

2025 City Manager Annual Evaluation

Please rate the City Manager using the following scale:

5	Exceptional	Performance is consistently superior and significantly exceeds expectations.
4	Highly Effective	Performance frequently exceeds expectations.
3	Proficient	Performance consistently meets expectations.
2	Inconsistent	Performance meets some, but not all expectations.
1	Unsatisfactory	Performance consistently fails to meet minimum expectations; employee lacks skills required or fails to utilize necessary skills.
N/A	Not Applicable	Employee has not been in position long enough to have demonstrated the essential elements of the position and will be reviewed at a later agreed upon date.

The nine (9) categories below are the areas being rated, not each bulleted item. These items assist each Commissioner as they evaluate each category. The items in each category are not meant to be all inclusive. At the end you should have nine (9) categories rated.

Please return your evaluation form to the City Manager.

1. Leadership / Supervision Leadership <ul style="list-style-type: none"> Inspires others to succeed Actively promotes efficiency in operations Demonstrates a high regard for personal ethics Exhibits composure, appearance, and attitude appropriate for the executive position Assumes responsibility for the outcomes of staff performance Maintains a standard of respect for department head's ability and encourage their initiative Demonstrates knowledge / understanding of departmental operations Challenges staff to perform at their highest level
COMMENTS: <ul style="list-style-type: none"> Participating member of the Florida City/County Managers Association (FCCMA) Appointed member of the FCCMA Fiscal and Administrative Policy Committee Invited to and participated on a Human Resources panel at the FCCMA Winter Institute "How Can City Managers Survive Today's Civility" Participating member as a Credentialed Manager of the International City/County Managers Association (ICMA) Participating member of the Florida League of Cities (FLC) Appointed (and reappointed for 2024) member of the FLC Legislative Policy Committee - Municipal Operations

- Ex-officio Board member of the YMCA and also a member of the Exploratory Committee focused on bringing a community center location back to North Port, including much-needed childcare, as well as activities and programs for all ages
- Strived to inspire others to lead by consistently leading through example and demonstrating the standards I expect from others. I actively nurture the next generation of leaders within the organization by exposing them to growth opportunities, encouraging their professional development, and providing mentorship that helps them build confidence in their abilities. My approach ensures that leadership is not concentrated at the top but is cultivated at every level, creating a stronger, more resilient organization prepared for the future.
- Demonstrated a high regard for personal ethics and professionalism, even in the most challenging circumstances. During two election cycles and the difficult process of engaging the public on referendum questions that ultimately did not pass, I maintained composure, integrity, and a steady presence. By upholding my personal values and exhibiting an appearance and attitude befitting the executive role, I ensured that public discourse remained respectful and that the organization continued to be represented with credibility and trust.
- Continued to support all department heads during the budget process to secure much-needed resources to keep pace with the speed of the City's growth while being fiscally responsible to hold ourselves accountable for smart management of expenses.
- Continued to grow my own subject matter expertise within all departments via in-person meetings, memos, and interactions with our various team members.
- Maintained a focused effort on operational efficiency to ensure residents continue receiving a high level of service despite ongoing budget constraints. By actively promoting streamlined processes, leveraging resources effectively, and identifying areas for improvement, I have strengthened our ability to meet community needs while remaining fiscally responsible. This commitment to efficiency has allowed us to deliver quality services without compromising financial stability.

LEADERSHIP MEETINGS:

- Biweekly meetings with all Department Directors, monthly cluster meetings
- Regular group or individual meetings with various leaders (i.e. Council of Governments, regional city/county managers, Sarasota County School District leadership).
- Continued internal department leadership meetings to provide a culture and environment of inclusion for quality decision making; conducted a recurring quarterly team building meetings with leadership to better understand each other on a personal level to strengthen our relationships.

☒ 5-Exceptional ☐ 4-Highly Effective ☐ 3-Proficient ☐ 2-Inconsistent ☐ 1-Unsatisfactory
☐ N/A-Not Applicable

2. Execution of Policy
<ul style="list-style-type: none"> • Understands the laws and ordinances of the city and cause them to be fairly enforced • Offers workable alternatives to the Commission for changes in law or policy when an existing policy is no longer practical • Supports the actions of the Commission after a decision has been reached, both inside and outside the organization
<p>COMMENTS:</p> <ul style="list-style-type: none"> • Continued the improvement of Warm Mineral Springs. The Commission gave direction for a conservation easement to be considered for the future of WMS while site improvements are in motion. • Initiated annexation of Winchester Ranch property with Sarasota County. • Finished ULDC rewrite and had a December 2024 implementation, that was on time and on budget • Prepared a Resolution to provide for administrative review and approval of final plats as required by the Florida Statutes • Prepared an Ordinance to amend City Code restrictions regarding business locations for on premises alcoholic beverage consumption • Prepared an Ordinance to amend the City Code provisions regarding fines and liens to encourage remediation of distressed properties • Prepared an Ordinance to amend the City Code to align Quasi-Judicial Proceedings with updated case law, create efficiencies, and ensure due process to parties • Continued to work with commissioners to properly bring their vision to reality by preparing policies for consideration and implementing action pursuant to guidance and direction provided at commission meetings. • Engaged the commission and community regarding new police headquarters, emergency borrowing authority, projects, etc. resulting in Fall 2024 and Spring 2025 referendums that failed. • Continued to find other strategies to obtain the police headquarters and other necessary infrastructure to keep the City moving forward. • Ensured staff briefing materials provide the Commission with multiple legally sound and practical options, giving broader context beyond the recommended course of action while maintaining compliance with city laws and ordinances. • Beginning in September 2025, providing more information from staff in policy discussions by offering workable alternatives, improving the Commission's ability to make well-informed decisions. • Consistently upheld and supported the final actions of the Commission, reinforcing trust and unity by communicating decisions clearly to both staff and the community

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3. Community Relations
<ul style="list-style-type: none"> • Works well with community members and properly handle their complaints

<ul style="list-style-type: none"> • Demonstrates a willingness to meet with community members and discuss issues of concern; initiates follow-up as appropriate • Represents the City in a professional, articulate manner when attending/presenting at community events, neighborhood meetings or social gatherings
<p>COMMENTS:</p> <ul style="list-style-type: none"> • Developed and implemented public education plan for November 2024 referendum; planned and organized successful "Meet & Greet" community forum. • Developed and implemented public education plan for May 13 referendum; planned and organized 3 City Commission Town Hall events throughout the City. • Launched inaugural North Port University (NPU) citizens academy, which included graduating class of 22 students (23% of whom volunteered to join City advisory boards). • Completed NPU Class II and launched Class III and NPU: Teen Edition in partnership with Teen Court of Sarasota. • Developed and implemented Price Boulevard Widening Project public information plan. • Facilitated more than 121 hours of in-person community engagement activities, including City-hosted events and Communications staff outreach at North Port Shop Local Market, etc. • Continued to engage the community to build trust and confidence in local government by being the lead speaker community engagements (ex. Business Network International, North Port Area Chamber of Commerce events, real estate organizations, rotary clubs, etc.) • As part of my commitment to keeping our community informed and engaged, over twenty biweekly guest editorials were prepared for the Sun newspapers. Through these columns, I provide important updates on city initiatives, policy changes, and community events. This regular communication helps to ensure transparency, foster trust, and maintain an open dialogue with our residents. I am dedicated to using this platform to keep everyone informed about the issues that matter most to our community. • Participated in multiple interviews on the John Rawlings WKDW 97.5 FM radio show and Facebook live broadcast to provide regular important information and answer questions from the public. • Throughout my tenure, I have remained dedicated to engaging with our community, even in the face of challenging and sometimes repeated inquiries from concerned citizens. I strive to address their questions thoroughly and respectfully, ensuring transparency and understanding. While I recognize the importance of addressing concerns, I also work to provide clear, comprehensive responses to avoid unnecessary repetition and to keep our dialogues productive and forward-focused. This approach allows me to stay connected with our community while efficiently managing our collective time and resources. • Handled more than 29,000 calls from the public in Customer Care Call Center.

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4. Administrative Duties
<ul style="list-style-type: none"> • Effectively manages personnel issues including employee insurance, fringe benefits, promotion, pensions, and union negotiations

<ul style="list-style-type: none"> • Provides regular information and reports to the Commission concerning matters of importance to the City • Ensures that reports are produced and handled in a way to convey the message that affairs of the City are transparent
<p>COMMENTS:</p> <ul style="list-style-type: none"> • Weekly one-on-one meetings with Commissioners • Led the City, with nearly 1,000+ employees and growing, through many tough personnel issues. • Responded to 73 Commission requests through August 15, 2025, with 93% completed early or on time. • 62 outreach events attended by City Manager staff through July 31, 2025. (up from 61 in 2024) • 354 agenda items reviewed for Commission meetings through July 31, 2025. • Provided via Communication Media emails to Commission, important City news. • Continued to build a high-performance City team through significant staff additions, communicating any significant staff changes necessary for the benefit of the organization culture and vision. • Reported regular information to commissioners on a weekly basis during one-on-one meetings as well as receiving/placing phone calls to commissioners on time sensitive information, and daily email opportunities. • Maintained performance page on the City website as a public-facing tool to provide data, updates, and information on the operations of the City, ensuring a more valuable transparency experience.

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<p>5. Economic Development</p>
<ul style="list-style-type: none"> • Develops strong relationships with developers while protecting the City's interest • Works to increase the City's tax base through economic development
<p>COMMENTS:</p> <ul style="list-style-type: none"> • Led inbound missions with site selectors that included city tours and management meet and greet opportunities. Actively working high tech, hotel, sports centered, and retail propositions. Postured to pursue aviation/aerospace and distribution opportunities. • Partnered with State College of Florida/26 West to formulate, curate, and launch North Port Next, a series of 8 free workshops (Sept '25 – March '26) for the business community, hosted at the SCF Campus in Wellen Park. Solicited and received financial contribution from Crews Bank to cover 50% of program costs. • Served as the anchor presenter to the monthly Business and Economic Development Committee organized by the North Port Chamber of Commerce. Represented the City at all Chamber of Commerce monthly luncheons, after hour events, ribbon cuttings, ground breakings and sponsored activities.

- Hosted a city display booth at four national Economic Development Trade Show events focused on site selection and development for retail, entertainment, restaurants, hotels, and light manufacturing.
- Crafted and published an interactive “New Development” map for use by the public, developers, realtors and city associates.
- Served as member of the School Advisory Council for Suncoast Technical College and the Sarasota County Economic Development Corporation Technology & Entrepreneurship Council.
- Planned and hosted two citywide job fairs that included participation by Sarasota Memorial Hospital, North Port Behavioral Hospital, and other local businesses.
- Hosted quarterly New Business Welcome Events at City Hall and recorded 206 new business openings in North Port (Oct 1 – July 31), an 11% increase over FY24.
- Continued the strong working relationships with many developers in the city to remove hurdles and allow for development to continue in alignment to achieve outcomes of our Strategic Plan.

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6. Intergovernmental Relations

- Cooperates with neighboring communities and community members while looking after the interests of North Port
- Maintains open communications with other local government in the area, particularly as it may affect or relate to the City

COMMENTS:

- Successfully advocated to the Sarasota Local Mitigation Strategy for the approval of funding for 4 City projects utilizing Hurricanes Helene and Milton Hazard Mitigation Grant Program Funding, securing an estimated \$7,837,500 in grant funding.
- Supported Sarasota County and Madison County through mutual aid deployments in response to Hurricanes Debby and Helene
- Regular meetings with Sarasota County, Charlotte County, City of Venice, and City of Sarasota’s leadership teams.
- Attended Council of Governments meetings to increase sharing of information and partnerships with our local and regional peers.
- Partnered with the Sarasota County School District, including Suncoast Technical College leadership, to expedite the expansion of their North Port campus to include healthcare jobs to prepare for the addition of two hospitals.

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7. Strategic Planning
<ul style="list-style-type: none"> • Involves himself in the planning process to the correct degree • Reviews processes and looks for better ways to handle development activities • Demonstrates the ability to implement and achieve strategic objectives as set by Commission
<p>COMMENTS:</p> <ul style="list-style-type: none"> • Following the onboarding of two new commissioners, staff revised and finalized our Strategic Plan to include their feedback and vision. • Maintained the Performance Measurement webpage to connect the Strategic Plan to actual outcomes. • Maintained the focus on the city's safety and growth, and enhanced the quality of life for residents through various efforts in alignment with our Strategic pillars and priorities. • Began construction of new Fire Station 87 in Wellen Park. This fire station is being constructed to efficiently respond to emergencies in the rapidly growing western portion of the City of North Port. The station is scheduled for completion in the summer of 2026. • Received Commission approval to rebuild Fire Station 81/Fire Administration. Demolition is scheduled for Fall of 2025 with completion of the new facility in early 2027. • NP Fire Rescue proudly became the first public safety agency in Florida to achieve PEDReady Gold, a prestigious third-party evaluation that demonstrates our exceptional capability to provide the highest standard of pediatric care and protect our most vulnerable patients. • With a Return of Spontaneous Circulation (ROSC) rate of over 42%, NPFR consistently exceeds the state (27.3%) and national (25.4%) averages, highlighting our commitment to effective cardiac arrest care. • Provided Hands-only CPR classes for the seniors at North Port High School and for Home Schoolers. Over 500 students participated. • Successful completion of the Citizens Public Safety Academy. • Successful event and public turnout for the National Night Out. • The Department's Real-Time Intelligence Center has become the talk and attraction of other law enforcement agencies to see and visit on the best practices and investigative tools of today, in keeping crime rate down and solvability rates at an all-time high.

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8. City Commission Relations
<ul style="list-style-type: none"> • Works well with the City Commission to make sure there is adequate information available prior to meetings • Responds to requests for information or assistance by the Commission and/or individual members • Carries out directives of the Commission as a whole as opposed to those of any one member or minority • Sets meeting agendas that reflect the guidance of the Commission as a whole

<ul style="list-style-type: none"> • Demonstrates willingness to meet with Commission members to deal with individual problems and issues
<p>COMMENTS:</p> <ul style="list-style-type: none"> • On boarded two new commissioners and developed working relationships to provide a better understanding of roles and responsibilities of staff and commissioners. • Conducted bi-weekly agenda briefing meetings to provide an opportunity to ask in-depth questions in advance of Commission meetings. • Provided one-on-one meetings with staff ahead of important or controversial items. • Continued to respond to Commission concerns via emails, phone calls, and in person, with 90% on-time completion rate. • Made myself available to Commission members on nights, weekends, etc.

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<p>9. Financial Management / Budget</p>
<ul style="list-style-type: none"> • Ensures the budget is prepared and executed in a productive manner • Addresses the budget concerns raised by the Commission as a whole • Administers the adopted and amended budget within the approved revenues and expenditures
<p>COMMENTS:</p> <ul style="list-style-type: none"> • Received the GFOA Distinguished Budget Award with special recognition for Performance Measures, Strategic Goals and Strategies and Capital Program. • Prepared the FY 2026 City Manager's Recommended and Proposed Budgets keeping our millage rate constant for the sixth year in a row. • Prepared FYE 9/30/24 Annual Comprehensive Financial Report (ACFR) and received an unmodified audit opinion from the independent auditors. • Received the 28th consecutive Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for FYE 9/30/23 ACFR and submitted the FYE 9/30/24 ACFR for award consideration. • North Port received AA2 bond rating on Price Widening bonds which generated low interest in this competitive financing opportunity. • Worked with PFM Financial Advisors to develop a long-term financial model for the City. This model included an updated CIP by department, debt financing scenarios, budget models all based on different development scenarios. • Prepared a comprehensive 20 year Capital Improvement Program for the City Commission including all projects anticipated by the departments to be necessary for the next two decades. • Prepared a 10-year Capital Improvement Plan, including funding sources and rankings by department and fund.

- Provided targeted procurement training and mentorship to new hires and recently promoted staff on procurement policies and methodologies, enhancing consistency, compliance, and professional growth.
- Completed a Citywide Fee Study (Appendix A) with Willdan, developing a full-cost recovery model based on departmental input, benchmarking against comparable jurisdictions, and aligning with fiscal and policy objectives. Recommendations have been incorporated into the annual Citywide Fee Update.
- Performed budget town halls for the community and provided an online budgeting tool for residents to participate with how they would allocate our resources within the City's strategic plan pillars.
- Performed multiple one-on-one budget meetings with Commissioners and staff to help answer questions to allow for more fluid group public budget meetings.
- Provided budget memos following workshops to answer questions in a systematic and transparent method.

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OVERALL RATING

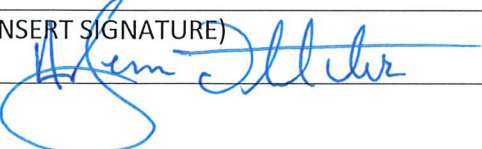
Score

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(EMPLOYEES COMMENT)

Thank you for the opportunity to lead such a talented and dedicated team in serving our community. Together, we have delivered meaningful accomplishments and outcomes that benefit both you and our residents. While much work still lies ahead, we remain committed to doing our very best each day to meet the needs of our growing city. It is truly a privilege to work on behalf of the Commission and to serve the residents of North Port.

CITY MANAGER SIGNATURE / DATE:

(INSERT SIGNATURE) 	(INSERT DATE) 8/20/25
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