



**COUNTY OF EL DORADO
DEPARTMENT OF TRANSPORTATION**



INTEROFFICE MEMORANDUM

Date: November 1, 2009
To: Jim Ware, Director of Transportation
From: Tom Cello, Deputy Director, Maintenance & Operations
Subject: Delegation of Signature Authority

I will be out of the office Monday November 2nd through Friday November 13th, 2009.

During my absence, I am delegating my signature authorization to Michele Smith, Administrative Services Officer, to be effective Monday November 2nd until my return on Monday November 16th.

A handwritten signature in cursive script, reading "Tom Cello".

**Tom Cello, Deputy Director
Maintenance and Operations**

A handwritten signature in cursive script, reading "Michele Smith".

Michele Smith, Administrative Services Officer

Pc: Ruth Young, Chief Fiscal Officer
Matt Smeltzer, Deputy Director Design
Russ Nygaard, Deputy Director Facilities Engineering
Craig McKibbin, Deputy Director Planning
Bob Slater, Deputy Director, Construction
Don Spear, Highway Superintendent, West Slope
Dennis Milligin, Equipment Superintendent
Jim Innes, Traffic Superintendent
Tom Halvorson, Highway Superintendent Tahoe
Chuck Harrell, Building and Grounds Superintendent
Nancy Klich, Administrative Secretary