to the achievement of the City's mission, vision and goals. Charter Officer performance evaluations shall be conducted after the conclusion of each fiscal year.

The purpose of the Charter Officer evaluation is to provide timely, clear and focused input to the Charter about how well he or she is performing in the key performance areas identified as most critical by the City Commission in achieving the City of Gainesville's strategic objectives.

The Charter Officer should be evaluated using criteria established by the Commission, aligning with established core competencies, review rating scale criteria and salary adjustment schedules as determined by Human Resources. Human Resources will notify the Commission at least one month in advance of performance evaluation due dates. Annual salary increases will be based on the Charter Officer's performance of established objectives in the prior fiscal year. Any annual awards are made based on market considerations and according to budgetary or fiscal constraints.

Commission Instructions:

Evaluate the Charter Officer's performance for each area of accountability using the rating scale outlined below. Consider all criteria together when forming an impression about the Charter Officer's performance. Add comments you believe provide context to your rating or that would be helpful to the Charter Officer.

	Performance Descriptors and Rating Scale						
5	Superior	Work performance consistently exceeds all performance expectations and displays a consistent level of exceptional performance. This is consistent, exceptional performance.					
4	Exemplary	Work performance consistently achieves all performance expectations and key elements of performance consistently are carried out in an exceptional manner or sustained periods. This is consistent, outstanding performance.					
3	Meets Expectations	Work performance consistently achieves all performance expectations for this factor.					
2	Needs Improvement	Work performance on one or more elements is less than expected and requires some improvements to fully meet performance standards.					
1	Did Not Meet Expectations	Work performance within this factor is unacceptable. Performance did not meet expected performance standards.					

Ratings 2 or below should include comments and if applicable provide specific suggestions for performance improvement.

Charter Officer Instructions and Next Steps:

- Using the above Rating Scale, the Charter Officer will self-evaluate and rate his or her performance. The Charter Officer should also attach his or her Accomplishments List or Report to the form.
- Charter Officer to submit completed self-evaluation and accomplishments report to Human Resources.
- Charter Officer to schedule individual evaluation discussion meetings with each Commission member to discuss selfevaluation and list of accomplishments. Charters should also be prepared to discuss objectives for next fiscal year.
- After reviewing the Charter Officer self-evaluation and accomplishments report with the Charter Officer, each Commission member will provide an evaluation rating, using the above Rating Scale.
- Following Commission and Charter performance evaluation discussion, completed performance evaluations are returned to Human Resources.
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Fiscal Year: FY2	Evaluator: NA
Charter Officer: Guar Bible	Title: Cay tud491
Goal(s) If needed use additional goals sheet (page *Overall Support of City Commission Goals and Objectiv City's philosophy (vision, mission, values); actively pursues a how these relate to the Charter Officers' job and department to attach Accomplishments Report for Evaluation	/ves. Demonstrates an understanding of and supports the n understanding of organizational goals and objectives and t.
Describe Goal(s): provide Superior auditing and the Coly commission.	Service For GRU, general governion,
Commission Member: Check performance rating 1	□ 2□ 3□ 4□ 5Ø N/A□
Officer his accessed	full Marks and deserves
Charter Officer: Check self-evaluation rating Charter Officer Comments:	2 3 4 5 N/A
Competencies:	
1. Business Acumen. Understands the business, financial	status of the organization and core operational area of ators, and uses economic and industry data to accurately
Commission Member: Check competency rating 1	2
Commission Member Comments:	
Charter Officer: Check self-evaluation rating 1] 2 3 4 5 N/A
Charter Officer Comments:	



internal and external, promotes collaboration and the City.			3□			LANE THE
Commission Member: Check competency rating Commission Member Comments:	1	2□	3 🗆	4□	5⁄⊠	N/A
Officer excels in th	is co	eu				
Charter Officer: Check self-evaluation rating	1	2□	3□	4□	5□	N/A 🗆
Fiscal Management. Prepares a balanced budget ensuring actions and decisions reflect an appropr						
ensuring actions and decisions reflect an appropr Commission Member: Check competency rating						
ensuring actions and decisions reflect an appropr Commission Member: Check competency rating	iate level of	f responsib	ility for fina	ncial plann	ing and acc	ountability
	iate level of	f responsib	ility for fina	ncial plann	ing and acc	ountability



Commission Member: Check competency rating	1□	2□	3□	4	5🔯	N/A□
ommission Member Comments:			A			
harter Officer: Check self-evaluation rating	1□	2	3 🗆	4	5□	N/A
harter Officer Comments:						
				ize employ	ee perforn	nance, fost
 Leading and Supervision. Effectively established high standards in meeting the vision, mission and 				ize employ	ee perforn	nance, fost
high standards in meeting the vision, mission and				ize employ	ee perform	nance, fost
high standards in meeting the vision, mission and ommission Member: Check rating	d goals of the	e departme	nt.			
high standards in meeting the vision, mission and ommission Member: Check rating	d goals of the	e departme	nt.			
high standards in meeting the vision, mission and ommission Member: Check rating	d goals of the	e departme	nt.			
high standards in meeting the vision, mission and commission Member: Check rating	d goals of the	e departme	nt.			
high standards in meeting the vision, mission and ommission Member: Check rating	d goals of the	e departme	nt.			
high standards in meeting the vision, mission and ommission Member: Check rating ommission Member Comments:	d goals of the	e departme	nt.			
high standards in meeting the vision, mission and ommission Member: Check rating ommission Member Comments: harter Officer: Check self-evaluation rating	d goals of the	e departme	3 🗆	4	5,0	N/A
high standards in meeting the vision, mission and commission Member: Check rating commission Member Comments: harter Officer: Check self-evaluation rating	d goals of the	e departme	3 🗆	4	5,0	N/A
high standards in meeting the vision, mission and commission Member: Check rating commission Member Comments:	d goals of the	e departme	3 🗆	4	5,0	N/A
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high standards in meeting the vision, mission and ommission Member: Check rating ommission Member Comments: harter Officer: Check self-evaluation rating	d goals of the	e departme	3 🗆	4	5,0	N/A
high standards in meeting the vision, mission and commission Member: Check rating commission Member Comments: harter Officer: Check self-evaluation rating	d goals of the	e departme	3 🗆	4	5,0	N/A
high standards in meeting the vision, mission and commission Member: Check rating commission Member Comments: harter Officer: Check self-evaluation rating	d goals of the	e departme	3 🗆	4	5,0	N/A
high standards in meeting the vision, mission and Commission Member: Check rating Commission Member Comments: Charter Officer: Check self-evaluation rating Charter Officer Comments:	d goals of the	e departme	3 □	4	5,0	N/A
Leading and Supervision. Effectively established high standards in meeting the vision, mission and Commission Member: Check rating Commission Member Comments: Charter Officer: Check self-evaluation rating Charter Officer Comments:	d goals of the	e departme	3 🗆	4	5,0	N/A



Duncan-Welker/Bigbie

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Fiscal Year: 2021-2022		Evaluator: Commissioner Desmon Duncan-Walker					
Charter Officer: Ginger Bigbie	T	Title: City Auditor					
foal(s) If needed use additional goals sheet (nage 5):						
*Overall Support of City Commission Goals and O City's philosophy (vision, mission, values); actively pur now these relate to the Charter Officers' job and depa *Charter to attach Accomplishments Report for Evaluation Complete Goal(s):	bjectives. sues an ur artment.	derstandin					
Commission Member: Check performance rating	10	2□	3□	4□	5⊠	N/A□	
Commission Member Comments:	1	1		140	20	11771	
Charter Officer: Check self-evaluation rating	1□	2	3□	4 🗆	5□	N/A	
ompetencies:							
. Business Acumen. Understands the business, fin	ancial stati	us of the or	ganization :	and core on	erational a	rea of	
responsibility; realizes implications of key financia			_				
diagnose business strengths and weaknesses.						LMANNE	
ommission Member: Check competency rating	1□	2□	3□	4□	5⊠	N/A□	
Commission Member Comments: Ginger has demonstrated clear understanding of the coperational area of responsibility. She has exercise associated Audits, Consultations and Projects includity Consultation, GG Internal Controls Over Financial Regions.	d that und ing (but no	erstanding t limited to	to successi) GG Finan	ully implen cial Reporti	nent and co	omplete	
Charter Officer: Check self-evaluation rating	10	2□	3□	4□	5□	N/A□	
Charter Officer Comments:					1	,,,,	
Charter Officer Comments:							



constructive feedback, promotes frank and open internal and external, promotes collaboration and the City.						
Commission Member: Check competency rating	1□	2□	3□	4⊠	5□	N/A
Commission Member Comments: Ginger communicates effectively with her staff and v Auditor's office running efficiently. She enjoys work their healthy work environment and their ability to g	ing with he	r colleague:	s and has a			
Charter Officer: Check self-evaluation rating	1	2	3□	4□	5□	N/A□
3. Fiscal Management. Prepares a balanced budge ensuring actions and decisions reflect an appropr	t to provide riate level o	services at f responsibi	a level dire	ected by the	e Commissing and acc	ion, countability
ensuring actions and decisions reflect an appropriate of the competency rating	t to provide riate level o	e services at f responsibi	a level dire	ected by the notal plann	e Commissing and acc	ion, countability
ensuring actions and decisions reflect an appropriate of the competency rating	riate level o	f responsibi	lity for fina	ncial plann	ing and acc	countability
3. Fiscal Management. Prepares a balanced budge ensuring actions and decisions reflect an appropriate Commission Member: Check competency rating Commission Member Comments: Charter Officer: Check self-evaluation rating Charter Officer Comments:	riate level o	f responsibi	lity for fina	ncial plann	ing and acc	countability



Commission Member: Check competency rating	10	2□	3 🗆	40	5⊠	N/A□
Commission Member Comments:				1	1-2	147.00
harter Officer: Check self-evaluation rating	1□	2□	3□	4□	5□	N/A□
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				ize employ	ee perforn	nance, fost
 Leading and Supervision. Effectively established high standards in meeting the vision, mission and 				ize employ	ee perforn	nance, fost
high standards in meeting the vision, mission and	d goals of th	e departme	nt.			
high standards in meeting the vision, mission and commission Member: Check rating				ize employ	ee perforn	N/A
high standards in meeting the vision, mission and commission Member: Check rating Commission Member Comments:	d goals of the	e departme	nt. 3□	4	5⊠	N/A
high standards in meeting the vision, mission and commission Member: Check rating commission Member Comments: Singer has demonstrated a commitment to team but	d goals of the	2 departme	nt. 3□ onal devel	4□ opment of	5⊠ her emplo	N/A□
high standards in meeting the vision, mission and commission Member: Check rating commission Member Comments: Singer has demonstrated a commitment to team but hrough continuous training efforts in ethics, perform	1 uilding and t	2 D he professiting, IT risk-	ant. 3□ onal develues based aud	4□ opment of	5⊠ her emplo	N/A□
high standards in meeting the vision, mission and commission Member: Check rating Commission Member Comments: Singer has demonstrated a commitment to team but hrough continuous training efforts in ethics, perform	1 uilding and t	2 D he professiting, IT risk-	ant. 3□ onal develues based aud	4□ opment of	5⊠ her emplo	N/A□
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high standards in meeting the vision, mission and commission Member: Check rating commission Member Comments: Singer has demonstrated a commitment to team but hrough continuous training efforts in ethics, perform overnment finance, cybersecurity, project manager charter Officer: Check self-evaluation rating	1 uilding and t	2 D he professiting, IT risk-	ant. 3□ onal develubased aud s, etc.	4□ opment of liting, utilit	5⊠ her emplo y accountii	N/A vees
high standards in meeting the vision, mission and commission Member: Check rating Commission Member Comments: Singer has demonstrated a commitment to team but hrough continuous training efforts in ethics, perform covernment finance, cybersecurity, project manager Charter Officer: Check self-evaluation rating	1 uilding and t	2 D he professiting, IT risk-	ant. 3□ onal develubased aud s, etc.	4□ opment of liting, utilit	5⊠ her emplo y accountii	N/A vees
high standards in meeting the vision, mission and Commission Member: Check rating Commission Member Comments: Singer has demonstrated a commitment to team but through continuous training efforts in ethics, perform covernment finance, cybersecurity, project manager Charter Officer: Check self-evaluation rating	1 uilding and t	2 D he professiting, IT risk-	onal devel based aud s, etc.	4□ opment of liting, utility	5⊠ her emplo y accounting	N/A vees
high standards in meeting the vision, mission and Commission Member: Check rating Commission Member Comments: Ginger has demonstrated a commitment to team buthrough continuous training efforts in ethics, perform government finance, cybersecurity, project manager Charter Officer: Check self-evaluation rating Charter Officer Comments:	1 □ silding and t mance audit ment and da	2 D he professiting, IT risk-	onal develobased aud s, etc.	4□ opment of liting, utility 4□	5⊠ her emplo y accounting	N/A vees
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Additional Goals Sheet

*Overall Support of City Commission Goals and Objectives. Demonstrates an understanding of and supports the City's philosophy (vision, mission, values); actively pursues an understanding of organizational goals and objectives and how these relate to the Charter Officers' job and department. *Charter to attach Accomplishments Report for Evaluation Period Goal 2 - Describe Goal(s):								
Commission Member: Check performance rating	1 🗆	2□	3□	4□	5 🗆	N/A□		
Commission Member Comments:								
Charter Officer: Check self-evaluation rating	1□	2 🗆	3□	4□	5□	N/A□		
Goal 3 - Describe Goal(s): Commission Member: Check performance rating	1 🗆	2□	3□	4	5□	N/A□		
Commission Member: Check performance rating Commission Member Comments:	10	2 L	5[_]	4	5	N/ALL		
Charter Officer: Check self-evaluation rating	1	2	3□	4□	5□	N/A□		
Charter Officer Comments:	1							



Hayes-Santos / Bigbie

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Charter Officer: Bigbie Foal(s) If needed use additional goals sheet	Evaluator: Adrain Hayes-Santos					
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*Overall Support of City Commission Goals and City's philosophy (vision, mission, values); actively purely these relate to the Charter Officers' job and depticate to attach Accomplishments Report for Eva	Objectives. I ursues an un partment.	derstandin				
Describe Goal(s):						
Commission Member: Check performance rating	1 🗆	2□	3□	4	5⊠	N/A□
Commission Member Comments:						170
Charter Officer: Check self-evaluation rating	1□	2□	3 🗆	4□	5□	N/A□
Competencies: 1. Business Acumen. Understands the business, firesponsibility; realizes implications of key financidiagnose business strengths and weaknesses.						
Commission Member: Check competency rating	1□	2□	3□	4□	5⊠	N/A□
Commission Member Comments:						
Charter Officer: Check self-evaluation rating	1□	2□	3□	4□	5□	N/A□



internal and external, promotes collaboration an the City.		on issues.	Cultivates a	network o	f relationsh	
Commission Member: Check competency rating	1	2□	3□	4⊠	5 🗆	N/A□
Commission Member Comments:						
Charter Officer: Check self-evaluation rating	1□	2□	3□	4□	5□	N/A□
Fiscal Management. Prepares a balanced budge ensuring actions and decisions reflect an approp	riate level o	f responsib	ility for fina	ncial plann	ing and acc	countability.
ensuring actions and decisions reflect an approp Commission Member: Check competency rating						
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Commission Member: Check competency rating	1□	2□	3□	4□	5⊠	N/A
Commission Member Comments:						
Charter Officer: Check self-evaluation rating	1□	2□	3□	4□	5□	N/A□
Charter Officer Comments:						
5. Leading and Supervision. Effectively established						
high standards in meeting the vision, mission an Commission Member: Check rating				ize employ	ee perforn	nance, foste
high standards in meeting the vision, mission and Commission Member: Check rating Commission Member Comments: Charter Officer: Check self-evaluation rating	d goals of th	e departme	nt.			
high standards in meeting the vision, mission and Commission Member: Check rating Commission Member Comments: Charter Officer: Check self-evaluation rating	d goals of th	e departme	3 🗆	4⊠	5□	N/A 🗆
	d goals of th	e departme	3 □ 3 □	4⊠	5□	N/A□



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*Overall Support of City Commission Goals and Oh						
City's philosophy (vision, mission, values); actively purs		derstandin	g of organiz	ational goa	als and obje	ectives and
how these relate to the Charter Officers' job and depart						
*Charter to attach Accomplishments Report for Evalu	ation Perio	od				
Goal 2 - Describe Goal(s):						- 1
						- 1
						- 1
						- 1
						- 1
Commission Member: Check performance rating	1 🗆	2□	3□	4 🗆	5□	N/A□
Commission Member Comments:						- 1
						- 1
						- 1
Charter Officer: Check self-evaluation rating	1□	2□	3□	4	5□	N/A□
Charter Officer Comments:						14/1.
Charter officer comments.						- 1
						- 1
						- 1
						- 1
Goal 3 - Describe Goal(s):						
						- 1
						- 1
Commission Member: Check performance rating	1 🗆	2 🗆	3□	4□	5□	N/A□
Commission Member Comments:						
						- 1
						- 1
						- 1
						- 1
Charter Officer: Check self-evaluation rating	1□	2□	3□	4□	5□	N/A□
Charter Officer Comments:						
						I
						- 1
1						



Charter Officer: Ginger Bighie Title: Auditor	
Julian Mario	
Goal(s) If needed use additional goals sheet (page 5):	
*Overall Support of City Commission Goals and Objectives. Demonstrates an understanding of and supports the	
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*Charter to attach Accomplishments Report for Evaluation Period	
Describe Goal(s):	
been building and the development	
*Charter to attach Accomplishments Report for Evaluation Period Describe Goal(s): Teeun Building, and the development Annual and t plan Frank Pisk Tovernance Value add Operational fish Commission Member: Check performance rating	
itravel Risk	k
rovernance Name givent Centruits	
Commission Member. Check performance rating	
Commission Member Comments:	
Charter Officer: Check self-evaluation rating 1 2 3 4 5 N/A	
Charter Officer Comments:	
Competencies:	
1. Business Acumen. Understands the business, financial status of the organization and core operational area of	= =
responsibility; realizes implications of key financial indicators, and uses economic and industry data to accurately	/
diagnose business strengths and weaknesses.	
Commission Member: Check competency rating 1 2 3 4 5 N/A	\
Commission Member Comments:	
Outstanding knowledge of business operations	
Outstanding knowledge of business operations, moludary but not limited to risk assessment	
Melliday but not limited to MSK cesses sheet	
~	
Charter Officer: Check self-evaluation rating 1□ 2□ 3□ 4□ 5□ N/A	Ш
Charter Officer: Check self-evaluation rating 1 2 3 4 5 N/A Charter Officer Comments:	
	AL.
	AL.



 Communication and Building Relationships. Constructive feedback, promotes frank and open dinternal and external, promotes collaboration and the City. 	liscussions	on issues. Cu	ultivates a i	network of	relationshi	ps both
Commission Member: Check competency rating	1□	2□	3□	4	52	N/A□
Commission Member Comments:						
Us. Righie her been a address om efforts to cultive and coid in p	instr	emon"	ful i	n he eza h	lpin and	3
			-			
Charter Officer: Check self-evaluation rating Charter Officer Comments:	1□	2□	3□	4	5	N/A 🗆
						The state of the s
3. Fiscal Management. Prepares a balanced budget ensuring actions and decisions reflect an appropria						
						untability.
ensuring actions and decisions reflect an appropria	ate level of	responsibilit	ty for finan	cial planning	g and acco	
ensuring actions and decisions reflect an appropria Commission Member: Check competency rating Commission Member Comments:	ate level of	responsibilit	ty for finan	cial planning	g and acco	untability.



 Integrity. Demonstrates the highest level of integ upholding the values of the City, challenges questi practices to appropriate leaders or authorities. 						
Commission Member: Check competency rating	1□	2 🗆	3□	4	58	N/A 🗆
Commission Member Comments: Us. Big bre not only b to the highest ethical helped to build such	rolds 1 ste	beri	elf	and but	hee	-
helped to build such	a ce cu	eltu	PÓ	gun	zat	er eid
Charter Officer: Check self-evaluation rating	1	2□	3□	4□	5 🗆	N/A□
To die and Company to the Alberta State of the State of t	ahaha-is- i-	dovolasta				
Leading and Supervision. Effectively establishes high standards in meeting the vision, mission and		-		e employee	репогта	ince, foster
Commission Member: Check rating	1□	2□	3□	4□	51	N/A 🗆
Commission Member Comments: MS. Bigline Leads a Prolossional fear	highl	4	Ren	himi	y "	and
Charter Officer: Check self-evaluation rating	1	2	3□	4	5□	N/A 🗆
Charter Officer Comments:						
Charter Officer Signature: Commission Member Signature:	-		Date:	2/22/	122	

Return fully completed Charter Officer Performance Evaluation form to Human Resources Director, Box 20

and the second section

4.4



Additional Goals Sheet

*Overall Support of City Commission Goals and Obj						
City's philosophy (vision, mission, values); actively pursu		erstanding	of organizat	ional goals	and object	ives and
how these relate to the Charter Officers' job and depart						
*Charter to attach Accomplishments Report for Evalua	tion Period					
Goal 2 - Describe Goal(s):		e.				
Help lacition le	o Ecce	r ha	e de	ceal	~	
for elected & chent	es a	Bic	ials	7	7	
Commission Member: Check performance rating	1 🗆	2□	3□	4□	5 🗆	N/A□
Commission Member Comments:						
Charter Officer: Check self-evaluation rating Charter Officer Comments:	1□	2□	3□	4□	5 🗆	N/A 🗆
Goal 3 - Describe Goal(s):						
Commission Member: Check performance rating	1 🗆	2	3□	4□	5□	N/A□
Commission Member Comments:						
Charter Officer: Check self-evaluation rating	1	2	3□	4	5 🗆	N/A□
Charter Officer Comments:						



2/7/2022

Introduction:

The City Commission is responsible for conducting Charter Officer annual evaluations ensuring the Charter contributes to the achievement of the City's mission, vision and goals. Charter Officer performance evaluations shall be conducted after the conclusion of each fiscal year.

The purpose of the Charter Officer evaluation is to provide timely, clear and focused input to the Charter about how well he or she is performing in the key performance areas identified as most critical by the City Commission in achieving the City of Gainesville's strategic objectives.

The Charter Officer should be evaluated using criteria established by the Commission, aligning with established core competencies, review rating scale criteria and salary adjustment schedules as determined by Human Resources. Human Resources will notify the Commission at least one month in advance of performance evaluation due dates. Annual salary increases will be based on the Charter Officer's performance of established objectives in the prior fiscal year. Any annual awards are made based on market considerations and according to budgetary or fiscal constraints.

Commission Instructions:

Evaluate the Charter Officer's performance for each area of accountability using the rating scale outlined below. Consider all criteria together when forming an impression about the Charter Officer's performance. Add comments you believe provide context to your rating or that would be helpful to the Charter Officer.

		Performance Descriptors and Rating Scale
5	Superior	Work performance consistently exceeds all performance expectations and displays a consistent level of exceptional performance. This is consistent, exceptional performance.
4	Exemplary	Work performance consistently achieves all performance expectations and key elements of performance consistently are carried out in an exceptional manner or sustained periods. This is consistent, outstanding performance.
3	Meets Expectations	Work performance consistently achieves all performance expectations for this factor.
2	Needs Improvement	Work performance on one or more elements is less than expected and requires some improvements to fully meet performance standards.
1	Did Not Meet Expectations	Work performance within this factor is unacceptable. Performance did not meet expected performance standards.

Ratings 2 or below should include comments and if applicable provide specific suggestions for performance improvement.

Charter Officer Instructions and Next Steps:

- Using the above Rating Scale, the Charter Officer will self-evaluate and rate his or her performance. The Charter Officer should also attach his or her Accomplishments List or Report to the form.
- Charter Officer to submit completed self-evaluation and accomplishments report to Human Resources.
- Charter Officer to schedule individual evaluation discussion meetings with each Commission member to discuss selfevaluation and list of accomplishments. Charters should also be prepared to discuss objectives for next fiscal year.
- After reviewing the Charter Officer self-evaluation and accomplishments report with the Charter Officer, each Commission member will provide an evaluation rating, using the above Rating Scale.
- Following Commission and Charter performance evaluation discussion, completed performance evaluations are returned to Human Resources.
- Human Resources will compile and aggregate all Charter Officer evaluation ratings, coordinate and present for discussion during a publicly noticed Commission meeting. Note: Salary increases are budgeted in a personal services contingency account and recommended salary increases will be processed within established payroll processing timelines.



	21	aluator:	Saco			
Charter Officer: 8 1962	Ti	tle:	nmi3510	ner		
oal(s) If needed use additional goals sheet (p	page 5):					
City's philosophy (vision, mission, values); actively pursion these relate to the Charter Officers' job and department to attach Accomplishments Report for Evaluations (2016).	sues an uno rtment.	derstanding	g of organiz	ational goa	ls and object	
- Assisted w/ cotheral assession	nart	and wiron	recs for	empre	ove	
Describe Goal(s): - Assisted w/ cothral assession comm. buildors' experience Workel Mrogh AG report	- and	Loordi	ruted	resjon	5<5	
Commission Member: Check performance rating	1 🗆	2□	3□	4	5🗵	N/A□
Charter Officer: Check self-evaluation rating	1□	2□	3□	4	5 🗆	N/A□
Charter Officer Comments:			70	7.	<u> </u>	N/AL
ompetencies: . Business Acumen. Understands the business, fina		s of the org	ganization a	nd core op	erational ar	rea of
competencies: 1. Business Acumen. Understands the business, finaresponsibility; realizes implications of key financia		s of the org	ganization a	nd core op	erational ar	rea of
Competencies: 1. Business Acumen. Understands the business, fina responsibility; realizes implications of key financia diagnose business strengths and weaknesses. Commission Member: Check competency rating		s of the org	ganization a	nd core op	erational ar	rea of
Competencies: 1. Business Acumen. Understands the business, fina responsibility; realizes implications of key financia diagnose business strengths and weaknesses.	l indicators	s of the org	ganization a economic a	nd core op nd industry	erational ar	ea of curately
Competencies: 1. Business Acumen. Understands the business, fina responsibility; realizes implications of key financia diagnose business strengths and weaknesses. Commission Member: Check competency rating	l indicators	s of the org	ganization a economic a	nd core op nd industry	erational ar	ea of curately



 Communication and Building Relationships. Co constructive feedback, promotes frank and open internal and external, promotes collaboration and the City. 	discussions	on issues. C	Cultivates a	network c	f relationsh	ips both
Commission Member: Check competency rating	1□	2□	3□	4□	50	N/A 🗆
Commission Member Comments: Always available and willing willing and able to voice a	on ceru	explain s in pr	issue. of ession	s/site	utions. uner	
Charter Officer: Check self-evaluation rating	1□	2□	3□	4□	5	N/A□
3. Fiscal Management. Prepares a balanced budget ensuring actions and decisions reflect an appropri	iate level o	f responsibil	lity for fina	ncial plann	ing and acc	ountability.
Commission Member: Check competency rating	1□	2□	3□	4□	5/4	N/A□
Commission Member Comments:						
Charter Officer: Check self-evaluation rating Charter Officer Comments:	1□	2□	3 🗆	4	5□	N/A□



practices to appropriate leaders or authorities.					~/	
Commission Member: Check competency rating	1□	2□	3□	4	50	N/A□
Commission Member Comments:	stro _e n	politica os osi	des.	ار بالاداد عالم الداد	en en	
Charter Officer: Check self-evaluation rating	1□	2□	3□	4□	5□	N/A
5. Leading and Supervision. Effectively established	s strategies	to develop	and maxim	ize employ	ee perform	nance, fost
high standards in meeting the vision, mission and Commission Member: Check rating				ize employ	ee perform	nance, fost
high standards in meeting the vision, mission and Commission Member: Check rating	d goals of the	e departme	nt.			
	d goals of the	e departme	nt.			
high standards in meeting the vision, mission and Commission Member: Check rating Commission Member Comments:	d goals of the	e departme	nt. 3□	4	5 X	N/A



Additional Goals Sheet

*Overall Support of City Commission Goals and O City's philosophy (vision, mission, values); actively pu how these relate to the Charter Officers' job and department of attach Accomplishments Report for Eval Goal 2 - Describe Goal(s):	rsues an une artment.	derstanding				
Commission Member: Check performance rating	1 🗆	2□	3□	4	5□	N/A□
Commission Member Comments:						
Charter Officer: Check self-evaluation rating Charter Officer Comments:	1	2□	3□	4□	5□	N/A□
Goal 3 - Describe Goal(s): Commission Member: Check performance rating	1 🗆	2 🗆	3□	4	5 🗆	N/A□
	1 🗆	2	31	4⊔	5⊔	N/AL
Commission Member Comments:	_	_	_	_		
Charter Officer: Check self-evaluation rating	1	2□	3□	4□	5□	N/A□
Charter Officer Comments:						

			a	o.



Ward Bigbie

Introduction:

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0.14	WINDS FOR SHIP	Performance Descriptors and Rating Scale
5	Superior	Work performance consistently exceeds all performance expectations and displays a consistent level of exceptional performance. This is consistent, exceptional performance.
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Fiscal Year: 202/	Ev	aluator:	J.J.A	K)		
Charter Officer: 132/BZE	Ti	tle:	4502	TOK		
oal(s) If needed use additional goals sheet (page 5):		1	1/2		
Overall Support of City Commission Goals and O City's philosophy (vision, mission, values); actively pure now these relate to the Charter Officers' job and departments of the Charter to attach Accomplishments Report for Evalues Goal(s):	bjectives. C rsues an und artment.	derstandin	tes an unde g of organiz	rstanding o ational goa	f and suppo Is and obje	orts the ctives and
Commission Member: Check performance rating	1 🗆	2□	3□	4	5,0	N/A□
Commission Member Comments:		1				
	10	2□	3□	4□	5□	N/A□
Charter Officer Comments: Competencies: 1. Business Acumen. Understands the business, fir	nancial statu	us of the on	ganization :	and core op	perational a	rea of
Competencies: 1. Business Acumen. Understands the business, fir responsibility; realizes implications of key financi diagnose business strengths and weaknesses.	nancial statu al Indicator	us of the or s, and uses	ganization a economic	and core op and industr	erational a y data to ac	rea of ccurately
responsibility; realizes implications of key financi	nancial statu	us of the on	ganization :	and core op	perational a	
Competencies: 1. Business Acumen. Understands the business, fir responsibility; realizes implications of key financi diagnose business strengths and weaknesses. Commission Member: Check competency rating	nancial statu al Indicator	us of the or s, and uses	ganization a economic	and core op and industr	erational a y data to ac	rea of ccurately
Competencies: 1. Business Acumen. Understands the business, fir responsibility; realizes implications of key financi diagnose business strengths and weaknesses. Commission Member: Check competency rating	nancial statu al Indicator	us of the or s, and uses	ganization a economic	and core op and industr	erational a y data to ac	rea of ccurately



Commission Member: Check competency rating	10	2□	3□	4□	50	N/A
Commission Member: Check competency rating Commission Member Comments: The Commission Member Comments: Afficers of Clear and Trust	A You twoth,	il lear	les We - it.	Satu	un dr	as the
Charter Officer: Check self-evaluation rating	10	2□	3□	4□	5□	N/A□
3. Fiscal Management. Prepares a balanced budge ensuring actions and decisions reflect an approp	et to provide	e services at f responsibl	a level dire	ected by the	e Commissi ing and acc	on, ountability
ensuring actions and decisions reflect an approp	et to provide riate level o	e services at f responsible	a level dire	ected by the notal plann	e Commissi ing and acc	on, ountability
ensuring actions and decisions reflect an approp Commission Member: Check competency rating	riate level o	f responsibi	lity for fina	ncial plann	ing and acc	ountability
3. Fiscal Management. Prepares a balanced budge ensuring actions and decisions reflect an approp Commission Member: Check competency rating Commission Member Comments: Charter Officer: Check self-evaluation rating	riate level o	f responsibi	lity for fina	ncial plann	ing and acc	ountability



Commission Member: Check competency rating	10	2	3□	4□	581	N/A
Commission Member Comments: And With y	had)	so W	Huut	£41	y,	
harter Officer: Check self-evaluation rating	10	2□	3□	4	5 🗆	N/AE
					-	
				ize employ	ee perform	nance, fost
high standards in meeting the vision, mission and commission Member: Check rating				ize employ	ee perform	nance, fost
high standards in meeting the vision, mission and commission Member: Check rating	d goals of the	departme	nt. 3□	4	5.00	N/A□
high standards in meeting the vision, mission and Commission Member: Check rating Commission Member Comments:	d goals of the	departme	nt. 3□	4	5.00	N/A□

Return fully completed Charter Officer Performance Evaluation form to Human Resources Director, Box 20



Additional Goals Sheet

*Overall Support of City Commission Goals and O City's philosophy (vision, mission, values); actively pur how these relate to the Charter Officers' job and depa *Charter to attach Accomplishments Report for Evaluation Goal 2 - Describe Goal(s):	sues an und artment. uation Perio	derstanding	g of organiz	ational goa	ls and obje	ctives and
Commission Member: Check performance rating	1 🗆	2□	3□	4□	5 🗆	N/A□
Commission Member Comments:						
Charter Officer: Check self-evaluation rating Charter Officer Comments:	1□	2□	3□	4□	5□	N/A□
Goal 3 - Describe Goal(s): Commission Member: Check performance rating	1 🗆	2□	3□	4□	5□	N/A□
Commission Member Comments:						
Charter Officer: Check self-evaluation rating	1□	2□	3□	4	5 🗆	N/A□
Charter Officer Comments:						

		1112