

CITY OF DELRAY BEACH

CITY CLERK



DISCLOSURE OF EX PARTE EMAIL COMMUNICATIONS

Pursuant to Florida law, certain items are deemed “quasi-judicial” in nature, as indicated on the City Commission agenda, and thus, certain protocols are required to be followed for those items.

Any communication with any person concerning a quasi-judicial item needs to be disclosed prior to the public hearing on the matter. This form is designed to assist the Mayor and City Commissioners in declaring ex parte communications.

All documents disclosed as part of this form are part of the official record of the City in connection with the quasi-judicial matter.

To be completed by the City Clerk’s Office:

Meeting Date	July 8, 2025
Agenda Item Number	7.B.
Resolution/Ordinance Number	132-25
Legistar File ID Number	25-826
Date Range of Email Search	11/18/24 through 07/03/25
Date Email Search Conducted	July 3, 2025
Terms Utilized for Search	132-25; 398 NE 6 th Avenue; 398 NE 6 th Avenue Realty, LLC; Salvatore Ditta; Bradley Miller; Sandra Megrue; bmiller@udsflorida.com ; smegrue@udsflorida.com

To be completed by applicable Department Staff:

Project Name	398 NE 6 th Avenue
Date Application was Received by City	11/18/24
Address for the Project	398 NE 6 th Avenue
Name of Property Owner	398 NE 6 th Avenue Realty, LLC; Salvatore Ditta
Name of Applicant/Agent	Bradley Miller
Name of Applicant/Agent	Sandra Megrue
Known Email Address(es) for Owner and Applicant/Agent	bmiller@udsflorida.com smegrue@udsflorida.com
Name of Assigned Planner/Staff	Alexia Howald

Additional Information:

As Item 7.B. on the July 8, 2025 agenda pertains to a quasi-judicial public hearing, the City has made a good faith effort to facilitate public access to written, potential ex parte communications located within the City's email server.

To this end, the City has conducted a thorough search of its E-mail server and no records were located.

Form version 1, June 2, 2025