

Alachua County Board of County Commissioners Performance Evaluation

County Attorney

This form shall be completed by each member of the Board to evaluate the designated County Attorney's performance in each of the areas noted below.

Performance levels can be noted based on the following scale:

- 5** - Excellent (almost always exceeds expectations and performs at very high standard)
- 4** - Above average (generally exceeds performance expectations)
- 3** - Satisfactory (meets performance expectations)
- 2** - Below average (generally does not meet performance expectations)
- 1** - Unsatisfactory (almost always fails to meet minimum performance expectations).

Each member of the Board should sign the form and forward it to the Human Resources Director

EVALUATION PERIOD: **OCTOBER 1, 2023 THROUGH SEPTEMBER 30, 2024**

Performance Level
 (Directions – for each item, click on
 “Performance Level” and Choose one
 of the drop down items on the right)

1.	PROFESSIONAL SKILLS AND STATUS	
a.	Legal advice provided has proven to be accurate and technically correct.	5 - Excellent
	Comment 1.a. Click or tap here to enter text.	
b.	Is respected within the legal profession.	5 - Excellent
	Comment 1.b. Click or tap here to enter text.	
c.	Possesses an efficient and effective knowledge of the County's Code of Laws and regulations, state statutes and federal laws.	5 - Excellent
	Comment 1.c. Click or tap here to enter text.	
d.	Possesses an efficient and effective knowledge of case law and other government's regulations regarding local governments and issues facing the County.	5 - Excellent
	Comment 1.d. Click or tap here to enter text.	
2.	RELATIONS WITH BOARD OF COUNTY COMMISSIONERS	
a.	Communicates effectively with the Board, staff and the community.	5 - Excellent
	Comment 2.a.	

	Click or tap here to enter text.	
b.	Responds in a timely manner to requests made by the Board.	5 - Excellent
	Comment 2.b Sylvia is always Extremely responsive whenever I call.	
c.	Proactively anticipates and identifies potential legal consequences to proposed Board action.	5 - Excellent
	Comment 2.c. Click or tap here to enter text.	
d.	Maintains the Board's and County staff's confidence in the performance of his/her duties.	5 - Excellent
	Comment 2.d. Click or tap here to enter text.	
3.	LEGAL REPRESENTATION	
a.	Aggressively represents the County's interests as directed by the Board.	5 - Excellent
	Comment 3.a. Click or tap here to enter text.	
b.	Approach is effective in achieving the best possible legal outcomes for the County's interests given the issues that arise.	5 - Excellent
	Comment 3.b. Click or tap here to enter text.	
c.	Represents the County in a professional and ethical manner.	5 - Excellent
	Comment 3.c. Click or tap here to enter text.	
d.	Impartially and objectively performs his/her duties and responsibilities.	5 - Excellent
	Comment 3.d. Click or tap here to enter text.	
e.	Estimates of legal impacts are reasonably accurate on a regular basis.	5 - Excellent
	Comment 3.e Click or tap here to enter text.	
f.	Regularly provides the scope of legal expertise necessary to meet the County's needs on issues that arise, either himself/herself, through staff, or other available resources.	5 - Excellent
	Comment 3.f. Click or tap here to enter text.	
g.	Maintains confidentiality with regard to all matter discussed with the Board and County staff.	5 - Excellent
	Comment 3.g. Click or tap here to enter text.	
4.	REPORTING	
a.	Provides the Board with reports concerning matters of importance to the County.	5 - Excellent
	Comment 4.a. Click or tap here to enter text.	
b.	Reports are accurate, comprehensive, and produced in a timely manner.	5 - Excellent
	Comment 4.b. Click or tap here to enter text.	
5.	STAFFING	
a.	Recruits and retains competent personnel.	5 - Excellent
	Comment 5.a. I am extremely impressed with the depth and knowledge of Ms Torres legal department.	
b.	Accurately informed and concerned about employee relations.	5 - Excellent
	Comment 5.b. Click or tap here to enter text.	
c.	Promotes training and development opportunities for attorneys and staff.	5 - Excellent
	Comment 5.c. Click or tap here to enter text.	
6.	SUPERVISION	

Printed Name: Ken Cornell_____