



BOARD OF COMMISSIONERS MEMORANDUM

Meeting Date: October 18, 2017
Prepared by: John Hitt, Interim County Administrator
Subject: Update to the Board - reorganization of the Community Development Department.

My review of the structure and organization of non-elected County departments is underway. The Community Development Department is the first department to be examined, and I have completed my assessment.

A reorganization of the Department will include:

- Adding the responsibility of Code enforcement to the Community Development Department. The Board has authorized some funding for Code enforcement in the Community Development Department.
- Removing the responsibility of the Economic Development management from the Community Development Director. The County's Economic Development function is referenced in the County Administrator job description. The Administrator, at his/her discretion, may require assistance from the Director on varying Economic Development related projects.
- Remove the responsibility of rental advertisement and oversight of rental agreements for County offices from the Community Development Director.

In the near future I'll be approaching the Board to fund and advertise a position to be under the management of the Director to handle Code enforcement.