



Agenda Item Summary

File ID: 22-0342

DEPT-3

Meeting Date: 1/11/2022

PLACEMENT: Departmental

TITLE:

COUNTY ADMINISTRATOR IS PROVIDING NOTICE OF INTENT TO VOLUNTARILY RESIGN AND RETIRE FROM THE POSITION OF COUNTY ADMINISTRATOR TO THE MARTIN COUNTY BOARD OF COUNTY COMMISSIONERS

EXECUTIVE SUMMARY:

On December 7, 2010, the Board of County Commissioners (Board) entered into an employment agreement with Taryn G. Kryzda to appoint her to the position of County Administrator. The employment agreement provides a provision for the County Administrator (Administrator) to voluntarily resign with no less than sixty (60) days prior notice prior to the effective date of any voluntary resignation unless the parties agree otherwise. The Administrator plans to retire and sever employment with the County on June 30, 2022. This agenda item is being prepared to provide the Board with adequate notice for termination of the employment agreement and to suggest a replacement for the Administrator position.

DEPARTMENT: Administration

PREPARED BY: **Name:** Taryn G. Kryzda
Title: County Administrator

REQUESTED BY: Taryn G. Kryzda

PRESET:

PROCEDURES: None

BACKGROUND/RELATED STRATEGIC GOAL:

There are two positions that the Board effectively hire via an employment agreement: County Administrator and County Attorney. An employment agreement provides terms and employment conditions as well as provides for resignation or termination of employment. An employment agreement for the current Administrator, Taryn G. Kryzda, was executed on December 7, 2010 and remains in effect until either party is notified otherwise. This item, prepared by the Administrator, is to provide such notice to the Board of the intent to terminate the existing employment agreement as of June 30, 2022.

In addition to the employment agreement, the Board on December 7, 2010 passed resolution No. 10-12.1 pursuant to Sec. 1.63 of the Code of Laws and Ordinances of Martin County (Code), Florida, which requires the Board by resolution to name the individual employed as County Administrator. The

Code also sets out the conditions of said employment, and by reference, specifies which of the powers enumerated in said Article the Administrator shall exercise. All pertinent documents are included with this item for reference purposes.

The position of Administrator per Florida Statute 125.71 **'Purpose.**-It is the legislative intent that it is necessary to authorize a form of county administration that best assures an adequate and efficient provision of services to the citizens in this state, that provides for coordinated administration of county departments to better protect the health, welfare, safety, and quality of life of the residents in each of the more urbanized counties, and that places in the hands of a county administrator the multitude of details which must necessarily arise from the operation of a county as a unit of local government and, thus, enables the board of county commissioners to perform freely, without unnecessary interruption, its fundamental intended purpose of making policies within the framework of law applicable to county government in this state. It is the further legislative intent to provide a formula and structure for the economic and efficient conduct of county affairs by making the county administrator established by this act responsible for handling of all things necessary to accomplish and bring to fruition the policies established by the board of county commissioners.' To maintain continuity within the organization, Administrator Kryzda is recommending the Board consider appointing Mr. Don G. Donaldson as the Martin County Administrator for the Board of County Commissioners as of July 1, 2022. Mr. Donaldson has been employed with Martin County since February 11, 1996, at that time, Mr. Donaldson was hired as the County's Coastal Engineer. During his tenure, Mr. Donaldson has been promoted into senior management positions such as Director of Public Works, and on April 16, 2017 was promoted to the position of Deputy County Administrator.

Martin County as an employer and major operation for the County, has many unique characteristics that as an employee, are learned early on. The culture of the organization is established through management and leadership positions. When any position becomes vacant, staff works diligently to promote from within, if possible, to maintain continuity and consistency to ensure operations are not negatively impacted. If there are no internal candidates that qualify or have the necessary skill set for consideration to be promoted, then the County would solicit candidates from external sources. Administrator Kryzda is confident that Mr. Donaldson can perform and exercise all of the powers and duties as enumerated in Sec. 1.63.A. of the Code of Laws and Ordinances of Martin County. Therefore, Administrator Kryzda is recommending to the Board that on or before April 1, 2022, the County Attorney begin contract negotiations with Mr. Donaldson with the expectation that an employment agreement for the Board's consideration would be presented to the Board prior to June 1, 2022. There are no specific requirements within the Statute as far as qualifications of an Administrator, it only indicates that the individual possess the necessary executive experience to perform effectively.

Mr. Donaldson has a Bachelor of Science degree, has completed numerous post-graduate studies, and is a registered Professional Engineer with the State of Florida.

ISSUES:

None

LEGAL SUFFICIENCY REVIEW:

Does not require legal sufficiency review.

RECOMMENDED ACTION:

RECOMMENDATION

The Board is asked to discuss and provide staff with direction.

ALTERNATIVE RECOMMENDATIONS

None

FISCAL IMPACT:

RECOMMENDATION

There is no fiscal impact for this item, the position of County Administrator is budgeted and approved for each applicable fiscal year.

ALTERNATIVE RECOMMENDATIONS

None

DOCUMENT(S) REQUIRING ACTION:

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| <input type="checkbox"/> Budget Transfer / Amendment | <input type="checkbox"/> Chair Letter | <input type="checkbox"/> Contract / Agreement |
| <input type="checkbox"/> Grant / Application | <input type="checkbox"/> Notice | <input type="checkbox"/> Ordinance |
| <input type="checkbox"/> Other: | <input type="checkbox"/> Resolution | |

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