

5A-1

Agenda Item #:

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

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Meeting Date: SEPTEMBER 14, 2010	<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: Amendment No. 19 to the Contract (R91-1876D) with Robert Weisman, County Administrator, extending said contract through August 31, 2015.

Summary: This Amendment provides for the County Administrator's services through August 31, 2015. The current contract expires December 31, 2014. This year marks completion of 30 years as a County employee and 19 years as Administrator. No change to the current salary of \$251,592.64 is proposed. 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.

Attachments:

1. Amendment
2. Goals and Performance

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Recommended by: <u>N/A</u>	
Department Director	Date

Approved By: <u></u>	<u>7/30/10</u>
County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years:	2010	2011	2012	2013	2014
Capital Expenditures					
Operating Costs					
External Revenues					
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	*				

ADDITIONAL FTE
POSITIONS (Cumulative)

Is Item Included In Current Budget? Yes X No _____

Budget Account No.: Fund 0001 Department 260 Unit 2100
Object 1201 Reporting Category _____

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

C. Departmental Fiscal Review:

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Dev. and Control Comments:

* Mr. Weisman's salary is included in the current and proposed FY 2011 budget in the General Fund.

[Signature]
OFMB
meb
9/1/10
9/1/10

[Signature] 9/2/10
Contract Dev. and Control

B. Legal Sufficiency:

This amendment complies with
our review requirements.

[Signature] 9-2-10
County Attorney

C. Other Department Review:

Department Director

REVISED 9/03
ADM FORM 01

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

**AMENDMENT NO. 19 TO
CONTRACT BETWEEN PALM BEACH COUNTY
AND ROBERT WEISMAN, COUNTY ADMINISTRATOR**

This Amendment is made and entered into this _____ day of _____, 2010, 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 four (4) years and eight (8) months beginning January 1, 2011. Effective September 1, 2010, the County shall continue to pay to the Administrator an annual salary of \$251,592.64 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. 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: _____
Burt Aaronson, Chair

WITNESSES FOR ADMINISTRATOR

ADMINISTRATOR:

Laurie Kelly
Theresa Lawrence

Robert Weisman
Robert Weisman

**APPROVED AS TO FORM
AND LEGAL SUFFICIENCY**

By: Maureen Cullen
County Attorney

COUNTY ADMINISTRATOR'S 2009-10 PERFORMANCE REVIEW/2010-2011 GOALS

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.

Airports: Worked with staff on public safety issues and facilities improvements.

Community Services: Worked with staff on homeless issues and budget.

CO-OP Extension: Met with staff to discuss services and budget.

Criminal Justice: Addressed social service issues and Jail expansion.

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

Engineering: Met with staff including on-site visits to discuss various issues and citizen problems including assessment projects, signal pre-emption, Acreage Reliever, etc.

Environmental Resources: Worked with staff on a variety of environmental land issues and budget.

Facilities: Worked on a number of project issues including South County Park, inter-relationship between communications and information technology, new Jail and budget.

OFMB: Worked to maintain financial strength in face of tax cuts. Budget preparation.

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

HCD: Discussed funding allocations and Federal grants.

ISS: Public Wi-Fi access, budget and capital projects.

Library: Participated in staffing, project and budget issues.

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

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

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

PZ&B: Worked on a number of citizen issues including code enforcement complaints and planning issues relating to western development.

Public Information: Worked with staff on web development concepts, Palm Beach County Day, questions on day-to-day public information issues and Channel 20 service levels.

Public Safety: Worked with staff on hurricane response preparedness and Animal Care issues and budget.

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

COUNTY ADMINISTRATOR'S 2009-10 PERFORMANCE REVIEW/2010-2011 GOALS

CONTINUED

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

TDC: Worked on Convention Center Hotel RFP.

Water Utilities: Worked on Glades service issues, GKK pits for water resources, pipe construction coordination issues regarding roads, SFWMD coordination on resource planning 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.
- ♦ Provide the Board with the best possible level of information and quality of discussion in regard to issues that come before them.
- ♦ Challenge Management Staff to higher levels of performance, presentation quality to the Board and review of internal controls.
- ♦ 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.

CONTINUED

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.

- Have provided the Board with sound budgetary guidance.
- Have dealt with budget issues aggressively including maximizing vacant positions, proposing layoffs when necessary, addressing service levels, while trying to minimize public service impacts.
- 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 have contact with County employees including through the "Breakfast with Bob" Program and with other meetings with employee groups.
- 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 issues through personal involvement.

CODE OF CONDUCT:

- Equal treatment and consideration to each Commissioner with cognizance of their individual prerogatives.
- Advise Board honestly.
- Keep Board informed.
- Maintain personal integrity.
- Irrespective of Staff opinion, explicitly carry out Board policy and direction.
- Perform duties in the public interest.

CONTINUED

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. Personal Conduct
4. Motivation
5. Analytical Judgement
6. Decision-Making
7. Personnel Management
8. Business Management
9. Creativity
10. Attainment of Goals

I wish to thank the Board for your support and cooperation over the past nineteen (19) 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.