



City of Boynton Beach Agenda Item Request Form

Meeting Date: 10/ 7/2025

Conduct the annual performance evaluation for Shawna Lamb, City Attorney.

Requested Action: Pursuant to the City Attorney's appointment agreement, the City Commission will provide the City Attorney with a performance evaluation no less than annually. This will be Ms. Lamb's third performance evaluation.

Explanation of Request: The City Attorney's employment letter states that the Commission will provide the City Attorney with a performance evaluation no less than annually, utilizing a process, criteria, and format for the evaluation that shall be agreed upon by the members of the Commission.

The City Commission was requested to complete the evaluation form based on his/her assessment of the City Attorney in various categories, including Legal Expertise and Counsel, Management and Leadership, Communication and Relationships, Litigation Management, Ethics and Integrity, Timeliness and Efficiency, and Strategic Planning and Risk Management.

In conjunction with any review of performance, the Commission may increase the base salary and/or other benefits of City Attorney in such amounts and to such extent as the Commission may determine is proper. The Commission may, from time to time, grant the City Attorney a performance bonus, provided the bonus is granted in accordance with section 215.425, Florida Statutes.

How will this affect city programs or services? No impact.

Budgeted Item: Yes

Account Line Item and Description: Salaries 001-1910-514.12-10

Fiscal Impact: Subject to Commission recommendation.

Attachments:

[CAO Commission Presentation 24-25.pptx](#)

[CAO Year End Report Final.pdf](#)

[City_Attorney_Performance_Review.docx](#)