



**Utility Special District Meeting  
Agenda  
Marina Event Center - 190 E. 13th Street  
Riviera Beach, FL 33404  
January 17, 2024  
5:30 PM**

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*Be advised, that the meeting location is subject to change. The public is encouraged to visit the City's website, [www.rivierabch.com](http://www.rivierabch.com) , for up to date information on meeting location and information.*

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**Chairperson**

Douglas A. Lawson - District 5

**Vice Chair**

Shirley D. Lanier - District 3

**Board Members**

Tradrick McCoy - District 1

KaShamba Miller-Anderson - District 2

Julia A. Botel - District 4

**Ex-Officio Board Member**

Mayor Ronnie L. Felder

**Administration**

Jonathan Evans, City Manager

Michael RT Low, Executive Director

Deborah Hall, CMC, Acting District Clerk

Dawn S. Wynn, District Attorney

Randy Sherman, District Finance Director

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### **ADA Notice**

This meeting is open to the Public. In accordance with the Americans with Disabilities Act of 1990, persons in need of a special accommodation to participate in the proceedings shall contact the Office of the City Clerk at 561-845-4090 no later than 2 days (48 hours) prior to the proceedings.

To request material in accessible format, sign language interpreters, hearing impaired accommodation, or any accommodation to review any document or participate in these proceedings, please contact the Florida Relay Services 1-800- 955-8771 (TDD) or 1-800-955-8770 (voice) for assistance.

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### **Public Comments Information**

If anyone wants to speak on an agenda item, please complete a public comment card located at the front desk and give it to the City Clerk staff prior to Board discussion and before the public comments section is announced. In no event will anyone be allowed to submit a comment card to speak on an agenda item after the title of the item is read or considered.

**Consent Agenda:** Total time allotted for comment on the Consent Agenda to each member of the public is three (3) minutes.

**Regular Agenda:** Members of the public will be given three (3) minutes to speak on any regular agenda item.

Please note that the time limit for public comment may be reduced by a vote of the Board based on the voluminous nature of public comment cards.

**Civility and Decorum:** Please be reminded that the City of Riviera Beach is committed to civility and decorum by its officials, employees, and members of the public who attend this meeting. The Board has adopted "Rules of Decorum Governing Public Conduct during Official Meetings", which provides in pertinent part:

- Officials shall be recognized by the Chair and shall not interrupt a speaker.
  - Public comment shall be addressed to the Board as a whole and not to any individual on the dais or in the audience.
  - Displays of anger, rudeness, ridicule, impatience, lack of respect and personal attacks are strictly prohibited.
  - Unauthorized remarks from the audience, stamping of feet, clapping, whistles, yells and similar demonstrations shall not be permitted.
  - Offenders may be removed from the meeting.
  - Please mute or turn off cell phone at the start of the meeting. Failure to do so may result in being barred from the meeting.
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### **Lobbying - Ordinance 4001 - Adopted September 2011**

Lobbyist registration and reporting forms are available for you online and in print. Forms can be obtained in the Office of the City Clerk and Council Chambers. Registration and reporting forms shall be submitted to the Office of the City Clerk.

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## **CALL TO ORDER**

### **Roll Call**

### **Invocation**

### **Pledge of Allegiance**

### **AGENDA Approval**

Additions, Deletions, Substitutions

### **Disclosures**

### **Adoption of Agenda**

### **Comments From the Public on Consent Agenda (Three Minutes Limitation)**

### **CONSENT AGENDA**

Routine Board Business. The Consent Agenda is approved by a single majority vote. Items may be removed for open discussion by a request from a Board member or member of staff.

#### **1. Minutes**

#### **2. Resolutions**

### **END OF CONSENT AGENDA**

#### **3. Unfinished Business**

### **Petitions and Communications for filing**

#### **4. Awards and Presentations**

##### **4.a Utility Special District Discussion Utility Liens**

Randy M. Sherman, Director of Finance and Administrative Services, CPA,  
CGFO, CTP, (561) 845-4045

At the Utility Special District Board meeting of November 29, 2023, a presentation regarding utility liens was requested by a Board member. Staff is not requesting any action.

[Cover Page](#)

[Utility Lien Presentation.pdf](#)

[Chapter 20 - Riviera Beach, FL Code of Ordinances -UTILITIES.pdf](#)

[Resolution 101-95.pdf](#)

[USD Charter.pdf](#)

[Policy\\_&\\_Procedure\\_-\\_USD\\_Utility\\_Services\\_2015\\_05\\_30\\_REPL\\_2013\\_06\\_05.pdf](#)  
[Resolution 11-14UD.pdf](#)  
[Chapter 159 - REVENUE BOND ACT OF 1953.pdf](#)  
[William Berke v City of Miami Beach.pdf](#)  
[Chapter 180 - MUNICIPAL PUBLIC WORKS.pdf](#)  
[Jass Properties LLC v City of North Lauderdale.pdf](#)  
[Perfecting and Enforcing Local Government Liens - Attorney General Ashley Moody.pdf](#)  
[Chapter 695 - RECORD OF CONVEYANCES OF REAL ESTATE.pdf](#)  
[Fair Debt Collection Practices Act.pdf](#)  
[Article X, Section 4 - Florida Constitution.pdf](#)  
[Chapter 17\\_5 - Riviera Beach, FL Code of Ordinances - SOLID WASTE MANAGEMENT.pdf](#)  
[Chapter 403\\_706 Local government solid waste responsibilities.pdf](#)  
[Chapter 403.0893 - Stormwater funding; dedicated funds for stormwater management.pdf](#)  
[Resolution 39-16.pdf](#)  
[Chapter 197 - Special assessments and services charges, optional method of collection.pdf](#)

## **5. Public Hearings**

### **COMMENTS FROM THE PUBLIC - 5:45 PM Non-Agenda Item Speakers (Three Minute Limitation)**

Public Comments shall begin at 5:45 PM unless there is no further business of the Board, which in that event, it shall begin sooner. In addition, if an item is being considered at 5:45 PM, then comments from the public shall begin immediately after the item has been concluded.

## **6. Items Tabled**

## **7. REGULAR AGENDA**

### **Resolutions on Regular Agenda**

- 7.a **Resolution Number 001-24UD: 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 Moore and Associates, Inc. to perform hydraulic modelling of the Utility District's wastewater system; authorizing the Utility Special District Finance Director to make payments from project number 23035, in an amount not to exceed \$166,020.00; and providing an effective date.**

Michael Low, CEng MIChemE, Executive Director, 561-845-4185

Staff requests that the Board approve Resolution 001-24UD.

[Cover Page](#)

[Resolution 001-24UD - Chen Moore - Wastewater Hydraulic Modelling.docx](#)  
[P24.137.02 Riv Beach WW Hydraulic Model Scope.pdf](#)  
[Executed Renewal Agrmt - Chen Moore and Associates, Inc.](#)

- 7.b **Resolution Number 002-24UD: A Resolution of the Board of Directors of the City of Riviera Beach Utility Special District, Palm Beach County, Florida, approving the extension of the operation of the Biosolids Processing Facility beyond the planned expiration of the Operations Maintenance Agreement expiring in 2029 for an additional 20 year period, and providing for an effective date.**

Michael R T Low, Executive Director, CEng MICHemE, 561-845-4185

Staff recommends approval of this resolution.

[Cover Page](#)

[Resolution 002-24UD -ECR - Extension of Management Contract.docx](#)

[Partner Vote Request Letter 11-27-2023.pdf](#)

[Slides for Presentation for ECR Board Dec 6 2023.pptx](#)

[SWA Biosolids Master Plan Phase II Final Presentation.pptx](#)

[Solid Waste Authority SWA ECR Amended Interlocal - Biosolids 07.18.2014.pdf](#)

[ECRWTF - Interlocal Agreement for Biosolids Processing.pdf](#)

- 7.c **Resolution Number 003-24UD: A Resolution of the Board of Directors of the City of Riviera Beach Utility Special District, Palm Beach County, Florida, approving the cost of work to be performed on the Utility District assets within the US1 right of way, during the resurfacing of the US1 corridor within the Utility District Service Area by the Florida Department of Transportation, authorizing the Utility Special District Executive Director to sign the agreement for the work; authorizing the Utility Special District Finance Director to make payments from project number 23044, in an amount not to exceed \$111,720.00 plus a contingency of \$11,172.00 (10%); and providing for an effective date.**

Michael R T Low, Executive Director, CEng MICHemE, 561-845-4185

Staff recommends approval of this resolution.

[Cover Page](#)

[Resolution 003-24UD -FDOT -UHWCA for US1 Upgrades by FDOT.docx](#)

[Agreement with FDOT US1.pdf](#)

[CITY OF RIVIERA BEACH -UTILITY CONFLICT MATRIX UPDATED 11.30.2023.pdf](#)

[438386-2 Estimate-City of Riviera Beach Revised 11.30.2023\\_Rev 1.pdf](#)

## 8. **Discussion and Deliberation**

## **Discussion by City Manager/Executive Director**

## **Discussion by District Attorney**

## **Statements by the Mayor and Board**

## **ADJOURNMENT**

### **Appeals**

*If any interested person desires to appeal any decision of the Board with respect to any matter considered at this meeting, at his or her own expense, that person will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based, pursuant to Section 286.0105, F.S. The City of Riviera Beach does not prepare or provide such a record.*