

Mayor Memo

2024A-91

February 1, 2024

To: Gainesville City Commission

From: Harvey Ward, Mayor

Re: Charter Officer Evaluations

Below please find draft language for a potential motion regarding commission guidelines for the charter officer evaluation process:

“I move that the Gainesville City Commission set a deadline of November 30 each year for written evaluations of each charter officer to be submitted to the city’s director of human resources and that the commission receive the combined evaluations as an agenda item at its first full regular meeting in January of the following year. If written evaluations from any member are not submitted by the deadline, that member’s evaluations will not be included in the combined evaluations.”