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October 21, 2013

Steven Cullen, Executive Director
Palm Beach County Commission on Ethics
300 North Dixie Highway, Suite 450
West Palm Beach, FL 33401

Dear Mr. Cullen:

As we discussed on the phone, the Joint Legislative Auditing Committee (Committee) respectfully requests the appearance of a representative(s) of the Palm Beach County Commission on Ethics (Commission) at its next Committee meeting. The meeting will be held from noon to 3:00 p.m., on Monday, November 4, 2013, in Room 301 of the Senate Office Building.

During the meeting, staff from the Office of Program Policy Analysis and Government Accountability will present its recently released report, *Palm Beach County Commission on Ethics Was Created Using Several Best Practices; Some Processes Could Be Enhanced*. After the presentation, the Commission will have an opportunity to respond to the report findings and may be asked questions from the members of the Committee.

Please find enclosed a map of the Capitol Center describing visitor parking that is situated near the Capitol Building. The closest covered parking is available in Kleman Plaza, one block northwest of the Capitol Building. Entrances are on Duval Street and South Bronough Street. Nearby metered parking is available in a parking lot at the southwest corner of Duval Street and Madison Street, and it generally has spaces available. Although other spaces in this lot are limited to permit holders, the metered parking is available to anyone for up to 10 hours.

I understand that you plan to represent the Commission at the meeting. If any other representatives of the Commission will be attending, please provide me with their names by Friday, November 1st.

Please let me know if you have any questions. Thank you for your cooperation.

Best regards,

A handwritten signature in cursive script that reads "Kathryn H. Dubose".

Kathryn H. Dubose
Coordinator

Enclosure

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