

CITY OF RIVIERA BEACH
PALM BEACH COUNTY, FLORIDA
UTILITY SPECIAL DISTRICT BOARD MEETING MINUTES
MUNICIPAL COMPLEX COUNCIL CHAMBERS
WEDNESDAY, SEPTEMBER 15, 2010, AT 5:00 P.M.

ANY PERSON WHO WOULD LIKE TO SPEAK ON AN AGENDA ITEM (NONCONSENT ITEMS ONLY), PLEASE FILL OUT A GOLD PUBLIC COMMENT CARD LOCATED IN THE BACK OF THE COUNCIL CHAMBERS AND GIVE IT TO THE UTILITY DISTRICT DIRECTOR PRIOR TO THE BEGINNING OF THE MEETING. IN NO EVENT WILL ANYONE BE ALLOWED TO SPEAK ON AN AGENDA ITEM AFTER THE RESOLUTION IS READ OR ITEM CONSIDERED.

ROLL CALL

Chairperson Pardo was present and presided. Upon a roll call by District Clerk Ward, the following were present: Board Chairperson Dawn S. Pardo; Vice Chairperson Davis; and Board member Billie E. Brooks. Also present were City Manager Ruth Jones; Interim District Director Gloria Shuttlesworth; District Clerk Carrie E. Ward; and Assistant District Attorney Rachael Johnson.

Board member Lowe was absent and Board member Thomas was tardy.

Invocation/Pledge of Allegiance

Everyone stood for a Moment of Silence and the Pledge of Allegiance led by Chairperson Pardo.

AGENDA Approval:

Additions, Deletions, Substitutions

City Manager Jones requested the desire of the board as it related to the presentation on the water treatment plant.

There was a consensus of the board to schedule a workshop for discussion on the water treatment plant.

Adoption of Agenda

A motion was made by **Vice Chairperson Davis** and seconded by **Board member Brooks** to approve the agenda as amended.

MOTION

Upon a roll call vote by District Clerk Ward, the vote was unanimous.

MOTION APPROVED

CONSENT AGENDA:

ALL MATTERS LISTED UNDER THIS ITEM ARE CONSIDERED TO BE ROUTINE AND ACTION WILL BE TAKEN BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS UNLESS A COUNCILPERSON SO REQUESTS, IN WHICH EVENT, THE ITEM WILL BE REMOVED FROM THE GENERAL ORDER OF BUSINESS AND CONSIDERED IN ITS NORMAL SEQUENCE ON THE AGENDA. MINUTES:

- 1. MINUTES OF THE REGULAR UTILITY SPECIAL DISTRICT BOARD MEETING HELD ON AUGUST 18, 2010.**

RESOLUTIONS:

- 2. RESOLUTION NO. ____ A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH UTILITY SPECIAL DISTRICT, PALM BEACH COUNTY, FLORIDA, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH UTILITY SPECIAL DISTRICT, PALM BEACH COUNTY, FLORIDA, ACCEPTING THE RECOMMENDATIONS BY THE PURCHASING DIRECTOR AND DISTRICT STAFF, FOR A SOLE SOURCE PROCUREMENT FROM IWATER TECHNOLOGY; AND APPROVING THE PURCHASE AND DELIVERY OF AN OPERATIONAL INFRAMAP SOFTWARE PROGRAM FOR THE VALVE EXERCISING/SOFT DIG MACHINE IWATER TECHNOLOGY IN AMOUNT OF \$16,998.00; AND AUTHORIZING THE DISTRICT BOARD CHAIRPERSON AND DISTRICT CLERK TO EXECUTE THE PURCHASE AGREEMENT; AUTHORIZING THE INTERIM DISTRICT FINANCE DIRECTOR TO MAKE THE APPROPRIATE TRANSFER; AND PAY THIS AMOUNT FROM ACCOUNT NO. 413-1430-533-0-6405; AND PROVIDING AN EFFECTIVE DATE.**
- 3. RESOLUTION NO. ____ A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH UTILITY SPECIAL DISTRICT, PALM BEACH COUNTY, FLORIDA, ADOPTING THE FISCAL YEAR 2010-2011 BUDGET FOR THE UTILITY SPECIAL DISTRICT; AND PROVIDING AN EFFECTIVE DATE.**

END OF CONSENT AGENDA

A motion was made by **Vice Chairperson Davis** and seconded by **Board member Brooks** to approve the Consent Agenda.

MOTION

Upon a roll call vote by District Clerk Ward, the vote was unanimous.

MOTION APPROVED

COMMENTS FROM THE PUBLIC – 6:15 PM*¹ – Non Agenda or Consent Item Speakers (Three Minute Limitation) *Please be reminded that the Utility District Board has adopted a set of “Rules of Decorum Governing Public Conduct During Official Meetings”, which has been posted at the entrance of the Council Chambers. In an effort to preserve order, if any of the rules are not adhered to, the District Board Chairperson may have any disruptive speaker removed from the podium from the meeting and/or the building, if necessary. Please govern yourselves accordingly.*

NONE

¹Public Comments will begin at 6:15 PM or if an item is already in progress, Public Comments will begin immediately after the item has concluded

AWARDS AND PRESENTATIONS:

PRESENTATION – CITY OF RIVIERA BEACH WATER TREATMENT PLANT DISINFECTION ALTERNATIVES EVALUATION SUBMITTED BY CHEN & ASSOCIATES, INC. - MR. PETER MOORE, P.E., PRESIDENT; MR. JAMES BARTON, P.E., SENIOR ENGINEER; AND MS. SAFYA GOOMBS, P.E.

ITEM DELETED

REGULAR:

- 4. FUND APPROPRIATION FOR UTILITY ENGINEERING CONSULTANTS, BARNES, FERLAND & ASSOCIATES, INC. AND CHEN & ASSOCIATES, INC. – MEMORANDUM TO UTILITY DISTRICT CHAIRPERSON AND BOARD FROM CITY MANAGER RUTH C. JONES.**

City Manager Jones requested that the appropriation amount for the two engineering consultants be increased from \$500,000 to \$900,000.

There was a consensus of the board to increase the appropriations for the two engineering consultants to \$900,000.

- 5. RESOLUTION NO. 28-10UD A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH UTILITY SPECIAL DISTRICT, PALM BEACH COUNTY, FLORIDA, APPROVING THE PROPOSAL FROM CHEN AND ASSOCIATES, INC., IN THE AMOUNT OF \$232,734.00 TO PERFORM PROFESSIONAL ENGINEERING DESIGN SERVICES FOR THE DESIGN AND PERMITTING FOR UTILITY ADJUSTMENTS ON MLK JR. BOULEVARD FROM CONGRESS AVENUE TO AUSTRALIAN AVENUE (WORK AUTHORIZATION #5); AND AUTHORIZING THE DISTRICT FINANCE DIRECTOR TO PAY THIS AMOUNT FROM ACCOUNT NO. 413-1437-536-0-6558; AND PROVIDING AN EFFECTIVE DATE.**

District Clerk Ward read the aforementioned resolution into the record.

A motion was made by **Vice Chairperson Davis** and seconded by **Board member Brooks** to approve Resolution No. 28-10UD.

MOTION

Upon a roll call vote by District Clerk Ward, the vote was unanimous.

MOTION APPROVED

6. **RESOLUTION NO. 29-10** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH UTILITY SPECIAL DISTRICT, PALM BEACH COUNTY, FLORIDA, APPROVING THE PROPOSAL FROM BARNES FERLAND and ASSOCIATES, Inc., IN THE AMOUNT OF \$40,337.00 TO PERFORM PROFESSIONAL PRELIMINARY ENGINEERING DESIGN SERVICES FOR THE DESIGN OF A REPLACEMENT MASTER LIFTSTATION #50; AND AUTHORIZING THE INTERIM DISTRICT FINANCE DIRECTOR TO PAY THIS AMOUNT FROM ACCOUNT NO. 411-1417-536-0-3106; AND PROVIDING AN EFFECTIVE DATE.

District Clerk Ward read the aforementioned resolution into the record.

A motion was made by **Vice Chairperson Davis** and seconded by **Board member Brooks** to approve Resolution No. 29-10UD.

MOTION

Upon a roll call vote by District Clerk Ward, the vote was unanimous.

MOTION APPROVED

7. **RESOLUTION NO. 30-10UD** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH UTILITY SPECIAL DISTRICT, PALM BEACH COUNTY, FLORIDA, APPROVING THE PROPOSAL FROM BARNES FERLAND and ASSOCIATES, Inc., IN THE AMOUNT OF \$41,641.00 TO PERFORM PROFESSIONAL PRELIMINARY ENGINEERING DESIGN SERVICES FOR THE DESIGN OF A REPLACEMENT MASTER LIFTSTATION #10; AND AUTHORIZING THE INTERIM DISTRICT FINANCE DIRECTOR TO PAY THIS AMOUNT FROM ACCOUNT NO. 411-1417-536-0-3106; AND PROVIDING AN EFFECTIVE DATE.

District Clerk Ward read the aforementioned resolution into the record.

A motion was made by **Vice Chairperson Davis** and seconded by **Board member Brooks** to approve Resolution No. 30-10UD.

MOTION

Upon a roll call vote by District Clerk Ward, the vote was unanimous.

MOTION APPROVED

8. **RESOLUTION NO. 31-10UD** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH UTILITY SPECIAL DISTRICT, PALM BEACH COUNTY, FLORIDA, AWARDED THE CONTRACT VIA BID NO. 262-10, TO INSITUFORM TECHNOLOGIES, INC., IN THE AMOUNT OF \$34,124.00, PLUS A 10% CONTINGENCY, TOTALING \$37,538.00 FOR THE SEWER IMPROVEMENTS ALONG WEST 34TH STREET FROM AVENUE "R" TO AVENUE "O"; AND AUTHORIZING THE INTERIM DISTRICT FINANCE DIRECTOR TO TRANSFER FUNDS, IN THE AMOUNT OF \$37,539.00, FROM THE UTILITY DISTRICT'S CONTINGENCY ACCOUNT NO. 412-1417-536-0-5999 TO CAP: SEWAGE COLLECTION ACCOUNT NO. 412-1438-535-0-4606 AND TO PAY SAME; AND PROVIDING AN EFFECTIVE DATE.

District Clerk Ward read the aforementioned resolution into the record.

A motion was made by Board member Thomas and seconded by Vice Chairperson Davis to approve Resolution No. 31-10UD.

MOTION

Upon a roll call vote by District Clerk Ward, the vote was unanimous.

MOTION APPROVED

PETITIONS AND COMMUNICATIONS FOR FILING:

NONE

PUBLIC HEARINGS:

ORDINANCES ON SECOND READING:

NONE

ORDINANCES ON FIRST READING:

NONE

BOARD APPOINTMENT(S):

NONE

DISCUSSION BY THE INTERIM DIRECTOR OF UTILITIES:

Interim Director Shuttlesworth stated that Board member Davis requested information on the nutrient requirement and that the information was distributed and a report on the impact to the city would be provided at a later date. She stated that a meeting was held with South Florida Water Management District and staff pledged that the full report would be provided to them by November but a full report would be provided to the board at the next meeting.

LEGAL DISCUSSION/REQUEST:

NONE

DISCUSSION AND RECOMMENDATIONS BY DISTRICT BOARD:

Vice Chairperson Davis stated that the information on the nutrient requirement provided by staff was established by the EPA however, the National League of Cities was pushing against the requirement and that she would provide a full report at a later date.

Chairperson Pardo requested an update on the advertisement for a Utility District Director.

City Manager Jones stated that a memorandum was distributed and continued with reviewing the contents of the memorandum.

Board member Thomas stated that there were two candidates that were currently employed with the city he wanted included on the list to be interviewed..

ADJOURNMENT

APPROVED:

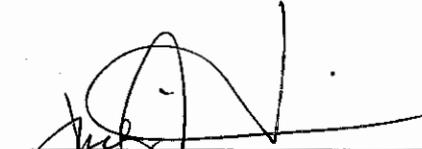


DAWN S. PARDO
CHAIRPERSON

ATTEST:



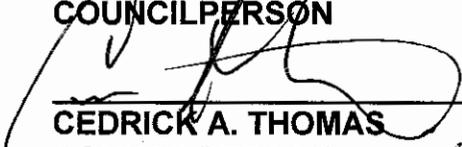
CARRIE E. WARD
MASTER MUNICIPAL CLERK
CITY CLERK



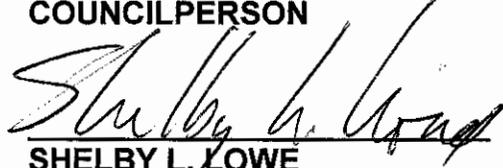
JUDY L. DAVIS
CHAIR PRO TEM



BILLIE E. BROOKS
COUNCILPERSON



CEDRICK A. THOMAS
COUNCILPERSON



SHELBY L. LOWE
COUNCILPERSON

MOTIONED BY: J. DAVIS
SECONDED BY: C. THOMAS

D. PARDO AYE
J. DAVIS AYE
B. BROOKS AYE
C. THOMAS AYE
S. LOWE AYE

DATE APPROVED: 10/20/2010