

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**BOARD APPOINTMENT SUMMARY**

**Meeting Date:** January 10, 2023  
**Department:** Water Utilities Department  
**Advisory Board Name:** Water Utilities Advisory Board

**I. EXECUTIVE BRIEF**

**Motion and Title: Staff recommends motion to approve:** proposed seat change of one current member to the Water Utilities Department’s Advisory Board (WUDAB) effective January 10, 2023.

Seat No.	Proposed Seat No.	Appointment	Term Expires:
1 - District 1	8 - At-Large	Rob Hawkins	September 20, 2023

**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.

Mr. Rob Hawkins has served on the WUDAB since December 19, 2017 and has indicated a desire to continue as a WUDAB member.

The Board has 11 seats, 10 seats currently filled and a diversity count of 8 Caucasian (80%), 1 Hispanic-American (10%) and 1 African-American (10%). Mr. Hawkins is a Caucasian male and the gender ratio (female:male) is 3:7. 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:**

- Resolution No. R2014-0457

Recommended By: Kristin Boh for 12-6-2022  
**Department Director** **Date**

Approved By: [Signature] 12/7/22  
**Assistant County Attorney** **Date**

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Resolution R2012-0904 is hereby rescinded.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 1<sup>st</sup> and end on September 30<sup>th</sup>. 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

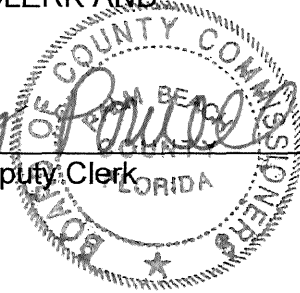
- Aye

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 Paul  
Deputy Clerk



APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

By: [Signature]  
County Attorney