

ATTENTION: TEMPORARY PUBLIC COMMENT PROCEDURES IN LIGHT OF COVID-19

In an effort to comply with [CDC Social Distancing Guidelines](#) and keep our citizens safe, the Orange County Board of County Commissioners (BCC) will allow citizens to call in for public comment during the BCC meeting. Orange County will provide this service for BCC meetings until further notice. Citizens interested in participating in the “Public Comment” portion of the BCC meeting by telephone are encouraged to preregister for public comment by completing a [Board Appearance Request Form](#). **Preregistration for public comment will conclude at 5:00 PM on the day before the BCC meeting.**

During the “Public Comment” portion of the BCC meeting, County staff will contact pre-registered individuals via telephone and connect the call to the live BCC meeting for the citizen to communicate their public comment. Pre-registered individuals will speak in the order in which the Board Appearance Requests Forms are received. Individuals pre-registered for public comment should make themselves available to receive the County’s telephone call at the beginning of the BCC meeting at the time noted on the Board’s Agenda. The County cannot guarantee or schedule the call to occur at a time certain. Due to time constraints, the County will not attempt to contact preregistered individuals for public comment more than twice.

Public comment from individuals unable to pre-register shall occur following the conclusion of public comment by pre-registered individuals. Orange County residents may call **(407) 836-7375** during the “Public Comment” portion of the BCC meeting. Please watch Orange TV’s live stream of the BCC meeting at www.ocfl.net/OrangeTV, or Orange TV (Channel 488 on Spectrum (formerly Bright House), Channel 9 on Comcast, 1081 Century Link Prism TV, and 10.2 Digital Over the Air), and listen for the announcement to know when the call center will be activated to receive inbound public comment related calls. County staff will note the caller’s name, address, and the topic of the public comment on a Board Appearance Request Form. Calls shall be placed on hold and will be connected to the live BCC meeting for callers to provide their public comment. **Please note that the public comment phone line will not be available to receive incoming calls until public comment by pre-registered citizens has concluded.** Calls received 15 minutes after the start the “Public Comment” period or after conclusion of the “Public Comment” portion of the meeting will not be connected to the meeting.

The County encourages preregistration due to its limited capacity to keep numerous callers on hold.

Should members of the public desire to participate in public comment in-person, the BCC Chambers shall remain open to the public, subject to CDC social distancing guidelines.

The time allocated to each individual for public comment shall be at the sole discretion of the Mayor and may be reduced from the normal 3 minutes based on the number of speakers.

Orange County Government reserves the right to modify, amend, or discontinue these temporary procedures for public comment, with or without notice, in order to ensure compliance with

applicable laws, rules and regulations; to rectify technological or logistical difficulties; or to ensure the health, safety and welfare of the public.

Notable Websites

The **CDC Social Distancing Guidelines** can be found at:

- <https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/mass-gatherings-ready-for-covid-19.html>

The Orange County **Board Appearance Request Form** can be found at:

- <https://www.ocfl.net/BoardofCommissioners/BoardAppearanceRequest.aspx>