



City Manager Performance Evaluation 2026

Name: Terrence R. Moore

Date:

	Place a mark in the box that applies.				
Professional Skills	Unsatisfactory 1	Improvement Needed 2	Meets Expectations 3	Exceeds Expectations 4	Outstanding 5
■ Leadership: Represents the City in a professional manner; demonstrates a high degree of integrity; displays ability to handle crises; accepts constructive criticism; demonstrates courtesy, tact and skill in dealing with sensitive matters and in dealing with others; maintains an overall warm and personable attitude.					
■ Decision Making/Judgment: Makes decisions that are well thought out and in the best interest of the City; accepts responsibility for outcomes; handles difficult situations in a professional and proactive manner.					
■ Planning and Organization: Works with Commission developing long and short term goals and objectives; makes effort to carry out the goals and policies of the Commission; demonstrates the ability to anticipate needs of the City and recommends options to appropriately respond to those needs; and sets realistic objectives with appropriate time frames.					
■ Legislative: Advise the Commission on relevant legislation and developments in the area of public policy.					
■ Budgeting: Provides operating and capital improvement plans and provides for short and long range plans that anticipate the needs of the community; presents a annual budget which meets the requirement of the Charter.					
■ Financial Reporting: Provides the Commission with reports on the financial status of the City government in accordance with the Charter and requirements of the Commission.					
■ Responsiveness: Responds in a timely manner to the requests of Commission and citizens.					
■ Dispute Resolution: Handles disputes or complaints involving citizens in an effective, equitable, and timely and professional manner.					
■ Follows Direction: Understands and follows Commission's Direction. Presents Commission policies and positions on issues to the citizens, staff and organizations accurately, equitably, and effectively.					
■ Commission: Openly communicates with Commission, promptly and properly responds to requests, keeps Commission informed of current issues about matters critical to the Commission's goals and policy-making role.					



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Professional Skills	Unsatisfactory 1	Improvement Needed 2	Meets Expectations 3	Exceeds Expectations 4	Outstanding 5
■ Relationship with Commission: Develops and maintains an effective and professional dialogue with City Commission on a formal and informal basis.					
■ Access: Available to the Commission on official business either personally or through designated subordinates.					
■ Activities: Reports departmental and staff activities to the Commission.					
■ Job Knowledge: Demonstrates knowledge of all aspects of municipal government; and has working knowledge of state and federal government.					
■ Personnel Management: Effectuates sound personnel selection and placement policies. Promotes and supports the "public service role" for City employees and emphasizes exemplary performance.					
■ Ethical Standards: Conforms to high standards of the profession.					
TOTAL POINTS ÷ 16 = _____					

Commission Member Observations

A. Two things that Manager does now that Commission member would most like him to continue. (1)

(2)

B. Two things Manager does that Commission member would like him to discontinue and/or modify. (1)

(2)

Evaluation Completed by: _____

Date: _____