



Agenda Report

2725 Judge Fran Jamieson
Way
Viera, FL 32940

Unfinished Business

I.2.

9/16/2025

Subject:

Consider Revisions to BCC-95 Citizens Efficiency and Effectiveness Recommendations (CEER) Policy, also known as the Speak Up Brevard Program

Fiscal Impact:

NA

Dept/Office:

District 1

Requested Action:

It is requested that the Board of County Commissioners adopt the proposed revisions to BCC-95, the county's charter program to consider citizen recommendations to the board.

Summary Explanation and Background:

This item is being continued from the August 26, 2025 Commission meeting to the current board meeting.

The Speak Up Brevard program, formally established by the 2010 Brevard County Charter Review Commission and approved by voter referendum, provides an important avenue for Brevard County residents to offer formal recommendations to improve government efficiency and effectiveness. The program encourages community engagement by allowing individuals and groups to submit ideas directly to the Board of County Commissioners, fostering transparency and public participation.

While the commission has fulfilled the basics of its charter mandate over the years, the program has not yet realized its full potential and has received considerable public input indicating the need for improvements. The current proposed policy revisions introduce process enhancements designed to better inform the Commissioners, streamline staff review, increase direct public engagement, and improve the timeliness of Board consideration.

Key Proposed BCC-95 Policy Changes Include:

- **Expanded Submission Period:**
- Extend the submission period by 30-days to open it from from December 1 through January 31 each year. This timing better aligns with community availability and engagement cycles, offering residents a defined window to organize and submit proposals.
-
- **Annual Board Workshop to Hear from Citizen Submitters:**
- Following the submission period, an annual workshop will be held for the Board of County

Commissioners to hear directly from the citizens who submitted recommendations. This forum allows Commissioners to engage with submitters, ask questions, and gain a deeper understanding of the proposals firsthand. While County staff may attend to provide support, the primary purpose of the workshop is to assist the Commissioners in formulating their thoughts and preparing for deliberations and their final vote by listening directly to those who have taken the time to participate. This enhancement promotes greater transparency and direct public engagement, while also helping staff identify which proposals and questions are most relevant to the Commissioners.

-
- **Expedited Internal Staff Review Time:**
- The County Manager's Office evaluation deadline is proposed to be shortened from 90 days to 60 days, streamlining county staff time and allowing additional time for commissioner review and to meet with interested constituents. This change ensures more effective time usage and maintains compliance with the Charter's 120-day Board action requirement.
-
- **Dedicated Board of Commissioner Meeting for Final Action:**
- Final public hearings and Board votes on Speak Up Brevard recommendations are proposed to be held during a special Board meeting, rather than as part of a regular meeting agenda. This dedicated session increases transparency, fosters public awareness, and reinforces the importance of citizen-led proposals by providing focused attention from Commissioners and the community.
-

The policy also includes a revision to limit the County Manager's authority to summarily reject submissions, ensuring that all recommendations are considered by the Board and the applicable department, while still considering the County Manager's recommendations to reject. It includes forwarding the CEER requests to the Constitutional officers to invite their input to the citizen recommendations. This change is designed to support the program's original intent of openness without delaying or complicating the process.

Together, these updates will improve the Speak Up Brevard program's effectiveness and accessibility, demonstrating the County's commitment to meaningful citizen participation and good governance.

Clerk to the Board Instructions:



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

Telephone: (321) 637-2001
Fax: (321) 264-6972
Kimberly.Powell@brevardclerk.us

September 17, 2025

MEMORANDUM

TO: Commissioner Katie Delaney, District 1

RE: Item I.2., Consider Revisions to BCC-95, Citizens Efficiency and Effectiveness Recommendations (CEER) Policy, also known as the Speak Up Brevard Program

The Board of County Commissioners, in regular session on September 16, 2025, considered proposed revisions to Policy BCC-95, CEER, the County's Charter Program to consider citizen recommendations to the Board, but voted for it to stay the same.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
RACHEL M. SADOFF, CLERK

Kimberly Powell, Clerk to the Board

/ds

cc: Each Commissioner
County Manager



BOARD OF COUNTY COMMISSIONERS

POLICY

Number: BCC-95 04/23/2024
Cancels:
Approved: 08/26/25
Originator: County Manager's Office
Review: 04/23/2027

TITLE: CITIZENS PROCESS FOR ADVISING THE COUNTY COMMISSION (CEER)

I. Objective

To provide procedures for an individual or an organized group of individuals to submit a formal written recommendation for the enhancement of the effectiveness and efficiency of Brevard County Government to the Board of County Commissioners on an annual basis.

II. Definitions and References

- A. Brevard County Home Rule Charter Section 2.9.10.
- B. "Citizen Efficiency and Effectiveness Recommendation" or "CEER" means a recommendation submitted by an individual or group to the Board of County Commissioners pursuant to Brevard County Home Rule Charter Section 2.9.10 and this policy.

III. Directives

- A. January 31 is hereby established as the annual filing date for Citizen Efficiency and Effectiveness Recommendations. No CEER shall be accepted after 11:59 p.m. on the annual filing date. The County shall accept a CEER submission up to 60 days prior to the annual filing date, but no sooner. A timely submitted CEER will be deemed to have been received on the annual filing date for purposes of calculating the time for the Board's final vote and consideration pursuant to Brevard County Home Rule Charter Section 2.9.10.c.
- B. An individual or an organized group of individuals may submit a CEER by providing to the County Manager a formal written recommendation in substantially the form attached to this policy.

1. The CEER form shall be made available for download and submission on the official website for Brevard County Government. The County Manager's Office shall provide a hard copy upon request.
 2. A CEER may be submitted electronically or by mail to the County Manager's Office.
- C. Shortly after the CEER filing date, the County Manager will schedule a public workshop for the purpose of consolidating and streamlining submissions prior to the recommendation deadline.
- D. Within 60 days after the annual filing date, the County Manager shall evaluate and comment upon each CEER. This evaluation shall include a recommendation that the Board of County Commissioners accept the CEER, accept the CEER with revisions, or reject the CEER.
1. If necessary, the County Manager will provide the CEER to the County Attorney for legal review.
 2. The County Manager (CM) shall forward all submitted Citizen Efficiency and Effectiveness Recommendations (CEERs) to the appropriate County division, department, or constitutional officer's office for review and feedback, including when the CM determines that the subject falls outside of the Board of County Commissioners' jurisdiction.
 - If the County Manager recommends that a CEER be rejected due to jurisdictional issues, the CM shall ensure that:
 - The CEER response is communicated back to the citizen submitter, including any relevant feedback or explanation provided by the referred jurisdiction or constitutional officer's office.
 - The recommendation, along with all related feedback, both from the jurisdictional offices and the County Manager's recommendation, remains part of the formal review cycle and is presented to the Board of County Commissioners for final consideration.
- E. Upon completion of the administrative **review** process, the County Manager will forward each CEER and the accompanying staff evaluation and recommendation to the Board of County Commissioners for review.
- F. The County Manager shall schedule the Board of County Commissioners' final vote and consideration of the CEERs at a Special BOCC Meeting to occur no later than 120 days after the annual filing date.

IV. Reservation of Authority

The authority to issue and/or revise this policy is reserved to the Board of County Commissioners

Rob Feltner, Chair Brevard County Board of County Commissioners

As approved by the Board on August 26, 2025

Speak Up Brevard Recommendations

About Speak Up Brevard (Click to OSE)

Speak Up Brevard is a community-based organization that provides a safe and secure environment for children and youth to express their thoughts, feelings, and concerns. We are currently seeking recommendations from the community to help us improve our services and programs. We are looking for recommendations from all ages and backgrounds. We are looking for recommendations that are specific, actionable, and helpful. We are looking for recommendations that are submitted by the end of the year. We are looking for recommendations that are submitted by the end of the year. We are looking for recommendations that are submitted by the end of the year.

& Contact Information

Group/Organization Name *	First Name *	Last Name *	Middle Initial
<input type="text" value="Group Organization Name"/>	<input type="text" value="First Name"/>	<input type="text" value="Last Name"/>	<input type="text" value="Middle Initial"/>
Mailing Address *	City *		Zip Code +4
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Phone Number *	Email Address *	Alternate Email Address	
<input type="text" value="Phone Number"/>	<input type="text" value="Email Address"/>	<input type="text" value="Alternate Email Address"/>	

Recommendation Information

Recommendation Title *

Areas Affected (If Known) *

Department Affected (If Known)

Describe the current problem/issue or concern

Outline your recommendation and the benefits it would provide *

0 Attachments

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BOARD OF COUNTY COMMISSIONERS

POLICY

Number: BCC-95 04/23/2024
Cancels: 05/24/2011
Approved: 04/23/2024 08/26/25
Originator: County Manager's Office
Review: 04/23/2027

TITLE: CITIZENS PROCESS FOR ADVISING THE COUNTY COMMISSION (CEER)

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To provide procedures for an individual or an organized group of individuals to submit a formal written recommendation for the enhancement of the effectiveness and efficiency of Brevard County Government to the Board of County Commissioners on an annual basis.

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A. Brevard County Home Rule Charter Section 2.9.10.

B. "Citizen Efficiency and Effectiveness Recommendation" or "CEER" means a recommendation submitted by an individual or group to the Board of County Commissioners pursuant to Brevard County Home Rule Charter Section 2.9.10 and this policy.

III. Directives

A. January 31 is hereby established as the annual filing date for Citizen Efficiency and Effectiveness Recommendations. No CEER shall be accepted after 11:59 p.m. on the annual filing date. ~~As a courtesy, the~~ County shall accept a CEER submission up to 60 ~~30~~ days prior to the annual filing date, but no sooner. A timely submitted CEER will be deemed to have been received on the annual filing date for purposes of calculating the time for the Board's final vote and consideration pursuant to Brevard County Home Rule Charter Section 2.9.10.c.

B. An individual or an organized group of individuals may submit a CEER by providing to the County Manager a formal written recommendation in substantially the form attached to this policy.

1. The CEER form shall be made available for download and submission on the official website for Brevard County Government. The County Manager's Office shall provide a hard copy upon request.
2. A CEER may be submitted electronically or by mail to the County Manager's Office.

C. Shortly after the CEER filing date, the County Manager will schedule a public workshop for the purpose of consolidating and streamlining submissions prior to the recommendation deadline.

C.D. Within ~~60~~ 90 days after the annual filing date, the County Manager shall evaluate and comment upon each CEER. This evaluation shall include a recommendation that the Board of County Commissioners accept the CEER, accept the CEER with revisions, or reject the CEER.

1. If necessary, the County Manager will provide the CEER to the County Attorney for legal review.

~~2. The County Manager may summarily recommend the rejection of any CEER that does not propose to enhance the efficiency and effectiveness of County Government consistent with the intent of Section 2.9.10 of the Brevard County Home Rule Charter. By way of example and not limitation, grievances relating to prior Board action, specific service requests, and matters outside of the Board's jurisdiction are not appropriate subjects of a CEER. The County Manager (CM) shall forward all submitted Citizen Efficiency and Effectiveness Recommendations (CEERs) to the appropriate County division, department, or constitutional officer's office for review and feedback, including when the CM determines that the subject falls outside of the Board of County Commissioners' jurisdiction.~~

- * ~~If the County Manager recommends that a CEER be rejected due to jurisdictional issues, the CM shall ensure that:~~

~~The CEER response is communicated back to the citizen submitter, including any relevant feedback or explanation provided by the referred jurisdiction or constitutional officer's office.~~

~~2. The recommendation, along with all related feedback, both from the jurisdictional offices and the County Manager's recommendation, remains part of the formal review cycle and is presented to the Board of County Commissioners for final consideration.~~

D.E. Upon completion of the administrative **review** process, the County Manager will forward each CEER and the accompanying staff evaluation and recommendation to the Board of County Commissioners for review.

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F. The County Manager shall schedule the Board of County Commissioners' final vote and consideration of the CEERs at a Special BOCC Meeting to occur no later than 120 days after the annual filing date.

IV. Reservation of Authority

The authority to issue or revise this policy is reserved for the Board of County Commissioners.

ATTEST:

for


Rachel M. Sadoff, Clerk


Jason Steele, Chair
BOARD OF COUNTY COMMISSIONERS
BREVARD COUNTY, FLORIDA

As approved by the Board on 04/23/2024

The authority to issue and/or revise this policy is reserved to the Board of County Commissioners.

Rob Feltner, Chair Brevard County Board of County Commissioners

As approved by the Board on August 26, 2025

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Speak Up Brevard Recommendations

[About Sanku Up Bmyurt \(Click to C OSE](#)

& Contact Information

On a pA⁺ nous avons obtenu :

Group Organization Name

Identify Address •

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Çalışma katılımcıları

[illegible]

David A. Brinkman et al.

2-12-90

Alternate Email Address

I Recommendation Information

Recommendation Title:

DOI: 10.1002/eqe.2411

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Equation (1) can be written as

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0 Aspects

¹ <http://www.chem.mcgill.ca/~davidmiller>

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BCC-95 PROPOSED POLICY REVISIONS – AUGUST 26, 2025

Section	Revision	Purpose
Section III.A.	Remove superfluous wording	"As a courtesy" is an irrelevant phrase. Individuals and groups are entitled to submit CEERs online or via postal service any time during the submission cycle.
Section III.A.	Submission cycle extended to 60-days (currently 30-days)	The BOCC has received feedback from residents that the submission cycle is too short. Redefine "submission cycle" as a 60-day period during December/January of each year, allowing an expanded time for citizen engagement. It also aligns well with the BOCC budget season to incorporate cost-saving recommendations in a timely manner.
Section III.C.	Codifies annual Workshop	Institute a Workshop after the annual filing date to consolidate & streamline submissions, for the BOCC and staff to hear recommendations directly from submitters early in the process.
Section III.E.	1) Changes CMO's (County Manager's Office) evaluation deadline from 90 days to 60 days. 2) Calls for Special BOCC Meeting for a public hearing and vote on slate of CEERS.	Removes 30 days of staff-time to review recommendations, while still allowing for the Board's final vote to occur within 120 days of the filing date as required by the Charter. Elevates the public hearing and vote to a Special BOCC Meeting in lieu of remaining an agenda item at a Regular BOCC Meeting.
Section D	Limits the CMO authority to summarily reject CEERS, while ensuring engagement with all county stakeholders.	This change ensures that all recommendations are considered by the Board and the applicable department, while still considering the County Manager's recommendations to reject CEERS.

Speak Up Brevard



History



- Speak Up Brevard is known in the County Charter as the Citizen Efficiency and Effectiveness Recommendation (CEER)
- A proposal for a version of Speak Up Brevard came from the 2010 Brevard County Charter Review Commission and was adopted in November 2010
- This program invites residents to submit ideas and recommendations aimed at improving County efficiency and effectiveness.

History of Board Actions 2011-2023



Outcome	Count
Approved	21
Approved with revisions	53
Duplicate	2
Rejected	99
Rejected (Lack of Authority)	1
Total	176

Examples of 2024-Approved

Recommendations:

- Include Pickleball opportunities on the County’s website
- Adjusting the operating hours of the Port St. John Public Library

2024 Updates

Recommendations adopted by the Board of Commissioners in April 2024:

- Language reconciliation
- Change recommendation submission month from December to January
- Change evaluation deadline from 45 to 90 days
- Add administrative rejection recommendation option that provides County Manager option to recommend rejection for any CEER:
 - Not under County jurisdiction
 - That does not promote the efficiency and effectiveness of County government, such as personal service requests.

These recommendations will still be reviewed by the Board.



Speak Up Brevard Process



- **Submission Deadline**

- All recommendations for the current cycle must be submitted by **Jan. 31, 2025**.

- **Evaluation Period**

- The County Manager's Office and County Staff review submissions and provide comments to be presented to the Board of County Commissioners within 120 of the filing date as required by the Charter.

Commission Review



- Citizen recommendations, with staff evaluations, are presented to the Board of County Commissioners with the following voting options:
 - Approve
 - Reject
 - Accept with revisions

Recommendations to the Commission



- **Notification**

- Submitters will receive at least one week's notice prior to their recommendation being reviewed by the Board. Submitters may present at the meeting under this agenda item.

- **Transparency**

- A public listing of all past recommendations and their outcomes, as well as current recommendations, are available on the County's Speak Up Brevard website <https://sites.brevardcounty.us/SpeakUpBrevard/>

Other Ways to Provide Feedback



- Visit the e-Government tab on www.BrevardFL.gov to share input on the County budget, transit services, Parks and Preserves, Public Safety, the Sheriff's Office, and more.
- Public Comments at Commission meetings.
- Contact your District Commission office to discuss specific issues or propose potential agenda items. Individual commissioners can sponsor agenda items they support and feel merit Board consideration.

Board Meeting Date

9-14

Item Number: I.2.

Motion By: TG

Second By: KA

Nay By: _____

Commissioner	DISTRICT	AYE	NAY
Commissioner Delaney	1		✓
Vice Chair Goodson	2	✓	
Commissioner Adkinson	3	✓	
Commissioner Altman	5	✓	
Chairman Feltner	4	✓	