

**HEADQUARTERS BUILDING
MEETING ROOM POLICY**

Department: Miscellaneous

MISC-1

Supersedes: 6/26/13

Date of Board Approval: 3/10/16

**A RESOLUTION OF THE
CENTRAL FLORIDA EXPRESSWAY AUTHORITY
ADOPTING AND APPROVING
A HEADQUARTERS BUILDING MEETING ROOM
POLICY**

WHEREAS, the Central Florida Expressway Authority (“CFX”) is frequently requested to allow usage of its administrative headquarters building for professional learning activities, civic and governmental meetings, and other symposiums; and

WHEREAS, CFX is willing to accommodate such usage subject to certain safeguards and limitations appropriate to a publicly owned and operated facility.

NOW, THEREFORE, BE IT RESOLVED BY THE CENTRAL FLORIDA EXPRESSWAY AUTHORITY as follows:

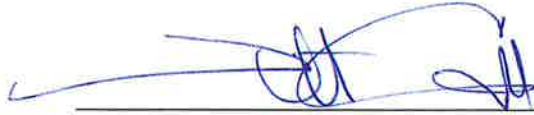
Section 1. CFX may allow any professional association, civic or governmental organization to utilize available first floor meeting space if the organization enters into a CFX Application to Reserve and Use CFX Facilities (Exhibit A) with CFX at least 14 days prior to the meeting. Such usage shall be authorized by the Executive Director or his/her designee and any revisions made to the Application must be approved by CFX’s General Counsel.

Section 2. Governmental agencies and registered 501(c) non-profit organizations may use CFX’s first floor meeting space free of charge. All other organizations shall pay \$100 per room per day. All organizations shall provide a refundable security deposit to cover the cost of repairs, damage, cleaning, or other expenses incurred as a result of the organization’s use. CFX reserves the right to refuse, cancel or revoke any organization’s ability to use CFX’s meeting space at any time.

Section 3. CODIFICATION. This Policy shall be codified in CFX’s Index of Policy and Procedures under Miscellaneous MISC-1.

Section 4. EFFECTIVE DATE. This Policy shall become effective upon adoption by the CFX governing Board.

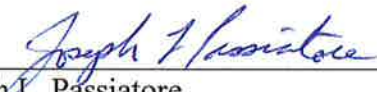
ADOPTED this 10th day of March, 2016.



Welton Cadwell
Chairman

ATTEST: 
Darleen Mazzillo
Executive Assistant

Approved as to form and legality


Joseph L. Passiatore
General Counsel