

CITY ATTORNEY EVALUATION COMMITTEE MEETING
Mayor's Chambers in Municipal Building

April 10, 2013
11:30 a.m.

Agenda

Councilmember Anne Garcia Garland, Chair

- I. CALL MEETING TO ORDER
- II. DISTRIBUTION OF RELATED MATERIALS
 - a. 2012 City Attorney Evaluation Forms
 - b. Amended City Attorney Agreement
- III. DISCUSSION AND DETERMINATION OF EVALUATION PROCESS AND SCHEDULE
- IV. ADJOURNMENT

2012 City Attorney Evaluation Forms

COURTESY AND COMMUNICATION SKILLS

Rate the ability of the City Attorney to inspire, encourage, and facilitate the activities of subordinates and peers to achieve City goals. Consider the degree of ingenuity demonstrated in seeking proactive solutions and assuming responsibility for outcomes, as well as creativity, resourcefulness, and communicating in a manner that inspires confidence or builds support.

	NI = Needs Improvement	FME = Fully Meets Expectations	EE = Exceeds Expectations	NA = No observation or too early to tell
Is accessible, responsive, considerate and courteous in his interactions with Council.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

General Comments:

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Provides legal opinions and/or advice in a timely manner.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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Creates a sense of trustworthiness.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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Keeps the Council informed about current issues, legal activities, decisions, and goals.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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Communicates well with a wide range of persons, including Councilmembers, citizens, staff, and other attorneys.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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General Comments:

List notes or comments that support the overall rating on courtesy and communication skills.

KNOWLEDGE AND ADAPTABILITY

Rate the ability of the City Attorney to prepare and review legal documents, represent the City in all legal matters, and direct the management of all litigation and laws of the City of Oak Ridge, per the Oak Ridge City Charter.

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Demonstrates a thorough knowledge and understanding of municipal law.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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Is knowledgeable about City issues and about legal trends that may impact the City.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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Provides advice on ordinance changes, drafting of new ordinances and amendments.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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Provides concise, understandable, and helpful legal options and/or advice.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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Demonstrates openness to alternative approaches.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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Adjusts rapidly to changes in plans or procedures.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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General Comments:

List notes or comments that support the overall rating on knowledge and adaptability.

ADMINISTRATIVE SKILLS AND EFFECTIVENESS

Rate the ability of the City Attorney to supervise the administrative affairs of the legal department to include staffing, the management of the department, and the provision of City services.

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Functions effectively under pressure.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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Demonstrates leadership that contributes to achieving the City's goals and objectives.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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Effectively evaluates legal problems and alternatives.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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Demonstrates effectiveness in avoiding unnecessary legal controversy.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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General Comments:

List notes or comments that support the overall rating on administrative skills and effectiveness.

PERSONAL AND PROFESSIONAL QUALITIES

Evaluate the character of the City Attorney, including his integrity, his ethics, his fairness and equity in dealing with employees, City Council and the public, his dedication to professional development, time management, problem solving, and decision-making skills.

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Maintains high standards of ethics, honesty, and integrity in all personal and professional relationships.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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Retains your confidence when informing you of risks associated with proposed actions or decisions.

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Works toward gaining and maintaining the respect and support of staff.

General Comments:

List notes or comments that support the overall rating on personal and professional qualities.

ADDITIONAL NARRATIVE – LOOKING AHEAD

What would you identify as the City Attorney's strength(s), expressed in terms of the principal results achieved during the rating period?

What performance area(s) would you identify as most critical for improvement?

What constructive suggestions or assistance can you offer the City Attorney to enhance performance?

What other comments do you have for the City Attorney, e.g. priorities, expectations, goals, or objectives for the new rating period?

Please provide recommendations and comments on a possible change in compensation (currently \$102,460.80) and a contract extension beyond the current expiration date of March 1, 2016

Please enter your name:

Please provide your e-mail address *only* if you wish to receive a copy of the completed form *and* if completed this form through the link provided in the e-mail sent by the City Clerk. If you filled out the attached PDF form that was sent by e-mail then you can simply save the form on your computer.

AMENDMENT NO. 11
(Employment Agreement – Kenneth R. Krushenski, City Attorney)

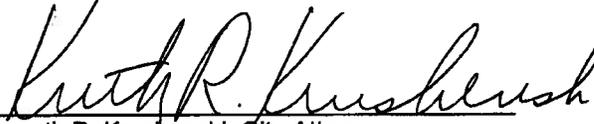
This Amendment No. 11 entered into this the 11th day of June, 2012, amends the Employment Agreement dated February 22, 2001, between the City of Oak Ridge, Tennessee, hereinafter referred to as the "City," and Kenneth R. Krushenski, hereinafter referred to as the "City Attorney."

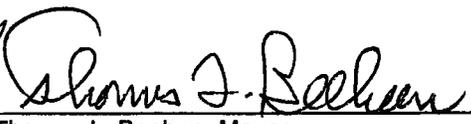
NOW, THEREFORE, the parties hereto agree as follows:

1. Section 2, Term, Subsection C, of the Employment Agreement is hereby amended by extending the term of the agreement by one year, which changes the effective ending date of the agreement to March 1, 2017.
2. Section 7, Salary, Subsection A, of the Employment Agreement is hereby amended by increasing the City Attorney's base salary to \$106,100.80 effective March 4, 2012, which is the equivalent of a one and one half percent (1.5%) salary increase.
3. All other terms, conditions and provisions of the Employment Agreement, dated February 22, 2011, as amended by Resolutions 6-60-02, 6-70-03, 5-71-04, 5-54-05, 6-64-06, 5-58-07, 5-45-08, 5-44-09, 7-65-10 and 9-91-11, not in conflict with this Amendment No. 11 shall remain in full force and effect.

APPROVED AS TO FORM AND LEGALITY:

CITY OF OAK RIDGE, TENNESSEE


Kenneth R. Krushenski, City Attorney


Thomas L. Beehan, Mayor

KENNETH R. KRUSHENSKI


Signature

Approved by Resolution 6-50-2012