

Performance Evaluation

City Manager

Date: 1-22-14

RATING SCALE DEFINITIONS (1-5)

- Unsatisfactory (1) The employee's work performance is inadequate and definitely inferior to the standards of performance required for the job. Performance at this level can not be allowed to continue.
- Improvement (2) Needed The employee's work performance does not consistently meet the standards of the position. Serious effort is needed to improve performance.
- Meets Job (3) Standard The employee's work performance consistently meets the standards of the position.
- Exceeds Job (4) Standard The employee's work performance is frequently or consistently above the level of satisfactory employee performance.
- Outstanding (5) The employee's work performance is consistently excellent when compared to the standards of the job.
- Not Observed (NO) The employee's work performance was not observed during this evaluation period.

I. Performance Evaluation and Achievements

<u>1. City Council Relationships</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>NO</u>
A. Effectively implements policies and programs approved by the City Council.	—	✓	—	—	—	—
B. Reporting to the City Council is timely, clear concise and thorough.	—	✓	—	—	—	—
C. Accepts direction/instructions in a positive manner.	—	✓	—	—	—	—
D. Effectively aids the City Council in establishing long range goals.	—	✓	—	—	—	—
E. Keeps the City Council informed of current plans and activities of administration and new developments in technology, legislation, governmental practices and regulations, etc.	—	✓	—	—	—	—

Comments: There is a communication breakdown between the Commission and Mr. Vitali. Directives are not implemented as issued, and when they are it is not done in a timely manner. He also rarely gives a direct and concise or simply answer to a basic question.

2. Public Relations

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>NO</u>
A. Projects a positive public image.	✓					
B. Is courteous to the public at all times.	✓					
C. Maintains effective relations with media representatives.		✓				

Comments: His public image is excellent at social events but outside of that he rarely attends. Also I've heard numerous complaints that he just does NOT reply to the media on a regular basis

3. Employee Relations

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>NO</u>
A. Works well with other employees.		✓				
B. Seeks to develop skills and abilities of employees.		✓				
C. Motivates employees toward the accomplishment of goals and objectives.		✓				
D. Delegates appropriate responsibilities.		✓				
E. Effectively evaluates performance of employees.		✓				
F. Uses effective supervisory skills.		✓				
G. Recruits and hires qualified and effective staff.		✓				

Comments: he is friendly with immediate staff but routinely does not acknowledge others. He delegates to Sr. Staff but does NOT oversee. His hiring record is sketchy at best due to lack of vetting and/or follow-up. He took away Mr. Wilbarcer's authority to continue to do the excellent job she was hired to do

4. Fiscal Management

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>NO</u>
A. Prepares realistic annual budget.	—	—	✓	—	—	—
B. Seeks efficiency, economy and effectiveness in all programs.	—	✓	—	—	—	—
C. Controls expenditures in accordance with approved budget.	—	✓	—	—	—	—
D. Keeps City council informed about revenues and expenditures, actual and projected.	✓	—	—	—	—	—
E. Ensures that the budget addresses the City Council's goals and objectives.	—	✓	—	—	—	—

Comments: Thankfully, Mark Fineman handles most of this area. Even so, Mr. Vidar's forwarding pertinent info in a timely manner in a non-convoluted manner is NOT evident.

5. Communication

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>NO</u>
A. Oral communication is clear, concise and articulate.	✓	—	—	—	—	—
B. Written communications are clear, concise and accurate.	✓	—	—	—	—	—

Comments: He is very articulate, however I've yet to hear him a straight answer. While some questions require in-depth explanation, many others need to be short and concise and to actually answer the inquiry.

6. Quantity/Quality

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>NO</u>
A. Amount of work performed.	—	✓	—	—	—	—
B. Completion of work on time (meets deadlines).	✓	—	—	—	—	—
C. Accuracy.	—	✓	—	—	—	—
D. Thoroughness.	✓	—	—	—	—	—

Comments: NOT aware that is ever in on weekends or that he stays late. Projects are delayed, sometimes completely overlooked. Mr. Vidar also has a disturbing habit of vacillating and equivocating making staff have to re-do resolutions, ordinances etc.

7. Personal Traits

1 2 3 4 5 NO

A. Initiative.

✓ — — — — —

B. Judgement.

✓ — — — — —

C. Fairness and Impartiality.

✓ — — — — —

D. Creativity.

~~NO~~ — — — ✓ —

Comments:

I gave him a "5" for creativity. Outside of that he is a solid "1". I question his judgement in regards to the way he behaves in public at social events.

8. Intergovernmental Affairs

1 2 3 4 5 NO

A. Maintains effective communication with local, regional, state and federal government agencies.

✓ — — — — —

B. Financial resources (grants) from other agencies are pursued.

— ✓ — — — —

C. Contributes to good government through regular participation in local, regional and state committees and organizations.

✓ — — — — —

D. Lobbies effectively with legislators and state agencies regarding City programs and projects.

✓ — — — — —

Comments:

NOT AWARE OF MR. VIDAS ATTENDING OTHER CITY BOARDS MEETINGS: HARC Planning, BURAS etc. He has failed at maintaining a positive relationship with our federal lobbyists.

Achievements relative to objectives for this evaluation period:

Failed to follow thru on federal lobbyist contracts.

