

ORDINANCE NO. 21-R-_____

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF MARION COUNTY, FLORIDA, AUTHORIZING DESIGNATED SENIOR COUNTY PERSONNEL TO SIGN GRANT APPLICATIONS, OPERATIONAL PERMITS, BINGO LICENSES, EVENT CONTRACTS, MORTGAGE SATISFACTIONS, ENVIRONMENTAL REVIEWS, HEALTH DEPARTMENT SERVICE AGREEMENTS, DEPOSIT COLLECTION SERVICE AGREEMENTS, MAINTENANCE AGREEMENTS, RISK MANAGEMENT CLAIM SETTLEMENTS AND AS CUSTODIAN FOR COUNTY FACILITIES; UNDER ENUMERATED CIRCUMSTANCES HEREIN; PROVIDING FOR REPEAL OF COMMISSION POLICY 97-02; PROVIDING FOR RESOLUTION OF CONFLICTS; and PROVIDING AN EFFECTIVE DATE.

WHEREAS, there are occasions where County professional staff learn of a grant application filing deadline for an advantageous grant program when there is insufficient time to place the matter on a Board agenda before such deadline; and

WHEREAS, the Board desires to adopt the following protocols for signature authority with respect to such grant applications, in a way that balances the goals of enhancing efficiency and ensuring that the County will not miss out on beneficial opportunities, while maintaining appropriate Board oversight over decisions that can result in financial obligations or commitments to the County; and

WHEREAS, the Board also desires to streamline the approval of events, permits, mortgage satisfactions, environmental reviews, agreements under \$50,000, estoppel certificates verifying compliance and satisfaction with contractual obligations and risk management claim settlements.

NOW THEREFORE, BE IT ORDAINED, by the Board of County Commissioners of Marion County, Florida, that:

SECTION 1. AUTHORITY OF COUNTY ADMINISTRATOR OR HIS OR HER DESIGNEE. The County Administrator or Assistant County Administrator or Fire Chief or Executive Director or Director as designated by the County Administrator are hereby authorized to enter into and execute documents (i.e. agreements, permits, purchase orders and contracts) including County obligations not to exceed \$50,000, which may consist of event contracts, health

department service agreements, maintenance agreements, risk management claim settlements as limited by the County Code of Ordinances, operational permits, bingo licenses, mortgage satisfactions, environmental reviews, deposit collection service agreements and as custodian for county facilities documents. Any such agreements and documents, when fully executed, shall be kept as Public Record per State Statutes.

SECTION 2. SIGNATURE AUTHORITY OF THE COUNTY ADMINISTRATOR OR HIS OR HER DESIGNEE, FOR SPECIFICED GRANT APPLICATIONS. The County Administrator or Assistant County Administrator or Fire Chief or Executive Director or Director as designated by the County Administrator and in consultation with the Marion County Board of County Commissioners Chairman may only execute and submit grant applications to federal or state agencies, or not-for-profit organizations meeting one of the following criteria:

- a) Florida Department of Environmental Protection (FDEP), Florida Department of Transportation (FDOT), Federal Aviation Administration (FAA), Federal Highway Administration (FHWA), Florida Department of Economic Opportunity (DEO), United States Department of Agriculture (USDA) and Water Management District (WMD) Grant applications for projects in the County Capital Improvement Program (CIP) up to \$10,000,000.
- b) Withlacoochee Regional Water Supply Authority (WRWSA) Grant applications for water conservation initiatives up to \$100,000.
- c) Federal Emergency Management Agency (FEMA) and Hazard Mitigation Grant Program (HMGP) applications up to \$10,000,000.
- d) Grant applications where there is no requirement or obligation for either matching funds or in-kind services from the County. However, an exception to this requirement is where the Board has set aside an appropriation for funds available for such matching funds in the current fiscal year budget, in which case, the grant may be applied for with a commitment for matching funds up to the budgeted amount.
- e) Grant applications where the matching amount is less than \$50,000 in any fiscal year.
- f) Grant applications where a one-time matching amount is less than \$100,000.

All executed applications shall be provided on a future Board agenda as a notation for the record.

SECTION 3. Notwithstanding that the above referenced documents meets one of the foregoing criteria of Sections 1 and 2, above, the documents shall not be submitted without advance Board approval, if it requires an assumption of unknown levels of liability (such as a contractual indemnification agreement) or undefined levels of long term service commitments on the part of the County.

SECTION 4. Commission Policy No. 97-02 is hereby repealed. However, the requirement in that Policy that pertains to procurement contracts, that all original contracts and agreements shall be forwarded to the Clerk for recording and payment purposes, shall continue as part of the Procurement Code. The provisions of this ordinance shall supersede any conflicting provision of any section of the County Code of Ordinances, any resolution or County policy.

SECTION 5. It is the intention of the Board of County Commissioners of Marion County, Florida, and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Marion County Code of Ordinances. The sections of this ordinance may be re-numbered or re-lettered to accomplish such intention, and the word “ordinance” may be changed to “section,” “article,” or other appropriate word.

SECTION 6. A certified copy of this ordinance shall be filed with the Secretary of State by the Clerk within ten days after enactment by the Board of County Commissioners, and this Ordinance shall take effect upon such filing as provided in F.S. Section 125.66(2)(b).

DULY ADOPTED this ____ day of _____, 2021.

ATTEST:

**BOARD OF COUNTY COMMISSIONERS
MARION COUNTY, FLORIDA**

GREGORY C. HARRELL, CLERK

JEFF GOLD, CHAIRMAN