

# Orange County Government

Orange County Administration Center  
201 S Rosalind Ave.  
Orlando, FL 32802-1393



## Board of County Commissioners Agenda - Final

Tuesday, September 24, 2024

9:00 AM

County Commission Chambers

### Board of County Commissioners

*Language Assistance and Translation Services Available:*

*Para asistencia lingüística o servicios de traducción en español, llame al (407)*

*836-3111*

*Si w bezwen èd nan lang Kreyòl oswa sèvis tradiksyon, tanpri rele (407) 836-3111*

**Call to Order**

**Invocation - District 2**

**Pledge of Allegiance**

**Proclamations**

Presentation of a proclamation designating September 24, 2024 as Donald Scott Day

Presentation of a proclamation recognizing September as National Recovery Month

Presentation of a proclamation recognizing October as Energy Awareness Month

**Presentations**

Presentation of Art in the Chambers

**Public Comment**

(Pursuant to Section 209 of the Orange County Charter)

**I. CONSENT AGENDA**

**A. COUNTY COMPTROLLER**

1. 24-1376 Approval and execution of the minutes of the August 27, 2024 meeting of the Board of County Commissioners. (Clerk's Office)
2. 24-1377 Approval of the check register authorizing the most recently disbursed County funds, having been certified that no accounts have been overdrawn due to the issuance of same. (Finance and Accounting)

Disbursement periods cover:

- September 6, 2024 to September 12, 2024
- September 13, 2024 to September 19, 2024

3. 24-1378 Disposition of Tangible Personal Property (Property Accounting)

Approval is requested of the following:

- a. Dispose of assets.

**B. COUNTY ADMINISTRATOR**

1. 24-1357 Confirmation of the County Mayor's staff reappointments for the first quarter, (October - December) FY 2024-2025: (Human Resources Division)  
  
Beason, Juanita Manager, Inmate Administrative Services, Corrections  
Best, Yvette, Director, Human Resources, Administration and Fiscal Services  
Blackadar, Brett, Deputy Director, Public Works  
Blanc, Eric, Deputy Director, Convention Center  
Cummings, Mindy, Manager, Real Estate Management, Administrative Services  
Devitt, Terence, Deputy Director, Convention Center  
Flynn-Kramer, Sara, Manager, Capital Projects, Administrative Services  
Hill, Sonya, Manager, Head Start, Community and Family Services  
Klier-Graham, Isabelle, Manager, Mental Health and Homelessness, Community and Family Services  
Kramer, Glenn, Manager, Fiscal and Operational Support, Utilities  
Kunkel, Joseph, Director, Public Works  
Mena, Rafael, Chief Information Officer, Administration and Fiscal Services  
Parker, Renee, Manager, Environmental Protection, Planning, Environmental, and Development Services  
Plante, Alan, Manager, Building Safety, Planning, Environmental, and Development Services  
Quinones Jr, Louis, Chief of Corrections, Corrections  
Siemen, Iulia, Manager, Water Operations, Utilities  
Taub, Stephanie, Manager, Fiscal and Business Services, Administration and Fiscal Services  
Vargas, Alberto, Manager, Planning, Planning, Environmental, and Development Services  
Walls III, Raymond, Deputy Director, Convention Center  
Watts, Anthony, Deputy Chief, Corrections  
Williams, Barbara, Manager, Youth and Family Services, Community and Family Services  
Williamson, Jeffrey, Director, Communications, County Mayor's Office  
Yabrudy, Claudia, Manager, Fiscal and Operational Support, Health Services
2. 24-1336 Approval and execution of 1) A Resolution approving the issuance by the Capital Projects Finance Authority (The "Authority") of its Student Housing Revenue Bonds in an aggregate principal amount not to exceed \$155,000,000, the proceeds from the sale of which will be used principally to finance and refinance the cost of acquisition of certain student housing facilities located within Orange County, Florida and owned and operated by PRG-UnionWest Properties LLC; approving the

form of an Interlocal Agreement with the Authority; authorizing the Mayor to execute and deliver the interlocal agreement with the Authority; and providing an effective date and 2) Interlocal Agreement between Orange County, Florida and the Capital Projects Finance Authority regarding the Issuance of the Authority's Student Housing Revenue Bonds in an aggregate principal amount not to exceed \$155,000,000.

3. 24-1381 Approval and execution of Resolution for the issuance of Multi-Family Housing Revenue Tax Exempt Bonds, to finance the acquisition, construction, and equipping of The Waters Apartments, a proposed development in Orange County, Florida, District 2, in an amount not-to-exceed \$41,000,000. (Housing Finance Authority)
4. 24-1380 Approval and execution of Service Funding Agreements between Orange County, Florida and the Seniors First, Inc. (\$95,418), the Orange County Bar Association, Inc. (\$102,228), and the Legal Aid Society of the Orange County Bar Association, Inc. (\$1,521,719) Fiscal Year 2024-2025. (Office of Management and Budget)
5. 24-1388 Approval of budget amendment #24-55. (Office of Management and Budget)

### C. ADMINISTRATIVE SERVICES DEPARTMENT

1. 24-1259 Selection of Vanasse Hangen Brustlin, Inc. to provide a Northwest Orange County Area Wide Transportation Study, Request for Proposals Y24-818-GV.

Further request Board authorization for the Procurement Division to negotiate and execute a contract with a not-to-exceed budget of \$650,000. ([Public Works Department Transportation Planning Division] Procurement Division)

2. 24-1297 Approval to award Invitation for Bids Y24-787-CC, Utilities Gravity Rehabilitation and Renewal Replacement Package 6, to the low responsive and responsible bidder, R.P. Utility & Excavation Corp., in the total contract award amount of \$3,883,012. ([Utilities Department Engineering Division] Procurement Division).
3. 24-1323 Approval to award Invitation for Bids Y24-768-CC, Bithlo Neighborhood Center for Families Expansion, to the low responsive and responsible bidder, S.A. Casey Construction, Inc., in the total contract award amount of \$3,046,000.

In the event the bidder recommended above fails to achieve timely compliance with pre-award deliverables, as defined in the Invitation for Bids, including, but not limited to, M/WBE participation sub-contract agreements, State Division of Corporations registration, E-Verify, insurance and bonds, further request authorization for the Procurement

Division to award to the next low responsive and responsible bidder as listed in the bid tabulation herein, to the extent practicable and advantageous to the County. ([Administrative Services Department Capital Projects Division] Procurement Division).

4. 24-1330 Approval of Amendment No. 5, Contract Y21-1023, Statement Printing and Mailing Services for the Utilities Department, with Infosend, Inc. in the amount of \$35,480.22, for a revised estimated contract amount of \$922,485.72. ([Utilities Department Customer Service Division] Procurement Division)
5. 24-1331 Selection of Event Services America, Inc. dba Contemporary Services Company, Orlando Plus Security & Event Staffing LLC, Reliable Security Services, LLC, SecWorldwide & Associates LLC, Staff Pro Inc. dba Allied Universal, and United States Security Services, Inc. to provide Event Security Staffing for the Orange County Convention Center (OCCC), Request for Proposals Y24-145-JA.  
  
Further request Board authorization for the Procurement Division to negotiate and execute each a contract for a five-year term. ([Orange County Convention Center Fiscal and Operational Support] Procurement Division)
6. 24-1333 Selection of AWC, Inc., DSI Innovations LLC, Gray Matter Systems, LLC, iQuest Automation, Inc., and Revere Control Systems, Inc., to provide Supervisory Control and Data Acquisition (SCADA) Services for Orange County Utilities, Request for Proposals Y24-1021-KC.  
  
Further request Board authorization for the Procurement Division to negotiate and execute contracts in the estimated combined total of \$18,391,500 for a five-year term. ([Utilities Department Water Reclamation Division] Procurement Division)
7. 24-1334 Approval of Purchase Order M115781, Heavy Equipment Simulator, with CM Labs Simulation, Inc., in the amount of \$176,820.10. ([Public Works Department Roads and Drainage Division] Procurement Division)
8. 24-1342 Approval of Purchase Order No. M115752, Corrections Security Package, Security and Controls Upgrade Design, with Fitzgerald Technology Group, LLC, in the amount of \$199,776.14. ([Administrative Services Department Capital Projects Division] Procurement Division)
9. 24-1354 Approval to award Invitation for Bids Y24-1024-MM, Liquid Polymer for Eastern Water Reclamation Facility (EWRf), to the low responsive and responsible bidder, Polydyne, Inc., in the estimated contract award amount of \$3,264,732 for a five-year term. ([Utilities Department Water Reclamation Division] Procurement Division)
10. 24-1355 Approval of Amendment No. 4, Contract Y19-1066, Fleet Management Sublet Truck Parts and Repairs, with Rush Truck Centers of Florida, Inc.

- dba Rush Truck Center Orlando, in the amount of \$195,000, for a revised estimated contract amount of \$2,494,500. ([Administrative Services Department Fleet Management Division] Procurement Division)
11. 24-1356 Approval to award Invitation for Bids Y24-793-CC, Orange County Convention Center Campus Security Guard Booths Upgrade, to the low responsive and responsible bidder, Ovation Construction Company, LLC, in the total contract award amount of \$821,200.79. ([Convention Center Capital Planning and Building Systems Division] Procurement Division).
12. 24-1359 Approval of Contract Y25-2008, Provision of Community Services, with Easter Seals Florida, Inc., in the total contract award amount of \$300,000 for a three-year term. ([Community and Family Services Department Citizens' Commission for Children Division] Procurement Division)
13. 24-1360 Approval of Contract Y25-2009, Provision of Community Services, with Friends of Children and Families, Inc., in the total contract award amount of \$450,000 for a three-year term. ([Community and Family Services Department Citizens' Commission for Children Division] Procurement Division)
14. 24-1361 Approval of Contract Y25-2018, Provision of Community Services, with Operation New Hope, Inc., in the total contract award amount of \$150,000 for a three-year term. ([Community and Family Services Department Citizens' Commission for Children Division] Procurement Division)
15. 24-1362 Approval of Contract Y25-2021, Provision of Community Services, with Primrose Center, Inc., in the total contract award amount of \$225,000 for a three-year term. ([Community and Family Services Department Citizens' Commission for Children Division] Procurement Division)
16. 24-1363 Approval to award Contracts, Y25-2000 Series of Provision of Community Services, in the total contract award amount of \$15,231,690.36 for a three-year term. ([Community and Family Services Department Citizens' Commission for Children Division] Procurement Division)
17. 24-1364 Approval to award Contracts Y25-2100 Series of Provision of Community Services, Orange County Neighborhood Centers for Families, Orange County After School Zone and Support Contracts, in the total amount of \$42,565,293.99 for a three-year term. ([Community and Family Services Department Citizens' Commission for Children Division] Procurement Division)
18. 24-1347 Approval and execution of Purchase Agreement by and between SEDA Transport LLC and Orange County, approval of Warranty Deed, and authorization for the Manager of the Real Estate Management Division

to exercise all delegations of authority expressly provided for by the Purchase Agreement, disburse funds, and perform all actions necessary and incidental to closing for Ficquette Road Parcels 1041 and 9041. District 1. (Real Estate Management Division)

19. 24-1348 Approval and execution of Distribution Easement from Orange County Board of County Commissioners to Duke Energy Florida, LLC, d/b/a Duke Energy, and authorization to record instrument for Fire Station 32 (Hartzog Road re-alignment), Duke Distribution Easement, 13826 Luna Harvest Avenue, Winter Garden, Florida 34787. District 1. (Real Estate Management Division)
20. 24-1349 Approval and execution of Agreement for Sale and Purchase by and between The Akula Family Limited Partnership and Orange County, Florida, approval of Warranty Deed, and authorization for the Manager of the Real Estate Management Division to exercise all delegations of authority expressly provided by the Agreement for Sale and Purchase, disburse funds to pay purchase price in the amount of \$1,386,000 and perform all actions necessary and incidental to closing for Green PLACE Parcel 222. District 1. (Real Estate Management Division)
21. 24-1350 Approval and execution of Amendment to Regulatory Conservation Easement in Exchange for Substitute Mitigation by Orange County and St. Johns River Water Management District; two Notice of Reservation; and Access and License Agreement between Orange County, Florida and KB Home Orlando LLC (Oasis Reserve) for Oasis Reserve Access and License Agreement. District 3. (Real Estate Management Division)
22. 24-1351 Approval and execution of Resolution of the Orange County Board of Commissioners regarding declaring County property as surplus and authorizing the Real Estate Management Division to sell the property at public sale by sealed bid in accordance with Section 125.35, Florida Statutes for S011 - 438 W. Kaley Street, Orlando, Florida 32806. District 6. (Real Estate Management Division)
23. 24-1352 Approval and execution of two Notice of Reservation and authorization to disburse funds to pay recording fees and record instruments for Westhaven at Ovation Phase 3A (21-S-083). District 1. (Real Estate Management Division)

#### **D. COMMUNITY AND FAMILY SERVICES DEPARTMENT**

1. 24-1343 Approval and execution of: (1) Florida Health Child Care Food Program Supplemental Budget for Special Cost Items Authorization #: S-0734; (2) Delegation of Signing Authority for the Child Care Food Program; (3) Florida Department of Health Child Care Food Program Management Plan Authorization Number: 734; and (4) Florida Department of Health Child Care Food Program Budget Authorization 3: 734, which will allow Orange County to be reimbursed up to an estimated amount of

\$1,935,875 for meals served to eligible children enrolled in the Head Start Program. The term of this program is from October 1, 2024, through September 30, 2025. (Head Start Division)

2. 24-1394 Approval and execution of Low-Income Pool Letter of Agreement by and between Orange County on behalf of Aspire Health Partners, Inc. and the State of Florida, Agency for Healthcare Administration in the amount of \$3,679,370 through the Intergovernmental Transfer Program. (Mental Health and Homelessness Division)

#### E. FIRE RESCUE DEPARTMENT

1. 24-1340 Approval and execution of Public Emergency Medical Transportation Letter of Agreement by and between Orange County and the State of Florida Agency for Health Care Administration in an amount not to exceed \$4,606,891.12. (Fiscal and Operational Support Division)

#### F. HEALTH SERVICES DEPARTMENT

1. 24-1368 Approval and execution of Certificate of Public Convenience and Necessity for The Nemours Foundation d/b/a Nemours Children's Hospital, Florida to provide Interfacility Advanced and Basic Life Support transport services in Orange County, Florida for a term of two years beginning October 19, 2024, and expiring October 18, 2026. There is no cost to the County. (EMS, Office of the Medical Director)
2. 24-1371 Denial of Right by Your Side Inc's Application for a Certificate of Public Convenience and Necessity to provide Interfacility Basic Life Support Transport Services in Orange County, Florida (EMS, Office of the Medical Director)..
3. 24-1372 Denial of Rite Way BLS Services, Inc.'s Application for a Certificate of Public Convenience and Necessity to provide Interfacility Basic Life Support Transport Services in Orange County, Florida. (EMS, Office of Medical Director)
4. 24-1373 Denial of Florida Ambulance Services, LLC d/b/a Florida Medical Transport's Application for a Certificate of Public Convenience and Necessity to provide Interfacility Basic Life Support Transport Services in Orange County, Florida. (EMS, Office of Medical Director)
5. 24-1374 Approval and execution of the Paratransit Services License for Mediflex Transportation Services, LLC to provide wheelchair/stretchers service. The term of this license shall be from September 24, 2024, and terminate on September 23, 2026. There is no cost to the County. (EMS, Office of the Medical Director)
6. 24-1366 Approval and execution of Subrecipient Agreement CSH Contract #: 24034-C by and between Orange County, Florida and Corporation for



Supportive Housing in the estimated amount of \$250,000 and authorization for the County Mayor or designee to execute this agreement and all subsequent awarded agreements, including increases, decreases, or amendments. No county match is required. (Fiscal and Operational Support Division)

7. 24-1365 Approval and execution of the Low Income Pool Letters of Agreement by and between Orange County Board of County Commissioners and the State of Florida, Agency for Healthcare Administration on behalf of Community Health Center, Inc. (\$912,618.40) and True Health (\$359,791), for an overall total amount of \$1,272,409 through the Intergovernmental Transfer Program. (Medical Clinic)

#### **G. PLANNING, ENVIRONMENTAL, AND DEVELOPMENT SERVICES DEPARTMENT**

1. 24-1353 Approval and execution of Hold Harmless and Indemnification Agreement Parcel ID: 27-24-28-4340-00-010, 27-24-28-4340-00-040, 27-24-28-4340-00-050, 27-24-28-4340-00-080, and 27-24-28-4340-00-090 by and between Castleman Holdings, Inc. and Orange County, otherwise known as the Paradise Cove PD. District 1. (Development Review Committee)
2. 24-1345 Acceptance of the findings and recommendation of the Environmental Protection Division staff and approval of Conservation Area Impact Permit CAI-24-02-006 for Honey Bee Holdings LLC. District 5. (Environmental Protection Division)
3. 24-1382 Approval of U.S. Environmental Protection Agency Cooperative Grant Agreement Grant Number (FAIN): 5T-03D14424-0 between the U.S. Environmental Protection Agency and Orange County, Florida with an award amount of \$365,500, and subject to availability of funds from the U.S. Environmental Protection Agency relating to support of ambient air monitoring for NAAQS pollutants, and authorization for the Environmental Protection Division Manager to make non-substantial amendments to the agreement, including additional service periods. The grant period is from May 1, 2024, through April 30, 2029. All Districts. (Environmental Protection Division)
4. 24-1346 Approval and execution of Project Administration Subrecipient Agreement (#2023-11-07) between Orange County, Florida and Homeless Services Network of Central Florida, Inc. regarding the Emergency Solution Grant ("ESG") Program FY 2023-2024, awarding \$20,000 to provide Homeless Management Information Systems assistance in data gathering and reporting. All Districts. (Housing and Community Development Division)

**H. PUBLIC WORKS DEPARTMENT**

1. 24-1383 Approval of the Bishop & Buttrey Borrow Pit #205 and authorization to issue Excavation Borrow Pit Permit No. 24-E5-0001 to Bishop & Buttrey, Inc. District 5. (Development Engineering Division)
2. 24-1384 Approval and execution of Interlocal Agreement regarding the transfer of jurisdiction of a portion of Ocoee-Apopka Road within Orange County Road System by and between Orange County and City of Apopka, Florida. District 2. (Roads and Drainage Division)
3. 24-1386 Approval and execution of Proportionate Share Agreement for Shoppes at Lakeview Ficquette Road & Reams Road by and between Monsters of Midway Properties, LLC. and Orange County for a proportionate share payment in the amount of \$332,190. District 1. (Roadway Agreement Committee)
4. 24-1387 Approval and execution of Proportionate Share Agreement for Willamar Country Estates Winter Garden-Vineland Road by and between Willamar, LLC and Orange County for a proportionate share payment in the amount of \$126,404. District 1. (Roadway Agreement Committee)

**I. UTILITIES DEPARTMENT**

1. 24-1367 Approval of commercial refuse license for Central Florida Binsness LLC dba Bin There Dump That to provide solid waste hauling services to commercial generators in Orange County for a five-year term. All Districts. (Solid Waste Division)
2. 24-1369 Approval and execution of Memorandum of Understanding for Laboratory Services by and between the Orange County Utilities Department and Orange County Planning, Environmental, and Development Services Department. All Districts. (Water Division)

**II. INFORMATIONAL ITEMS\*\***

1. 24-1379 Receipt of the following items to file for the record: (Clerk's Office)
  - a. Minutes of the August 21, 2024, Meeting in the Sunshine, Commissioners Maribel Gomez Cordero, and Emily Bonilla met to discuss Pluris Wedgefield.
  - b. City of Winter Garden Ordinance 23-19 with Exhibit A (Legal Description) and Exhibit B (Location Map). Ordinance No. 23-19 entitled: An Ordinance of the City of Winter Garden, Florida providing for the annexation of certain additional lands generally described as approximately 8.72 ± acres located at 1265 and 1271 Avalon Road, on the northeast corner of Avalon Road and Rolling Rock Way, into the City of Winter Garden, Florida; redefining the city boundaries to give the city jurisdiction over said property; providing for severability; providing for an effective date
  - c. City of Orlando Ordinance No. 2024-28 with Exhibit A (Legal Description), Exhibit B (Location Map), Exhibit C (Future Land Use Map), Exhibit D (Zoning Map). Ordinance No. 2024-28 entitled: An Ordinance of the City of Orlando, Florida, annexing to the corporate limits of the city certain land generally located north of Silver Star Road, east of Eunice Avenue, west of N. John Young Parkway, and south of Shader Road and comprised of 6.32 acres of land, more or less, and amending the city's boundary description; amending the city's adopted growth management plan to designate the property as industrial, on the city's official future land use maps; designating the property as industrial general with the Wekiva Overlay District, on the city's official zoning maps; providing for amendment of the city's official future land use and zoning maps; providing for severability, correction of scrivener's errors, permit disclaimer, and an effective date.

**III. WORK SESSION AGENDA**

**A. UTILITIES DEPARTMENT**

1. 24-1370 Water and Wastewater Capital Charges Update. (Fiscal and Operational Support Division)

**IV. EXECUTIVE SESSION**

**Due to the nature of the discussion, this meeting is not open to the public.**

**A. COUNTY ADMINISTRATOR**

1. Orange County Fire Rescue Department, International Association of Fire Fighters (IAFF) Contract Negotiations.

**LOCATION: County Administrator's Fifth Floor Executive Conference Room**

**TIME: Immediately after the morning session.**

Meeting Starts at 2:00 p.m.

**V. RECOMMENDATIONS**

1. 24-1385 September 5, 2024, Board of Zoning Adjustment Recommendations  
(Zoning Division)

**VI. PUBLIC HEARINGS****Public hearings scheduled for 2:00 p.m.****A. Petition to Vacate**

1.     24-1327           Case # PTV 23-10-039  
  
          Dennis Bondich, vacate a portion of a drainage easement; District 1

**B. Planned Development**

2.     24-1251           √Case # LUP-24-01-012  
  
          Allyson Williams, KPM Franklin, GOLF Land Use Plan; District 3
3.     24-1252           √Case # LUP-23-07-228  
  
          Kendell Keith, Oak Hill Planning Studio, LLC, Greenway Automotive Econlockhatchee Campus Land Use Plan; District 5
4.     24-1253           √Case # LUP-24-01-026  
  
          Momtaz Barq, Terra-Max Engineering, Inc., Vineland Land Use Plan (LUP); District 1

**C. Resolution**

5.     24-1088           Consider a Resolution of the Orange County Board of County Commissioners regarding the approval of the imposition and collection of a Non-Ad Valorem Special Assessment within the County for the purpose of benefiting assessed hospital properties through enhanced Medicaid payments for local services; All Districts

**D. Planning and Zoning Commission Rezoning Board-Called**

6.     24-1329           √ Case # RZ-23-06-052  
  
          George Dennison, July 18, 2024; Districts 2 & 6

**E. Ordinance/Comprehensive Plan - Adoption of Small-Scale Amendments, Ordinances and Concurrent Rezoning**

7.     24-1325           Adoption of Future Land Use Map Amendment, Ordinance, and Concurrent Rezoning  
  
          a. Amendment SS-24-04-001

Doug Kelly, Low Density Residential (LDR) to Low-Medium Density Residential (LMDR); District 5

And

b. Ordinance for Proposed Amendment

And

c. ✓Rezoning LUP-24-02-033  
R-1A (Single-Family Dwelling District) to PD (Planned Development District) (North Dean Road Townhomes PD); District 5

8. 24-1326 Adoption of Future Land Use Map Amendment, Ordinance, and Concurrent Rezoning

a. Amendment SS-23-12-101

Daniel Jorge Oliveria, Commercial (C) to Low-Medium Density Residential (LMDR); District 6

And

b. Ordinance for Proposed Amendment

And

c. ✓Rezoning RZ-23-12-102  
R-1A (Single-Family Dwelling District) to R-1 (Single-Family Dwelling District); District 6

9. 24-1328 Adoption of Future Land Use Map Amendment, Ordinance, and Concurrent Rezoning

a. Amendment SS-24-06-035

Richard Geller, Medium Density Residential (MDR) to Commercial (C); District 3

And

b. Ordinance for Proposed Amendment

And

c. ✓Rezoning RZ-24-06-036



R-3 (Multiple-Family Dwelling District) to C-2 (General Commercial District); District 3

**F. Ordinance**

10. 24-1338 Proposed amendments to Chapter 30, Section 30-83 pertaining to Plats; Vertical Construction Prior to Plat Approval; Vacation; All Districts. (Canceled)
11. 24-1339 Proposed amendments to Chapter 34, Subdivision Regulations to comply with Section 117.073 Florida Statutes; All Districts

**Public Hearing Scheduled for 5:01 p.m.**

**Second Library Budget Public Hearing**

1. 24-1101 Adopt final Orange County Library District Millage and Budget for Fiscal Year 2024-2025

√ **The notated public hearing is quasi-judicial in nature. As such, any verbal or written communication with a member of the Board of County Commissioners prior to today's quasi-judicial hearing should be disclosed on the record or made a part of the record during the public hearing by or on behalf of the party who communicated with the Board member to allow any interested party an opportunity to inquire about or respond to such communication. Failure to disclose any such communication may place the party who ultimately prevails at the quasi-judicial hearing at risk of having the Board's decision overturned in a court of law due to prejudice against the party who was not privy to the ex parte communication.**

**Information regarding meetings held at the County Administration Building between any member of the Board and an outside party may be obtained at <https://www.ocfl.net/OpenGovernment/MeetingsReport.aspx>**