

CITY OF RIVIERA BEACH  
PALM BEACH COUNTY, FLORIDA  
UTILITY SPECIAL DISTRICT MEETING MINUTES  
MUNICIPAL COMPLEX COUNCIL CHAMBERS  
WEDNESDAY, NOVEMBER 28, 2007, AT 6:00 P.M.

I. DISTRICT CLERK CALLS TO ORDER:

Roll Call

Chairperson Lowe was present and presided. Upon a roll call by District Clerk Ward, the following were present: Chairperson Shelby L. Lowe; Vice Chairperson Lynne Hubbard; Board member Norma Duncombe; and Board member James Jackson. Also present were Utility District Director Dr. Ed Sierra; District Board Clerk Carrie E. Ward, MMC; District Board Attorney Pamala Hanna Ryan; and Interim District Board Finance Director Jeffery Williams.

Board member Thomas was tardy.

Invocation & Pledge of Allegiance

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

II. AGENDA APPROVAL

1) Additions, Deletions, Substitutions

NONE

2) Adoption of Agenda

A motion was made by Vice Chairperson Hubbard and seconded by Board member Jackson to approve the agenda.

MOTION

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

MOTION APPROVED

III. AWARDS AND PRESENTATIONS

NONE

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IV. COMMENTS FROM THE PUBLIC - Non-Agenda Item Speakers  
(Two Minute Limitation) Please be reminded that the 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 Chair may have any disruptive speaker removed from the podium, from the meeting and/or the building if necessary. Please govern yourselves accordingly.

NONE

V. 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 BOARD MEMBER 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.

1) MINUTES

ITEM NO.1

Minutes of the Utility Special District Board Meeting held on October 17,2007.

ITEM NO.2

Agenda Review Minutes held October 15, 2007 for the Utility Special District meeting held on October 17,2007.

RESOLUTIONS:

NONE

2) PETITIONS AND COMMUNICATIONS FOR FILING

NONE

END OF CONSENT AGENDA

A motion was made by Vice Chairperson Hubbard and seconded by Board member Jackson to approve the Consent Agenda.

MOTION

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

MOTION APPROVED

VI. PUBLIC HEARINGS:

NONE

1) ORDINANCES ON FIRST READING:

NONE

VII. REGULAR:

ITEM NO.3

RESOLUTION NO. 27-07UD A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH UTILITY SPECIAL DISTRICT, PALM BEACH COUNTY, FLORIDA. AUTHORIZING THE DISTRICT TO ADVERTISE A REQUEST FOR PROPOSALS (RFP) FROM QUALIFIED AND EXPERIENCED FIRMS TO PERFORM A WATER RATE STUDY FOR THE CITY OF RIVIERA BEACH UTILITY SPECIAL DISTRICT; AND PROVIDING AN EFFECTIVE DATE.

District Clerk Ward read the aforementioned Resolution into the record.

A motion was made by Board member Jackson and seconded by Vice Chairperson Hubbard to approve Resolution No. 27-07UD.

MOTION

Gerald Ward, 31 W 20<sup>th</sup> Street, urged the board to approve the proposed resolution.

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

MOTION APPROVED

ITEM NO.4

RESOLUTION NO. 28-07UD A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH UTILITY SPECIAL DISTRICT, PALM BEACH COUNTY, FLORIDA, APPROVING PAYMENT TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION, IN THE AMOUNT OF \$35,000.00, AS RESULT OF A LEAK FROM THE DISTRICT'S WET WELL INTERCONNECT PIPE AT LIFT STATION 1A INTO THE INTRACOASTAL; APPROVING AND AUTHORIZING THE INTERIM DISTRICT FINANCE DIRECTOR TO TRANSFER FUNDS, IN THE AMOUNT OF \$35,000.00; FROM THE UTILITY SPECIAL DISTRICT CONTINGENCY ACCOUNT NO. 411-1417-536-0-5999 INTO THE UTILITY DISTRICT PROFESSIONAL SERVICES ACCOUNT NO. 411-1438-535-0-3106; AND AUTHORIZING THE INTERIM

**FINANCE DIRECTOR TO PAY THIS AMOUNT FROM ACCOUNT NO. 411-1438-535-0-3106; 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 Hubbard** to approve Resolution No. 28-07UD.

**MOTION**

**District Attorney Ryan** stated that if the board passed the resolution she would like for it to be done with the condition that she was authorized to make changes to the consent order if possible.

An amended motion was made by **Board member Duncombe** and seconded by **Board member Jackson** authorizing the board attorney to make changes to the consent order if necessary.

**AMENDED MOTION**

**District Attorney Ryan** stated that the maker of the original motion should incorporate the amendment into the original motion.

An amended motion was made by **Board member Thomas** and seconded by **Vice Chairperson Hubbard** approving Resolution No. 28-07UD contingent upon District Attorney Ryan making changes to the consent order if necessary after speaking with the attorney for the Florida Department of Environmental Protection.

**AMENDED MOTION**

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

**MOTION APPROVED**

**ITEM NO.5**

**RESOLUTION NO. 29-07UD A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH UTILITY SPECIAL DISTRICT, PALM BEACH COUNTY, FLORIDA, ACCEPTING AND APPROVING THE WORK TASK FROM JORDAN JONES & GOULDING (JJG) ENGINEERING, IN THE AMOUNT OF \$183,900; TO PROVIDE PROFESSIONAL ENGINEERING DESIGN REHABILITATION SERVICES TO UPGRADE EIGHT (8) FILTERS IN THE NORTH FILTER BUILDING AT THE WATER TREATMENT PLANT; USING THE CITY OF RIVIERA BEACH ENGINEERING SERVICES CONTRACT; AND PAY THIS AMOUNT FROM ACCOUNT NO. 412-1437-533-0-6559; 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 Hubbard to approve Resolution No. 29-07UD.

MOTION

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

MOTION APPROVED

IX. BOARD APPOINTMENT:

NONE

VIII. LEGAL DISCUSSION/REQUESTS

NONE

IX. REQUEST TO DISTRICT BOARD AND RECOMMENDATIONS OR DISCUSSIONS FROM THE DISTRICT CHAIRPERSON & BOARD

NONE

X. ADJOURNMENT

There being no further business, the meeting was duly adjourned at 6:15 p.m.

APPROVED:

Absent: \_\_\_\_\_

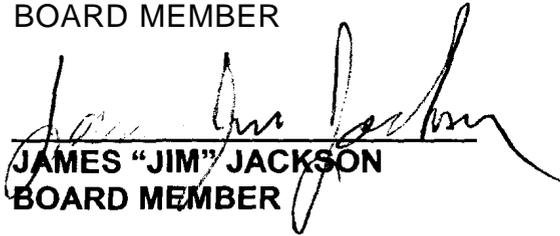
SHELBY L. LOWE  
CHAIRPERSON

  
CARRIE E. WARD  
MASTER MUNICIPAL CLERK  
BOARD CLERK

  
LYNNE L. HUBBARD  
VICE CHAIRPERSON

  
NORMA DUNCOMBE  
BOARD MEMBER

Absent  
CEDRICK THOMAS  
BOARD MEMBER

  
JAMES "JIM" JACKSON  
BOARD MEMBER

MOTIONED BY: JACKSON  
SECONDED BY: DUNCOMBE

J. JACKSON	<u>AYE</u>
S. LOWE	<u>ABSENT</u>
C. THOMAS	<u>ABSENT</u>
N. DUNCOMBE	<u>AYE</u>
L. HUBBARD	<u>AYE</u>

DATE APPROVED: 02/20/2008