

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

BOARD APPOINTMENT SUMMARY

Meeting Date: November 1, 2022
Department: Water Utilities Department
Advisory Board Name: Water Utilities Advisory Board

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: the appointment of an at-large member to the Water Utilities Department Advisory Board (WUDAB) for a three (3) year term effective November 1, 2022 through September 30, 2025.

| Nominee: | Requirements: | Seat No. | Nominated By: |
|------------------------|--|---------------------------------|--|
| Thomas L. Stinson, Sr. | Current Water Utilities Customer and Resides in Glades area of PBC | 10 At-Large Lake Region Seat | Commissioner McKinlay Commissioner Marino Vice Mayor Weiss Mayor Weinroth |

Summary: Resolution No. R2014-0457 provides for an eleven-member WUDAB. 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 member.

Department staff recommend the appointment of Mr. Thomas L. Stinson Sr. of Pahokee who has indicated a desire to serve as a WUDAB member.

The Board has 11 seats, 8 seats currently filled and a diversity count of 7 Caucasian (87.5%) and 1 Hispanic-American (12.5%). Mr. Stinson is an African-American male and the gender ratio (female:male) is 3:5. Countywide (MWJ)

Background and Justification: The WUDAB was created by the Board of County Commissioners in March 1984 to provide informed consumer advice regarding WUD policies, plans and programs. The WUDAB reviews the Department's annual budget plans, acquisitions, new technologies for improving water, wastewater and reclaimed water service, and assists in the handling of the Department's Administrative Hearings.

Attachments:

1. Completed Board Member Application/Ethics Confirmation & Resume
2. Memo to BCC dated October 4, 2022
3. 2022 Water Utilities Advisory Board Meeting Schedule
4. Resolution No. R2014-0457

Recommended By: Kristin Baker Department Director Date: 10-5-2022

Approved By: [Signature] Assistant County Attorney Date: 10/11/22

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION

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 Utilities Advisory Board Advisory Not Advisory

At Large Appointment or District Appointment / District #:

Term of Appointment: 3 Years From: November 1, 2022 To: September 30, 2025

Seat Requirement: Must be a resident of Belle Glade, Pahokee or South Bay and a current customer of WUD Seat #: 10

*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: Shinson Thomas Livingston
Last First Middle

Occupation/Affiliation: Surety Agent
Owner Employee Officer

Business Name: Thomas Shinson Bail Bonds

Business Address: 200 SW 6th Ave

City & State: South Bay, FL Zip Code: 33493

Residence Address: 200 SW 6th Ave

City & State: South Bay, FL Zip Code: 33493

Home Phone: (61) 996-9682 Business Phone: (61) 996-4493 Ext

Cell Phone: (61) 449-7707 Fax: (61) 993-2400

Email Address: t.shn@hotmail.com

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: _____

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



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-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 Sept 19, 20 22
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: Thomas Stinson Printed Name: Thomas Stinson Date: 9/10/22

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:
Claudia Coyne, Palm Beach County Water Utilities Department
8100 Forest Hill Blvd., West Palm Beach, FL 33413
ccoyn@pbwater.com

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: November 1, 2022

Commissioner's Signature: Melisse McKeel Date: 10/4/22

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

Revised 01/14/2014

Section II Continued:

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(Governmental Entity)



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* Applicant's Signature: Thomas Shison Printed Name: Thomas Shison Date: 9/10/22

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ccoyne@pbwater.com

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: November 1, 2022

Commissioner's Signature: Maria Y. Manno Date: 10/11/22

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Revised 01/14/2014

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.

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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: Thomas Stinson Printed Name: Thomas Stinson Date: 9/10/22

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 8100 Forest Hill Blvd., West Palm Beach, FL 33413
ccoyne@pbewater.com

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Appointment to be made at BCC Meeting on: November 1, 2022

Commissioner's Signature: [Signature] Date: 10/11/22

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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ccoyne@pbcwater.com

Section III (Commissioner, if applicable):

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Commissioner's Signature: R. W. Wenzel Date: 10/11/22

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

Revised 01/14/2014

Experience

Licensed Surety Agent • Stinson Bail Bonds

1999 - Present

- *Bail suspected criminals out of jail*
- *Monitor and track defendants in criminal cases to ensure compliance of the terms of the bail*

Retired Diesel Operator Supervisor • South Florida Water Management District

1968 - 1998

- *Managed, supervised and enforced planned and corrective maintenance of diesel generators and associated machinery, systems and pumps*
- *Maintained and controlled equipment logs, stored maintenance and technical documentation*
- *Operated and maintained Fairbanks Morse Model 38D8- 1/8 Marine and Stationary Opposed Piston Engines and ensured the effective operation of the diesel powered electrical distribution plant*
- *Coached and mentored junior team members in the development of fitting techniques and engineering plant knowledge*

Professional Development

- *South Florida Water Management District's Supervisory Core Training Program*
- *Keys to Supervision Program*
- *Managing In A Changing Environment • Palm Beach Community College*
- *Leadership Excellence • Palm Beach Community College*
- *Keys to Valuing Diversity*

Certifications

- *80 + hours Gold Coast Bail Bonds School*
- *40 + hours Criminal Justice • University of Florida*
- *Every (2) years continuing education in Bail Bonds Insurance*
- *In-Line 71 Series Detroit Diesel Certificate*
- *3208 Caterpillar Certificate*
- *Bearing Maintenance Lubrication and Failure Analysis*
- *Air Conditioning, Electric Circuits and Controls*
- *Overhead Crane Training*

Education

Lake Shore Senior High School, Belle Glade, FL
Diploma • 1965



MEMORANDUM

Water Utilities Department

8100 Forest Hill Blvd.
West Palm Beach, FL 33413
(561) 493-6000
Fax: (561) 493-6008
www.pbcwater.com



**Palm Beach County
Board of County
Commissioners**

Robert S. Weinroth, Mayor
Gregg K. Weiss, Vice Mayor

Maria G. Marino
Dave Kerner
Maria Sachs
Melissa McKinlay
Mack Bernard

County Administrator

Verdenia C. Baker

*"An Equal Opportunity
Affirmative Action Employer"*

DATE: October 4, 2022
TO: Mayor Robert Weinroth, and Members; Palm Beach County Board of County Commissioners
THRU: Todd J. Bonlarron, Assistant County Administrator
FROM: Ali Bayat, Director, Water Utilities Department *AB*
RE: Water Utilities Department Advisory Board At Large (Lake Region) Nomination

The Water Utilities Department Advisory Board (WUDAB) is composed of 11 members; one (1) member appointed by each of the Commissioners ("District Members"), two (2) at-large members appointed by the Board of County Commissioners (BCC), one (1) Lake Region Member appointed by the BCC and one (1) Royal Palm Beach Member, appointed by the Village Council of Royal Palm Beach. The BCC appoints members for staggered three (3) year terms.

Per Resolution No. R2014-0457, as amended by Resolution No. R2022-0358, the Lake Region candidate must be a resident of the Glades cities or the unincorporated area immediately adjacent to one of the Glades cities and shall remain a current customer of the Water Utilities Department (Department) both at the time of their appointment and throughout the entirety of their term on the advisory board to be eligible for appointment.

The WUDAB typically meets the last Friday of each month at 9:30 a.m., except August, November and December. A copy of the 2022 meeting schedule is attached. The current diversity of the WUDAB is four (4) Caucasian males, three (3) Caucasian females and one (1) Hispanic male.

In accordance with PPM #CW0-0-023, staff is notifying the Commissioners of the opening and requesting nominations. Candidate Thomas Stinson Sr. of South Bay has indicated an interest in serving on the WUDAB. Attached is Mr. Stinson's application and resume. Please sign and return section III of the application to appoint him or provide your candidate's contact information to Claudia Coyne at ccooyne@pbcwater.com by October 14, 2022.

Thank you for your consideration in this matter.

PUBLIC NOTICE
Palm Beach County Water Utilities Department
2022 Advisory Board Meeting Schedule

| Date | Time | Location |
|--|---------------------|---|
| January 28, 2022 | 9:30 AM to 10:30 AM | Water Utilities Department Customer Service Center 9045 Jog Rd, Boynton Beach |
| February 25, 2022 | 9:30 AM to 10:30 AM | Water Utilities Department Customer Service Center 9045 Jog Rd, Boynton Beach |
| March 25, 2022 | 9:30 AM to 10:30 AM | Water Utilities Department Customer Service Center 9045 Jog Rd, Boynton Beach |
| 4/29/2022 CANCELED - LACK OF QUORUM | 9:30 AM to 10:30 AM | Water Utilities Department Customer Service Center 9045 Jog Rd, Boynton Beach |
| 5/27/2022 RESCHEDULED TO 5/20/2022 | 9:30 AM to 10:30 AM | Water Utilities Department Customer Service Center 9045 Jog Rd, Boynton Beach |
| June 24, 2022 | 9:30 AM to 10:30 AM | Water Utilities Department Customer Service Center 9045 Jog Rd, Boynton Beach |
| July 29, 2022 | 9:30 AM to 10:30 AM | Water Utilities Department Customer Service Center 9045 Jog Rd, Boynton Beach |
| August No Meeting Scheduled SUMMER BREAK | | |
| September 30, 2022 | 9:30 AM to 10:30 AM | Water Utilities Department Customer Service Center 9045 Jog Rd, Boynton Beach |
| October 28, 2022 | 9:30 AM to 10:30 AM | Water Utilities Department Customer Service Center 9045 Jog Rd, Boynton Beach |
| November No Meeting Scheduled THANKSGIVING HOLIDAY | | |
| December 2, 2022 | 9:30 AM to 10:30 AM | Water Utilities Department Customer Service Center 9045 Jog Rd, Boynton Beach |

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

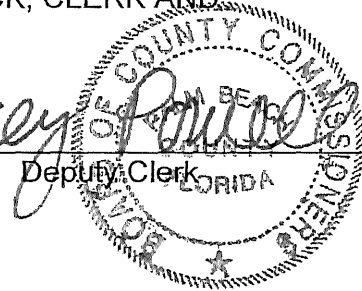
- Aye

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: Stacey Powell
Deputy Clerk



APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By: [Signature]
County Attorney