

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

---

---

Meeting Date: September 09, 2014 [ ] Consent [X] Regular  
[ ] Ordinance [ ] Public Hearing

Department:

Submitted By: Administration

Submitted For: Administration

---

---

I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to approve: Amendment 21 to the Contract (R91-1876D) with Robert Weisman, County Administrator, setting a salary increase and effective date the same as other employees.

**Summary:** This contract provides for the County Administrator's services through August 31, 2015 completion of DROP. This year marks completion of 34 years as a County employee and 23 years as Administrator. Countywide (DO)

**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

---

---

Recommended by: \_\_\_\_\_  
Department Director Date

Approved By: Robert Weisman 9/12/14  
County Administrator Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	20 <u>14</u>	20 <u>15</u>	20 <u>16</u>	20 <u>17</u>	20 <u>18</u>
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	<b>*</b>	<b>*</b>	_____	_____	_____
No. ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included In Current Budget? Yes  No \_\_\_\_\_

Budget Account No.: Fund 0001 Department 260 Unit 2100  
 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 Dev. and Control Comments:**

*\* Mr. Weisman's salary is included in the current and proposed FY 2015 budget in the General Fund.*

*[Signature]*  
 \_\_\_\_\_  
 OFMB 8/29/2014

*[Signature]*  
 \_\_\_\_\_  
 Contract Dev. and Control 8/29/14

**B. Legal Sufficiency:**

*[Signature]*  
 \_\_\_\_\_  
 Assistant County Attorney

**C. Other Department Review:**

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

**AMENDMENT NO. 21 TO  
CONTRACT BETWEEN PALM BEACH COUNTY  
AND ROBERT WEISMAN, COUNTY ADMINISTRATOR**

**This Amendment** is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2014 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 R91-1876D); and

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

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

**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. Effective September 20, 2014, the County shall pay to the Administrator an annual salary of \$266,915.18.

**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 R. BOCK  
CLERK & COMPTROLLER

PALM BEACH COUNTY, FLORIDA, a  
Political Subdivision of the State of Florida


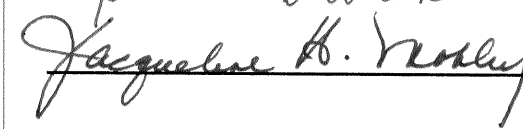
BOARD OF COUNTY COMMISSONERS


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

By: \_\_\_\_\_  
Mayor, Priscilla A. Taylor


WITNESSES FOR ADMINISTRATOR

ADMINISTRATOR

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

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

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

BY:  \_\_\_\_\_  
County Attorney

## **COUNTY ADMINISTRATOR'S 2013-14 PERFORMANCE REVIEW / 2015-16 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 resource center issues, Head Start transition and budget.

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

**Criminal Justice:** Addressed social service issues, funding and court funding issues.

**DES:** Discussed funding allocations and Federal grants.

**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 environmental land issues.

**Facilities:** Worked on a number of project issues including Mecca, WPB TOD, Inter-relationship between communications and information technology, facility repair and budget.

**OFMB:** Worked to maintain financial strength in face of budget demands and one time impacts. Budget preparation.

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

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

**Library:** Participated in staffing, project and budget discussions.

**Metropolitan Planning:** Worked rail issues.

**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 limitations.

**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 2012-13 PERFORMANCE REVIEW / 2014-15 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 issues and Baseball Proposal.

**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.
- Work to improve Inspector General relationship.

# COUNTY ADMINISTRATOR'S 2012-13 PERFORMANCE REVIEW / 2014-15 GOALS

## 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. Maintained AAA Bond Rating.
- Have dealt with budget issues aggressively including maximizing vacant positions, addressing service levels, and minimizing 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 employee training and improvement efforts.
- Maintain active involvement with local City Managers. Paid particular attention to Glades issues.
- 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.
- 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.

## COUNTY ADMINSTRATOR'S 2012-13 PERFORMANCE REVIEW / 2014-15 GOALS

### 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 Judgment
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. 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.