




Interoffice Memorandum


APPROVED -  
BY ORANGE COUNTY BOARD  
OF COUNTY COMMISSIONERS  
MAY 05 2015 NP/KH

REAL ESTATE MANAGEMENT ITEM 3

**DATE:** April 17, 2015

**TO:** Mayor Teresa Jacobs  
and the  
Board of County Commissioners

**THROUGH:** Ann Caswell, Manager   
Real Estate Management Division

**FROM:** Steve Lorman, Property Specialist   
Real Estate Management Division

**CONTACT PERSON:** Ann Caswell, Manager

**DIVISION:** Real Estate Management  
Phone: 836-7082

**ACTION REQUESTED:** APPROVAL AND EXECUTION OF RESOLUTION DECLARING  
COUNTY PROPERTY SURPLUS AND AUTHORIZING PRIVATE  
SALE

**PROJECT:** Sale of Two Surplus Utilities Department Properties  
1140 Partlow Dr.  
7701 Marietta St.  
  
Districts 1 and 3

**PURPOSE:** To dispose of property surplus to the needs of Orange County.

**ITEM:** Resolution

**APPROVALS:** Real Estate Management Division  
County Attorney's Office  
Utilities Department

**REMARKS:**

These two properties were originally acquired in 1974 and 1976 for use as water plants. Both have been decommissioned and have been vacant since 1996. Due to size, shape and location, both properties are insufficient to be issued a building permit for any type of development. No County agencies have a need for them. Adjacent property owners have inquired about purchasing these properties.

Notices will be sent to all the adjacent property owners after the Board of County Commissioners (BCC) declares these properties surplus and authorizes a private sale. The bids will be reviewed and if acceptable bids are received, a recommendation will be submitted to the BCC for approval and execution of County Deeds to the highest and best bidders.

**A file labeled “BCC Agenda Backup” containing a copy of this agenda item and all supporting documentation is in the top drawer of the BCC file cabinet in the supply room adjacent to Commissioner Thompson’s office.**