



**Utility Special District Meeting  
Agenda**

**Marina Event Center - 190 E. 13th Street  
Riviera Beach, FL 33404**

**April 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

Glen Spiritis - 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**

1a. **January 18, 2023 Utility Special District Board of Directors Meeting Minutes.**

Debrah Hall-McCullon, Acting District Clerk, (561) 845-4090

Staff seeks the Board of Directors' approval of the January 18, 2023 Utility Special District Board of Directors Meeting Minutes.

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[JAN\\_18\\_2023\\_USD\\_MINUTES.pdf](#)

1b. **May 17, 2023 Utility Special District Board of Directors Meeting Minutes.**

Debrah Hall-McCullon, Acting District Clerk, (561) 845-4090

Staff seeks the Board of Directors' approval of the May 17, 2023 Utility Special District Board of Directors Meeting Minutes.

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[May 17, 2023 Utility Special District Meeting Minutes.pdf](#)

1c. **June 21, 2023 Utility Special District Board of Directors Meeting Minutes**

Debrah Hall McCullon, Acting District Clerk, (561) 845-4090

Staff seeks the Board of Directors approval of the June 21, 2023 Utility Special District Board of Directors Meeting Minutes.

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[June 21, 2023 Utility Special District Meeting Minutes.pdf](#)

- 1d. **August 16, 2023 Utility Special District Board of Directors Meeting Minutes**  
Debrah Hall-McCullon, Acting District Clerk, (561) 845-4090

Staff seeks the Board of Directors approval of the August 16, 2023 Utility Special District Board of Directors Meeting Minutes.

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[August 16, 2023 Utility Special District Meeting Minutes.pdf](#)

- 1e. **September 20, 2023 Utility Special District Board of Directors Meeting Minutes**

Debrah Hall-McCullon, Acting District Clerk, (561) 845-4090

Staff seeks the Board of Directors approval of the September 20, 2023 Utility Special District Board of Directors Meeting Minutes.

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[September 20, 2023 Utility Special District meeting Minutes.pdf](#)

## 2. **Resolutions**

- 2a. **Resolution Number 007-24UD: A Resolution of the Board of Directors of the City of Riviera Beach Utility Special District, Palm Beach County, Florida, authorizing payment to A & Associates, dba A&A Security Services of West Palm Beach, Florida to provide armed security services for an additional forty-five (45) days in an amount not to exceed \$25,000.00; and authorizing the Director of Finance and Administrative Services to make payments from account number 41131103-534000, retroactive to March 16, 2024; and providing an effective date.**

Roberto Travieso, Public Works Director and Glendora Williams, Senior Procurement Specialist, (561) 845-3479

Staff recommends a Motion to approve Resolution Number 007-24UD.

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[Notice of Award - 90 Days of Service REVISED.pdf](#)

[Resolution\\_Number\\_007-24UD.docx](#)

- 2b. **Resolution 008-24UD: A Resolution of the Board of Directors of the City of Riviera Beach Utility Special District, Palm Beach County, Florida, approving a lease agreement between the Utility Special District and the City of Riviera Beach, for a parcel of land upon which it is intended that the Utility Special District construct a new water treatment facility, the lease to terminate within a maximum of 5 years at which time the Utility Special District and the City of Riviera Beach will agree to swap the existing water plant site for the land leased**

under this agreement. Providing for the Utility Special District Board Chairman and the Mayor of the City of Riviera Beach to execute the document for the respective parties; and providing an effective date.  
Michael R T Low CEng MICHemE, 561 485 4185

Staff recommend that the Board approves Resolution Number 008-24UD.

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[Reso Item 008-24UD.docx](#)

[VACANT LAND LEASE 4.10.24 DW.doc](#)

## **END OF CONSENT AGENDA**

### **3. Unfinished Business**

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

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

- 4a. **Selection of a Chairperson and Vice-Chairperson for the Utility Special District Board of Directors in accordance with Section 3.03 of the City of Riviera Beach Utility Special District's Charter.**

Debrah Hall-McCullon, Acting District Clerk, (561) 845-4090

The Board of Directors for the Utility Special District is selecting a Chairperson and Vice-Chairperson in accordance with Section 3.03 of the Charter of the City of Riviera Beach Utility Special District.

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[Charter of the Utility Special District 2.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**

- 7a. **Resolution Number 009-24UD: Resolution of the Board of Directors of the City of Riviera Beach Utility Special District, Palm Beach County, Florida, approving an Agreement with Wachs Utility Products; for the purchase of a Valve Maintenance Trailer; authorizing the Utility Special District Finance**

**Director to make payment from Utility Operating Account numbers 41131101-564000 and 41131104-5640000 Capital Machinery and Equipment, in an amount not to exceed \$86,850; and providing an effective date.**

Michael Low, Executive Director, CENG MICHEME, 561-845-4185

Staff recommends a Motion to approve Resolution No. 009-24 to allow USD to piggyback the Florida Sheriff's Association contract with Government Sales Division of Duval Motor Company, Jacksonville, Florida. Approve a purchase order between USD and Government Sales Division of Duval Motor Company in the total amount of \$86,850.00 for a valve maintenance trailer and the cost of shipping.

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[1. Resolution\\_009-24UD-Purchase of Valve Maintenance Trailer\(1\).docx](#)

[Attachment-A, Valve Maint Trailer pic and spec 538-77-000-36.pdf](#)

[Attachment-B, Valve Maint Trailer Contract, bid item 538-77-000-38.pdf](#)

[Attachment A - Resolution No. 23-21UD.pdf](#)

## **8. Discussion and Deliberation**

### **8a. Progress Update - Water Treatment Plant Replacement Project**

Michael R T Low CEng MIChemE, 561 485 4185

The Board requested routine updates on the progress of the Project. The Board will be asked to decide on which architectural concept to move forward with in the design.

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## **9. Discussion by Executive Director**

### **9a. Presentation on the Water Quality Report for the past 30 days.**

Michael Low, Executive Director, CENG MICHEME, 561-845-4185

Presentation by Mr. Michael Low, Executive Director

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### **9b. Florida Department of Health Update.**

Michael Low, Executive Director, CENG MICHEME, 561-845-4185

Presentation by Executive Director Mr, Michael Low.

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## **10. Discussion by City Manager**

## **11. Discussion by District Attorney**

## **12. 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.*