ORDINANCE NO. 2012-398

SPONSOR Mr. Pry

DATE October 22, 2012

COMMITTEE Planning

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

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

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

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

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

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

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

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

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

WHEREAS, said consolidation will require modifications to the Codified Ordinances of the County of Summit, the 2012 Staffing Report, and the County's Classification and Compensation Plan, and the appropriation of funds for the aforementioned Planning and Geographic Information Systems Division; and
ORDINANCE NO. 2012-398
PAGE TWO

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

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

SECTION 1

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

SECTION 2

Section 142.01 of the Codified Ordinances of the County of Summit, entitled, “Creation and Reorganization,” is hereby amended as follows:

“142.01 CREATION AND REORGANIZATION.

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

SECTION 3

Section 115.01 of the Codified Ordinances of the County of Summit, entitled, “Administrative Organization,” is hereby amended as follows:

“115.01 ADMINISTRATIVE ORGANIZATION.

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

...
ORDINANCE NO. 2012-398
PAGE THREE

SECTION 3 (cont'd.)
(e) Director, Community and Economic Development
   (1) Deputy Director, Community Development.
   (2) Deputy Director, Planning and Geographic Information Systems.”
   (3) Deputy Assistant Director, Building Permit Standards.
   (4) Administrative Services.

   A. Community Development
   B. Economic Development
   C. Housing Resources Management
   D. Physical Planning
   E. Comprehensive Planning
   F. Geographic Information Systems
   G. Building Services-Standards

...”

SECTION 4

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

“113.12 ENGINEER AND PLANNING AND GIS DIVISION MAP FEES.

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

...”

SECTION 5

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

<table>
<thead>
<tr>
<th>Department</th>
<th>Position</th>
<th>2012 Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fiscal Office</td>
<td>Deputy Fiscal Officer</td>
<td>14 13</td>
</tr>
<tr>
<td>Fiscal Office</td>
<td>GIS Applications Specialist</td>
<td>2</td>
</tr>
<tr>
<td>Fiscal Office</td>
<td>GIS Technician</td>
<td>2</td>
</tr>
<tr>
<td>Executive</td>
<td>Deputy Director- Planning and GIS</td>
<td>1</td>
</tr>
<tr>
<td>Executive</td>
<td>GIS Techn/Application Admin</td>
<td>1</td>
</tr>
<tr>
<td>Executive</td>
<td>GIS Applications Specialist</td>
<td>3</td>
</tr>
<tr>
<td>Environmental Srvcs</td>
<td>GIS Applications Specialist</td>
<td>1</td>
</tr>
<tr>
<td>Engineer</td>
<td>Survey, CAD and GIS Technician</td>
<td>1</td>
</tr>
</tbody>
</table>
SECTION 6

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

SECTION 7

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

<table>
<thead>
<tr>
<th>ACCOUNT NO.</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>60021 8769 20501</td>
<td>Salaries – Pool Budget</td>
<td>$30,000.00</td>
</tr>
<tr>
<td>60021 8769 25501</td>
<td>Benefits – Pool Budget</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>Total – Consolidated Division of Planning and GIS</td>
<td></td>
<td>$40,000.00</td>
</tr>
</tbody>
</table>

SECTION 8

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

SECTION 9

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

SECTION 10

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

SECTION 11

It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.
Voice Vote: 11-0. YES: Comunale, Crawford, Feeman, Kostandaras, Kurt Lee, Prentice, Rodgers, Roemer, Schmidt, Shapiro