

## Section 100.06. - Appeals generally.

Unless specific appeal procedures from rulings of certain employees, boards, or commissions are provided or prohibited elsewhere, there shall be a right to appeal as set forth below by delivering to the person or body responsible for hearing the appeal a written statement with facts and details showing why the decision should be reversed or modified, with a copy to the person or body from which the appeal is being taken, within the time limits as follows:

1. *From a decision of a department head.* Any person aggrieved by a final decision of a department head may appeal to the county administrator within ten (10) working days of the final decision. The county administrator shall respond within ten (10) working days.
2. *From a decision of a county officer.* Any person aggrieved by a final decision of a county officer may appeal to the board of county commissioners within ten (10) working days of the final decision. The board shall respond within twenty (20) working days.
3. *From a decision of a board or commission.* Any person aggrieved by a final decision of a board or commission may appeal to the board of county commissioners within twenty (20) working days of the final decision. The board of county commissioners shall respond within twenty (20) working days.
4. *From a decision of the board of county commissioners.* There is no right of appeal from a final decision of the board of county commissioners.
5. *Failure to comply.* Failure on the part of the appellant to comply with the procedures as set forth in paragraphs 1. through 4. above shall constitute a waiver of the right to appeal. Failure on the part of the appellee to comply with these same procedures shall be deemed a denial of the appeal.

(Ord. No. 90-17, § 1, 9-18-90; Ord. No. 2014-005, § 1, 4-1-14)