

**SPECIAL MEETING
BOARD OF COMMISSIONERS
TOWN OF REDINGTON SHORES
WEDNESDAY, MAY 3, 2023 – 5:00 P.M.
MINUTES**

Call to Order: 5:00 P.M. Pledge of Allegiance

Attendance:

Mayor Commissioner Henderson, Vice Mayor Commissioner Henderickson, Commissioner Blackburn, Commissioner Herig, Commissioner Licata, Town Administrator Shoobridge, Attorney Eschenfelder.
Quorum present.

APPEARANCES AND PRESENTATIONS

None

OLD BUSINESS

None

NEW BUSINESS

1. Discussion of Administrator's Performance- Mayor Commissioner Henderson explained that when the meeting was set, it was to discuss the job performance of Administrative Shoobridge. In advance of today's meeting, the Administrator asked her to meet with him. He provided her with a letter. She instructed the Clerk to hand out copies of the letter to the Commission. Mayor Commissioner Henderson read the letter. It was a letter of resignation effective June 30, 2023, with an option to stay 8 weeks to help with the transition or leave with 8 weeks of severance.

Mayor Commissioner Henderson thanked him for the work he put into the position during his time here and for his willingness to stay while the Commission searches for a new Town Administrator. She asked the Clerk prior to the meeting to provide a copy of the Administrator's Job Description/Advertisement. She instructed the Clerk to hand out the copies to the Commission. Mayor Commissioner Henderson stated that her thoughts were to post the position tomorrow with a two-week window and opened it up for discussion. Commission discussed. Commissioner Herig motioned to get the Personnel Committee involved, 2nd by Commissioner Blackburn. Commission discussed. Administrator Shoobridge gave an update on his current projects. The Administrator and Commission created a list of 7 items to be completed in the next 8 weeks. Commissioner Herig rescinds her motion to get the Personnel Committee involved. The Commission discussed other options used by other towns. Vice Mayor Commissioner Hendrickson recuses herself from the discussion of the Kenneth City subcontractor used. Commissioner Blackburn motions to post the position of Administrator on May 4, 2023. 2nd by Commissioner Licata. Commission discussed.

Public comment: Marie Palena – 201 175th Ave E

Commissioner Blackburn amends her motion to post the Administrator position on May 4, 2023, with a salary range of 90,000-130,000. 2nd by Commissioner Licata. No further Commission discussion. No public comment.
Vote taken: All yay.

Mayor Commissioner Henderson reminds the Commission that in Jeff's letter he is offering two options: to stay 8 weeks to help with the transition or leave with 8 weeks of severance.

Commissioner Herig motions to have Jeff stay 8 weeks and to accept his resignation date of June 30, 2023. 2nd by Commissioner Blackburn. Commission discussed. Administrator and Commission discuss a project list of 7 items that will need to be completed within the 8 weeks:

1. Town lot (Wahoo) renovation
2. Swim & shallow water buoys
3. Budget

Project list of 7 items that will need to be completed within the 8 weeks (continued):

4. Implement Building Dept software
5. County Parking Lot
6. Refresh of Del Bello Park
7. Audio Visual upgrade

Motion amended by Commissioner Herig to have Jeff stay 8 weeks, and to accept his resignation, provided that he focuses on the list of 7 priorities and gives a weekly action report to the Commission. 2nd by Commissioner Blackburn. Commission discussed.
Public comment: Marie Palena – 201 175th Ave E

Vote taken: All yay.

Action Item: Add discussion of Administrator Job Description to next Workshop.

Responsible Party: Town Clerk

MISCELLANEOUS

Regular Meeting- Wednesday, May 10, 2023- 6:00 p.m.

Workshop Meeting- Wednesday, May 31, 2023- 6:00 p.m.

ADJOURNMENT 5:54 PM

Respectfully submitted,

Tracy Campbell

Tracy Campbell
Town Clerk