

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

*315 Court Street  
Clearwater, Florida 33756  
[www.pinellascounty.org](http://www.pinellascounty.org)*



### **Regular Meeting Agenda**

Tuesday, January 14, 2020  
9:30 A.M.

Pat Gerard, Chair  
Dave Eggers, Vice-Chair  
Charlie Justice  
Janet C. Long  
Kathleen Peters  
Karen Williams Seel  
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.     [19-2121A](#)     Martin Luther King Jr. Day Proclamation:  
Clearwater Urban Leadership Coalition
  - Gloria Campbell
  - Jai Hinson
  - Muhammad Abdur-Rahim
  - Madra Bell
  - Marilyn Turman
  
2.     [19-2113A](#)     National Mentoring Month Proclamation:
  - Jennifer Libby, Chief Programs Officer/Senior Vice President of Programs, Big Brothers Big Sisters of Tampa Bay (BBBS)
  - Christiana Orr, School-To-Work Coordinator, BBBS
  - Rodney Marion, Director, Workforce Relations
  - Christine Covais, Executive Assistant, Workforce Relations
  
3.     [19-2116A](#)     Doing Things! Employee Recognition Award:
  - Shea Dunifon, Education Coordinator, Utilities
  
4.     [19-2117A](#)     Partner Presentation:
  - Jennifer Libby, Chief Programs Officer/Senior Vice President of Programs, Big Brothers Big Sisters (BBBS)
  - Christiana Orr, School-To-Work Coordinator, BBBS
  - Rodney Marion, Director, Workforce Relations
  - Christine Covais, Executive Assistant, Workforce Relations

**PUBLIC HEARINGS****BOARD OF COUNTY COMMISSIONERS**

5. [19-2345A](#) Proposed ordinance amending Article IV of Chapter 70 of the Pinellas County Code Relating to Wage Theft/Recovery.

**Recommendation:** Conduct a public hearing regarding a proposed ordinance amending Article IV of Chapter 70 of the Pinellas County Code, relating to Wage Theft/Recovery.

- \* Amend Section 70-303 relating to Legislative findings of fact.
- \* Amend Section 70-304 relating to intent and purpose.
- \* Amend Section 70-305 relating to definitions.
- \* Amend Section 70-306 relating to wage theft violations.
- \* Amend Section 70-307 relating to procedures for wage theft violations.
- \* Amend Section 70-308 relating to enforcement of wage theft violations.
- \* Amend Section 70-309 relating to appeals.
- \* Delete Section 70-310 relating to Retaliation.
- \* Amend all sections for clarity, consistency and uniformity.
- \* Provide for severability, for an effective date, for areas embraced, and for inclusion in the Pinellas County Code.

6. [19-2238A](#) Petition of Pinellas Affordable Living, Inc. to vacate the 45-foot wide right-of-way lying between Lots 1 through 15 of Block B and Lots 16 through 30 of Block A, Central Park Subdivision, Plat Book 12, Page 87, lying in Section 31-30-16. (Legislative Hearing)

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

- \* There is a 45-foot right-of-way, known as 66th Way North, lying east of Pinellas Affordable Living, Inc.'s (Petitioner) property.
- \* The property is currently platted as a trailer park. The Petitioner intends to develop the property as affordable multi-family housing.

7. [19-2317A](#) Petition of Joseph McDonald and Alexandria McDonald to vacate the north one-half of the 60-foot right-of-way known as Russell Avenue lying adjacent to Lot 11, Block 5, Munday's Addition to Chestervilla, Plat Book 21, Page 22, lying in Section 33-29-16. (Legislative Hearing)

**Recommendation:** Denial of the petition to vacate (PTV), based on County staff objections. If granted, adopt the attached Resolution pursuant to Chapter 336, Florida Statutes.

- \* The Board originally heard the PTV on October 8, 2019. The Board denied the request, without prejudice, and requested staff work with the petitioners.
- \* After additional discussions with the petitioners, County staff recommends denial of the PTV based on current and future uses of the right-of-way including the operation and maintenance of stormwater infrastructure and safe access for pedestrians.
- \* If vacated, the Utilities Department has requested retainage of a ten-foot-wide utility easement over the northern portion of the vacated right-of-way and Public Works requests a drainage easement over the vacated area.

## CITIZENS TO BE HEARD

8. [19-2109A](#) Public Comment.

**CONSENT AGENDA - Items 9 through 35**

## CLERK OF THE CIRCUIT COURT AND COMPTROLLER

9. [19-2377A](#) Minutes of the regular meeting held December 10, 2019.
10. [19-2378A](#) Vouchers and bills paid from October 27 through November 16, 2019.

## Reports received for filing:

11. [19-2379A](#) Division of Inspector General, Clerk of the Circuit Court and Comptroller, Report No. 2019-35 dated November 22, 2019 - Investigation of Misuse of County Equipment.
12. [19-2380A](#) Division of Inspector General, Clerk of the Circuit Court and Comptroller, Report No. 2019-36 dated December 20, 2019 - Follow-Up Investigation of Safety & Emergency Services Misuse of Resources and Retaliation.
13. [19-2381A](#) Annual Investment Report and Quarterly Investment Report for the period ended September 30, 2019.
14. [19-2382A](#) Quarterly Report of Routine Dock and Dredge/Fill Applications Received from October 1 to December 31, 2019.
15. [19-2383A](#) Dock Fee Report for the month of December 2019.

## Miscellaneous items received for filing:

16. [19-2384A](#) City of Clearwater Ordinances Nos. 9298-19, 9309-19, 9312-19, and 9318-19 adopted November 7, 2019, annexing certain properties.
17. [19-2385A](#) City of Dunedin Notice of Public Hearings to be held February 20, 2020, regarding proposed Ordinances Nos. 20-01 and 20-02, annexing certain properties.
18. [19-2386A](#) City of Oldsmar Notice of Public Hearing held January 7, 2020, regarding proposed Ordinance No. 2019-09, annexing certain property.
19. [19-2387A](#) City of Pinellas Park Notice of Public Hearing held December 12, 2019, regarding proposed Ordinance No. 4101, annexing certain property.
20. [19-2388A](#) City of Safety Harbor Ordinance No. 2019-24 adopted December 16, 2019, annexing certain property.

21. [19-2390A](#) City of Seminole Ordinances Nos. 14-2019 and 16-2019 adopted November 12, 2019, annexing certain properties.
22. [19-2391A](#) City of Tarpon Springs Ordinance No. 2019-23 adopted December 10, 2019, annexing certain property.
23. [19-2392A](#) Town of Kenneth City Ordinances Nos. 2019-650 through 2019-652 adopted December 11, 2019, annexing certain property and changing its land use and zoning designations.
24. [19-2393A](#) Tampa Bay Water 2020 Board Meeting Schedule.

## COUNTY ADMINISTRATOR DEPARTMENTS

### Management and Budget

25. [19-2264A](#) Ranking of firms and approval of four agreements for comprehensive disaster recovery management consulting services.

**Recommendation:** Approval of the ranking of firms and execution of four agreements with below firms for comprehensive disaster recovery management consulting services:

- 1.) Hagerty Consulting, Inc.
- 2.) Metric Engineering, Inc. (Metric)
- 3.) Tetra Tech, Inc.
- 4.) Witt O'Brien's LLC (Witt)

\* Award to four vendors for comprehensive disaster recovery management consulting services. This contract was drafted to include requirements from all municipalities within geographical Pinellas County; each municipality shall contract separately for services.

\* This contract allows vendors to strategically manage project development and administration of Federal and State Disaster Programs related to declared emergencies on behalf of the County.

\* Funding for use of the contract is anticipated to be partially offset by reimbursement from Federal Emergency Management Agency (FEMA).

\* The FY 20 Adopted Budget includes appropriation of \$20,000.00 for this purpose in General Government within the General Fund. This appropriation is available until additional funds are appropriated from emergency reserves as needed.

\* Actual expenditure is contingent upon services required due to an emergency event for which the County will be seeking reimbursement from FEMA.

Contract No. 178-0406-P(JJ), contingency amount to be determined based as per above, for a sixty-month term. Authorize the Chairman to sign and the Clerk of the Court to attest.

Public Works

26. [19-994A](#) Award of bid to Traffic Control Devices, Inc. for the Gulf Boulevard Advanced Traffic Management System project.

**Recommendation:** Approval of the award of bid to Traffic Control Devices, Inc. for the Gulf Boulevard Advanced Traffic Management System project.

\* This project consists of the installation of fiber optic cable and closed-circuit television cameras along Gulf Boulevard.

\* Six bids were received with award recommendation to the lowest responsive responsible bidder Traffic Control Devices, Inc. in the amount of \$1,686,686.00.

\* All work is expected to be completed within 270 consecutive calendar days.

\* Traffic Control Devices, Inc. does not qualify as a Small Business Enterprise (SBE) but guaranteed a five percent work allocation to qualified Pinellas County SBE.

Bid No. 189-0440-CP(PLU), PID No. 001031A in the amount of \$1,686,686.00 as the lowest responsive, responsible bid received meeting specifications. Authorize the Chairman to sign and the Clerk of the Court to attest.

27. [19-2078A](#) Cooperative Funding Agreement with the Southwest Florida Water Management District for the Klosterman Bayou Watershed Management Plan.

**Recommendation:** Approval of the Cooperative Funding Agreement with the Southwest Florida Water Management District (SWFWMD) for the Klosterman Bayou Watershed Management Plan (WMP).

\* The WMP evaluates the various characteristics of the watershed. These characteristics better define areas that flood (floodplains) and areas whose surface water quality does not meet the adequate standards.

\* Once the characteristics of the watershed have been evaluated, best management practices are identified to reduce the impacts of flooding and improve the quality of certain surface waters.

\* This WMP is done in partnership with the SWFWMD, who also provides fifty percent of the funding to complete this plan.

PID No. 004375A; SWFWMD Agreement No. 20CF0002707; total contract amount is \$300,000.00 of which County is responsible for \$150,000.00. Authorize the Chairman to sign and the Clerk of the Court to attest.

28. [18-764A](#) Ranking of firms and agreements with Bio-Tech Consulting, Inc., Cardno, Inc. and Vanasse Hangen Brustlin, Inc. for environmental planting, monitoring and maintenance services.

**Recommendation:** Approval of the ranking of firms and execution of agreements with Bio-Tech Consulting, Inc., Cardno, Inc. and Vanasse Hangen Brustlin, Inc. for environmental planting, monitoring and maintenance services.

\* This contract provides environmental planting, monitoring, reporting and maintenance services by qualified, experienced firms based upon project requirements and pre-established pricing.

\* This Contract will primarily be utilized by the Public Works Department with some services utilized by the Parks and Conversation Resources Department (Parks).

\* Five (5) firms submitted proposals with the top three (3) firms recommended for award.

Contract No. 178-0473-P(LN) in an annual amount of \$475,000.00 for a sixty-month (60) term total of \$2,375,000.00. Authorize the Chairman to sign and the Clerk of the Court to attest

#### COUNTY ATTORNEY

29. [19-2306A](#) Notice of new lawsuit and defense of the same by the County Attorney in the case of Green Energy for North America, LLC v. Pinellas County, et al.; Circuit Civil Case No. 19-007658-CI-8 - quiet title action.

**Recommendation:** Receive and file notice of new lawsuit and defense of the same by the County Attorney in the case of Green Energy for North America, LLC v. Pinellas County, et al.

30. [19-2307A](#) Notice of new lawsuit and defense of the same by the County Attorney in the case of Alexis Rodriguez v. Pinellas County; Circuit Civil Case No. 19-008075-CI-15 - 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 Alexis Rodriguez v. Pinellas County.

31. [19-2310A](#) Notice of new lawsuit and defense of the same by the County Attorney in the case of Megan Carson v. Pinellas County, Florida; Circuit Civil Case No. 19-006721-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 Megan Carson v. Pinellas County, Florida.

32. [19-2312A](#) Notice of new lawsuit and defense of the same by the County Attorney in the case of Mercedes O'Flaherty and Michael Fier v. Pinellas County Board of County Commissioners, et al.; Circuit Civil Case No. 19-006916-CI-11 - allegations of negligence involving a drainage pipe.

**Recommendation:** Receive and file notice of new lawsuit and defense of the same by the County Attorney in the case of Mercedes O'Flaherty and Michael Fier v. Pinellas County Board of County Commissioners, et al.

## AUTHORITIES, BOARDS, CONSTITUTIONAL OFFICERS AND COUNCILS

Housing Finance Authority

33. [19-1973A](#) Housing Finance Authority of Pinellas County Resolution No. 2019-15 adopting and approving a Fiscal Year 2018-19 General Fund Budget Amendment, as approved by the HFA Board of Directors.

**Recommendation:** Receipt and file Housing Finance Authority (HFA) Resolution No.2019-15 adopting and approving a Fiscal Year (FY) 2018-19 General Fund Budget Amendment, as approved by the HFA Board of Directors.

- \* Standard receipt and file item.
- \* Amendment of the HFA general fund operating budget for FY18-19.
- \* Total revenue increase of \$176,650.00.
- \* Total expense increases of \$157,650.00.
- \* Amended total FY18-19 budget amount \$2,055,650.00.

34. [19-1975A](#) Housing Finance Authority of Pinellas County Resolution No. 2019-16 adopting and approving Fiscal Year 2019-20 General Fund and Housing Trust Fund Operating Budgets, as approved by the HFA Board of Directors.

**Recommendation:** Receipt and file of Housing Finance Authority (HFA) Resolution No. 2019-16 adopting and approving Fiscal Year 2018-19 General Fund and Housing Trust Fund Operating Budgets, as approved by the HFA Board of Directors.

- \* Standard receipt and file of HFA annual budget.
- \* HFA General Fund operating budget for Fiscal Year (FY) 2019-20 totaling \$2,056,150.00.
- \* HFA Housing Trust Fund budget for FY19-20 totaling \$810,050.00.

Tax Collector

35. [19-2071A](#) Award of quote to Gulf Coast Review, Inc. d/b/a Business Observer, for the advertisement of delinquent real estate tax lists.

**Recommendation:** Approval of the award of quote to Gulf Coast Review, Inc. d/b/a Business Observer (Gulf Coast) for the advertisement of delinquent real estate tax lists.

- \* This contract provides legal newspaper advertising for delinquent real estate tax lists as required by the Tax Collector.
  - \* Florida Statue requires the Board of County Commissioners to select and approve the newspaper of general circulation for the advertisement of delinquent real estate tax lists.
  - \* An Invitation to quote was released to three County newspapers of general circulation, with one newspaper certified as a small business vendor. The small business vendor did not submit a quote for this solicitation.
- Contract No. 190-0078-Q(RO) in the annual amount of \$14,200.00 for a twenty-four-month term total of \$28,400.00 based on being the lowest responsive, responsible quote received meeting specifications.



**REGULAR AGENDA**

## ITEMS FOR DISCUSSION FROM THE CONSENT AGENDA

## COUNTY ADMINISTRATOR DEPARTMENTS

Administrative Services

36. [19-2375A](#) Contract for sale and purchase with Obligation Solution, LLC for the acquisition of the former Baypointe Golf Course located at 9399 Commodore Drive in Seminole.

**Recommendation:** Approval of the Contract for sale and purchase (Contract) between Pinellas County and Obligation Solution, LLC (Seller) for the purchase of the former Baypointe Golf Course (Property).

- \* Contract to purchase property in the amount of \$1,200,000.00.
- \* Currently, the property is a closed golf course that is in disrepair.
- \* The County is proposing to turn it into a regional stormwater park.

37. [19-1860A](#) Contract for sale and purchase of a parcel of land located along a County-owned creek.

**Recommendation:** Approval of the contract for sale and purchase of parcel 01-28-15-88560-144-0011 (1421 Virginia Avenue) adjacent to a County-maintained creek between 14th Street and 15th Street (extended) in Palm Harbor.

- \* The purchase price for this parcel is \$300,000.00.
- \* The Bee Branch Creek Phase III project is intended to prevent erosion, stabilize creek banks and protect adjacent structures from damage.
- \* Existing structures on the subject parcel are near to and perched above the creek. Parcel acquisition and removal of the structures avoids construction of a steel sheet pile retaining wall which minimizes risk and reduces project costs.
- \* The Public Works Department requires site access to perform regular creek maintenance in accordance with Bee Branch Creek Phase III project.
- \* Purchase of the property allows for the potential of additional water quality and flood control benefits.

38. [19-1572A](#) Lease Agreement with Palm Harbor Community Services Agency for the Palm Harbor Library located at 2330 Nebraska Avenue, Palm Harbor.

**Recommendation:** Approval of the Lease Agreement with Palm Harbor Community Services Agency for the Palm Harbor Library (Library), located at 2330 Nebraska Avenue, Palm Harbor.

- \* This is a new lease agreement for the Library facility.
- \* Assigns responsibility for future facility capital improvement replacements to the County.
- \* The new lease and responsibility for future capital improvement replacements is based on direction from the Board of County Commissioners.
- \* Funding availability will be determined as individual projects are identified.
- \* The County will be responsible to fund utility costs for the electric vehicle charging station.

Public Works

39. [19-2205A](#) Resolution dedicating a portion of County-owned property, being the south 17 feet of Lot 9, Block I, Dixie Park-Unit 1, recorded in Plat Book 15, Page 27 and lying in Section 24, Township 27 South, Range 15 East, as public road right-of-way for Klosterman Road.

**Recommendation:** Adopt the resolution dedicating a portion of County-owned property, being the south 17 feet of Lot 9, Block I, Dixie Park-Unit 1, recorded in Plat Book 15, Page 27 and lying in Section 24, Township 27 South, Range 15 East, as public road right-of-way for Klosterman Road.

\* Resolution to dedicate a portion of County-owned property as public right-of-way on Klosterman Road.

\* Dedication is in conjunction with the sale of the County-owned parcel on Klosterman Road to a private party, in the amount of \$13,600.00, that will be processed as a separate agenda item.

\* Per Florida Statute, the County-owned parcel is of insufficient size to build upon and therefore the County can sell to the adjacent property owner.

\* The parcel has been improved by the County, including roadway and/or drainage improvements and is needed as public right-of-way.

It is further recommended the Clerk of the Circuit Court be authorized to record the resolution in the public records of the County.

## AUTHORITIES, BOARDS, CONSTITUTIONAL OFFICERS AND COUNCILS

Business Technology Services

40. [19-2201A](#) Term extension and increase to the agreement with Bright House Networks for Metro-Ethernet/Wide Area Network Services.

**Recommendation:** Approval of the term extension and increase to the agreement with Bright House Networks for Metro-Ethernet/Wide Area Network Services.

\* The current agreement provides for annual auto renewals; this request extends the contract for one year through February 1, 2021.

\* The requested increase to the agreement is \$292,020.00 for a revised annual total expenditure of \$828,000.00.

\* The increase is necessary to continue monthly services for existing data circuits and internet access, as well as adding or changing service levels as necessary in order to optimize the County's network solutions.

\* This contract provides Metro Ethernet and Wide Area Networking connectivity and Internet access services to County departments connecting over 60 locations as part of an enterprise County network.

\* This contract was competitively solicited and awarded by the Board of County Commissioners February 2, 2010.

Contract No. 089-0339-P(JJ); increase in the amount of \$292,020.00 for a revised total annual expenditure of \$828,000.00; contract effective through February 1, 2021.

Housing Finance Authority

41. [19-1979A](#) Resolution approving the issuance by the Housing Finance Authority of Pinellas County of its Multifamily Housing Revenue Bonds to finance a multifamily residential rental housing project.
- Recommendation:** Adopt a resolution allowing the Housing Finance Authority (HFA) to issue Multifamily Housing Revenue Bonds in a principal amount not to exceed \$21,600,000.00 for the benefit of Lexington Club Preservation, LTD, a Florida Limited Partnership, or its affiliate, duly organized and existing under the laws of the State of Florida.
- \* Authorization to issue Multifamily Housing Revenue Bonds for an affordable rental housing preservation project.
  - \* The project includes the acquisition and rehabilitation of Lexington Club at Renaissance Square a 240-unit senior rental housing complex located at 1200 South Missouri Avenue in Clearwater.
  - \* Planned renovations include interior and exterior upgrades such as windows, doors, appliance, lighting, countertops and flooring.
  - \* The owner submitted a separate application to Pinellas County for land assembly funding in the amount of \$2.7 million.
  - \* Staff is not recommending land assembly funding since it will not produce an increase in affordable units. The project was originally constructed with tax credit funding in 2000 and all units are restricted for senior households with income below 60% of the area median income through 2050.

## COUNTY ATTORNEY

42. [19-2313A](#) Proposed settlement in the case of Shira Jones v. Pinellas County; Circuit Civil Case No. 19-006068-CI-21.
- Recommendation:** Consideration of the proposed settlement in the case of Shira Jones v. Pinellas County.
43. [19-2314A](#) Proposed settlement in the case of Janet Flanagan v. Pinellas County; Circuit Civil Case No. 19-001967-CI-21.
- Recommendation:** Consideration of the proposed settlement in the case of Janet Flanagan v. Pinellas County.
44. [19-2316A](#) Proposed settlement in the case of Blevins Road Boring, Inc. v. Pinellas County; Circuit Civil Case No. 19-000932-CI-20.
- Recommendation:** Consideration of the proposed settlement in the case of Blevins Road Boring, Inc. v. Pinellas County.
45. [19-2315A](#) Proposed initiation of litigation in the case of Lisa Keys v. Keith Morton and Natalie Fici; HUD Case No. 04-19-7482-8; PC Case No. 19-056 - alleged housing discrimination.
- Recommendation:** Approval and authorization for the County Attorney to initiate litigation on behalf of Lisa Keys through outside counsel retained for these legal services.
46. [19-2114A](#) County Attorney Reports.

## COUNTY ADMINISTRATOR REPORTS

47. [19-2110A](#) County Administrator Reports.

## COUNTY COMMISSION

48. [19-2304A](#) Appointment to the Historic Preservation Board (Individual Appointment by Commissioner Long).

**Recommendation:** Approve one appointment to the Historic Preservation Board for remainder of term - December 31, 2021.

\* This will be an individual appointment by Commissioner Long.

\* One person will be appointed.

\* Appointee's name is Jeffrey T. Brown.

\* No ballots are necessary.

49. [19-2111A](#) County Commission New Business Items.

## 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 five 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 proceeding, and, for such purposes, they may need to ensure that a verbatim record of the proceeding 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.*