



Legislation Details (With Text)

File #: 19-0081

Type: Consent **Status:** Agenda Ready

In control: Board of County Commissioners

On agenda: 11/13/2018 **Final action:**

Title: CONSIDER A RESOLUTION ADOPTING A POLICY REGARDING EXIT PROCEDURES FOR OUTGOING COMMISSIONERS

Sponsors:

Indexes:

Code sections:

Attachments: 1. Resolution, 2. Policy

Date	Ver.	Action By	Action	Result
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PLACEMENT: Consent

TITLE:

CONSIDER A RESOLUTION ADOPTING A POLICY REGARDING EXIT PROCEDURES FOR OUTGOING COMMISSIONERS

EXECUTIVE SUMMARY:

The County Attorney's Office has prepared a resolution adopting a formal written policy to clarify exit procedures for outgoing Commissioners

DEPARTMENT: County Attorney

PREPARED BY: **Name:** Sarah Woods
Title: County Attorney

REQUESTED BY:

PRESET:

PROCEDURES: None

BACKGROUND/RELATED STRATEGIC GOAL:

The attached resolution adopts a formal written policy establishing procedures for outgoing Commissioners to ensure all records in their possession related to County business are returned to the County and that all records on County systems related to private matters of the Commissioner are removed. This policy is consistent with the requirements of Section 119.021(4)(a), Florida Statutes.

This item has been reviewed by the Public Records Team.

ISSUES:

None

LEGAL SUFFICIENCY REVIEW:

This item has been reviewed for legal sufficiency to determine whether it is consistent with applicable law, has identified and addressed legal risks, and has developed strategies for legal defensibility.

RECOMMENDED ACTION:

RECOMMENDATION

Move that the Board approve the proposed Resolution.

ALTERNATIVE RECOMMENDATIONS

None

FISCAL IMPACT:

RECOMMENDATION

None

Funding Source	County Funds	Non-County Funds
Subtotal		
Project Total		

ALTERNATIVE RECOMMENDATIONS

None

DOCUMENT(S) REQUIRING ACTION:

- ☐ Budget Transfer / Amendment ☐ Chair Letter ☐ Contract / Agreement
☐ Grant / Application ☐ Notice ☐ Ordinance ☒ Resolution
☐ Other: