

Substitute Bill No. 4363

Ordinance No. 16-054

Requested by: Mike Hurlbert and Steve Ehlmann

Sponsored by: Council as a Whole

AN ORDINANCE REORGANIZING THE TRANSPORTATION DEPARTMENT AND COMMUNITY DEVELOPMENT DEPARTMENT BUILDING DIVISION AND NEIGHBORHOOD PRESERVATION DIVISION BY REPEALING THE CURRENT CHAPTER 132 IN ITS ENTIRETY, ENACTING A NEW CHAPTER 132 ORDINANCES OF ST. CHARLES COUNTY, MISSOURI ("OSCCMO"), AMENDING THE 2016 BUDGET ADOPTED BY ORDINANCE 15-117 FOR POSITIONS WITHIN THE ST. CHARLES COUNTY COMMUNITY DEVELOPMENT AND TRANSPORTATION DEPARTMENT, AND AMENDING SECTION 115.710, OSCCMO

WHEREAS, the St. Charles County Charter, Article II, Section 2.507 (2014) states that the Council may create, organize, consolidate and abolish departments, divisions, bureaus, commissions, boards and offices, and transfer duties from one department to another, but only upon the recommendation of the County Executive; and

WHEREAS, the Director of Community Development has requested that the Division of Neighborhood Preservation and the Division of Building Code Enforcement be eliminated and replaced with a new Division of Building and Code Enforcement to increase efficiency, improve the services provided to the citizens of the County, and better manage and distribute the workload of the Department; and

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WHEREAS, the County Executive has recommended the reorganization of the Department of Community Development as provided herein to ensure better coordination of effort within the Department; and

WHEREAS, to that end, it is appropriate to amend Chapter 132, Ordinances of St. Charles County, Missouri ("OSCCMo"), establishing the Department and its Divisions, and defining their functions; and

WHEREAS, to that same end, it is also appropriate to amend certain provisions in Titles IV and V, OSCCMo, including certain provisions the Unified Development Ordinance of St. Charles County, Missouri ("UDO"), to ensure their consistency with Chapter 132 as amended; and

WHEREAS, the St. Charles County Charter, Article II, Section 2.529 (2014) grants to the County Council legislative power pertaining to planning and zoning in the part of the County outside incorporated cities, towns and villages; and

WHEREAS, the UDO, Section 405.535.B.2 authorizes the County Council upon its own motion to amend the UDO by ordinance; and

WHEREAS, this ordinance authorizes the deletion of two Division Director positions, the addition of a new Division Director and a Government Service Representative III, and retitling several positions within the 2016 budget approved by Ordinance 15-117; and

WHEREAS, these proposed revisions have been studied by the Department of Human Resources and the Director has recommended the position of Division Director —

Building and Code Enforcement be assigned to Pay Grade 303, and that the other new position be classified as Government Service Representative III with Pay Grade 114; and

WHEREAS, the County Executive has also recommended that the Department of Transportation be reorganized from a department to a unit and that the title of Director of Transportation be changed to Manager of Roads and Traffic, a merit position, to reflect that that person works with a commission and reports directly to the County Executive; and

WHEREAS, the Merit Commission met on July 20, 2016 and recommended title and classification changes for the Division Director – Building and Code Enforcement, Inspection Manager, Code Enforcement Inspectors, and Manager of Roads and Traffic, and amending Section 115.710 OSCCMo. to reflect these changes, as provided herein; and

WHEREAS, there are sufficient funds already allocated in the 2016 Annual Budget to cover the cost of these changes; and

WHEREAS, the St. Charles County Charter Article VI, Section 6.208 (2014) authorizes the County Council to provide by ordinance any and all procedures for administering the budget that are necessary and that do not conflict with the language contained in the Charter.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNTY COUNCIL OF ST. CHARLES COUNTY, MISSOURI, AS FOLLOWS:

Section 1. Chapter 132, OSCCMo., Department of Community Development, is hereby deleted in its entirety.

Section 2. A new Chapter 132, OSCCMo., is hereby enacted as follows:

Chapter 132. Department of Community Development

Section 132.010. Department Defined.

The Department of Community Development is comprised of the Division of Planning and Zoning, the Division of Development Review, and the Division of Building and Code Enforcement, and possesses all the powers and duties as provided in the Ordinances of St. Charles County, Missouri. Each Division shall have a Division Director subject to the merit system.

Section 132.020. Appointment.

Pursuant to Section 2.503 and Section 4.1503 of the St. Charles County Charter, the County Executive shall appoint the Director of Community Development, subject to approval by the County Council.

Section 132.030. Vacancy.

In the case of a vacancy in the office of Director, the vacancy shall be filled in the same manner as an appointment is made. However, the County Executive, pursuant to the St. Charles County Charter, Section 3.603 (2014), may appoint an acting Director who shall serve for a period until a new Director is appointed.

Section 132.100. Responsibilities.

A. The Director of the Department of Community Development shall be responsible, through the Division of Planning and Zoning, for the administration of the zoning and subdivision regulations in Chapters 405 and 410 of the Unified Development Ordinance of St. Charles County and for all associated functions, including enforcement except as otherwise provided pursuant to Section 132.100(C) of this Chapter.

B. The Director of the Department of Community Development shall be responsible, through the Division of Development Review, for reviewing and approving plans pursuant to the regulations in Chapters 405, 410 and 412 of the Unified Development Ordinance of St. Charles County, and for managing public works projects undertaken for neighborhood improvement districts established by St. Charles County, and for all associated functions, including enforcement except as otherwise provided pursuant to Section 132.100(C) of this Chapter.

C. The Director of the Department of Community Development shall be responsible, through the Division of Building and Code Enforcement, for the administration and enforcement of the Building Codes of St. Charles County adopted in Sections 500.010 through 500.090, Ordinances of St. Charles County, Missouri, and for all associated functions.

Section 3.

All powers and duties of the Director of the Division of Building Code Enforcement and all powers and duties of the Director of the Division of Neighborhood Preservation are hereby transferred to the new Director of the Division of Building and Code Enforcement.

Section 4. The budget of St Charles County, Missouri, for fiscal year 2016 as adopted by Ordinance 15-117, in the Community Development Department is hereby amended by creating a new Division, the Division of Building and Code Enforcement, within Community Development, and assigning that Division department number 3015.

Section 5. The budget of St Charles County, Missouri, for fiscal year 2016 as adopted by Ordinance 15-117, in the Community Development Department, Neighborhood Preservation Division (3040) (starting at page 90 of the Budget, as amended) and the Building Code Enforcement Division (3020) (starting at page 82 of the Budget, as amended) are hereby amended as follows:

Transfer the personnel and the capital and operating budgets of the Division of Neighborhood Preservation and the Division of Building Code Enforcement to the Division of Building and Code Enforcement (3015) in their entirety, except as provided below:

1. Delete one (1) Div Director-Neighborhood Pres, Pay Grade 301, from the allocation of one (1), for an amended allocation of zero (0). Delete one (1) Division Director – Bldg. Code Enforcement & Const. Mgmt, Pay Grade 303, from that allocation of one (1) for an amended allocation of zero (0).

2. Add one (1) full-time equivalent Division Director – Building and Code Enforcement, Pay Grade 303, for an amended allocation of one (1) Division Director – Building and Code Enforcement.

3. Change the position classification/official title of Class Code 2096 "Building Division Manager" to "Inspection Manager."

4. Change the position classification/official title of Class Code 3203 "Neighborhood Preservation Inspector" to "Code Enforcement Inspector."

5. Reclassify one Administrative Assistant – Intermediate, Pay Grade 203 as a Government Services Representative IV, Pay Grade 203, by deleting one (1) full-time equivalent Administrative Assistant – Intermediate, Pay Grade 203, from the combined allocation of two (2) for an amended allocation of one (1), and adding one (1) full-time equivalent Government Services Representative IV, Pay Grade 203, for an amended allocation of one (1).

Section 6.

The budget of St Charles County, Missouri, for fiscal year 2016 as adopted by Ordinance 15-117, in the Community Development Department, Planning and Zoning Division (3010) (starting at page 79 of the Budget, as amended) is hereby amended as follows:

Add one (1) full-time equivalent Government Services Representative III, Pay Grade 114, for an amended allocation of one (1) Government Services Representative III.

Section 7.

The position classification/official title of Class Code 2021 "Director – Transportation" is hereby eliminated and the position of "Manager of Roads and Traffic" is established as a position subject to the Merit System.

Section 8. All powers and duties of the Director of the Transportation Department are hereby transferred to the Manager of Roads and Traffic.

Section 9. The budget of St Charles County, Missouri, for fiscal year 2016 as adopted by Ordinance 15-117, in the Transportation Department (starting at page 194 of the Budget, as amended) is hereby amended by deleting one (1) Director-Transportation, Pay Grade 304, from the allocation of one (1), for an amended allocation of zero (0), and adding one (1) Manager of Roads and Traffic, Pay Grade 304, from the allocation of zero (0) for an amended allocation of one (1).

Section 10. Section 115.710, OSCCMo., is hereby amended as follows (additions in bold type, deletions in ~~bracketed and striken~~ type:

Section 115.710. Pay Grade Assignments.

CLASS CODE	CLASS TITLE CLASSIFICATIONS IN THE MERIT SYSTEM	PAY GRADE
1053	Account Clerk II	113
1055	Account Clerk III	202
1028	Address Coordinator	202
1061	Administrative Assistant - Associate	114
1062	Administrative Assistant - Intermediate	203
1063	Administrative Assistant - Senior	205
5007	Advanced HVAC Technician	206
5004	Advanced Maintenance Technician	204
3901	Animal Care Attendant	110
3922	Animal Control Officer	202
2125	Application Engineer	210
2120	Applications Analyst	210
2524	Appraisal Manager	210
1096	Archives Technician	202
2559	Assessment GIS Manager	206
2047	Assistant Assessor-Real Estate	301

2082	Assistant Auditor	210
2044	Assistant County Collector	210
2041	Assistant County Engineer	303
1087	Assistant Court Clerk I	109
1086	Assistant Court Clerk II	113
2089	Assistant Director - Public Health	303
4137	Assistant Director - Corrections Medical Services	302
2097	Assistant Director - Corrections Security & Ops	302
2098	Assistant Director - Corrections Services & Supp	302
2043	Assistant Director - Elections	210
2099	Assistant Director - Facilities Maintenance	301
2095	Assistant Director - Finance	303
2094	Assistant Director - Human Resources	302
2107	Assistant Director - Information Systems	304
2100	Assistant Director - Parks & Recreation	302
8190	Assistant Director - Workforce & Business Development	210
6015	Assistant District Supervisor	207
4136	Assistant Health Services Coordinator	210
2566	Assistant Market Research Coordinator	203
2251	Assistant Prosecuting Attorney I	209
2254	Assistant Prosecuting Attorney II	210
2258	Assistant Prosecuting Attorney III	303
2261	Assistant Prosecuting Attorney IV	304
2045	Assistant Recorder of Deeds	210
4143	Assistant Supervisor - Food Services	114
2266	Associate County Counselor	304
2415	Audio Visual Engineer	205
6016	Bridge Foreman	206
2096	[Building Division] Inspection Manager	210
3102	Building Inspector I	204
3105	Building Inspector II	205
2112	Business Analyst	208
2104	Business Applications Manager	302
4915	CALEA Manager	301
8150	Career Counselor	204
5000	Carpenter I	114
5001	Carpenter II	202
5002	Carpenter III	205
3928	Chief Animal Control Officer	205
2356	Chief Engineering Inspector	209
2287	Chief Investigator	209
6057	Chief Mechanic	205
2284	Chief Paralegal	207

2165	Chief Park Ranger	209
2328	Chief Plan Review Engineer	210
6046	Chief Sign Technician	208
2295	Child Support Legal Assistant	203
1071	Clerical Supervisor I	203
1072	Clerical Supervisor II	205
2519	Commercial Appraisal Analyst	207
2520	Commercial Appraiser	205
2373	Communications & Warning Officer	208
2389	Communications Manager	208
1100	Computer Operations Coordinator	207
2224	Computer Services Technician	202
2151	Construction & Restoration Specialist	206
8300	Construction Manager	303
1075	Coordinator - Collections	205
2548	Coordinator - Personal Property Assessment	203
2342	Coordinator - Recycling Center	114
4106	Corporal - Corrections	208
4101	Correctional Officer	204
4105	Correctional Peace Officer	207
4120	Corrections Caseworker	205
4112	Corrections Program Analyst	208
4125	Corrections Program Coordinator	207
2332	County Planner I	205
2334	County Planner II	207
2336	County Planner III	208
2027	County Registrar	210
4202	Court Security Aide	114
4572	Crime Scene Investigator	204
4577	Criminalistics Laboratory Director	210
5103	Custodian	109
4203	Deputy - Bailiff	206
4204	Deputy - Prisoner Transport	208
4402	Deputy - Process Server	206
2083	Deputy Public Administrator	114
4312	Detective	209
2220	Digital Media Specialist	206
4904	Dispatch Supervisor I	207
4905	Dispatch Supervisor II	208
4902	Dispatcher I	204
4903	Dispatcher II	205
6018	District Supervisor	208
[2012]	[Division Director - Bldg. Code Enforcement & Const. Mgmt.]	[303]

2048	Division Director -- Building and Code Enforcement	303
2329	Division Director - Development Review	303
2015	Division Director - Emergency Management	210
2090	Division Director - Environmental Health & Protection	301
2088	Division Director - Humane Services	301
[2018]	[Division Director -- Neighborhood Preservation]	[301]
2019	Division Director -- Planning	301
4579	Drug Chemist	204
2385	Election Assistant	203
5006	Electronics Technician	206
2380	Emergency Communications Coordinator	204
2374	Emergency Management Officer	203
2375	Emergency Management Planner	207
2353	Engineering Analyst	205
2351	Engineering Inspector I	204
2352	Engineering Inspector II	206
3013	Environmental Public Health Specialist	206
2935	Epidemiologist	208
6053	Equipment Mechanic	204
2347	Erosion Control Inspector	206
2180	Facility Manager -- YAP	206
2512	Field Appraiser	203
2534	Field Auditor	114
2535	Field Auditor/Investigator	204
6405	Field/Property Maintenance Worker I	111
6407	Field/Property Maintenance Worker II	113
1060	Financial Services Administrator	205
2101	Fire and EMS Division Manager	301
2259	First Assistant Prosecuting Attorney	304
2202	Fiscal Manager	207
4502	Fleet Coordinator	205
4141	Food Service Worker	109
4575	Forensic Scientist	205
5003	General Maintenance Technician	202
2557	GIS Analyst	207
2560	GIS Services Manager	210
2564	GIS Supervisor	208
2555	GIS Technician I	203
2556	GIS Technician II	204
2563	GIS Technician III	205
1042	Government Services Representative I	110
1043	Government Services Representative II	113
1044	Government Services Representative III	114

1045	Government Services Representative IV	203
1097	Grant Administrator	207
5020	Grounds Supervisor	114
2203	Health Fiscal Supervisor	205
6006	Heavy Equipment Operator	205
2364	Highway Construction Engineer	210
2366	Highway Construction Manager	301
2331	Highway Project Manager	301
2330	Highway Projects Engineer	210
2061	Highway Superintendent	301
2365	Highway Traffic Engineer	210
2158	History Education Specialist	114
2188	Horticulture Specialist	114
2190	Horticulture Supervisor	206
2241	Human Resources Coordinator	203
2244	Human Resources Generalist I	205
2245	Human Resources Generalist II	208
2247	Human Resources Program Analyst	210
5005	HVAC Technician	204
2238	Information Systems Coordinator	205
4311	Intelligence Analyst	203
2285	Investigator	207
3903	Kennel Supervisor	203
2091	Land Use Manager	210
2518	Lead Agricultural Appraisal	206
5104	Lead Custodian	111
2558	Lead GIS Technician	205
2521	Lead Residential Appraisal	205
6007	Leadperson/Operator	205
1082	Legal Secretary I	203
1083	Legal Secretary II	204
2280	Legislative Paralegal	206
4133	Licensed Practical Nurse	204
4408	Lieutenant	210
2283	Litigation Assistant	207
2392	Mail Services Specialist	109
2396	Mail/Print Services Manager	207
2205	Management Analyst III	210
2150	Manager of Business Operations	207
2021	Manager of Roads and Traffic	304
2553	Mapping Operations Coordinator	203
2568	Market Research Coordinator	206
3952	Mosquito Control Program Coordinator	204

1085	Municipal Court Administrator	210
1088	Municipal Court Clerk	204
2275	Municipal Prosecution Paralegal	207
2183	Natural Resources Specialist	203
2185	Natural Resources Supervisor	207
3203	[Neighborhood Preservation] Code Enforcement Inspector	204
2229	Network Engineer I	207
2234	Network Engineer II	208
2807	Nurse Practitioner I	210
2808	Nurse Practitioner II	301
2904	Nursing Program Assistant	113
2914	Nutritionist	206
2562	Occupancy/Market Research Technician	202
2005	Office Program Coordinator	206
2386	Operations and Training Coordinator	208
2296	PA Program Coordinator	204
2281	Paralegal	204
2179	Park Assistant Supervisor - YAP	204
2170	Park Maintenance Worker II	113
2156	Park Planner I	205
2157	Park Planner II	207
2160	Park Ranger	206
2175	Park Supervisor	204
2155	Parks Historian	207
2153	Parks Marketing Coordinator	206
2152	Parks Program Coordinator	204
1095	Payroll Coordinator	205
2545	Personal Property Administrator	205
2539	Personal Property Manager	207
2322	Plan Review Engineer I	206
2324	Plan Review Engineer II	207
2326	Plan Review Engineer III	208
4329	Police Captain	303
4911	Police Dispatch Manager	210
4308	Police Lieutenant	301
4302	Police Officer	209
4573	Police Officer - Crime Scene Investigator	209
4304	Police Sergeant	210
2393	Printer	202
2111	Program Analyst	208
8125	Program Coordinator	208
2000	Program Specialist I	113
2003	Program Specialist I - Partisan	113

2001	Program Specialist II	202
2002	Program Specialist III	205
2108	Project Manager	301
2388	Public Affairs Coordinator	208
2911	Public Health Educator	205
2387	Public Health Information Officer	206
2802	Public Health Nurse I	205
2803	Public Health Nurse II	208
2805	Public Health Nursing Supervisor	208
1091	Purchasing Coordinator	205
1094	Purchasing Manager	210
1090	Purchasing Technician	204
2945	Regional Response Planner	210
4134	Registered Nurse - Corrections	208
1058	Revenue Technician	204
2514	Review Appraiser	204
2363	Right of Way Specialist	208
2213	Risk Manager	301
1056	Senior Account Clerk	203
8180	Senior Career Counselor	206
4576	Senior Forensic Scientist	207
2161	Senior Park Ranger	208
4107	Sergeant	209
2538	Special Assessments Manager	207
2208	Staff Auditor I	207
2209	Staff Auditor II	208
4122	Suicide Prevention Coordinator	210
4104	Suicide Prevention Officer	205
2154	Superintendent of Parks	208
4147	Supervisor - Food Services	206
5008	Supervisor - General Maintenance	208
5018	Supervisor - HVAC	208
2522	Supervisor - Residential Appraisal	206
2228	System Architect	301
2231	System Engineer I	209
2232	System Engineer II	210
2103	System Engineering Manager	304
2225	System Technician I	204
2226	System Technician II	206
2227	System Technician III	209
2105	Technical Services Manager	301
2361	Title Processor	203
4908	Training/Quality Assurance Officer	208

6004	Truck Driver/Laborer I	113
6005	Truck Driver/Laborer II	202
3907	Veterinary Aide	113
3910	Veterinary Technician	114
2290	Victim Advocate	203
2293	Victim Advocate Coordinator	207
2291	Victim Assistance Counselor	206
2411	Video Production Assistant	114
2408	Video Production Coordinator	204
2410	Video Production Manager	208
6308	Voting Systems Supervisor-Partisan	206
3107	Waste Water System Inspector	206
2915	WIC/Nutrition Manager	208
2367	Wireless Communications/Network Spec I	204
2368	Wireless Communications/Network Spec II	206
2369	Wireless Communications/Network Spec III	209

CLASSIFICATIONS IN FAMILY COURT AND JUVENILE

7019	Casa Coordinator	207
7011	DJO - Court Services	206
7012	DJO - Court Services - Senior	207
7013	DJO - Detention	204
7003	Family Court Legal Counsel I	209
7024	Family Court Legal Counsel II	210
7022	Family Court Coordinator	205
7001	Juvenile Officer / Family Court Administrator	303
7021	Psychologist	210
7006	Superintendent - Juvenile Justice Center	210
7004	Supervisor - Child Welfare	210
7005	Supervisor - Court Services	210
7007	Supervisor - Intake	210
7008	Teacher	203
7009	Youth Specialist	202

CLASSIFICATIONS EXEMPT FROM THE MERIT SYSTEM

2011	Airport Manager	301
2040	Assistant Director of Administration	306
4910	Chief of Police	306
2037	Circuit Clerk	303
2370	Communication Systems Manager	303
2036	County Auditor	303
2026	County Counselor	308
2023	County Engineer	306

2035	County Public Administrator	210
2030	Director - Administration	308
2031	Director - Communications	303
2080	Director - Community Development	306
2024	Director - Corrections	304
9115	Director - Emergency Communications	304
2013	Director - Facilities Maintenance	303
2020	Director - Finance*	306
2016	Director - Human Resources	303
2017	Director - Information Systems	306
2025	Director - Parks & Recreation	303
2022	Director - Public Health	306
[2021]	[Director - Transportation]	[304]
8195	Director - Workforce & Business Development	304
900	Election Judge	NA
2210	Executive Assistant	205
2212	Executive Assistant - County Council at Large	207
2211	Executive Assistant - County Executive	207
8219	FA - Box Office Manager	205
8267	FA - Business Manager	210
8231	FA - Catering Manager	210
8234	FA - Club and Suite Sales Manager	205
8236	FA - Concession/Warehouse Manager	205
8226	FA - Event Services and Production Manager	205
8215	FA - Facilities Manager	210
8250	FA - Finance Manager	208
8220	FA - General Maintenance Technician	202
8216	FA - Government Services Rep II	113
8221	FA - HVAC Specialist	205
8200	FA - Intermittent Arena Attendant	101
8205	FA - Maintenance and Conversion Technician	204
8245	FA - Manager- Marketing and Booking	210
8270	FA - Manager of Arena Business Development	208
8233	FA - Manager of Arena Services	208
8201	FA - Union Employee	101
4311	Intelligence Analyst (Grant-Funded)	203
500	Intermittent Professional I	106
501	Intermittent Professional II	107
200	Intermittent Skilled Support	103
310	Intermittent Specialist	105
100	Intermittent Support	102
300	Intermittent Technical	104
2034	Municipal Judge	NA

2290	Victim Advocate (Grant Funded)	203
2291	Victim Assistance Counselor (Grant Funded)	206
*Removal governed by the Merit System pursuant to 130.020 and 130.040 OSCCMo.		

Section 11. The County Council declares that other provisions of the Ordinances of St. Charles County, Missouri (“OSCCMo”) may be amended by the editors of that codification in consultation with the County Counselor and consistently with this ordinance and its recitals in order to effect these changes to the Community Development Department including, but not limited to, revisions to Sections 210.115, 210.190, 224.010, 400.190, 405.060, 405.375, 405.420, 405.470, 405.475, 405.500, 405.525, 410.120, 410.190, 412.140, 420.040, 425.020, 500.010, 500.040, 500.060, 500.070, 500.080, 500.090, 500.093, 500.094, 500.095, 500.096, 500.100, 505.020, 505.040, 505.060, 610.020, 610.040, 610.050, 625.020, 626.020, 630.020, 631.020, 633.020, 635.020, and 635.020, OSCCMo., to replace references to “Director of Neighborhood Preservation” and “Director of Building Code Enforcement” to “Director of Building and Code Enforcement.”

Section 12. Sections 1 through 10 of this ordinance shall be in full force and effect from and after the date of its passage and approval, and Section 11 of this ordinance, which affects provisions subject to penalties for their violation, shall be effective thirty-one (31) days after this ordinance’s publication in a legal publication or a newspaper of general circulation in St. Charles County, and this ordinance’s posting in six (6) public places.

July 25, 2016
DATE PASSED

7/25/2016
DATE APPROVED BY COUNTY EXECUTIVE


CHAIR OF THE COUNCIL


COUNTY EXECUTIVE

ATTEST:

COUNTY REGISTRAR

CERTIFICATE OF DIRECTOR OF FINANCE

I certify that there is a balance otherwise unencumbered to the credit of the appropriation to which this ordinance is chargeable, and a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made, each sufficient to meet this obligation.


Director of Finance

7-25-16
Date

ST. CHARLES COUNTY

EXECUTIVE

Steve Ehlmann
County Executive

Joann Leykam
Director of Administration

Jennifer George
Assistant Director of Administration

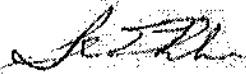
John Greifzu
Assistant Director of Administration

MEMORANDUM

TO: JOANN LEYKAM, DIRECTOR OF ADMINISTRATION
CC: KEITH HAZELWOOD, COUNTY COUNSELOR
FROM: STEVE EHLMANN, COUNTY EXECUTIVE
DATE: JULY 22, 2016

This memorandum serves as my delegation of authority to sign Bill 4363. This is in reference to reorganizing the Community Development Department Building Division, Neighborhood Preservation Division and the Transportation Department.

You are to further take whatever action you deem warranted with regard to this Bill.



Steve Ehlmann