

Item No. 1

**CITY OF RIVIERA BEACH DISTRICT BOARD
AGENDA ITEM SUMMARY**

MEETING DATE: AUGUST 17, 2011

AGENDA ITEM SUMMARY NO. M11-81-1

- | | |
|---|--|
| <input type="checkbox"/> AWARDS / PRESENTATIONS / PETITIONS | <input type="checkbox"/> REGULAR |
| <input checked="" type="checkbox"/> CONSENT | <input type="checkbox"/> RESOLUTION |
| <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> DISCUSSION & DELIBERATION |
| <input type="checkbox"/> ORDINANCE ON SECOND READING | <input type="checkbox"/> BOARD APPOINTMENT |
| <input type="checkbox"/> ORDINANCE ON FIRST HEARING | <input type="checkbox"/> WORKSHOP |

TITLE/SUBJECT: MINUTES OF THE UTILITY SPECIAL DISTRICT MEETING HELD JULY 20, 2011

RECOMMENDATION / MOTION: BOARD OF DIRECTORS TO APPROVE THE MINUTES OF THE UTILITY SPECIAL DISTRICT MEETING HELD JULY 20, 2011

City Manager	Library
◆District Attorney	Marina
◆District Clerk	Police
Community Development	Public Works
◆Finance	○Purchasing
Fire	Recreation & Parks
Human Resources	◆Utility Special District <i>vea</i>
Information Systems	Other

APPROVED BY DISTRICT DIRECTOR *Tom C. Curizano* DATE: AUG 10 2011

Originator: <i>CK</i> OFFICE OF THE CITY CLERK	Costs: _____ Current FY: _____ Funding Source: <input type="checkbox"/> Capital Improvement <input type="checkbox"/> Operating <input type="checkbox"/> Other: Budget Account Number:	District Board Actions: <input type="checkbox"/> Approved <input type="checkbox"/> Approved W/conditions <input type="checkbox"/> Denied _____ <input type="checkbox"/> Tabled to _____ <input type="checkbox"/> Referred to staff _____
User: ALL <i>vea</i>		
Advertised: Date: Paper: <input checked="" type="checkbox"/> Not Required Affected Parties <input type="checkbox"/> Notified <input checked="" type="checkbox"/> Not Required		Attachments: 1. MINUTES OF THE JULY 20, 2011 UTILITY SPECIAL DISTRICT MEETING

BACKGROUND/SUMMARY:

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2011	2012
Capital Expenditures	<u>NA</u>	<u>NA</u>
Operating Costs	<u>NA</u>	<u>NA</u>
External Revenues	<u>NA</u>	<u>NA</u>
Program Income (City)	<u>NA</u>	<u>NA</u>
In-Kind Match (City)	<u>NA</u>	<u>NA</u>
NET FISCAL IMPACT	<u>NA</u>	<u>NA</u>

**NO. ADDITIONAL FTE
POSITIONS (Cumulative)** _____

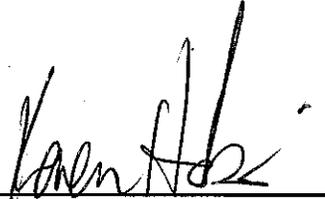
Is Item Included In Current Budget? Yes _____ No _____
Budget Account No.: Fund _____ Dept/Division _____ Org. _____ Object _____
Reporting Category _____

B. Recommended Sources of Funds/Summary of Fiscal Impact:

C. Departmental Fiscal Review: _____

III. REVIEW COMMENTS

**A. Finance Department and/or Purchasing/Intergovernmental Relations/Grants
Comments:**



Finance Department

Purchasing and Grants

B. Other Department Review:

Department Director

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City Manager	<i>POW for RS 10/11/11</i>	Library
◆District Attorney		Marina
◆District Clerk		Police
Community Development		Public Works
◆Finance	<i>RA 8/10/11</i>	Purchasing
Fire		Recreation & Parks
Human Resources		◆Utility Special District <i>VLA</i>
Information Systems		Other

APPROVED BY DISTRICT DIRECTOR

Thomas C. Curigano

AUG 10 2011

Originator: <i>CA</i> OFFICE OF THE CITY CLERK	Costs: _____ Current FY: _____ Funding Source: <input type="checkbox"/> Capital Improvement <input type="checkbox"/> Operating <input type="checkbox"/> Other: _____	District Board Actions: <input type="checkbox"/> Approved <input type="checkbox"/> Approved W/conditions <input type="checkbox"/> Denied _____ <input type="checkbox"/> Tabled to _____ <input type="checkbox"/> Referred to staff _____
User: ALL <i>ves</i>	Budget Account Number: _____	Attachments: 1. MINUTES OF THE JULY 20, 2011 UTILITY SPECIAL DISTRICT MEETING
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NO. ADDITIONAL FTE POSITIONS (Cumulative) _____

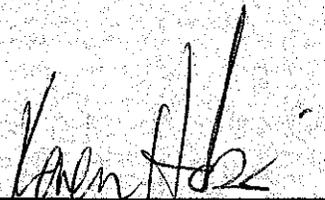
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Budget Account No.: Fund _____ **Dept/Division** _____ **Org.** _____ **Object** _____
Reporting Category _____

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C. Departmental Fiscal Review: _____

III. REVIEW COMMENTS

A. Finance Department and/or Purchasing/Intergovernmental Relations/Grants Comments:



Finance Department

Purchasing and Grants

B. Other Department Review:

Department Director

**CITY OF RIVIERA BEACH
PALM BEACH COUNTY, FLORIDA
UTILITY SPECIAL DISTRICT BOARD MEETING MINUTES
MUNICIPAL COMPLEX COUNCIL CHAMBERS
WEDNESDAY, JULY 20, 2011, AT 6:00 P.M.**

ANY PERSON WHO WOULD LIKE TO SPEAK ON AN AGENDA ITEM (NONCONSENT ITEMS ONLY), PLEASE FILL OUT A SALMON 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 Davis was present and presided. Upon a roll call by District Clerk Ward, the following were present: Board Chairperson Judy L. Davis; Board Vice Chairperson Billie E. Brooks; and Board member Shelby L. Lowe. Also present were City Manager Ruth C. Jones; District Clerk Carrie E. Ward, MMC; and Utility Special District Executive Director Louis C. Aurigemma.

District Attorney Ryan was tardy.

Board members Pardo and Thomas were absent.

Invocation/Pledge of Allegiance

Everyone stood for a Moment of Silence and the Pledge of Allegiance led by City Manager Jones.

AGENDA APPROVAL

City Manager Jones stated that No. 5 – resolution reference water disinfection was deleted.

Additions, Deletions, Substitutions

A motion was made by Boardmember Lowe and seconded by Vice Chairperson Brooks to approve the agenda as amended.

MOTION

Upon a roll call vote by City 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 MAY 4, 2011.**

RESOLUTIONS:

- 2. RESOLUTION NO. 13-11UD A RESOLUTION OF THE UTILITY SPECIAL DISTRICT BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, APPROVING THE PALM BEACH COUNTY JOINT UTILITY AGREEMENT, IN THE CONSTRUCTION OF UTILITY ADJUSTMENTS TO THE WATER DISTRIBUTION AND SEWAGE TRANSMISSION SYSTEMS AND OTHER IMPROVEMENTS AT THE INTERSECTION OF BLUE HERON BOULEVARD AND CONGRESS AVENUE; AUTHORIZING THE DISTRICT CHAIRPERSON AND DISTRICT CLERK TO EXECUTE SAID AGREEMENT; IN THE AMOUNT OF \$54,045.20 PLUS A 10% CONTINGENCY FOR A TOTAL OF \$59,449.72; APPROVING AND AUTHORIZING THE INTERIM DISTRICT FINANCE DIRECTOR TO TRANSFER FUNDS, IN THE AMOUNT OF \$59,449.72, FROM THE UTILITY DISTRICT CONTINGENCY ACCOUNT NO. 413-1417-536-0-5999 INTO THE UTILITY DISTRICT CAP: MAINS ACCOUNT NO. 413-1437-533-0-6558; AND AUTHORIZING THE INTERIM DISTRICT FINANCE DIRECTOR TO PAY THIS AMOUNT FROM ACCOUNT NO. 413-1437-533-0-6558; AND PROVIDING AN EFFECTIVE DATE.**
- 3. RESOLUTION NO. 14-11UD A RESOLUTION OF THE UTILITY SPECIAL DISTRICT BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, APPROVING THE PALM BEACH COUNTY JOINT UTILITY AGREEMENT, IN THE CONSTRUCTION OF UTILITY ADJUSTMENTS TO THE WATER DISTRIBUTION AND SEWAGE TRANSMISSION SYSTEMS AND OTHER IMPROVEMENTS ALONG HAVERHILL ROAD AND DYER BOULEVARD; AUTHORIZING THE DISTRICT CHAIRPERSON AND DISTRICT CLERK TO EXECUTE SAID AGREEMENT; IN THE AMOUNT OF \$22,733.00 PLUS A 10% CONTINGENCY FOR A TOTAL OF \$25,006.30; APPROVING AND AUTHORIZING THE INTERIM DISTRICT FINANCE DIRECTOR TO PAY SAME FROM THE UTILITY DISTRICT ACCOUNT NO. 413-1438-533-0-6558; AND PROVIDING AN EFFECTIVE DATE.**

4. **RESOLUTION NO. 15-11UD** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH UTILITY SPECIAL DISTRICT, PALM BEACH COUNTY, FLORIDA, APPROVING THE PROPOSAL FROM BFA, Inc., IN THE AMOUNT OF \$7,913.38 TO PERFORM ADDITIONAL PROFESSIONAL ENGINEERING DESIGN AND PERMITTING SERVICES FOR THE CONSTRUCTION OF AERIAL CROSSING REHABILITATION; AND AUTHORIZING THE INTERIM DISTRICT FINANCE DIRECTOR TO PAY THIS AMOUNT FROM ACCOUNT NO. 411-1417-536-0-3106; AND PROVIDING AN EFFECTIVE DATE.

ITEM PULLED FOR DISCUSSION

District Clerk Ward read the aforementioned resolution into the record.

A motion was made by **Boardmember Lowe** and seconded by **Vice Chairperson Brooks** to approve Resolution No. 15-11UD.

MOTION

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

MOTION APPROVED

END OF CONSENT AGENDA

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

MOTION

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:

- 4B. **AWARD PRESENTATION TO MS. ANN SNIPES, EXECUTIVE ASSISTANT, FOR WINNING 1ST PLACE IN THE “GUT BUSTER WEIGHT LOSS/WALKING CONTEST” SPONSORED BY CITY’S RISK MANAGEMENT DIVISION (HUMAN RESOURCES DEPARTMENT), COVENTRY HEALTH CARE OF FLORIDA (CITY’S INSURANCE PROVIDER) AND WALGREENS PRESENTERS.**

Marie Sullin, Risk Manager, presented an award to Ann Snipes, winner of the city's "Gut Buster Weight Loss/Walking Contest".

REGULAR:

5. A RESOLUTION OF THE UTILITY SPECIAL DISTRICT BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA, AUTHORIZING APPROVAL OF STAFF RECOMMENDATION TO UTILIZE CHLORINE GAS AS THE WATER DISINFECTANT FOR THE UTILITY DISTRICT WATER TREATMENT PLANT, AND PROVIDING FOR AN EFFECTIVE DATE.
DELETED

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 EXECUTIVE DIRECTOR OF UTILITIES:

NONE

LEGAL DISCUSSION/REQUEST:

NONE

DISCUSSION AND RECOMMENDATIONS BY DISTRICT BOARD:

Vice Chairperson Brooks stated that she was glad that the item related to water disinfection was deleted until everyone on the board was present and encouraged that the agenda be light whenever it's scheduled to be discussed.

ADJOURNMENT

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

PLEASE NOTE: A COMPLETE AGENDA PACKAGE AND RECORDING IS ON FILE IN THE OFFICE OF THE CITY CLERK.

APPROVED:

ATTEST:

**CARRIE E. WARD
MASTER MUNICIPAL CLERK
UTILITY SPECIAL DISTRICT CLERK**

**JUDY L. DAVIS
CHAIRPERSON**

**BILLIE E. BROOKS
VICE CHAIRPERSON**

**CEDRICK A. THOMAS
BOARD MEMBER**

**DAWN S. PARDO
BOARD MEMBER**

**SHELBY L. LOWE
BOARD MEMBER**

MOTIONED BY: _____
SECONDED BY: _____

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

DATE APPROVED: 08/17/2011