

City Attorney Performance Evaluation

City of Cape Coral

Evaluation period: 08/2024 to 08/2025

Rachel Kaduk

Governing Board Member's Name

Each governing body member should complete this evaluation form, sign it in the space below, and return it to Connie Griglin. The deadline for submitting this performance evaluation is August 21, 2025. Evaluations will be summarized and included on the agenda for discussion at the August 27, 2025 work session.

Rachel Kaduk

Governing Board Member's Signature

August 20th, 2025

Date

John Bel

Mayor's Signature

8-26-25

Date

**Performance Evaluation**  
**of the**  
**City Attorney**

To be completed independently by each member of the City Council

Consider each category separately, taking into account only that particular category which you are rating. Rate each category using the following choices:

Excellent  
Above Standard  
Standard  
Below Standard

In each category, please circle the rating of your choice.

### 1. *Legal Representation*

Renders sound, professional legal advice and service in regard to litigation, the enactment of ordinances and resolutions, and the daily operation of the City; effectively advises, assists, and represents the City Administration in preparing cases, the prosecution and defense of judicial and administrative actions, and in the performance of their other functions and duties.

Rating:                      Excellent ☐ Above Standard ☐ Standard ☒ Below Standard ☐

Comments:                Mr. Boksner has provided sound legal advice during my first nine  
months on City Council. He has shown good judgment in litigation  
and day-to-day operations. While I have been on Council, for less  
than a year, his performance has been consistently reliable.

### 2. *Legal Documents*

Competently and promptly researches, prepares, and reviews ordinances, resolutions, contracts, deeds, leases, and other legal documents required by the City, as requested.

Rating:                      Excellent ☐ Above Standard ☐ Standard ☒ Below Standard ☐

Comments:                Mr. Boksner has prepared and reviewed required legal documents  
in a competent and professional manner. His work generally is  
accurate and complete but there are still opportunities to improve  
in terms of turnaround and detailed context within documents.

### 3. *Laws and Legislation*

Develops and maintains a working familiarity with City ordinances; keeps abreast of state and federal statutes and constitutional provisions, amendments thereto, and judicial decisions relating to municipalities, municipal officers and employees, and potential municipal liability. Provides advice and recommends appropriate steps to limit or avoid liability. Maintains an awareness of developments and trends in all areas of municipal law; attends professional conferences and programs related to municipal law.

Rating:                      Excellent ☐ Above Standard ☒ Standard ☐ Below Standard ☐

Comments:                I do believe that Mr. Boksner shows initiative in keeping  
Council informed of legislative updates. He is very familiar with  
city ordinances and the applicable state law(s).

4. ***Dependability/Availability***

Attends all Council meetings unless excused by the Mayor.

Responsive to Council inquiries; Attends to detail; Demonstrates commitment to City goals & objectives; Fulfills responsibilities; maintains confidentiality as appropriate.

**Rating:** Excellent ☒ Above Standard ☐ Standard ☐ Below Standard ☐

**Comments:** Mr. Boksner's attendance has been consistent. He is always  
present and very responsive to inquires. He has shown and  
maintained confidentiality and has always followed through on  
any requests made.

5. ***Interpersonal Skills***

Establishes and maintains effective working relationships with Council, staff, public, community organizations and local, state and federal agencies. Provides and accepts constructive criticism. Demonstrates courtesy, tact, and skill in dealing with conflict situations.

**Rating:** Excellent ☐ Above Standard ☒ Standard ☐ Below Standard ☐

**Comments:** I believe Mr. Boksner has built strong working relationships with  
Council and staff, & for me being on Council for only nine months.  
He communicates respectfully and has been open to feedback  
provided and we have worked together toward similar goals.

6. ***Professionalism***

Demonstrates a high degree of integrity and ethics in all aspects of work and in dealing with Council, staff, boards, committees, the public, and other organizations and groups.

**Rating:** Excellent ☐ Above Standard ☐ Standard ☒ Below Standard ☐

**Comments:** I believe he demonstrates integrity & ethical standards in his role.  
He maintains appropriate decorum & conducts himself ethically.  
There is room to build consistency in setting expectations.  
His approach has been steady and I anticipate further growth.

## 7. *Legal Services Budget*

Properly advises Council in ways to obtain appropriate legal counsel in a cost-effective manner and monitors costs of outside counsel to ensure proper and cost-effective representation.

**Rating:**

Excellent ☐ Above Standard ☐ Standard ☒ Below Standard ☐

**Comments:**

Mr. Boksner has demonstrated the importance of cost management and has provided reasonable guidance regarding the need of outside Counsel. There is room for improvement for cost containment on needing these services.

## 8. *Communication*

Researches issues and writes thorough legal opinions, memoranda and briefs. Communicates oral opinions and advice clearly and understandably. Keeps Council informed of Legal Department activities and City representation; Provides necessary documentation and information.

**Rating:**

Excellent ☐ Above Standard ☒ Standard ☐ Below Standard ☐

**Comments:**

Both in writing and verbally, Mr. Boksner has communicated clearly and effectively. He has taken the time to thoroughly explain complex matters in a way that Council and staff can understand. This has helped build confidence in his advice and guidance.

## 9. *Management of Legal Office*

Effectively manages Legal Department structure and staff; organizes staff efforts to support Council, City Manager, City Department heads, and City boards and committees; establishes plans; develops systems and processes; manages execution and work efficiency.

**Rating:**

Excellent ☐ Above Standard ☐ Standard ☒ Below Standard ☐

**Comments:**

It seems that this process is still being established for structure. Staff and Council interactions appear to be positive, professional, and efficient.



10. ***Commitment to Organization***

Loyal. dedication to department goals and objectives, as well as mission/goals and objectives of organization; works as a team player with employees and management in accomplishing work.

Rating:                      Excellent ☐ Above Standard ☐ Standard ☒ Below Standard ☐

Comments:                He is dedicated to our city's goals and demonstrates  
loyalty to the mission of the Council and staff.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Overall Score: 25            4 = Excellent  
                                     3 = Above Standard  
                                     2 = Standard  
                                     1 = Below Standard

**Additional Comments of Mayor or Councilmember:**

I found that Mr. Boksner is dependable, provides sound legal judgment and is responsive. I expect continued growth  
\_\_\_\_\_  
and contributions as we continue to move forward. I would like to encourage Mr. Boksner to focus on building stronger  
\_\_\_\_\_  
relationships with not only Council and staff but with members of the public and key city partners. Strengthening these connections will  
\_\_\_\_\_  
further enhance trust in the legal office and reinforce the City's commitment to transparency.  
\_\_\_\_\_

  
\_\_\_\_\_  
Mayor or Councilmember Signature

August 20th, 2025  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
City Attorney Signature

8/28/25  
\_\_\_\_\_  
Date