

CITY OF ENGLEWOOD

IN

MONTGOMERY COUNTY, OHIO

ORDINANCE NO: 16-13

PASSED: November 22, 2016

AN ORDINANCE: AMENDING SECTION 250, DEPARTMENT OF MANAGEMENT AND SUPPORT, OF THE CODIFIED ORDINANCES OF ENGLEWOOD, OHIO, 1972, AS AMENDED

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ENGLEWOOD, MONTGOMERY COUNTY, OHIO AS FOLLOWS:

SECTION I That Section 250: DEPARTMENT OF MANAGEMENT AND SUPPORT, of the Codified Ordinance of Englewood, Ohio, 1972, as amended, is hereby amended to read as follows:

250.01 Composition of Department

The Department of Management and Support shall be under the direction of the City Manager. The Department shall include the following Divisions:

(a) The Division of Information Technology

250.02 Division of Information Technology

The Division of Information Technology shall be under the direction of the Information Technology (IT) Director, who shall be appointed by and accountable to the City Manager. The Director shall be responsible for the design, implementation and ongoing maintenance of technology solutions which add value to the organization and provide service benefits to the public.

250.03 Duties of the Director

(a) Coordinate with city administration to identify business needs and opportunities for cost savings or enhanced service delivery through the use of technology;

- (b) Oversee the procurement, installation, security, maintenance and ongoing support of the city's data, voice networks, internet access, server environment, and related peripherals and technologies;
- (c) Establish and maintain monitoring for records of technology operations to assure security of critical data storage;
- (d) Keep informed of changes in the field of technology, and develop appropriate technology policies, procedures, best practices and long term strategic goals;
- (e) Submit reports of activities to the City Manager, as required or requested; and
- (f) Perform other duties required by the City Manager.

SECTION II

It is hereby found and determined that all formal actions of this Council concerning and relating to the Passage of this Ordinance were taken in an open meeting of this Council, and that all deliberations of this Council and of any committees that resulted in those formal actions were in meetings open to the public, in compliance with all legal requirements.

SECTION III

That this Ordinance shall be in full force and effect at the earliest date allowed by law.

PASSED this 22nd day of November, 2016.

Patricia Burnside
Patricia Burnside, Mayor

ATTEST:

Kerry Norman
Kerry Norman, Clerk of Council

C E R T I F I C A T E

I, Kerry Norman, Clerk of Council of the City of Englewood, Montgomery County, Ohio, do hereby certify the foregoing is a true and correct copy from the *Record of Proceedings* of said City. WITNESS my signature this 22nd day of November, 2016.

Kerry Norman

Kerry Norman, Clerk of Council

CERTIFICATE OF POSTING

I, Kerry Norman, Clerk of Council of the City of Englewood, Montgomery County, Ohio, do hereby certify publication of the foregoing ORDINANCE was made as designated by Sections 224.01 and 24.02 of the Englewood Code.

Kerry Norman

Kerry Norman, Clerk of Council