

**ORDINANCE 2005 - 01**

AN ORDINANCE AMENDING ORDINANCE 2004-07, WHICH ESTABLISHED THE COUNTY COMMISSIONER'S WORKING RELATIONSHIPS TO EMPLOYEES UNDER THE SUPERVISION OF THE COUNTY ADMINISTRATOR; SPECIFICALLY AMENDING PARAGRAPH 1 AND ADDING PARAGRAPH 2; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners has determined that the position of County Administrator is necessary in order to ensure the adequate and efficient provision of services to the citizens of Nassau County; and

WHEREAS, the Board has determined that the County Administrator provides for coordinated administration of County departments to better protect the health, welfare, safety, and quality of life of the residents of the County; and

WHEREAS, the County Administrator will enable the Board to perform, without interruption, its fundamental intended purpose of making policies and providing direction to the County Administrator pertaining to County administration within the framework of law applicable to County government in this State; and

WHEREAS, the County Administrator will be responsible for handling all matters necessary to accomplish and bring to fruition the policies and directives established by the Board of County Commissioners; and

WHEREAS, the Board has found it necessary to amend Ordinance 2004-07.

NOW, THEREFORE, BE IT ORDAINED, this 10th day of January, 2005, by the Board of County Commissioners of Nassau County, Florida, Ordinance 2004-07 is hereby amended as follows:

1. **COUNTY COMMISSIONER WORKING RELATIONSHIPS TO EMPLOYEES UNDER THE SUPERVISION OF THE COUNTY ADMINISTRATOR.** Board instruction or directives to non-legal employees of County government under the jurisdiction supervision and control of the ~~Board of County Commissioners~~ County Administrator shall be issued only through the County Administrator. A County Commissioner shall not give orders or ~~instructions~~ directives, publicly or privately, to any County official or employee who is subject to the direction and supervision of the County Administrator. If a majority of the Board of County Commissioners finds that a County Commissioner has violated this Section, the Board may notify the Governor.

2. **County Commissioner requests for information or documents** - Information is crucial for each and every County Commissioner to carry out the duties of their office. County Commissioners may request documents and/or information from any Department under the control and

supervision of the County Administrator. Said requests shall be made giving due consideration to the work load of the Department and the time necessary to obtain the documents and/or information. A Commissioner shall also notify the Administrative Assistant in the County Administrator's office that a request has been made in order that the County Administrator is made aware of said request. In the event that a County Commissioner needs to meet with a Department head or members of that Department for informational purposes, the Commissioner shall contact the County Administrator or his designee to set up said meeting.

3. This Ordinance shall become effective as provided by law.

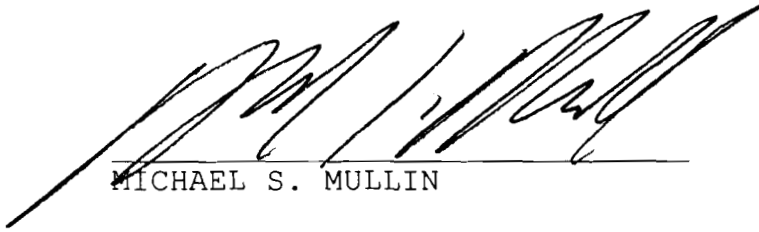
BOARD OF COUNTY COMMISSIONERS  
NASSAU COUNTY, FLORIDA

  
\_\_\_\_\_  
ANSLEY N. ACREE  
Its: Chairman

ATTEST:

  
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JOHN A. CRAWFORD  
Its: Ex-Officio Clerk

Approved as to form by the  
Nassau County Attorney



MICHAEL S. MULLIN

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