




OFFICE OF COMPTROLLER

ORANGE
COUNTY
FLORIDA

January 29, 2020

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TO: 2020 Charter Review Commission

FROM: Eric Gassman, Chief Deputy Comptroller 

SUBJECT: Financial Impact Analysis

As the Charter Review Commission (CRC) Sub-committees start to finalize their reports and recommendations on their respective potential Charter amendments, it is my understanding that there have been some discussions about obtaining financial impact statements from the Comptroller's Office. The purpose of this memorandum is to outline the process to initiate a request for our office to conduct any financial impact analysis.

As you may know, Orange County's Charter states:

*"A Charter Review Commission may, during its term, place proposed amendments and revisions of the Charter on the ballot at general elections only, providing a report of the proposed changes has been delivered to the clerk of the board of county commissioners no later than the last day for qualifying for election to county office under general law. The report shall include an analysis and financial impact statement of the estimated increase or decrease in any revenues or costs to the county or local governments or to the citizens resulting from the proposed amendments or revisions. **The Charter Review Commission shall request that Orange County Comptroller or another independent entity or agency prepare such analysis.**"*

Since the Charter requires the request to come from the CRC, any financial impact analysis request of our office should include the following:

1. A copy of the final approved proposed Charter amendment(s), and
2. Consensus of the Charter Review Commission to request the Comptroller's Office to conduct a financial impact analysis of the proposed amendment(s)

We appreciate the important work of the CRC and we are willing to assist. Should you have any questions, please contact my office.