



Executive Order No. EO2023-0003

SIGNATURE AUTHORITY

(Rescinding and Replacing Executive Order Nos. EO2023-0001 and EO2023-0002)

WHEREAS, Section 2.03(6) of the County Charter provides that the County Executive has the power to “execute contracts, conveyances and evidences of indebtedness on behalf of the County;”

WHEREAS, Section 501.03(B) of the County Code provides that the County Executive “may perform any of the functions that he or she may perform under Chapter 501 of the County Code through his or her duly authorized designees;”

WHEREAS, Section 2.03(14) of the County Charter provides that the County Executive has the power to “employ and supervise such number of deputies, assistants and employees as shall be reasonably necessary to assist the County Executive in carrying out the duties of the office.”

NOW, THEREFORE, I, Chris Ronayne, County Executive of the County of Cuyahoga, Ohio, by virtue of the powers vested in me by the Charter of Cuyahoga County and the laws of Cuyahoga County and the State of Ohio, do hereby order and direct that:

SECTION 1. Executive Order Nos. EO2023-0001 and EO2023-0002 are rescinded and replaced hereby.

SECTION 2. I authorize the County Executive’s Chief of Staff, and Deputy Chief of Staff for Operations and Community Innovation Katherine A. Gallagher (individually), as my designees to sign all documents, including, but not limited to, all contracts, agreements, purchase and sale documents, memoranda of understanding, amendments, grant applications, loan documents, deeds and other conveyance documents, promissory notes, mortgage releases, indentures, loan agreements, bond purchase agreements, plats and drawings, administrative and personnel documents (which includes but is not limited to offers of employment, disciplinary decisions, salary and compensation adjustments for employees, approval of terms of employment for new hires and existing employees, and grievance settlements, etc.).

SECTION 3. I authorize the Director of Public Works as my designee to:

- a) sign applications pertaining to license sticker/plate renewal, title applications, and other motor vehicle related documents for county-owned vehicles; and
- b) sign short term (one year or less) property leases, lease extensions, easements, licenses, rights of way, location agreements, and any such other documents or amendments thereto and sign any other documents necessary to effectuate these short-term transactions, including applications for permits to use county property and releases and waiver of liability documents in favor of the county connected to such use.

The Director of Public Works may, through a written Department Directive posted on the department's website, designate two other senior staff members in the department to sign such documents.

SECTION 4.

a. I authorize the Director of Development as my designee to sign all documents related to economic and business development transactions approved by the appropriate county contracting approval authority. The Director of Development may also sign all documents necessary to effectuate releases of properly satisfied mortgages securing economic and business development loans.

b. I authorize the Director of Housing and Community Development as my designee to sign all documents related to housing and community development transactions approved by the appropriate county contracting approval authority. The Director of Housing and Community Development may also sign all documents necessary to effectuate releases of properly satisfied mortgages securing housing and community development loans.

SECTION 5. I authorize the Director of Public Safety and Justice Services as my designee to sign all revenue-generating agreements and other related documents in connection with providing public safety systems services approved by the appropriate county approval authority for the Regional Data Sharing System (REDSS).

SECTION 6. I authorize the Director of Human Resources as my designee to sign personnel documents (which includes but is not limited to offers of employment, disciplinary decisions, salary and compensation adjustments for employees, approval of terms of employment for new hires and existing employees, and grievance settlements, etc.).

SECTION 7. I authorize the Director of Health and Human Services as my designee to sign all documents, including, but not limited to, all contracts, agreements, memoranda of understanding, amendments, grant applications, and administrative documents related to the delivery of services by the Department of Health and Human Services as approved by the appropriate county contracting authority.

SECTION 8. This authorization herein extends to all forms of signatures, including electronic signatures.

SECTION 9. Unless other specific authorizations are delineated in resolutions or ordinances passed by County Council and approved by me, the signature authorizations contained herein are the only duly authorized designations.

SECTION 10. Executive Orders EO2018-0001 and EO2018-0002, which were rescinded by Executive Order EO2023-0001, remain rescinded.

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SECTION 11. This Executive Order shall go into immediate effect upon my signature and shall remain in force until rescinded by me or any of my successors. All prior actions consistent with this Executive Order are hereby ratified and confirmed, and any provision hereof is severable from any other provision. The original of this Executive Order shall be filed with the Cuyahoga County Department of Law and a copy shall be filed with the Clerk of County Council.

I signed this Executive Order on July 6, 2023, in Cleveland, Cuyahoga County, Ohio.


Chris Ronayne, County Executive

Approved:



Richard D. Manoloff, Director of Law