

Interoffice Memorandum

DATE: September 18, 2025

TO: Mayor Jerry L. Demings and County Commissioners

THROUGH: N/A

FROM: Tanya Wilson, AICP, Director Planning, Environmental, and Development Services Department

CONTACT: Misty Mills, Senior Planner

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DIVISION: Planning

ACTION REQUESTED:

Approval and execution of Fourth Amendment to the Settlement Interlocal Agreement between Orange County and the City of Apopka. District 2.

PROJECT: N/A

PURPOSE: The City of Apopka requests a Fourth Amendment to the Settlement Interlocal Agreement between Orange County and the City of Apopka, adopted October 26, 2004, which was previously amended three times. The agreement will expire December 31, 2025. This request seeks to amend the date from December 31, 2025 to December 31, 2027.

The Agreement establishes the boundary of the Joint Planning Area (JPA), identifying the lands that are potential candidates for annexation, along with agreed upon procedures for annexation.

Section 10. Term of Agreement; Termination; Extensions. states the Agreement shall expire on December 31, 2025, unless either the City or the County delivers a notice of non-renewal to the other party at least 180 days prior to the expiration of the term. If notice is not delivered, the agreement automatically extends for an additional five (5) year term.

On June 18, 2025, staff for the City of Apopka made a presentation to the City Council for the City of Apopka regarding the pending automatic renewal or option to terminate. Staff provided the City Council with three options to consider: (1) terminate the agreement; (2) take no action and allow the agreement to automatically renew for five years; (3) extend the agreement for an additional 2 years to expire December 31, 2027. At the July 2, 2025 City Council Meeting, the Council selected option 3, to extend the agreement for an additional 2 years. This option was selected because it allows staff from both the City and the County to collaborate on a new agreement over two years. The option to amend the agreement requires the City of Apopka City Council and the Board of County Commissioners approval to change the expiration date to December 31, 2027.

The City of Apopka will consider the Fourth Amendment at the October 1, 2025, City Council Meeting.

BUDGET: N/A