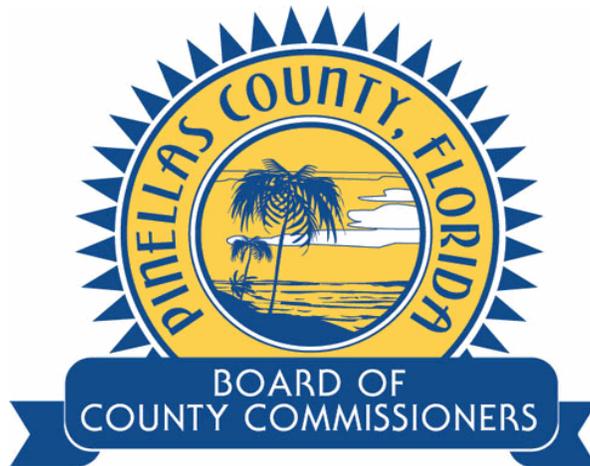


## **Pinellas County Board of County Commissioners**

*315 Court Street  
Clearwater, Florida 33756  
www.pinellascounty.org*



### **Regular Meeting Agenda**

Tuesday, February 26, 2019  
2:00 PM

Karen Williams Seel, Chair  
Pat Gerard, Vice-Chair  
Dave Eggers  
Charlie Justice  
Janet C. Long  
Kathleen Peters  
Kenneth T. Welch

Barry A. Burton, County Administrator  
Jewel White, County Attorney  
Ken Burke, Clerk of the Circuit Court and Comptroller

**ROLL CALL****INVOCATION****PLEDGE OF ALLEGIANCE****PRESENTATIONS AND AWARDS**

1. [19-172A](#) Florida Surveyors and Mappers Week Proclamation:  
- Susan Scholpp, Division Director, Survey and Mapping Division, Public Works
2. [19-173A](#) Partner Presentation:  
- Mike Sutton, Chief Executive Officer, Habitat for Humanity of Pinellas County
3. [19-181A](#) Partner Presentation:  
- #PurePinellas by Commissioner Justice

**CONSENT AGENDA**

## CLERK OF THE CIRCUIT COURT AND COMPTROLLER

4. [19-234A](#) Minutes of the regular meeting held January 22, 2019.
5. [19-235A](#) Vouchers and bills paid from January 20 through February 2, 2019.

Reports received for filing:

6. [19-236A](#) Dock Fee Report for the month of January 2019.

Miscellaneous items received for filing:

7. [19-237A](#) Oaths of Office and Public Official Bonds for Pinellas Suncoast Fire & Rescue District Commissioners Joseph V. Bruni, Jr. and David Gardella.

**COUNTY ADMINISTRATOR DEPARTMENTS**County Administrator

8. [19-166A](#) Receipt and file report of non-procurement items delegated to the County Administrator for the period ending January 31, 2019.

**Recommendation:** Accept the receipt and file report of non-procurement items delegated to the County Administrator.

Development Review Services

9. [19-205A](#) Plat of Ozona Spring Subdivision.

Real Estate Management

10. [18-1691A](#) Award of bid to ATC Group Services, LLC for the Fuel Tank Replacement project at Lake Seminole Park.

**Recommendation:** Reject the bid from Adams Tank & Lift, Inc. on the basis of being non-responsive for not meeting bid requirements.

Approval of the award of bid to ATC Group Services LLC (ATC Group) for the Fuel Tank Replacement project at Lake Seminole Park.

\* The project provides for the installation of a new 6,000 gallon above ground storage tank including all of the ancillary equipment required at Lake Seminole Park

\* Three bids were received with award recommendation to the lowest, responsive responsible bidder ATC Group in the amount of \$294,900.00.

\* The existing fuel tank and ancillary equipment will be removed and disposed by the County.

\* All work is expected to be completed within one hundred twenty (120) consecutive calendar days.

\* The project is budgeted and funded by the Infrastructure Sales Tax (Penny for Pinellas).

11. [18-2032A](#) Conveyance of escheated properties to the City of Seminole and the City of St. Petersburg.

**Recommendation:** Approval of the conveyance of escheated properties to the City of Seminole, Florida and the City of St. Petersburg, Florida, in accordance with Florida Statutes 197.592.

\* This action will convey one (1) escheated property to the City of Seminole, and one (1) escheated property to the City of St. Petersburg, as required by Florida Statutes.

\* The County has no current or future use for the properties and is therefore mandated to convey to the municipality where property is located.

Authorize the Chairman to sign and the Clerk of the Court to attest and record the Resolution and County Deed in the public records of Pinellas County.

12. [19-113A](#) Purchase authorization with CUES, Inc. for a television inspection vehicle for the Utilities Department.

**Recommendation:** Authorize the purchase with CUES, Inc. (CUES) for a television (TV) inspection vehicle for the Utilities Department General Maintenance Division (GMD) pursuant to the pricing, terms and conditions of State of Ohio contract No. 800489.

\* Purchase authorization with CUES for a TV inspection vehicle to inspect the condition of pipes utilizing a competitively sourced contract from State of Ohio

\* Total expenditure is \$298,670.00

Contract No. 189-0207-PB(JA) in the amount of \$298,670.00

Utilities

13. [18-1459A](#) Award of bid to CROM, LLC dba Crom Coatings and Restorations for the Water Storage Tank Rehabilitation project.

**Recommendation:** Approval of the award of bid to CROM LLC dba Crom Coatings and Restorations (CROM) for the Water Storage Tank Rehabilitation project.

\* Contract includes tank inspection, cleaning, disinfection and rehabilitation.

\* Locations of tanks are as follows:

- 1) Four 5 million gallon (MG) ground storage tanks (GST) located in Clearwater
- 2) One 7.5 (MG) (GST) located in Tarpon Springs
- 3) Two 5 (MG) (GST) located in Largo
- 4) One 5 (MG) (GST) located in Treasure Island
- 5) One 2 (MG) (GST) located in St. Pete Beach

\* Award of bid to CROM, the sole responsive, responsible bidder in the amount of \$1,248,000.00.

\* Staff expected the response to be minimal to this competitive solicitation as CROM designed and manufactured the tanks.

\* The market was tested through competitive solicitation confirming the sole source aspect of this project.

Bid No. 189-0026-CP(JJ); PID No. 003764A; in the amount of \$1,248,000.00 on the basis of being the sole responsive, responsible bid received meeting specifications; all work is expected to be completed within 1460 consecutive calendar days. Authorize the Chairman to sign and the Clerk of the Court to attest.

14. [18-1538A](#) Award of bid to Insituform Technologies, LLC for the 102nd Avenue and Bryan Dairy Road Sewer Lining project.

**Recommendation:** Approval of the award of bid to Insituform Technologies, LLC for the 102nd Avenue and Bryan Dairy Road Sewer Lining project.

\* Six responsive bids received, award in the amount of \$425,492.00.

\* The project consists of the cleaning, video recording and installation of cured in place pipe.

\* The sewer pipes required rehabilitation through lining due to age deterioration.

Bid No. 189-0038 -CP (JJ); PID No. 002747B; in the amount of \$ 425,492.00 on the basis of being the lowest responsive, responsible bid received meeting specifications. All work is expected to be completed within 365 consecutive calendar days. Authorize the Chairman to sign and the Clerk of the Court to attest.

15. [18-1565A](#) Award of bid to KAT Construction & Materials, Inc. for the Biosolids Valve and Piping Modification project at South Cross Bayou Water Reclamation Facility.
- Recommendation:** Approval of the award of bid to KAT Construction & Materials, Inc. for the Biosolids Valve and Piping modification project (Project) at South Cross Bayou Water Reclamation Facility (SCBWRF).
- \* Biosolids Valve and Piping Modification Project at SCBWRF.
  - \* Two responsive bids were received; award to the lowest responsive, responsible bidder KAT Construction and Materials in the amount of \$2,586,330.00.
  - \* The Project will repair and coat the sludge gas holding tank and install a new pump mixing system including the replacement of valves and instrumentation and controls.
  - \* The Project will increase the useful life of the tank and improve daily operations further reducing wear on downstream equipment.
- Bid No. 189-0044 -CP (JJ); PID No. 003208A; in the amount of \$ 2,586,330.00 on the basis of being the lowest responsive, responsible bid received meeting specifications. All work is expected to be completed within 210 consecutive calendar days. Authorize the Chairman to sign and the Clerk of the Court to attest.

## COUNTY ATTORNEY

16. [19-125A](#) Notice of new lawsuit and defense of the same by the County Attorney in the case of Direct General Insurance Company v. Christina T. Joyner, et al.; Circuit Civil Case No. 19-000276-CI-20 - declaratory judgment action.
- Recommendation:** Receive and file notice of new lawsuit and defense of the same by the County Attorney in the case of Direct General Insurance Company v. Christina T. Joyner, et al.; Circuit Civil Case No. 19-000276-CI-20.
17. [19-129A](#) Notice of new lawsuit and defense of the same by the County Attorney in the case of Christos Spiridis v. Pinellas County, et al.; Circuit Civil Case No. 19-000289-CI-7- allegations of negligence resulting in personal injuries.
- Recommendation:** Receive and file notice of new lawsuit and defense of the same by the County Attorney in the case of Christos Spiridis v. Pinellas County, et al.; Circuit Civil Case No. 19-000289-CI-7.
18. [19-195A](#) Notice of new lawsuit and defense of the same by the County Attorney in the case of Juan Carlos Gil v. Pinellas County, Florida; U.S District Court for the Middle District of Florida Case No. 18:19-cv-00193-VMC-AAS - complaint for injunctive and declaratory relief.
- Recommendation:** Receive and file notice of new lawsuit and defense of the same by the County Attorney in the case of Juan Carlos Gil v. Pinellas County, Florida; U.S. District Court for the Middle District of Florida Case No. 18:19-cv-00193-VMC-AAS.
19. [19-197A](#) Notice of new lawsuit and defense of the same by the County Attorney in the case of Amanda Taylor and Charles Taylor, et al. v. Pinellas County; Circuit Civil Case No. 19-000342-CI-20 - allegations of negligence resulting in personal injuries.
- Recommendation:** Receive and file notice of new lawsuit and defense of the same by the County Attorney in the case of Amanda Taylor and Charles Taylor, et al. v. Pinellas County; Circuit Civil Case No. 19-000342-CI-20.

## AUTHORITIES, BOARDS, CONSTITUTIONAL OFFICERS AND COUNCILS

Housing Finance Authority**20.** [19-211A](#) Housing Finance Authority of Pinellas County: 2018 Annual Report.

**Recommendation:** Recommend the Board of County Commissioners receive and file the 2018 Annual Report on the Housing Finance Authority of Pinellas County.

- During 2018, the HFA's First-Time Homebuyer Program served 117 families, all families utilized the down payment assistance program and were at or below 80% of the Area Median Income (AMI).
- The HFA continued to administer the Neighborhood Stabilization Programs (NSP) under contract with Pinellas County. The Specific Performance Agreements related to NSP 1 and 3 were terminated in 2018 since all funds have been exhausted and all subject properties were rehabbed or constructed. Under the NSP 2 program 22 vacant lots await new construction and 2 homes were sold to homebuyers earning below 120% of the AMI.
- The HFA closed on two Multi-Family housing developments in 2018, with the 8 previous developments continuing to operate at high vacancy rates (90% and above).
- The HFA continued to administer the Penny for Pinellas Land Assembly Fund (LAF) on behalf of the County to finance 5 projects for a total investment of \$4,894,334.26.

**21.** [19-212A](#) Pinellas County Housing Trust Fund Program: 2018 Annual Report.

**Recommendation:** Recommend the Board of County Commissioners (BCC) receive and file the 2018 Report on the Pinellas Community Housing Trust Fund Program from the Housing Finance Authority of Pinellas County.

- \* The BCC provided a total of \$900,000 of new funds to the Housing Trust Fund (\$400,000 for FY16 and \$500,000 for FY17). A total of \$3,928,896 was available, including contributions and prior year carryovers from participating jurisdictions.
- \* A total of \$1,735,713.10 was expended to assist 92 households (9 households were <50% AMI, 67 households were <80% AMI and 16 households were <120% AMI).
- \* Other accomplishments since last year's annual report include: funding for Habitat for Humanity to acquire 21 lots; funding provided for the production of 12 new units in the City of Clearwater and the acquisition of 2 single family homes for rehabilitation; and funding for down payment and closing cost assistance for 46 first time homebuyers.
- \* An independent audit was completed for the year ending September 30, 2018, and no significant deficiencies, material weaknesses or instances of noncompliance were identified. An unqualified opinion will be issued, and the audit will be filed with the Clerk of the Court.

**REGULAR AGENDA**

## ITEMS FOR DISCUSSION FROM THE CONSENT AGENDA

## COUNTY ADMINISTRATOR DEPARTMENTS

Economic Development

- 22.**     [19-274A](#)     Resolution specifying policy goals for 2020-2029 Infrastructure Sales Surtax (Penny IV) dedicated to Economic Development Capital Projects and Housing.

**Recommendation:** Approval of the resolution specifying policy goals for the use of the 2020-2029 Infrastructure Sales Surtax dedicated to Economic Development Capital Projects and Housing.

\* Establishes a County goal to allocate at least 4.15% of 8.3% of net proceeds for affordable housing purposes for acquisition of land for affordable housing or for capital projects in support of or related to providing affordable housing for the needs of the local workforce that in turn stimulates the economy.

\* County representatives on the joint review committee, established pursuant the Interlocal Agreement between Pinellas County and Pinellas County's 24 municipalities regarding the allocation of proceeds of the surtax, shall advocate for the establishment of guidelines consistent with said goals.

Human Services

- 23.**     [18-2055A](#)     Subrecipient Funding Agreement with the Pinellas County School Board for the Pinellas School Violence Prevention program.

**Recommendation:** Approval of the Subrecipient Funding Agreement with the Pinellas County School Board (PCSB) for the Pinellas School Violence Prevention program.

\* The Agreement will allow PCSB to acquire and install technology for expedited notification of local law enforcement and automated lockdown responses during an emergency in 122 schools by late 2019.

\* Federal funding in an amount not to exceed \$488,365.20 (75% of the total program amount) over two years is provided by a grant through the U.S. Department of Justice.

\* PCSB is providing local match through capital outlay funds in the amount \$162,788.40 (25% of the total program amount) over two years.

Planning**24.** [18-2108A](#) City of Clearwater's 15-Year review of the Downtown Community Redevelopment Trust Fund.

**Recommendation:** Approval of the City of Clearwater's 15-Year review of the Downtown Community Redevelopment Trust Fund and continuation of the County's Tax Increment Financing contribution to the trust fund at the present rate of 95%.

\* Pinellas County Code Sec. 38-62 (City of Clearwater, Downtown Redevelopment Trust Fund) established a requirement for a 15 year review of the overall performance of the Tax Increment Financing (TIF) revenues (2004-2018).

\* The City's submitted 15-year Report provides substantial evidence that it meets the review criteria pursuant to Pinellas County Code.

\* County TIF contributions have been effectively utilized for planned projects and initiatives.

\* Continuation of the County's contribution to the Redevelopment Trust Fund will allow the City to continue the implementation of the recently updated (2018) Downtown Redevelopment Plan.

Utilities**25.** [19-121A](#) Amendment No.1 to the Interlocal Agreement with the City of St. Pete Beach for Pass-A-Grille Way from 1st Avenue to 19th Avenue, Phase 2 utility relocations.

**Recommendation:** Approval of Amendment No.1 to the Interlocal Agreement with the City of St. Pete Beach (City) for Pass-A-Grille Way from 1st Avenue to 19th Avenue, Phase 2 utility relocations.

\* The additional work will be coordinated with concurrent City projects and can be completed with less burden to citizens and utility customers.

\* The water distribution main pipe replacements will greatly improve the water quality, water circulation of the water system and improve water meter data collection.

\* The installation of AMR will reduce time spent collecting water meter data, and provide greater accuracy of meter readings for County personnel and utility customers alike.

\* The Utilities project number is 001589B. The amount of this agreement increase is \$330,000.00.

Authorize the Chairman to sign and the Clerk of the Court to attest.

26. [19-095A](#) Seventh Amendment to the Agreement with Vertex Data Utility Services, LLC for services provided in support of the Utilities Customer Information System.
- Recommendation:** Approval of the Seventh Amendment to the Agreement with Vertex Data Utility Services LLC (Vertex) for services provided in support of the Utilities Customer Information System (CIS).
- \* Seventh Amendment to the Agreement with Vertex for services provided in support of the Utilities CIS
  - \* This Amendment extends the Agreement for up to twelve (12) months adding \$1,754,825.25 to the contract
  - \* Pricing for services has increased ten percent (10%) during the extension term to account for an increase in costs to support and maintain the legacy Utilities CIS
  - \* Staff is currently in negotiation with Vertex anticipating a long term Agreement for Board of County Commissioner (Board) consideration sometime during calendar year 2019
- The Seventh Amendment extends the contract term up to twelve (12) months through February 24, 2020, and increases the amount of the contract by \$1,754,928.25 for a revised total of \$24,138,507.75.

## COUNTY ADMINISTRATOR

27. [19-175A](#) County Administrator Miscellaneous.

## COUNTY ATTORNEY

28. [19-176A](#) County Attorney Miscellaneous.

## AUTHORITIES, BOARDS, CONSTITUTIONAL OFFICERS AND COUNCILS

Emergency Medical Services Authority

29. [18-1979A](#) Appointments to the Emergency Medical Services Medical Control Board.
- Recommendation:** Sitting as the Pinellas County Emergency Medical Services (EMS) Authority, approve the following appointments to the EMS Medical Control Board (MCB) for two-year terms ending December 2020:
- \* Appointment of Mr. Lou Galdieri as Hospital Administrator representative.
  - \* Reappointment of Ms. Nancy Hopkins as Hospital Administrator alternate representative.
  - \* Appointment of Dr. Christos Politis as Hospital Administrator representative.
  - \* Appointment of Mr. Brad Whitmer as Hospital Administrator alternate representative.
  - \* Appointment of Dr. Steven Epstein as Pinellas County Medical Association representative.

30. [18-2102A](#) Appointments/reappointments to the Emergency Medical Services Advisory Council.

**Recommendation:** As the Pinellas County Emergency Medical Services Authority, approve the following appointments/reappointments to the Emergency Medical Services Advisory Council for two year terms ending January 2021:

- \* Appoint Ms. Rosalie Bousher as National Alliance on Mental Illness representative.
- \* Appoint Ms. Denise Whitfield as National Alliance on Mental Illness alternate representative.
- \* Reappoint Chief Ian Womack as St. Petersburg Fire Chief representative.
- \* Reappoint Capt. Eric Dinan as St. Petersburg Fire Chief alternate representative.
- \* Appoint Dr. Steven Epstein as Pinellas County Medical Association representative.
- \* Reappoint Ms. Anissa Raiford as Pinellas County Medical Association alternate representative.
- \* Reappoint Commissioner Julie Peluso as Independent Fire District Elected Official representative.
- \* Appoint Commissioner Kevin Kenney as Independent Fire District Elected Official alternate representative.

#### COUNTY ADMINISTRATOR REPORTS

31. [19-174A](#) County Administrator Reports:
- FY20-23 Proposed new rates for Water, Sewer, and Reclaimed Water system
  - Budget Forecast: FY20-FY25
  - Doing Things! TV - Linking Lealman

#### CITIZENS TO BE HEARD

32. [19-179A](#) Public Comment.

## COUNTY COMMISSION

**33.**     [19-068A](#)       2019 Federal Legislative Priorities.

**Recommendation:** Approval of the 2019 Federal Legislative Priorities.

\* The 2019 Federal Legislative Program illustrates the Board's federal priorities for the upcoming year.

\* The program is a result of discussions with the Board, County staff, the Pinellas Federal Legislative Delegation, and the County's federal governmental relations firm.

\* Priorities include:

1. Support a long-term extension to the National Flood Insurance Program (NFIP) that ensures financial sustainability, while not pricing out policy holders. This includes providing premium discounts for private and community based mitigation efforts.
2. Support an additional \$1 million of funding for the Army Corps feasibility study to assess coastal storm risk management to extend for 50 additional years the federal authorizations for the Treasure Island and Long Key Nourishment Projects currently set to expire in 2025 and 2030, respectfully.
3. Support the continued funding for Pinellas County beach nourishment projects including Pass-a-Grille Beach, which is in an eroded state, not funded, and tentatively scheduled for nourishment in 2020.
4. Request the Army Corps of Engineers reevaluate their Perpetual Storm Damage Reduction Easement policy, requiring beachfront property owner easements from areas landward of the Erosion Control Line (ECL) where the Army Corps has historically placed sand.
5. Support regional solutions, approaches, and funding opportunities that address transportation needs.
6. Support funding for hardening and increased resiliency of infrastructure.
7. Support an extension to the current moratorium on oil drilling in the Eastern Gulf of Mexico within 125 miles of Florida, set to expire in 2022.
8. Oppose expansion of additional Gulf of Mexico lease agreements in Bureau of Ocean Energy Management's (BOEM) National Outer Continental Shelf Oil and Gas Leasing Program.

\* In addition to the priorities included in the program, County staff, and our federal governmental relations firm, Van Scoyoc Associates, will closely monitor all issues that emerge, and have potential to impact Pinellas County Government's ability to deliver services to its residents and visitors alike.

**34.**     [19-222A](#)       Appointment to the County Council for Persons with Disabilities (Individual Appointment by Commissioner Eggers).

**Recommendation:** Approval of one appointment for Ross Silvers to the County Council for Persons with Disabilities.

**35.**     [19-062A](#)       Appointment to the Pinellas County Housing Finance Authority (Board of County Commissioners as a whole).

**Recommendation:** Approval of one appointment/reappointment to the Pinellas County Housing Finance Authority in the field of banking.

**36.**     [19-177A](#)       County Commission New Business Items:  
- Law Library Board (Commissioner Justice)**37.**     [19-178A](#)       County Commission Board Reports and Miscellaneous.

6:00 P.M.

## PUBLIC HEARINGS

### BOARD OF COUNTY COMMISSIONERS

38. [19-029A](#) Petition of Tommy G. Mathison to vacate that portion of 74th Street North lying west of Lots 11 through 14, Block D, Bon Creek Park, Plat Book 24, Page 81, lying in Section 6/31/16, Pinellas County, Florida (Legislative Hearing).

**Recommendation:** Consider granting the petition to vacate, and if granted, adopt the attached resolution pursuant to Florida State Statute 336.

\* The Petition to Vacate was deferred from the November 20, 2018 Board Meeting to provide the petitioner time to secure an ingress/egress easement from the property owner immediately adjacent to the 20 feet of right of way (ROW) to be vacated.

\* The petitioner is the owner of the adjacent lots 1-4 and 11-14. The ROW is on the petitioner's plat.

\* If approved, County will retain a ten foot easement along the south side of Lots 4 and 11 in exchange for the ROW that will be vacated.

39. [19-159A](#) Case No. Q Z/LU-31-12-18 (Pinellas County and Girl Scouts of West Central Florida)  
(2nd hearing)  
Request for a zoning change from A-E, Agricultural Estate Residential, R-R, Rural Residential, R-2, Single Family Residential, R-3, Single Family Residential, RM-5, Residential Multiple Family - 5 units per acre, RPD-2.5, Residential Planned Development - 2.5 units per acre, RPD-5, Residential Planned Development - 5 units per acre, P-RM, Preservation - Resource Management, and AL, Aquatic Lands to P-RM, Preservation - Resource Management, PC, Preservation/Conservation, RBR, Resource Based Recreation, FBR, Facilities Based Recreation and, AL, Aquatic Lands (245 acres) and a land use change from RL, Residential Low, and P-RM, Preservation - Resource Management to R/OS, Recreation/Open Space (1.61 acres) on approximately 245 acres consisting of Wall Springs Park and the Wai Lani Girl Scout Camp, located west of U.S. Highway Alternate 19 North in Palm Harbor.

**Recommendation:** Approval of Case No. Q Z/LU-31-12-18:  
1. An Ordinance approving the application of Pinellas County and the Girl Scouts of West Central Florida for a change in land use from RL, Residential Low and P-RM, Preservation-Resource Management to R/OS, Recreation/Open Space (1.61 acres), and  
2. A Resolution approving a change in zoning from A-E, Agricultural Estate Residential, R-R, Rural Residential, R-2, Single Family Residential, R-3, Single Family Residential, RM-5, Residential Multiple Family - 5 units per acre, RPD-2.5, Residential Planned Development - 2.5 units per acre, RPD-5, Residential Planned Development - 5 units per acre, P-RM, Preservation Resource Management & AL, Aquatic Lands to P-RM, Preservation Resource - Management, PC, Preservation Conservation, RBR, Resource Based Recreation, FBR, Facilities Based Recreation and AL, Aquatic Lands, regarding approximately 245 acres consisting of Wall Springs Park and 500 Wai Lani Road.

\* The second of two required Board public hearings on this case. The first hearing to receive public comment was held on January 22, 2019.

\* Pinellas County and the Girl Scouts of West Central Florida are seeking these changes to better reflect the existing and planned uses of Wall Springs Park and the Wai Lani Girl Scout Camp.

\* The changes will allow recreation, open space and preservation uses and will make the Future Land Use Map and Zoning Atlas consistent with each other.

\* The Local Planning Agency unanimously recommended approval of the request (vote 7-0).

## ADJOURNMENT

**Special Accommodations**

Persons needing a special accommodation to participate in this proceeding should contact the Office of Human Rights, by written or oral request, at least 48 hours prior to the proceeding at: 400 South Fort Harrison Avenue, Suite 500, Clearwater, Florida 33756, Phone: (727) 464-4880, TDD: (727) 464-4062.

**Public Participation Procedures**

Persons wishing to speak during the Citizens to be Heard portion of the agenda or regarding a specific agenda item must complete a Citizen Comment Card. Cards should be given to staff at the table located at the front of the Assembly Room. At the scheduled section of the meeting when the item is before the Board of County Commissioners (Board), the Chairman will call each individual, one by one, to the lectern to be heard. Each individual may speak for up to three minutes.

**Public Hearing Procedures**

The procedure used by the Board in conducting public hearings is to have a staff presentation followed by the applicant presenting the specific proposal. The Board will then hear comments from the proponents followed by comments from the opponents and a staff summary. The applicant will then be given an opportunity to close and the Board will decide on the matter.

Public hearings before the Board are governed by the provisions of Section 134-14 of the Pinellas County Land Development Code. That code provides that at the conclusion of each person's presentation, any speaker may seek the Chairman's permission to ask questions of staff. Specifically:

1. At the conclusion of the presentations by the applicant and any proponents, all affected parties may seek the Chairman's permission to ask questions of or seek clarification from the applicant and/or the proponents.
2. At the conclusion of the presentation by the opponents, all affected parties may seek the Chairman's permission to ask questions of or seek clarification from any opponent.

The applicant's closing comments will address testimony subsequent to his or her presentation. Continuing rebuttal of other than directly preceding testimony will not be allowed. Because much testimony has already been submitted in writing, the following guidelines accommodate efficient presentations:

1. The applicant should present his or her entire case, including rebuttal, in no more than 20 minutes.
2. Persons wishing to speak regarding a Public Hearing item may speak for up to three minutes each after completing a Public Hearing Comment Card and submitting it to staff at the table located at the front of the Assembly Room.
3. Representatives of groups consisting of 5 or more individuals who are present during the Public Hearing may speak on behalf of the group for up to 10 minutes at the Chairman's discretion. To do so, the other individuals in the group must have waived their time to the representative by providing their information on the Group Speaker List, located on the back of the Public Hearing Comment Card.

**Appeals**

Persons are advised that, if they decide to appeal any decision made at this meeting/hearing, they will need a record of the proceedings, and, for such purposes, they may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is to be based.

*If a Board meeting beginning at 9:30 a.m. has not concluded by noon, a recess will be taken from noon to 12:30 p.m., and the remainder of the meeting will continue at 12:30 p.m.*

*If a Board meeting beginning at 2:00 p.m. has not concluded by 5:30 p.m., a recess will be taken from 5:30 to 6:00 p.m. The remainder of the afternoon agenda will resume at 6:00 p.m., followed by public hearings.*