



COUNTY ATTORNEY'S OFFICE
JEFFREY J. NEWTON, *County Attorney*

201 South Rosalind Avenue 3rd Floor
Reply To: Post Office Box 1393
Orlando, FL 32802-1393
407-836-7320 Fax 407-836-5888

Received on June 19, 2025
Deadline: June 24, 2025
Publish: June 29, 2025

Public Hearing

MEMORANDUM

DATE: June 19, 2025

TO: Jennifer Lara-Klimetz,
Deputy Clerk of the Board of County Commissioners,
Comptroller Clerk's Office

THRU: Cheryl Gillespie, Supervisor
Agenda Development Office

FROM: Heather J. Wallace, Assistant County Attorney *HJW*
Contact: (407) 836-7320 / Email to: Heather.Wallace@ocfl.net

RE: **Request for Public Hearing on July 15, 2025**, to consider an ordinance
pertaining to Procurement in Orange County, Florida; providing for the
addition of Chapter 17, Article III, Division 6 for creation of a small
Business Enterprise Program; providing for severability, effective dates,
and Applicability.

Title of Ordinance: **AN ORDINANCE PERTAINING TO
PROCUREMENT OF BUSINESS
ENTERPRISE GOODS, SERVICES AND
SUPPLIES IN ORANGE COUNTY,
FLORIDA; SUSPENDING CHAPTER 17,
ARTICLE III, DIVISION 4
"MINORITY/WOMEN BUSINESS
ENTERPRISE ORDINANCE" AND ANY
REGULATIONS OR COMMITTEES
ASSOCIATED THEREWITH; CREATING
CHAPTER 17, ARTICLE III, DIVISION 6
"SMALL BUSINESS ENTERPRISE"; AND
PROVIDING AN EFFECTIVE DATE.**

Applicant: Staff

Location: All Districts

Deputy County Attorney
Georgiana Holmes

*Senior Assistant County
Attorneys*
Debra Babb-Nutcher
Whitney E. Evers

*Assistant County
Attorneys*
Lee Bernbaum
Joy Carmichael
Tatiana Cordner
James Harwood
James Hetz
Andrew W. Mai
Sawsan Mohluddin
Desmond Morrell
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Paralegals
Rosemarie Guevara
Ronshanda Stewart
Maria Vargas

Memo to Jennifer Lara-Klimetz
Re: The Minority/Women Business Ordinance
June 19, 2025
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Estimated time
required for
public hearing: Two minutes

Hearing controversial: No

Advertising
requirement: Publish once in the legal notices section of a local
newspaper of general circulation.

Advertising timeframe: At least **10 days** prior to the public hearing.

Hearing required by
Fla. Statute # or Code: Section 125.66, Florida Statutes (regular enactment
procedure).

Spanish Contact Person: Para más información en español acerca de estas reuniones
públicas o de cambios por ser efectuados, favor de llamar a
la Oficina de los Abogados del Condado, Elfrida Ramos at
407-836-7320.

Haitian Creole Contact Person: Pou w ka jwenn plis enfòmasyon an Kreyòl Ayisyen sou
reyinyon piblik sa yo oswa sou chanjman kap fèt yo, tanpri
rele 407-836-3111.

The following materials will be submitted as backup for this public hearing request:

1. Draft Ordinance
2. Memorandum to the Mayor and Board of County Commissioners

SPECIAL INSTRUCTIONS TO CLERK:

Please return one executed copy of the Ordinance to Heather Wallace via email
attachment: Heather.Wallace@ocfl.net.

HW/nm

c: Byron W. Brooks, AICP, County Administrator
Lisa Snead, Assistant County Administrator
Jeffrey J. Newton, County Attorney