

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

*Pinellas County Cooperative Extension*  
12520 Ulmerton Road, Largo  
[www.pinellascounty.org](http://www.pinellascounty.org)



### **Hybrid In-Person and Virtual Regular Meeting Agenda**

Tuesday, September 21, 2021

2:00 P.M.

Public Hearings at 6:00 P.M.

Dave Eggers, Chair  
Charlie Justice, Vice-Chair  
Rene Flowers  
Pat Gerard  
Janet C. Long  
Kathleen Peters  
Karen Williams Seel

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

**ROLL CALL****INVOCATION by Pastor Dr. Pablo R. Diaz, St. Andrews Presbyterian, Dunedin.****PLEDGE OF ALLEGIANCE****PRESENTATIONS AND AWARDS**

1. [21-1577A](#) National Fire Prevention Week Proclamation:
  - Craig Hare, Director, EMS & Fire Administration
  - Chief Rick Graham, President, Pinellas County Fire Chiefs Association
  
2. [21-1578A](#) 2021 Pinellas County Fire Professionals of the Year Awards:
  - Emergency Fire Dispatcher
    - Tristen Ward, 9-1-1 Telecommunicator 1, Pinellas County Regional 9-1-1 Center
  - Fire Professionals
    - Riley Brennan, Firefighter/Paramedic (FF/PM)
    - Derek Twardowski, FF/PM, Pinellas Park Fire Rescue
  - Special Operations: St. Petersburg Fire Rescue - Florida Task Force 3 Search & Rescue Team
    - Dr. Angus Jameson
    - Dr. John Elkes
    - Dr. Alicia Nassar
    - Dr. Andrew Smith
    - Captain Jeff Brady
    - Captain Jason Mantay
    - Captain Steve Santana
    - Lieutenant (Lt.) Dave Bennet
    - Lt. Joe Caldarelli
    - Lt. Tim Collier
    - Lt. Randy Kahle
    - Lt. Steve Lawrence
    - Lt. Adam LePrevost
    - Lt. Richard Moore
    - Lt. Robert Winters
  - Brandon Berwick, Firefighter/Emergency Medical Technician (FF/EMT)
  - Jon Blinkey, FF/ PM
  - Benson Cain, FF/EMT
  - Jonathan Durbin, FF/EMT
  - Hans Holod, FF/EMT
  - Nicole Howard, FF/EMT
  - Allen Nieves, FF/EMT
  - Jasen Quinette, FF/EMT
  - David Walker, FF/PM
- Pinellas Federal Credit Union
  - Monica Lukasik, Marketing Specialist

## CITIZENS TO BE HEARD

3. [21-1571A](#) Citizens To Be Heard - Public Comment.

**CONSENT AGENDA - Items 4 through 17**

## CLERK OF THE CIRCUIT COURT AND COMPTROLLER

4. [21-1817A](#) Minutes of the regular meeting held June 22 and the emergency meeting held on July 4, 2021.
5. [21-1818A](#) Vouchers and bills paid from August 15 through August 28, 2021.

## Reports received for filing:

6. [21-1819A](#) Dock Fee Report for the month of August 2021.
7. [21-1820A](#) Division of Inspector General, Clerk of the Circuit Court and Comptroller, Report No. 2021-14 dated August 13, 2021 - Investigation of Former County Employee.
8. [21-1821A](#) Division of Inspector General, Clerk of the Circuit Court and Comptroller, Report No. 2021-15 dated August 18, 2021 - Follow-up Audit of Traffic Management System Coordination.
9. [21-1822A](#) Division of Inspector General, Clerk of the Circuit Court and Comptroller, Report No. 2021-16 dated August 30, 2021 - Inspector General's Observation of the Utilities South General Maintenance Division's Annual Physical Inventory of Fixed Assets.

## Miscellaneous items received for filing:

10. [21-1823A](#) Clearwater Cay Community Development District Fiscal Year 2022 Meeting Schedule.

## COUNTY ADMINISTRATOR DEPARTMENTS

Administrative Services

11. [21-049A](#) Ranking of firms and agreements with eight firms for continuing mechanical, electrical, and plumbing professional engineering services.

**Recommendation:** Approval of the ranking of firms and agreements with the eight highest ranked firms for continuing mechanical, electrical, and plumbing engineering services.

- 1.) Engineering Matrix, Inc.
- 2.) Phoenix Engineering Group, Inc.
- 3.) TLC Engineering Solutions, Inc.
- 4.) Hahn Engineering, Inc.
- 5.) Advanced Systems Engineering, Inc.
- 6.) McKim & Creed, Inc.
- 7.) KPI Engineering, Inc.
- 8.) Carastro & Associates, Inc.

\* This contract provides for continuing mechanical, electrical, and plumbing professional engineering services primarily for the Department of Administrative Services.

\* These services are utilized in small to medium sized remodeling, repair and rehabilitation projects identified primarily in the Capital Improvement Plan and some identified as operating projects.

\* Award recommendation is to the eight highest ranked firms from the eleven responsive proposals received for a term of sixty months.

\* Each firm is recommended for an upset limit of \$500,000.00 for the five-year term with an aggregate amount of \$4,000,000.00 .

\* All eight recommended firms have committed to utilizing multiple certified Small Business Enterprises (SBE) for individual work assignments resulting from these agreements.

\* The SBE percentage goals are not established until a firm is engaged for a specific project work assignment. At the time firms are engaged, the requesting department working with Economic Development, develops a scope of work and ensures SBE's are utilized and monitored for participation.

Contract No. 21-0243-CN(PLU); the upset limit over the five-year term is \$500,000.00 for each firm for a total of \$4,000,000.00; Authorize the Chairman to sign and the Clerk of the Circuit Court to attest.

County Administrator

12. [21-1575A](#) Receipt and file report of non-procurement items delegated to the County Administrator for the month ending August 31, 2021

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

Management and Budget

13. [21-1493A](#) Resolution supplementing the Fiscal Year 2021 General Fund Budget for unanticipated revenue from the Department of Treasury for the Emergency Rental Assistance program and from the Florida Department of Environmental Protection for reimbursement of Red Tide expenditures.

**Recommendation:** Adopt a resolution to recognize and appropriate unanticipated revenue for a particular purpose in the Fiscal Year 2021 General Fund Budget.

\* \$31,186,540.00 for the Emergency Rental Assistance Program to help individuals who have experienced financial hardship due to or during COVID-19, demonstrate a risk of housing instability or homelessness, and have earnings less than 80% of the Area Median Income.

a.) \$21,428,218.80 was received from the U.S. Department of Treasury through the Consolidated Appropriations Act for Emergency Rental Assistance to be disbursed no later than September 30, 2022.

\* As of August 30, 2021, \$8.8M has been distributed to 1,261 unique households.

b.) Initial funds of \$9,758,334.16 were received from the U.S. Department of Treasury through the American Rescue Plan Act for a second phase of Emergency Rental Assistance to be disbursed by September 30, 2025.

\* In response to Red Tide, the Florida Department of Environmental Protection has awarded the County \$3,000,000.00 for reimbursement of biological debris removal expenses.

a.) The agreement allows for reimbursement of \$670,454.00 to the City of St. Petersburg.

Public Works

14. [21-1722A](#) Community Development Block Grant Mitigation program Subrecipient Agreement with the Florida Department of Economic Opportunity.

**Recommendation:** Approval of the Community Development Block Grant Mitigation program (CDBG-MIT) Subrecipient Agreement with the Florida Department of Economic Opportunity (DEO).

\* The U.S. Department of Housing and Urban Development created a new CDBG-MIT Program with \$633 million available to the State of Florida for disaster mitigation projects. The program is administered through the DEO.

\* The Pinellas agreement provides CDBG-MIT funding in the amount of \$992,000.00 to be used in finalizing a countywide flood mitigation action plan.

\* The project will include substantial data collection, risk assessment, adaption strategy development, and public education and outreach.

\* Resulting plan will be used to educate the public and identify flood resilient strategies to benefit the county and our municipalities.

DEO Agreement No. MT028; County match not required.

Solid Waste

15. [21-480A](#) Ranking of firms and agreements for professional continuing engineering services pertaining to the waste-to-energy plant.

**Recommendation:** Approval of the ranking of firms and negotiated agreements with each of the three firms, as listed below, for professional continuing engineering services pertaining to the waste-to-energy plant:

- 1) Arcadis U.S., Inc.
- 2) CDM Smith, Inc.
- 3) HDR Engineering, Inc.

\* The purpose of the agreements is to have available professional engineering services on a continuing basis for waste to energy projects for the Solid Waste Department.

\* Award recommendation with three firms is per Florida Statute 287.005, Consultant Competitive Negotiation Act; the upset limit over the five-year term is \$7,000,000.00 for each firm for an aggregate of \$21,000,000.00.

\* The total estimated expenditure for the waste to energy facility planned projects over the five-year period is budgeted at approximately \$15M; however, contracted services may be utilized for additional master plan work assignments throughout the five-year period, such as feasibility studies and analyses before finalizing design and construction scopes of work for project solicitations.

\* All three recommended firms have committed to utilizing multiple certified Small Business Enterprises (SBE) for individual work assignments resulting from these agreements.

\* The SBE percentage goals are not established until a firm is engaged for a specific project work assignment. At the time firms are engaged, the requesting department working with Economic Development, develops a scope of work and ensures SBE's are utilized and monitored for participation.

Contract No. 21-0353-CN (JJ); for an upset limit over the five-year term in the amount of \$21,000,000.00; Authorize the Chairman to sign and the Clerk of the Circuit Court to attest.

Utilities

16. [21-1299A](#) Subrecipient grant agreement with the Gulf Consortium for funding of the Resources and Ecosystems Sustainability, Tourist Opportunities and Revived Economies of the Gulf Coast States Act Spill Impact Component and the State of Florida State Expenditure Plan for wastewater collection system improvements.

**Recommendation:** Approval of the subrecipient grant agreement with the Gulf Consortium for funding of the Resources and Ecosystems Sustainability, Tourist Opportunities and Revived Economies of the Gulf Coast States Act Spill Impact Component and the State of Florida State Expenditure Plan (SEP Project 16-2) for wastewater collection system improvements.

\* Pinellas County is a subrecipient of federal grant funds made available to the Gulf Consortium from the Gulf Coast Ecosystem Restoration Council.

\* SEP Project 16-2 consists of final engineering and design for new wastewater collection systems for fifteen manufactured home communities in unincorporated Lealman and Lake Seminole areas of the County.

\* Total amount of federal funds subject to award is \$2,085,262.00 with no matching funds requirement, which includes Gulf Consortium fees of \$31,775.00 as pass through costs.

Florida Gulf Consortium funds to be awarded is \$2,085,262.00, commencing upon execution and expiring December 31, 2022; Authorize the Chairman to sign and the Clerk of the Circuit Court to attest.

## COUNTY ATTORNEY

17. [21-1738A](#) Receipt and file report of civil lawsuits filed against Pinellas County as delegated to the County Attorney.

**Recommendation:** Accept the receipt and file report of civil lawsuits filed against Pinellas County.

**REGULAR AGENDA**

## ITEMS FOR DISCUSSION FROM THE CONSENT AGENDA

## COUNTY ADMINISTRATOR DEPARTMENTS

Administrative Services

18. [21-1667A](#) Change Order No. 1 with Manhattan Construction (Florida) Inc., for design-build professional services pertaining to the St. Petersburg Justice Center Courts Consolidation project.

**Recommendation:** Approval of Change Order No. 1 to the project scope and lump sum price with Manhattan Construction (Florida) Inc. for professional design-build services pertaining to the St. Petersburg Justice Center Courts Consolidation project.

\* This design-build project, along with the new building annex project at the County Justice Center, relocates all court functions and operations from the 501 Building to provide economic development opportunities for vacated spaces in the 501 Building and greater efficiency in Court operations.

\* This change order adds \$375,000.00 due to unforeseen conditions such as much greater than budgeted asbestos testing, encapsulation of walls on three floors, additional abatement, and stop-work order delays that were beyond the contractor's control.

\* This change order will increase the total revised contract amount to \$12,145,576.00 and extend the contract duration by 237 calendar days for a revised substantial completion date of March 28, 2022.

\* The Board of County Commissioners approved the original award, Phase 1 - Design, on June 19, 2018, for \$633,147.00 and Amendment No. 1, Phase 2 - Construction on October 8, 2019, for \$11,770,576.00.

Contract No. 167-0496-NC (SS) increase in the amount of \$375,000.00 for a total revised contract amount of \$12,145,576.00 and extending the contract duration by 237 calendar days for a revised substantial completion date of March 28, 2022. Authorize the Chairman to sign and the Clerk of the Circuit Court to attest.



Airport

19. [21-1158A](#) Interlocal Agreement with the Pinellas County Sheriff's Office for law enforcement services at the St. Pete-Clearwater International Airport for Fiscal Year 2022.

**Recommendation:** Approval of the Interlocal Agreement with the Pinellas County Sheriff's Office (PCSO) for law enforcement services at the St. Pete-Clearwater International Airport (PIE).

\* The Interlocal Agreement with the PCSO ensures full-time law enforcement officer (LEO) coverage at PIE.

\* There are 12 LEOs that provide 24-hour coverage seven days a week.

\* The cost of the 12 LEO's salaries, benefits, vehicle cost, supervision, and equipment is \$1,416,840.00 for Fiscal Year (FY) 2022. This cost represents a 1.04% increase over FY21's Interlocal Agreement cost of \$1,402,188.00.

Contract in the amount of \$1,416,840.00 for a one-year term commencing October 1, 2021 through September 30, 2022. Authorize the Chairman to sign and the Clerk of the Circuit Court to attest.

Human Services

20. [21-1524A](#) Funding Agreement with the Homeless Leadership Alliance of Pinellas, Inc. for bridge housing and emergency shelter for homeless families.

**Recommendation:** Approval of the Funding Agreement with the Homeless Leadership Alliance of Pinellas, Inc. for bridge housing and emergency shelter for homeless families.

\* The Homeless Leadership Alliance serves as the Homeless Continuum of Care (COC) lead agency and is responsible for providing leadership and oversight of the homeless system of care. The COC is responsible for ensuring programs are aligned with the Housing First philosophy, managing the coordinated entry process, and ensuring the system of care is aligned with the Housing and Urban Development guidelines.

\* The agreement provides funding to the Homeless Leadership Alliance to manage bridge housing and emergency shelter for homeless families. Bridge housing serves as a short-term intervention for families who have been assigned to a housing program but have not yet located permanent housing. Additionally, this agreement provides for emergency shelter beds and one full-time case coordinator to work with households to ensure connection to resources.

\* Funding in an amount not to exceed \$300,000.00 is included in the Fiscal Year 2022 Tentative Budget within the Human Services Department budget.

21. [21-1418A](#) Interlocal Agreements with the Public Defender's Office for jail diversion, juvenile crossover case management, a therapist, and an information technology position.

**Recommendation:** Approval of the five Interlocal Agreements with the Public Defender's Office for the Jail Diversion Recovery Program, Juvenile Crossover Program, a juvenile therapist, and an information technology position.

\* The Interlocal Agreements support programming and services offered by the Public Defender's Office.

\* The Jail Diversion program directs the placement of individuals to appropriate mental health services in lieu of jail and served a total of 629 clients in Fiscal Year (FY) 2020.

\* The Juvenile Crossover program assists youth who are at-risk of re-offending and entering the adult justice system. In FY20, 38 youth received counseling and social services through this program.

\* The information technology position supports Article V requirements.

\* The total amount of funding for the five Interlocal agreements is \$1,233,220.00 for the FY22.

### Public Works

22. [21-1734A](#) Interlocal Agreement with Hillsborough County, the City of St. Petersburg, and the City of Tampa for the Cross Bay Ferry Inter-City.

**Recommendation:** Consideration of the four-year Interlocal Agreement (ILA) among Hillsborough County and the Cities of St. Petersburg and Tampa for the inter-city passenger ferry service.

\* Hillsborough County entered into an agreement with HMS Ferries, Inc. (HMS) on June 16, 2021 to operate a seasonal ferry (Ferry) service between St. Petersburg and Tampa. That agreement and the HMS Business and Operations Plan are attached to this item.

\* The ILA equally shares the cost of inter-city passenger ferry service among the four governmental agencies.

\* The ILA stipulates subsidy funding for four seasons beginning October 2021 and extending by 1 month in Years 2 and 3 until 12 full months in Year 4.

\* The County's cost of \$822,500.00 for four years may be reduced based on potential revenue from the HMS and funding assistance from the Florida Department of Transportation.

\* An ILA termination provision must be exercised not later than June 1 of any year with written notice to Hillsborough County and other participating governments.

\* There is no dedicated funding source for the proposed Ferry service. If the ILA is approved, the Fiscal Year 2022 (October 2021 to April 2022) will fund the first year of service from General Revenue.

\* A complete staff analysis is attached for additional background.

ILA term beginning October 1, 2021 and related expenditure in the amount of \$822,500.00 over the agreement period, subject to annual appropriations.

23. [21-1271A](#) Road Transfer Interlocal Agreement with the City of Tarpon Springs for the transfer and acceptance of specific roadway segments and easements. (Companion to Item No. 24)

**Recommendation:** Approval of the Road Transfer Interlocal Agreement with the City of Tarpon Springs (City) for the transfer and acceptance of specific roadway segment and easements.

\* The County is partnering with municipalities to transfer right-of-way and maintenance responsibility for streets within, or partially within, municipal limits.

\* Agreement transfers operation and maintenance responsibilities of various road segments to the City (1.18 centerline miles).

\* There is no cost associated with the Interlocal Agreement.

\* Transfers include maintenance responsibilities for stormwater facilities.

Authorize the Chairman to sign and the Clerk of the Circuit Court to attest and record the Interlocal Agreement with Exhibits A and B and C, and corresponding right-of-way maps (Mylars) in the official records of the County.

24. [21-1770A](#) Declaration of Surplus Easement and Assignment of the Easement to the City of Tarpon Springs. (Companion to Item No. 23)

**Recommendation:** Approval of the Declaration of Surplus Easement and approval of the Assignment of Easement (Assignment) to the City of Tarpon Springs.

\* The County is partnering with municipalities to transfer rights-of-ways and maintenance responsibility for streets within, or partially within, municipal limits.

\* This Assignment is listed in the Road Transfer Interlocal Agreement as Exhibit C but was requested by the City to be processed as a separate assignment action.

\* This Assignment transfers the easement recorded in Official Records Book 20793, Pages 1128 through 1130 to the City of Tarpon Springs.

\* There is no cost associated with the Assignment.

Authorize the Chairman to sign and the Clerk of the Circuit Court to attest the Assignment of Easement and record it in the official records of the County.

## AUTHORITIES, BOARDS, CONSTITUTIONAL OFFICERS AND COUNCILS

Fire Protection Authority

25. [21-1072A](#) Amendment to the Fire Protection Services Agreement with three municipalities.

**Recommendation:** Sitting as the Pinellas County Fire Protection Authority, approve the following amendments to the Fire Protection Services Agreement with the Cities of Clearwater, Seminole and Tarpon Springs.

\* The current Fire Protection Services Agreement between the Fire Protection Authority and the Cities of Clearwater, Seminole and Tarpon Springs was executed on September 24, 2019.

\* Fiscal Year 2022 capital improvement projects include the following:

- 1.) Clearwater will replace marine rescue unit Marine 49.
- 2.) Seminole will add a staff support vehicle.
- 3.) Tarpon Springs will replace fire apparatus Squad 69.

\* Reimbursement for the unincorporated portion of capital improvement projects is made in accordance with the agreed capital plan and budget.

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

## COUNTY ATTORNEY

26. [21-1742A](#) Proposed initiation of litigation in the case of Pinellas County v. Moss & Associates, LLC and OCI Associates, Inc. for money damages arising out of Contract No. 134-0308-NC.

**Recommendation:** Approval and authorization for the County Attorney, through outside counsel, to initiate litigation against Moss & Associates, LLC and OCI Associates, Inc.

27. [21-1573A](#) County Attorney Reports:  
- County Redistricting Board Update

## COUNTY ADMINISTRATOR

28. [21-1572A](#) County Administrator Reports.

## COUNTY COMMISSION

29. [21-1547A](#) Appointment to the Pinellas Suncoast Transit Authority Board (Board of County Commissioners as a whole).

**Recommendation:** Approve one citizen appointment to the Pinellas Suncoast Transit Authority Board to serve a 3-year term: October 1, 2021 to September 30, 2024

\* Applicants can be viewed in the attached packet.

\* A worksheet/ballot may be provided, or the Clerk may request a verbal vote.

30. [21-1187A](#) Appointment to the South St. Petersburg Community Redevelopment Area Citizen Advisory Committee (Board of County Commissioners as a whole).

**Recommendation:** Approve one appointment to South St. Petersburg Community Redevelopment Area Citizen Advisory Committee to fulfill a vacated position for the remaining three-year term ending May 11, 2024.

- \* Approve one appointment.
- \* Names can be viewed on the attached list.
- \* Ballot/worksheet is provided; however, the Clerk may request a verbal vote.

31. [21-1533A](#) Appointment to the Suncoast Health Council (Board of County Commissioners as a whole).

**Recommendation:** Approve one appointment to the Suncoast Health Council filling a current vacancy with term ending March 31, 2023. This position will be eligible for reappointment at the completion of the term.

- \* Approval for appointment of one Health Care Consumer.
- \* Pamela Hamilton - Health Care Consumer
- \* Applicant names can be reviewed on the ballot worksheet. The Clerk may request a verbal vote/approval.

32. [21-1385A](#) Reappointments/appointment to the Pinellas County Construction Licensing Board (Board of County Commissioners as a whole).

**Recommendation:** Approve six appointments (5 reappointments and 1 new appointment) to the Pinellas County Construction Licensing Board for a term of four years from October 1, 2021 to September 20, 2025.

- \* This item is for six appointments.
- \* Names can be reviewed on the attached list.
- \* Applicant names can be reviewed on the ballot worksheet. The Clerk may request a verbal vote/approval.

33. [21-1574A](#) County Commission New Business: Pertinent and Timely Committee/Board Updates, Policy Considerations, Administrative/Procedural Considerations, and Other New Business:

- Annual performance review of the County Administrator.

6:00 PM

## PUBLIC HEARINGS

### BOARD OF COUNTY COMMISSIONERS

34. [21-1511A](#) Petition of Thomas Quartetti and Patti Quartetti to vacate the west 18 feet of the 6-foot wide easement lying along the north boundary of Lot 31, Nob Hill Addition, Plat Book 56, Page 51, lying in Section 23-29-15, Pinellas County, Florida. (Quasi-Judicial Hearing)

**Recommendation:** Consider granting the petition to vacate, and if granted, adopt the attached Resolution pursuant to §177, Florida State Statutes.

\* The vacation request is for the west 18 linear feet of a 6-foot-wide easement within the petitioners' property located at 1515 South Lake Avenue, Clearwater.

\* The petitioners are requesting the vacation to allow space for the construction of a new home and pool.

\* County staff have no objection to the vacation request.

Authorize the Clerk of the Circuit Court to record the resolution in the public records of Pinellas County.

35. [21-1520A](#) Resolutions to adopt final millage rates and budgets for Fiscal Year 2022 (second public hearing).

**Recommendation:** Following a public hearing, adopt resolutions approving the final millage rates and budgets for Fiscal Year 2022.

## ADJOURNMENT

**Special Accommodations**

Persons with disabilities who need reasonable accommodations to effectively participate in this meeting are asked to contact Pinellas County's Office of Human Rights by e-mailing such requests to [accommodations@pinellascounty.org](mailto:accommodations@pinellascounty.org) at least three (3) business days in advance of the need for reasonable accommodation. You may also call (727) 464-4882.

**Public Participation Procedures**

Persons wishing to comment regarding a specific agenda item should do so:

In person - by preregistering at [pinellascounty.org/comment](http://pinellascounty.org/comment) or by filling out a comment card with the County staff person in the meeting room; or,

Virtually - in advance in accordance with the instructions in the notice of this meeting, or on the virtual platform or phone after preregistering.

Members of the public wishing to make comments on the virtual platform or by phone must preregister by 5 p.m. the day before the meeting. At the scheduled section of the meeting when the item is before the Board of County Commissioners (Board), the Chairman or Clerk will call on each individual, one by one, to be heard. Each individual may speak for up to three minutes as may be modified by the Chairman. Comments or behavior that violate Pinellas County Commission Public Participation and Decorum Rules will be disconnected. Members of the public who cannot attend at the time an agenda item is before the Board may offer comments during the Citizens to Be Heard section near the beginning of the meeting. More information is available at [www.pinellascounty.org/BCC\\_Participation.htm](http://www.pinellascounty.org/BCC_Participation.htm) or by calling (727) 464-4400.

**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, 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 as may be modified by Pinellas County Emergency Order. 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.
3. Persons wishing to attend virtually must preregister at [pinellascounty.org/comment](http://pinellascounty.org/comment) by 5 p. m. the day before the meeting.

**Appeals**

Persons are advised that, if they decided 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.*