

EXHIBIT B

CITY MANAGER EVALUATION FORM

CITY OF MARCO ISLAND CITY MANAGER PERFORMANCE EVALUATION - FY 2023/24

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 the agreement or appropriate established board procedures.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. Plans and organizes ongoing programs and services to the City Council.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. Plans and organizes areas of concern brought to the attention of the City Manager by the City Council or responses to public requests.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. Evaluates new and innovative technology as it may relate to areas of concern in the improvement of the City.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
COMMENTS/SUGGESTIONS (Indicate if additional pages are attached): City Manager McNeese has been very responsive to the needs of the City Council in terms of organizing meetings and workshops around issues such as the Code of Ordinances review process. I think he has been very responsive this year to areas of concern brought to him by the City Council. The City Manager works closely with his IT and senior staff to identify innovative technological upgrades to the City's hardware and software infrastructure.					

Fiscal Management	RATING				
Compiled Rating: __	1	2	3	4	5
1. Includes the City Council in preparations of the annual budget.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. Plans and prepares the annual budget with the input of the City Council with documentation and full explanation of the annual budget.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. Administers the adopted budget within the framework of the approved revenues and expenditures.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. Plans and provides for a system of reports, as requested, for the City Council to evaluate expenses and revenues.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
5. Prepares and presents to the City Council appropriate budgetary transfers, as necessary.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
6. Plans and provides necessary information for the City Council which requires bonding or borrowing of funds for long term projects.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
7. Plans for, organizes and supervises the most economical utilizations of manpower, materials and equipment for City services.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
8. Plans and provides for future economic growth in relationship to projected revenues and expenditures.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
COMMENTS/SUGGESTIONS (Indicate if additional pages are attached):					
<p># 1-6 - The City Manager earned the highest grades from me regarding these criteria. He is doing an excellent job on them.</p> <p># 7 - I don't believe that the most economical utilizations of manpower, materials, and equipment is the best use of resources. Sometimes spending more than the most economical is better in the long run. I think the City Manager understands this and is always looking for the best utilization, not necessarily the most economical.</p> <p>#8 – I believe that the City Manager is very forward thinking and understands SW Florida trends in housing and employment and how these will impact Marco Island revenue and expenditures.</p>					

Intermediate and Long-Range Planning	RATING				
Compiled Rating: ____	1	2	3	4	5
1. Plans and organizes a process of program planning in anticipating the future of the City.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. Plans and organizes maximum utilization and maintenance of City owned equipment.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. Plans and organizes a program of addressing the current needs and requirements of infrastructure and infrastructure needs of the future.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. Has a vision of the future for the city of Marco Island and shares that vision with the City Council and the public.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
6. Maintains knowledge of new technologies, systems and methods that may enhance the City's economics.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
7. Carries out intermediate and long-range planning concerns approved by the City Council.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
COMMENTS/SUGGESTIONS (Indicate if additional pages attached) # 2 – The best example of this is the creation of the Fleet and Facilities Department which is designed to centralize fleet maintenance and upgrading on a regularly scheduled basis. # 4 – I haven't been privy to that vision so I cannot answer that question.					
Intergovernmental Relationships	RATING				
Compiled Rating: ____	1	2	3	4	5
1. Maintains awareness of developments and plans in other jurisdictions, which may impact the City.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. Maintains communication with governmental jurisdictions in area of service that improves or enhances City programs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. Initiates communication with other governmental entities or outside parties, which the City may be involved with or become involved.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. Attends and relays appropriate information from current intergovernmental agreement meetings to the City Council.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
5. Willingness to participate with other governmental entities in sharing resources or equipment.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
COMMENTS/SUGGESTIONS (Indicate if additional pages are attached): The City Manager has played a leadership role in his professional society and participates in their training and networking. The City Manager's strong relationship with the Collier County Manager and senior County Staff has been very helpful in creating an open dialogue, and in securing funding and support for Marco Island projects and programs.					

Relationship with the Public	RATING				
Compiled Rating: ____	1	2	3	4	5
1. Ensures that an attitude and feeling of helpfulness, courtesy and sensitivity to perception exist in employees coming in contact with the public.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. Establishes and maintains an image of the City of Marco Island to the community that represents service, enthusiasm and professionalism.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
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.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. Promote and provide information to public inquiries regarding activities, services or potential employment development with the City.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
COMMENTS/SUGGESTIONS (Indicate if additional pages attached): The City Manager has been an active member of the community, speaking at various meetings and functions across all sectors of the island. The City oversees the sharing of information with residents on a regular basis through website postings, public service announcements, emergency broadcasts, social media posts, and Neighborhood Information Meetings.					
Management of Employees and Relationship	RATING				
Compiled Rating: ____	1	2	3	4	5
1. Plans, organizes and maintains training of employees through in-house training or outside training.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. Maintains regular staff meetings.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. Maintains contact and professional interaction with subordinates at all levels of the organization.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. Ability to appropriately motivate and discipline employees for peak performance.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. Equitably handles problem of grievances among subordinate employees.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. Maintains an organization that is efficient, helpful and courteous to the public and to the employees.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
7. Provides for annual evaluation of all employees.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
COMMENTS/SUGGESTIONS (Indicate if additional pages are attached): # 4- The City Manager has built a team of senior staff that he trusts implicitly. Because of this, his first inclination regarding disciplinary action is to expect it to be managed properly through his senior staff. I would prefer that he take a more active role in addressing certain disciplinary action.					

Relationship with City Council Compiled Rating: __	RATING				
	1	2	3	4	5
1. Maintains effective communication, both verbal and written with the City Council.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. Maintains availability to the City Council.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. Provides information needed for City Council action in a timely manner.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Establishes a system of reporting to the City Council on the current plans and activities of the City.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. Provides for clear presentations to the City Council in the most concise, clear and comprehensive manner possible.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
6. Provides the City Council with all perspectives of an issue and provides a recommendation and reason to support that recommendation.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
7. Always prepared to answer questions of the City Council.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
COMMENTS/SUGGESTIONS (Indicate if additional pages are attached): The City Manager is approachable and always available to meet in-person or over the telephone. He responds quickly and completely to all written requests and generously shares his opinions and insights when asked. # 4- This is the most disappointing aspect of the relationship between the City Council and staff. I have asked the City Manager several times to have staff develop a "tickler file" of open projects/requests by City Council so we can stay apprised of their status. It is very easy for us to lose track of things requested months ago or the status of major projects voted on during prior City Council meetings. Tracking projects through the Portal is very difficult.					
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?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. Does the City Manager enthusiastically seek and support professional improvement through pertinent seminars and conferences?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. Does the City Manager deal effectively with other governmental managers?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. Is the City Manager always interested in learning new techniques or envisioning new ways to conduct business?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

COMMENTS/SUGGESTIONS (Indicate if additional pages are attached): As previously mentioned, this is one of the City Manager's strengths.

Personal Characteristics

Compiled Rating: __

RATING

	1	2	3	4	5
1. Imagination: Does the City Manager show originality in approaching problems? Able to visualize the implications of various approaches?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. Objectivity: Is the City Manager unemotional and unbiased? Take a rational viewpoint based on facts and qualified opinions?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. Drive: Is the City Manager energetic, willing to spend whatever time is necessary to do a good job?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. Decisiveness: Is the City Manager able to reach timely decisions and initiate action?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
5. Attitude: Is the City Manager enthusiastic, cooperative and willing to adapt?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

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


1 – I view the City Manager as a Pragmatist, not a visionary. This isn't necessarily bad as long as he continues to be willing to listen to the more visionary members of his staff and the City Council.

3- The City Manager is a long-distance runner, not a sprinter. He has patience, takes his time, and knows how to pace himself. He is willing to invest as much time as needed to get a job done.

OTHER COMMENTS THAT MAY BE RELEVANT TO THIS EVALUATION

(Indicate if additional pages are attached):

There is a clear interplay between the City Council and the City Manager that impacts his ability to meet his job duties and to be visionary and creative. When the City Council is unified and clear in our direction, the City Manager can accomplish his job completely and rapidly. When the City Council is not unified and clear or we waffle on an issue it makes his job harder. Fortunately, this City Council has been mostly unified and clear in our directions to the City Manager and he has responded accordingly. This also allows him to work on his own initiatives related to staff training and development, something that is very important to him.

Signature: 

Print Name: Richard Blount

Date: 8/12/24

CITY MANAGER 2024 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:

Capital Projects – Weight 30%	RATING				
	1	2	3	4	5
Compiled Rating:					
1. Island-wide Traffic Congestion Study <ul style="list-style-type: none"> Present final report to City Council Go to bid this fiscal year on Collier/Barfield intersection improvements 	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. North Marco Utility Acquisition and integration <ul style="list-style-type: none"> Bring all documents to City Council for approval Completed closing of transition Collapse existing company Integrate NMU customers into City Utility system 	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. Winterberry Bridge Replacement Identify appropriate funding sources <ul style="list-style-type: none"> Identify appropriate funding sources Design approved and project out to bid by first quarter, 2024 City Council award construction contract by second quarter, 2024 	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. Canal Water Quality Projects <ul style="list-style-type: none"> Aeration pilot project – design/cost estimate completed Canal Interconnects – Hydrodynamic study completed and presented to City Council Continue advancement of DEP 4e Alternative Restoration Plan 	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

Comments (Indicate is additional pages are attached): The City Manager has done an excellent job overseeing all
~~Capital Projects this past year~~

of the Capital Projects.

Fiscal Management – Weight 20%

RATING

Compiled Rating:

1 2 3 4 5

1. Present City Council with FY 2024-25 City budget applying the rollback Millage Rate for adoption

○ ○ ○ ○ ☒

Comments (Indicate is additional pages are attached):

The City Manager fully met this requirement.

Land Use and permitting issues – Weight 25%	RATING				
	1	2	3	4	5
Compiled Rating:					
2. Present completed Olde Marco zoning certificate inventory to City Council by February 1, 2024.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. Complete public process related to development of the Olde Marco Redevelopment Master Plan.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. Complete the unwinding of the Vacation Rental registration program with wrap-up accounting to City Council	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
5. Successfully complete Growth Management Permitting "Community engagement" process and related internal process review.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Comments (Indicate is additional pages are attached):					
The City Manager successfully met all of these requirements. He has supported both the Builder's Roundtable and the Ad Hoc Business Development and Redevelopment Advisory Committee in their efforts to improve the permitting process.					

Internal / Organizational Issues – Weight 15%	RATING				
	1	2	3	4	5
Compiled Rating:					
1. Complete "360 Evaluation" process	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. Implement expanded supervisory training, including appropriate certification for Purchasing/Risk Management	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Comments (Indicate is additional pages are attached):					
The City Manager successfully completed both of these tasks.					

Other – Weight 10% Compiled Rating:	RATING				
	1	2	3	4	5
1. Expand utilization of Veterans Community Park and the Unity bandshell	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. Identify and support Island-wide beautification efforts. <ul style="list-style-type: none">• Seek funding options for beach access beautification• Identify a process and funding for replacement of electrical box wraps	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Comments (Indicate if additional pages are attached): The City Manager has met both of these requirements. The number of ongoing and new events at Veterans Park has been very impressive. TDC funds were obtained for the beach access beautification project.					

Signature: dy fm

Print Name: Richard Blowna

Date: 8/12/24