

MINUTES OF THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



9-10

9:30 a.m. being the time set for public hearing on the recommendation from Fire regarding Public Hearing on Adoption of Resolution 2013-097, Confirming Special Assessments for the Cost of Abating Hazardous Weeds.

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

Roll Call:

Ayes: Tavaglione, Stone, Benoit and Ashley  
Nays: None  
Absent: Jeffries

I hereby certify that the foregoing is a full true, and correct copy of an order made and entered on June 25, 2013 of Supervisors Minutes.

WITNESS my hand and the seal of the Board of Supervisors  
Dated: June 25, 2013  
Kecia Harper-Ihem, Clerk of the Board of Supervisors, in  
and for the County of Riverside, State of California.

(seal)

By: [Signature] Deputy

AGENDA NO.  
9-10

xc: Fire

2 RESOLUTION NO.2013-097

3  
4 ORDERING THE CONFIRMATION OF SPECIAL ASSESSMENTS  
5 AND LIENS AGAINST PARCELS OF LAND LOCATED WITHIN  
6 THE COUNTY OF RIVERSIDE FOR COSTS OF THE ABATEMENT  
7 AND REMOVAL OF HAZARDOUS WEEDS PURSUANT TO  
8 HEALTH AND SAFETY CODE SECTION 14912 AND  
9 COUNTY ORDINANCE NO. 695.4

10 WHEREAS, Health & Safety Code Section 14875 et seq. provides for  
11 the abatement and removal of hazardous weeds; and

12 WHEREAS, Riverside County in Ordinance No. 695.4 has established  
13 a methodology for the removal of hazardous weeds in various areas of  
14 the unincorporated portions of western Riverside County; and

15 WHEREAS, Section 6A of Ordinance No. 695.4 provides for the  
16 mailing of individual notices to the owners of such parcels advising  
17 them of their obligation to remove the weeds on such lands or be  
18 charged for the costs of such removal when the work is done by the  
19 County or by a contractor hired by the County; and

20 WHEREAS, such property owners have had the opportunity to object  
21 through filing a written request, within fifteen calendar days of the  
22 postmark on the Notice to Abate, as stated in the appeals procedure  
23 established in Section 6C of Ordinance No. 695.4; and

24 WHEREAS, on those parcels, where the removal was not carried out  
25 by the owners, the County, acting through various contractors, has now  
26 carried out the removal work required; and

27 WHEREAS, the charges placed upon the parcels is the cost of  
28 removal where the work was not carried out by the owners and is not a  
29 charge based upon the value of the parcels; and

30 WHEREAS, pursuant to Section 6F of Ordinance No. 695.4 the Fire  
Department shall render to the Property Owner an invoice demanding

1 payment within 15 days covering the costs of the work necessary for  
2 such abatement; and

3 WHEREAS, the billing for those parcels listed on the  
4 attached Exhibit "A" remain unpaid; now, therefore;

5 BE IT RESOLVED AND ORDERED by the Board of Supervisors of the  
6 County of Riverside, State of California, in regular session assembled  
7 on 6/25/13, that the list of parcels and costs of abatement for  
8 removal of hazardous weeds for each parcel as shown on Exhibit "A" are  
9 hereby confirmed and that henceforth said costs shall constitute  
10 special assessments against the respective parcels of land, and are  
11 liens on said lands in the amounts of the respective assessments.

12 BE IT FURTHER RESOLVED AND ORDERED that a copy of this Resolution  
13 shall be transmitted on August 12, 2013 to the Auditor-Controller of  
14 Riverside County who shall enter the amounts of the respective  
15 assessments against the respective parcels of land as they appear on  
16 the current assessment roll. Said assessments shall be collected at  
17 the same time in the same manner as ordinary municipal ad valorem  
18 taxes as provided by Section 6G of Ordinance No. 695.4.

19 FORM APPROVED COUNTY COUNSEL

20 BY Bruce G. Fordon 5/20/13  
21 BRUCE G. FORDON DATE

22 ROLL CALL:

23 Ayes: Tavaglione, Stone, Benoit and Ashley  
24 Nays: None  
25 Absent: Jeffries

26 The foregoing is certified to be a true copy of a resolution duly  
27 adopted by said Board of Supervisors on the date therein set forth.

28 KECIA HARPER-IHEM, Clerk of said Board

29 By \_\_\_\_\_  
30 Deputy

F/Y 2012/2013 Attachment A		
Parcel Number	Fund Number	Charge Amount
136-030-005-0	681124	\$644.00
255-110-026-6	681124	\$642.50
255-300-011-9	681124	\$514.00
255-381-022-0	681124	\$514.00
259-040-007-1	681124	\$384.00
259-040-018-1	681124	\$644.00
259-340-010-0	681124	\$514.00
266-020-001-5	681124	\$384.00
266-180-002-1	681124	\$514.00
266-190-012-1	681124	\$384.00
266-220-041-9	681124	\$514.00
266-262-008-0	681124	\$384.00
266-263-006-1	681124	\$384.00
266-263-007-2	681124	\$384.00
266-272-005-8	681124	\$384.00
266-320-003-4	681124	\$384.00
267-020-010-0	681124	\$384.00
267-090-010-7	681124	\$384.00
267-122-024-8	681124	\$384.00
271-142-017-5	681124	\$384.00
271-151-030-4	681124	\$384.00
271-151-052-4	681124	\$384.00
277-052-034-4	681124	\$644.00
279-103-025-7	681124	\$384.00

FY 2012/2013 Attachment A		
Parcel Number	Fund Number	Grange Amount
279-491-014-7	681124	\$464.60
280-110-001-7	681124	\$514.00
280-240-030-5	681124	\$384.00
280-240-031-6	681124	\$384.00
280-240-032-7	681124	\$384.00
283-110-044-7	681124	\$514.00
285-090-045-1	681124	\$384.00
287-351-008-8	681124	\$384.00
289-240-003-4	681124	\$514.00
300-020-008-3	681124	\$514.00
300-020-025-8	681124	\$384.00
300-060-008-7	681124	\$384.00
305-100-048-1	681124	\$384.00
305-100-049-2	681124	\$384.00
307-320-010-0	681124	\$644.00
309-190-042-2	681124	\$384.00
309-200-020-2	681124	\$384.00
309-210-006-1	681124	\$384.00
319-062-003-4	681124	\$384.00
319-062-003-4	681124	\$384.00
319-062-005-6	681124	\$384.00
319-062-005-6	681124	\$384.00
319-062-006-7	681124	\$384.00
319-062-006-7	681124	\$384.00

F/Y 2012/2013 Attachment "A"		
Parcel Number	Fund Number	Charge Amount
319-062-021-0	681124	\$384.00
319-062-021-0	681124	\$384.00
319-181-012-0	681124	\$384.00
319-181-012-0	681124	\$384.00
327-071-001-9	681124	\$384.00
327-080-064-4	681124	\$384.00
342-020-011-1	681124	\$384.00
342-020-030-8	681124	\$644.00
342-030-004-6	681124	\$644.00
342-030-008-0	681124	\$384.00
342-030-009-1	681124	\$514.00
342-040-007-0	681124	\$384.00
342-040-046-5	681124	\$514.00
342-040-060-7	681124	\$384.00
342-061-010-7	681124	\$384.00
342-061-018-5	681124	\$384.00
342-062-011-1	681124	\$384.00
342-063-002-6	681124	\$644.00
342-072-028-8	681124	\$384.00
342-072-032-1	681124	\$384.00
342-072-034-3	681124	\$384.00
342-092-019-2	681124	\$514.00
342-093-003-0	681124	\$644.00
342-094-002-2	681124	\$514.00

F/Y 2012/2013 Attachment "A"		
Parcel Number	Fund Number	Charge Amount
342-120-018-7	681124	\$384.00
342-120-019-8	681124	\$514.00
342-140-015-6	681124	\$384.00
342-150-017-9	681124	\$514.00
342-170-069-8	681124	\$514.00
342-270-002-6	681124	\$384.00
343-090-016-0	681124	\$644.00
343-121-010-9	681124	\$644.00
343-130-020-6	681124	\$644.00
343-152-015-0	681124	\$384.00
343-171-010-4	681124	\$384.00
343-190-008-2	681124	\$514.00
343-203-008-1	681124	\$384.00
343-204-005-1	681124	\$384.00
343-204-006-2	681124	\$384.00
343-261-020-1	681124	\$384.00
345-033-001-3	681124	\$384.00
345-033-002-4	681124	\$384.00
345-033-003-5	681124	\$384.00
345-033-004-6	681124	\$384.00
345-034-007-2	681124	\$384.00
345-034-008-3	681124	\$384.00
345-060-060-0	681124	\$514.00
345-070-040-3	681124	\$514.00

F/Y 2012/2013 Attachment A		
Parcel Number	Fund Number	Change Amount
345-080-033-8	681124	\$384.00
345-080-041-5	681124	\$644.00
345-080-072-3	681124	\$644.00
345-090-001-0	681124	\$384.00
345-090-002-1	681124	\$384.00
345-090-039-5	681124	\$514.00
345-090-046-1	681124	\$384.00
345-090-047-2	681124	\$384.00
345-210-026-3	681124	\$514.00
345-220-067-1	681124	\$384.00
345-220-069-3	681124	\$384.00
347-040-019-6	681124	\$1,154.00
347-130-006-2	681124	\$644.00
347-182-005-2	681124	\$429.20
347-182-031-5	681124	\$429.20
347-183-004-4	681124	\$470.00
347-183-014-3	681124	\$429.20
347-183-015-4	681124	\$429.20
347-183-018-7	681124	\$429.20
347-193-043-0	681124	\$384.00
347-220-022-4	681124	\$429.20
347-220-023-5	681124	\$429.20
347-220-024-6	681124	\$429.20
347-220-025-7	681124	\$429.20

F/Y 2012/2013 Attachment A		
Parcel Number	Fund Number	Charge Amount
347-280-004-4	681124	\$774.00
347-330-001-5	681124	\$514.00
347-330-066-4	681124	\$514.00
388-270-008-6	681124	\$506.00
426-220-016-7	681124	\$384.00
426-450-010-2	681124	\$774.00
426-450-010-2	681124	\$774.00
426-450-010-2	681124	\$774.00
427-100-003-1	681124	\$384.00
427-100-048-2	681124	\$384.00
427-170-050-0	681124	\$514.00
427-340-030-7	681124	\$514.00
427-390-005-0	681124	\$384.00
427-390-006-1	681124	\$384.00
427-390-021-4	681124	\$384.00
457-083-011-5	681124	\$384.00
457-193-002-7	681124	\$384.00
457-250-036-4	681124	\$384.00
457-340-022-9	681124	\$384.00
458-050-003-3	681124	\$384.00
458-120-008-4	681124	\$384.00
458-120-009-5	681124	\$384.00
458-181-011-5	681124	\$384.00
458-214-013-8	681124	\$384.00

F/Y 2012/2013 Attachment "A"		
Parcel Number	Fund Number	Charge Amount
458-311-007-3	681124	\$384.00
458-312-011-9	681124	\$384.00
459-081-021-2	681124	\$384.00
459-091-004-8	681124	\$384.00
459-150-010-5	681124	\$384.00
459-212-018-4	681124	\$384.00
459-223-014-4	681124	\$384.00
461-130-034-2	681124	\$384.00
461-190-052-4	681124	\$514.00
461-220-005-4	681124	\$384.00
462-020-006-4	681124	\$384.00
462-165-005-1	681124	\$384.00
462-181-008-4	681124	\$384.00
462-182-009-8	681124	\$384.00
462-190-001-5	681124	\$384.00
462-190-001-5	681124	\$384.00
462-190-002-6	681124	\$384.00
462-190-002-6	681124	\$384.00
462-190-003-7	681124	\$384.00
462-190-003-7	681124	\$384.00
462-191-001-8	681124	\$384.00
462-191-001-8	681124	\$384.00
462-191-002-9	681124	\$384.00
462-191-002-9	681124	\$384.00

F/Y 2012/2013 Attachment A		
Parcel Number	Fund Number	Charge Amount
462-191-003-0	681124	\$384.00
462-191-003-0	681124	\$384.00
462-191-017-3	681124	\$384.00
462-191-017-3	681124	\$384.00
463-080-003-4	681124	\$384.00
463-157-035-0	681124	\$384.00
463-158-018-8	681124	\$384.00
465-040-010-0	681124	\$384.00
465-310-001-6	681124	\$514.00
466-130-033-6	681124	\$774.00
466-391-001-4	681124	\$384.00
466-391-002-5	681124	\$384.00
466-391-003-6	681124	\$384.00
466-391-004-7	681124	\$384.00
466-391-005-8	681124	\$384.00
466-391-006-9	681124	\$384.00
466-391-007-0	681124	\$384.00
466-391-008-1	681124	\$384.00
466-391-009-2	681124	\$384.00
466-391-010-2	681124	\$384.00
466-391-022-3	681124	\$384.00
466-391-023-4	681124	\$384.00
472-150-010-2	681124	\$384.00
472-180-007-3	681124	\$514.00

FY 2012/2013 Attachment A		
Parcel Number	Fund Number	Charge Amount
476-010-042-6	681124	\$384.00
476-090-002-8	681124	\$384.00
476-090-003-9	681124	\$384.00
480-040-045-3	681124	\$384.00
920-120-008-4	681124	\$384.00
924-230-011-4	681124	\$514.00
924-240-016-0	681124	\$384.00
924-270-020-6	681124	\$384.00
927-150-026-2	681124	\$514.00
927-220-015-8	681124	\$514.00
927-390-048-4	681124	\$514.00
928-080-001-0	681124	\$384.00
928-150-001-6	681124	\$384.00
928-150-002-7	681124	\$384.00
928-160-004-0	681124	\$514.00
928-210-017-6	681124	\$384.00
928-270-002-8	681124	\$514.00
928-340-042-0	681124	\$384.00
929-120-006-5	681124	\$514.00
929-130-003-3	681124	\$514.00
929-250-036-4	681124	\$384.00
930-220-001-9	681124	\$514.00
930-220-006-4	681124	\$514.00
930-280-027-9	681124	\$514.00

FY 2012/2013 Attachment 'A'		
Parcel Number	Fund Number	Charge Amount
930-300-005-0	681124	\$384.00
930-320-024-9	681124	\$384.00
930-320-025-0	681124	\$384.00
931-060-011-1	681124	\$384.00
931-060-012-2	681124	\$514.00
931-170-010-0	681124	\$514.00
931-180-008-0	681124	\$384.00
931-240-011-7	681124	\$384.00
931-280-004-5	681124	\$514.00
931-290-022-2	681124	\$514.00
931-400-005-6	681124	\$384.00
932-060-036-1	681124	\$384.00
932-200-016-5	681124	\$514.00
941-080-045-7	681124	\$384.00
941-110-031-6	681124	\$384.00
943-170-026-2	681124	\$514.00
943-180-004-3	681124	\$514.00
951-170-009-6	681124	\$514.00
951-170-026-1	681124	\$384.00
951-220-002-3	681124	\$514.00
951-240-014-6	681124	\$384.00
951-250-001-5	681124	\$384.00
963-050-013-5	681124	\$514.00
964-010-003-9	681124	\$384.00

FY 2012/2013 Attachment A		
Parcel Number	Fund Number	Charge Amount
965-280-004-2	681124	\$384.00

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



700

**FROM: FIRE**

**SUBMITTAL DATE:**  
4/8/2013

**SUBJECT:** Set Public Hearing and Adoption of Resolution 2013-097. Confirming Special Assessments for the Cost of Abating Hazardous Weeds.

**RECOMMENDED MOTION:**

- (1) Direct the Clerk of the Board to set a public hearing for June 25, 2013 the list of parcels upon which the cost of weed abatement will become a special assessment.
- (2) Following a public hearing that the Board adopt Resolution 2013-097 confirming special assessments for costs incurred by the County in abating hazardous weeds.

**BACKGROUND:** Riverside County Ordinance 695.4 establishes an on-going program to abate hazardous vegetation. A "Notice To Abate" was sent to each owner of record, advising them of their obligation to comply within thirty days from the date of notice. Parcels found not in compliance by the Riverside County Fire Department, after re-inspection, have been turned over to the County Contractors for abatement.

A list of properties that are subject to a fee assessment will be provided at the Public Hearing. This fee incorporates the contractor's costs and an administrative fee of \$254.00

John R. Hawkins, County Chief

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 0.00	In Current Year Budget:	N/A
	Current F.Y. Net County Cost:	\$ 0.00	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0.00	For Fiscal Year:	13/14

**SOURCE OF FUNDS:** N/A

<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
<b>Requires 4/5 Vote</b>	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:**

APPROVE

By: Tina Grande

**County Executive Office Signature**

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Ashley, seconded by Supervisor Stone and duly carried, IT WAS ORDERED that the above matter is approved as recommended, and is set for public hearing on Tuesday, June 25, 2013, at 9:30 a.m.

**Ayes:** Jeffries, Stone, Benoit and Ashley

**Nays:** None

**Absent:** Tayagione

**Date:** June 25, 2013

**Fire COB**

Kecia Harper-Ihem

Clerk of the Board

By:   
Deputy

Prev. Agh. Ref.: 2013-097

**District:** All

**Agenda Number:**

**3-21**

FORM APPROVED COUNTY COUNSEL

BY:   
BRUCE G. FORDON  
DATE: 5/16/13

Departmental Concurrence

Dept's Recomm.: ☐ Consent ☐ Policy ☒ Policy  
Per Exec. Ofc.: ☐ Consent ☐ Policy ☒ Policy

Form 11 - **Subject:** Set Public Hearing and Adoption of Resolution 2013-097 Confirming Fire Department Special Assessments for the Cost of Abating Hazardous Weeds.

Once a property is identified to be in non-compliance, a notice of violation and an order to abate is issued. If the property is not abated, then the county abates the property. At the conclusion of the abatement, a bill is issued. If not paid then the county has the ability to recover abatement costs by assessing real property. The county is then able to recover costs through the property tax process.

The adoption of Resolution 2013-097 in a public hearing of the list of those parcels not in compliance and subject to the abatement fee is the final step required under the Health and Safety Code Section 14910 and County Ordinance 695.4 to establish assessments and liens on those parcels.

The current total amount to be assessed is \$106,278. The resolution has been approved as to form by County Counsel.

**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  
Board Rules listed on the reverse side of this form.

**SPEAKER'S NAME:** No Name

**Address:** 21600 Baley St -  
(only if follow-up mail response requested)

Mead Valley  
**City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Agenda #** 9-10

**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.

**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:** JOHN PAVELAK

**Address:** 1505 So 4<sup>th</sup> STREET  
(only if follow-up mail response requested)

**City:** SAN BERNARDINO **Zip:** 92408

**Phone #:** 909-381-6002

**Date:** 6/25/13 **Agenda #:** 9-10

**PLEASE STATE YOUR POSITION BELOW:**

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

       **Support**      X **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.