Virgin Town

To: Mayor and Town Council Members

From: Mark C. Meyers, Town Manager

Date: October 15, 2026

Subject: Process for Evaluating the Town Manager

Background

It has been one year since I began employment with the Virgin Town. Pursuant to my employment agreement I am due a performance evaluation by the Town Council. Recently I provided the Council with a sample evaluation form and synopsis of accomplishments over the past year.

Recommendation

I recommend that Town Council discuss the sample evaluation form and develop a timeline and process to complete my evaluation.