

Add-On

Meeting Date
August 18, 2015



AGENDA	
Section	New Business
Item No.	V.E.2

AGENDA REPORT
BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

SUBJECT:	Solicitation of Legal Assistance, re: Brevard County Charter Review Commission
DEPT/OFFICE:	County Managers Office

Requested Action:
It is requested the Board of County Commissioners approve the solicitation of an Attorney with relevant experience to assist the Charter Commission in the review process.

Summary Explanation & Background:

Section 7.4 of the Brevard County Charter requires that:

"Not later than July 1 of the year 1997 and of every sixth year thereafter, the Board of County Commissioners shall appoint a Charter Review Commission to review the Charter of the County. Each Charter Review Commission shall consist of fifteen (15) persons, with not less than two (2) members residing in each Commission district."

The Charter also states that "It shall, within one year of its first meeting, present to the Board of County Commissioners its recommendations for amendment to the Charter or its recommendation that no amendment is appropriate."

The following proposed Ad is provided for the Board's review.

Attorney to provide legal advice to Brevard County Charter Review Commission. Experience in constitutional law, local government law, and drafting county charters is required. Applicants shall not be resident attorneys of Brevard County, shall not be attorneys with firms with offices in Brevard County, and shall not be attorneys with litigation pending against any government or local government official in Brevard County within the past one (1) year. Applicants shall have no current pending litigation in Brevard County, Florida, and shall disclose any past or potential litigation interests in Brevard County indicating party represented and nature of action. Applicant shall submit curriculum vitae, proposals for representation indicating hourly rate and costs, references with emphasis on persons with knowledge of applicant's charter experience, and litigation information to Purchasing Services, Building C, Suite C303, 2725 Judge Fran Jamieson Way, Viera, Florida, 32940 no later than 4:00 p.m., September 10, 2015.

Fiscal Impact: Compensation for a Charter Review Attorney will be brought back to the Board. It is anticipated that the Charter Commission will review the listing of Applicants and make a determination as to best qualified and/or most appropriate to provide services.

Clerk to the Board instruction:

Exhibits Attached:

Contract /Agreement (If attached):		Reviewed by County Attorney	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	PR	<input type="checkbox"/>
County Manager Stockton Whitten	Assistant County Manager Venetta Valdengo		Department Director / Extension					
	Assistant County Manager Frank Abbate							

Brevard County
2725 Judge Fran Jamieson Way
Viera, Florida 32940

**Request for Qualifications
Charter Review Attorney**

SCOPE OF WORK:

Brevard County is seeking the services of an attorney to serve as counsel to the Brevard County Charter Review Commission which is to be appointed the manner prescribed by Section 7.4 of the Brevard County Home Rule Charter:

SECTION 7.4. CHARTER REVIEW

Not later than July 1 of the year 1997 and of every sixth year thereafter, the Board of County Commissioners shall appoint a Charter Review Commission to review the Charter of the County. Each Charter Review Commission shall consist of fifteen (15) persons, with not less than two (2) members residing in each Commission district. The Commission shall otherwise be appointed in the manner provided by law for the appointment of charter commissions in counties without charters. The Commission shall be funded by the Board of County Commissioners and shall be known as the "Brevard County Charter Review Commission." It shall, within one (1) year from the date of its first meeting, present to the Board of County Commissioners its recommendations for amendment of the Charter or its recommendation that no amendment is appropriate. If amendment is to be recommended, the Charter Commission shall conduct three (3) public hearings, at intervals of not less than ten (10) days, immediately prior to the transmittal of its recommendations to the Board of County Commissioners. The Board of County Commissioners shall schedule a referendum on the proposed charter amendments concurrent with the next general election. The Charter Review Commission may remain in existence until the general election for purposes of conducting and supervising education and information on the proposed amendments.

The applicant for Charter Review Commission counsel must have demonstrated experience in Florida local government law. Preference will be given to those applicants who have had substantial experience in representing charter review bodies in other counties or municipalities. Any applicant must be licensed to practice law in the State of Florida.



Tammy Etheridge, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

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Fax: (321) 264-6972

August 19, 2015

MEMORANDUM

TO: Stockton Whitten, County Manager

RE: Item VI.E.2., Solicitation of Legal Assistance for Brevard County Charter Review Commission

The Board of County Commissioners, in regular session on August 18, 2015, approved the solicitation of an attorney with relevant experience to assist the Charter Review Commission in the review process, and interviews may be required as a part of the review and selection process.

Your continued cooperation is greatly appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Etheridge, Deputy Clerk

cc: Finance
Budget