

SECTION I: ASSISTING COUNCIL WITH ITS POLICY-MAKING ROLE

		Poor	Needs Improvement	Meets Expectations	Exceeds Expectations	Excels
A. Providing Information						
The City Manager provides information which is:						
	Detailed and reliable				X	
	Explained in a thorough manner				X	
	Information provided includes alternatives for consideration		X			
	Based upon information available, makes recommendations		X			
	Timely				X	
	Helpful in preventing trivial administrative matters from being reviewed by the Council			X		
	Helpful and adequate to assist City Council in making sound decisions		X			
The City Manager:						
	Provides members of City Council with the opportunity to set long-term organizational goals and to establish the future direction of City policy			X		
	Keeps City Council informed, in a timely manner, of the things Council should be aware of, wants to know, and needs to know				X	
	Keeps City Council well informed with concise written and oral communications				X	
	Informs the City Council of administrative developments			X		
	Follows up in a timely manner on City Council requests for information or action				X	
B. Providing Advice						
The City Manager:						
	Has adequate knowledge of municipal affairs, including the City's laws and ordinances				X	
	Considers alternatives before making recommendations			X		
	Plans ahead, anticipates needs and recognizes potential problems				X	
	Has a good sense of timing in bringing issues to the Council for action			X		

My main concern is not being given options that are available to me. I would like to be able to share a concern and through his direction have staff find a solution. This has not been the case.

SECTION II: INTERNAL ADMINISTRATION

	Poor	Needs Improvement	Meets Expectations	Exceeds Expectations
A. Implementation of Council Policies				
The City Manager is effective in the following areas:				
Carrying out Council directives			X	
Assigning work so that it is performed efficiently and effectively			X	
Paying sufficient attention to detail to avoid error or things "slipping through the cracks"			X	
Analyzing problems or issues and identify causes, reasons, and implications			X	
Accurately interpreting the direction given by Council			X	
Carrying out the directives of Council as a whole rather than those of any one Council member, but recognizes the concerns of the minority			X	
Supporting the actions of the City Council after a decision is made			X	
Assuming responsibility for staff performance			X	
Providing members of City Council with periodic status reports on projects or tasks which may overlap months or years in implementation			X	
Insuring that the management staff maintains normal service delivery operations as well as the flexibility to manage emergency situations			X	

B. Financial Management

Are you satisfied with the City Manager's:

Approach to budget preparation and review				X
Use of standard financial management procedures to meet Council's policy guidelines				X

		Poor	Needs Improvement	Meets Expectations	Exceeds Expectations
	Implementation of Council's policy regarding the expenditure of budgeted funds		X		
	Cost control through economical use of labor, materials and equipment			X	
	Information on the financial status of City government			X	
	Use of available funds and his ability to operate the City efficiently and effectively				X
	Knowledge of financial matters			X	
	Information pertaining to long or short-term financing for capital projects or equipment purchases			X	
	Information on opportunities for federal and state grant funding			X	

C. Personnel Management

The City Manager is:

	Successful in guiding people as a team toward common objectives			X	
	Effective in selecting qualified and highly competent staff members			X	
	Effective in maintaining professional relationships with Department Directors			X	
	Effective in assuring that staff members make a positive impression on citizens		X		

The City Manager:

	Insures that the City's personnel policies and practices are administered by City Department Directors and management staff in an equitable manner			X	
	Develops and motivates employees so that they are increasingly effective			X	
	Addresses disciplinary problems and takes action when warranted		X		
	Monitors performance of employees and initiates corrective action as needed			X	

Comments on Section II:

This is more of my personal opinion that some issues should have been handled differently.

This section is difficult because city council is

SECTION III: EXTERNAL RELATIONS

	Poor	Needs Improvement	Meets Expectations	Exceeds Expectations
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A. Citizen Relations

The City Manager:

Makes a positive impression on citizens and is respected in the City of Palm Coast		X		
Has appropriate visibility or identity in the community				X
Assists the Council in resolving problems at the administrative level to avoid unnecessary Council action				X
Is skillful with the news media, avoiding political positions and partisanship				X
Provides information to the public in a timely fashion on matters which will cause public reaction				X
Represents Council positions and policies accurately and effectively			X	
Thinks and acts in a manner reflecting an attitude that client (Council, staff or citizens) perceptions and satisfactions are important			X	
Responds completely and in a timely manner to citizen complaints			X	

B. Intergovernmental Relations

The City Manager:

Effective representing the City's interests in dealing with other agencies			X	
Participative in enough intergovernmental activity to have an impact on behalf of the City				X
Cooperative with the county, state and federal governments		X		

Comments on Section III:

City and county need to learn to work together and make it happen for the residents sake.

SECTION IV: PERSONAL ACCOMPLISHMENTS

	Poor	Needs Improvement	Meets Expectations	Exceeds Expectations
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A. Communications

With regard to communications, the City Manager is:

Easy to talk to and a good listener				X
Thoughtful, clear and to the point				X
Sensitive to the concerns of others			X	
Candid and forthright in discussing City business matters with members of City Council			X	

B. Management Style

The City Manager

Demonstrates interest and enthusiasm in performing his duties				X
Commands respect and good performance from staff				X
Shows initiative and creativity in dealing with issues, problems and unusual situations			X	
Is open to new ideas and suggestions for change			X	
Works well under pressure				
Consistently puts aside personal views and implements Council policy and direction			X	
Displays the ability to resolve the numerous conflicts inherent in municipal government			X	
Responds well to a changing world and local conditions; is adaptive			X	
Is accessible to City Council members			X	
Conforms to the high standards of the profession; follows the "ICMA Code of Ethics"			X	
Exhibits a commitment to continuing education in order to encourage his professional development			X	
Is receptive to constructive criticism and advice			X	

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C. Job Effectiveness						
The City Manager:						
	Demonstrates interest and enthusiasm about the Council's Vision for the City			X		
	Gives his staff the tools necessary to provide efficient, responsive City services			X		
	Coordinates the implementation of City goals and objectives			X		
	Creates a positive atmosphere for successful economic development in the City			X		
	Supports responsible infrastructure expansion and maintenance				X	
	Emphasizes the need for employee training and technological improvements				X	
Comments on Section IV:						
<p>I feel he moves forward based on what his thoughts and ideas are and not always receptive to new council ideas. His opinion gets in the way of council requests.</p>						

SECTION V: NARRATIVE RESPONSES

- What were the Manager's most notable accomplishments during the past year(s)?

The city hall project and the interchange projects all went smooth. Our city is beautiful, capital projects are well thought out, water plant moving forward.

- Which of the Manager's qualities were most instrumental in fulfilling the role of City Manager this past year(s)?

A city manager has to look at the big picture and put that knowledge and vision to work. I beleive he has the quality or ability.

- What does the Manager do that you would like him to continue?

Continue being proactive when it comes to safety and building positive relationships with businesses through incentives and/ or variances .

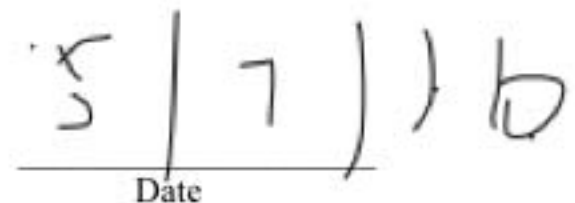
- Is there anything that the Manager does that you would like him to do differently?

I would like him to support council ideas or at the least not disagree. Anything i campaigned on i need to acheive. We answer to 80,000 residents who voted for us for a reason.

- Do you have any other general comments to share with the City Manager?

I beleive you work hard and earn the salary you receive but a raise is not in order. Many companies have cut off points where executive staff do not get increases. It would be hard to justify to residents where the medium salary is under 30 grand.


Rater's Signature


Date