

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, 2024 THROUGH SEPTEMBER 30, 2025**

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.	4 - Above Average
Comment 1.a. Click or tap here to enter text.		
b.	Is respected within the legal profession.	4 - Above Average
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.	4 - Above Average
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.	4 - Above Average
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.	3 - Satisfactory
Comment 2.a.		

	Communicates cautiously when asked about specific items. Often times Ms. Torres will delay her response while she gathers additional information. While this is Satisfactory, based on her experience and time on the job, sometimes a quicker answer is needed.	
b.	Responds in a timely manner to requests made by the Board.	4 - Above Average
	Comment 2.b Click or tap here to enter text.	
c.	Proactively anticipates and identifies potential legal consequences to proposed Board action.	3 - Satisfactory
	Comment 2.c. Ms. Torres did not anticipate the importance of the At-Large litigation and the time frame needed for resolving this issue. As a result, multiple extensions were granted to the other party and as we approach the upcoming election, this matter is still not resolved at the appellate level.	
d.	Maintains the Board's and County staff's confidence in the performance of his/her duties.	3 - Satisfactory
	Comment 2.d. Over the last year my confidence has moved from a 5 to a 3/4. Hopefully it will not drop below this level over the coming year.	
3.	LEGAL REPRESENTATION	
a.	Aggressively represents the County's interests as directed by the Board.	4 - Above Average
	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.	4 - Above Average
	Comment 3.b. Click or tap here to enter text.	
c.	Represents the County in a professional and ethical manner.	4 - Above Average
	Comment 3.c. Click or tap here to enter text.	
d.	Impartially and objectively performs his/her duties and responsibilities.	4 - Above Average
	Comment 3.d. Click or tap here to enter text.	
e.	Estimates of legal impacts are reasonably accurate on a regular basis.	4 - Above Average
	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.	4 - Above Average
	Comment 3.f. Ms. Torres has excellent staff who are empowered and perform at a very high level.	
g.	Maintains confidentiality with regard to all matter discussed with the Board and County staff.	4 - Above Average
	Comment 3.g. I certainly hope so.	
4.	REPORTING	
a.	Provides the Board with reports concerning matters of importance to the County.	4 - Above Average
	Comment 4.a. Click or tap here to enter text.	
b.	Reports are accurate, comprehensive, and produced in a timely manner.	4 - Above Average
	Comment 4.b. Click or tap here to enter text.	
5.	STAFFING	
a.	Recruits and retains competent personnel.	5 - Excellent
	Comment 5.a. See 3.f.	
b.	Accurately informed and concerned about employee relations.	4 - Above Average

	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. See 3.f.	
6.	SUPERVISION	
a.	Encourages staff to make decisions within their own areas of responsibility and job descriptions, yet maintains general control of all legal operations.	4 - Above Average
	Comment 6.a. Encourages her staff to make decisions, however, on the big stuff I would ask that Ms. Torres make sure things are happening in a timely manner.	
b.	Instills confidence and initiative in subordinates and emphasizes support rather than restrictive controls for the completion of their assignments.	5 - Excellent
	Comment 6.b. See 3.f.	
c.	Has developed a friendly and informal relationship with the work force as a whole, yet maintains the prestige and dignity of the County Attorney's Office.	3 - Satisfactory
	Comment 6.c. Click or tap here to enter text.	
d.	Evaluates personnel periodically and addresses any needed improvements, as well as recognizes accomplishments.	4 - Above Average
	Comment 6.d Click or tap here to enter text..	
e.	Encourages teamwork, innovation, and effective problem-solving among the attorneys and staff.	4 - Above Average
	Comment 6.e Ms. Torres is an effective delegator.	
7.	FISCAL MANAGEMENT	
a.	Prepares a balanced budget to provide services at a level directed by the Board.	4 - Above Average
	Comment 7.a. Click or tap here to enter text.	
b.	Appropriately monitors and manages the fiscal activities of the County Attorney's Office.	4 - Above Average
	Comment 7.b Click or tap here to enter text.	

Total All Points: 107 Divide Total by **27** (#of categories) Average: 3 . 9 6

8. What strengths has the County Attorney demonstrated (management skills, knowledge, abilities) which have been most helpful to you as a commissioner during this evaluation period (feel free to be general or include specific issues or projects which benefited from the Attorney's leadership)

Ms. Torres has built a very strong team.

9. What performance areas would you identify as needing improvement? Why? What constructive, positive ideas can you offer the County Attorney to improve these areas?

Ms. Torres needs to improve on the important County areas like the recent litigation on County governance and some of the major issues facing the board like the construction debris facility in East Gainesville. Over the last year, imo, she has been reactive in dealing with issues instead of proactive.

10. Other comments?

None

Signature: 

Date: August 25, 2025 _____

Printed Name: Ken Cornell _____