

Agenda Item #: 6A-1

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

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Meeting Date: September 12, 2006	<input type="checkbox"/>	Consent	<input checked="" type="checkbox"/>	Regular
	<input type="checkbox"/>	Workshop	<input type="checkbox"/>	Public Hearing

Department:

Submitted By: ADMINISTRATION

Submitted For: ADMINISTRATION

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I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to approve:

A) Amendment No. 15 to the Contract (R91-1876D) with Robert Weisman, County Administrator, extending said contract for one (1) additional year ending December 31, 2011; and

B) a salary increase at the same level provided to other County employees effective October 1, 2006.

**Summary:** This Amendment provides for the County Administrator's services through December 31, 2011. The current contract expires December 31, 2010. This is a one-year extension. This year marks completion of 26 years as a County employee and 15 years as Administrator. Based on the Board's evaluation of performance and comparison with similar positions, it is requested that the Board consider a salary increase at the same level as provided to other County employees. Current salary is \$218,231. Countywide (MC)

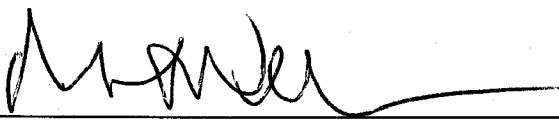
**Background and Policy Issues:** Attached is a review of activities of the past year addressing Board goals and the function of the Administrator's Office. A salary survey of comparative persons is also provided.

**Attachments:**

1. Amendment
  2. Goals and Performance
  3. Salary Survey
- =====

Recommended by: \_\_\_\_\_

Department Director	Date
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Approved By:  9/21/06

County Administrator	Date
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## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact:

Fiscal Years	2006	2007	2008	2009	2010
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	=====	=====	=====	=====	=====
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	_____	_____	_____	_____	_____

Is Item Included In Current Budget? Yes \_\_\_\_\_ No \_\_\_\_\_  
Budget Account No.: Fund \_\_\_\_\_ Agency \_\_\_\_\_ Org. \_\_\_\_\_ Object \_\_\_\_\_  
Reporting Category \_\_\_\_\_

### B. Recommended Sources of Funds/Summary of Fiscal Impact:

### C. Departmental Fiscal Review: \_\_\_\_\_

## III. REVIEW COMMENTS

### A. OFMB Fiscal and/or Contract Development and Control Comments:

Elizabeth Bloese  
OFMB 9/7/06  
pm  
9-6-06

Jim J. Jacobus  
Contract Administration 9/7/06  
J. Jacobus 9/7/06

### B. Legal Sufficiency:

Maureen Cullen  
County Attorney

### C. Other Department Review:

\_\_\_\_\_  
Department Director

REVISED 8/98

ADM FORM 01

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

**AMENDMENT NO. 15 TO**

**CONTRACT BETWEEN PALM BEACH COUNTY**

**AND ROBERT WEISMAN, COUNTY ADMINISTRATOR**

**This Amendment** is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2006, by and between **Palm Beach County**, a political subdivision of the State of Florida, (hereinafter the "County"), and **Robert Weisman**, (hereinafter the "Administrator"), an individual residing at 12775 Stone Pine Way, West Palm Beach, Florida, 33414-4740.

**WITNESSETH:**

**WHEREAS**, the parties hereto have previously entered into an employment contract dated December 17, 1991, (the Agreement); and

**WHEREAS**, the parties hereto have previously amended said Agreement; and

**WHEREAS**, the parties hereto desire to further amend said contract.

**NOW THEREFORE**, in consideration of the premises and of the mutual covenants hereinafter set forth and for such other good and valuable consideration the receipt of which the parties hereto expressly acknowledge, the parties covenant and agree to the following terms and conditions:

**SECTION 1.** Section 1 of the Agreement is hereby amended to read as follows:

1. The Board shall continue to employ Robert Weisman as the Palm Beach County Administrator pursuant to Section 2.4 of the Charter of Palm Beach County, Florida, for a period of five (5) years beginning January 1, 2007. Effective October 1, 2006, the County shall pay to the Administrator an annual salary of \_\_\_\_\_, and a continuing annual contribution on behalf of the Administrator into the NACO Deferred Compensation Program in the maximum amount allowable by law. Salary for additional years of this Agreement shall be negotiated between the parties in advance of the beginning of each subsequent yearly period and shall become effective in conformance with countywide salary policy. In addition, County shall pay to Administrator, the Palm Beach County standard car allowance of \$500 per month. This Agreement shall continue on the same terms

**ATTACHMENT # 1**

and conditions as herein provided for additional one year periods, unless terminated by the County in accordance with Section 5A or unless terminated by either party giving to the other party ninety (90) days written notice in advance of the end of any yearly period. In the event of either termination or non-renewal of this Agreement by the County, the Administrator shall be entitled to such severance payments as are provided in Section 5 of the Agreement as amended herein below.

**SECTION 2.** All other terms and provisions of the Agreement, as amended, shall remain in full force and effect. This Amendment shall be effective upon execution hereof by the parties hereto.

**IN WITNESS WHEREOF,** the parties hereto have set their hands and seals in the day set forth above.

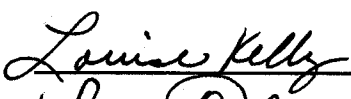
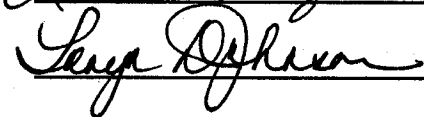
**ATTEST:**  
**SHARON L. BOCK**  
**CLERK & COMPTROLLER**

**PALM BEACH COUNTY, FLORIDA, a**  
**Political Subdivision of the State of Florida**  
**BOARD OF COUNTY COMMISSIONERS**

By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Tony Masilotti, Chairman

**WITNESSES FOR ADMINISTRATOR**      **ADMINISTRATOR:**

  
\_\_\_\_\_  
  
\_\_\_\_\_

  
\_\_\_\_\_  
Robert Weisman

**APPROVED AS TO FORM**  
**AND LEGAL SUFFICIENCY**

By: \_\_\_\_\_  
County Attorney

## COUNTY ADMINISTRATOR'S 2005-06 PERFORMANCE REVIEW/2006-2007 GOALS

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### EXAMPLES OF ACTIVITIES OVER THE PAST YEAR:

The following highlights my managerial involvement with our Departments and other agencies over the past year. In order to achieve the goals of the Board and try to assure a record of performance and achievement by our Departments, I involve myself to the extent I perceive necessary on specific issues for which I hopefully can offer expertise or advice. Unfortunately, time devoted to Scripps and the Convention Center Hotel have detracted somewhat from time for other matters.

Airports: Worked with staff on security and facilities improvements.

Community Services: Worked with staff on homeless issues and Head Start facilities improvements.

CO-OP Extension: Met with staff to discuss agricultural properties and enhancements.

Criminal Justice: Addressed information system and new social service issues.

Employee Relations: Met with staff to discuss personnel issues regarding specific employees and policies regarding at will/exempt employees, termination processes and union negotiations/representation.

Engineering: Met with staff including on-site visits to discuss various issues and citizen problems including assessment projects, Lake Worth Corridor drainage, Okeechobee Boulevard signals, traffic concurrency, SR-7 construction, Acreage Reliever, Scripps, etc.

Environmental Resources: Worked with staff on a variety of environmental land issues including acquisitions and Lake Worth Lagoon.

Facilities: Involved in determining construction methods for a number of contracts, worked on a number of project issues including hurricane related damages, inter-relationship between communications and information technology.

OFMB: Worked to maintain financial strength. Budget preparation. Scripps and hurricane impacts.

Fire Rescue: Discussed service to municipalities and standards issues, workload and response times and common dispatch lawsuit.

HCD: Discussed funding allocations, relationships with affordable housing and economic development funding.

ISS: Tried to assure sound project management of Court projects, met with staff to address network/communication issues and cost effectiveness of off-site networks. Discussed priorities of web development and public Wi-Fi access.

Library: Participated in bond project implementation and hiring new Director.

Metropolitan Planning: Worked with staff and WPB on Intermodal facility options and development.

Palm Tran: Provided input on routes, services and equipment.

Parks: Worked on relationship between recreation and environmental aspects of park properties, golf course issues and development plans for park properties.

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## COUNTY ADMINISTRATOR'S 2005-06 PERFORMANCE REVIEW/2006-2007 GOALS

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### CONTINUED

PZ&B: Worked on a number of citizen issues including code enforcement complaints, building codes, hurricane impacts, contractor adherence to employment statutes, planning issues relating to Scripps, the Ag Reserve and Groves.

Public Information: Worked with staff on web development rules and concepts, Palm Beach County Day, questions on day-to-day public information issues.

Public Safety: Worked with staff on hurricane response and terrorism preparedness, Animal Care issues including municipal services, personnel and level of service.

Purchasing: Worked on encouraging local preference and small business retention. Assure fuel supplies.

Risk Management: Worked on policy issues regarding workers compensation, medical and property insurance costs/coverage options, some specific insurance coverage issues for employees.

TDC: Worked on convention center hotel relationships and responsibilities.

Water Utilities: Worked on Glades water plant proposal, GKK pits for water resources, pipe construction coordination issues regarding roads, SFWMD coordination on resource planning, Scripps and western service area issues.

The following are continuing and current goals that I have used to guide my performance over the past year.

- ◆ Administratively support all programs.
- ◆ Keep budget and operations as lean as possible.
- ◆ Maintain high level of communication with the public and the Board.
- ◆ Maintain highest ethical and professional standards.
- ◆ Assure that major issues are being managed properly by providing direction and oversight.
- ◆ Work to improve and maintain a team relationship with the Board and Staff.
- ◆ Address future levels of service/functions of government to reflect anticipated economic and revenue conditions in the future.
- ◆ Assure that public and intergovernmental communications are enhanced or maintained at a satisfactory level. Current efforts are directed to web site development.
- ◆ Provide the Board with the best possible level of information and quality of discussion in regard to issues that come before them.
- ◆ Try to provide sound implementation of Information Systems through personal efforts and coordination with Judiciary and other entities.
- ◆ Challenge Management Staff to higher levels of performance, presentation quality to the Board and review of internal controls.

September 12, 2006

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## **COUNTY ADMINISTRATOR'S 2005-06 PERFORMANCE REVIEW/2006-2007 GOALS**

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### **CONTINUED**

- ◆ Enhance training to encourage employee development and organizational performance.
- ◆ Try to tie performance measures to Departmental needs and budget.
- ◆ Work to address any weakness in internal performance through our improvement efforts.
- ◆ Implement major Board initiatives

### **PERFORMANCE OVER THE PAST YEAR:**

In general I feel that I have conducted myself in accordance with and to attempt to achieve the preceding goals. Some specific activities in these areas include.

- Successfully addressed many Commissioner issues.
- Be knowledgeable of and participate in Board discussion as appropriate.
- Maintain accessibility to Staff and aggressively provide guidance as necessary, particularly for major project initiatives.
- Provide a positive working environment to encourage individual initiative and accomplishment.
- Strongly encourage "internal improvement" efforts.
- Maintain active involvement with local City Managers.
- Have continued to broaden contact with County employees including through the "Breakfast with Bob" Program and with other meetings with employee groups.
- Have provided the Board with sound budgetary guidance.
- Have continued to serve as the County's representative on the Seacoast Utility Authority Board and Economic Development Research Institute (EDRI).
- Have tried to benefit County's position on various major issues through personal involvement including convention center hotel, Scripps and water resources.

### **CODE OF CONDUCT:**

- Equal treatment and consideration to each Commissioner with cognizance of their individual prerogatives.
- Advise Board honestly.
- Keep Board informed.

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**COUNTY ADMINISTRATOR'S 2005-06 PERFORMANCE REVIEW/2006-2007 GOALS**  
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**CONTINUED**

- Maintain personal integrity.
- Irrespective of Staff opinion, explicitly carry out Board policy and direction.
- Perform duties in the public interest.

**SUMMARY:**

In consideration of the preceding and the other information provided with this review, you may wish to consider these ten areas of rating. They are:

1. Public Communication
2. Internal Communication
3. Creativity
4. Motivation
5. Analytical Judgement
6. Decision-Making
7. Personnel Management
8. Business Management
9. Personal Conduct
10. Attainment of Goals

I wish to thank the Board for your support and cooperation over the past fifteen years. I must particularly thank my Management Team, Department Directors and other employees. Your positive judgment of my performance is a reflection on their efforts, fiscal responsibility and dedication to the public good.



2006 COUNTY ADMINISTRATOR SALARY SURVEY

	PALM BEACH COUNTY	PINELLAS COUNTY	BROWARD COUNTY	CITY OF BOCA RATON	LAKE WORTH DRAINAGE DISTRICT	MIAMI-DADE COUNTY	SO. FLORIDA REGIONAL TRANSPORTATION AUTHORITY	HEALTH CARE DISTRICT
<b>SALARY</b>	\$218,231	\$212,834	\$232,500	\$184,797	\$216,632	\$320,683	\$223,892 Exec Director	\$225,000
<b>DEFERRED COMPENSATION</b>	\$16,000	Max allowed	\$20,000	6% of Salary	FRS-Senior Mgmt Class: 11.96% of gross wages	\$15,000	11.9% of gross salary into investment plan	15% of salary
<b>CAR ALLOWANCE (Monthly)</b>	\$500	\$500	\$600	\$500	Vehicle provided with personal use	\$800	Vehicle provided	\$600
<b>BONUS</b>	None	None	Unknown	None	Holiday \$475	\$10,000	None	\$40,000

ATTACHMENT # 3