CITY ATTORNEY PERFORMANCE EVALUATION

SUGGESTED INSTRUCTIONS

Evaluate the City Attorney on the basis of standards you expect to be met for the job, considering the length of time in the job. Check the number which most accurately reflects the level of performance for the factor appraised using the rating scale described below. If you did not have an opportunity to observe a factor during this evaluation period, please indicate so in the "N/O" column next to the factor.

RATING SCALE DEFINITIONS (1-5)

Unsati	isfactory (1)	1 7 1	's work performance is inadequate and definitely inferior to of performance required for the job. Performance at this e allowed to continue.							
Improvement Needed (2)		The employee's work performance does not consistently meet the standards of the position. Serious effort is needed to improve performance.								
Meets Job Standard (3)		The employee's work performance consistently meets the standards of the position.								
Exceeds Job Standard (4)		The employee's work performance is frequently or consistently above the level of a satisfactory employee, but has not achieved an overall level of outstanding performance.								
Outstanding (5)		The employee's work performance is consistently excellent when compared to the standards of the job.								
I. <u>PERFORMANCE EVALUATION AND ACHIEVEMENTS</u>										
1.	City Commis	ssion Relationships	1	2	3	4	5	N/O		
A.	Effectively implements policies and programs approved by the City Commission.									
В.	Reporting to the City Commission is timely, clear, concise and thorough.									

1.	City Commission Relationships-cont.	1	2	3	4	5	N/O
C.	Accepts direction/instructions in a positive manner.						
D.	Keeps the City Commission informed of current legal matters and activities of City Attorney's Office, legislation, governmental practices and regulations, etc.						
E.	Provides the City Commission with information on anticipated issues that could come before the City Commission.						
F.	Effectively prepares ordinances, resolutions contracts, bonds, leases and other legal instruments for the City.						
Comm	nents:						
2.	Public Relations	1	2	3	4	5	N/O
A.	Projects a positive public image.						
B.	Is courteous to the public at all times.						
C.	Maintains effective relations with media representatives.						
Comm	nents:						
3.	Effective Leadership of Staff	1	2	3	4	5	N/O
A.	Delegates appropriate responsibilities.						
Comm	nents:						

4.	Communication	1	2	3	4	5	N/O
A.	Oral communication is clear, concise and articulate.						
B.	Written communications are clear, concise and accurate.						
Comn	nents:						
5.	Personal Traits	1	2	3	4	5	N/O
A.	Initiative.						
B.	Judgment.						
C.	Fairness and Impartiality.						
D.	Creativity.						
Comm	nents:						
6.	Intergovernmental Affairs	1	2	3	4	5	N/O
A.	Maintains effective communication with local, regional, state, and federal government agencies.						
B.	Contributions to good government through regular participation in local, regional and state committees and organizations.						
Comn	nents:						

II. <u>ACHIEVEMENTS RELATIVE TO OBJECTIVE FOR THIS EVALUATION</u> <u>PERIOD</u>

Please see attached supplemental list of Mr. Berman's major achievements.

III. <u>SUMMARY RATING</u>

Overall Performance Rating – Considering the results obtained against established performance standards as well as overall job performance, the following rating is provided:

Unsatisfactory ____ Improvement ____ Meets Job ____ Exceeds Job ____ Outstanding ____ Needed Standards Standards

Comments:

IV. FUTURE GOALS AND OBJECTIVES

Share goals and objectives to be achieved in the next evaluation period. (Any item(s) you wish to have the City Attorney focus on)

V. <u>REQUEST FOR PERSONAL MEETING</u>

Do you wish to meet with the City Attorney, before implementing this performance evaluation, to discuss any performance related issues? _____Yes, I wish to meet.

____No, I do not wish to meet.

MAYOR/COMMISSIONER DISTRICT _____ Mark E. Berman CITY ATTORNEY

Supplemental List of Mr. Berman's Major Achievements

II. <u>ACHIEVEMENTS RELATIVE TO OBJECTIVE FOR THIS EVALUATION</u> <u>PERIOD</u>

During the last fiscal year, under my direction, my office has continuously strived to provide the utmost professional legal services to our elected officials and City Departments. As your City Attorney, I have sought to provide advice on all legal issues in a timely, efficient manner. I believe that while it is of the utmost importance to provide such effective services, it is equally important to do so while remaining fiscally responsible.

To that end, below are certain highlights which were handled by the office for the benefit of the City:

- Successfully amended the Pompano Pier contract
- Assisted and coordinated efforts with outside counsel to address the legal ramifications resulting from the sewer spill
- Assisting outside counsel with the Opioid litigation
- Assisted outside counsel with pending Gun Law litigation
- Reviewed and revised all GO Bond project contracts
- Successfully negotiated a three-year Fire Union Collective Bargaining Agreement
- Assisted with the modifications to Chapter 155 of the Zoning Code to ease certain development restrictions
- Authored the fourth Code Compliance contract with Calvin Giordano
- Relevant Ordinances which address the public health, safety and welfare of our citizens were drafted by my office and include:
 - Unlawful Lodging ordinance intent is to reduce the violations of trespassers and chronic violators to our park environments
 - Parks and playground protections the ordinance provides for heightened security for our children
 - Plastic Straw prohibition
 - Creation of the Nuisance Abatement Board to address the public nuisance properties
 - Drafted the Airpark Obstruction Zoning Code to assist with future development

In addition to the above highlighted Ordinances, my office prepared 334 Ordinances and Resolutions throughout the last year addressing all municipal business.

Finally, I have been cognizant of maintaining a professionally staffed office while keeping costs at an effective rate. Therefore, my office has continued to keep the majority of litigation matters in-house which has effectively kept outside counsel fees to a minimum. My office is also responsible for prosecuting all municipal ordinance and code violations before the Special Magistrate and Judges in the County Court which also reduces the need for outside counsel.