

COUNTY ADMINISTRATOR PERFORMANCE EVALUATION  
PINELLAS COUNTY

The purpose of this portion of the evaluation process is to obtain feedback concerning the performance of Barry Burton from the Board of County Commissioners. This constructive feedback will provide Mr. Burton with information and insights useful to him as he performs his duties as County Administrator. The evaluation will also reflect the values the Board Members believe are important for the County Administrator to possess.

Annual Evaluation Date: 9-28-20

Commissioner's Name: Janet C. Long



Please use the following scale in rating each of the measures:

(1 is 'lowest' and 5 is "highest")

1	<b>UNACCEPTABLE</b> – Criteria being evaluated is well below expectations.
2	<b>BELOW EXPECTATIONS</b> - Criteria being evaluated is somewhat below
3	<b>MEETS EXPECTATIONS</b> - Criteria being evaluated is generally is good.
4	<b>ABOVE EXPECTATIONS</b> - Criteria being evaluated exceeds expectations.
5	<b>EXCEPTIONAL</b> - Criteria being evaluated is exceptional.
Unknown	<b>HAS NOT OBSERVED.</b>

**I. Communication Skills**

1. Oral and written communication is clear and articulate; County Administrator has the ability to effectively speak on behalf of the organization.

<b>Unacceptable</b>	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2	3	4	5	unknown

Comments:

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2. County Administrator outlines issues effectively and provides meaningful alternatives.

<b>Unacceptable</b>	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2	3	4	5	unknown

Comments:

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3. County Administrator is responsive to inquiries from Board Members.

<b>Unacceptable</b>	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2	3	4	5	unknown

Comments:

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- Open/accessible to the public; treats public, elected officials and staff with respect and willingness to listen and consider their input. Encourages open communication between Commissioners and staff.

Unacceptable	Below Expectations	Meets Expectations	Above Expectations	Exceptional	
1	2	3	4	5	unknown

Comments:

Barry has really been terrific in terms of being responsive. Truly, a very remarkable trait considering his many responsibilities. I appreciate his very prompt attention to anything that i bring to his attention.

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## II. Interpersonal/Character Skills

- Is a “self-starter”; demonstrates creativity; willing to initiate projects; visionary.

Unacceptable	Below Expectations	Meets Expectations	Above Expectations	Exceptional	
1	2	3	4	5	unknown

Comments:

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- Sincere and straightforward; projects an image of being trustworthy.

Unacceptable	Below Expectations	Meets Expectations	Above Expectations	Exceptional	
1	2	3	4	5	unknown

Comments:

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- Demonstrates good judgment; exhibits critical thinking skills.

Below Meets Above

Unacceptable	Expectations	Expectations	Expectations	Exceptional	
1	2	3	4	5	unknown

Comments:

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### III. Leadership/Management Skills and Abilities

1. Creates an atmosphere for a highly efficient and effective organization; establishes an organizational environment that has high standards for performance, quality, and customer service.

Unacceptable	Below Expectations	Meets Expectations	Above Expectations	Exceptional	
1	2	3	4	5	unknown

Comments:

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2. Has effectively developed leaders in the organization; cultivates talent for future management positions.

Unacceptable	Below Expectations	Meets Expectations	Above Expectations	Exceptional	
1	2	3	4	5	unknown

Comments:

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3. Administrator holds staff accountable and ensures that staff assigned to projects are

meeting or exceeding expectations regarding quality of work and projected schedules.

<b>Unacceptable</b>	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2	3	4	5	unknown

Comments:

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4. Makes decisions based on the community's needs, rather than any personal agenda.

<b>Unacceptable</b>	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2	3	4	5	unknown

Comments:

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5. Accurately reflects the Board's fiscal philosophy and demonstrates leadership in establishing and meeting budget goals.

<b>Unacceptable</b>	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2	3	4	5	unknown

Comments:

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6. Interacts well/works with the county's Constitutionals.

<b>Unacceptable</b>	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2	3	4	5	unknown

Comments:

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7. Interacts well/works with State and Federal officials.

<b>Unacceptable</b>	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2	3	4	5	unknown

Comments:

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8. Interacts well/works with municipalities and local organizations.

<b>Unacceptable</b>	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2	3	4	5	unknown

Comments:

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9. Builds partnerships where appropriate and effectively advocates the County's position without "burning bridges."

	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2	3	4	5	unknown

Comments:

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10. Overall, how would you rate the County Administrator's performance?

	<b>Below Expectations</b>	<b>Meets Expectations</b>	<b>Above Expectations</b>	<b>Exceptional</b>	
1	2	3	4	5	unknown

Comments:

Overall, I am incredibly proud of the work that Barry and his team have done - especially in the very challenging and unprecedented time of managing the care and public health and safety of our citizens during a pandemic while at the same time preparing for the recent activity of storms threatening our Coast from hurricanes, strong winds, other natural occurrences. Barry has a tremendous responsibility to manage relations with all of our 24 municipalities, Fire-departments and Constitutional offices. What I really appreciate about Barry's abilities is that he always has a smile and an even disposition as he goes about the business of running our County. He has the uncanny ability to get his work done with great passion and focus while also making sure that his family and personal life get the appropriate attention and care. This is a terrific quality that I deeply appreciate because I know that with a strong family unit behind him, he is prepared to do a better than average job taking care of the best County in Florida. Of that, I am incredibly proud to work with him.

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