



CITY OF FORT LAUDERDALE
City Commission Agenda Memo
CONFERENCE MEETING

#14-0781

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Cynthia A. Everett, City Attorney

DATE: June 17, 2014

TITLE: City Attorney Annual Performance Review and Merit Adjustment

The City has employed Cynthia A. Everett as City Attorney since July 1, 2013, and the Employment Contract dated June 18, 2013, provides that the City Commission may grant merit increases to the City Attorney to such extent as the City may determine that it is desirable to do so on the basis of an annual performance review.

I would like to take this opportunity to bring to the attention of the City Commission the following items that have been accomplished by the Office since my tenure began on July 1, 2013:

- Met with City Commissioners and their staff to understand Commission initiatives, priorities and procedures; attend regularly scheduled pre-agenda meetings with Commission members and the City Manager.
- I have met with all charter officers, department directors and the Executive Airport deputy director to discuss their respective needs and to assess ways to improve delivery of legal services. I have toured City parks, airport, fire and police departments.
- Successfully defended decisions of City interpretations and decisions in land use matters. Drafted numerous legal opinions to City Officials and departments on diverse topics such as ethics, City administrative and legislative issues.
- Contributed nearly \$800,000 in Foreclosure, City Prosecutor and Police Forfeiture funds as revenue to the City. (See attached Exhibit 1.)

- Created an internal litigation section which has reduced outside counsel expenses with an estimated savings of over \$60,000.00 in a three month period. Met with outside counsel to discuss and assess cases, strategies and budgets. Created and distributed litigation lists to allow Commissioners and the City Manager to track litigation costs and management.
- Implemented training and procedures for City staff regarding public meetings, public records and the handling of summons and subpoenas. Instituted an internship program in conjunction with local law schools to provide experience and opportunities for law students.
- Facilitated direct implementation of Commission initiatives as requested by the City Manager.

Additionally, in furtherance of fostering professionalism and maintaining City and civic relations, I highlight the following:

- Attended a range of City events such as the Fire Chief's promotional ceremony, Neighbor Support Night, A Walk through History, St. Patrick's Day Street Striping and the Police Officer Memorial Service.
- Attended Florida and voluntary bar and local government conferences and meetings including the Florida Bar Annual Convention, the Florida Bar Leadership Academy, the Florida Municipal Attorney's Association and the United States District Court Biennial Southern District Bench/Bar Conference.
- Represented the City as a speaker at the 2013 Annual General Counsel Panel for the Legal Marketing Association Southeastern Chapter, 2013 Broward County Women Lawyers Association Inaugural meeting and the Miami-Dade County League of Cities Annual Best Practices Conference.
- Recipient of the 2014 H. Hamilton "Chip" Rice, Jr. Award by the City County and Local Government Law Section of the Florida Bar for mentoring and educating future leaders of the profession. Selected as a Top Government/Non-Profit attorney in Florida Trend's Legal Elite Guide and included on the Super Lawyers list for 2014.

Prepared by: Cynthia A. Everett, City Attorney

Charter Officer: Cynthia A. Everett