

1 ORDINANCE NO. 2012-398

2
3 SPONSOR Mr. Pry

4
5 DATE October 22, 2012

COMMITTEE Planning

6
7 **An Ordinance authorizing the County Executive, County Fiscal Officer and County**
8 **Engineer to execute a Memorandum of Understanding for the consolidation of planning**
9 **and geographic information system functions, making certain amendments to the Codified**
10 **Ordinances of the County of Summit in relation to said consolidation, authorizing such**
11 **other actions and appropriating funds in the amount of \$40,000.00, for a consolidated**
12 **Division of Planning and Geographic Information Systems, for the period of 11/1/12 to**
13 **12/31/12, for the Executive, Fiscal Officer and Engineer, and declaring an emergency.**

14
15 WHEREAS, the County Executive currently employs individuals within the Department
16 of Community and Economic Development ("Department of Development") that perform
17 planning, mapping, subdivision administration and geographical information system functions;
18 and

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20 WHEREAS, the Executive currently employs individuals within the Department of
21 Environmental Services ("DOES") that perform certain mapping, infrastructure planning and
22 geographical information system functions; and

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24 WHEREAS, the County Fiscal Officer currently employs individuals in its Geographic
25 Information Systems Department ("Fiscal GIS Department") that perform certain mapping and
26 geographical information system functions; and

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28 WHEREAS, the County Engineer currently employs individuals that perform certain
29 mapping, infrastructure planning, geographical information systems and addressing/house-
30 numbering functions; and

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32 WHEREAS, the Executive, Fiscal Officer and Engineer have engaged in lengthy
33 discussions and planning regarding the consolidation of the aforementioned functions; and

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35 WHEREAS, the Executive, Fiscal Officer and Engineer believe, and this Council concurs
36 in the belief, that the consolidation of the aforementioned functions will lead to cost-savings,
37 greater efficiency and improved and consistent administration of duplicative functions; and

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39 WHEREAS, the Executive, Fiscal Officer and Engineer desire to consolidate the
40 aforementioned functions, as well as the employees, equipment, furnishings, roles and
41 responsibilities associated with those functions into a Planning and Geographic Information
42 Systems Division within the Executive's Department of Development; and

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44 WHEREAS the Executive, Fiscal Officer and Engineer desire to set forth the actions
45 necessary to consolidate said functions and provide a framework for the ongoing operation of
46 said functions in a Memorandum of Understanding, attached hereto as Exhibit A; and

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48 WHEREAS, said consolidation will require modifications to the Codified Ordinances of
49 the County of Summit, the 2012 Staffing Report, and the County's Classification and
50 Compensation Plan, and the appropriation of funds for the aforementioned Planning and
51 Geographic Information Systems Division; and

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4 WHEREAS, this Council finds and determines, after reviewing all pertinent information,
5 that it is necessary, and in the best interest of the County, to authorize the Executive, Fiscal
6 Officer and Engineer to execute the aforementioned Memorandum of Understanding and to grant
7 further approvals and amendments, as set forth below.

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9 NOW, THEREFORE, BE IT ORDAINED, by the Council of the County of Summit,
10 State of Ohio, that:

11
12 SECTION 1

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14 The County Executive, County Fiscal Officer and County Engineer are hereby authorized
15 to execute the Memorandum of Understanding, attached hereto as Exhibit A, for the
16 consolidation of planning and geographic information systems into the Planning and Geographic
17 Information Systems Division within the Executive's Department of Development, and are
18 further authorized to take all necessary actions to implement all elements of said Memorandum
19 of Understanding and to make the same effective November 1, 2012.

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21 SECTION 2

22
23 Section 142.01 of the Codified Ordinances of the County of Summit, entitled, "Creation
24 and Reorganization," is hereby amended as follows:

25
26 **"142.01 CREATION AND REORGANIZATION.**

27
28 Pursuant to Ohio R.C. 307.07, there is hereby created an Office of Economic
29 Development, which shall be known as the Department of Community and Economic
30 Development, under the direction of the County Executive. Effective November 1,
31 2012, and subject to further reorganization by the County Executive, the Department of
32 Community and Economic Development shall consist of the Division of Development,
33 the Division of Building Standards and the Division of Planning and Geographic
34 Information Systems."

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36 SECTION 3

37
38 Section 115.01 of the Codified Ordinances of the County of Summit, entitled,
39 "Administrative Organization," is hereby amended as follows:

40
41 **"115.01 ADMINISTRATIVE ORGANIZATION.**

42
43 The Administrative Services organization of Summit County shall be organized
44 under the authority of the County Executive as follows:

45
46 ...

3
4 SECTION 3 (cont'd.)

5 (e) Director, Community and Economic Development

- 6 (1) Deputy Director, ~~Community~~ Development.
- 7 (2) Deputy Director, Planning and Geographic Information Systems.
- 8 (3) ~~Deputy Assistant~~ Director, Building Permits Standards.
- 9 (4) Administrative Services.

- 10
- 11 A. Community Development
- 12 B. Economic Development
- 13 C. Housing Resources Management
- 14 D. Physical Planning
- 15 E. Comprehensive Planning
- 16 F. Geographic Information Systems
- 17 G. Building Services Standards

18 ...”

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20 SECTION 4

21
22 Section 113.12 of the Codified Ordinances of the County of Summit, entitled, “Engineer
23 and Planning Division Map Fees” is hereby amended as follows:

24
25 **“113.12 ENGINEER AND PLANNING AND GIS DIVISION MAP FEES.**

26
27 Fees in the following amounts shall be charged by the Engineer and the
28 Department of Community and Economic Development, ~~Planning~~ Division of Planning
29 and Geographic Information Systems, for the services set forth below and shall be made
30 payable to the County of Summit when the service is performed:

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32 ...”

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34 SECTION 5

35
36 The 2012 Report on Staffing, approved by Council pursuant to Resolution No. 2011-490
37 is hereby amended as follows:

38 Department	39 Position	40 2012 Staff
41 Fiscal Office	Deputy Fiscal Officer	14 <u>13</u>
42 Fiscal Office	GIS Applications Specialist	2
43 Fiscal Office	GIS Technician	2
44		
45 Executive	Deputy Director- <u>Planning and GIS</u>	1
46 Executive	GIS Techn/Application Admin	1
47 Executive	GIS Applications Specialist	3
48		
49 Environmental Srves	GIS Applications Specialist	1
50		
51 Engineer	Survey, CAD and GIS Technician	1
52		

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4 SECTION 6

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6 The Executive's Department of Human Resources is hereby authorized to make any
7 necessary amendments and/or modifications to the County's Classification and Compensation
8 Plan and associated position descriptions, provided that said authority does not extend to
9 modifying the rates of compensation set forth in the Classification and Compensation Plan.

10
11 SECTION 7

12
13 Funds are hereby appropriated for the new Division of Planning and Geographic
14 Information Systems, which shall operate as an internal service fund for the County, for the
15 period of November 1, 2012 to December 31, 2012:

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17

<u>ACCOUNT NO.</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
18 Consolidated Division of Planning and GIS		
19 60021 8769 20501	Salaries – Pool Budget	\$30,000.00
20 60021 8769 25501	Benefits – Pool Budget	<u>\$10,000.00</u>
21 Total – Consolidated Division of Planning and GIS		\$40,000.00

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25 SECTION 8

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27 The Fiscal Officer is hereby authorized and directed to effectuate the aforementioned
28 appropriation.

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30 SECTION 9

31
32 This Ordinance is hereby declared to be an emergency measure in the interest of the
33 health, safety and welfare of the citizens of the County of Summit, Ohio, and for the further
34 reason that it is necessary in order to immediately authorize the aforementioned consolidation so
35 that the County may realize the financial and efficiency benefits of the same as expeditiously as
36 possible.

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38 SECTION 10

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40 Provided this Ordinance receives the affirmative vote of eight members, it shall take
41 effect immediately upon its adoption and approval by the Executive; otherwise, it shall take
42 effect and be in force at the earliest time provided by law.

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44 SECTION 11

45
46 It is found and determined that all formal actions of this Council concerning and relating
47 to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all
48 were in meetings open to the public, in compliance with all legal requirements, including Section
49 121.22 of the Ohio Revised Code.

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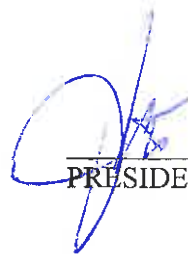
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INTRODUCED October 1, 2012

ADOPTED October 22, 2012



CLERK OF COUNCIL



PRESIDENT OF COUNCIL

APPROVED October 23, 2012



EXECUTIVE

ENACTED EFFECTIVE October 23, 2012

Voice Vote: 11-0. YES: Comunale, Crawford, Feeman, Kostandaras, Kurt Lee, Prentice, Rodgers, Roemer, Schmidt, Shapiro