

August 15, 2025

Albuquerque City Council  
Albuquerque City Government Center  
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Via Email: bbassan@cabq.gov; dchampine@cabq.gov; joaquinbaca@cabq.gov;  
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Re: City Attorney- 2025 360-Degree Balanced Scorecard & 2026 Professional Development Plan

We appreciate the opportunity to partner with the City of Albuquerque (the “City”) in facilitating the 360-Degree Evaluation of the City Attorney. We are grateful for the openness and engagement demonstrated by City administration, City Council, and the legal department throughout this comprehensive review process.

Enclosed you will find a detailed presentation of our findings, paired with targeted recommendations and a recommended Professional Development Plan to inform future goal planning for the City Attorney. This work is the direct result of thoughtful input from participants at all levels, whose honest feedback has made it possible to arrive at an accurate and actionable evaluation. We further appreciate the willingness of select stakeholders to engage in follow-up interviews to provide clarification on the perspectives reflected in their written responses, enriching the depth and quality of this assessment.

We are confident that the opportunities for growth identified in this evaluation will help drive meaningful progress within the legal department and across City leadership. The Professional Development Plan is designed to build on existing strengths, address areas for improvement, and sustain the City Attorney’s effectiveness in both day-to-day operations and long-term leadership.

### **Need for Confidentiality**

This letter and the detailed materials included are intended for review by City leadership and should only be shared with individuals designated by the City Council. In accordance with City Ordinance 2-7-2-4 - City Council Performance Review of the City Attorney, the City Council shall present its findings in a public written report to the Mayor and Chief Administrative Officer.

### **360-Degree Balanced Scorecard Approach**

The review process incorporated survey data, qualitative feedback, and follow-up interviews to offer a comprehensive, multi-faceted perspective of the City Attorney’s performance. This balance

of anonymous quantitative data and candid, narrative insights offers both depth and breadth in understanding successes and development opportunities. The resulting materials contain a detailed Balanced Scorecard analysis, a Stop-Start-Continue action summary, and a Professional Development Plan aligned with the City's needs.

## Exhibits and Findings

This project includes the following Exhibits:

- Exhibit 1: 2025 360-Degree Feedback & 2026 Professional Development Plan
- Exhibit 2: Balanced Scorecard Quantitative Data and Weighted Average by Question

## Next Steps and Recommendations

Success in executing this plan will require strong partnership and accountability. We recommend incorporating regular check-ins and 18-month evaluations per City Ordinance to ensure progress on the identified goals and actions, with regular goal progress updates offered as part of continuous improvement for City leadership roles.

We commend the City of Albuquerque for its ongoing commitment to leadership development, transparency, and excellence. Should you have any questions or wish to discuss specific findings or recommendations, please do not hesitate to contact us. We look forward to continued collaboration in pursuit of organizational and community success.

Sincerely,

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