

IN THE MUNICIPAL COURT  
FOR THE CITY OF SURPRISE, ARIZONA

In Re: AUTHORITY OF PRESIDING  
JUDGE AND COURT ADMINISTRATOR  
FOR PERSONNEL POLICIES AND  
PROCEDURES FOR THE SURPRISE  
CITY COURT

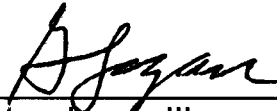
ADMINISTRATIVE ORDER  
NO. 09-09

IT IS ORDERED

Pursuant to the delegation of authority by the City Manager (see attached), the Presiding Judge shall be responsible for implementation of all personnel policies and procedures for the Surprise City Court.

The Court Administrator is hereby designated as the hiring official for all classified court personnel.

DATED this 14<sup>th</sup> day of April, 2009.



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George Logan III  
Presiding Judge

cc: Presiding Judge  
Associate Judge  
Pro Tem Judges  
Court Administrator  
Asst. Court Administrator  
Court Services Supervisor  
Case Management Supervisor  
City Prosecutor's Office



**City Manager's Office**  
12425 West Bell Road  
Surprise, Arizona 85374-9002  
Ph: 623-222-1100  
Fax: 623-222-1021

April 10, 2009

George Logan, Presiding Judge  
Surprise City Court  
16081 N. Civic Center Plaza  
Suite 105  
Surprise, AZ 85374

Dear Judge Logan:

Pursuant to the authority granted to me as City Manager by City Council in Chapter 3, Section 3-3 of the Surprise Municipal Code, it is the purpose of this letter to formally delegate to you as the Presiding Judge authority to act in my stead regarding appeals of disciplinary action of employees of the Court system, subject to the following:

- (1) All policies and procedures of the City have/will be adhered to;
- (2) The Human Resources Department is involved in any such appeals;
- (3) You are independent of any disciplinary action being appealed; and
- (4) It is understood that any decision made by you is appealable to the Personnel Appeals Board and any other remedies or actions provided by City policy or law.

Sincerely,

*Charles R. Oliver*

Charles R. "Randy" Oliver, CPA PE  
City Manager  
City of Surprise

cc: Doug Sandstrom, Assistant City Manager  
Jim Bowers, HR Director

CRO/ds