

# City of Gainesville

City Hall  
200 East University Avenue  
Gainesville, Florida 32601



## **Meeting Agenda - Final**

**December 3, 2019**

**2:00 PM**

**City Commission Special Meeting**

**City Hall Auditorium**

## **City Commission**

**Mayor Lauren Poe (At Large)**  
**Commissioner Helen Warren (At Large)**  
**Commissioner Gail Johnson (At Large)**  
**Commissioner Gigi Simmons (District 1)**  
**Mayor-Commissioner Pro Tem Harvey Ward (District 2)**  
**Commissioner David Arreola (District 3)**  
**Commissioner Adrian Hayes-Santos (District 4)**

***If you have a disability and need an accommodation in order to participate in this meeting, please contact the Office of Equal Opportunity at (352)334-5051 at least two business days in advance. TTY (Text Telephone Telecommunication Device) users please call 711 (Florida Relay Service). For Speech to Speech (STS) relay, please call 1-877-955-5334. For STS Spanish relay, please call 1-877-955-8773. For STS French Creole relay, please call 1-877-955-8707.***

**CALL TO ORDER****AGENDA STATEMENT**

*"Citizens are encouraged to participate in City of Gainesville meetings. In general, speakers will be limited to 3 (three) minutes per agenda item. Additional time may be granted by the Mayor or by the City Commission as directed. The City of Gainesville encourages civility in public discourse and requests that speakers limit their comments to specific motions and direct their comments to the Chair. Signs or props are not permitted in the meeting room. Citizens are encouraged to provide comments in writing to the Clerk of the Commission before meetings and/or during meetings for inclusion into the public record. Citizens may also provide input to individual commissioners via office visits, phone calls, letters and e-mail, that will become public record. In some instances, i.e., Quasi-Judicial Hearings, these particular contacts may be prohibited.*

**ROLL CALL****ADOPTION OF THE AGENDA****BUSINESS DISCUSSION ITEMS**[190656.](#)**Charter Officers' Annual Performance Evaluations and Pay Increases (B)**

**The City Commission evaluate the performance of the Charter Officers from October 1, 2018 - September 30, 2019, and approve pay increases for the Charters.**

*Explanation: The City Commission evaluates the performance of the Charter Officers on an annual basis. This review covers the last fiscal year ending September 30, 2019. Each Charter Officer was asked to provide a report to, and discuss with, the City Commission the accomplishments of his/her areas of responsibility for that period. Based upon this discussion, the Commission was to provide ratings and comments on each Charter Officers' performance during the year.*

*Fiscal Note: Salary increases for the Charter Officers are budgeted in a personal services contingency account. The cost to provide a 2% increase to the Charter Officers as budgeted, and pro-rated for length of service during the evaluation period is approximately \$15,000. The 2% increase was approved in the FY20 budget.*

**RECOMMENDATION**

*The City Commission: 1) review the performance of each Charter Officer; 2) establish appropriate performance ratings; and 3) consider pay increases for FY19.*

[190656A Charter Officer Performance Evaluation Form 20191203.pdf](#)  
[190656B Performance Management Guidance Charters 20191203.pdf](#)  
[190656C Charter Officer Accomplishments 20191203.pdf](#)  
[190656 D Charter Eval Overall Ratings 20191203.pdf](#)  
[190656D FY19 Charter Officer Performance Evaluation Score Tally Sheet 201](#)  
[190656F Charter Officer Salary Info and Merit Calculator 20191203.pdf](#)  
[190656E FY19 Charter Officer Annual Performance Evaluation Forms 201912](#)

**PUBLIC COMMENT**

**MEMBER COMMENT**

**ADJOURNMENT**