

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

BOARD APPOINTMENT SUMMARY

Meeting Date: December 18, 2018
Department: Administration
Advisory Board: Water Resources Task Force

I. EXECUTIVE BRIEF

Motion & Title: Staff recommends motion to approve: one new appointment to the Water Resources Task Force for the remainder of a full three year term commencing December 18, 2018 and ending September 30, 2021.

<u>Seat No.</u>	<u>Appointment</u>	<u>Seat Requirement</u>	<u>Nominated By</u>	<u>Term Ending</u>
2	Elvadianne Culbertson	Alternate	League of Cities	September 30, 2021

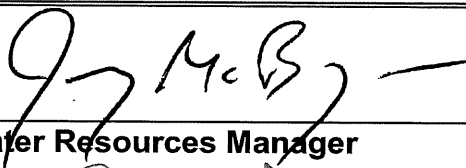
Summary: The Water Resources Task Force is comprised of 14 members: six City elected officials; one County Commissioner (or their appointee); one water and/or wastewater provider or utility official; one Lake Worth Drainage District representative; one drainage/water control district elected official; one South Florida Water Management District Governing Board member; one environmental representative; one land owner in Palm Beach County actively farming that land to represent agricultural interests; and one Indian Trail Improvement District (ITID) representative. Designated alternates are also required for each seat.


The diversity of the current 12 Task Force members and seven alternatives is as follows: 18 Caucasian (95%) and one African-American (5%). The gender ratio (female:male) is 5:14. The alternate appointee nominated by the League of Cities is a Caucasian female.

Seven alternate seats, the water and/or wastewater provider or utility official member seat and the ITID member seat remain vacant at this time. Staff is actively seeking to increase diversity on this board. Countywide (MJ)

Background and Justification: The Water Resources Task Force was established to 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.

- Attachments:** 1) Water Resources Task Force Resolution 2013-1471
2) Water Resources Task Force Membership Roster
3) Boards/Committees Application

Recommended by:  12/10/2018
Water Resources Manager Date

Legal Sufficiency:  12/10/18
Assistant County Attorney Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director

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:

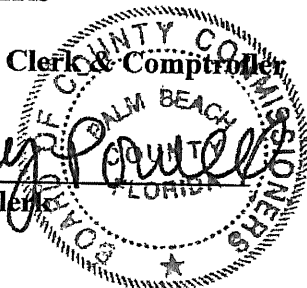
Commissioner Steven L. Abrams, Mayor	-	<u>Aye</u>
Commissioner Priscilla A. Taylor, Vice Mayor	-	<u>Aye</u>
Commissioner Hal R. Valeche	-	<u>Aye</u>
Commissioner Paulette Burdick	-	<u>Aye</u>
Commissioner Shelley Vana	-	<u>Aye</u>
Commissioner Mary Lou Berger	-	<u>Aye</u>
Commissioner Jess R. Santamaria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

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

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

Sharon R. Bock, Clerk & Comptroller

BY: Macey Powell
Deputy Clerk



**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY**

BY: [Signature]

Water Resources Task Force

December 3, 2018

<u>Member</u>	<u>Organization</u>	<u>Alternate</u>	<u>Organization</u>
Terence Davis	City of Riviera Beach	Vacant	
Paula Ryan	City of West Palm Beach	Vacant	
Milton (Chip) Block (Chair)	Town of Jupiter Inlet Colony	Vacant	
Jason Haselkorn	Town of Juno Beach	Vacant	
Myra Koutzen (Vice Chair)	Town of Palm Beach Shores	Rachelle Litt	City of Palm Beach Gardens
David Stewart	Town of Lantana	Donald Magruder	Town of Ocean Ridge
Melissa McKinlay	Palm Beach County	Gregg Weiss	Palm Beach County
Vacant	Water and/or Wastewater Provider or Utility staff	Vacant	Water and/or Wastewater Provider or Utility staff
Harry Raucher	Lake Worth Drainage District	James Alderman	Lake Worth Drainage District
Adrian Salee	Northern Palm Beach County Improvement District	Gregory Block	Northern Palm Beach County Improvement District
Melanie Peterson	South Florida Water Management District	Vacant	South Florida Water Management District
John Flanigan	Environmental Representative	Richard Tomasello	Environmental Representative
Ted Winsberg	Agricultural Representative	Vacant	Agricultural Representative
Vacant	Indian Trail Improvement District	Greg Shafer	Indian Trail Improvement District

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

ATTACHMENT 3

The information provided on this form will be used in considering your nomination. Please COMPLETE SECTION II IN FULL. Answer "none" or "not applicable" where appropriate. Please attach a biography or résumé to this form.

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: DEC. 18, 2018 To: September 30, 2021
Seat Requirement: League of Cities Seat #: 2 (ALTERNATE)
☐ *Reappointment or ☒ New Appointment
or ☐ to complete the term of _____ Due to: ☐ resignation ☐ other
Completion of term to expire on: _____

***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: CULBERTSON Elvadianne -
Last First Middle
Occupation/Affiliation: Council Member
Owner ☐ Employee ☐ Officer ☒
Business Name: Town of South Palm Beach
Business Address: 3577 S. Ocean Blvd.
City & State: South Palm Beach, FL Zip Code: 33480
Residence Address: 3605 S. Ocean Blvd. #B 215
City & State: South Palm Beach, FL Zip Code: 33480
Home Phone: (561) 383.2860 Business Phone: () Ext. _____
Cell Phone: () Fax: ()
Email Address: eculbertson@southpalmbeach.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

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 ☒ NOT APPLICABLE/
 (Governmental Entity) ☐

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-79 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):

X By watching the training program on the Web, DVD or VHS on _____ 20_____
 By attending a live presentation given on 09 October, 2018

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: Elvadianne Culbertson Printed Name: Elvadianne CULBERTSON Date: 05 November 2018

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) 355-1915.

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: _____

Elvadianne Culbertson
South Palm Beach

EDUCATION

B.S., Business Administration, with emphasis in Health Care Systems, Pacific Western University

M.S., Environmental Management, Chadwick University

Environmental Regulations, Environmental Institute of Executive Enterprises

PROFESSIONAL EXPERIENCE

Natural Resources: Supported Naval Air Warfare Center Aircraft Division, Patuxent River (NAWCAD PAX) in creating an Integrated Natural Resource Management Plan that addresses environmental health issues from an ecosystem approach. The plan brought together land use, forestry, fish and wildlife, cultural resources, outdoor recreation, and environmental education in a manner that promotes biodiversity and environmental integrity while meeting military objectives. This effort encompassed interfacing with environmental resource agencies and the public, including the Station and the Naval Facilities Engineering Command NEPA Coordinators; obtaining and analyzing primary and secondary data, such as Geographical Information System (GIS) material and earlier management plans; and incorporating the various management programs into a plan that optimizes conflicting goals and objectives. The draft plan won the Secretary of the Navy Natural Resources Conservation Award and a comparable honor from the Department of Defense.

Served as a panel member in studies that assessed broad environmental issues. This involved such efforts as examining current air quality standards, evaluating a segment of natural resources, and determining the implications of nondeterioration rules on individual states.

Environmental Impact Statements: Functioned as the focal point in the preparation of multidisciplinary EISs. Under contract with the Minnesota Pollution Control Agency, served as Project Administrator in a multimillion dollar effort assessing potential impacts of a steam generating plant. This required coordinating the technical work papers of 17 disciplines (ranging from acoustic engineering to meteorology) and preparing the composite EIS. For the former Federal Energy Administration, evaluated and documented the socioeconomic impacts of seven different substitute natural gas (SNG) facilities. This included examining both local and regional aspects of short-term and long-term cost-effectiveness.

Social/Cultural Resource Assessments: Served as Principal Investigator in a number of studies including an intensive analysis of risks to communities within a 50-mile radius of a proposed nuclear facility in Massachusetts; a land use analysis and socioeconomic assessment of rural communities surrounding an Arizona open-pit copper mine; a community facilities and services inventory in midtown Manhattan and an assessment of the impact proposed housing would have on existing infrastructure; and design of leadership profile and social survey and in the analysis of each. This latter effort entailed contrasting

lifestyles, institutions, and attitudes of two communities in New York State that were potential sites for a coal-fired power plant.

Monitored the services performed by 250 health and welfare agencies (including youth and senior organizations, hospitals, mental health facilities, and visiting nurse services) serving 1,500,000 persons in a four-county community. This involved compiling and analyzing monthly services statistics, composing or revising reporting methods as required; maintaining familiarity with agency operations and job descriptions of all employees of the United Fund of the Philadelphia Area; tabulating agency trends in terms of utilization and expenditures; and updating, assembling, mailing, and confirming data connected with annual directory of agencies. Evaluated the workload and efficacy of the Community Information and Referral Service; culled material to assist in the establishment of Operation Alphabet (a pilot project of Headstart); assisted in developing a reporting system for Philadelphia's Urban Renewal Program; provided analytic support to the development of the First White House Conference on Aging; and composed, distributed, and tabulated questionnaires for special projects such as camp site usage.

Other: Was an Official Observer of the State of New Jersey's Exercise Oyster Creek '84. This examined the State and County infrastructure's ability to respond to a potential radiological emergency, including assessing contamination levels, evacuating the population, and coordinating medical assistance. Other responsibilities have included performing extensive land use analysis for the U.S. Department of Agriculture's Animal and Plant Health Inspection Service (APHIS), involving assessing the environmental and economic consequences of implementing grasshopper control by way of pesticides in Wyoming; conducting a pilot evaluation of National Institutes of Health (NIH) National Heart, Lung, and Blood Institute's Specialized Centers of Research Program, involving grant reviews, bibliometric assessments, and system analysis; and developing a successful lobbying vehicle for the nation's largest federation of licensed nursing homes and allied long-term health care facilities in its efforts to resolve some concerns of the Medicare Long-Term Care program, involving library and in-field research as well as coordination with Professional Standards Review Organizations.

For U.S. Army Dugway Proving Ground, assessed the potential vulnerability to chemical/biological (CB) attack and the consequent missile degradation of the three-element U.S. TRIAD strategic weapon system. This involved evaluating possible methods of attack, representative agents, and potential degradation as well as making recommendations to minimize the threat. Also, supported NAWCAD WAR in upgrading their helicopter Chemical, Biological, and Radiological (CBR) protective assembly.

Won a Letter of Commendation from US Navy Admiral Jeffrey A. Cook, for her "part in the F-14 Program's winning of the 1997 Secretary of Defense Superior Management Award," and First Prize in international competition as local Society of Logistics Engineers (SOLE) newsletter editor

Selected Technical Writing: Freilich, Elva D., Barbara J. Goldsmith, et al. "Proposed Clean Air Act Amendments: Implications of Nondeterioration Rules on Maine", ERT Document No. P-1992, Environmental Research and Technology, Inc., August 1975.