



**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
ADVISORY BOARD NOMINEE INFORMATION FORM**

*The information provided on this form will be used by County Commissioners and/or the entire Board in considering your nomination. This form MUST BE COMPLETED IN FULL. Answer "none" or "not applicable" where appropriate. Further, please attach a biography or résumé to this form.*

**Part I (to be filled out by Department):** (Please Print)

Board Name: Palm Beach County Water Utilities Advisory Board

At Large Appointment or  District Appointment

Term of Appointment: 3 Years\* From: April 5, 2011 To: March 8, 2013

Seat Requirement: Current PBC Resident, Resides in Royal Palm Beach, general interest in Utilities Seat #: 11

\*Reappointment or  New Appointment

or  \*to complete the term of Marzo Bell Due  resignation  other to: March 8, 2013

Completion of term to expire on: March 8, 2013

**\*When a person is being considered for re-appointment, the number of previous disclosed voting conflicts shall be considered by the Board of County Commissioners.**

N/A Number of previously disclosed voting conflicts during the previous term

**Part II (to be filled out and signed by Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: BROOKS CARLTON ANTHONY  
Last First Middle

Occupation/Affiliation: ~~PROPRIETOR~~ ~~MANAGER~~ ~~PROPRIETOR~~ N/A retired

Business Name: ~~ONE REPAIRS~~ retired

Business Address: ~~220-3400 BEACH~~ ~~SARATOGA~~ ~~RD~~ N/A

City & State ROYAL PALM BEACH Zip Code: FL 33411

Residence Address: 115 SARATOGA BLVD W.

City & State ROYAL PALM BEACH Zip Code: 33411

Home Phone: ( ) N/A Business Phone: ( ) N/A N/A Ext.

Cell Phone: (954) 558-0417 Fax: ( ) N/A


Email Address: carltona.brooks@gmail

Mailing Address preference:  Business  Residence

Have you ever been convicted of a felony: Yes \_\_\_\_\_ No   
If Yes, state the court, nature of offense, disposition of case and date: N/A

**Minority Identification Code:**

- IF (Native-American Female)
- AF (Asian-American Female)
- BF (African-American Female)
- HF (Hispanic-American Female)
- WF (Caucasian Female)
- IM (Native-American Indian Male)
- AM (Asian-American Male)
- BM (African-American Male)
- HM (Hispanic-American Male)
- WM (Caucasian Male)

Applicant's Signature:  Date: 01-10-2011

**Part III (to be filled out by Commissioner):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: Candy DeFulippo for Date: 2/8/11  
Comm. Karen T. Marcus

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**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: BROOKS Last CARLTON First ANTHONY Middle

Occupation/Affiliation: ~~PROFESSIONAL~~ N/A retired

Business Name: ~~ABC REPAIRS~~ retired

Business Address: ~~1234 5th St~~ N/A

City & State: ROYAL PALM BEACH Zip Code: FL 33411

Residence Address: 115 SARATOGA BLVD W.

City & State: ROYAL PALM BEACH Zip Code: 33411

Home Phone: ( ) N/A Business Phone: ( ) N/A Ext. N/A

Cell Phone: (954) 558-0417 Fax: ( ) N/A

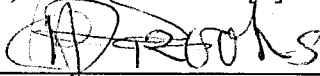
Email Address: carltonabrooks@gmail

Mailing Address preference:  Business  Residence

Have you ever been convicted of a felony: Yes \_\_\_\_\_ No X  
If Yes, state the court, nature of offense, disposition of case and date: N/A

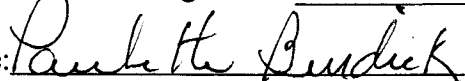
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- WM (Caucasian Male)

Applicant's Signature:  Date: 01-10-2011

**Part III (to be filled out by Commissioner):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature:  Date: 2/07/11

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Name: BROOKS Last CARLTON First ANTHONY Middle

Occupation/Affiliation: ~~PROPRIETOR~~ N/A retired

Business Name: ~~PROPRIETOR~~ retired

Business Address: ~~PROPRIETOR~~ N/A

City & State ROYAL PALM BEACH Zip Code: FL 33411

Residence Address: 115 SARATOGA BLVD W.

City & State ROYAL PALM BEACH Zip Code: 33411

Home Phone: ( ) N/A Business Phone: ( ) N/A Ext. N/A

Cell Phone: (954) 558-0417 Fax: ( ) N/A

Email Address: carltona.brooks@gmail

Mailing Address preference:  Business  Residence

Have you ever been convicted of a felony: Yes  No   
If Yes, state the court, nature of offense, disposition of case and date: N/A

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- IM (Native-American Indian Male)
- AM (Asian-American Male)
- BM (African-American Male)
- HM (Hispanic-American Male)
- WM (Caucasian Male)

Applicant's Signature: [Signature] Date: 01-10-2011

**Part III (to be filled out by Commissioner):**

Appointment to be made at BCC Meeting on:  
Commissioner's Signature: [Signature] Date: 2/7/11

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Name: BROOKS Last CARLTON First ANTHONY Middle

Occupation/Affiliation: ~~PROPERTY MANAGER~~ N/A retired

Business Name: ~~ASB REPAIRS~~ retired

Business Address: ~~200-340 1/2 BOW ST~~ N/A

City & State ROYAL PALM BEACH Zip Code: FL 33411

Residence Address: 115 SARATOGA BLVD W.

City & State ROYAL PALM BEACH Zip Code: 33411

Home Phone: ( ) N/A Business Phone: ( ) N/A Ext. N/A

Cell Phone: (954) 558-0417 Fax: ( ) N/A


Email Address: carltona.brooks@gmail

Mailing Address preference:  Business  Residence

Have you ever been convicted of a felony: Yes  No   
If Yes, state the court, nature of offense, disposition of case and date: N/A

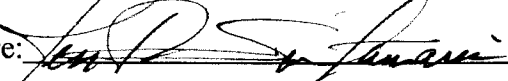
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Business Name: ~~ACE REPAIRS~~ retired

Business Address: ~~200-3400 BEACH BLVD~~ N/A

City & State: ROYAL PALM BEACH Zip Code: FL 33411

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City & State: ROYAL PALM BEACH Zip Code: 33411

Home Phone: ( ) N/A Business Phone: ( ) N/A Ext. N/A

Cell Phone: (954) 558-0417 Fax: ( ) N/A

Email Address: carltonabrooks@gmail

Mailing Address preference:  Business  Residence

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If Yes, state the court, nature of offense, disposition of case and date: N/A

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  - WM (Caucasian Male)

Applicant's Signature:  Date: 01-10-2011

**Part III (to be filled out by Commissioner):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature:  Date: 02-08-2011

**RESOLUTION NO. R-2006- 0867**

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, RESCINDING RESOLUTION R-2004-0253 RELATING TO THE WATER UTILITIES ADVISORY BOARD AND RE-ESTABLISHING THE WATER UTILITIES ADVISORY BOARD TO INCLUDE A REPRESENTATIVE FROM THE VILLAGE OF ROYAL PALM BEACH.**

**WHEREAS**, on April 27, 2006, the Board of County Commissioners acquired the Village of Royal Palm Beach Water and Wastewater Systems; and

**WHEREAS**, as a condition of the acquisition, the Board of County Commissioners agreed to create a position on its Water Utility Advisory Board for a Village resident who is a water and wastewater customer of the County; and

**WHEREAS**, the Board of County Commissioners desires to rescind the previous resolution relating to the Water Utilities Advisory Board and re-establish the Water Utilities Advisory Board to include a representative from the Village of Royal Palm Beach service area.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, that**

**Section 1. Rescission of Previous Resolution.**

Resolution R2004-0253 is hereby rescinded.

**Section 2. Creation, Composition.**

There is hereby created the Palm Beach County Water Utilities Advisory Board, hereinafter referred to as "Advisory Board." Said Advisory Board shall be composed of seven (7) District Members, one appointed by each of the Commissioners for a term of three years; two (2) At-Large Members appointed by the Board of County Commissioners for a term of three years; one (1) Lake Region Member collectively appointed by the Cities of Belle Glade, Pahokee and South Bay for a term of three years; and one (1) Royal Palm Beach Member, to be appointed by the Village of Royal Palm Beach Village Council for a term of three years. In the event that the Cities of Belle Glade, Pahokee, and South Bay are unable to reach consensus on which individual they would like to serve as their collective representative on the Advisory Board, then the Board of County Commissioners shall appoint a representative. All appointments must be confirmed by the Board of County Commissioners.

District and At-Large Advisory Board Members must be County residents and current customers of the Department to be eligible for appointment. The Lake Region Member shall reside in one of the municipalities which has entered into an agreement with the County to purchase bulk potable water from the Lake Region Water Treatment Plant and shall have all of the rights and obligations of the other members of the Advisory Board. The Lake Region Member shall also sit on the Advisory Board Budget Subcommittee. The Royal Palm Beach Member must be a resident of the Village of Royal Palm Beach and a current customer of the Department, and shall have all of the rights and obligations of the other members of the Advisory Board.

Preference for membership shall be accorded, but not limited to, those residents who are knowledgeable or possess expertise in the following areas: operations, engineering, law, planning, management, and accounting and finance.

No Advisory Board members shall hold any public office, appointive or elective. However, upon compliance with the applicable exemption provisions of Florida Statute, Chapter 112.313(12), up to two (2) Advisory Board members may be involved in a business relationship, directly or indirectly, with Palm Beach County Water Utilities Department. Employees of Federal, State or local agencies which have regulatory/enforcement authority over the Department's activities shall not be eligible for membership on the Advisory Board.

Section 3. Power and Duties of the Advisory Board.

The powers and duties of the Advisory Board shall include the following:

- (1) To review existing and proposed policies, plans and programs of the Palm Beach County Water Utilities Department, and to advise the Board of County Commissioners and/or the Department as to any need for modification of same;
- (2) To review and make recommendations concerning proposed capital improvement plans and programs;
- (3) To review existing or proposed rate changes, rate structures, and the annual budget of the Water Utilities Department;
- (4) To assist in communications with other on-line customers served by the Water Utilities Department;



Section 4. Vacancies, Removal from Board.

Vacancies on the Advisory Board shall be filled by appointment by the Board of County Commissioners of Palm Beach County (for At-Large Members) or District Commissioner (for District Appointments), or collectively by the Cities of Belle Glade, Pahokee, and South Bay (for the Lake Region Member) or by the Village of Royal Palm Beach Village Council (for the Royal Palm Beach Member) for the unexpired term vacated upon confirmation by the Board of County Commissioners.

The Board of County Commissioners of Palm Beach County may remove any member(s) of the Advisory Board from office upon affirmative vote of the Board of County Commissioners.

Section 5. Meetings and Procedures.

The Advisory Board shall select its own Chair and Vice Chair at an election held at the first meeting and annually thereafter. Advisory Board meetings shall be conducted in accordance with Robert's Rules of Procedure. The Advisory Board shall schedule ten (10) regular meetings in each calendar year. The Chair shall have the power to schedule special meetings or cancel regularly scheduled meetings as the workload of the Advisory Board requires.

The Advisory Board shall keep a permanent record of its proceedings, and shall file approved minutes from its meetings with the Board of County Commissioners of Palm Beach County. All meetings, records and files of the Advisory Board shall be open and available to the public.

The foregoing Resolution was offered by Commissioner Marcus , who moved its adoption. The motion was seconded by Commissioner McCarty , and upon being put to a vote, the vote was as follows:

Commissioner Tony Masilotti, Chairman	Absent
Commissioner Addie L. Greene, Vice Chairperson	Aye
Commissioner Karen T. Marcus	Aye
Commissioner Jeff Koons	
Commissioner Warren H. Newell	Aye
Commissioner Mary McCarty	Aye
Commissioner Burt Aaronson	Aye

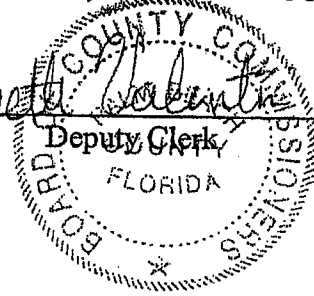
The Chairman thereupon declared the Resolution duly passed and adopted this

16th day of May, 2006.

PALM BEACH COUNTY, FLORIDA, BY ITS  
BOARD OF COUNTY COMMISSIONERS

SHARON R. BOCK, CLERK AND COMPTROLLER

By: Unanah Valencia



APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

By: [Signature]  
Assistant County Attorney



TO: ADVISORY BOARD MEMBERS

FROM: ROBERT WEISMAN  
COUNTY ADMINISTRATOR

RE: PALM BEACH COUNTY CODE OF ETHICS

Effective May 1, 2010, contractual relationships between Palm Beach County government and advisory board members, their employers, or businesses, are prohibited conflicts of interest as set forth in the Palm Beach County Code of Ethics, Ordinance 2009-051. This conflict of interest must be waived by an affirmative vote of five (5) members of the Board of County Commissioners upon full disclosure at a public meeting in order to accept appointment to an advisory board. In the space provided below, please identify any such contractual relationships, or verify that none exist at this time. The Ordinance (2009-051) and the training requirement can be found on the web at: <http://www.pbcgov.com/ethics/advisory.htm>

<u>Type of Contract</u>	<u>Which Department/Division</u>	<u>Effective Date</u>	<u>Term</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

\_\_\_\_\_ Yes, submit a waiver to the Board of County Commissioners, since I or my employer have/has the above named contract(s);

OR

NO At this time, I nor my employer have contract(s) with the Board of County Commissioners

**As a (current or potential) advisory board member you are required to receive training on the PBC Code of Ethics and acknowledge that you have read and understand the PBC Code of Ethics Ordinance.**

If you are unable to access the training and/or Ordinance on the web, please contact {Insert Liaison Name Here} at {Insert Telephone Number Here} for other arrangements.

**Acknowledgement of Receipt**

NAME: Carlton A. Brooks  
Print or Type

FIRM/COMPANY/ORGANIZATION: retired

ADVISORY BOARD(S): Water Utilities Advisory Board

I acknowledge that I have taken the required training; and read and understand the Palm Beach County Code of Ethics Ordinance, the provisions of which are effective May 1, 2010. I understand that as an advisory board member of the above-mentioned board(s) that I am bound by it.

Signature:  Date: 01-10-2011

Please sign and return this FORM to {Insert Liaison Name Here} {Insert Address Here}. A self-addressed envelope has been provided for your convenience.



Water Utilities Department  
Administration

P. O. Box 16097

West Palm Beach, FL 33416-6097

(561) 493-6000

Fax: (561) 493-6008

www.pbcwater.com

Palm Beach County  
Board of County  
Commissioners

Karen T. Marcus, Chair

Shelley Vana, Vice Chair

Paulette Burdick

Steven L. Abrams

Burt Aaronson

Jess R. Santamaria

Priscilla A. Taylor

County Administrator

Robert Weisman

"An Equal Opportunity  
Affirmative Action Employer"

**TO: ADVISORY BOARD MEMBERS**

**FROM: ROBERT WEISMAN  
COUNTY ADMINISTRATOR**

**RE: STATE GUIDE TO THE SUNSHINE AMENDMENT &  
CODE OF ETHICS**

As an appointee to a Palm Beach County Advisory Board, you must familiarize yourself with the State Guide to the Sunshine Amendment and Code of Ethics. The purpose of this guide is to ensure adherence to the highest standards of ethics, protect the integrity of County government and foster public confidence.

This guide addresses conflict of interest, disclosure, acceptance and reporting of gifts, use of position or property, voting conflicts, political activities, prohibition against misuse of the code, and enforcement. This Guide also addresses conflicts, prohibitions on doing business with the County or having conflicting employment or contractual relationships. The Guide can be found on the web at: <http://www.pbcgov.com/ethics/advisory.htm>

Please read and make yourself familiar with the Guide and return the acknowledgment form below to: Valerie Cintron 8100 Forest Hill Blvd, West Palm Beach, FL 33413. If you cannot access this document on the web, please contact Valerie Cintron at (561) 493-6007 for other arrangements.

**Acknowledgement of Receipt**

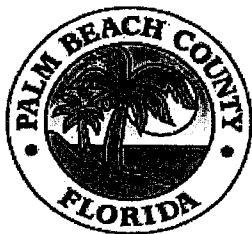
**NAME:** Carlton A. Brooks  
Print or Type

**ADVISORY BOARD(S):** PBC Water Utilities Citizen's Advisory Board

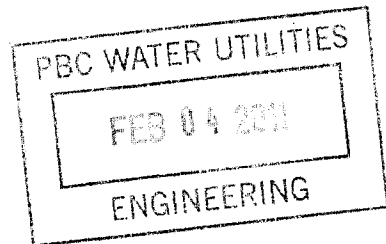
I acknowledge that I have read the State of Florida Guide to the Sunshine Amendment and the Code of Ethics. I understand that as an advisory board member of the above-mentioned board(s) that I am bound by it.

Signature:  Date: 03-03-2011

**Please sign and return to Valerie Cintron in self-addressed envelope provided.**



MEMORANDUM



Water Utilities Department  
Administration  
P. O. Box 16097  
West Palm Beach, FL 33416-6097  
(561) 493-6000  
Fax: (561) 493-6008  
www.pbcwater.com

**DATE:** February 3, 2011  
**TO:** The Honorable Commissioner Karen Marcus, Chairperson  
and members of the Board of County Commissioners  
**FROM:** Bevin A. Beaudet, P.E., Director *Bevin A. Beaudet*  
Water Utilities Department  
**RE:** Water Utilities Advisory Board Appointment – Royal Palm Beach

**Palm Beach County  
Board of County  
Commissioners**  
Karen T. Marcus, Chair  
Shelley Vana, Vice Chair  
Paulette Burdick  
Steven L. Abrams  
Burt Aaronson  
Jess R. Santamaria  
Priscilla A. Taylor

**County Administrator**  
Robert Weisman

*"An Equal Opportunity  
Affirmative Action Employer"*

The purpose of this memo is to request your consideration to appoint a current County resident and Royal Palm Beach appointee to serve on the Water Utilities Advisory Board (WUAB). In 2006, the Board of County Commissioners approved Resolution #R2006-0867 establishing a seat on the Water Utilities Advisory Board to represent the utility customers receiving water services for the Village of Royal Palm Beach. The Village of Royal Palm Beach Council has met and selected Mr. Carlton Brooks to sit on the board (see attached). He meets all the criteria and his resume is included for your review.

In accordance with PPM#CWO-O-023, Commissioners can nominate an at-large appointment by sending a blue Board Appointment Information Form for each nomination to County Administration. The nominations are then submitted for confirmation during a Commission meeting under "Board Appointments." I have attached for your convenience the BCC resolution establishing the WUAB, attendance records, meeting schedule, and a current membership list.

Thank you for your consideration in this matter.

**Attachments**

**CC:** Robert Weisman, P.E., County Administrator  
Shannon LaRocque-Baas, P.E., Assistant County Administrator  
Mae Yates, WUAB Chairperson  
Mike Jones, Esq., Assistant County Attorney  
Wendy Mundell, PHR, WUD HR Manager  
Becky Salinas, Contract Management Specialist  
Patty Hindle, Board Agenda Coordinator



## Village of Royal Palm Beach, Florida

1050 Royal Palm Beach Boulevard Royal Palm Beach, Florida 33411  
Telephone (561) 790-5102 Fax (561) 790-5174 E-mail: ddlsanto@royalpalmbeach.com

**Attachment 6**

Diane DiSanto, CMC  
Village Clerk

December 21, 2010

Wendy Mundell  
Palm Beach County Water Utilities Department  
8100 Forest Hill Boulevard  
West Palm Beach, FL 33413

Dear Ms. Mundell:

This letter is to confirm the appointment of a Village resident to the Palm Beach County Utility Advisory Board. The Village Council sitting in regular session on December 16, 2010, unanimously appointed Carlton A. Brooks, 115 Saratoga Boulevard West, the Village of Royal Palm Beach representative to the Palm Beach County Utility Advisory Board. I have notified Mr. Brooks of the three year appointment and anticipate that the County Commission will confirm his appointment.

If you have questions, please do not hesitate to contact me at 790-5102.

Sincerely,

A handwritten signature in cursive script that reads "Diane DiSanto".

Diane DiSanto  
Village Clerk

DD

Matty Mattioli  
Mayor

Martha Webster  
Vice Mayor

David R. Swift  
Councilman

Fred Pinto  
Councilman

Richard Valuntas  
Councilman

Raymond C. Liggins  
Village Manager

**PALM BEACH COUNTY WATER UTILITIES DEPARTMENT  
ADVISORY BOARD MEMBERS – Revised as of 01-31-2011**

<b>WUAB SEAT NUMBER</b>	<b>NAME</b>	<b>ADDRESS</b>	<b>DATE FIRST APPOINTED</b>	<b>DATE CURRENT TERM BEGAN</b>	<b>TERM EXPIRES</b>	<b>COMMISSION DISTRICT</b>
1	<b>Harvey Arnold Vice-Chair</b>	15441 Lake Gardenia Place Delray Beach, FL 33484	05/02/2000	05/03/2010	05/02/2013	<b>District 1 Karen Marcus</b>
2	<b>Jerry Greenstein</b>	160 Harbor Lake Circle Greenacres, FL 33413	02/28/2006	05/02/2008	05/01/2011	<b>District 2 Paulette Burdick</b>
3	<b>Lewis Doctor</b>	7015 Brunswick Circle Boynton Beach, FL 33472	04/07/2009	04/07/2009	07/07/2011	<b>District 3 Shelley Vana</b>
4	<b>Burt Goodman</b>	22507 Caravelle Circle Boca Raton, FL 33433	08/18/2009	08/18/2009	05/31/2011	<b>District 4 Steve Abrams</b>
5	<b>Mae Yates Chair</b>	6842 Watertown Drive Boynton Beach, FL 33437	05/15/1984	05/02/2008	05/01/2011	<b>District 5 Burt Aaronson</b>
6	<b>VACANT</b>	<b>VACANT</b>	<b>VACANT</b>	<b>VACANT</b>	<b>VACANT</b>	<b>District 6 Jess R. Santamaria</b>
7	<b>VACANT</b>	<b>VACANT</b>	<b>VACANT</b>	<b>VACANT</b>	<b>VACANT</b>	<b>District 7 Priscilla Taylor</b>
8	<b>Edwin Wechsler</b>	7895 New Holland Way Boynton Beach, FL 33437	11/18/2008	11/18/2008	05/01/2010	<b>At-Large</b>
9	<b>Lawrence Gold</b>	9864 Lemonwood Court Boynton Beach, FL 33437	06/04/2002	05/02/2007	05/01/2010	<b>At-Large</b>
10	<b>Derrek Moore</b>	City of Pahokee 171 North Lake Avenue Pahokee, FL 33476	12/16/2008	12/16/2008	12/15/2011	<b>Lake Region</b>
11	<b>VACANT</b>	<b>VACANT</b>	<b>VACANT</b>	<b>VACANT</b>	<b>VACANT</b>	<b>At-Large (RPB)</b>