

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

601



SUBMITTAL DATE:
May 09, 2013

FROM: Economic Development Agency

SUBJECT: Substantial Amendment to the 2012-2013 One Year Action Plan

RECOMMENDED MOTION: That the Board of Supervisors approve the amendment of the County of Riverside's 2012-2013 One-Year Action Plan of the 2009-2014 Five-Year Consolidated Plan to add and amend various projects in the County's HOME Investment Partnerships Act (HOME) program as described in Attachment A.

BACKGROUND: (Commences on Page 2)

Robert Field
Assistant County Executive Officer/EDA

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	N/A
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	N/A
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2012/13

COMPANION ITEM ON BOARD AGENDA: No

SOURCE OF FUNDS: HOME Investment Partnerships Act Funds	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION: APPROVE

BY:
Jennifer L. Sargent

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Benoit, seconded by Supervisor Ashley and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Stone, Benoit and Ashley
Nays: None
Absent: None
Date: May 21, 2013
xc: EDA

Kecia Harper-Ihem
Clerk of the Board

By:
Deputy

Prey. Agn. Ref. 13 of 8/12

District: 1/1,4/4

Agenda Number:

3-7

FORM APPROVED COUNTY COUNSEL
BY:
ANNIE T. SAHHAR
DATE: 5/11/13
Departmental Concurrence

Dep't Recomm.: Consent Policy
Per Exec. Ofc.: Consent Policy

BACKGROUND:

The United States Department of Housing and Urban Development (HUD) requires that all substantial amendments to the Five-Year Consolidated Plan and the One-Year Action Plan be approved by the Board of Supervisors. All new activities added to the One-Year Action Plan, as well as a significant increase in funding to an existing project or changes to the scope of nature of an existing project, will be considered substantial amendments.

Pursuant to 24 Code of Federal Regulations (CFR) 91.105, the Economic Development Agency published a 30-day public notice notifying the public of the proposed amendment to the County of Riverside 2012-2013 One-Year Action Plan and the 2009-2014 Five-Year Consolidated Plan, a copy of which is attached hereto as Attachment B. Staff recommends approval of the HOME projects as described in Attachment A.

Attachments:

- Attachment A – Amendment Action and Project Descriptions (5 pages)
- Attachment B – Public Notices and Proof of Publication (4 pages)

Attachment A

Amendment Action and Project Descriptions

5 pages

Amendment Action:

The County of Riverside 2012-2013 One-Year Action Plan of the 2009-2014 Five-Year Consolidated Plan is amended as follows:

1. "Los Vinedos Mobile Home Park" is added to the HOME program list of funded activities; and
2. The following HOME projects are amended to allow for a separate allocation of HOME funds towards direct project staffing in an amount not exceed 10% of the total HOME funds approved for each project: Fred Young Farmworker Apartments, Cedar Glen Apartments, Sunset Springs Self Help, Pueblo Nuevo Apartments, and North Shore Groups 5 & 6.

The projects are fully described as follows:

Added Projects:

1. Project: **Los Vinedos Mobile Home Park**
Eligibility: 24 CFR §92.205(a)(1)
Sponsor: Desert Alliance for Community Empowerment
Address: 53990 Enterprise Way, Suite 1, Coachella, CA 92236
Funding Source: HOME Investment Partnerships Act
Project Funding: **\$1,000,000**
EDA Direct Staffing: **\$100,000**
Benefit: Housing for very low-income farmworker households
Number Served: Total 41 units (11 HOME units)
Site Location: The project is located on a 13.76 acre lot located on the Southeast corner of Hammond Road and 68th Avenue, in the unincorporated area of Mecca, Parcel Map Number: 36456.
Project Description: Desert Alliance for Community Empowerment (DACE), a nonprofit public benefit corporation and affordable housing developer, is proposing to use \$1,000,000 in HOME funds for the development and construction of a 41-unit mobile home park (phase 1) for very-low income farmworkers in the unincorporated community of Mecca. The project will consist of 41 three and four bedroom units, one unit will be set aside as a manager's unit. The three bedroom units are approximately 1066 square feet. The project amenities will include a 1,500 square foot community center, computer lab and open space. Project services will include tutoring, nutrition programs, English as a Second Language and after-school programs. A total of 11 units will be designated as HOME-assisted units limited to households whose income does not exceed 50% of the area median income for the County of Riverside, adjusted by family size at the time of occupancy. The HOME-assisted units will be restricted for a period of at least 55

years from the Notice of Completion. The total development cost is estimated to be \$7,410,861.

Amended Projects to add direct staffing costs:

2. **Project:** Fred Young Farmworker Apartments
Eligibility: 24 CFR §92.205(a)(1)
Sponsor: The Coachella Valley Housing Coalition
Address: 45-701 Monroe Street, Suite G, Indio, CA 92201
Project Funding: \$1,000,000
EDA Direct Staffing: \$100,000
Funding Source: HOME Investment Partnerships Act
Benefit: Housing for very low-income households
Number Served: Total 85 units (11 HOME units)
- Site Location:** The project site is along the southern side of Dr. Carreon Boulevard between Van Buren Street and Calhoun Street in the City of Indio, Assessor Parcel Numbers: 612-170-005 and the northwestern portion of 612-170-006.
- Project Description:** The Coachella Valley Housing Coalition, a California public benefit corporation, is proposing to use \$1,000,000 in HOME funds for the development and construction of an 85-unit multi-family affordable housing complex in the City of Indio, in the County of Riverside. The proposed project will consist of 12 one-bedroom units, 33 two-bedroom units, 28 three-bedroom units, and 11 four-bedroom units in addition to one resident manager's unit. The one-bedroom units are approximately 596 square-feet, the two-bedroom units are approximately 793 square-feet, the three-bedroom units are approximately 1,097 square-feet, and the four-bedroom units are approximately 1,227 square-feet. A total of 11 units will be designated as HOME-assisted units limited to households whose incomes do not exceed 50% of the area median family income for the County of Riverside, adjusted by family size at the time of occupancy. The total cost of development is estimated to be \$22,735,383.
3. **Project:** Cedar Glen Apartments
Eligibility: 24 CFR §92.205(a)(1)
Sponsor: Riverside Cedar Glen Partners, L.P.
Address: P.O. Box 3958, Palm Desert, CA 92261
Project Funding: \$550,000
EDA Direct Staffing: \$55,000
Funding Source: HOME Investment Partnerships Act
Benefit: Housing for very low-income households
Number Served: Total 51 units (11 HOME units)

Site Location: Northeast corner of Country Farm Road and Reynolds Road in the City of Riverside, with Assessor Parcel Numbers (APN): 145-260-011 and 145-260-020. The overall site is approximately 9.7 acres; the Phase 1 portion will encompass approximately 5.0 acres.

Project Description: Riverside Cedar Glen Partners, L.P., a California limited partnership, is proposing to use \$550,000 in HOME funds for the development and construction of a 51-unit multifamily housing complex (Phase 1) for qualified low-income households in the City of Riverside in the County of Riverside. One of the units will be reserved for the on-site manager. A total of 11 units will be designated as HOME-assisted units limited to households whose incomes do not exceed 50% of the area median income for the County of Riverside, adjusted by family size at the time of occupancy. The HOME-assisted units will be restricted for a period of at least 99 years from the issuance of the Certificate of Occupancy. Amenities for the project will include a 3,000 square foot community building, pool/splash pad, picnic areas, tot lots, low-impact cardio walking circuit, assigned carports, surveillance cameras with web access, and laundry facilities. The total development cost for Phase 1 is estimated to be \$16,113,177.

4. **Project:** **Sunset Springs Self Help**
Eligibility: 24 CFR §92.205(a)(1)
Sponsor: The Coachella Valley Housing Coalition
Address: 45-701 Monroe Street, Suite G, Indio, CA 92201
Project Funding: **\$152,000**
EDA Direct Staffing: **\$15,200**
Funding Source: HOME Investment Partnerships Act
Benefit: Housing for low-income households
Number Served: 32 total units (11 HOME units)
Site Location: Northwest corner of Mission Lakes Boulevard and Sonora Road in the City of Desert Hot Springs, with Assessor Parcel Numbers:
661-490-001; 661-490-002; 661-490-003; 661-490-004;
661-490-005; 661-490-006; 661-490-007; 661-490-008;
661-490-009; 661-490-010; 661-490-011; 661-490-012;
661-490-013; 661-490-014; 661-490-015; 661-490-016;
661-490-017; 661-491-016; 661-491-017; 661-491-018;
661-491-019; 661-491-020; 661-491-021; 661-491-022;
661-491-023; 661-491-024; 661-491-025; 661-491-026;
661-491-027; 661-491-028; 661-491-029; 661-491-030

Project Description: The Coachella Valley Housing Corporation, a non-profit public benefit corporation and Certified Housing Development Organization, is proposing to use up to \$152,000 in HOME funds for the development and construction of 32 single-family mutual

self-help homes for low-income homebuyers in the City of Desert Hot Springs in the County of Riverside. A total of 11 units will be designated as HOME-assisted units limited to households whose incomes do not exceed 80% of the area median income for the County of Riverside, adjusted by family size at the time of occupancy. The project is located on 32 separate parcels in the City of Desert Hot Springs. The proposed Project will consist of 28 four-bedroom and two-bath homes and four (4) three-bedroom and two-bath homes. The single-family homes will be approximately 1,320 square feet. The total cost of development is estimated to be \$5,048,000.

5. **Project:** **Pueblo Nuevo Apartments**
Eligibility: 24 CFR §92.205(a)(1)
Sponsor: The Coachella Valley Housing Coalition
Address: 45-701 Monroe Street, Suite G, Indio, CA 92201
Project Funding: **\$500,000**
EDA Direct Staffing: **\$50,000**
Funding Source: HOME Investment Partnerships Act
Benefit: Housing for very low-income households
Number Served: Total 50 units (11 HOME units)
- Site Location:** Northwest corner of Bagdad Avenue and Shady Lane in the City of Coachella, with Assessor Parcel Numbers (APN): 778-120-002. The address is: 1492 Orchard Avenue, Coachella, CA 92236. The overall site is approximately 5.13 acres.
- Project Description:** The Coachella Valley Housing Coalition, a California non-profit public benefit corporation, is proposing to use \$500,000 in HOME funds for the rehabilitation of a 50-unit multifamily housing complex for qualified low income households in the City of Coachella in the County of Riverside. A total of 11 units will be designated as HOME-assisted units limited to households whose incomes do not exceed 30% of the area median income for the County of Riverside, adjusted by family size at the time of occupancy. The proposed rehabilitation involves installation of new single-pane low-energy windows, blinds, air conditioning and heating systems, water heaters, kitchen cabinets and counter tops, new paint, flooring, roofing, light fixtures, plumbing fixtures, and solar tubes. Existing asphalt, concrete, and carports will be rehabilitated or replaced. The housing complex consists of ten (10) two-bedroom units, twenty (20) three-bedroom units, and twenty (20) four-bedroom units. One unit is reserved for the on-site manager. The two-bedroom units are approximately 876 square feet, the three-bedroom units are approximately 1,162 square feet, and the four-bedroom units are approximately 1360 square feet. The total development cost is estimated to be \$4,970,780.

6. **Project:** **North Shore Groups 5 & 6**
Eligibility: 24 CFR §92.205(a)(1)
Sponsor: The Coachella Valley Housing Coalition
Address: 45-701 Monroe Street, Suite G, Indio, CA 92201
Project Funding: **\$600,000**
EDA Direct Staffing: **\$60,000**
Funding Source: HOME Investment Partnerships Act
Benefit: Housing for low-income households
Number Served: 11 HOME units

Site Location: The project sites are located on scattered in-fill sites throughout the unincorporated community of North Shore in Riverside County and within the blocks bounded by 68th Avenue to the north, 73rd Avenue to the South, Beacon Drive to the east, and Bounty Avenue to the west. Assessor Parcel Numbers are as follows:
723-084-007; 723-084-009; 723-293-006;
723-334-014; 723-311-016; 723-272-023;
723-292-001; 723-292-002; 723-292-033;
723-312-015; 723-312-016

Project Description: The Coachella Valley Housing Coalition, a non-profit public benefit corporation, has applied for \$600,000 in HOME funds for the development and construction of 11 new single family homes for low income families in the unincorporated community of North Shore. The homes will be built through the mutual self-help construction method on 11 scattered residential lots located in an existing urban residential neighborhood. The proposed project will consist of 11 four-bedroom homes, each averaging approximately 1,320 square feet. The homes will be sold to families whose income is no more than 80% of the Area Median Income. The total development costs are estimated to be \$1,540,000.

Attachment B

Public Notices and Proof of Publication

4 pages

PUBLIC NOTICE

April 18, 2013

Riverside County Board of Supervisors
County Administrative Center
4080 Lemon Street, 5th Floor
Riverside, California 92501

(951) 343-5455 Stephanie Adams

TO ALL INTERESTED AGENCIES, GROUPS, AND PERSONS:

The Economic Development Agency hereby notifies concerned members of the public pursuant to 24 CFR §91.505 of its intent to amend the 2012-2013 One Year Action Plan. This amendment reports on a substantial change to the Action Plan. A substantial change occurs if the use of funds is changed from one eligible activity to another; a new, proposed activity is funded that was not described in the Consolidated Plan; an increase in the amount of Community Planning and Development (CPD) funds allocated to an existing activity; or a funded activity described in the Consolidated Plan is canceled.

The following summary presents an overview of proposed projects that will be added to the HOME Investment Partnerships Act (HOME) program list of funded activities:

LOS VINEDOS MOBILE HOME PARK – Development and construction of a 41-unit mobile home park for very low income farmworkers in the unincorporated Community of Mecca. Total project funding allocation: \$1,100,000.

The following summary presents an overview of the proposed projects that will be amended to increase the amount of funds allocated to the existing activity:

FRED YOUNG FARM WORKER APARTMENTS – Development and construction of an 85-unit multi-family affordable housing complex, for qualified low income households in the City of Indio. Total project funding allocation \$1,100,000.

CEDAR GLEN APARTMENTS – Development and construction of a 51-unit multi-family affordable housing complex, for qualified low income households in the City of Riverside. Total project funding allocation \$605,000.

SUNSET SPRINGS SELF HELP – Development and construction of 32 single-family mutual self-help homes, for qualified low income buyers in the City of Desert Hot Springs. Total project funding allocation \$167,200.

PUEBLO NUEVO APARTMENTS – Rehabilitation of a 50-unit multi-family affordable housing complex, for qualified low-income households in the City of Coachella. Total project funding allocation \$550,000.

NORTH SHORE GROUPS 5 & 6 – Development and construction of 11 single-family mutual self-help homes, for qualified low income buyers in the Community of North Shore. Total project funding allocation \$660,000.

It is anticipated that the Board of Supervisors will take action on the amendment at its regular meeting to be held on or about **May 21, 2013**, in the meeting room of the Board of Supervisors, Riverside County, Administrative Center, 4080 Lemon Street, Riverside, California. Any interested person wishing to comment may submit written comments to Riverside County Economic Development Agency, 5555 Arlington Ave, Riverside, CA 92504, Attention: Stephanie Adams, Housing Specialist, by **May 20, 2013** or may appear and be heard at the time of approval on or about **May 21, 2013**.

THE PRESS-ENTERPRISE

3450 Fourteenth Street
Riverside, CA 92501-3878
951-684-1200
951-368-9018 FAX

PROOF OF PUBLICATION (2010, 2015.5 C.C.P)

Publication(s): The Press-Enterprise

PROOF OF PUBLICATION OF

Ad Desc.: /

I am a citizen of the United States. I am over the age of eighteen years and not a party to or interested in the above entitled matter. I am an authorized representative of THE PRESS-ENTERPRISE, a newspaper in general circulation, printed and published daily in the County of Riverside, and which newspaper has been adjudicated a newspaper of general circulation by the Superior Court of the County of Riverside, State of California, under date of April 25, 1952, Case Number 54446, under date of March 29, 1957, Case Number 65673, under date of August 25, 1995, Case Number 267864, and under date of February 4, 2013, Case Number RIC 1215735; that the notice, of which the annexed is a printed copy, has been published in said newspaper in accordance with the instructions of the person(s) requesting publication, and not in any supplement thereof on the following dates, to wit:

04/18/2013

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Date: April 18, 2013
At: Riverside, California

COUNTY OF RIVERSIDE
3403 10TH ST, STE 500
RIVERSIDE, CA 92501

Ad Number: 0001031625-01

P.O. Number:

Ad Copy:

PUBLIC NOTICE

April 18, 2013

Riverside County Board of Supervisors
County Administrative Center
4080 Lemon Street, 5th Floor
Riverside, California 92501

(951) 343-5455 Stephanie Adams

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The following summary presents an overview of proposed projects that will be added to the HOME Investment Partnerships Act (HOME) program list of funded activities:

LOS VINEDOS MOBILE HOME PARK - Development and construction of a 41-unit mobile home park for very low income farmworkers in the unincorporated Community of Mecca. Total project funding allocation: \$1,100,000.

The following summary presents an overview of the proposed projects that will be amended to increase the amount of funds allocated to the existing activity:

FRED YOUNG FARM WORKER APARTMENTS - Development and construction of an 85-unit multi-family affordable housing complex, for qualified low income households in the City of Indio. Total project funding allocation \$1,100,000.

CEDAR GLEN APARTMENTS - Development and construction of a 51-unit multi-family affordable housing complex, for qualified low income households in the City of Riverside. Total project funding allocation \$405,000.

SUNSET SPRINGS SELF HELP - Development and construction of 32 single-family mutual self-help homes, for qualified low income buyers in the City of Desert Hot Springs. Total project funding allocation \$167,200.

PUEBLO NUEVO APARTMENTS - Rehabilitation of a 50-unit multi-family affordable housing complex, for qualified low-income households in the City of Coachella. Total project funding allocation \$550,000.

NORTH SHORE GROUPS 5 & 6 - Development and construction of 11 single-family mutual self-help homes, for qualified low income buyers in the Community of North Shore. Total project funding allocation \$660,000.

It is anticipated that the Board of Supervisors will take action on the amendment at its regular meeting to be held on or about May 21, 2013, in the meeting room of the Board of Supervisors, Riverside County, Administrative Center, 4080 Lemon Street, Riverside, California. Any interested person wishing to comment may submit written comments to Riverside County Economic Development Agency, 5555 Arlington Ave, Riverside, CA 92504, Attention: Stephanie Adams, Housing Specialist, by May 20, 2013 or may appear and be heard at the time of approval on or about May 21, 2013. 4/18

The Desert Sun
750 N Gene Autry Trail
Palm Springs, CA 92262
760-778-4578 / Fax 760-778-4731

Certificate of Publication

State Of California ss:
County of Riverside

Advertiser:

RIVERSIDE COUNTY ECONOMIC
44199 MONROE ST STE B
INDIO CA 922013

2000367034

I am over the age of 18 years old, a citizen of the United States and not a party to, or have interest in this matter. I hereby certify that the attached advertisement appeared in said newspaper (set in type not smaller than non pariel) in each and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

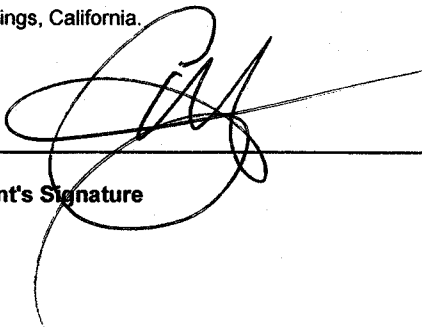
Newspaper: .The Desert Sun

4/18/2013

I acknowledge that I am a principal clerk of the printer of The Desert Sun, printed and published weekly in the City of Palm Springs, County of Riverside, State of California. The Desert Sun was adjudicated a newspaper of general circulation on March 24, 1988 by the Superior Court of the County of Riverside, State of California Case No. 191236.

I declare under penalty of perjury that the foregoing is true and correct. Executed on this 18th day of April, 2013 in Palm Springs, California.

Declarant's Signature



Public Notice
Riverside County Economic Development Agency
44199 Monroe Street, Ste B
Indio, California 92201
Attention: Stephanie Adams

TO ALL INTERESTED PARTIES, GROUPS, AND PERSONS:

The Economic Development Agency will be reviewing the following project for funding:

LOS VINEDOS
Development of a 20-unit multi-family residential complex for affordable low income housing in the City of Coachella. Total project funding allocation: \$540,000.

The following project will be reviewed for funding:

FRED
Development of a 20-unit multi-family residential complex for affordable low income housing in the City of Coachella. Total project funding allocation: \$540,000.

PUEBLO NUEVO APARTMENTS
Development of a 20-unit multi-family residential complex for affordable low income housing in the City of Coachella. Total project funding allocation: \$540,000.

NORTH RIVERSIDE
Development of a 20-unit multi-family residential complex for affordable low income housing in the City of Coachella. Total project funding allocation: \$540,000.

It is anticipated that a Board of Supervisors will take action on the application at its regular meeting on May 21, 2013 at 10:00 AM in the Board Room, Administrative Center, 1000 Main Street, Riverside, California. Any interested person wishing to comment may submit written comments to Riverside County Economic Development Agency, 5555 Arlington Ave, Riverside, CA 92504. Attention: Stephanie Adams, Housing Specialist, by May 20, 2013 or may appear and be heard at the time of approval on or about May 21, 2013.

Published: 4/18/13



MEMORANDUM

RIVERSIDE COUNTY ECONOMIC DEVELOPMENT AGENCY

Robert Field
Assistant County Executive Officer/EDA

TO: Clerk of the Board
FROM: Lynda Trumbauer
DATE: May 9, 2013
SUBJECT: Order of 2 Form 11's on the 5/21/13 Agenda

EDA will have two Form 11's on the 5/21/13 Agenda. The Form 11 entitled "A Finding of No Significant Impact on the Environment for Los Vinedos" needs to be approved by the Board before the Form 11 entitled "Substantial Amendment to the 2012-2013 One Year Action" is presented.

Please make sure of the order of presentation.

If you need further information, please call me at 5-4885. Thank you for your assistance.

Kecio
Please list 602
before 601

**Riverside County Board of Supervisors
Request to Speak**

Submit request to Clerk of Board (right of podium),
Speakers are entitled to three (3) minutes, subject
to Board Rules listed on the reverse side of this form.

SPEAKER'S NAME: GARY GRANT

Address: 27068 JARVIS ST
(only if follow-up mail response requested)

City: PERRIS **Zip:** 92570

Phone #: 657-9319

Date: MAY 21ST 01 **Agenda #** 3.7

PLEASE STATE YOUR POSITION BELOW:

Position on "Regular" (non-appealed) Agenda Item:

Support Oppose Neutral

Note: If you are here for an agenda item that is filed
for "Appeal", please state separately your position on
the appeal below:

Support Oppose Neutral

I give my 3 minutes to: _____

BOARD RULES

Requests to Address Board on "Agenda" Items:

You may request to be heard on a published agenda item. Requests to be heard must be submitted to the Clerk of the Board before the scheduled meeting time.

Requests to Address Board on items that are "NOT" on the Agenda:

Notwithstanding any other provisions of these rules, member of the public shall have the right to address the Board during the mid-morning "Oral Communications" segment of the published agenda. Said purpose for address must pertain to issues which are under the direct jurisdiction of the Board of Supervisors. YOUR TIME WILL BE LIMITED TO THREE (3) MINUTES.

Power Point Presentations/Printed Material:

Speakers who intend to conduct a formalized Power Point presentation or provide printed material must notify the Clerk of the Board's Office by 12 noon on the Monday preceding the Tuesday Board meeting, insuring that the Clerk's Office has sufficient copies of all printed materials and at least one (1) copy of the Power Point CD. Copies of printed material given to the Clerk (by Monday noon deadline) will be provided to each Supervisor. If you have the need to use the overhead "Elmo" projector at the Board meeting, please insure your material is clear and with proper contrast, notifying the Clerk well ahead of the meeting, of your intent to use the Elmo.

Individual Speaker Limits:

Individual speakers are limited to a maximum of three (3) minutes. Please step up to the podium when the Chairman calls your name and begin speaking immediately. Pull the microphone to your mouth so that the Board, audience, and audio recording system hear you clearly. Once you start speaking, the "green" podium light will light. The "yellow" light will come on when you have one (1) minute remaining. When you have 30 seconds remaining, the "yellow" light will begin flash, indicating you must quickly wrap up your comments. Your time is up when the "red" light flashes. The Chairman adheres to a strict three (3) minutes per speaker. **Note: If you intend to give your time to a "Group/Organized Presentation", please state so clearly at the very bottom of the reverse side of this form.**

Group/Organized Presentations:

Group/organized presentations with more than one (1) speaker will be limited to nine (9) minutes at the Chairman's discretion. The organizer of the presentation will automatically receive the first three (3) minutes, with the remaining six (6) minutes relinquished by other speakers, as requested by them on a completed "Request to Speak" form, and clearly indicated at the front bottom of the form.

Addressing the Board & Acknowledgement by Chairman:

The Chairman will determine what order the speakers will address the Board, and will call on all speakers in pairs. The first speaker should immediately step to the podium and begin addressing the Board. The second speaker should take up a position in one of the chamber aisles in order to quickly step up to the podium after the preceding speaker. This is to afford an efficient and timely Board meeting, giving all attendees the opportunity to make their case. Speakers are prohibited from making personal attacks, and/or using coarse, crude, profane or vulgar language while speaking to the Board members, staff, the general public and/or meeting participants. Such behavior, at the discretion of the Board Chairman may result in removal from the Board Chambers by Sheriff Deputies.