



PINELLAS  
COUNTY

ECONOMIC DEVELOPMENT

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**MEMORANDUM**

TO: Fred E. Marquis, Interim County Administrator

FROM: Mike Meidel, Director, Economic Development *Mike Meidel*

DATE: June 12, 2008

SUBJECT: Delegated Signature Authority to the Director of Economic Development

DISTR.: Elithia Stanfield, Assistant County Administrator  
James Bennett, County Attorney

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This memo is to request delegated signature authority for the Director of Economic Development for all non-purchasing, non-binding economic development related items. The signature authority pertains only to items where there is no monetary exchange and no future obligation to expend funds. The authority will also be limited to a maximum of \$25,000 of estimated value per fiscal year for any obligation of in-kind services by the Economic Development Department, such as office space, staff support and communication services. For delegated signature items of interest to the Board of County Commissioners, the Economic Development Department plans to bring these to BCC meetings as informational items. All delegated items will placed on a quarterly receipt and file report.

Please contact me at extension 48114 if you have any questions.

Authority Granted *[Signature]* 6/24/08  
Date

Authority Denied \_\_\_\_\_  
Date