

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARD APPOINTMENT SUMMARY

Meeting Date: September 1, 2015

Submitted By: Water Utilities

Advisory Board Name: Water Utilities Advisory Board

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: the re-appointment of an at-large member to the Water Utilities Advisory Board for a second term of three (3) years effective October 1, 2015 through September 30, 2018.

<u>Nominee:</u>	<u>Requirements:</u>	<u>Seat No.</u>	<u>Nominated by:</u>
Beverly Scott	Current WUD Customer Resides in Glades area of PBC	10	Mayor Vana Comm. Valeche Comm. Abrams Comm. McKinlay Comm. Burdick Comm. Taylor

Summary: Resolution No. R2012-0904 provides for an 11 member Water Utilities Advisory Board (WUAB). The membership consists of seven (7) District members, two (2) County-wide At-Large members, one (1) Lake Region member and one (1) Royal Palm Beach At-Large member.

On September 30, 2015, Beverly Scott’s term as a member of the WUAB will expire. Ms. Scott has served on the WUAB for three (3) years (1 term). She has indicated a desire to continue as a WUAB member and the Advisory Board unanimously supports their re-appointment. The Commissioners were notified of the vacancy by the Water Utilities Department on June 18, 2015. Countywide (MJ)

Background and Justification: The WUAB was created by the Board of County Commissioners in March 1984 to provide informed consumer advice regarding the Water Utilities Department policies, plans and programs. The WUAB reviews the Department’s annual budget as well as proposed rate changes. It also makes recommendations concerning capital improvement plans, acquisitions, new technologies for improving water, wastewater and reclaimed water service, and assists in handling the Department’s Administrative Hearings. The Board consists of 11 members with nine (9) seats currently filled and a diversity count of seven (7) Caucasian males, one (1) African-American male and one (1) Caucasian female.

The Chairman of the WUAB, along with Department Staff, recommends the reappointment of Beverly Scott due to her outstanding service to date. The Commissioners were notified of the vacancies by the Water Utilities Department on June 18, 2015.

- Attachments:**
- 1. Completed Board Appointment Forms
 - 2. Resolution No. R2012-0904
 - 3. Advisory Board Members Contact List
 - 4. Advisory Board Attendance Records
 - 5. Memo to BCC dated 06/18/2015
 - 6. Acknowledgement of Receipt (Code of Ethics Training)

Recommended By:  8-20-15
Department Director Date

Legal Sufficiency:  8/21/15
Assistant County Attorney Date

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

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Section I (Department): (Please Print)

Board Name: Palm Beach County Water Utilities Department Advisory ☒ Not Advisory ☐
Advisory Board

☒ At Large Appointment or ☐ District Appointment / District #: _____

Term of Appointment: 3 Years. From: 10/16/15 To: 10/15/18

Seat Requirement: Current PBC Resident and Customer of PBC Seat #: Lake Region
Water Utilities Department

☒ *Reappointment or ☐ New Appointment

or ☐ to complete the term of _____ Due to: ☐ resignation ☐ other

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Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Scott Beverly J.
Last First Middle

Occupation/Affiliation: Assistant to the City Manager

Owner ☐ Employee ☒ Officer ☐

Business Name: City of Belle Glade

Business Address: 110 Dr. Martin Luther King, Jr. Blvd. W

City & State Belle Glade, FL Zip Code: 33430

Residence Address: 805 Northeast Second Street

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Home Phone: (561) 996-7398 Business Phone: (561) 992-1623 Ext.

Cell Phone: (561) 436-8838 Fax: (561) 992-2221

Email Address: bscott@belleglade-fl.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
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(Attach Additional Sheet(s), if necessary)			
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AND

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*Applicant's Signature: Beverly J. Scott Printed Name: Beverly J. Scott Date: 6/24/15

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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: Shelley Anna Date: 8-17-15

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

Revised 01/14/2014

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Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: Mark Valocchi Date: 8/17/15

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Commissioner's Signature: S. Abrams Date: 8/17/15

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Commissioner's Signature: Melissa McKinley Date: 6/17/15

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Commissioner's Signature: Paula H. Burdett Date: 8-20-2015

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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:

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>Example: (R#XX-XX/PO XX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____
(Attach Additional Sheet(s), if necessary) OR			
NONE	<input checked="" type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input type="checkbox"/>

ETHICS TRAINING: All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment, Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-80 is required before appointment, and upon reappointment.

☒ 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 on 6/23 2015
☐ 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: Beverly J. Scott Printed Name: Beverly J. Scott Date: 6/24/15

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.palmbeachcountyethics.com or contact us via email at ethics@palmbeachcountyethics.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: [Signature] Date: 8/24/15

RESOLUTION NO. R-2014-0457

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, RESCINDING AND REPLACING IN ITS ENTIRETY RESOLUTION R-2012-0904, RELATING TO THE WATER UTILITIES ADVISORY BOARD.

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

Section 1. Rescission of Previous Resolution.

Resolution R2012-0904 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 eleven members: seven (7) District Members, one appointed by each of the Commissioners; two (2) At-Large Members appointed by the Board of County Commissioners; one (1) Lake Region Member appointed by the Board of County Commissioners from residents of the Belle Glade, Pahokee, and South Bay (the "Glades Cities") and adjacent unincorporated areas (the "Glades Cities") who submit applications for the position; and one (1) Royal Palm Beach Member, to be appointed by the Village of Royal Palm Beach Village Council.

District and At-Large Advisory Board Members must be County residents and current customers of the Department, both at the time of their appointment to the Advisory Board and throughout the entirety of their term of membership on the Advisory Board. The Lake Region Member must be a resident of the Glades Cities or the unincorporated area immediately adjacent to one of the Glades Cities and shall be a current customer of the Department, both at the time of their appointment to the Advisory Board and throughout the entirety of their term of membership on the Advisory Board. The Royal Palm Beach Member must be a resident of Royal Palm Beach and a current customer of the Department, both at the time of their appointment to the Advisory Board and throughout the entirety of their term of membership on 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: utilities, operations, engineering, law, planning, management, and accounting and finance.

Upon compliance with the applicable exemption provisions of Florida Statute, Chapter 112.313(12), and the Palm Beach County Code of Ethics, up to two (2) Advisory Board members may be involved in a business relationship, directly or indirectly, with the 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. Terms, Vacancies, Removal from Board.

For members appointed/reappointed on or after March 1, 2013, terms shall be three (3) years, and members may serve no more than three (3) consecutive three (3) year terms. Terms shall begin on October 1st and end on September 30th. The terms of those members who were appointed prior to March 1, 2013 shall end on September 30 of the year in which their term expires. Vacancies on the Advisory Board shall be filled by appointment by the Board of County Commissioners of Palm Beach County (for At-Large Members and the Lake Region Member) or District

Commissioner (for District Appointments), or by the Village of Royal Palm Beach Village Council (for the Royal Palm Beach Member). Vacancies occurring during a term shall be filled for the unexpired portion of the term, and shall not count towards the members term limits.

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.

Section 6. Uniform Policies and Procedures of Advisory Boards.

The Advisory Board 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 R-2013-0193, as may be further amended by action of the Board of County Commissioners.

Section 7. Effective Date.

The provisions of this Resolution shall become effective upon approval by the Board of County Commissioners.

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

Commissioner	Priscilla A. Taylor, Mayor	-	Aye
Commissioner	Paulette Burdick, Vice Mayor	-	Aye
Commissioner	Hal R. Valeche	-	Aye
Commissioner	Shelley Vana	-	Aye
Commissioner	Steven L. Abrams	-	Aye
Commissioner	Mary Lou Berger	-	Aye

Commissioner Jess R. Santamaria

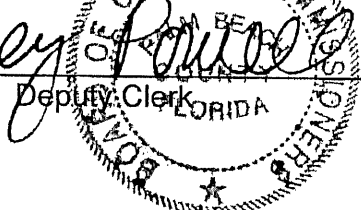
- Aye

The Mayor thereupon declared the Resolution duly passed and adopted
this 1st day of April, 2014.

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

SHARON R. BOCK, CLERK AND
COMPTROLLER

By: Tracy Powell
Deputy Clerk



APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

By: [Signature]
County Attorney

PBC Water Advisory Board Members

Last Revised: 06/30/2015

WUD Seat Number	Name	Address	Email	Home	Mobile	Date First Appointed	Date Current Term Began	Term Expires	Commission District
1	Harvey Arnold Vice Chair	15441 Lake Gardenia Place Delray Beach, FL 33484	nohanash@aol.com	561-496-3226	561-665-1468	5/2/2000	6/4/2013	9/30/2016	District 1 Hal R. Valeche
2	Theodore (Ted) Cott	6768 10th Ave, North #105 Lake Worth, FL 33467	tedspeak@comcast.net	561-432-1417	561-313-0058	11/20/2012	11/20/2012	9/30/2015	District 2 Paulette Burdick
3	Lewis Doctor	7015 Brunswick Circle Boynton Beach, FL 33472	lewisdoctor@gmail.com	561-735-7564	561-523-5442	4/7/2009	10/7/2014	9/30/2017	District 3 Shelley Vana
4	Burt Goodman	22507 Caravelle Circle Boca Raton, FL 33433	burtgoodman@comcast.net	561-362-6556	n/a	8/18/2009	10/1/2014	9/30/2017	District 4 Steve Abrams
5	VACANT								District 5 Mary Lou Berger
6	James P. Sasser (JP Sasser)	160 South Elm Ave Pahokee, FL 33476	sasserjames@att.net	561-924-7195	561-755-2134	6/23/2015	10/1/2015	9/30/2018	District 6 Melissa McKinlay
7	Frank Matthews	4013 Temple Street West Palm Beach, FL 33407	mat1943@bellsouth.net	561-964-4530	561-906-6886	5/3/2011	10/7/2014	9/30/2017	District 7 Priscilla A. Taylor
8	Edwin Wechsler	7895 New Holland Way Boynton Beach, FL 33437	ejw1280@aol.com	561-739-6330	n/a	11/18/2008	6/18/2013	9/30/2016	At-Large
9	Bernard Castleman	181 Harbor Lake Circle Greenacres, FL 33413	rbcastl@bellsouth.net	561-733-6675	561-315-2519	4/15/2014	4/15/2014	9/30/2016	At-Large
10	Beverly J. Scott	City of Belle Glade 110 Dr. Martin Luther King, Belle Glade, FL 33430	bscott@belleglade-fl.com	561-992-1623	561-436-8838	10/16/2012	10/16/2012	9/30/2015	Lake Region
11	VACANT								Royal Palm Beach

Advisory Board Members
Attendance Log

Names:	10/31/14	12/05/14	01/30/15	02/27/15	03/27/15	04/24/15	05/29/15	06/26/15	07/31/15	09/25/15	10/30/15	12/04/15
Harvey Arnold	P	P	P	P	P	A	P	P				
Ted Cott	P	P	P	P	P	P	P	P				
Lewis Doctor	P	P	P	P	P	P	P	P				
Burt Goodman	A	P	P	P	P	P	A	P				
Derrek Moore	A	P	P	P	A	P	A					
Frank Matthews	P	P	P	P	P	P	A	P				
Edwin Wechsler	A	P	P	A	P	P	P	P				
Bernard Castleman	P	P	P	P	A	P	P	P				
Beverly Scott	P	A	P	P	A	P	A	P				
Carlton Brooks	A	A	A	A	A	A	A					
Mae Yates	A	P	A									
James P. Sasser								P				

P = Present Member
A = Absent Member



**Water Utilities Department
Administration**
P.O. Box 16097
West Palm Beach, FL 33413-6097
(561) 493-6000
Fax: (561) 493-6008
www.pbcwater.com

**Palm Beach County
Board of County
Commissioners**

Shelley Vana, Mayor

Mary Lou Berger, Vice Mayor

Hal R. Valeche

Paulette Burdick

Steven L. Abrams


Melissa McKinlay

Priscilla A. Taylor

County Administrator

Robert Weisman

"An Equal Opportunity
Affirmative Action Employer"

 printed on recycled paper

DATE: June 18, 2015

TO: The Honorable Shelley Vana, Mayor
Palm Beach County Board of County Commissioners

FROM: Jim Stiles, Director
Water Utilities Department

Jim Stiles

RE: Water Utilities Department Advisory Board
Lake Region Nomination

 **FILE COPY**

The Water Utilities Department Advisory Board (WUDAB) is composed of eleven members; seven District appointments, one member by each of the Commissioners, two At-Large Members appointed by the Board of County Commissioners (BCC), one Lake Region Member appointed by the BCC and one Royal Palm Beach Member appointed by the Village Council of Royal Palm Beach. The BCC appoints members for staggered three-year terms.

Per Resolution No.R2012-0904, candidates must be county residents and current customers of the Water Utilities Department to be eligible for appointment. The Lake Region member must be a resident of the Glades cities or unincorporated area immediately adjacent to one of the Glades cities and shall remain a current customer of the Department throughout the entirety of their term. Preference for membership shall be accorded, but not limited to, those residents who are knowledgeable or possess expertise in the following areas: utilities, operations, engineering, law, planning, management and accounting and finance.

Currently, Beverly Scott is serving on the WUDAB as a representative for the Lake Region seat. Ms. Scott served on the WUDAB for 3 years; she is both eligible for reappointment and willing to continue to serve at the direction of the Board. Staff is planning to request consideration for this appointment at the September 1, 2015 BCC meeting.

The WUDAB typically meets the last Friday of each month at 9:00 a.m., except August, November and December. A copy of the 2015 meeting schedule is attached. The current diversity of the WUDAB is White: 7 (90%) and Black: 1 (10%). The gender ratio (male:female) is 7:1.

In accordance with PPM #CWO-O-023, staff is notifying the Commissioners of the opening and requesting nominations. If you have a candidate you would like considered for appointment that meets the criteria, please provide the candidate's contact information to Jocelyn Colón at (561) 493-6135 or jcolon@pbwater.com.

Thank you for your consideration in this matter.

cc: Shannon LaRocque-Bass, P.E., Assistant County Administrator
Kathy D. Peck, Administrative Assistant
Danna L. Ackerman-White, Administrative Assistant
Quianna Gray, Secretary
Hal R. Valeche, Commissioner
Paulette Burdick, Commissioner
Steven L. Abrams, Commissioner
Mary Lou Berger, Vice Mayor
Melissa McKinlay, Commissioner
Priscilla A. Taylor, Commissioner



ACKNOWLEDGEMENT OF RECEIPT PALM BEACH COUNTY CODE OF ETHICS TRAINING

Legal Name: Beverly J. Scott (Please print clearly)

Employee Identification Number: _____

Department/Board: PBC Water Utilities Department Advisory Board

By signing this acknowledgement, I am attesting that I have done the following:

☒ Read the Palm Beach County Code of Ethics Ordinance. (Click to open)

AND

Have completed additional training by viewing one of the following:

☐ The Code of Ethics Training Program on the Intranet/Internet. (Click to view)

☒ The Code of Ethics Training Program on YouTube. (Click to view)

☐ The Code of Ethics Training Program on DVD.

☐ A live presentation given on the following date _____.

I understand that I am responsible for understanding and abiding by the Palm Beach County Code of Ethics as I conduct my assigned duties during my term of employment. I also understand that the information in this policy is subject to change. Policy changes will be communicated to me by my supervisor or through official notices.

Beverly J. Scott
(Legal Signature)

6/24/15
(Date)

Click here to submit form electronically to Human Resources
PLEASE DO NOT SUBMIT IF YOU ARE AN ADVISORY BOARD MEMBER

Only HR and Employees should submit this form to HR Ethics Training Recognition
Advisory Board Members: Submit signed forms to Appropriate Advisory Board Representative

**PLEASE SUBMIT THIS FORM TO APROPRIATE PARTY AS HIGHLIGHTED ABOVE
PLEASE DO NOT SUBMIT THIS FORM TO THE COMMISSION ON ETHICS**

300 North Dixie Highway, Suite 450, West Palm Beach, FL 33401

PHONE: 561.355-1915 FAX: 561.355-1904

Hotline: 877.766.5920 Website: www.palmbeachcountyetics.com