



City of North Port
City Attorney's Office
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Interoffice Memorandum

To: Jacqueline Moore, Mayor
Rhonda DiFranco, Vice Mayor
Cheryl Cook, Commissioner
Tom Jones, Commissioner
Linda Yates, Commissioner

From: Mark Moriarty, City Attorney

Date: November 10, 2016

RE: 2016 City Attorney Evaluations

Attached for your collective consumption are the annual review forms received from each of you.

Thank you. The feedback is welcomed and appreciated. The information helps to identify problematic issues, areas for improvement, and helps to establish future performance goals.

If anything else comes to mind (either positive or negative) when reviewing these forms, please share it with me. Specific examples, instances, or details of what worked or what did not work will help me learn from them, think about them, and implement changes to improve upon them.

Thank you. ~ Mark.

October 1, 2016

To: North Port City Attorney, Mark Moriarty, Esq.

From: Jacqueline Moore, Mayor, City of North Port, Florida

Re: 2015-2016 Performance Evaluation through September 30, 2016

Dear Mr. Moriarty,

Please consider this document the “answer key” to my input to your Evaluation worksheet/template. After reviewing, I would appreciate the opportunity to meet and share input with one another.

Thank you.

Kindest regards,

Signature on Print Copy

Jacqueline Moore

Mayor, City of North Port, Florida

City Attorney Evaluation Criteria Related to Meeting Commission’s Expectations

5 = Excellent = Almost Always Exceeds

4 = Above Average = Generally Exceeds

3 = Average = Generally Meets

2 = Below Average = Usually Does Not Meet

1 = Poor = Rarely Meets

I. Technical Competency

Overall Rating: 4

Comments: Mr. Moriarty is a qualified attorney who is still learning about North Port. He knows legal principles and his background as an Assistant City Attorney would not have automatically prepared him for immediate success in his current role, in my opinion. *Local* ordinances and regulations can be problematic and there is a large number of them. Over time, I would expect Mr. Moriarty to be increasingly “audible ready” to respond to inquiries about City codes, during Commission meetings, for example, even if only expressing his first impression.

II. Interaction with City Manager

Overall Rating: 4

Comments: Mr. Moriarty and Mr. Lewis have a good working relationship.

III. Negotiation Skills

Overall Rating: 4

Comments: Based on the outcome of cases with which I am familiar, I believe Mr. Moriarty is effective in this area.

IV. Problem-Solving / Decision Making

Overall Rating: 3

Comments: Please see Item 6 to which this correlates.

V. Relationships with City Commission

Overall Rating: 4

Comments: Mr. Moriarty is responsive, ensures legal compliance on Agenda items and is always present at commission meetings (unless away on Florida Bar or continuing education-related commitments). He responds promptly to requests before meetings, but sometimes appears unnecessarily reticent to weigh in on matters during meetings which can cause the disposition of matters to be drawn out longer than may be necessary.

VI. Community Relations

Overall Rating: 2

Comments: Mr. Moriarty's staff provides excellent customer service. He deserves credit, as the leader, for creating the environment in which such service is provided.

Otherwise, Mr. Moriarty has a serious public relations issue among a vocal segment of the community. This is the one significant growth area for him and has to do with the **perception** that he is not effective in guiding the Commission on matters related to the City Charter, e.g., during the deliberations about term limits and filling vacancies. Mistrust grew, too, in conjunction with perceptions related to the handling of the former City Clerk's separation situation/negotiations. Thirdly, the perception that Mr. Moriarty "gave himself" 3 raises within 16 days prevails in spite of various explanations being provided to the contrary, and the reality that the contractual process by which he onboarded to the City generally unfolded according to City practices, approvals, etc.

VII. Intergovernmental Relations

Overall Rating: 3

Comments: I look forward to Mr. Moriarty's leadership in the upcoming process of formulating our annual legislative program, in partnership with County and State peers and lobbyists.

VIII. Communications

Overall Rating: 4

Comments: Mr. Moriarty and his staff work extremely hard to ensure flow of timely, forthright and open communication.

IX. Management of the Department

Overall Rating: 5

Comments: The Legal Department runs smoothly and effectively. Mr. Moriarty has ensured excellent talent to execute the legal work of the City. This work is extensive and includes serving as legal advisor and counselor for the City Commission, the City's advisory boards and committees, the charter officers, and the City departments, officers, and employees in their official capacities. The City Attorney's office also prosecutes and defends lawsuits in which the City is a party, and also prepares and reviews ordinances and resolutions, interlocal agreements, contracts, and settlements, and other legal documents.

X. Management Style

Overall Rating: 4

Comments: Mr. Moriarty works hard to serve the Commission and be straightforward, consistent with legal professional standards, and flexible.

Narrative Evaluation

Please See Comments under each of the 10 Categories.

Name of Rater: Jacqueline Moore, Mayor, City of North Port, Florida

Date: As of September 30, 2016

City Attorney Evaluation

Please rate the city attorney using the following scale:

<u>Rating</u>	<u>Description</u>
5	Excellent – Almost always exceeds Commissions expectations
4	Above average - Generally exceeds Commissions expectations
3	Average - Generally meets Commission expectations
2	Below average – Usually does not meet Commission expectations
1	Poor - Rarely meets Commission expectations

The (10) categories below are the areas being rated, not each bulleted item. These items are just to help each Commissioner as they think about the category. The items in each category are not meant to be all inclusive. At the end you should have the ten (10) categories rated.

Please return your evaluation form to the city attorney.

1. Technical Competency	
<ul style="list-style-type: none"> Knowledge of legal principles, applications, regulations, & ordinances. Impartial interpretation of Florida statutes and City codes. Research and response to requests for legal opinions. 	
Overall Rating for Technical Competency	5
Comments:	

2. Interaction with City Manager	
<ul style="list-style-type: none"> Spirit of cooperation without compromising objectivity. Integration of strategic planning initiatives. Responsive to requests, timely in making replies. 	
Overall Rating for Interaction with City Manager	5
Comments:	

3. Negotiation Skills	
<ul style="list-style-type: none"> Research and preparation prior to initiation of negotiations. Impartial representation of opposing views. Level of effort to accomplish mutually-satisfying conclusions. 	
Overall Rating for Negotiation Skills	5
Comments:	

4. Problem Solving / Decision Making	
<ul style="list-style-type: none"> Level of analysis and identification of alternatives. Degree of timeliness and appropriateness of decisions. Accepts responsibility for decisions proactively and professionally. 	
Overall Rating for Problem Solving / Decision Making	5
Comments:	

5. Relationships with City Commission	
<ul style="list-style-type: none"> • Prompt and proper response to requests. • Timely informative updates on current issues. • Review Agenda items to ensure legal compliance • Attendance / participation in commission meetings. 	
Overall Rating for Relationships with City Commission	5
Comments:	

6. Community Relations	
<ul style="list-style-type: none"> • Maintains image of the City, to the community, that represents service and professionalism. • Maintains a relationship with the legal community as it relates to City services/activities. • Encourages an attitude of helpfulness, courtesy, and sensitivity to public perception among employees. 	
Overall Rating for Community Relations	5
Comments:	

7. Intergovernmental Relations	
<ul style="list-style-type: none"> • Works to maintain positive relations with other governmental units (County, State, and Federal agencies). • Assists City Commission in formulation of annual legislative program. 	
Overall Rating for Intergovernmental Relations	5
Comments:	

8. Communications	
<ul style="list-style-type: none"> • Verbal and written, within City/Dept. and City Commission. • Facilitates flow of information about City issues to the public. • Timely, forthright, open and concise (avoids jargon) 	
Overall Rating for Communications	3
Comments:	

9. Management of the Department	
<ul style="list-style-type: none"> • Plans & organizes work that carries out policies adopted by the City Commission. • Plans & organizes responses to public requires/complaints and concerns raised by the City Commission. • Effective at leading / directing / developing team of staff members. 	
Overall Rating for Management of the Department	5
Comments:	

10. Management Style	
<ul style="list-style-type: none"> • Soundness of judgment (rational, creative, decisive, ethical). • Honesty/ fairness (open, straightforward, and impartial). • Professionalism (consistent with legal professional standards). • Flexibility and resiliency (timely, energetic response to change). 	
Overall Rating for Management Style	5
Comments:	

Narrative Evaluation

This section of the evaluation is **optional** for any comments you believe appropriate and pertinent to the rating period.

What is the City Attorney doing well?

CA is very resourceful when it comes to providing information and guidance both on the dais and through conferences. His ethics is exemplary and his integrity is unparalleled.

How can the City Attorney improve?

I would strongly suggest meet with commissioners or one commissioner a day prior to meetings to address their concerns or better prepare the CA for public challenges by the questioner.

Another suggestion is stay seated on the dais for presentation . CA responds well when not pressured on a public podium. Know your the intellect of your audience and respond accordingly. That is the key to effective communication. Using terminology that your audience can't comprehend provides barriers for communication

What other comments do you have for the attorney; e.g. priorities, expectations, goals or objectives for the new rating period?

CA is very sophisticated in Law however when conducting presentations becomes quite animated with hand gestures often giving the perception that he becomes easily flustered during questioning. The public as well as the commission are not well conversant in Florida statutes, municipal or constitutional law. When presented with questions the response is on the educational level that often the questioner or public feels the question is not accurately answered. I do understand that commissioners will ask very broad questions that will require an in-depth response, A simplistic response to the questioner or an explanation that the response would be detailed over many legal determination and could be provided upon request prior to meeting times. It has always been my understanding that commissioners should do their research prior to meetings. CA has on many occasion addressed my concerns prior to the meeting. I often surmise that the commissioner on many occasions was not clear on their question to to create a public challenge of the CA knowledge of law. This pejorative ostentatious behavior is a continued practice over a course of several years to other staff. The CA has maintained a professional demeanor. The CA is a honorable man with high integrity and ethics. He is proactive and concerned for exposures

Additional Comments:

to the city to a fault. Many activists see this as working outside the direction of the commission. I see this as a proactive maneuver to protect the city from lawsuits. Very commendable.

Name of Rater: _____

Date: _____

City Attorney Evaluation

Please rate the city attorney using the following scale:

<u>Rating</u>	<u>Description</u>
5	Excellent – Almost always exceeds Commissions expectations
4	Above average - Generally exceeds Commissions expectations
3	Average - Generally meets Commission expectations
2	Below average – Usually does not meet Commission expectations
1	Poor - Rarely meets Commission expectations

The (10) categories below are the areas being rated, not each bulleted item. These items are just to help each Commissioner as they think about the category. The items in each category are not meant to be all inclusive. At the end you should have the ten (10) categories rated.

Please return your evaluation form to the city attorney.

1. Technical Competency	
<ul style="list-style-type: none"> • Knowledge of legal principles, applications, regulations, & ordinances. • Impartial interpretation of Florida statutes and City codes. • Research and response to requests for legal opinions. 	
Overall Rating for Technical Competency	5
Comments: At all times, I feel I am provided with an informed understanding of the law and its practical implications.	

2. Interaction with City Manager	
<ul style="list-style-type: none"> • Spirit of cooperation without compromising objectivity. • Integration of strategic planning initiatives. • Responsive to requests, timely in making replies. 	
Overall Rating for Interaction with City Manager	5
Comments: You and the City Manager have a good professional working relationship.	

3. Negotiation Skills	
<ul style="list-style-type: none"> • Research and preparation prior to initiation of negotiations. • Impartial representation of opposing views. • Level of effort to accomplish mutually-satisfying conclusions. 	
Overall Rating for Negotiation Skills	5
Comments: I gave you a 5 on this because of the challenge of the property tax exemption at Warm Mineral Springs resulting in a yearly \$60,000 savings.	

4. Problem Solving / Decision Making	
<ul style="list-style-type: none"> • Level of analysis and identification of alternatives. • Degree of timeliness and appropriateness of decisions. • Accepts responsibility for decisions proactively and professionally. 	
Overall Rating for Problem Solving / Decision Making	5
Comments: Same response as in #1 above	

5. Relationships with City Commission	
<ul style="list-style-type: none"> • Prompt and proper response to requests. • Timely informative updates on current issues. • Review Agenda items to ensure legal compliance • Attendance / participation in commission meetings. 	
Overall Rating for Relationships with City Commission	5
Comments: You are responsive, professional, competent and courteous.	

6. Community Relations	
<ul style="list-style-type: none"> • Maintains image of the City, to the community, that represents service and professionalism. • Maintains a relationship with the legal community as it relates to City services/activities. • Encourages an attitude of helpfulness, courtesy, and sensitivity to public perception among employees. 	
Overall Rating for Community Relations	5
Comments: I gave you a 5 because of your involvement and leadership with the Florida Bar.	

7. Intergovernmental Relations	
<ul style="list-style-type: none"> • Works to maintain positive relations with other governmental units (County, State, and Federal agencies). • Assists City Commission in formulation of annual legislative program. 	
Overall Rating for Intergovernmental Relations	5
Comments: You appear to have established good working relationships with the Charlotte County Attorney and the Sarasota County Attorney, the City of Venice City Attorney, the City of Sarasota City Attorney, and Town of Long Boat Key Town Attorney.	

8. Communications	
<ul style="list-style-type: none"> • Verbal and written, within City/Dept. and City Commission. • Facilitates flow of information about City issues to the public. • Timely, forthright, open and concise (avoids jargon) 	
Overall Rating for Communications	5
Comments: Your communications are responsive, professional, competent and courteous. See comments in the narrative section below.	

9. Management of the Department	
<ul style="list-style-type: none"> • Plans & organizes work that carries out policies adopted by the City Commission. • Plans & organizes responses to public requires/complaints and concerns raised by the City Commission. • Effective at leading / directing / developing team of staff members. 	
Overall Rating for Management of the Department	5
Comments: You and your department are responsive, professional, competent and courteous.	

10. Management Style	
<ul style="list-style-type: none"> • Soundness of judgment (rational, creative, decisive, ethical). • Honesty/ fairness (open, straightforward, and impartial). • Professionalism (consistent with legal professional standards). • Flexibility and resiliency (timely, energetic response to change). 	
Overall Rating for Management Style	5

Comments: See the response provided below in the narrative section.

Narrative Evaluation

This section of the evaluation is **optional** for any comments you believe appropriate and pertinent to the rating period.

What is the City Attorney doing well?

Thank you for diligently watching over the city.

How can the City Attorney improve?

Take more time off. You spend too much time working. Spend time your family.

What other comments do you have for the attorney; e.g. priorities, expectations, goals or objectives for the new rating period?

All of my expectations for an in-house legal department have been met. You and your department are responsive, professional, competent and courteous. You answer your own phone. You return calls and emails within a day. At times, while I may not have liked the advice I was given, I have come to appreciate it as prompt, honest, competent and kept in confidence.

The City paid over a million dollars in some years to an outside law firm. The average amount the city paid for legal services was \$825,000 per year. Now, legal matters are being handled and litigated in-house. The average has been reduced to \$675,000 per year, which is a \$150,000 savings per year to the tax payer.

Additional Comments:

None.

Name of Rater: _____



Date: _____

11-8-16

City Attorney Evaluation

Tom Jeser

9/7/16

Please rate the city attorney using the following scale:

<u>Rating</u>	<u>Description</u>
5	Excellent – Almost always exceeds Commissions expectations
4	Above average - Generally exceeds Commissions expectations
3	Average - Generally meets Commission expectations
2	Below average – Usually does not meet Commission expectations
1	Poor - Rarely meets Commission expectations

The (10) categories below are the areas being rated, not each bulleted item. These items are just to help each Commissioner as they think about the category. The items in each category are not meant to be all inclusive. At the end you should have the ten (10) categories rated.

Please return your evaluation form to the city attorney.

1. Technical Competency	
<ul style="list-style-type: none"> Knowledge of legal principles, applications, regulations, & ordinances. Impartial interpretation of Florida statutes and City codes. Research and response to requests for legal opinions. 	
Overall Rating for Technical Competency	5
Comments:	

2. Interaction with City Manager	
<ul style="list-style-type: none"> Spirit of cooperation without compromising objectivity. Integration of strategic planning initiatives. Responsive to requests, timely in making replies. 	
Overall Rating for Interaction with City Manager	5
Comments:	

3. Negotiation Skills	
<ul style="list-style-type: none"> Research and preparation prior to initiation of negotiations. Impartial representation of opposing views. Level of effort to accomplish mutually-satisfying conclusions. 	
Overall Rating for Negotiation Skills	4
Comments:	

4. Problem Solving / Decision Making	
<ul style="list-style-type: none"> Level of analysis and identification of alternatives. Degree of timeliness and appropriateness of decisions. Accepts responsibility for decisions proactively and professionally. 	
Overall Rating for Problem Solving / Decision Making	4
Comments:	

5. Relationships with City Commission	
<ul style="list-style-type: none"> • Prompt and proper response to requests. • Timely informative updates on current issues. • Review Agenda items to ensure legal compliance • Attendance / participation in commission meetings. 	
Overall Rating for Relationships with City Commission	4
Comments:	

6. Community Relations	
<ul style="list-style-type: none"> • Maintains image of the City, to the community, that represents service and professionalism. • Maintains a relationship with the legal community as it relates to City services/activities. • Encourages an attitude of helpfulness, courtesy, and sensitivity to public perception among employees. 	
Overall Rating for Community Relations	5
Comments:	

7. Intergovernmental Relations	
<ul style="list-style-type: none"> • Works to maintain positive relations with other governmental units (County, State, and Federal agencies). • Assists City Commission in formulation of annual legislative program. 	
Overall Rating for Intergovernmental Relations	5
Comments:	

8. Communications	
<ul style="list-style-type: none"> • Verbal and written, within City/Dept. and City Commission. • Facilitates flow of information about City issues to the public. • Timely, forthright, open and concise (avoids jargon) 	
Overall Rating for Communications	5
Comments:	

9. Management of the Department	
<ul style="list-style-type: none"> • Plans & organizes work that carries out policies adopted by the City Commission. • Plans & organizes responses to public requires/complaints and concerns raised by the City Commission. • Effective at leading / directing / developing team of staff members. 	
Overall Rating for Management of the Department	5
Comments:	

10. Management Style	
<ul style="list-style-type: none"> • Soundness of judgment (rational, creative, decisive, ethical). • Honesty/ fairness (open, straightforward, and impartial). • Professionalism (consistent with legal professional standards). • Flexibility and resiliency (timely, energetic response to change). 	
Overall Rating for Management Style	5
Comments:	

Additional Comments:

Name of Rater: _____

Date: _____

City Attorney Evaluation

Please rate the city attorney using the following scale:

<u>Rating</u>	<u>Description</u>
5	Excellent – Almost always exceeds Commissions expectations
4	Above average - Generally exceeds Commissions expectations
3	Average - Generally meets Commission expectations
2	Below average – Usually does not meet Commission expectations
1	Poor - Rarely meets Commission expectations

The (10) categories below are the areas being rated, not each bulleted item. These items are just to help each Commissioner as they think about the category. The items in each category are not meant to be all inclusive. At the end you should have the ten (10) categories rated.

Please return your evaluation form to the city attorney.

1. Technical Competency	
<ul style="list-style-type: none"> Knowledge of legal principles, applications, regulations, & ordinances. Impartial interpretation of Florida statutes and City codes. Research and response to requests for legal opinions. 	
Overall Rating for Technical Competency	2
Comments: While you have demonstrated the capability and willingness to research, you have not appeared to be well versed on municipal statutes, city codes and policies. When asked questions provide your legal interpretation and opinion rather than just reciting the language of applicable laws.	

2. Interaction with City Manager	
<ul style="list-style-type: none"> Spirit of cooperation without compromising objectivity. Integration of strategic planning initiatives. Responsive to requests, timely in making replies. 	
Overall Rating for Interaction with City Manager	3
Comments: Interaction, cooperation and coordination is essential with both the City Manager and City Clerk.	

3. Negotiation Skills	
<ul style="list-style-type: none"> Research and preparation prior to initiation of negotiations. Impartial representation of opposing views. Level of effort to accomplish mutually-satisfying conclusions. 	
Overall Rating for Negotiation Skills	2
Comments: So far your approach with negotiations is somewhat concerning. Consideration of the strength or weakness of the City’s position needs to be at the forefront.	

4. Problem Solving / Decision Making

- Level of analysis and identification of alternatives.
- Degree of timeliness and appropriateness of decisions.
- Accepts responsibility for decisions proactively and professionally.

Overall Rating for Problem Solving / Decision Making | 2

Comments: For the most part it appears you have your mind set on certain outcomes and selectively present options. Your approach in handling matters appears inconsistent and your legal advice at times is contradictory to your previous opinions. While you recently took a position that you could not answer questions and participate in discussion of your contract regarding your salary and evaluation opining that Commission would need to seek independent council, you did not take that position previously when you prompted and participated in a discussion of your contract regarding your residency nor did you advise the Commission to have independent council. As a Charter Officer you are beholden to the City Commission and with that in mind it is essential to ensure the direction of the Commission as a whole is followed not the desires of individual Commissioners.

5. Relationships with City Commission

- Prompt and proper response to requests.
- Timely informative updates on current issues.
- Review Agenda items to ensure legal compliance
- Attendance / participation in commission meetings.

Overall Rating for Relationships with City Commission | 2

Comments: While most of the ordinances, resolutions and policies are drafted by staff in other departments and then sent to your office for review, your explanation of your limited review of the documents is concerning. Documents that have been reviewed by you should not be presented to Commission with errors, omissions, or other issues such that may put the city at risk. Follow up on questions from agenda briefings is lacking. While periodically providing a list of entries in your file system shows the number of files, qualitative periodic reporting of the items and pending matters is lacking. It is reasonable to meet with individual Commissioners regarding questions of law, however the policy positions and desires of individual Commissioners should not be implemented, advocated or communicated by you, as doing so can be problematic in many ways and also creates a perception that the Commission already publically discussed the subject and such positions are that of the majority of Commission.

6. Community Relations

- Maintains image of the City, to the community, that represents service and professionalism.
- Maintains a relationship with the legal community as it relates to City services/activities.
- Encourages an attitude of helpfulness, courtesy, and sensitivity to public perception among employees.

Overall Rating for Community Relations | 3

Comments:

7. Intergovernmental Relations	
<ul style="list-style-type: none"> • Works to maintain positive relations with other governmental units (County, State, and Federal agencies). • Assists City Commission in formulation of annual legislative program. 	
Overall Rating for Intergovernmental Relations	3
Comments: Would like to see more involvement from a legal standpoint on current and proposed federal and state laws that are preemptive to local government and or impose unfunded mandates.	

8. Communications	
<ul style="list-style-type: none"> • Verbal and written, within City/Dept. and City Commission. • Facilitates flow of information about City issues to the public. • Timely, forthright, open and concise (avoids jargon) 	
Overall Rating for Communications	2
Comments: Need to be more timely, forthright, open and concise and avoid the jargon. Need to provide direct answers to questions rather than getting off topic and sharing stories. Information communicated should be thorough and accurately reflect intentions. If circumstances or intentions change revised information should be provided to Commission prior to taking action differently. When you sought authorization to hire a paralegal you presented Commission with documentation of your second year salary without showing your intent of applying an increase beyond the contracted five percent increase. Subsequently a year later you did not communicate nor budget your intent of applying another additional increase to your second year salary. Follow up on topics or issues raised at public meetings could be communicated under your report which may help facilitate flow of information about city issues to the public.	

9. Management of the Department	
<ul style="list-style-type: none"> • Plans & organizes work that carries out policies adopted by the City Commission. • Plans & organizes responses to public requires/complaints and concerns raised by the City Commission. • Effective at leading / directing / developing team of staff members. 	
Overall Rating for Management of the Department	3
Comments:	

10. Management Style	
<ul style="list-style-type: none"> • Soundness of judgment (rational, creative, decisive, ethical). • Honesty/ fairness (open, straightforward, and impartial). • Professionalism (consistent with legal professional standards). • Flexibility and resiliency (timely, energetic response to change). 	
Overall Rating for Management Style	2
Comments: Need to be more decisive, open, straightforward and impartial.	

Narrative Evaluation

This section of the evaluation is **optional** for any comments you believe appropriate and pertinent to the rating period.

What is the City Attorney doing well?

How can the City Attorney improve?

Timeliness in follow up; follow the direction of Commission and if you are not clear on the direction seek clarity from Commission during the public meeting at the time direction is being given; be forthright and when asked for your legal position be decisive; where there is not an issue of legality in regards to policies, charter provisions and city codes, respect the individuality of this community and legislative role of its elected representatives; unless the Commission has publically discussed and voted on topics refrain from conveying input obtained from individual Commissioners; be consistent with your legal positions; be better prepared to advise as a matter of law on items before the Commission.

What other comments do you have for the attorney; e.g. priorities, expectations, goals or objectives for the new rating period?

Improve on things mentioned.

Additional Comments:

Your last evaluation was based on the period of September 2014 through August 2015, which was your first year. For that period much consideration was given as to the task of organizing the department, the transition to internal legal services, allowance of time to become more familiar with the community, city charter, codes and policies. For this evaluation period of September 2015 through August 2016, most of the things identified as areas for improvement last year not only remain of concern but have become even more of issue. While this is an annual written evaluation as required in your employment contract, we have had discussions throughout the year as items of concern occurred. You have expressed appreciation of that ongoing communication and I will continue to do that but would also be glad to sit with you to discuss anything further.

Name of Rater: Commissioner Linda M. Yates

Date: September 6, 2016