

# City of Flagler Beach

## City Manager Performance Evaluation

Name: Larry Newsom

Evaluation Period: July 1, 2018 - June 30, 2019

**Definition of Ratings**

- (1) Unsatisfactory: Consistently does not meet the performance standard.
- (2) Improvement Needed: Occasionally meets the performance standard, seldom exceeds.
- (3) Meets: Performs at the performance standard.
- (4) Exceeds: Consistently meets and often exceeds the performance standard.
- (5) Outstanding: Consistently exceeds the performance standard.

Individually assess performance by rating from (1) to (5) based on the definitions above. Mark N/A if you do not have enough information to rate.

	Rating	Weight
<b>1. Relationship with City Commission</b>		15%
A. Effectively implements policies and programs approved by the City Commission.	5	
B. Reporting to City Commission is timely, clear, concise and thorough.	5	
C. Accepts direction/instructions in a positive manner.	4	
D. Effectively aids the City Commission in establishing long range goals as determined from the Strategic Plan.	5	
E. Keeps the City Commission informed of current plans and activities of administration and new developments in technology, legislation, governmental practices and regulations, etc.	4	
F. Provides the City Commission with clear report of anticipated goals.	3	
G. Has an "open door policy" for Commissioners.	5	
Average score for this category	31	4.4286
Weighted Score		66.429
Comments: Larry is effective with his communication style. There is a long period of time from one evaluation period to the next. During the Strategic Planning session we are updated on projects. I wish it was done throughout the year as well.		
<b>2. Public Relations</b>		10%
A. Projects a positive public image.	4	
B. Is courteous to the public at all times.	3	
C. Maintains effective relations with media representatives.	3	
D. Responds to requests from the public in a timely manner.	3	
Average score for this category	13	3.25
Weighted Score		32.5
Comments: I know of a few instances when the public was not happy with Larry's response. I met with him and the supervisor of the area and received the information I requested. We cannot make everyone happy. Larry's responses		

are appropriate.		
3. Effective Leadership of Staff		20%
A. Delegates appropriate responsibilities.	5	
B. Effective at directing and developing a team of staff members, encouraging decision making, instilling confidence, and emphasizing support.	4	
C. Initiates programs to motivate staff.	3	
D. Initiates programs to enhance the Flagler Beach workplace.	3	
Average score for this category	15	3.75
Weighted Score		75
Comments: I do not know of any specific programs to enhance the workplace, but I know the staff is not disgruntled and my observations are that he works with all staff members to encourage them to do their best. He is working proactively on replacing key people in the future as they retire.		
4. Fiscal Management		20%
A. Prepares realistic annual budget, which is easy to understand.	4	
B. Controls expenditures in accordance with approved budget.	4	
C. Keeps City Commission informed about revenues and expenditures, actual and projected.	4	
D. Ensures the budget addresses the goals and objectives, including readability.	4	
Average score for this category	16	4
Weighted Score		80
Comments: Larry is working to improve infrastructure. He has a handle on what it takes. The bad news is it takes money. We are depending on him to prepare the City for our future needs. He works well with the Finance Director and they are on the same page.		
5. Communication		15%
A. Facilitates the flow of information regarding Commission policy to the various constituents including the media, public employees and other organizations.	4	
B. Written communications are clear, timely, forthright and encourages feedback.	4	
Average score for this category	8	4
Weighted Score		60
Comments:		
6. Personal Traits		10%
A. Initiative.	5	
B. Openness: Encourages participation in decision making process.	4	
C. Fairness and Impartiality.	4	

D. Creativity.	4	
E. Visionary.	5	
Average score for this category	22	4.4
Weighted Score		44
Comments:		
7. Intergovernmental Affairs		10%
A. Maintains effective communication with local, regional, State and Fed.	5	
B. Financial resources (grants) from other agencies are pursued.	4	
C. Contributions to good government through regular participation.	4	
D. Lobbies effectively with legislators and State agencies.	4	
Average score for this category	17	4.25
Weighted Score		42.5
Comments:		

**FINAL**

4.00
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- 1.00-1.99 Unsatisfactory
- 2.00-2.99 Improvement Needed
- 3.00-3.99 Meets Job Standards
- 4.00-4.49 Exceeds Job Standard
- 4.5-5.00 Outstanding

<b>Overall Comments:</b>
Larry has made good decisions on reorganizing staff. He is on top of important city matters and is contentious about where the city budget and resources stand. He realizes Rome was not built in a day.
Larry worked steadfastly through a recent illness and staff was able to function without him. This is the sign of a good leader. He is prompt in returning my calls and deals with my questions and suggestions openly and honestly. That is important to me. His connections in Tallahassee and with with FDOT has earned him respect amongst his peers.

Signature of Evaluator: Kim M. Carney	Date: 9/22/19
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