



Agenda Report

2725 Judge Fran Jamieson
Way
Viera, FL 32940

Consent

F.10

11/12/2019

Subject:

Legislative intent and permission to advertise for an amendment to Section 78, Article III, at Division 1., Section 78-82 and at Division 2., Section 78-108 of the Brevard County Code of Ordinances.

Fiscal Impact:

Cost to advertise Public Hearing for Board's consideration of the Ordinance

Dept/Office:

Parks and Recreation

Requested Action:

It is requested that the Board of County Commissioners give permission to advertise for an amendment to Section 78, Article III, Division 1., Section 78-82 and Division 2., Section 78-108.

Summary Explanation and Background:

The Parks and Recreation Department requests the Board's permission to advertise for an amendment to Section 78-82 and Section 78-108 of the Brevard County Code of Ordinances.

In the 2019 Legislative Session, the Florida Legislature amended Section 102.031 of the Florida Statutes to now provide as follows: "the owner, operator or lessee of the property on which a polling place or early voting site is located or an agent or employee thereof, may not prohibit the solicitation of voters outside of the no-solicitation zone during polling hours." This legislative change requires an amendment to the Chapter 78. Parks and Recreation, specifically Sections 78-82 and 78-108.

Parks and Recreation facilities throughout Brevard County are utilized as both polling places and early voting sites. Should permission be approved to advertise the legislative intent and should the legislative change be adopted, County staff would allow signs to be displayed at polling stations only during the hours the polling stations are open. Signs displayed before or after polling station hours will be removed from County owned facilities.

Clerk to the Board Instructions:

**BREVARD COUNTY
BOARD OF COUNTY COMMISSIONERS**

F.10
11/12/19

INITIAL CONTRACT REVIEW AND APPROVAL FORM

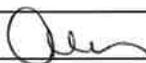
SECTION I - GENERAL INFORMATION

1. Contractor:	
2. Fund/Account #:	3. Department Name: Parks & Recreation
4. Contract Description: Legislative intent & permission to advertise an amendment to Chapter 78	
5. Contract Monitor: Misty Adams	7. Contract Type:
6. Dept/Office Director: Mary Ellen Donner	INTERGOVT/LOCAL

SECTION II - REVIEW AND APPROVAL TO ADVERTISE

<u>COUNTY OFFICE</u>	<u>APPROVAL</u>		<u>SIGNATURE</u>	<u>DATE</u>
	<u>YES</u>	<u>NO</u>		
User Agency	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
County Attorney	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

SECTION III - REVIEW AND APPROVAL TO EXECUTE

<u>COUNTY OFFICE</u>	<u>APPROVAL</u>		<u>SIGNATURE</u>	<u>DATE</u>
	<u>YES</u>	<u>NO</u>		
User Agency	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	11/01/2019
Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
County Attorney	<input checked="" type="checkbox"/>	<input type="checkbox"/>		11/5/2019

SECTION IV - CONTRACTS MANAGEMENT DATABASE CHECKLIST

<u>CM DATABASE REQUIRED FIELDS</u>	<u>Complete</u> ✓
Department Information	<input type="checkbox"/>
Department	<input type="checkbox"/>
Program	<input type="checkbox"/>
Contact Name	<input type="checkbox"/>
Cost Center, Fund, and G/L Account	<input type="checkbox"/>
Vendor Information (SAP Vendor #)	<input type="checkbox"/>
Contract Status	<input type="checkbox"/>
Contract Title	<input type="checkbox"/>
Contract Type	<input type="checkbox"/>
Contract Amount	<input type="checkbox"/>
Storage Location (SAP)	<input type="checkbox"/>
Contract Approval Date	<input type="checkbox"/>
Contract Effective Date	<input type="checkbox"/>
Contract Expiration Date	<input type="checkbox"/>
Contract Absolute End Date (No Additional Renewals/Extensions)	<input type="checkbox"/>
Material Group	<input type="checkbox"/>
Contract Documents Uploaded in CM database (Initial Contract Form with County Attorney/ Risk Management Approval; Signed/Executed Contract)	<input type="checkbox"/>
"Right To Audit" Clause Included in Contract	<input type="checkbox"/>
Monitored items: Uploaded to database (Insurance, Bonds, etc.)	<input type="checkbox"/>



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

Telephone: (321) 637-2001
Fax: (321) 264-6972
Tammy.Rowe@brevardclerk.us

November 13, 2019

M E M O R A N D U M

TO: Mary Ellen Donner, Parks and Recreation Director

RE: Item F.10., Legislative Intent and Permission to Advertise for an Amendment to Section 78, Article III, Division 1, Section 78-82, and Division 2, Section 78-108 of the Brevard County Code of Ordinances

The Board of County Commissioners, in regular session on November 12, 2019, approved legislative intent and granted permission to advertise for an amendment to Section 78, Article III, Division 1, and Section 78-82, and Division 2, Section 78-108 of the Brevard County Code of Ordinances.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe

Tammy Rowe, Deputy Clerk

/ds

cc: County Attorney

102.031. Maintenance of good order at polls; authorities; persons..., FL ST § 102.031

KeyCite Yellow Flag - Negative Treatment
Unconstitutional or Preempted Prior Version Held Unconstitutional by CBS Broadcasting, Inc. v. Cobb, S.D.Fla., Oct. 24, 2006

West's Florida Statutes Annotated

Title IX. Electors and Elections (Chapters 97-109)

Chapter 102. Conducting Elections and Ascertaining the Results (Refs & Annos)

West's F.S.A. § 102.031

102.031. Maintenance of good order at polls; authorities; persons allowed in polling rooms and early voting areas; unlawful solicitation of voters

Effective: July 1, 2019

Currentness

(1) Each election board shall possess full authority to maintain order at the polls and enforce obedience to its lawful commands during an election and the canvass of the votes.

(2) The sheriff shall deputize a deputy sheriff for each polling place and each early voting site who shall be present during the time the polls or early voting sites are open and until the election is completed, who shall be subject to all lawful commands of the clerk or inspectors, and who shall maintain good order. The deputy may summon assistance from among bystanders to aid him or her when necessary to maintain peace and order at the polls or early voting sites.

(3)(a) No person may enter any polling room or polling place where the polling place is also a polling room, or any early voting area during voting hours except the following:

1. Official poll watchers;
2. Inspectors;
3. Election clerks;
4. The supervisor of elections or his or her deputy;

5. Persons there to vote, persons in the care of a voter, or persons caring for such voter;
6. Law enforcement officers or emergency service personnel there with permission of the clerk or a majority of the inspectors; or
7. A person, whether or not a registered voter, who is assisting with or participating in a simulated election for minors, as approved by the supervisor of elections.

(b) The restriction in this subsection does not apply where the polling room is in an area commonly traversed by the public in order to gain access to businesses or homes or in an area traditionally utilized as a public area for discussion.

(4)(a) No person, political committee, or other group or organization may solicit voters inside the polling place or within 150 feet of the entrance to any polling place, a polling room where the polling place is also a polling room, an early voting site, or an office of the supervisor where vote-by-mail ballots are requested and printed on demand for the convenience of electors who appear in person to request them. Before the opening of the polling place or early voting site, the clerk or supervisor shall designate the no-solicitation zone and mark the boundaries.

(b) For the purpose of this subsection, the terms "solicit" or "solicitation" shall include, but not be limited to, seeking or attempting to seek any vote, fact, opinion, or contribution; distributing or attempting to distribute any political or campaign material, leaflet, or handout; conducting a poll except as specified in this paragraph; seeking or attempting to seek a signature on any petition; and selling or attempting to sell any item. The terms "solicit" or "solicitation" may not be construed to prohibit exit polling.

(c) Each supervisor of elections shall inform the clerk of the area within which soliciting is unlawful, based on the particular characteristics of that polling place. The supervisor or the clerk may take any reasonable action necessary to ensure order at the polling places, including, but not limited to, having disruptive and unruly persons removed by law enforcement officers from the polling room or place or from the 150-foot zone surrounding the polling place.

(d) Except as provided in paragraph (a), the supervisor may not designate a no-solicitation zone or otherwise restrict access to any person, political committee, candidate, or other group or organization for the purposes of soliciting voters. This paragraph applies to any public or private property used as a polling place or early voting site.

(e) The owner, operator, or lessee of the property on which a polling place or an early voting site is located, or an agent or employee thereof, may not prohibit the solicitation of voters outside of the no-solicitation zone during polling hours.

(5) No photography is permitted in the polling room or early voting area, except an elector may photograph his or her own ballot.

102.031. Maintenance of good order at polls; authorities; persons..., FL ST § 102.031

Credits

Laws 1895, c. 4328, § 58; Gen.St.1906, § 237; Rev.Gen.St.1920, § 282; Comp.Gen.Laws 1927, § 338; Fla.St.1949, § 99.38; Laws 1951, c. 26870, § 6; Laws 1959, c. 59-212, § 1; Laws 1977, c. 77-175, § 25. Amended by Laws 1985, c. 85-205, § 2, eff. Jan. 1, 1986; Laws 1987, c. 87-184, § 4, eff. Jan. 1, 1988; Laws 1987, c. 87-363, § 15, eff. Oct. 1, 1987; Laws 1989, c. 89-338, § 29, eff. Jan. 1, 1990; Laws 1992, c. 92-134, § 2, eff. April 8, 1992; Laws 1995, c. 95-147, § 598, eff. July 10, 1995; Laws 2000, c. 2000-249, § 5, eff. July 1, 2000; Laws 2005, c. 2005-277, § 54, eff. Jan. 1, 2006; Laws 2008, c. 2008-95, § 25, eff. July 1, 2008; Laws 2013, c. 2013-37, § 18, eff. Nov. 1, 2013; Laws 2013, c. 2013-57, § 18, eff. Jan. 1, 2014; Laws 2016, c. 2016-37, § 33, eff. July 1, 2016; Laws 2017, c. 2017-3, § 1, eff. July 7, 2017; Laws 2019, c. 2019-162, §§ 11, 35, eff. July 1, 2019.

Notes of Decisions (13)

West's F. S. A. § 102.031, FL ST § 102.031

Current through the 2019 First Regular Session of the 26th Legislature.

End of Document

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ORDINANCE NO. 2019-___

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY, FLORIDA, AMENDING CHAPTER 78 OF THE BREVARD COUNTY CODE OF ORDINANCES, "PARKS AND RECREATION" AT ARTICLE III, "USE OF PARKS", AT DIVISION 1. "GENERALLY", AT SECTION 78-82, "PERMITS." AND FURTHER AMENDING AT DIVISION 2. "PENALTIES, VIOLATIONS AND PROHIBITED CONDUCT", AT SECTION 78-108, "POSTING SIGNS" TO AMEND THE REQUIREMENT FOR PERMITS AS THEY RELATE TO SIGNAGE IN PARKS IN ORDER TO COMPLY WITH RECENT AMENDMENTS TO STATE LAW; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR AN AREA ENCOMPASSED; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR INCLUSION IN THE CODE OF ORDINANCES OF BREVARD COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Article VIII, Section (1)(g) of the Florida Constitution and Section 125.01, Florida Statutes, the Board of County Commissioners of Brevard County, Florida (hereinafter "Board"), has broad authority to enact ordinances not inconsistent with general law or with special laws approved by the vote of the electors; and

WHEREAS, pursuant to recent amendments by the Florida Legislature to Section 102.031, Florida Statutes, as of July 1, 2019, any owner, operator or lessee of property on which a polling place or an early voting site is located or an agent or employee thereof may not prohibit the solicitation of voters outside of the no-solicitation zone during poll hours; and

WHEREAS, numerous Brevard County Parks and Recreations parks, recreational facilities or department managed lands are utilized as both polling places or early voting sites throughout Brevard County; and

WHEREAS, Brevard County Code Sections 78-82 and 78-108 require a permit from the Parks and Recreation Department in order to post signs in any park, recreational facility or department managed lands which would cause a conflict to the intent and mandate of Section 102.031, Florida Statutes; and

WHEREAS, the Board desires to update its code to comply with the recent changes to state law.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Brevard County, Florida as follows:

SECTION 1. Chapter 78, Article III, Division. 1., Section 78-82, entitled, "Permits," of the Code of Ordinances of Brevard County, Florida is hereby amended to revise subsections (a) (6), (7), and (8) to read as follows:

Section 78-82. – Permits.

(a) A permit is required when one or more of the following conditions apply:

(6) The proposed activity includes amplified music (section 78-110).

(7) The applicant desires to ride horseback after dark and/or before daylight (section 78-113).

(8) The applicant desires to carry, fire or discharge any weapon or fireworks.

SECTION 2. Chapter 78, Article III, Division. 2., Section 78-108, entitled, "Posting signs," of the Code of Ordinances of Brevard County, Florida is hereby amended to read as follows:

Section 78-108. – Posting signs.

No person shall post or affix to any tree, shrub, plant, fence, building, structure, monument, wall, table, apparatus, bridge, post, bench, corral, gate or any other physical object any sign, poster or other printed or written matter in any park, recreational facility, or department managed lands except during elections as required under Chapter 102, Florida Statutes, as amended. During elections, signs shall be permitted outside of the designated no-solicitation zone during polling hours as long as the signs do not alter county property. Upon closure of the polling place each day, the owner shall remove all signs from park property. In the event any sign is left on park property after the daily closure of the polling place then such sign shall be deemed abandoned and shall be removed by county staff.

SECTION 3. SEVERABILITY. If any section, subsection, clause, phrase, word or provision of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such invalid unconstitutional portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance, provided the remaining portions effectuate purpose and intent of this ordinance.

SECTION 4. CONFLICTING PROVISIONS. In the case of a direct conflict between any provision of this Ordinance and a portion or provision of any other applicable federal, state, or county law, rule, code or regulation, the more restrictive shall apply, unless preempted by law.

Strike through

ORDINANCE NO. 2019-___

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY, FLORIDA, AMENDING CHAPTER 78 OF THE BREVARD COUNTY CODE OF ORDINANCES, "PARKS AND RECREATION" AT ARTICLE III, "USE OF PARKS", AT DIVISION 1. "GENERALLY", AT SECTION 78-82, "PERMITS." AND FURTHER AMENDING AT DIVISION 2. "PENALTIES, VIOLATIONS AND PROHIBITED CONDUCT", AT SECTION 78-108, "POSTING SIGNS" TO AMEND THE REQUIREMENT FOR PERMITS AS THEY RELATE TO SIGNAGE IN PARKS IN ORDER TO COMPLY WITH RECENT AMENDMENTS TO STATE LAW; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR AN AREA ENCOMPASSED; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR INCLUSION IN THE CODE OF ORDINANCES OF BREVARD COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Article VIII, Section (1)(g) of the Florida Constitution and Section 125.0104, Florida Statutes, the Board of County Commissioners of Brevard County, Florida (hereinafter "Board"), has broad authority to enact ordinances not inconsistent with general law or with special laws approved by the vote of the electors; and

WHEREAS, pursuant to recent amendments by the Florida Legislature to Section 102.031, Florida Statutes, as of July 1, 2019, any owner, operator or lessee of property on which a polling place or an early voting site is located or an agent or employee thereof may not prohibit the solicitation of voters outside of the no-solicitation zone during poll hours; and

WHEREAS, numerous Brevard County Parks and Recreations parks, recreational facilities or department managed lands are utilized as both polling places or early voting sites throughout Brevard County; and

WHEREAS, Brevard County Code Sections 78-82 and 78-108 require a permit from the Parks and Recreation Department in order to post signs in any park, recreational facility or department managed lands which would cause a conflict to the intent and mandate of Section 102.031, Florida Statutes; and

WHEREAS, the Board desires to update its code to comply with the recent changes to state law.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Brevard County, Florida as follows:

SECTION 1. Chapter 78, Article III, Division. 1., Section 78-82, entitled, "Permits," of the Code of Ordinances of Brevard County, Florida is hereby amended to revise subsections (a) (6), (7), and (8) to read as follows:

Section 78-82. – Permits.

(a) A permit is required when one or more of the following conditions apply:

~~(6) The applicant desires to post signs (section 78-108).~~

(76) The proposed activity includes amplified music (section 78-110).

(8-7) The applicant desires to ride horseback after dark and/or before daylight (section 78-113).

(98) The applicant desires to carry, fire or discharge any weapon or fireworks.

SECTION 2. Chapter 78, Article III, Division. 2., Section 78-108, entitled, "Posting signs," of the Code of Ordinances of Brevard County, Florida is hereby amended to read as follows:

Section 78-108. – Posting signs.

No person shall post or affix to any tree, shrub, plant, fence, building, structure, monument, wall, table, apparatus, bridge, post, bench, corral, gate or any other physical object any sign, poster or other printed or written matter in any park, recreational facility, or department managed lands ~~without a permit from the department. Applicant(s) shall not post signs except in permitted areas and must not violate any applicable rules and regulations.~~

SECTION 3. SEVERABILITY. If any section, subsection, clause, phrase, word or provision of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such invalid unconstitutional portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance, provided the remaining portions effectuate purpose and intent of this ordinance.

SECTION 4. CONFLICTING PROVISIONS. In the case of a direct conflict between any provision of this Ordinance and a portion or provision of any other applicable federal, state, or county law, rule, code or regulation, the more restrictive shall apply, unless preempted by law.

SECTION 5. EFFECTIVE DATE. This ordinance shall take effect immediately upon its adoption and filing as provided by law. A certified copy of this ordinance shall be filed with the Office of the Secretary of State, State of Florida, within ten days of enactment.

SECTION 6. AREA ENCOMPASSED. This section shall apply throughout the incorporated and unincorporated areas of the County. A municipal ordinance shall prevail over this Section within the municipality's jurisdiction to the extent of any conflict with this Section.

SECTION 7. INCLUSION IN THE CODE. It is the intention of the Board of County Commissioners that the provisions of this ordinance be part of the Code of Ordinances of Brevard County, Florida and that the sections of this ordinance may be renumbered or re-lettered and that the word "ordinance" may be changed to "section," "article," or such other appropriate word or phrase in order to accomplish such intentions. In order to facilitate access to individuals with disabilities, the sections of the code will be amended to spell out abbreviations and acronyms such as "§" to section and "Fla. Stat." to Florida Statutes.

Adopted by the Brevard County Board of County Commissioners during regular session on the ____ day of _____, 2019.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
BREVARD COUNTY, FLORIDA

BY: _____

Clerk

Kristine Isnardi, Chair

As approved by the Board on _____

ORDINANCE NO. 2019-___

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY, FLORIDA, AMENDING CHAPTER 78 OF THE BREVARD COUNTY CODE OF ORDINANCES, "PARKS AND RECREATION" AT ARTICLE III, "USE OF PARKS", AT DIVISION 1. "GENERALLY," AT SECTION 78-82, "PERMITS." AND FURTHER AMENDING AT DIVISION 2. "PENALTIES, VIOLATIONS AND PROHIBITED CONDUCT", AT SECTION 78-108, "POSTING SIGNS" TO AMEND THE REQUIREMENT FOR PERMITS AS THEY RELATE TO SIGNAGE IN PARKS IN ORDER TO COMPLY WITH RECENT AMENDMENTS TO STATE LAW; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR AN AREA ENCOMPASSED; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR INCLUSION IN THE CODE OF ORDINANCES OF BREVARD COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Article VIII, Section (1)(g) of the Florida Constitution and Section 125.0104, Florida Statutes, the Board of County Commissioners of Brevard County, Florida (hereinafter "Board"), has broad authority to enact ordinances not inconsistent with general law or with special laws approved by the vote of the electors; and

WHEREAS, pursuant to recent amendments by the Florida Legislature to Section 102.031, Florida Statutes, as of July 1, 2019, any owner, operator or lessee of property on which a polling place or an early voting site is located or an agent or employee thereof may not prohibit the solicitation of voters outside of the no-solicitation zone during poll hours; and

WHEREAS, numerous Brevard County Parks and Recreations parks, recreational facilities or department managed lands are utilized as both polling places or early voting sites throughout Brevard County; and

WHEREAS, Brevard County Code Sections 78-82 and 78-108 require a permit from the Parks and Recreation Department in order to post signs in any park, recreational facility or department managed lands which would cause a conflict to the intent and mandate of Section 102.031, Florida Statutes; and

WHEREAS, the Board desires to update its code to comply with the recent changes to state law.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Brevard County, Florida as follows:

SECTION 1. Chapter 78, Article III, Division. 1., Section 78-82, entitled, "Permits," of the Code of Ordinances of Brevard County, Florida is hereby amended to revise subsections (a) (6), (7), and (8) to read as follows:

Section 78-82. – Permits.

(a) A permit is required when one or more of the following conditions apply:

(6) The proposed activity includes amplified music (section 78-110).

(7) The applicant desires to ride horseback after dark and/or before daylight (section 78-113).

(8) The applicant desires to carry, fire or discharge any weapon or fireworks.

SECTION 2. Chapter 78, Article III, Division. 2., Section 78-108, entitled, "Posting signs," of the Code of Ordinances of Brevard County, Florida is hereby amended to read as follows:

Section 78-108. – Posting signs.

No person shall post or affix to any tree, shrub, plant, fence, building, structure, monument, wall, table, apparatus, bridge, post, bench, corral, gate or any other physical object any sign, poster or other printed or written matter in any park, recreational facility, or department managed lands.

SECTION 3. SEVERABILITY. If any section, subsection, clause, phrase, word or provision of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such invalid unconstitutional portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance, provided the remaining portions effectuate purpose and intent of this ordinance.

SECTION 4. CONFLICTING PROVISIONS. In the case of a direct conflict between any provision of this Ordinance and a portion or provision of any other applicable federal, state, or county law, rule, code or regulation, the more restrictive shall apply, unless preempted by law.

SECTION 5. EFFECTIVE DATE. This ordinance shall take effect immediately upon its adoption and filing as provided by law. A certified copy of this ordinance shall be filed with the Office of the Secretary of State, State of Florida, within ten days of enactment.

SECTION 6. AREA ENCOMPASSED. This section shall apply throughout the incorporated and unincorporated areas of the County. A municipal ordinance shall prevail

over this Section within the municipality's jurisdiction to the extent of any conflict with this Section.

SECTION 7. INCLUSION IN THE CODE. It is the intention of the Board of County Commissioners that the provisions of this ordinance be part of the Code of Ordinances of Brevard County, Florida and that the sections of this ordinance may be renumbered or re-lettered and that the word "ordinance" may be changed to "section," "article," or such other appropriate word or phrase in order to accomplish such intentions. In order to facilitate access to individuals with disabilities, the sections of the code will be amended to spell out abbreviations and acronyms such as "§" to section and "Fla. Stat." to Florida Statutes.

Adopted by the Brevard County Board of County Commissioners during regular session on the ____ day of _____, 2019.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
BREVARD COUNTY, FLORIDA

BY: _____

Clerk

Kristine Isnardi, Chair

As approved by the Board on _____

**BREVARD COUNTY
BOARD OF COUNTY COMMISSIONERS**

INITIAL CONTRACT REVIEW AND APPROVAL FORM

SECTION I - GENERAL INFORMATION

1. Contractor:	
2. Fund/Account #:	3. Department Name: Parks & Recreation
4. Contract Description: Legislative intent & permission to advertise an amendment to Chapter 78	
5. Contract Monitor: Misty Adams	7. Contract Type:
6. Dept/Office Director: Mary Ellen Donner	INTERGOVT/LOCAL

SECTION II - REVIEW AND APPROVAL TO ADVERTISE

COUNTY OFFICE	APPROVAL		SIGNATURE	DATE
	YES	NO		
User Agency	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
County Attorney	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

SECTION III - REVIEW AND APPROVAL TO EXECUTE

COUNTY OFFICE	APPROVAL		SIGNATURE	DATE
	YES	NO		
User Agency	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	11/01/2019
Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
County Attorney	<input checked="" type="checkbox"/>	<input type="checkbox"/>		11/5/2019

SECTION IV - CONTRACTS MANAGEMENT DATABASE CHECKLIST

CM DATABASE REQUIRED FIELDS	Complete ✓
Department Information	<input type="checkbox"/>
Department	<input type="checkbox"/>
Program	<input type="checkbox"/>
Contact Name	<input type="checkbox"/>
Cost Center, Fund, and G/L Account	<input type="checkbox"/>
Vendor Information (SAP Vendor #)	<input type="checkbox"/>
Contract Status	<input type="checkbox"/>
Contract Title	<input type="checkbox"/>
Contract Type	<input type="checkbox"/>
Contract Amount	<input type="checkbox"/>
Storage Location (SAP)	<input type="checkbox"/>
Contract Approval Date	<input type="checkbox"/>
Contract Effective Date	<input type="checkbox"/>
Contract Expiration Date	<input type="checkbox"/>
Contract Absolute End Data (No Additional Renewals/Extensions)	<input type="checkbox"/>
Material Group	<input type="checkbox"/>
Contract Documents Uploaded in CM database (Initial Contract Form with County Attorney/ Risk Management Approval: Signed/Executed Contract)	<input type="checkbox"/>
"Right To Audit" Clause Included in Contract	<input type="checkbox"/>
Monitored items: Uploaded to database (Insurance, Bonds, etc.)	<input type="checkbox"/>