



**UTILITY SPECIAL DISTRICT
BOARD OF DIRECTORS MEETING
AGENDA**

**MARINA EVENT CENTER - 190 E. 13TH STREET
Riviera Beach, FL 33404**

**WEDNESDAY, SEPTEMBER 15, 2021
5:30 PM**

NOTICE

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT, OF 1990, PERSONS IN NEED OF A SPECIAL ACCOMMODATION TO PARTICIPATE IN THE PROCEEDING SHALL, CONTACT THE EXECUTIVE ASSISTANT AIDE AT 561-845-4185 NO LATER THAN 96 HOURS PRIOR TO THE PROCEEDINGS. IF HEARING IMPAIRED, TELEPHONE THE FLORIDA RELAY SERVICES 1-800-955-8771 (TDD) OR 1-800-955-8770 (VOICE) FOR ASSISTANCE.

DISTRICT BOARD OF DIRECTORS

CHAIRPERSON

SHIRLEY D. LANIER - DISTRICT 3

VICE CHAIRPERSON

KaSHAMBA MILLER-ANDERSON - DISTRICT 2

BOARD MEMBERS

TRADRICK McCOY - DISTRICT 1

JULIAA. BOTEL, Ed. D - DISTRICT 4

DOUGLAS A. LAWSON - DISTRICT 5

Ex-Officio Board Member

MAYOR RONNIE L. FELDER

ADMINISTRATION

Jonathan Evans, City Manager
Deirdre Jacobs, Acting Executive
Claudene L. Anthony, CMC, District Clerk
Dawn S. Wynn, District Attorney
Randy Sherman, District Finance Director

PLEASE TAKE NOTICE AND BE ADVISED that if any interested person desires to appeal any decision made by the Utility Special District Board of Directors with respect to any matter considered at this meeting, such interested person, at own expense, will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based, pursuant to F.S. 286.0105.

LOBBYING - ORDINANCE 4001 ADOPTED SEPTEMBER 2011

Lobbyist registration and reporting forms are available for you online and in print. Forms can be obtained in the Office of the City Clerk. Registration and reporting forms shall be submitted to the Office of the City Clerk.

ANY PERSON WHO WOULD LIKE TO SPEAK ON AN AGENDA ITEM PLEASE COMPLETE A GREEN PUBLIC COMMENT CARD LOCATED AT THE FRONT DESK AND GIVE IT TO THE STAFF PRIOR TO THE ITEM BEING TAKEN UP BY THE BOARD OF DIRECTORS FOR DISCUSSION. MEMBERS OF THE PUBLIC WILL BE GIVEN A TOTAL OF THREE (3) MINUTES TO SPEAK ON ALL ITEMS LISTED ON THE CONSENT AGENDA AND THREE (3) MINUTES TO SPEAK ON EACH REGULAR AGENDA ITEM. THE TIME LIMIT FOR PUBLIC COMMENT MAY BE REDUCED BY A VOTE OF THE BOARD OF DIRECTORS BASED ON THE VOLUMINOUS NATURE OF PUBLIC COMMENT CARDS. IN NO EVENT WILL ANYONE BE ALLOWED TO SUBMIT A COMMENT CARD TO SPEAK ON AN AGENDA ITEM AFTER THE RESOLUTION IS READ OR ITEM CONSIDERED.

CALL TO ORDER

Roll Call

Invocation

Pledge of Allegiance

AGENDA Approval

Additions, Deletions, Substitutions

Disclosures by Board of Directors

Adoption of Agenda

Comments From the Public on Consent Agenda (Three Minute Limitation Total)

CONSENT AGENDA

ALL MATTERS LISTED UNDER THIS ITEM ARE CONSIDERED TO BE ROUTINE AND ACTION WILL BE TAKEN BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS UNLESS A BOARD MEMBER SO REQUESTS, IN WHICH EVENT, THE ITEM WILL BE REMOVED FROM THE GENERAL ORDER OF BUSINESS AND CONSIDERED IN ITS NORMAL SEQUENCE ON THE AGENDA.

MINUTES

1. **AUGUST 18, 2021 UTILITY SPECIAL DISTRICT MEETING MINUTES**

RESOLUTIONS

2. RESOLUTION 27-21UD A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH UTILITY SPECIAL DISTRICT, PALM BEACH COUNTY, FLORIDA, ADOPTING THE FISCAL YEAR 2021-2022 BUDGET FOR THE UTILITY SPECIAL DISTRICT; AND PROVIDING AN EFFECTIVE DATE

RANDY SHERMAN, DIRECTOR OF FINANCE & ADMINISTRATIVE SERVICE, 561-845-4040.

END OF CONSENT AGENDA

AWARDS AND PRESENTATIONS

PUBLIC HEARINGS

REGULAR AGENDA

END OF REGULAR AGENDA

COMMENTS FROM THE PUBLIC - 5:45 PM Non-Agenda Item Speakers (Three Minute Limitation)

Please be reminded "Rules of Decorum Governing Public Conduct during Official Meetings" has been adopted and posted. In an effort to preserve order, if any of the rules are not adhered to, the Board's Chairperson may have any disruptive speaker or attendee removed from the podium, from the meeting and/or the building, if necessary. Please govern yourselves accordingly.

Public Comments shall begin at 5:45 PM unless there is no further business of the Board of Directors, which in that event, it shall begin sooner. In addition, if an item is being considered at 5:45 PM, then comments from the public shall begin immediately after the item has been concluded.

Any person who would like to speak, during public comments, please fill out a public comment card located at the front desk and give it to staff before the public comments section is announced.

DISCUSSION AND DELIBERATION

**DISCUSSION BY THE EXECUTIVE DIRECTOR OF THE UTILITY SPECIAL
DISTRICT OR THE CITY MANAGER**

STATEMENTS BY THE DISTRICT BOARD

ADJOURNMENT

**CITY OF RIVIERA BEACH CITY COUNCIL
AGENDA ITEM SUMMARY**

Meeting Date: 9/15/2021

Agenda Category:

Subject: AUGUST 18, 2021 UTILITY SPECIAL DISTRICT MEETING MINUTES

Recommendation/Motion: STAFF RECOMMENDS APPROVAL OF THE AUGUST 18, 2021 UTILITY SPECIAL DISTRICT MEETING MINUTES

Originating Dept	OFFICE OF THE CITY CLERK	Costs
User Dept.	ALL	Funding Source
Advertised	No	Budget Account Number
Date		
Paper		
Affected Parties	Not Required	

Background/Summary:

Fiscal Years
Capital Expenditures
Operating Costs
External Revenues
Program Income (city)
In-kind Match (city)
Net Fiscal Impact
NO. Additional FTE Positions
(cumulative)

III. Review Comments

A. Finance Department Comments:

B. Purchasing/Intergovernmental Relations/Grants Comments:

C. Department Director Review:

Contract Start Date

Contract End Date

Renewal Start Date

Renewal End Date

Number of 12 month terms this renewal

Dollar Amount

Contractor Company Name

Contractor Contact

Contractor Address

Contractor Phone Number

Contractor Email

Type of Contract

Describe

ATTACHMENTS:

File Name	Description	Upload Date	Type
18AUG21.docx	AUGUST 18, 2021 UTILITY SPECIAL DISTRICT MEETING MINUTES	9/1/2021	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Robinson, Claudene	Approved	9/1/2021 - 12:33 PM

**UTILITY SPECIAL DISTRICT
BOARD OF DIRECTORS MEETING
August 18, 2021
5:30 p.m.**

PRESENT AT MEETING¹:

CHAIRPERSON SHIRLEY D. LANIER, DISTRICT 3	CHAIRPERSON LANIER
VICE CHAIRPERSON KASHAMBA MILLER-ANDERSON, DISTRICT 2	
	VICE CHAIRPERSON MILLER-ANDERSON
BOARD MEMBER TRADRICK MCCOY, DISTRICT 1	BOARD MEMBER MCCOY
BOARD MEMBER DOUGLAS LAWSON, DISTRICT 5	BOARD MEMBER LAWSON
BOARD MEMBER JULIA BOTEL, Ed.D, DISTRICT 4	BOARD MEMBER BOTEL
<i>EX OFFICIO</i> BOARD MEMBER RONNIE FELDER	MAYOR FELDER
CITY MANAGER JONATHAN EVANS	CITY MANAGER EVANS
ACTING EXECUTIVE DIRECTOR OF UTILITIES DEIRDRE JACOBS	
	INTERIM EXECUTIVE DIRECTOR JACOBS
DISTRICT CLERK CLAUDENE ANTHONY	DISTRICT CLERK ANTHONY
DISTRICT ATTORNEY DAWN WYNN	DISTRICT ATTORNEY WYNN
DISTRICT FINANCE DIRECTOR RANDY SHERMAN	
	DISTRICT FINANCE DIRECTOR SHERMAN

TRANSCRIBED BY:

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¹ List of Public Comment Speakers and Others on Page 28

1 CITY OF RIVIERA BEACH
2 PALM BEACH COUNTY, FLORIDA
3 UTILITY SPECIAL DISTRICT MEETING MINUTES
4 WEDNESDAY, AUGUST 18, 2021 AT 5:30 P.M.

5 (The following may contain unintelligible or misunderstood words due to the recording
6 quality.)

7 [Gavel]

8 **CALL TO ORDER**

9 **Chairperson Lanier:** We will call the Utility District Board Meeting to order. Utility
10 Special District Board Meeting for Wednesday, August 18, 2021.

11 **ROLL CALL**

12 **Chairperson Lanier:** Madam Clerk.

13 **District Clerk Anthony:** Chairperson Shirley Lanier?

14 **Chairperson Lanier:** Here.

15 **District Clerk Anthony:** Vice Chairperson KaShamba Miller-Anderson?

16 **Vice Chairperson Miller-Anderson:** Present.

17 **District Clerk Anthony:** Board Member Tradrick McCoy? [Pause]. Board Member
18 Julia Botel?

19 **Board Member Botel:** Here.

20 **District Clerk Anthony:** Board Member Douglas Lawson?

21 **Board Member Lawson:** Here.

22 **District Clerk Anthony:** *Ex officio* Board Member Mayor Ronnie Felder? [Pause]. City
23 Manager Jonathan Evans?

24 **City Manager Evans:** Present.

25 **District Clerk Anthony:** Acting Executive Director Deirdre Jacobs?

26 **Acting Executive Director Jacobs:** Here.

27 **District Clerk Anthony:** District Clerk Claudene Anthony is present. District Attorney
28 Dawn Wynn?

29 **District Attorney Wynn:** Here.

30 **District Clerk Anthony:** District Finance Director Randy Sherman?

31 **Finance Director Sherman:** Here.

32 **District Clerk Anthony:** Thank you, Madam Chair.

33 **Chairperson Lanier:** Thank you.

34 **INVOCATION**

35 **PLEDGE OF ALLEGIANCE**

36 **Chairperson Lanier:** We will have a moment of silence and the Pledge of
37 Allegiance by Councilman Lawson.

38 [Moment of silence]

39 **Board Member Lawson:** I pledge allegiance...

40 **All:** ...to the Flag of the United States of America, and to the Republic for which it
41 stands, one nation under God, indivisible with liberty and justice for all.

42 **AGENDA APPROVAL**

43 **ADDITIONS, DELETIONS, SUBSTITUTIONS**

44 **Chairperson Lanier:** Are there any additions, deletions, or substitutions for our
45 Agenda this evening, Staff, Board?

46 **City Manager Evans:** None from Staff, Madam Chair.

47 **DISCLOSURES**

48 **Chairperson Lanier:** Any disclosures of the Items that are listed on this Agenda, by
49 the Board?

50 **ADOPTION OF AGENDA**

51 **Chairperson Lanier:** Can I get a motion to approve the Agenda?

52 **Board Member Botel:** So moved.

53 **Vice Chairperson Miller-Anderson:** Pres'.., I mean, [chuckle], second.

54 **Chairperson Lanier:** Madam Clerk.

55 **District Clerk Anthony:** Board Member Lawson?

56 **Board Member Lawson:** Yes.

57 **District Clerk Anthony:** Board Member Botel?

58 **Board Member Botel:** Yes.

59 **District Clerk Anthony:** Vice Chair Miller-Anderson?

60 **Vice Chairperson Miller-Anderson:** Yes.

61 **District Clerk Anthony:** Chair Lanier?

62 **Chairperson Lanier:** Yes.

63 **CONSENT AGENDA**

64 **Chairperson Lanier:** We are at the section of our Consent Agenda.

65 **ANY PERSON WHO WOULD LIKE TO SPEAK ON AN AGENDA ITEM, PLEASE**
66 **COMPLETE A GREEN PUBLIC COMMENT CARD LOCATED AT THE FRONT DESK**
67 **AND GIVE IT TO THE STAFF PRIOR TO THE ITEM BEING TAKEN UP BY THE**
68 **BOARD OF DIRECTORS FOR DISCUSSION. MEMBERS OF THE PUBLIC WILL BE**
69 **GIVEN A TOTAL OF THREE MINUTES TO SPEAK ON ALL ITEMS LISTED ON THE**
70 **CONSENT AGENDA, AND THREE MINUTES TO SPEAK ON EACH REGULAR ITEM.**
71 **THE TIME LIMIT FOR PUBLIC COMMENT MAY BE REDUCED BY A VOTE OF THE**
72 **BOARD OF DIRECTORS BASED ON THE VOLUMINOUS NATURE OF PUBLIC**
73 **COMMENT CARDS. IN NO EVENT WILL ANYONE BE ALLOWED TO SUBMIT A**
74 **COMMENT CARD TO SPEAK ON AN AGENDA ITEM AFTER THE RESOLUTION IS**
75 **READ OR THE ITEM IS BEING CONSIDERED.**

76 **MINUTES**

77 **1. JUNE 23, 2021 UTILITY SPECIAL DISTRICT BOARD MEETING MINUTES**

78 **Chairperson Lanier:** The first Item on the comment., Consent Agenda is the
79 Minutes. Any discussion in regards to the... That's a mosquito.

80 **RESOLUTIONS**

81 **Chairperson Lanier:** Can I get a motion to approve the Consent Agenda?

82 **Vice Chairperson Miller-Anderson:** I make a motion that...

83 **Board Member Botel:** Motion to approve...

84 **Vice Chairperson Miller-Anderson:** ...we approve the...

85 **Board Member Botel:** ...Consent...

86 **Vice Chairperson Miller-Anderson:** ...Consent Agenda.

87 **Board Member Botel:** Second.

88 **Chairperson Lanier:** Very good. Madam Clerk.

89 **District Clerk Anthony:** Board Member Botel?

90 **Board Member Botel:** Yes.

91 **District Clerk Anthony:** Board Member Lawson?

92 **Board Member Lawson:** Yes.

93 **District Clerk Anthony:** Vice Chair Miller-Anderson?

94 **Vice Chairperson Miller-Anderson:** Yes.

95 **District Clerk Anthony:** Chair Lanier?

96 **Chairperson Lanier:** Yes.

97 **District Clerk Anthony:** Motion approved.

98 **END OF CONSENT AGENDA**

99 **AWARDS AND PRESENTATIONS**

100 **PUBLIC HEARINGS**

101 **REGULAR**

102 **Chairperson Lanier:** We're at the regular Agenda for this evening. Madam Clerk.

103 **2. District Clerk Anthony: RESOLUTION NUMBER 23-21UD A RESOLUTION**
104 **OF THE BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH, UTILITY**
105 **SPECIAL DISTRICT, PALM BEACH COUNTY, FLORIDA, AUTHORIZING THE CITY**
106 **OF RIVIERA BEACH PROCUREMENT DEPARTMENT TO PARTICIPATE IN THE**
107 **PROCUREMENT OF GOODS AND SERVICES THAT HAVE BEEN PUBLICLY**
108 **SOLICITED BY OTHER GOVERNMENTAL ENTITIES; AUTHORIZING THE USE OF**
109 **PROPRIETARY SERVICES, SOLE SOURCE PURCHASES, ANNUAL SERVICE,**
110 **MAINTENANCE AND REPAIR RENEWAL AGREEMENTS ROUTINELY USED IN**
111 **DAILY DEPARTMENTAL OPERATIONS FOR FISCAL YEARS 2021-2025; AND**
112 **PROVIDING AN EFFECTIVE DATE.**

113 **DEIRDRE JACOBS, ACTING EXECUTIVE DIRECTOR, 561-845-4185**

114 **District Clerk Anthony:** Madam Chair, Members of the Board, there are no public
115 comment cards on this Item. The acceptance of public comment cards on this Item is
116 now closed.

117 **Board Member Botel:** Move to approve the Utility Special District to authorize
118 Administration to utilize cooperative and governmental cost saving contracts.

119 **Vice Chairperson Miller-Anderson:** Second.

120 **Chairperson Lanier:** Very good.

121 Ms. Jacobs.

122 **Acting Executive Director Jacobs:** Sure. Thank you, Chairperson Lanier. For the
123 record, my name is Deirdre Jacobs. I am the Acting Executive Director for the Utility

124 Special District. Good evening, Mr. Evans and other Councilpersons in your respective
125 places, as well as Attorney Wynn.

126 Item No. 2 is a Resolution simply asking the Board's authorization to allow us to
127 participate in cooperative [stammer] agreements, I'm sorry, with other governmental
128 agencies. This has been a past practice, from my understanding, that the District, along
129 with the City, has always utilized in its provision of services, I'm sorry, in its pro'...,
130 solicitation of services and products for certain activities, primarily those that are pretty
131 much standard to conduct the operations and activities over at the District.

132 If I could ask that you would consider to allow us to continue with this practice. We
133 did have a Staff discussion earlier this afternoon that involved the City Attorney's office
134 procurement, as well as USD Staff, where we respectfully recognize that it may not be in
135 the..., it may not be the City's intent to continue..., or, USD's intent, to continue with this
136 particular practice, but that you..., but that you allow us to continue to utilize it for at least
137 a short period of time as we move about going, going forth with changing some of the
138 practices that we have in place in terms of soliciting. Especially, with respect for some of
139 our local small businesses in this particular area.

140 **Chairperson Lanier:** Very good. Thank you.

141 Any questions from the Board in regards to this presentation?

142 **Board Member Lawson:** Madam Chair?

143 **Chairperson Lanier:** Yes. Go ahead.

144 **Board Member Lawson:** Thank you, Ms. Jacobs.

145 Were you looking at a specific timeframe that you wanted to have this in place, or
146 just something that you would bring back before the Board at a later date?

147 **Acting Executive Director Jacobs:** No. Actually, it came..., it came up in a Staff
148 discussion earlier, and then it..., we circled back with it again this afternoon, because it
149 really wasn't resolved in a way that we thought that it, it should've been. I noticed that
150 Procurement and Staff is in the audience. I'm not sure if they came in to actually speak
151 with regards to this particular Item.

152 There was no set time period that we discussed. It was just made clear that, as
153 far as City Administration goes, over at the Utility District, in particular that it wasn't
154 something that was popular, and that in..., as we move forward with soliciting goods and
155 services for the Utility Special District, that we think of ways where we can actually go out
156 and start to search for businesses that are local to participate in the different operations
157 and activities needed at the District.

158 **Board Member Lawson:** Okay. So, just follow up, Madam Chair?

159 **Chairperson Lanier:** Go ahead.

160 **Board Member Lawson:** Thank you.

161 And that was my concern in regards to when I spoke to Mr. Evans today. Good
162 are understandable, but the service and piggybacking off of contracts is gonna be
163 counterproductive to our search for local and minority participation. The same reason
164 that we're working on the disparity study, if we're just gonna be piggybacking, it's not
165 gonna give us an opportunity to require that local and minorities involved in these
166 contracts, and once we actually just piggyback, we have to accept whatever was procured
167 from these other municipalities and other entities.

168 We spoke about possibly doing an alternative, and make this where that it's
169 outlined in this Resolution that this is an alternative option, but just not the sole delivery
170 method was something that we possibly spoke about.

171 Possibly colleagues, if we entertain amending this Resolution to where we use this
172 as an alternative option, and just make sure that they understand that this is not the sole
173 delivery method to actually providing and procuring services. 'Cause I just don't want us
174 to be locked in to someone that doesn't have the same focus of us, as a colleagues, as
175 a Board, to look at local and minority and women participation. So, I want that to always
176 be our focus in any procurement process. And, we can't do that if we're just accepting
177 other municipalities.

178 So, that was my concern..., my feedback, Madam Chair.

179 **Acting Executive Director Jacobs:** Sure.

180 Madam Chair?

181 **Chairperson Lanier:** Yes. Go ahead.

182 **Acting Executive Director Jacobs:** If, if I could respond, M. Lawson.

183 We totally agree with you, and that was the nature of the conversation this
184 afternoon, that we as a Staff, we need to work..., become more diligent in terms of how
185 we procure the services and products that are needed to operate our activities over at the
186 District, and the City in general.

187 So, please be rest assured that it is our intent to pay particular attention that and
188 to move forward with coming up with creative ways to involve the local community.

189 **Board Member Lawson:** And, and that was the point. Because I, I, I know that this
190 Administration, this Staff, this Council, is focused on that. But, we all have an expiration
191 date. So, being that we won't be here in years to come, retirements, terming out, all the
192 details of what happened within a Staff, this Resolution may be interpreted differently by
193 the next Administration.

194 So, I wanna put a caveat so that we're protected and covered at all times.

195 **Acting Executive Director Jacobs:** Yes, sir.

196 **Board Member Lawson:** Thank you, Madam Chair.

197 **Chairperson Lanier:** Yes. Thank you.

198 **Vice Chairperson Miller-Anderson:** Madam Chair?

199 **Chairperson Lanier:** Yes. Go ahead.

200 **Vice Chairperson Miller-Anderson:** So, Mr. Lawson, are you looking to make a
 201 motion to amend it to include that point, that...

202 **Board Member Lawson:** Yes.

203 **Vice Chairperson Miller-Anderson:** ...you just made?

204 **Board Member Lawson:** I wanted to just allow for my colleagues to chime in, have
 205 some dialogue, and then I was just gonna make a friendly amendment to the Resolution.

206 **Vice Chairperson Miller-Anderson:** Well, for me, I'm, I'm okay with adding that. I, I
 207 don't want to delete anything from it, but I'm fine with adding that component on there.

208 **Board Member Botel:** I agree.

209 **Vice Chairperson Miller-Anderson:** Because, there has been, in the past, where,
 210 you know, it's been frowned upon, at least years back when we were doing a lotta
 211 piggybacking. And so, I know that's not a direction that we want to just go and stay with.

212 So, as long as it's for a short period of time, and then if we add that caveat in there,
 213 I can support it.

214 **Board Member Lawson:** Absolutely. Yeah. The, the intent... I'm sorry. Madam Chair?

215 **Chairperson Lanier:** Go ahead.

216 **Board Member Lawson:** Thank you, Madam Chair.

217 The, the intent is just to add an /alternative so that this is not the sole delivery
 218 method, so that we do have the option. And with current Staff and future Staff knowing
 219 that our push is for local and minority participation. And, hopefully, within the next year
 220 or two, we'll have a disparity study completed so that will be the preference with
 221 everything that we move forward with, with Procurement.

222 **Chairperson Lanier:** Any other comments in regards to the presentation?

223 [Pause]

224 **Board Member Lawson:** Madam Chair? If I can offer a amendment to the Resolution
 225 to add on that delivery operations for Fiscal Year., delivery operations, but also an
 226 alternative, not the sole delivery method, for Fiscal Years 2021 through 2025.

227 **Board Member Botel:** Madam Chair?

228 **Chairperson Lanier:** Yes. Go ahead.

229 **Board Member Botel:** Could you remind me who made the Resolution? Who made
 230 the motion?

231 **Vice Chairperson Miller-Anderson:** I think she..., it was Dr. Botel.

232 **Board Member Botel:** I think it was.

233 **Vice Chairperson Miller-Anderson:** And then I...

234 **Board Member Botel:** I accept...

235 **Vice Chairperson Miller-Anderson:** ...think I second.

236 **Board Member Botel:** I accept that...

237 **Board Member Lawson:** Oh.

238 **Vice Chairperson Miller-Anderson:** ...amendment.

239 **Board Member Lawson:** What was that?

240 **Vice Chairperson Miller-Anderson:** What did she say?

241 **Board Member Botel:** I said I accept that amendment.

242 **Vice Chairperson Miller-Anderson:** Okay. I..., my second...

243 **Board Member Lawson:** Thank you, Councilwomen.

244 **Chairperson Lanier:** Alright. Very good.

245 Can I have the Clerk to give us a roll call on it?

246 **District Clerk Anthony:** Board Member Botel?

247 **Board Member Botel:** Yes.

248 **District Clerk Anthony:** Board Member Lawson?

249 **Board Member Lawson:** Yes.

250 **District Clerk Anthony:** Vice Chair Miller-Anderson?

251 **Vice Chairperson Miller-Anderson:** Yes.

252 **District Clerk Anthony:** Chair Lanier?

253 **Chairperson Lanier:** Yes.

254 **District Clerk Anthony:** Motion approved.

255 **Chairperson Lanier:** Can we have the roll call for the actual amendment, or do we...,
 256 is, is that part of the...

257 **District Clerk Anthony:** The...

258 **Chairperson Lanier:** ...[inaudible].

259 **District Clerk Anthony:** The maker of the motion accepted the...

260 **Chairperson Lanier:** Okay.

261 **District Clerk Anthony:** ...amendment.

262 **Chairperson Lanier:** Very good.

263 Madam Clerk, let's go to our next Item.

264 **3. ITEM NO. 3**

265 **District Clerk Anthony:** RESOLUTION NUMBER 24-21UD A RESOLUTION OF THE
266 BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH UTILITY SPECIAL
267 DISTRICT, PALM BEACH COUNTY, FLORIDA, APPROVING AN ADDITIONAL
268 \$250,000.00 FOR EMERGENCY UTILITY REPAIRS FOR WATER, WASTEWATER
269 AND STORMWATER INFRASTRUCTURE WITH JOHNSON-DAVIS, INC. OF
270 LANTANA, FL; AUTHORIZING THE FINANCE DIRECTOR TO MAKE PAYMENTS
271 FROM THE CONTRACT SERVICES-SEWER PROJECT NUMBER 18143 AT A COST
272 NOT TO EXCEED \$250,000.00 ANNUALLY; AND PROVIDING AN EFFECTIVE DATE.

273 **DEIRDRE JACOBS, ACTING EXECUTIVE DIRECTOR, 561-845-4185**

274 **District Clerk Anthony:** Madam Chair, Members of the Board, there are no public
275 comment cards on this Item. The acceptance of public comment card on this Item is now
276 closed.

277 **Board Member Botel:** Motion to approve the Resolution.

278 **Vice Chairperson Miller-Anderson:** Second.

279 **Board Member Lawson:** Second.

280 **Chairperson Lanier:** Very good.

281 Ms. Jacobs.

282 **Acting Executive Director Jacobs:** Thank you, Madam Chair. For the record, my
283 name is Deirdre Jacobs. I'm the Acting Executive Director of the Utility Special District.

284 This particular Item deals with Resolution No. 24-21, where the Utility Special
285 District is asking for approval of an additional \$250,000 for emergency Utility repairs for
286 water, wastewater and stormwater infrastructure for the Johnson-Davis, Incor'.., for
287 Johnson-Davis, Incorporated of Lantana, Florida, which is one of our emergency services
288 contractor.

289 Basically, this money is needed because we're near to the end of the contract,
290 which ends September the 30th. However, there is not enough money in the account that
291 we believe, because of the emergencies that are just occurring without.., that are not
292 planned, the unplanned emergencies that are taking place on a consistent basis that we
293 may not have enough money in the account to expend through September the 30th.

294 So Staff is asking if the Board would allow us to add an additional \$250,000, so
295 that we'll be able to make it through the remainder of this fiscal year.

296 **Chairperson Lanier:** Any questions from the Board in regards to his presentation?

297 **Vice Chairperson Miller-Anderson:** We don't have any public comments?

298 **Chairperson Lanier:** Do we have any public comment?

299 **District Clerk Anthony:** No public comment.

300 **Chairperson Lanier:** Very good.

301 Alright. Madam Clerk.

302 **District Clerk Anthony:** Board Member Lawson?

303 **Board Member Lawson:** Yes.

304 **District Clerk Anthony:** Board Member Botel?

305 **Board Member Botel:** Yes.

306 **District Clerk Anthony:** Vice Chair Miller-Anderson?

307 **Vice Chairperson Miller-Anderson:** Yes.

308 **District Clerk Anthony:** Chair Lanier?

309 **Chairperson Lanier:** Yes.

310 **District Clerk Anthony:** Motion approved.

311 **Chairperson Lanier:** Very good. Next Item.

312 **4. ITEM NO. 4**

313 **District Clerk Anthony:** RESOLUTION NUMBER 25-21UD A RESOLUTION OF THE
314 BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH UTILITY SPECIAL
315 DISTRICT, PALM BEACH COUNTY, FLORIDA, APPROVES THE PROPOSAL FROM
316 BROWN & CALDWELL TO CONDUCT A PHASE II ENVIRONMENTAL SITE
317 ASSESSMENT FOR THE PROPOSED WATER TREATMENT PLANT SITE;
318 AUTHORIZING THE UTILITY SPECIAL DISTRICT FINANCE DIRECTOR TO MAKE
319 PAYMENTS FROM PROJECT NUMBER 18160 IN THE AMOUNT NOT TO EXCEED
320 \$42,810.00 AFTER WORK AUTHORIZATIONS HAVE BEEN ISSUED; AND
321 PROVIDING AN EFFECTIVE DATE.

DEIRDRE JACOBS, ACTING EXECUTIVE DIRECTOR, 561-845-4185

District Clerk Anthony: Madam Chair, Members of the Board, there are no public comment cards on this Item. The acceptance of public comment cards on this Item is now closed.

Vice Chairperson Miller-Anderson: I make a motion we approve Resolution Number 24-21UD.

Board Member Botel: Second.

Chairperson Lanier: Very good.

Ms. Jacobs.

Acting Executive Director Jacobs: Thank you, Madam Chair. For the record, my name is Deirdre Jacobs and I'm the Acting Executive Director at the Utility Special District. Resolution 25-21 is asking the Board if it was auth'ed, if it would authorize a Phase II environmental assessment to be conducted by Brown & Caldwell, which is one of continuing services engineering firms, so that it can conduct an environmental review of the property wherein we'll be constructing the new water treatment plant over off of Blue, Blue Heron Boulevard and Avenue L.

A Phase I was conducted back in January of 2020, so this will conclude any environmental assessments that are necessary in order for us to prepare for the development of the particular water treatment plant. We're just hopeful that we'll be able to start that process in the next thirty days.

Chairperson Lanier: Very good. Thank you.

Any comments or questions in regards to this presentation from the Board?

Board Member Lawson: Madam Chair?

Board Member Botel: Madam Chair?

Chairperson Lanier: Go ahead, Dr. Botel.

Board Member Botel: Yeah. I just have a question for Ms. Jacobs.

We visited another water treatment facility, similar to the one we wanna do and, and the person with whom we spoke talked about hiring a hydrologist to test the..., to sa'..., to sample the wells. Is that something that Brown & Caldwell would do for us going forward, or do we have to look for other firms to make that happen?

Acting Executive Director Jacobs: Dr... Madam Chari?

Chairperson Lanier: Yes. Go ahead.

Acting Executive Director Jacobs: Dr. Botel, for the record, Brown & Caldwell is just one of the five engineering firms that we use for our engineering services. So, in the

356 event that we needed any type of services done, we wouldn't necessarily pivot to Brown
357 & Caldwell.

358 **Board Member Botel:** Thank you.

359 **Acting Executive Director Jacobs:** Brown & Caldwell is.., was primarily selected to
360 conduct a Phase II because they would.., they were the engineering firm that conducted
361 the Phase I assessment.

362 **Board Member Botel:** Thank you.

363 **Acting Executive Director Jacobs:** You're welcome.

364 **Chairperson Lanier:** Mr. Lawson.

365 **Board Member Lawson:** Thank you, Madam Chair.

366 Ms. Jacobs, we're completing Phase II, based upon recommendations from Phase
367 I, correct?

368 **Acting Executive Director Jacobs:** Actually, we would have... Madam Chair?

369 **Chairperson Lanier:** Yes. Go ahead.

370 **Acting Executive Director Jacobs:** For the record, there.., the Phase I
371 environmental assessment is at a much higher level than the Phase II. So, what.., if
372 something that would have just [stammer].., something that would have occurred
373 organically, that would have.., Phase I would have been done anyway before you would
374 have moved onto the Phase II.

375 **Board Member Lawson:** Okay. So, Phase I would have been required before we
376 moved onto to Phase II?

377 **Acting Executive Director Jacobs:** : Yes.

378 **Board Member Lawson:** Okay.

379 **Acting Executive Director Jacobs:** It's.., Phase I, from my understanding, involved
380 more of a physical inspection of the property and I'm looking into different type of
381 environmental review research that was done by a different regulatory agencies. This
382 one will involve more of different type of sampling of groundwater or soil materials.

383 **Board Member Lawson:** Okay. I just know that residents are gonna be very concerned
384 with that testing site, especially with our new water plat...

385 **Acting Executive Director Jacobs:** Yes, sir.

386 **Board Member Lawson:** ...potentially going there. So, that was just something I
387 wanted us to address to make sure they were clear in regards to what testing came, and
388 why Phase II was actually gonna implemented and why is it...

389 **Acting Executive Director Jacobs:** Yes, sir.

390 **Board Member Lawson:** ...important for us. So...

391 **Acting Executive Director Jacobs:** Yes, sir.

392 **Board Member Lawson:** ...thank you.

393 **Acting Executive Director Jacobs:** You're welcome.

394 **Board Member Lawson:** Thank you.

395 **Chairperson Lanier:** Any other questions in regards to this presentation?

396 **Board Member Botel:** No.

397 **Chairperson Lanier:** Madam Clerk.

398 **District Clerk Anthony:** Board Member Botel?

399 **Board Member Botel:** Yes.

400 **District Clerk Anthony:** Board Member Lawson?

401 **Board Member Lawson:** Yes.

402 **District Clerk Anthony:** Vice Chair Miller-Anderson?

403 **Vice Chairperson Miller-Anderson:** Yes.

404 **District Clerk Anthony:** Chair Lanier?

405 **Chairperson Lanier:** Yes.

406 **District Clerk Anthony:** Motion approved.

407 **Chairperson Lanier:** Very good.

408 **COMMENTS FROM THE PUBLIC – 7:30 P.M. – NON-AGENDA ITEM SPEAKERS**

409 **(Three Minute Limitation)**

410 **Chairperson Lanier:** Do we have any public comments, Madam Clerk?

411 **District Clerk Anthony:** Madam Chair, we have no public comment cards for under

412 our regular public comment.

413 **Chairperson Lanier:** Very good.

414 **DISCUSSION AND DELIBERATION**

415 **5. Chairperson Lanier:** Our last Item is discussion and deliberation.

416 **District Clerk Anthony:** DISCUSSION AND DELIBERATION OF THE UTILITY
417 **SERVICE AGREEMENT, SPECIFICALLY TO AMEND THE SERVICE AGREEMENT**
418 **TO MORE CLEARLY DESIGNATE THE FUNCTIONS OF THE USD DIRECTION AND**
419 **THE CITY MANAGER IN OVERSEEING THE OPERATIONS AND ADMINISTRATIVE**
420 **FUNCTIONS OF THE USD.**

421 **DAWN S. WYNN, DISTRICT ATTORNEY, 561-845-4068**

422 **District Clerk Anthony:** Madam Chair, Members of the Board, we do not have any
423 public comments on this Item. The acceptance of public comment cards on this Item is
424 now closed.

425 **Chairperson Lanier:** Very good.

426 Ms. Jacobs.

427 **Vice Chairperson Miller-Anderson:** So moved. Oh.

428 **Board Member Lawson:** It'd discussion.

429 [Chuckles]

430 [Inaudible dais comments]

431 **Chairperson Lanier:** Can I... Ms. Jacobs, would you like to introduce this Item,
432 please?

433 **Acting Executive Director Jacobs:** Sure. For the record, again, this is.., I am
434 Deirdre Jacobs, the Acting Executive Director of the Utility Special District.

435 This Item primarily deals with the discussion to amend the Utility Services
436 Agreement to more clearly designate the functions of the Utility District Director and the
437 City Manager in overseeing the operations and administrative functions of the Utility
438 Special District.

439 And it'll be presented by our Senior City Attorney, Mrs. Lina Busby.

440 **Chairperson Lanier:** Thank you.

441 Ms. Busby.

442 **Senior Assistant City Attorney Busby:** Good evening, Chair. Good evening,
443 Members of the Board.

444 Let me bring you back of why this Item is before you this evening. Back in March,
445 specifically March 17, 2021, this Board, minus Board Member McCoy, met with outside
446 counsel in a closed session to discuss issues related to the matter of McCoy versus City
447 of Riviera Beach. This was in the current circuit civil case that Board Member McCoy
448 filed again the USD and the City of Riviera Beach, naming certain employees.

449 One of the issues discussed in that closed session was the rescission of certain
450 budget Resolutions. And, I will..., that is not on for discussion this evening, but I want to
451 advise this Board that that will be becoming before you with this Item that is on for
452 discussion.

453 We brought this back to you to have an open discussion in the Sunshine about the
454 direction this Board wants to provide Legal in amending the Service Agreement. So, as
455 you know, the Services Agreement is a little bit unclear as to which City employee is in
456 charge of operational aspects of the Utility Special District and which employee should
457 function exclusively with administrative duties.

458 Our office does recommend amending the Service Agreement to indicate, you
459 know, that one employee, specifically the City Manager, oversee the administrative
460 functions of the USD, and that the District Director oversee the operational services. The
461 Charter currently only gives three specific employees to the City, references the City
462 Attorney, the City Clerk, and the City Finance Director.

463 However, it also expressly gives this Board the power to carry out the purposes of
464 the Charter and enter into a service agreement, which this Board did back in early 2000's.
465 That Service Agreement really should be amended to include these functions, and the
466 City Manager. Right now, you have the Director appoi'..., performing administrative
467 functions, and we think that that should be more clearly defined, with an amendment.

468 So, if you have any questions or if you wanna open discussion about it, we can do
469 that to see where the Board is regarding that issue.

470 **Board Member Botel:** Madam Chair?

471 **Vice Chairperson Miller-Anderson:** Madam Chair?

472 **Chairperson Lanier:** Go ahead, Ms. Miller-Anderson. I'll come back to you, Ms.
473 Botel.

474 **Board Member Botel:** Thank you.

475 **Vice Chairperson Miller-Anderson:** I agree with the recommendation that you gave.
476 And the reason being is that, that is just the way we have operated. And, there has not
477 been an issue, that I'm aware of. And I think that it just wasn't..., it may have been in place
478 that way, to have occurred the other way, but has never operated that way. And I haven't
479 seen where it's an issue by separating it.

480 So I, I support your recommendation.

481 **Chairperson Lanier:** Very good.

482 Dr. Botel.

483 **Board Member Botel:** Thank you.

484 Ms. Busby, and I guess this also for Ms. Jacobs, what would the legal and financial
485 ramifications be of putting the Utility District totally back under the City? By which we
486 would eliminate, essentially, the Utility Board and have the City Council be simply making
487 the decisions for the Utility Dis'.., for the Utility?

488 Could someone address that, please?

489 **Senior Assistant City Attorney Busby:** Well, first... Chair, may I?

490 **Chairperson Lanier:** Yes. Go ahead.

491 **Senior Assistant City Attorney Busby:** Thank you.

492 First, I will point out that it is a dependent special district and it was created as such
493 pursuant to the Florida statute. That has financial implications, and I think that the
494 Finance Director would have strong opinions against doing that.

495 **Chairperson Lanier:** Since the Finance Director is not here.

496 **Unk.:** He's here.

497 **Acting Executive Director Jacobs:** No. Madam Chair, he is here. And I think he
498 probably.., he would have a position on that.

499 **Chairperson Lanier:** Okay. I would like to hear his position before you make that
500 [inaudible].

501 Recognized that the Mayor is on the dais.

502 **District Clerk Anthony:** Thank you, Madam Chair.

503 **Finance Director Sherman:** Good evening everyone. Randy Sherman, Finance
504 Director for the Utility Special District.

505 If you recall, we made a presentation back in April, when we were talking about
506 the new plant and, and so on. And I went back and gave a little bit of the history. And I
507 pointed out that in 2004 when they did this, all of the good things went to the City.
508 [Chuckle]. And all of the bad things really resided or stayed with the District.

509 I actually think that bringing it back to the City is really probably the right thing to
510 do. There really is no benefit that we, you know, that I see, and maybe the Attorney sees
511 something I don't see, to operating it as, as a special district. There.., it just creates more
512 hoops, that we all have to jump through. You know, and you see it, like when we did the
513 audit, when we do the budget, you know, you have to adopt two budgets, you have to do
514 two audits, you have file twice with the state.

515 So, it, it, it complicates things. And, you know, when I go back and I look at 2002
516 and '03, and then what happened in 2004 and '05, and, and so on, it really.., nothing really
517 changed, other than the fact that bonds are issued to sell the, the Utility to the Special
518 District.

519 I., my recommendation, if anybody cares [chuckles] is interested, it would really
520 be to, to dissolve it and, you know, and bring it back under as a City department.

521 **Board Member Botel:** Madam Chair?

522 **Chairperson Lanier:** Yes. Go ahead.

523 **Board Member Botel:** Thank you, Mr. Sherman.

524 Could we, could I make a recommendation that we bring this back for discussion
525 and deliberation? That is, the question of actually moving it back under the City? I think
526 that's something that we need to hear from, not only Finance, and I appreciate Mr.
527 Sherman's input, but also, not only the Utility District head, but also Mr. Evans. And, and
528 others who might have an opinion about this? I think we really need to hear all the pros
529 and cons so that we can make a good, informed decision.

530 **Chairperson Lanier:** Very good.

531 Any other comments?

532 [Pause]

533 **District Attorney Wynn:** Madam Chair?

534 **Chairperson Lanier:** Yes.

535 **District Attorney Wynn:** If I may?

536 So, if you all go with Dr. Botel's suggestion, would we hold off on the amendment
537 that we're dis', we're recommending to you today and bring it all back together?

538 Is that the wish of the body?

539 **Vice Chairperson Miller-Anderson:** Madam Chair?

540 **Chairperson Lanier:** Go ahead.

541 **Vice Chairperson Miller-Anderson:** For me, no. I, I would like to see us move
542 forward on the Item that's before us, and then, still, at the same time, we can come back
543 at another time with the, with the workshop.

544 **District Attorney Wynn:** Thank you.

545 **Chairperson Lanier:** Any other questions in regards to this Item?

546 **Board Member Lawson:** Madam Chair?

547 **Chairperson Lanier:** Go ahead.

548 **Board Member Lawson:** Ms. [stammer] Busby, in regards to compensation for some of
549 the Staff that's on loan to the USD, how are they being paid?

550 **Senior Assistant City Attorney Busby:** May I address Councilperson...

551 **Chairperson Lanier:** Yes. Go ahead.

552 **Senior Assistant City Attorney Busby:** ... Lawson?

553 Thank you, Councilperson Lawson.

554 Staff who are loan are not paid any extra wage or salary pursuant to the extra
555 duties that they perform on loan to the USD.

556 **Board Member Lawson:** Okay. So, I guess my question and concern..., this may be Mr.
557 Sherman. If they're doing the services of the USD, can they legally be paid by the City
558 while they're working on the special district of the USD?

559 **District Attorney Wynn:** Mr. Lawson? You and I talked earlier and I...

560 **Board Member Lawson:** Yes.

561 **District Attorney Wynn:** ...asked Mr. Sherman that question, and he may wanna
562 explain a little better than I could about the finances, but they are..., the District does pay
563 the City for the use of those employees. From the District's budget.

564 **Board Member Lawson:** If we could, Madam Chair, hear from Mr. Sherman?

565 **Finance Director Sherman:** Again, Randy Sherman, Finance Director for the
566 District.

567 Mr. Lawson, could you repeat the question?

568 [Inaudible comment]

569 **Board Member Lawson:** The Staff that's on loan to the USD from the City, how are they
570 being compensated?

571 **Finance Director Sherman:** They...

572 **Board Member Lawson:** Because Ms. Busby's response was that they're not being
573 compensated for doing additional services, but can they legally work for the USD while
574 not being compensated? And then she stated that the City is being compensated by the
575 USD.

576 Can you explain how that works?

577 **Finance Director Sherman:** Yeah. Okay.

578 So, there are employees that work directly for the District. Okay? The water plant
579 operators and, and the like. They're paid straight out of the Dis'... They're City
580 employees but the District just pays them directly. For all of the services that are provided
581 by the other City departments, so we're talking Administration, Finance, Legal,
582 Procurement, Human Resources, you know, Fleet, IT, all those things, we actually go

583 through a process every year, and we do a Cost Allocation Plan, you know, a federally
584 approved Cost Allocation Plan. And I can certainly share, you know, the, the copy of the
585 plan with anyone that would like to see it.

586 And then, we go..., what we do is, we go through and we allocate those costs out.
587 So, for example, Procurement might allocate, based on the number of procurements that
588 they've done for the District versus what they've done for everyone else. Now Legal looks
589 at their cases. Finance, you know, we'll do how much were for cash receipts, how many
590 payables we have, how many payrolls that we actually produce.

591 So, it's a, it's a pretty lengthy report. And it goes through and, and does the
592 calculations. We charge the Utility Special District, we charge stormwater. You know,
593 we, we go through and charge those enterprise funds that are intended to be standalone
594 but don't have the, you know, the Staff to, to do that.

595 So, three is a..., it's not that they're getting paid, but there is a payment to come
596 back to the City to offset some of the costs.

597 **Board Member Lawson:** Does it... So, it offsets some of the costs, but not all of the
598 costs?

599 **Finance Director Sherman:** Yeah. I mean, USD doesn't pay my, you know, my
600 entire Staff's, you know costs...

601 **Board Member Lawson:** Right.

602 **Finance Director Sherman:** ...but they pay for a good portion of it.

603 **Board Member Lawson:** The portion that they do for USD?

604 **Finance Director Sherman:** Yes.

605 **Board Member Lawson:** Okay. And that's the point. I guess, trying to allocate the
606 exact amount of what's being compensated. That's why I would wanna kinda have a
607 clear understanding of what's our dollar amount is being spent from the USD back to the
608 City for services that are being rendered. Because, to have this discussion, we wanna
609 make sure we understand the itemized detail budget. We don't know what the exact cost
610 is, 'cause you're only doing a certain portion, based upon some of the work, some of our
611 cross Staff is ding from the City to the USD.

612 So, in addition to Councilwoman Botel's information about what we're going to
613 provide or possibly bringing it in as a department, we as a Council, need to understand
614 all of the ramifications, the financials and details of this, before this discussion can even
615 happen. So, I'll wanna see this as part of the report, in this lengthy report, to give us
616 enough time to review it before its...

617 **Finance Director Sherman:** Okay.

618 **Board Member Lawson:** ...brought before the Council. 'Cause that's a major aspect in
619 regards to the financials with the USD.

620 **Finance Director Sherman:** Yeah.

621 **Board Member Lawson:** In addition to that, the compensation, if the Staff is working on
622 the USD, I'm, I'm assuming.., and that's why I called Ms., Attorney Wynn today, can we
623 legally not charge the.., or, not pay the Staff while they're working on the USD and pay
624 them from the City? I would consider that's a conflict if we're gonna Staff that's working
625 as City employees for our USD and not have them paid directly, and just pay a lump sum
626 over to the City that doesn't allocate for the exact amount.

627 So, I just wanna make sure that we're protected, you know, one hundred percent.
628 And that's legally my concern, financially, when it comes to compensation from the USD
629 to the City.

630 **Finance Director Sherman:** Right.

631 **Board Member Lawson:** Because, if we do have the special district, which I wouldn't
632 mind bringing it as a department. That's a discussion that we can have, to get all the
633 information. But, before we do that, we wanna understand what the cost is gonna be
634 incurred on the City dollar.

635 **Finance Director Sherman:** Understood.

636 **Board Member Lawson:** Alright?

637 Thank you, Madam Chair.

638 **Chairperson Lanier:** Yes. Thank you.

639 **Board Member Botel:** I...

640 **City Manager Evans:** Madam Chair?

641 **Chairperson Lanier:** Yes. Go ahead, sir.

642 **City Manager Evans:** In regards to the District employees, also, they are employees
643 that are represented. Most of them are members of a collective bargaining unit, which
644 then negotiates with the City of Riviera Beach. So, for all intent and purpose, the
645 relationship is with the City and as the Agreement has that the City provides those
646 employees as loan.

647 So, as we have that discussion, we'll look at that as well, to make sure that there's
648 clarity with respect to the employment relationship and provide that in the comprehensive
649 discussion the Board is looking to have in the future.

650 **Chairperson Lanier:** Very good.

651 Any other questions?

652 **Board Member Botel:** I...

653 **Chairperson Lanier:** Go ahead.

654 **Board Member Botel:** Thank you.

655 Just to reiterate, I think the comments that Mr. Lawson made do reflect exactly
656 what I had in mind, we need to have all of the information, including the fact that I think
657 we may be the only separate water Utility in the county, if I'm not mistaken.

658 And, in addition, it's my understanding that, whereas a city like Wellington gives
659 only about ten..., takes..., the City only takes about ten percent... Well, I guess they do
660 have a separate water... No. Are they separate? I'm not even sure. But...[Pause].
661 Sorry.

662 We, in the City of Riviera Beach, take much more, I believe. And my concern is
663 that, over the decades, we have not been good stewards of that money from the Utility
664 District. We have not spent the money that's been needed to keep the system at the
665 most optimal condition. And I think it's about time we rectified that. I think bringing them
666 under the City, would help us understand the needs of the Utility, and help us provide the
667 funding that's needed to keep it absolutely up to date and top notch.

668 So, I appreciate the fact that my colleague, Lawson, understands and, and is
669 willing to have that workshop.

670 Thank you.

671 **Chairperson Lanier:** Thank you.

672 Any other questions in regards to this Item? [Pause]. Very good.

673 So, what is the disposition, Ms. Wynn, in regards to..., or, Ms. Busby, in regards to
674 what is our charge with this Item this evening?

675 **District Attorney Wynn:** We're, we're going to bring this Item back to you as an
676 amendment to the Services Agreement, to outline the differences..., responsibilities for the
677 City Manager versus the Executive Director of the Utility District.

678 **Chairperson Lanier:** Very good.

679 So, tho'..., that will be two different pieces that you'll bring back. This amendment
680 and also the exploration of the Utility District with the City.

681 **District Attorney Wynn:** Correct.

682 **Chairperson Lanier:** Very good. Thank you.

683 **District Attorney Wynn:** You're welcome.

684 **DISCUSSION BY THE EXECUTIVE DIRECTOR OF THE UTILITY SPECIAL DISTRICT**
685 **OR THE CITY MANAGER**

686 **Chairperson Lanier:** Are there any discussions by the Executive Director for the
687 Utility Special District?

688 **Acting Executive Director Jacobs:** Yes, ma'am.

689 **Chairperson Lanier:** Go ahead.

690 **Acting Executive Director Jacobs:** Madam Chair.

691 I wanted to bring to your attention that over the last couple of days, the Finance
692 Department Staff and City Administration have been meeting on ways in which we could
693 move forward with the proposal for the rate increase project. And, we've decided that it
694 would be in the City's best interest to conduct various activities in order to inform the
695 community of the proposal to increase the water and sewer service charges.

696 As a result of those meetings, we decided that we would establish at least three
697 community meetings. One possibly here at the Marina, another at the Library, and the
698 third at the Ambassador Center. We also considered development of flyers that we could
699 post, and also [stammer] distribute throughout the City. As well as, making sure that any
700 water bill inserts receive the information that's necessary to inform the public of the
701 proposed rate increase.

702 So, I wanted to share that with the Mayor and the Board.

703 **Chairperson Lanier:** Thank you.

704 Any comments from the City Manager?

705 **City Manager Evans:** No, Madam Chair.

706 **STATEMENTS BY THE DISTRICT ATTORNEY**

707 **Chairperson Lanier:** Any comments from our, from our Attorney?

708 **District Attorney Wynn:** No, thank you, Madam Chair.

709 **COMMENTS BY THE DISTRICT BOARD**

710 **Chairperson Lanier:** Comments by the Board. I'll start with the Mayor. Any
711 comments, Mr. Mayor?

712 **Ex officio Board Member Mayor Felder:** No comments, Chair. Thank you.

713 **Chairperson Lanier:** Any comments, Ms. Botel?

714 **Board Member Botel:** No comments. Thank you.

715 **Chairperson Lanier:** Mr. Lawson?

716 **Board Member Lawson:** No. Thank you.

717 **Chairperson Lanier:** Ms. Miller-Anderson?

718 **Vice Chairperson Miller-Anderson:** None. Thank you.

719 **Chairperson Lanier:** None from me.

720 **ADJOURNMENT**

721 **Chairperson Lanier:** This meeting is adjourned. We will..., we will resume our City
722 Council meeting in about eight minutes.

723 [Gavel]

724 [End of video/audio]

725 **City Employees, Public Speakers and Others**

726 Senior Assistant City Attorney Lina Busby Senior Assistant City Attorney Busby
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728 **APPROVED:**

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738 **CLAUDENE L. ANTHONY**
739 **CERTIFIED MUNICIPAL CLERK**
740 **CITY CLERK**

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SHIRLEY D. LANIER
CHAIRPERSON

KASHAMBA MILLER-ANDERSON
VICE CHAIRPERSON

TRADRICK MCCOY
BOARDMEMBER

JULIA BOTEL, Ed.D
BOARDMEMBER

DOUGLAS LAWSON
BOARDMEMBER

756 **MOTIONED BY:** _____
757
758 **SECONDED BY:** _____
759
760 **T. MCCOY** _____
761 **K. MILLER-ANDERSON** _____
762 **S. LANIER** _____
763 **J. BOTEL** _____
764 **D. LAWSON** _____
765
766 **DATE APPROVED:** SEPTEMBER 15, 2021

CITY OF RIVIERA BEACH CITY COUNCIL
AGENDA ITEM SUMMARY

Meeting Date: 9/15/2021

Agenda Category:

Subject: Adoption of the Fiscal Year 2021-20220 Annual Budget for the Utility Special District

Recommendation/Motion: Staff recommends approval of the Resolution adopting the Fiscal Year 2021-2022 Annual Budget for the Utility Special District.

Originating Dept	UTILITY SPECIAL DISTRICT	Costs	The FY2021/2022 Operating Budget will be \$29,300,000.
User Dept.	UTILITY SPECIAL DISTRICT	Funding Source	WATER UTILITY REVENUE, WATER METER CONNECTION FEE, HYDRANT RENTAL, SEWER UTILITY REVENUE, SEWER CONNECTION, INVESTMENT EARNINGS, MISC. REVENUES
Advertised	No	Budget Account Number	Various
Date			
Paper			
Affected Parties	Not Required		

Background/Summary:

The Utility Special District Charter requires the adoption of an annual budget for Fiscal Year 2021-2022. This Resolution is adopted pursuant to the provisions of the District's Charter, Chapter 189, Florida Statutes, Chapter 166, Florida Statutes, and other applicable provisions of law. This Resolution adopts this Fiscal Year 2021-2022 Budget. The FY2021/2022 Operating Budget will be \$29,300,000.

Fiscal Years
Capital Expenditures
Operating Costs
External Revenues
Program Income (city)
In-kind Match (city)
Net Fiscal Impact

**NO. Additional FTE Positions
(cumulative)**

III. Review Comments

A. Finance Department Comments:

B. Purchasing/Intergovernmental Relations/Grants Comments:

C. Department Director Review:

Contract Start Date

Contract End Date

Renewal Start Date

Renewal End Date

Number of 12 month terms this renewal

Dollar Amount

Contractor Company Name

Contractor Contact

Contractor Address

Contractor Phone Number

Contractor Email

Type of Contract

Describe

ATTACHMENTS:

File Name	Description	Upload Date	Type
Cover_Memo_for_First_Reading_of_Millage_Budget_Capital.docx	Transmittal memorandum FY2022 Budget	9/8/2021	Cover Memo
FY2022_BUDGET_RESOLUTION_-_USD.doc	Resolution 27- 21UD	9/8/2021	Resolution
FY_2022_USD_OPERATING_AND_DEBT_SERVICE_BUDGET.pdf	USD OPERATING BUDGET	9/8/2021	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Finance	sherman, randy	Approved	9/8/2021 - 11:25 AM
Purchasing	Williams, Glendora	Approved	9/8/2021 - 11:50 AM
Finance	sherman, randy	Approved	9/8/2021 - 12:12 PM
Attorney	Wynn, Dawn	Approved	9/8/2021 - 4:16 PM

City Clerk
City Manager

Robinson, Claudene
Jacobs, Deirdre

Approved
Approved

9/8/2021 - 4:21 PM
9/8/2021 - 6:09 PM



"The Best Waterfront City in Which to Live, Work And Play."

CITY OF RIVIERA BEACH

TO: HON. MAYOR, CHAIRPERSON, AND CITY COUNCIL

FROM: JONATHAN EVANS, CITY MANAGER, MPA, MBA, ICMA-CM
RANDY M. SHERMAN, DIRECTOR OF FINANCE & ADMINISTRATIVE SERVICES

SUBJECT: ADOPTION OF THE MILLAGE RATE FOR FY 2021/2022, FY 2021/2022 ANNUAL BUDGET, AND 5-YEAR CAPITAL PROJECTS PLAN FY 2021/2022 TO FY 2025/2026

DATE: SEPTEMBER 8, 2021

CC: GENERAL PUBLIC

Background:

The premise of this memorandum is to seek approval from the City Council to adopt the three budget related ordinances presented on the September 8, 2021 agenda. The projected general fund revenues for FY 2022 amounts to \$85,166,896 of which \$51,472,957 or 60%, is anticipated to be derived from ad valorem taxes, contingent on the millage rate remaining at 8.4520 mills. The City collects approximately 38% of the entire tax bill levied on real and tangible property located within the City's municipal boundaries. The balance of the tax levy is distributed to other government entities such as, Palm Beach County and the Palm Beach County School District.

The FY 2022 tentative general fund budget of expenditures is \$85,166,896 which is 3.98% higher than the FY 2021 adopted budget. The millage rate of 8.4520 mills remains the same as adopted in the previous year's budget, however, a tax revenue increase is presented as taxable value within the City's municipal boundaries has increased by approximately 6.15% resulting in additional ad valorem taxes of \$2.985 million.

The proposed FY 2022 budget for the General Fund proposes an increase of 3.98% due to increases in wages as stipulated in the collective bargaining agreements and increases for goods, services and commodities. Personnel costs which include salaries and benefits total approximately \$49.862 million or 58.55% of the total general fund budget for FY 2022. For FY 2022, the Police Department is the City's largest department with budgeted expenditures of \$23.509 million and a

budgeted staff complement of 179 full-time equivalent (FTE) employees. The Procurement Department is the smallest department with budgeted expenditures of \$0.749 million and a budgeted complement of 6 FTEs. Public Safety (fire and police) accounts for \$39.950 million or 46.9% of the total FY 2022 general fund budget. The FY 2022 budget includes the full funding of wages and salaries commitments as per the union contracts, full funding of health insurance benefits, and full funding to meet the required pension obligations.

The City-wide FY 2022 proposed annual operating budget proposed is approximately \$145.400 million which includes the following funds:

Governmental Funds:

General Fund	\$ 85,166,896
Debt Service Fund	6,652,608
Major Disaster Fund	765,344

Enterprise Funds:

Utility Special District Operating Fund	29,300,000
Utility Special District Debt Service Fund	4,261,925
Marina Operating Fund	2,812,532
Solid Waste Collection Fund	4,302,214
Stormwater Operating Fund	3,282,031
Parking Fund	400,000

Internal Service Funds:

Information Technology Fund	3,326,557
General Insurance Fund	3,270,196
Fleet Services Fund	1,860,028

Total Appropriation	\$ 145,400,331
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Personnel Changes:

The following summarizes the personnel changes that are included in the FY 2022 operating budget:

Fire

- Add two EMS Captain positions

Police

- Add Communications Supervisor position
- Add Public Information Officer position
- Add Crime Analyst position
- Add Police Technician Specialist position
- Add 10 Reserve Officers (5 FTEs)

Public Works

- Add Operations Manager position
- Upgrade Staff Assistant position to Senior Staff Assistant position
- Downgrade Office Manager to Executive Staff Assistant

Development Services

- Unfund Code Compliance Community Inspector position(vacant)
- Transfer in 2 Business Tax Receipt Specialist positions from Finance Department
- Transfer in GIS/CADD Technician position from Information Technology Department

Information Technology

- Add Network Administrator position
- Add Tyler/Security Specialist position
- Transfer out GIS/CADD Technician position to Development Services Department

Finance and Administrative Services

- Add Customer Service Representative position
- Add Executive Assistant position
- Unfund Senior Staff Assistant position (vacant)
- Transfer out 2 Business Tax Receipt Specialist positions to Development Services

City Administration

- Add Public Information Officer position
- Unfund Marketing Specialist position (vacant)
- Unfund Multimedia Communication Specialist position(vacant)

Utility Special District:

- Add Backflow Technician position
- Add Chief Mechanic position
- Add Compliance Technician position
- Add two Laboratory Technician positions
- Reclassify Compliance and Safety Officer to Compliance Manager
- Unfund Maintenance Worker position
- Unfund Senior Equipment Operator position
- Unfund Senior Office Assistant position
- Unfund two Water Plant Operator positions

Stormwater

- Unfund Stormwater Manager position

Capital Projects:

The City-wide Five-Year Capital Projects Plan for FY 2022 through FY 2026 is estimated at \$173.211 million, which includes \$78.880 million for general government projects and \$94.331 million for USD, Stormwater, and Marina. The FY 2022 capital budget amounts to \$59.036 which includes \$33.081 million for general government and \$25.956 million for enterprise projects. Approximately \$55.697 million is allocated to completing projects, which were started in previous years' budgets with \$7.020 million for general government and enterprise funds totaling \$48.678 million. Included in the Five-Year Capital Projects Plan is approximately \$155.111 million for additional debt issuance, grants or public private partnerships, which are necessary to ensure construction of the infrastructure and capital projects disclosed in the Five-Year Capital Projects Plan for FY 2022 through FY 2026.

City Goals:

The City-wide goal is to Strengthen Government Stewardship.

Fiscal/Budget Impact:

Not applicable

Recommendation:

Staff recommends that the City Council adopts the millage rate of 8.4520 for FY 2021/2022, the FY 2021/2022 Annual Budget, and the Five-Year Capital Projects Plan for FY 2021/2022 through FY 2025/2026.

Attachments:

1. Ordinance Number 4187
2. Ordinance Number 4188
3. Ordinance Number 4189

RESOLUTION NUMBER 27-21UD

**A RESOLUTION OF THE BOARD OF
DIRECTORS OF THE CITY OF RIVIERA
BEACH UTILITY SPECIAL DISTRICT,
PALM BEACH COUNTY, FLORIDA,
ADOPTING THE FISCAL YEAR 2021-
2022 OPERATING BUDGET AND
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City of Riviera Beach Utility District Board requires the adoption of its Fiscal Year 2021-2022 Annual Utility Budget; and

WHEREAS, staff recommends that the Utility Special District Board adopt the operating budget, as attached.

NOW, THEREFORE, BE IT RESOLVED BY THE UTILITY SPECIAL DISTRICT BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH, PALM BEACH COUNTY, FLORIDA AS FOLLOWS:

SECTION 1: AUTHORITY FOR RESOLUTION. This Resolution is adopted pursuant to the provisions of the Utility Special District's Charter, Chapter 189, Florida Statutes, Chapter 166, Florida Statutes, and other applicable provisions of law. To the extent that any provision of this Resolution conflicts with the above applicable laws, the applicable laws shall take precedent.

SECTION 2: ADOPTION OF UTILITY SPECIAL DISTRICT OPERATING BUDGET. The Utility Special District Board adopts its Fiscal Year 2021-2022 Annual Budget, as set forth on the attached budget and made a part of this Resolution. This budget includes the Operating Fund, Renewal and Replacement Fund, Capital Impact Fees, and Debt Service Fund.

SECTION 3: EFFECTIVE DATE. This Resolution shall become effective October 1, 2021.

PASSED and APPROVED this _____ day of _____, 2021.

RESOLUTION NUMBER 27-21UD

PAGE: 2

APPROVED:

SHIRLEY D. LANIER
CHAIRPERSON

ATTEST:

CLAUDENE L. ANTHONY
CERTIFIED MUNICIPAL CLERK
DISTRICT CLERK

KASHAMBA MILLER-ANDERSON
CHAIR PRO TEM

TRADRICK MCCOY
BOARD MEMBER

JULIA A. BOTEL, Ed.D
BOARD MEMBER

DOUGLAS A. LAWSON
BOARD MEMBER

MOTIONED BY: _____

SECONDED BY: _____

T. MCCOY _____

K. MILLER-ANDERSON _____

S. LANIER _____

J. BOTEL _____

D. LAWSON _____

REVIEWED AS TO LEGAL SUFFICIENCY

DAWN S. WYNN, DISTRICT ATTORNEY

DATE: _____

UTILITY SPECIAL DISTRICT (USD) - OPERATING FUND**REVENUES:**

ACCOUNT DESCRIPTION	FY 2022 TENTATIVE BUDGET	FY 2021 ADOPTED BUDGET	FYTD 2021 ACTUAL	FY 2020 ADOPTED BUDGET	FY 2020 ACTUAL
CAPITAL FEE - WATER	-	-	247,233	-	25,320
CAPITAL FEE - SEWER	-	-	226,640	-	18,390
STATE GRANT - WATER SUPPLY SYSTEM	-	-	-	-	-
SERVICE CHARGE - WATER UTILITY	16,900,000	17,120,000	12,649,526	17,436,891	16,581,659
SERVICE CHARGE - SEWER	12,250,000	12,190,000	8,968,098	10,654,419	11,684,630
INVESTMENT EARNINGS	50,000	50,000	48,996	350,000	895,737
MISCELLANEOUS REVENUES	100,000	140,000	79,876	140,000	95,325
TRANSFER IN FROM FUND 412	-	-	-	-	1,910,610
TRANSFER IN FROM FUND 413	-	-	-	-	609,307
TRANSFER IN FROM FUND 414	-	-	-	-	1,800,000
TRANSFER IN FROM FUND 415	-	-	-	-	4,904,544
TOTAL	29,300,000	29,500,000	22,220,369	28,581,310	38,525,522

UTILITY SPECIAL DISTRICT - ADMINISTRATION

ACCOUNT DESCRIPTION	FY 2022 TENTATIVE BUDGET	FY 2021 ADOPTED BUDGET	FYTD 2021 ACTUAL	FY 2020 ADOPTED BUDGET	FY 2020 ACTUAL
REGULAR SALARIES AND WAGES	749,975	736,907	504,651	799,735	593,451
OVERTIME	10,000	10,000	16,270	8,100	22,735
FICA TAXES	55,848	55,736	38,595	59,461	46,506
RETIREMENT CONTRIBUTIONS	69,581	77,060	77,060	73,326	73,985
RETIREMENT CONTRIBUTIONS-FRS	75,923	76,327	34,345	20,853	35,832
HEALTH AND DENTAL INSURANCE	111,296	93,259	81,205	116,818	78,316
LIFE INSURANCE	1,420	13,152	1,179	3,000	2,086
OPEB LIABILITY EXPENSE	85,586	91,956	-	91,956	50,738
PROFESSIONAL SERVICES	60,000	150,000	96,337	-	48,819
PROFESSIONAL SRV - CITY ADMIN	5,451,442	5,745,489	5,745,249	5,800,642	5,983,098
ACCOUNTING AND AUDITING	6,000	6,000	6,000	6,000	6,000
CONTRACT SERVICES	75,000	100,000	17,688	77,000	58,151
BANK CHARGES AND FEES	404,000	100,000	256,446	100,000	398,979
TRAVEL AND PER DIEM	7,000	12,000	2,343	11,400	3,880
COMMUNICATION SERVICES	-	72,000	-	72,000	68,240
POSTAGE AND FREIGHT	200	200	48	200	4
GENERAL LIABILITY INSURANCE	69,456	78,024	78,024	74,309	74,309
REPAIRS AND MAINTENANCE	4,200	4,200	6,006	4,200	37,256
FLEET SERVICES	125,947	64,632	64,632	63,342	63,342
INFORMATION TECHNOLOGY SERVICES	368,897	381,461	381,461	550,075	550,075
PRINTING AND BINDING	2,300	2,300	2,244	2,300	1,888
PROMOTIONAL ACTIVITIES	10,000	21,000	3,530	21,000	9,142
OTHER CHARGES	35,000	45,000	37,558	41,000	35,642
OFFICE SUPPLIES	-	-	-	500	2,743
OPERATING SUPPLIES	80,000	115,000	45,396	112,506	78,396
OPERATING SUPPLIES - CLOTHING	12,000	12,000	12,734	11,000	12,287
SUBSCRIPTIONS AND MEMBERSHIPS	6,000	12,000	1,048	11,000	1,131
BOOKS AND PERIODICALS	-	1,000	347	1,000	(15)
TRAINING AND EMPLOYEE DEVELOPMENT	12,000	20,000	5,561	20,000	2,686
CONTINGENCY	550,000	500,000	-	550,000	-
CAPITAL - MACHINERY & EQUIPMENT	200,000	200,000	31,212	200,000	-
TRANSFER OUT TO FUND 101	1,119,574	1,058,802	1,058,802	980,741	980,741
TRANSFER OUT TO FUND 412	419,672	415,516	14,110,831	415,516	415,516
TRANSFER OUT TO FUND 414	4,261,925	4,264,050	4,264,050	4,261,425	4,261,425
TOTAL	14,440,242	14,535,071	26,980,852	14,560,405	13,997,384

UTILITY SPECIAL DISTRICT - CUSTOMER SERVICE

ACCOUNT DESCRIPTION	FY 2022 TENTATIVE BUDGET	FY 2021 ADOPTED BUDGET	FYTD 2021 ACTUAL	FY 2020 ADOPTED BUDGET	FY 2020 ACTUAL
REGULAR SALARIES AND WAGES	730,502	646,290	524,237	696,723	637,020
OVERTIME	40,000	50,000	38,601	33,660	49,236
FICA TAXES	52,640	43,848	40,417	55,874	50,102
RETIREMENT CONTRIBUTIONS	89,199	98,786	98,786	94,087	94,636
RETIREMENT CONTRIBUTIONS-FRS	27,286	11,342	9,614	9,825	9,733
HEALTH AND DENTAL INSURANCE	182,627	181,722	132,032	172,761	135,341
LIFE INSURANCE	1,775	1,917	1,495	4,200	2,192
PROFESSIONAL SERVICES	500	1,000	-	1,000	-
CONTRACT SERVICES	20,000	41,100	12,838	41,100	3,666
TRAVEL AND PER DIEM	-	-	491	3,000	1,772
UTILITY SERVICES	2,000	2,000	-	2,000	2,126
GENERAL LIABILITY INSURANCE	134,010	150,540	150,540	143,371	143,371
REPAIRS AND MAINTENANCE	100,000	150,000	58,253	100,000	79,732
FLEET SERVICES	125,947	64,632	64,632	63,342	63,342
PRINTING AND BINDING	500	500	-	500	-
OTHER CHARGES	2,200	2,200	6,100	2,200	6,103
OPERATING SUPPLIES	20,000	23,700	12,367	23,700	19,865
OPERATING SUPPLIES - CLOTHING	2,000	2,000	1,998	2,000	2,098
BOOKS AND PERIODICALS	500	500	-	200	-
TRAINING AND EMPLOYEE DEVELOPMENT	1,000	2,000	2,548	2,000	1,510
DEPRECIATION EXPENSE	-	-	-	-	143,111
CONTINGENCY	550,000	525,000	-	550,000	-
TRANSFER OUT TO FUND 412	419,672	415,516	415,516	415,516	415,516
TOTAL	2,502,358	2,414,593	1,570,465	2,417,059	1,860,473

UTILITY SPECIAL DISTRICT - WATER

ACCOUNT DESCRIPTION	FY 2022 TENTATIVE BUDGET	FY 2021 ADOPTED BUDGET	FYTD 2021 ACTUAL	FY 2020 ADOPTED BUDGET	FY 2020 ACTUAL
REGULAR SALARIES AND WAGES	1,141,771	1,003,206	633,546	1,005,250	807,690
OVERTIME	75,000	75,000	204,926	55,700	163,032
FICA TAXES	84,244	73,784	62,603	76,715	71,546
RETIREMENT CONTRIBUTIONS	104,679	115,930	115,930	110,299	110,976
RETIREMENT CONTRIBUTIONS-FRS	81,346	51,507	32,378	51,873	30,176
HEALTH AND DENTAL INSURANCE	226,062	259,603	136,167	295,502	158,204
LIFE INSURANCE	2,162	2,303	1,695	7,500	2,715
PROFESSIONAL SERVICES	6,400	6,400	2,275	6,400	3,926
CONTRACT SERVICES	175,000	200,000	64,842	46,500	134,743
TRAVEL AND PER DIEM	1,200	5,000	3,410	5,000	-
UTILITY SERVICES	600,000	600,000	579,153	535,247	883,944
RENTALS AND LEASES	15,000	15,000	10,971	15,000	74,102
GENERAL LIABILITY INSURANCE	180,056	202,267	202,267	192,635	192,635
REPAIRS AND MAINTENANCE	350,000	450,000	347,598	250,000	291,998
FLEET SERVICES	125,947	64,632	64,632	63,341	63,341
PRINTING AND BINDING	5,000	5,600	-	5,600	5,291
OTHER CHARGES	10,000	17,500	11,013	14,100	11,316
OPERATING SUPPLIES	700,000	1,000,000	588,969	650,000	528,735
OPERATING SUPPLIES - CLOTHING	2,600	2,600	2,772	2,600	6,141
SUBSCRIPTIONS AND MEMBERSHIPS	600	600	450	600	-
BOOKS AND PERIODICALS	2,000	4,000	-	4,000	160
TRAINING AND EMPLOYEE DEVELOPMENT	2,000	4,000	5,649	4,000	1,461
DEPRECIATION EXPENSE	-	-	-	-	1,822,475
CONTINGENCY	550,000	525,000	-	550,000	-
CAPITAL - MACHINERY & EQUIPMENT	130,000	130,000	46,816	130,000	-
TRANSFER OUT TO FUND 412	419,672	415,516	415,516	415,516	415,516
TOTAL	4,990,739	5,229,448	3,533,578	4,493,378	5,780,124

UTILITY SPECIAL DISTRICT - SEWER

ACCOUNT DESCRIPTION	FY 2022 TENTATIVE BUDGET	FY 2021 ADOPTED BUDGET	FYTD 2021 ACTUAL	FY 2020 ADOPTED BUDGET	FY 2020 ACTUAL
REGULAR SALARIES AND WAGES	711,336	708,375	492,636	782,972	632,846
OVERTIME	40,000	50,000	59,955	30,600	66,358
FICA TAXES	52,317	52,135	40,462	59,897	51,620
RETIREMENT CONTRIBUTIONS	102,839	113,893	113,893	108,451	109,102
RETIREMENT CONTRIBUTIONS-FRS	31,321	26,288	9,082	3,198	12,646
HEALTH AND DENTAL INSURANCE	163,398	168,742	101,165	135,741	117,098
LIFE INSURANCE	1,278	1,562	1,069	3,300	1,839
PROFESSIONAL SERVICES	6,600	6,600	2,855	6,600	8,675
ACCOUNTING AND AUDITING	5,200	5,200	-	5,200	-
CONTRACT SERVICES	4,562,359	4,593,035	3,624,277	4,391,203	65,136
TRAVEL AND PER DIEM	1,200	2,100	498	2,100	1,670
COMMUNICATION SERVICES	-	500	-	500	101
UTILITY SERVICES	203,200	203,200	142,484	203,200	236,742
GENERAL LIABILITY INSURANCE	118,494	133,111	133,111	126,772	126,772
REPAIRS AND MAINTENANCE	100,000	100,000	89,051	100,000	151,967
FLEET SERVICES	125,947	64,631	64,631	63,341	63,341
PRINTING AND BINDING	750	750	-	750	-
OPERATING SUPPLIES	60,000	60,000	64,364	56,400	111,222
OPERATING SUPPLIES - CLOTHING	6,000	6,000	2,919	5,477	5,533
SUBSCRIPTIONS AND MEMBERSHIPS	2,000	4,000	80	4,000	60
BOOKS AND PERIODICALS	250	250	-	250	-
TRAINING AND EMPLOYEE DEVELOPMENT	2,500	5,000	5,475	5,000	1,685
DEPRECIATION EXPENSE	-	-	-	-	827,759
CONTINGENCY	550,000	500,000	-	550,000	-
CAPITAL - MACHINERY & EQUIPMENT	100,000	100,000	27,002	50,000	-
TRANSFER OUT TO FUND 412	419,672	415,516	415,516	415,516	415,516
TOTAL	7,366,661	7,320,888	5,390,526	7,110,468	3,007,689

TOTAL USD OPERATING FUND - EXPENSES	29,300,000	29,500,000	37,475,421	28,581,310	24,645,670
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UTILITY SPECIAL DISTRICT - DEBT SERVICE FUND**REVENUES:**

ACCOUNT DESCRIPTION	FY 2022 TENTATIVE BUDGET	FY 2021 ADOPTED BUDGET	FYTD 2021 ACTUAL	FY 2020 ADOPTED BUDGET	FY 2020 ACTUAL
INVESTMENT EARNINGS	-	-	730	-	39,101
TRANSFER IN FROM FUND 411	4,261,925	4,264,050	4,264,050	4,261,425	4,261,425
TOTAL	4,261,925	4,264,050	4,264,780	4,261,425	4,300,526

EXPENSES:

ACCOUNT DESCRIPTION	FY 2022 TENTATIVE BUDGET	FY 2021 ADOPTED BUDGET	FYTD 2021 ACTUAL	FY 2020 ADOPTED BUDGET	FY 2020 ACTUAL
PRINCIPAL PAYMENTS	1,990,000	1,895,000	1,895,000	1,800,000	-
INTEREST PAYMENTS	2,271,925	2,369,050	2,369,050	2,461,425	2,461,425
TRANSFER OUT TO FUND 411	-	-	-	-	1,800,000
TOTAL	4,261,925	4,264,050	4,264,050	4,261,425	4,261,425