

CERTIFIED COPY  
MARYANNE MORSE  
CLERK OF CIRCUIT COURT  
SEMINOLE COUNTY, FLORIDA

ORDINANCE NO. 2011-4

BY

DEPUTY CLERK

SEMINOLE COUNTY, FLORIDA

ORDINANCE

AN ORDINANCE AMENDING CHAPTER 220, "PURCHASING CODE", OF THE SEMINOLE COUNTY CODE; AMENDING SECTION 220.16, "UNAUTHORIZED PURCHASES PROHIBITED"; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners has deemed it in the best interest of the citizens of Seminole County to streamline the Seminole County Code, making public procurement clearer to understand; and

WHEREAS, a review of the County's Purchasing Code has identified a correction that is needed to clarify the intent of the existing Section on Unauthorized Purchases Prohibited; and

WHEREAS, the Seminole County Home Rule Charter requires that an Economic Impact Statement be prepared to address the potential fiscal impacts and economic costs of this Ordinance upon the public and taxpayers of Seminole County and such Economic Impact Statement has been prepared and has been made available for public review and copying prior to the enactment of this Ordinance in accordance with the provisions of the Seminole County Home Rule Charter,

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF SEMINOLE COUNTY, FLORIDA:

**Section 1.** Section 220.16 of the Seminole County Code is hereby amended to read as follows:

**Sec. 220.16. Unauthorized purchases prohibited.**

Except as provided within Chapter 220 or in any resolution adopted under the provisions of the Seminole County Administrative Code, it shall be prohibited for any County employee to order the

purchase of any goods or services or make any contract over the approved fixed asset amount within the purview of Chapter 220 other than through the Division of Purchasing and Contracts, unless utilizing an authorized procurement card. County employees will be held accountable for unauthorized purchases and appropriate disciplinary action will be taken pursuant to the Seminole County Personnel Policies and Procedures. The Department committing the unauthorized purchase will document the incident with a memo to the County Manager ~~and copy to~~ via the Purchasing and Contracts Manager explaining the details of the unauthorized purchase. These details must include a brief summary of what happened and the corrective action that the Director has taken to prevent unauthorized purchases in the future. The memo shall state any disciplinary action taken and request the County Manager approve  the unauthorized purchase if under \$50,000.00. Unauthorized purchases of \$50,000.00 and greater shall be submitted to the Board for approval. Any purchase or contract made contrary to the provisions hereof shall not be binding on the County unless approved by the Board.

**Section 2. Codification.** It is the intention of the Board of County Commissioners that the Provisions of this Ordinance shall become, and be made a part of the Seminole County Code. The word "Ordinance" may be changed to section, article, or other appropriate word or phrase and the sections of this Ordinance may be assigned new numbering or lettering to accomplish such intention; providing, however, that Sections 2, 3, and 4 shall not be codified.

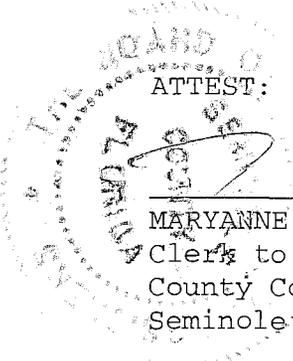
**Section 3. Severability.** If any section, sentence, clause, or phrase of this Ordinance is held to be invalid or unconstitutional by

any court of competent jurisdiction, then said holding shall in no way effect the validity of the remaining portions of this Ordinance.

**Section 4. Effective Date.** This Ordinance shall become effective upon receipt of official acknowledgment by the Clerk of the Board of County Commissioners from the Department of the State that this Ordinance has been filed with the Department of State.

**BE IT ORDAINED** by the Board of County Commissioners of Seminole County, this 8<sup>th</sup> day of February, 2011.

ATTEST:

  
~~MARYANNE MORSE~~  
Clerk to the Board of  
County Commissioners of  
Seminole County, Florida/

~~Bruce McMenemy~~  
CHIEF DEPUTY

BOARD OF COUNTY COMMISSIONERS  
SEMINOLE COUNTY, FLORIDA

~~Brenda Carey~~  
BRENDA CAREY, Chairman



AEC/sjs  
12/15/10

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FLORIDA DEPARTMENT OF STATE

RICK SCOTT
Governor

STATE LIBRARY AND ARCHIVES OF FLORIDA

KURT S. BROWNING
Secretary of State

February 22, 2011

Honorable Maryanne Morse
Clerk of the Circuit Court
Seminole County
County Commission Records
1101 E. First Street, Room 2204
Sanford, Florida 32771

Attention: Ms. Eva Roach, Deputy Clerk

Dear Ms. Morse:

Pursuant to the provisions of Section 125.66, Florida Statutes, this will acknowledge receipt of your letter dated February 16, 2011 and certified copies of Seminole County Ordinance Nos. 2011-4, which was filed in this office on February 22, 2011.

Sincerely,

Liz Cloud
Liz Cloud

FILED IN OFFICE
COUNTY COMMISSION RECORDS
MARYANNE MORSE
11 FEB 24 PM 1:17
CLERK TO B.C.C.
SEMINOLE CO. FL
DC

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Article Addressed to: ORD-4

Liz Cloud
Program Administrator
R.A. Gray Building Rm 100
500 South Bronough Street
Tallahassee, FL 32399-0150

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