

**ADMINISTRATIVE CODE
BOARD OF COUNTY COMMISSIONERS**

CATEGORY: Administration	CODE NUMBER: AC-1-18
TITLE: Policy Establishing Procedures and Regulations for the Lee County Broadcast Facilities: <ul style="list-style-type: none"> • Televised Board Meetings • County Television Programming Policies • Televised Political Debates 	ADOPTED: 08/25/93
	AMENDED: 11/06/96; 08/09/05; 05/07/2013; 09/02/14
	ORIGINATING DEPARTMENT: Public Resources
<p><u>PURPOSE/SCOPE:</u> To establish procedures and regulations for use of the Lee County Broadcast Facilities, which shall be limited to government purposes only. It shall be further limited to the availability of the meeting rooms and county staff.</p> <p><u>POLICY AND PROCEDURES:</u></p> <p>A. Televised Board of County Commissioners Meetings</p> <ol style="list-style-type: none"> 1. All meetings consisting of a quorum of County Commissioners including; regular meetings, Management and Planning meetings, public hearings, special meetings and workshops held in the Commission Chambers will be video archived and televised externally on the County’s government access channels. 2. Exceptions to this policy require a majority vote of the Board of County Commissioners. <p>B. County Television Programming Policies</p> <ol style="list-style-type: none"> 1. Lee County Government access channel “LeeTV” provides a wide range of quality civic programming including live government meetings, information on governmental services, events, County and public safety issues; and may include cultural programs such as documentaries and performing arts. The majority of programming will serve to identify, explain, and encourage the use of government services. 2. Military, State and federal government bodies and agencies for use in connection with their official government activities that are of interest to the citizens of Lee County will be considered for broadcast. 3. Programming Priorities <ol style="list-style-type: none"> A. Emergency broadcasting and public safety announcements B. Live County Commission meetings C. Live, tape delayed, or other video programs produced for or by Lee County Government D. Approved programs as set forth in Public Resource’s broadcasting guidelines submitted by other local government agencies or departments E. Approved civic and cultural programs including state or federal government agency programming providing information related to Lee County or of interest to residents, such programs may be broadcast but shall be subject to staff availability. 	

4. Programming restrictions
 - A. Any advertising of a commercial product or of a service nature
 - B. Any information concerning any lottery, gift enterprise, or similar promotion offering prizes based in whole or in part upon lot or chance
 - C. Any direct solicitation of funds
 - D. Any material that would violate any federal, state, county, or statute or law
 - E. Any material that promotes religious beliefs or religious philosophies
 - F. Any obscene, indecent, or defamatory material
 - G. Appearances by or on behalf of any candidate who has made known their intent to seek public office, either by filing for said office or via a public announcement of same. (Excluding any current members of the Board of County Commissioners)
 - H. Abuse of Programming restrictions, by any person, entity, organization, directly or indirectly involved will cause the County to deny any future requests for broadcasting.
5. Use of government cable channel equipment
The use of video production equipment shall be restricted to county departments and related agencies under the supervision and/or approval of the Lee County Public Resources staff. Lending of equipment for personal use is prohibited.
6. Lee County is solely responsible for programming the government access channel and reserves the right to accept or deny any requests for broadcasts that are determined to be, or not to be in the best interests of the majority of the citizens of Lee County. Public Resources will be responsible for keeping current, programming guidelines and broadcasting quality assurances.

C. Televised Political Debates and other Program Broadcasts

1. Lee County as an entity, including the County Commissioners and County staff, shall not be construed as a sponsor of any political debate emanating from the Lee County government broadcasting facilities. In addition, they will not be held responsible for any inequities, perceived or real, regarding candidates' presentations.
2. Political debates for consideration requires a minimum of two candidates per debate, meeting face to face in a timed question and answer forum with equal and appropriate rebuttal response time allocated. Separate and single candidate interviews will not be accommodated.
3. Debate sponsor(s) shall agree to County broadcasting guidelines and send written requests to Public Resources for consideration.
4. The sponsor(s) of any political debate shall comply with federal law affording equal opportunities to all candidates or a specific political office.
5. Programming will be restricted to one debate per seat "sponsor". Candidates running only for offices on county, regional, state or national levels will be considered for live or delayed broadcasting. Debates will be restricted to general election debates, and will not be provided for the primary election, except those races in which all candidates are in one political party and will not face opposition in the general election or non-partisan elections in which all voters regardless of party affiliation may vote.
Subject to staff availability and pending approval, Public Resources will reserve the room and provide the technical expertise required to broadcast the debate and will work in the planning stages with the sponsor(s). Staff time will be charged for these services based on an hourly fee as published in the Internal Fees manual.
6. The County will not be held responsible for live broadcasting of inappropriate behavior or language. All participants are expected to conduct themselves appropriately at all times. No signs, banners, food or drink shall be permitted in the Commission Chambers. Sponsor(s) may wish to hire a deputy sheriff to provide security for the debate.

7. Prior to the date of the debate, the sponsor(s) shall pay to the County the fees as identified in the Internal Fees manual for staff time to schedule, set up, broadcast, and programming time; after hours room charges and staff overtime will be applied. In addition, charges may be applied for security services and/or janitorial services as determined by County.
8. Following application through the Division of Public Resources, debate sponsors will be chosen by County Administration based on: (a) the organization's long-standing commitment to voter education initiatives; (b) the organization's ability to bear all associated costs of production; and, (c) the organization's reputation for unbiased involvement in community issues.