

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:

Organizational Management Compiled Rating: __	RATING				
	1	2	3	4	5
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	
COMMENTS/SUGGESTIONS (Indicate if additional pages are attached): # 2. The only "ongoing program" that has been provided is the bi-weekly City Council Meeting. # 3. I am still waiting (> 1year) for a finalized Interlocal Agreement between the City and County Historical Society. This matter seems to have died. The same can be said for an agreement between the City and Key Marco that would re-open free access to the area for safe bicycling.					

Fiscal Management Compiled Rating: ____	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	
COMMENTS/SUGGESTIONS (Indicate if additional pages are attached): # 7. I'm still not convinced that the creation of the Fleet and Facilities Department has resulted in the <i>most economical</i> utilization of manpower, materials, and equipment.					

Intermediate and Long-Range Planning Compiled Rating: __	RATING				
	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		
COMMENTS/SUGGESTIONS (Indicate if additional pages attached) #s 2 & 4. I'm not sure if the City Manager is not particularly visionary or he chooses not to share this vision with the City Council. The longer I am on City Council, the more this disappoints me and makes me wonder if the city needs a change of direction with a more visionary leader who will inspire me, my peers, and the residents.					
Intergovernmental Relationships Compiled Rating: __	RATING				
	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	

COMMENTS/SUGGESTIONS (Indicate if additional pages are attached):					
Relationship with the Public					RATING
Compiled Rating: __					
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
COMMENTS/SUGGESTIONS (Indicate if additional pages attached): # 2. The incidents related to falsifying fire inspections (last year) and firearms training records (2023) have diminished the professionalism of those departments in my eyes. Responsibility for such incidents must start at the top with the City Manager.					
Management of Employees and Relationship					RATING
Compiled Rating: __					
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

COMMENTS/SUGGESTIONS (Indicate if additional pages are attached):

#s 4 & 5. The City Manager prefers to delegate disciplining and handling of grievances to his Department and Program Managers. In cases of minor infractions this seems appropriate. In major cases this is not enough and he needs to be more personally involved in disciplinary actions.

Relationship with City Council Compiled Rating: __	RATING				
	1	2	3	4	5
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

COMMENTS/SUGGESTIONS (Indicate if additional pages are attached):
 # 3. See my comments under the Organizational Management section.
 #s 4 & 5. The City Manager has not established a formal system of reporting to the City Council other than his verbal comments during the City Manager's Report section of City Council Meetings. He needs to provide a detailed written report attached to the agenda to supplement his verbal comments.

Professional Development Compiled Rating: __	RATING				
	1	2	3	4	5
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

COMMENTS/SUGGESTIONS (Indicate if additional pages are attached):

Personal Characteristics

Compiled Rating: __

RATING

1	2	3	4	5
	x			
				x
			x	
	x			
		x		

1. Imagination: Does the City Manager show originality in approaching problems? Able to visualize the implications of various approaches?

2. Objectivity: Is the City Manager unemotional and unbiased? Take a rational viewpoint based on facts and qualified opinions?

3. Drive: Is the City Manager energetic, willing to spend whatever time is necessary to do a good job?

4. Decisiveness: Is the City Manager able to reach timely decisions and initiate action?

5. Attitude: Is the City Manager enthusiastic, cooperative and willing to adapt?

COMMENTS/SUGGESTIONS (Indicate if additional pages are attached):

1. See previous comments in Intermediate and Long-Range Planning section.

4. See previous comments in Management of Employees and Relationship section.

OTHER COMMENTS THAT MAY BE RELEVANT TO THIS EVALUATION

I'm going to use a sports analogy to describe my overall perception of the City Manager's performance this year. I think the City Manager has been a good "game manager." That is a moniker used to describe a professional football quarterback who is competent managing a modest game plan. He won't throw a lot of 99 yard bombs for touchdowns, but he also won't throw many interceptions leading to losses. Instead of taking full responsibility for the offense, he will hand the ball off to the running backs who will follow the blockers and pound away for steady, sustained drives that ultimately lead to a touchdown or two. If he throws the ball at all, it will be for safe, short-yardage plays. Technically there is nothing wrong with a game manager vs charismatic leader. The major difference is in the level of inspiration and trust they inspire. Personally, I'd like to feel a little more inspired by our leader than I have been this year.

Signature: _____

Print Name: _Richard Blonna_____

Date: 8/11/23_____

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:

Fiscal Management – Weight 30% Compiled Rating:	RATING				
	1	2	3	4	5
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):					
# 2. The City Hall Annex transition has been subject to many revisions due to the staggered occupancy of the different departments utilizing the space. Unexpected adjustments (bathroom needed to be ADA compliant etc.) have resulted in a satisfactory transition.					

Water Quality – Weight 30% Compiled Rating:	RATING				
	1	2	3	4	5
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"> • Develop aeration project and projects removing contaminants from canal floors • Prioritize locations for pilot projects and identify opportunities for grant funding • Initiate a hydraulic study to identify optimum areas for interconnective culverts on dead end canals to increase water flow • Conduct additional water testing on Marco River and Gulf of Mexico • Initiate DEP “4d” process 			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):					
# 1. While I am satisfied with the inclusion of the items in #1, the slow progress in implementing some of them is the reason for the satisfactory rating.					
# 2. There has been little involvement of the City Council in defining measurable and practical objectives related to water quality. Most of this work has been done by the Public Works Director in consort with the City Manager. While I am generally satisfied with the outcome, the process (work with Council) has been less than satisfactory. To me, working with the City Council would entail special planning sessions or workshops specifically related to the items in # 1. These sessions/workshops have not been held.					

Leadership / HR – Weight 15% Compiled Rating:	RATING				
	1	2	3	4	5
1. Ensure the City of Marco Island is an attractive and competitive employer in the Southwest Florida market. <ul style="list-style-type: none"> • Expand Supervisory training 			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"> • Implement mentorship program as identified by Employee Focus Group • Identify plan to differentiate and increase pay for high performers 			x		
Comments (Indicate is additional pages are attached):					

AREAS OF FOCUS - Evaluation
Approved by City Council 10/21/22

1. While there has been expanded Supervisory training, I'm not sure it has resulted in making the City of Marco Island a more attractive and competitive employer. Key positions (City Clerk, Environmental Planner, Fire Marshal etc.) have turned over in the past year.

2. If a mentorship program has been instituted it has little visibility to the City Council and general public.

Community Engagement – Weight 25% Compiled Rating:	RATING				
	1	2	3	4	5
1. Effectively implement transient rental registration program					x
2. Enhance MyMarco mobile app to improve utilization and communication with residents. <ul style="list-style-type: none">• Develop metrics for monthly uses and individual users					x
Comments (Indicate is additional pages are attached):					
# 1. Full roll-out of the program has been halted due to the moratorium established by the City Council. Prior to that the program was quickly and efficiently set up and rolled-out.					

Signature: _____

Print Name: _____ Richard Blonna _____

Date: _____ 8/11/23 _____