

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

BOARD APPOINTMENT SUMMARY

Meeting Date: April 15, 2014  
Department: Administration  
Advisory Board: Water Resources Task Force

I. EXECUTIVE BRIEF

**Motion & Title:** Staff recommends motion to approve: Scott Kelly of the City of West Palm Beach as the member for the Utility representative seat on the Palm Beach County Water Resources Task Force (Seat No. 8), and Brandon Selle of Seacoast Utilities as the Utilities representative alternate; and Jim Shallman for the ITID seat on the Palm Beach County Water Resources Task Force (Seat No. 14), effective April 15, 2014.

**Summary:** The Water Resources Task Force is comprised of 14 members: six (6) City elected officials; one (1) County Commissioner; one (1) special independent district water and/or wastewater provider or utility water or wastewater provider representative; one (1) Lake Worth Drainage District representative; one (1) drainage/water control district representative; one (1) South Florida Water Management District Governing Board member; one (1) environmental representative; one (1) land owner actively farming to represent agricultural interests; one (1) Indian Trail Improvement District representative. The resolution also requires designated alternates for each seat.

Due to the recent resignation of the ITID member and the Utilities Task Force member and alternate, two new members and one new alternate are being submitted to be approved by the Board of County Commissioners. Countywide (MJ)

**Background and Justification:** The Water Resource Task Force was established to identify and evaluate opportunities and impediments to providing future water supply, conservation, wastewater treatment and reuse or reclaimed water supply opportunities that most efficient and cost effective. The diversity of the current 12 Task Force members is as follows: one Caucasian female and eleven Caucasian males. The two member appointees and the alternative are all Caucasian males. The SFWMD seat remains unfilled at this time.

**Attachments:** 1) Board Appointment Nominee Forms w/ Acknowledgement Forms/Resume  
2) Amended Water Resources Task Force Resolution  
3) Current Membership Roster

Recommended by: Benneth S. Jodd, Jr. 3/26/14  
Department Director Date

Legal Sufficiency: [Signature] 3/27/14  
Assistant County Attorney Date

## **II. REVIEW COMMENTS**

### **A. Other Department Review:**

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**Department Director**

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION**

*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.*

**Section I (Department):** (Please Print)

Board Name: Water Resource Task Force Advisory ☒ Not Advisory ☐  
☒ At Large Appointment or ☐ District Appointment /District #: \_\_\_\_\_  
Term of Appointment: 2 Years. From: MARCH 2014 To: Sept 2016  
Seat Requirement: member Seat #: 8  
☐ \*Reappointment or ☒ New Appointment  
or ☐ to complete the term of \_\_\_\_\_ Due to: ☒ resignation ☐ other  
Completion of term to expire on: Sept. 2016

**\*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: \_\_\_\_\_**

**Section II (Applicant):** (Please Print)

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

Name: Kelly Scott DeWayne  
Last First Middle  
Occupation/Affiliation: City of West Palm Beach Assistant City Administrator  
Owner ☐ Employee ☒ Officer ☐  
**Business Name:** City of West Palm Beach  
**Business Address:** 401 Clematis Street, 2<sup>nd</sup> Floor PO Box 3366  
City & State West Palm Beach, Florida Zip Code: 33402  
**Residence Address:** 255 Evernia Street Apartment 609  
City & State West Palm Beach, Florida Zip Code: 33401  
Home Phone: ( 904 ) 249-7353 Business Phone: ( 561 ) 822-1421 Ext. \_\_\_\_\_  
Cell Phone: ( ) Fax: ( )  
Email Address: sdkelly@wpb.org  
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: \_\_\_\_\_

**Minority Identification Code:** ☒ Male ☐ Female  
☐ Native-American ☐ Hispanic-American ☐ Asian-American ☐ African-American ☒ Caucasian

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Ex: (R#XX-XXXX/PO XXX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/11-09/30/12</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)

OR ☒ NONE

All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the Guide to the Sunshine Amendment prior to appointment/reappointment. Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountylethics.com/training.htm>. Keep in mind this requirement is on-going.

☒ By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

☒ By watching the training program on the Web, DVD or VHS  
☐ By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_

**AND**

☒ By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: Scott D Kelly Printed Name: Scott D. Kelly Date: 3-22-14

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountylethics.com](http://www.palmbeachcountylethics.com) or contact us via email at [ethics@palmbeachcountylethics.com](mailto:ethics@palmbeachcountylethics.com) or (561) 233-0724.

Return this FORM to:  
{Insert Liaison Name Here}, {Insert Department/Division Here}  
{Insert Address Here}

**Section III (Commissioner, if applicable):**

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

Commissioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



*"The Capital City of the Palm Beaches"*

## Code of Ethics (Palm Beach County Ethics Refresher) Training Acknowledgment Form

On this date, I completed the mandatory follow-up Palm Beach County Ethics Refresher Training by:

*(please check one)*

☐ Attended a live presentation

☒ Watched the Code of Ethics Training on the Internet

I understand the training curriculum and will continue to abide by the training curriculum. I may locate the Palm Beach County Code of Ethics at any time at [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com) or by asking my supervisor for a copy.

Scott Kelly  
Print Name

7174  
Employee ID Number

Scott Kelly  
Signature

12-31-13  
Date

*"An Equal Opportunity Employer"*



**Scott D. Kelly, P.E.**

Assistant City Administrator  
City of West Palm Beach  
Office: (561) 822-1400  
Fax: (561) 822-1424  
Email: sdkelly@wpb.org

**Education:**

- B.S. Civil Engineering, Georgia Institute of Technology

**Licensure:**

- Professional Engineer, State of Florida

**Work History:**

***City of West Palm Beach, Florida (2013 - Present)***

***Assistant City Administrator (2013 – Present)***

Responsible for Public Utilities, Sustainability, Public Works and Engineering areas including operations, budget, environmental compliance, and asset management.

***JEA – Jacksonville, Florida (1997 – 2012)***

***Vice President, Water and Wastewater Systems (2006 – 2012)***

Responsible for a 400 person team with a \$49 million annual budget, while setting direction that grew the utility into the second largest water and wastewater utility in Florida. Provided fiscal, strategic and operational leadership to reduce indebtedness and improve operating results.

***Director, Water and Wastewater Treatment (2001 – 2006)***

Responsible for the water, wastewater treatment and reuse operations. Also, responsible for biosolids operations including a 30 ton per day pelletizing operation. Improved environmental compliance and operational effectiveness through the application of technology and automation.

***Vice President, Construction and Maintenance (1997 – 2001)***

Responsible for the cost effective delivery of electric transmission and distribution, sanitary sewer collection and water distribution services. Led group through water and electric merger and facilitated integration of water and electric services.

***City of Jacksonville, Florida (1983 – 1996)***

***Division Chief, Collection and Distribution (1996 – 1997)***

Responsible for a staff of more than 400 in water distribution, sewer collection, water meter and sewer pumping services.

***Division Chief Solid Waste and Deputy Director Public Utilities (1990 – 1995)***

Led City of Jacksonville Solid Waste Division from a defeatist attitude, generated by continuous noncompliance, to one of pride and a sense of accomplishment. Led staff of more than 200 with responsibility for solid waste disposal, sanitation and collection, public utilities enforcement and recycling.

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
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**Section I (Department):** (Please Print)

Board Name: Water Resources Task Force Advisory ☒ Not Advisory ☐

☒ At Large Appointment or ☐ District Appointment /District #: \_\_\_\_\_

Term of Appointment: 3 Years. From: 4/15/2014 To: 9/30/2016

Seat Requirement: \_\_\_\_\_ Seat #: 8 - Alternate

☐ \*Reappointment or ☒ New Appointment

or ☐ to complete the term of 3 years Due to: ☐ resignation ☒ other

Completion of term to expire on: 9/30/2016

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**Section II (Applicant):** (Please Print)

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

Name: Selle Brandon Douglas  
Last First Middle

Occupation/Affiliation: Capital Projects Administrator / SUA  
Owner ☐ Employee ☒ Officer ☐

Business Name: Seacoast Utility Authority

Business Address: 4200 Hood Road

City & State Palm Beach Gardens, FL Zip Code: 33410

Residence Address: 110 Paseos Way

City & State Jupiter, FL Zip Code: 33458

Home Phone: (561) 747-5783 Business Phone: (561) 627-2900 Ext. 316

Cell Phone: (561) 628-6175 Fax: (561) 624-2839

Email Address: bselle@sua.com

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: \_\_\_\_\_

Minority Identification Code: ☐ Male ☐ Female  
☐ Native-American ☐ Hispanic-American ☐ Asian-American ☐ African-American ☒ Caucasian

Section II Continued:

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<u>Ex: (R#XX-XXXX/PO XXX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/11-09/30/12</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)

OR ☐ None ☐ NONE

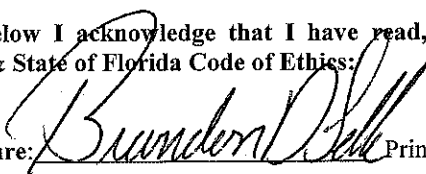
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AND

☒ By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature:  Printed Name: Brandon D. Selle Date: 2/3/2014

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Ken Todd  
{Insert Liaison Name Here}, {Insert Department/Division Here}  
{Insert Address Here}

Return this FORM to: Water Resources  
{Insert Department/Division Here}  
{Insert Address Here}

Section III (Commissioner, if applicable):

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

Commissioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 08/01/2011



# BRANDON D. SELLE, P.E.

4200 Hood Road  
Palm Beach Gardens, FL 33410  
(561) 627-2900 ext 316  
(561) 628-6175

## EXPERIENCE AND EMPLOYMENT HISTORY

### **Seacoast Utility Authority**

**8/2013 to Present**

*Capital Projects Administrator.* Responsible for technical and administrative work in planning, managing, coordinating Seacoast's capital program.

### **American Cast Iron Pipe Co.**

**9/2002 to 8/2013**

*Sales Engineer.* Sales Engineer assigned to Southeast Florida. General responsibilities include providing product information to engineers and facility owners; technical product support to contractors, engineers and owners; bidding and project management.

### **Palm Beach County Water Utilities**

**3/2000 to 8/2002**

*Registered Engineer, Construction Services.* Project Manager in the Construction Services Group for the Utility's Engineering Section. Responsible for the construction management of a portion of the Utility's Capital Improvement Projects ranging in costs from 5 to 30 million dollars. Specific responsibilities include daily site management, supervision and training of engineers and project coordinators, and contract management. Typical construction projects include large diameter transmission mains, pumping stations, buildings, treatment plants, created wetland systems, and well systems (including ASR).

### **Lindahl, Browning, Ferrari, and Hellstrom Inc.**

**10/1996 to 3/2000**

*Client Service Manager.* Responsibilities of this position involve all aspects of project management including project delivery, supervision of staff, presentations to staff and board members, and responsibility for team performance and client satisfaction.

### **Montgomery Watson**

**9/1993 to 10/1996**

*Project Engineer.* Responsibilities included technical engineering support for a variety of projects including masterplanning, program management, distribution and collection system design, plant design, and various other reports and designs related to water and wastewater utilities.

## EDUCATION AND REGISTRATION

### **Bachelor of Science**

**1993**

University of Florida, Environmental Engineering

### **Professional Engineer**

**1998**

State of Florida, No. 53216

## PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers  
American Water Works Association  
Florida Water Pollution and Control Operators Association

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BOARD OF COUNTY COMMISSIONERS  
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☒ At Large Appointment or ☐ District Appointment /District #: \_\_\_\_\_  
Term of Appointment: \_\_\_\_\_ Years. From: APRIL 2014 To: SEPT. 2016  
Seat Requirement: \_\_\_\_\_ Seat #: 14  
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**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Shallman G. James  
Last First Middle  
Occupation/Affiliation: District Manager  
Owner ☐ Employee ☒ Officer ☐  
**Business Name:** Indian Trail Improvement District  
**Business Address:** 13476 61<sup>st</sup> St. N.  
City & State West Palm Beach FL Zip Code: 33412  
**Residence Address:** 17294 37<sup>th</sup> Pl N.  
City & State Loxahatchee, FL Zip Code: 33470  
Home Phone: (561) 798-2834 Business Phone: (561) 793-0874 Ext. 4826  
Cell Phone: (561) 755-1211 Fax: (561) 793-3716  
Email Address: jshallman@indiantrail.com  
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: \_\_\_\_\_

**Minority Identification Code:** ☒ Male ☐ Female  
☐ Native-American ☐ Hispanic-American ☐ Asian-American ☐ African-American ☒ Caucasian

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_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)

OR ☐ NONE

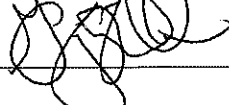
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**AND**

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\*Applicant's Signature:  Printed Name G. James Shallnow Date: 2/3/14

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{Insert Address Here}

**Section III (Commissioner, if applicable):**

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

Commissioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Revised 08/01/2011

**G. James Shallman**  
17294 37th Place North, Loxahatchee, FL 33470  
561-798-2834  
[guslox55@gmail.com](mailto:guslox55@gmail.com)

### **WORK HISTORY**

#### **Indian Trail Improvement District, West Palm Beach, FL**

**1/2009-Present**

State of Florida Special District. \$12.5 Million Annual Budget. 75 employees.

##### ***District Manager (June 2013 to Present)***

- An exempt position leading District staff in the management of activities necessary to ensure the efficient and effective day-to-day functions of the Indian Trail Improvement District.
- Responsible for managing daily operations, performing extensive project management, and providing direction and guidance to staff in formulating and executing policies and practices designed to improve operations and efficiency.
- Scope and complexity of duties requires the exercise of independent judgment.
- Report directly to the 5-member elected Board of Supervisors.

##### ***Interim Director of Finance/Senior Accountant / Grant Administrator***

- Supervised daily operation of Finance Department in budgeting, purchasing, contracts, cash management, fixed assets, and inventory control.
- Plan and prepare for annual audit and determine audit procedures.
- Created Grant Management Program (including sourcing, application, compliance, and reimbursement).
- Established and maintained partner relationships with federal, state, county, and other municipalities, financial institutions, non-profits, and private sector organizations

#### **Office Depot, Inc. Global Headquarters, Delray Beach, FL**

**5/2008-11/2008**

Contracted through Robert Half International as Procurement / Inventory Analyst at Corporate HQ for \$ 15.4 billion international office supply retail chain ~ 1600 stores worldwide.

##### ***Global Procurement & Inventory Analyst - Contractor***

- Projects detailing compliance, productivity, and purchased cost savings in non trade sales-
- Supported division (GPS) *Global Procurement Solutions* in preparation for software conversion.
- Vendor Contract Maintenance based on purchase dollar volume. Indexing and Cataloging of vendor supplier agreements ranging between simple PO Terms and Conditions through complex Master Client agreements. Contractual compliance analysis.
- Proficient in People Soft, Oracle, and Ariba Spend Management Software.

#### **Ideal Brands, Inc., dba Cabinet Liquidators, LLC, N. Palm Beach, FL**

**8/2007-5/2008**

Contracted through Robert Half International as Controller for \$2.5 million retail kitchen and bathroom cabinet operation with two stores, and an e-commerce website.

##### ***Controller/Consultant***

- Daily Sales Reconciliation, Cash Management, Consolidation, and Management Reporting. Sales Tax Filing.
- Monthly Close. Preparation of Financial Statements, budgets, sales and cost forecasting.
- MS Office 2007, Great Plains Financial, MS RMS POS, QuickBooks Enterprise, QuickBooks POS

#### **City of Belle Glade, Belle Glade, FL**

**5/2003-12/2006**

Managed daily activities of Finance Department for the City of Belle Glade consisting of six (6) divisions: Finance, Accounting, Purchasing, Utilities, Information Systems, and Licensing.

##### ***Assistant Director of Finance***

- Supervised eight (8) administrators, and 22 clerical and service employees.
- Grant Management.
- Developed and prepared the City's annual budget. (\$27.5 million).
- Prepared the City's Comprehensive Annual Financial Report (CAFR). Received award for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) during my years in the Assistant Director, and Interim Director of Finance positions.
- Served as the City's coordinator and liaison to the Florida Department of Community Affairs, and FEMA during the City's 2004 and 2005 disaster relief efforts.
- Microsoft related software, *Logics Financial Software*

**Pioneer Growers Cooperative, Belle Glade, FL****10/2000-5/2003**

\$50 million Agricultural Cooperative involved in harvest, packaging, sales/marketing, and distribution of fresh produce and vegetables grown in South Central Florida, South Georgia and Kentucky.

**Controller**

- Accounting functions included daily cash management, State and Federal tax filing, Monthly Close, Financial Reports, Management reporting, Inventory Control, Accounts Payable & Receivable, Internal Payroll, and related reporting.
- Unisun Financial Software, Microsoft related Software.

**ECIB of Palm Beach, LLC, dba Bice Ristorante, N.Y., N.Y. & Palm Beach, FL****11/1991-9/2000**

\$25 million fine dining restaurant chain.

**Controller / Operations Manager**

- Managed finances for 10 domestic restaurants, assisted in planned expansion.
- Monthly close, Financials, and Budgets.
- Developed system for standardized Sales reporting, Payables, Receivables, and Cash Management. (30 bank accounts) (New York corporate office)
- Developed and integrated regional marketing strategies,
- Sales Tax, Insurance, ADP Payroll, Policies and Procedures.
- Inventory Control, Cost Containment, and Purchasing guidelines.
- Acc Pac Plus, Great Plains, Lotus 123, and Microsoft related software.

**Continental Airlines Holdings, Inc., dba Chelsea Catering Corporation, NY, NY** **5/1990-11/1991**

Accounting for La Guardia Flight Kitchen servicing and wholly owned by Eastern and Continental Airlines.

**Purchasing Manager / Assistant Controller**

- Liaison with Airlines for Billing Reconciliation.
- Management reporting, Inventory Control / Cost Containment.
- Transferred for 6 month posting to open International Flight Kitchen at Honolulu International Airport.
- Developed computerized internal requisition system / Assisted in production planning.
- Purchasing, receiving, and storage of raw materials. (Food, Liquor, and related equipment) Supervised 40 employees.

**Frederick Goldman and Sons, Inc., New York, NY****3/1989-5/1990**

\$ 12 million gold jewelry manufacturer

**Assistant Inventory Control Manager**

- Accounting for gold through production and finished stages for "casting" and "stamping" facilities.
- Worked in Process Audits utilizing Bar Code Scanning system.
- Designed and maintained daily "Cycle Count" to ensure inventory integrity.

**Education****London School of Economics, London, United Kingdom****Graduate Diploma, Accounting / Finance**

- One year immersion graduate course in Financial Decision Theory, Accounting, Budgeting, Variance Analysis, Commercial Law, Computer Applications, and Industrial Relations

**University of New Hampshire, Keene, NH****Bachelor of Arts - Economics,**

- Extensive course work in the United States Political Economy. Economic conditions and relationship to political decisions. Emphasis on U.S. and International Economic Conditions since 1932.
- Minors in Spanish and United States History.

**RESOLUTION NO. R-2013-1471**

**RESOLUTION OF THE BOARD OF COUNTY  
COMMISSIONERS OF PALM BEACH COUNTY,  
FLORIDA, REPEALING AND REPLACING  
RESOLUTION R-2008-1810, AS AMENDED, PROVIDING  
FOR THE WATER RESOURCES TASK FORCE.**

**WHEREAS** Palm Beach County has long depended upon the Biscayne Aquifer for the County's primary source of water; and

**WHEREAS** the Board of County Commissioners of Palm Beach County, Florida, established the Water Resources Task Force on October 7, 2008; and

**WHEREAS** in response to efforts to restore the Everglades, in 2007 the South Florida Management District adopted Regional Water Availability Rule which restricts future withdrawals from the Biscayne Aquifer; and

**WHEREAS** Palm Beach County's local government leaders recognize it is critical to address the availability of water resources within the County to protect the public health, ensure the sustainability of sensitive environmental resources and natural systems, and provide viable economic opportunities for our communities and residents; and

**WHEREAS** the County is facing significant and costly projected water supply needs, which cannot be met without increased demands on the Biscayne Aquifer unless appropriate measures are taken in accordance with the Regional Water Availability Rule, and which will require development alternative water supply projects such as the use of reclaimed water and/or stormwater reuse projects; and

**WHEREAS** local leaders are committed to ensuring that the long-term water resource needs of all Palm Beach County water users are effectively planned for and met, including those of water providers, wholesale and retail purchasers, and their customers; and

**WHEREAS** these needs may be met more efficiently and cost effectively through collaborative partnerships, evaluation of existing and planned infrastructure and by considering regional or sub-regional approaches; and

**WHEREAS** the Water Resources Task force was created as a county-wide forum to consider these opportunities; and

**WHEREAS**, there is a need bring the resolution into compliance with the Board of County Commissioners' uniform policies and procedures on advisory boards as provided in Resolution R-2013-0193; and

**WHEREAS**, repealing and replacing Resolution R-2008-1810, as amended, pertaining to the Water Resources Task Force, will simplify future reference.

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

Resolution R-2008-1810, as amended, is hereby repealed and replaced with the following:

**Section 1. Creation of the Water Resources Task Force.** There is hereby established an Advisory Committee to be known as the "Water Resources Task Force" herein referred to as the Task Force. The Task Force shall serve at the pleasure of the Palm Beach County Board of County Commissioners until such time as the Palm Beach County Board of County Commissioners determines by majority vote that the services of the Task Force are no longer needed.

**Section 2. Mission Statement.** The Task Force shall work collaboratively to identify and evaluate potential regional and sub-regional water supply strategies and solutions of appropriate water quality to meet countywide future water resource needs and water conservation goals and to meet the objectives of the enabling resolutions.

**Section 3. Roles and Responsibilities.** The Task Force will identify and evaluate opportunities and impediments to providing future water supply, conservation, wastewater treatment, and reuse or reclaimed water opportunities that are most efficient and cost effective. The Task Force shall submit an annual narrative report to the Agenda Coordinator. The form, substance and submittal dates for annual narrative reports are established by PPM-CW-O-060.

**Section 4. Membership.** The Board of County Commissioners hereby finds that the Task Force is best served by a broad cross-section of individuals within Palm Beach County and therefore waives the maximum number of members set forth in Resolution 2013-1393. The Task Force shall be composed of representatives of the following entities:

- (a) Six (6) City elected officials appointed by the Palm Beach County League of Cities, which represent a cross section of small, medium, and large cities, one of whom shall be an elected official of a city that purchases water from another municipality or water utility. For each of the six members appointed, the Palm Beach County League of Cities shall also appoint an alternate member to serve in the appointed member's absence. Alternate members must be municipal elected officials and must be from a different similarly-sized municipality.
- (b) One (1) County Commissioner or their appointee and an alternate appointed by the Board of County Commissioners.
- (c) One (1) Special Independent District Water and/or Wastewater Provider or Utility Water and/or wastewater Provider official and an alternate appointed by the Board of County Commissioners.
- (d) One (1) Lake Worth Drainage District Representative and an alternate appointed by the Board of County Commissioners.
- (e) One (1) Drainage/Water Control District elected official and an alternate appointed by the Board of County Commissioners.
- (f) One (1) South Florida Water Management District Governing Board Member and an alternate appointed by the Governing Board.
- (g) One (1) Environmental Representative familiar with water resource issues in southeast Florida and an alternate appointed by the Board of County Commissioners.
- (h) One (1) Land Owner in Palm Beach County, actively farming that land to represent the agricultural interests in Palm Beach County, and an alternate appointed by the Board of County Commissioners.
- (i) One (1) Indian Trail Improvement District representative and an alternate appointed by the Indian Trail Improvement District Board of Supervisors.

**Section 5. Appointments.** All members must reside in Palm Beach County at the time of appointment and while serving on the Task Force.

Members shall be appointed to serve for staggered terms of three (3) years with a limit of three (3) consecutive terms. The terms of those members and alternates set forth in Section 4(a) and 4(b) shall terminate on September 30, 2015. The terms of those members and alternates set forth in Section 4(c) through 4(i) shall terminate on September 30, 2016. Terms shall begin on October 1st and end on September 30th. Vacancies occurring during a term shall be filled for the unexpired portion of the term, and shall not count towards the member's term limits.

**Section 6. Conflict of Interest.** Members shall be governed by the applicable provisions of the Florida Code of Ethics for Public Officers and Employees and the applicable provisions of the Palm Beach County Code of Ethics.

**Section 7. Compensation.** Members shall receive no compensation for services, but may be entitled to travel reimbursement incurred only for travel outside Palm Beach County necessary to fulfill board member responsibilities and only when sufficient funds have been budgeted and available as set forth in PPM CW-O-038. Approval Authority for pre-authorized board member travel is designated to the County Administrator and Deputy County Administrator and shall be in accordance with PPM CW-F-009. No other expenses will be reimbursable except documented long distance telephone calls to the liaison County department.

**Section 8. Attendance.** Members shall be automatically removed for lack of attendance. Lack of attendance is defined as failure to attend three (3) consecutive meetings or a failure to attend more than one-half of the meetings scheduled during a calendar year. Participation for less than three-fourths of a meeting shall be the same as a failure to attend a meeting. Members removed pursuant to this paragraph shall not continue to serve on the Task Force and such removal shall create a vacancy.

**Section 9. Officers.** The Task Force shall elect a Chair, Vice-Chair, and a Chair Pro-Temp. The Task Force shall adopt rules of procedure, including provisions for quorum, voting and consideration of motions and other items, and establish such standing committees as necessary to conduct the work of the Task Force.

**Section 10. Meetings.** The Task Force shall meet on a regular basis. A quorum must be present for the conduct of all regular meetings. A majority of the sitting members appointed shall constitute a quorum. The chairperson may call a meeting or a meeting may be called upon the written request of three members.

**Section 11. Conduct of Meetings.** All meetings shall be governed by Robert's Rules of Order and shall comply with the Sunshine Law. Reasonable public notice of all meetings shall be provided. All meetings of the Task Force shall be open to the public at all times and minutes shall be taken at each meeting.

**Section 12.** A Technical/Professional staff workgroup ("TP Workgroup") may be designated by the entities in Section 4 to advise the Task Force on matters such as, but not limited to, water resource availability, management, facilities and infrastructure, supply and constraints, and other technical, environmental, and professional subject matters as requested by the Task Force.

**Section 13.** The following Technical/Professional staff shall be designated by the Task Force to serve on the TP Workgroup upon recommendation by the TP Workgroup Chair. The Palm Beach County Water Resources Manager will serve as the Chair of the TP Workgroup.

- (a) Four staff persons appointed by the League of Cities from representative municipal governments in Palm Beach County;
- (b) One (1) County Staff person from the Department of Environmental Resource Management;
- (c) One (1) County staff person from the Department of Water Utilities;
- (d) One (1) staff person from the Lake Worth Drainage District;
- (e) One (1) staff person from a Special Independent District Water and/or Wastewater Provider or Utility Water and/or Wastewater Provider;
- (f) One (1) water management staff person from the South Florida Water Management District;
- (g) One (1) builder representative appointed by the Florida Home Builders Association;
- (h) One (1) staff person from the Florida Department of Environmental Protection;
- (i) One (1) staff person from the Florida Department of Agricultural and Consumer Services to represent agricultural interests;
- (j) One (1) person representing the public at large;
- (k) One (1) staff person from the Palm Beach County Health Department;
- (l) One (1) grower representative appointed by the Palm Beach County Chapter of the Florida Nursery Growers and Landscape Association.

**Section 14.** The Technical/Professional staff workgroup may meet as scheduled by its chair. The TP Workgroup, following the appointments made pursuant to Section 4, shall meet for the purpose of selecting a Vice-Chair, adopting any necessary rules of procedure, appointing



any standing workgroup subcommittees, and address issues identified by the Task Force for future technical evaluation by the TP Workgroup.

**Section 15.** Palm Beach County Water Utilities Department shall provide staff support to the Task Force.

**Section 16.** Support staff will prepare meeting notices and minutes, maintain records, coordinate or prepare draft reports, and prepare final reports containing the findings and recommendations of the Task Force.

**Section 17.** The governmental entities adopting this resolution recognize and agree their participation as members of the Task Force is a voluntary effort. The participating governments further recognize that any final report issued by the Task Force shall not be construed as imposing any mandates upon the participants or other government entities within Palm Beach County. It is understood and desired, rather, that the collaborative work of the Task Force serve as recommendations for state and federal agencies, Palm Beach local governments, businesses, and residents as each community moves forward with consideration and decision-making regarding future water resources planning, development, and management.

**Section 18. Uniform Policies and Procedures of Advisory Boards.** The Committee shall be subject to the uniform policies and procedures established by the Board of County Commissioners for Advisory Boards as currently set forth in Resolution No. 2013-0193, as may be further amended by action of the Board of County Commissioners.

**Section 19. Effective Date.** The provisions of this Resolution shall become effective upon approval of the Board of County Commissioners.

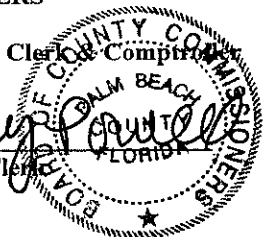
The foregoing Resolution was offered by Commissioner Taylor, who moved its adoption. The motion was seconded by Commissioner Burdick, and upon being put to a vote, the vote was as follows:

Commissioner Steven L. Abrams, Mayor	-	<u>Aye</u>
Commissioner Priscilla A. Taylor, Vice Mayor	-	<u>Aye</u>
Commissioner Hal R. Valeche	-	<u>Aye</u>
Commissioner Paulette Burdick	-	<u>Aye</u>
Commissioner Shelley Vana	-	<u>Aye</u>
Commissioner Mary Lou Berger	-	<u>Aye</u>
Commissioner Jess R. Santamaria	-	<u>Aye</u>

The Mayor thereupon declared the Resolution duly passed and adopted this 22nd day of October 2013.

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

Sharon R. Bock, Clerk & Comptroller  
BY: Paulette Burdick  
Deputy Clerk



**APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY**

BY: [Signature]

**Palm Beach County Water Resources Task Force  
Membership List  
March 2014**

<u>Member</u>	<u>Organization</u>	<u>Alternate</u>	<u>Organization</u>
Jay Foy (Chair)	Town of Haverhill	Jonathan Pearce	City of Greenacres
Mike Mullaugh	City of Boca Raton	Milton Block	Jupiter Inlet Colony
Matt Willhite (Vice-Chair)	Village of Wellington	Scott Maxwell	City of Lake Worth
Michael Dahlgren	City of Atlantis	John Callaghan	Town of Juno Beach
Jeff Hmara	Village of Royal Palm Beach	Dawn Pardo	City of Riviera Beach
David Stewart	Town of Lantana	David Levy	City of Palm Beach Gardens
Mary Lou Berger (Pro-Tem)	Palm Beach County	Shelley Vana	Palm Beach County
<b>Vacant</b>		<b>Vacant</b>	
Jim Alderman	LWDD	John Whitworth	LWDD
Adrian Salee	NPBCID	<b>Vacant</b>	
<b>Vacant</b>	SFWMD	Rod Braun	SFWMD
John Flanigan	Environmental Interests	Dick Tomasello	Environmental Interests
Ted Winsberg	Farming Interests	<b>Vacant</b>	
<b>Vacant</b>	ITID	<b>Vacant</b>	