

CITY ENGINEER PERFORMANCE REVIEW RATING SHEET

I. LEGAL CONSULTATION

- A. Has advice provided by the City Engineer proven to be accurate and technically correct?
1. Yes 2.Yes 3.Yes – I have enjoyed working with them. I learn and am always impressed with response time.
- B. Does the City Engineer possess and provide an efficient and effective knowledge of the City's Municipal Code and regulations?
1.Yes, very well. 2. Yes 3. Yes, feel good understanding and knowledge
- C. Does the City Engineer proactively identify potential issues when he is aware of them to avoid problems from occurring?
1.Yes, esp. with road being turned over to City, has ensured all issues were addressed.
2. Yes
3. Yes, road improvement long term planning is an example. They are proactive and on top of most thigs.

II. STAFF WORK

- A. Does the City Engineer prepare documents contracts and other work accurately and consistently with the direction and objectives communicated by the City Council, City Clerk and/or department directors?
1. Yes 2. Yes 3. Yes
- B. Are staff and City Council advised of key changes in engineering as it pertains to the City's activities?
1. Yes 2. Yes! 3.Yes
- C. Has the City Engineer been successful in accomplishing objectives previously established?
1. The only complaint is with the lead/copper pipe project. They dropped the ball and should finish "period"
2. Yes
3. Yes, exception may be the lead pipe Lost data, city assumed more work yet engineering firm paid. City administrative time and costs for mailings.

III. COST/FISCAL ACCOUNTABILITY AND CONTROL

- A. Are regular activities achieved within budgetary goals and limits?
1. Council has become more aware of costs and didn't go over budget this year for engineering.
2. Yes 3. yes
- B. Do invoices accurately identify tasks and expenses in sufficient detail to provide accountability and cost control?
1. Yes

2. We didn't get to see invoices, something I'd like to do in the future.
3. Seems there are set rates, \$2,000/\$5,000 more costly than prior city engineer, but higher quality of work.

IV. RESPONSIVENESS/TIMELINESS OF ACTIONS

A. Are requested work and assignments completed in a timely manner within established time frames?

1. For the most part, yes. We'll see, alley project do this month.
2. Generally with few exceptions.
3. Again most – only complaint is lead/copper line project. They dropped the ball.

B. Is the City Engineer accessible when needed to respond to requests for legal information and assistance?

1. Yes 2. Yes 3. Yes

V. COMMUNICATIONS

A. Does the City Engineer communicate effectively with the City Council, staff and the community?

1. Yes 2. Yes 3. Yes

B. Are answers provided in a timely and in an understandable manner?

1. Yes 2. Generally Yes 3. Yes

C. Are timelines for follow-up to requests clearly communicated?

1. Yes, but we can always improve on communication.
2. Yes, only complaint lead/copper project, city helped already and should not be responsible. Work should be completed at no cost.
3. Generally yes.

Comments and recommendations

Generally, feel the Engineer does good work for Vergas and is knowledgeable of what is best for Vergas.

We have a good working relationship, Jeff and Blaine are both good to work with. There are a lot of players in City work (staff, Clerk, Council, Attorney, Engineering Staff) communication is always key.

Future Goals, Objectives and Areas for Improvement

Continue to work on and improve communication.
