



# Agenda Report

2725 Judge Fran Jamieson  
Way  
Viera, FL 32940

## New Business - Community Services Group

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J.1.

2/25/2025

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### Subject:

Adoption, RE: A Resolution Dissolving the South/Central Brevard Parks and Recreation Advisory Board and Creating the South Brevard Parks and Recreation Advisory Board and the Central Brevard Parks and Recreation Advisory Board

### Fiscal Impact:

There is no fiscal impact as a result of this action.

### Dept/Office:

Parks and Recreation Department

### Requested Action:

It is requested that the Board of County Commissioners consider the adoption of a Resolution to dissolve the South/Central Brevard Parks and Recreation Advisory Board, create the South Brevard Parks and Recreation Advisory Board, and create the Central Brevard Parks and Recreation Advisory Board.

If approved, it is requested that the Board appoint new members for each respective Advisory Board as designated within the Resolution.

### Summary Explanation and Background:

Previously, on May 17, 2022, the Brevard County Board of County Commissioners (Board) consolidated three advisory boards into a singular South/Central Parks and Recreation Advisory Board (Resolution 22-053) and then on October 10, 2023 (Resolution 23-124) amended the members and composition of the consolidated board.

Per Board direction on January 14, 2025, the attached resolution: (1) rescinds Resolution 22-053, (2) rescinds Resolution 23-124, and (3) creates two replacement Parks and Recreation Advisory Boards for the Central and South. This resolution provides for the creation of the South Brevard Parks and Recreation Advisory Board and the Central Brevard Parks and Recreation Board, provides for membership, qualifications, quorum, term of appointment, organizational structure, reporting, public meetings, initial meetings, coordination, staff time, dissolution, conflict, and severability.

Commission appointments for each new advisory board is based on Park distribution and services. The new advisory board membership will comprise of the following:

The Central Brevard Parks and Recreation Advisory Board will have seven members: two members who reside in the unincorporated West Cocoa area and are nominated by the District 1 Commissioner and five members nominated by the District 2 Commissioner.

The South Brevard Parks and Recreation Advisory Board will have seven members: three nominated by the District 3 Commissioner, two nominated by the District 4 Commissioner, and two nominated by the District 5 Commissioner.

This resolution also aligns both advisory boards with Chapter 2, Article VI, Division 4 (Uniform Advisory Board) of the Brevard County Code of Ordinances (Code), which governs advisory boards, including requiring meetings to be held at county government facilities. The Code allows for each newly created advisory board to have meetings within their respective park areas.

**Clerk to the Board Instructions:**

None

## CONTRACT REVIEW AND APPROVAL FORM

### SECTION I - GENERAL INFORMATION

1. Contractor: Brevard County South Central Board		2. Amount: \$0
3. Fund/Account #:	4. Department Name: Parks & Recreation	
5. Contract Description: Resolution - Separation of South Central Board		
6. Contract Monitor: Diana Marquardt		8. Contract Type:  INTERGOVT/LOCAL
7. Dept/Office Director: Ian Golden		
9. Type of Procurement: Other		

### SECTION II - REVIEW AND APPROVAL TO ADVERTISE

#### APPROVAL

<u>COUNTY OFFICE</u>	<u>YES</u>	<u>NO</u>	<u>SIGNATURE</u>
User Agency	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Purchasing	<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

#### APPROVAL

<u>COUNTY OFFICE</u>	<u>YES</u>	<u>NO</u>	<u>SIGNATURE</u>
User Agency	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Marquardt, Diana <small>Digitally signed by Marquardt, Diana Date: 2025.02.03 08:28:51 -05'00'</small>
Purchasing	<input type="checkbox"/>	<input type="checkbox"/>	_____
Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	_____
County Attorney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Caron, Justin <small>Digitally signed by Caron, Justin Date: 2025.02.04 11:38:56 -05'00'</small>

### SECTION IV - CONTRACTS MANAGEMENT DATABASE CHECKLIST

CM DATABASE REQUIRED FIELDS	Complete <input checked="" type="checkbox"/>
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, Title, Type, and Amount	<input type="checkbox"/>
Storage Location (SAP)	<input type="checkbox"/>
Contract Approval Date, Effective Date, and 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 (Contract Form with County Attorney/ Risk Management/ Purchasing 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"/>



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

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February 26, 2025

**MEMORANDUM**

TO: Ian Golden, Parks and Recreation Director


RE: Item J.1., Resolution Dissolving the South/Central Brevard Parks and Recreation Advisory Board and Creating the South Brevard Parks and Recreation Advisory Board and the Central Brevard Parks and Recreation Advisory Board

The Board of County Commissioners, in regular session on February 25, 2025, adopted Resolution No. 25-016, dissolving the South/Central Brevard Parks and Recreation Advisory Board, creating the South Brevard Parks and Recreation Advisory Board, and creating the Central Brevard Parks and Recreation Advisory Board; and approved the Board to appoint new members for each respective Advisory Board as designated within the Resolution. Enclosed is the fully-executed Resolution.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS  
RACHEL M. SADOFF, CLERK

*for:*   
Kimberly Powell, Clerk to the Board

/ns

Encl. (1)

cc: Each Commissioner

RESOLUTION 2025-016

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY, FLORIDA, DISOLVING THE SOUTH/CENTRAL BREVARD PARKS AND RECREATION ADVISORY BOARD; RESCINDING RESOLUTIONS 22-053 AND 23-124; PROVIDING FOR CREATION OF THE SOUTH BREVARD PARKS AND RECREATION ADVISORY BOARD AND THE CENTRAL BREVARD PARKS AND RECREATION ADVISORY BOARD; PROVIDING FOR MEMBERSHIP, QUALIFICATIONS, QUORUM, TERM OF APPOINTMENT, ORGANIZATIONAL STRUCTURE, REPORTING, PUBLIC MEETINGS, INITIAL MEETINGS, COORDINATION, STAFF TIME, AND DISSOLUTION; PROVIDING FOR CONFLICT AND SEVERABILITY.**

**WHEREAS**, the Board of County Commissioners is authorized to provide recreational facilities and programs for the citizens of Brevard County, Florida, under Section 125.01(f), Florida Statutes; and

**WHEREAS**, the Board of County Commissioners previously created by Resolution the South/Central Brevard Parks and Recreation Advisory Board, established by Resolution 22-053 and Resolution 23-124; and

**WHEREAS**, the South/Central Brevard Parks and Recreation Advisory Board encompasses the southern and central parts of Brevard County; and

**WHEREAS**, the Board of County Commissioners desires to separate the South/Central Brevard Parks and Recreation Advisory Board into two regional advisory boards for efficiency, facilitation of communication, and increased concentration on local needs; and

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY, FLORIDA**, does hereby dissolve the South/Central Brevard Parks and Recreation Advisory Board and creates the South Brevard Parks and Recreation Advisory Board and the Central Brevard Parks and Recreation Advisory Board as follows:

Section 1. Rescission. Resolution 22-053 and Resolution 23-124 are hereby rescinded.

Section 2. Creation. There is hereby created the South Brevard Parks and Recreation Advisory Board and the Central Brevard Parks and Recreation Advisory Board which shall be advisory boards to the Brevard County Board of County Commissioners.

Section 3. Membership.

- a) The South Brevard Parks and Recreation Advisory Board shall be composed of 7 members residing in the South Brevard service area. 3 members shall be nominated by the District 3 County Commissioner, 2 members shall be nominated by the District 4 County Commissioner, and 2 member shall be nominated by the District 5 County Commissioner.
- b) The Central Brevard Parks and Recreation Advisory Board shall be composed of 7 members residing in the Central Brevard service area. 2 members shall be nominated by the District 1 County Commissioner and shall reside in the unincorporated West Cocoa area and 5 members shall be nominated by the District 2 County Commissioner.
- c) A majority vote of the Brevard County Board of County Commissioners shall be required for appointments to the South Brevard Parks and Recreation Advisory Board and the Central Brevard Parks and Recreation Advisory Board.

Section 4. Qualifications. Each appointee shall have an interest in planning for the future of park and recreational activities within their prospective areas by supporting the recreation and leisure activities, environmental education services, and infrastructure that benefits all citizens within their districts. Members will serve without compensation.

Section 5. Quorum. A simple majority, of appointed Advisory Board members, shall constitute a quorum, which must be present to take any action.

Section 6. Term of Appointment. Members of the South Brevard Parks and Recreation Advisory Board and the Central Brevard Parks and Recreation Advisory Board shall serve for terms and with term limits that are in accordance with Chapter 2, Article VI, Division 4, Section 2-213 (4) of the Brevard County Code of Ordinances.

Section 7. Organizational Structure. The South Brevard Parks and Recreation Advisory Board and the Central Brevard Parks and Recreation Advisory Board shall each operate under a set of bylaws in accordance with Chapter 2, Article VI, Division 4, Brevard County Code of Ordinances and with Brevard County policies. Their bylaws shall include, at a minimum, provisions for election of officers, terms of service, and meeting frequency, time, and location in accordance with Chapter 2, Article VI, Division 4, Section 2-215 of the Brevard County Code of Ordinances.

Section 8. Annual Report. The South Brevard Parks and Recreation Advisory Board and the Central Brevard Parks and Recreation Advisory Board shall submit an annual written report to be published in a Brevard County Board of County Commissioners regular meeting agenda.

Section 9. Public Meetings. The South Brevard Parks and Recreation Advisory Board and the Central Brevard Parks and Recreation Advisory Board shall meet in accordance with Chapter 2, Article VI, Division 4, Section 2-215. All meetings shall be public meetings in accordance with the requirements of Chapter 286, Florida Statutes and

Chapter 2, Article VI, Division 4, Section 2-214 of the Brevard County Code of Ordinances.

**Section 10. Initial Meeting.** At their initial meeting, the South Brevard Parks and Recreation Advisory Board and the Central Brevard Parks and Recreation Advisory Board shall select by majority vote a Chair and Vice Chair to preside over and conduct meetings.

**Section 11. Coordination with the Board of County Commissioners.** The Parks and Recreation Department shall provide the coordination efforts specified in county policy and ordinances including all accountability, scheduling of matters requiring Board attention, notification of vacancies, communications with the Board Secretary regarding address, telephone numbers, terms, starting dates of appointees and replacements.

The Parks and Recreation Director or designee shall be the responsible Departmental official of this committee.

**Section 12. Staff Time.** County staff time shall be in accordance with Chapter 2, Article VI, Division 4, Section 2-216.

**Section 13. Dissolution.** The South Brevard Parks and Recreation Advisory Board and the Central Brevard Parks and Recreation Advisory Board shall be in accordance with Chapter 2, Article VI, Division 4, Section 2-219.

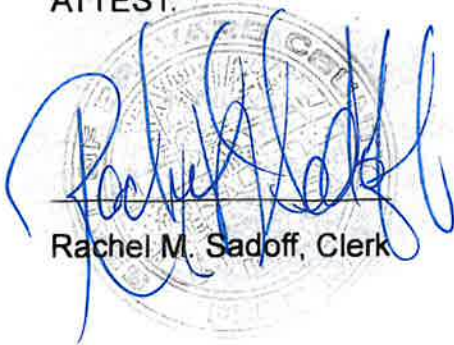
**Section 14. Conflict.** In the case of a direct conflict between any provision of this Resolution and a portion or provision of any other applicable federal, state, or county law, rule, code or regulation, the more restrictive shall apply, unless preempted by law.

**Section 15. Severability.** If any section, subsection, clause, phrase, word or provision of this Resolution 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 Resolution, provided the remaining portions effectuate purpose and intent of this Resolution.


DONE, ORDERED AND ADOPTED, in regular session, this 25<sup>th</sup> day of Feb., 2025.

ATTEST:

Brevard County Board of County Commissioners



Rachel M. Sadoff, Clerk

BY: 

Rob Feltner, Chairman

(Approved by the Board on FEB 25 2025)

Reviewed for legal form and content:





Meeting

Item: J. I.

Motion By: KD

2<sup>nd</sup> By: TA

Commissioner	District	Yes	No
Commissioner Delaney	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vice Chair Goodson	2	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Commissioner Adkinson	3	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Commissioner Altman	5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chairman Feltner	4	<input checked="" type="checkbox"/>	<input type="checkbox"/>