

## EXHIBIT B

### CITY MANAGER EVALUATION FORM

#### CITY OF MARCO ISLAND CITY MANAGER PERFORMANCE EVALUATION - FY 2023

**RATING:**

1. Unsatisfactory
2. Needs Strengthening
3. Satisfactory Performance
4. Good Performance
5. Outstanding Performance

**TOTAL COMPILED RATING: 4.33**

<b>Organizational Management</b> <b>Compiled Rating: 4</b>	<b>RATING</b>				
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
1. Provides that the organization does not violate agreement or appropriate established board procedures.				x	
2. Plans and organizes ongoing programs and services to the City Council.				x	
3. Plans and organizes areas of concern brought to the attention of the City Manager by the City Council or responses to public requests.				x	
4. Evaluates new and innovative technology as it may relate to areas of concern in the improvement of the City.				x	
<b>COMMENTS/SUGGESTIONS (Indicate if additional pages are attached): As previously noted, timelines and prioritization schedules shared with Council would be helpful.</b>					

Fiscal Management Compiled Rating: 4.375	RATING				
	1	2	3	4	5
1. Includes the City Council in preparations of the annual budget.					x
2. Plans and prepares the annual budget with the input of the City Council with documentation and full explanation of the annual budget.					x
3. Administers the adopted budget within the framework of the approved revenues and expenditures.					x
4. Plans and provides for a system of reports, as requested, for the City Council to evaluate expenses and revenues.				x	
5. Prepares and presents to the City Council appropriate budgetary transfers, as necessary.				x	
6. Plans and provides for necessary information for the City Council which requires bonding or borrowing of funds for long term projects.				x	
7. Plans for, organizes and supervises the most economical utilizations of manpower, materials and equipment for City services.				x	
8. Plans and provides for future economic growth in relationship to projected revenues and expenditures.				x	
<b>COMMENTS/SUGGESTIONS</b> (Indicate if additional pages are attached): CM has improved the budget process this year compared to previous years. Staff "wants" were reduced based on available funds. Priorities were sharply focused. Budget has been at rollback resulting in a reduction of property tax rates and citizen real dollar savings for the 7 <sup>th</sup> year in a row.					

<b>Intermediate and Long-Range Planning</b> <b>Compiled Rating: 4</b>		<b>RATING</b>				
		1	2	3	4	5
1. Plans and organizes a process of program planning in anticipating the future of the City.					x	
2. Plans and organizes maximum utilization and maintenance of City owned equipment.					x	
3. Plans and organizes a program of addressing the current needs and requirements of infrastructure and infrastructure needs of the future.					x	
4. Has a vision of the future for the city of Marco Island and shares that vision with the City Council and the public.					x	
5. Keeps the City Council aware of new or impending legislation, potential grants and developments in the public policy, which may have an impact on the city.					x	
6. Maintains knowledge of new technologies, systems and methods that may enhance the City's economics.					x	
7. Carries out intermediate and long-range planning concerns approved by the City Council.					x	
<b>COMMENTS/SUGGESTIONS (Indicate if additional pages attached) Addressing the growth of the city, as intended by its planners and founders, should not be a third-rail. CM and Council should work together to improve our city of the future rather than be afraid of it.</b>						
<b>Intergovernmental Relationships</b> <b>Compiled Rating: 4.6</b>		<b>RATING</b>				
		1	2	3	4	5
1. Maintains awareness of developments and plans in other jurisdictions, which may impact the City.					x	
2. Maintains communication with governmental jurisdictions in area of service that improves or enhances City programs					x	
3. Initiates communication with other governmental entities or outside parties, which the City may be involved with or become involved.						x
4. Attends and relays appropriate information from current intergovernmental agreement meetings to the City Council.						x
5. Willingness to participate with other governmental entities in sharing resources or equipment.					x	
<b>COMMENTS/SUGGESTIONS (Indicate if additional pages are attached): CM is highly respected by his peers as has been previously noted.</b>						

<b>Relationship with the Public</b>	<b>RATING</b>				
<b>Compiled Rating: 5</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
1. Ensures that an attitude and feeling of helpfulness, courtesy and sensitivity to perception exist in employees coming in contact with the public.					x
2. Establishes and maintains an image of the City of Marco Island to the community that represents service, enthusiasm and professionalism.					x
3. Establishes and maintains a liaison with private organizations, service groups or individuals involved in areas of concern that relate to the service or activities of the City.					x
4. Promote and provide information to public inquiries regarding activities, services or potential employment development with the City.					x
<b>COMMENTS/SUGGESTIONS (Indicate if additional pages attached):</b> CM has increased public communication and interaction. Quicker responses and promotion of City actions/views should be addressed on a more frequent basis. CM's office has provided the facts a number of times that have been successful and it should be continued frequently.					

  

<b>Management of Employees and Relationship</b>	<b>RATING</b>				
<b>Compiled Rating: 3.85</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
1. Plans, organizes and maintains training of employees through in-house training or outside training.				x	
2. Maintains regular staff meetings.				x	
3. Maintains contact and professional interaction with subordinates at all levels of the organization.				x	
4. Ability to appropriately motivate and discipline employees for peak performance.			x		
5. Equitably handles problem of grievances among subordinate employees.				x	
6. Maintains an organization that is efficient, helpful and courteous to the public and to the employees.				x	
7. Provides for annual evaluation of all employees.				x	
<b>COMMENTS/SUGGESTIONS (Indicate if additional pages are attached):</b>					

<b>Relationship with City Council</b>	<b>RATING</b>				
<b>Compiled Rating: 4.14</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
1. Maintains effective communication, both verbal and written with the City Council.				x	
2. Maintains availability to the City Council.					x
3. Provides information needed for City Council action in a timely manner.				x	
4. Establishes a system of reporting to the City Council the current plans and activities of the City.				x	
5. Provides for clear presentations to the City Council in the most concise, clear and comprehensive manner possible.				x	
6. Provides the City Council with all perspectives of an issue and provides a recommendation and reason to support that recommendation.				x	
7. Always prepared to answer questions of the City Council.				x	
<b>COMMENTS/SUGGESTIONS (Indicate if additional pages are attached): CM is always available for a meeting, phone call, or question.</b>					

  

<b>Professional Development</b>	<b>RATING</b>				
<b>Compiled Rating: 5</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
1. Is the City Manager viewed with respect as compared to others in Public Administration?					x
2. Does the City Manager enthusiastically seek and support professional improvement through pertinent seminars and conferences?					x
3. Does the City Manager deal effectively with other governmental managers?					x
4. Is the City Manager always interested in learning new techniques or envisioning new ways to conduct business?					x
<b>COMMENTS/SUGGESTIONS (Indicate if additional pages are attached): Kudos to the CM on his efforts to continue his professional development over his time with the COMI</b>					



<b>Personal Characteristics</b> <b>Compiled Rating: 4</b>	<b>RATING</b>				
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
1. Imagination: Does the City Manager show originality in approaching problems? Able to visualize the implications of various approaches?				x	
2. Objectivity: Is the City Manager unemotional and unbiased? Take a rational viewpoint based on facts and qualified opinions?				x	
3. Drive: Is the City Manager energetic, willing to spend whatever time is necessary to do a good job?				x	
4. Decisiveness: Is the City Manager able to reach timely decisions and initiate action?				x	
5. Attitude: Is the City Manager enthusiastic, cooperative and willing to adapt?				x	
<b>COMMENTS/SUGGESTIONS (Indicate if additional pages are attached):</b> The CM is not afraid to address a controversial matter with the facts and listen to opposing viewpoints with proper level of objectivity.					

**OTHER COMMENTS THAT MAY BE RELEVANT TO THIS EVALUATION**  
(Indicate if additional pages are attached):

Signature: \_\_\_\_\_

Print Name: Jared Grifoni

Date: 8/14/23

## CITY MANAGER 2023 AREAS OF FOCUS - EVALUATION FORM

### RATING:

1. Unsatisfactory: Performance is well below requirements and must be immediately corrected
2. Needs Strengthening: Performance is inconsistent or does not generally meet requirements.
3. Satisfactory Performance: Performance is acceptable and meets job requirements.
4. Good Performance: Performance surpasses job requirements.
5. Outstanding Performance: Behavior or performance exhibits outstanding effort which clearly and significantly is above the norm. Performance has substantially enhanced City efficiency and effectiveness.

**TOTAL COMPILED RATING: 4.225**

<b>Fiscal Management – Weight 30%</b> <b>Compiled Rating: 4.5</b>	<b>RATING</b>				
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
1. Work with council to enact balanced FY 2022/2023 budget following adopted Council Budget Policy.					x
2. Scheduled progress of major capital projects on-time and on-budget, including specifically Fire Station 50, Veterans Community Park, and the transition to the new City Hall Annex building.				x	
Comments (Indicate is additional pages are attached):					
Budget came in at rollback and major, simultaneous projects have been completed					

<b>Water Quality – Weight 30%</b> <b>Compiled Rating:4</b>		<b>RATING</b>				
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
1. Advance the consideration of strategies for water quality improvements as recommended in the consultant's report. Present capital projects and other initiatives for Council approval in furtherance of that objective. <ul style="list-style-type: none"> <li>• Develop aeration project and projects removing contaminants from canal floors</li> <li>• Prioritize locations for pilot projects and identify opportunities for grant funding</li> <li>• Initiate a hydraulic study to identify optimum areas for interconnective culverts on dead end canals to increase water flow</li> <li>• Conduct additional water testing on Marco River and Gulf of Mexico</li> <li>• Initiate DEP "4d" process</li> </ul>					x	
2. Work with Council to define measurable and practical objectives for the Water Quality Program as data is available.					x	
Comments (Indicate is additional pages are attached): CM continues to address WQ through legislative priorities, budget requests, and staff direction						

<b>Leadership / HR – Weight 15%</b> <b>Compiled Rating: 4.5</b>		<b>RATING</b>				
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
1. Ensure the City of Marco Island is an attractive and competitive employer in the Southwest Florida market. <ul style="list-style-type: none"> <li>• Expand Supervisory training</li> </ul>						x
2. Ensure that each direct report has the appropriate skills, experience, and culture fit to contribute to continuous improvement in delivery of city services. <ul style="list-style-type: none"> <li>• Implement mentorship program as identified by Employee Focus Group</li> <li>• Identify plan to differentiate and increase pay for high performers</li> </ul>					x	
Comments (Indicate is additional pages are attached):						



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Community Engagement – Weight 25% Compiled Rating: 4	RATING				
	1	2	3	4	5
1. Effectively implement transient rental registration program					
2. Enhance MyMarco mobile app to improve utilization and communication with residents. <ul style="list-style-type: none"><li>• Develop metrics for monthly uses and individual users</li></ul>				x	
Comments (Indicate if additional pages are attached):					
1. Left #1 blank because it's impossible to effectively implement such a poorly designed program with multiple lawsuits that was forced upon him and the staff. This will result in a significant loss of tax payer dollars and cannot be placed at the foot of the CM.					

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_