



UTILITY SPECIAL DISTRICT BOARD MEETING AGENDA

Municipal Complex Council Chambers
600 West Blue Heron Boulevard
Riviera Beach, FL 33404

WEDNESDAY, JANUARY 18, 2012
6:00 P.M.

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 LEGISLATIVE AIDE AT 561-845-4095 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

**JUDY L. DAVIS, BOARD CHAIRPERSON
(DISTRICT 2)**

**BILLIE E. BROOKS, CHAIR PRO-TEM
(DISTRICT 1)**

**CEDRICK A. THOMAS, BOARD MEMBER
(DISTRICT 3)**

**DAWN S. PARDO, BOARD MEMBER
(DISTRICT 4)**

**SHELBY L. LOWE, BOARD MEMBER
(DISTRICT 5)**

ADMINISTRATION

**Ruth C. Jones, City Manager
Louis C. Aurigemma, P.E., Executive Director of Utilities
Carrie E. Ward, Master Municipal Clerk, District Clerk
Pamala H. Ryan, District Attorney
Karen L. Hoskins, Interim 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.

ANY PERSON WHO WOULD LIKE TO SPEAK ON AN AGENDA ITEM (NON-CONSENT ITEMS ONLY), PLEASE FILL OUT A SALMON COLORED PUBLIC COMMENT CARD LOCATED IN THE BACK OF THE COUNCIL CHAMBERS AND GIVE IT TO THE LEGISLATIVE ASSISTANT PRIOR TO THE BEGINNING OF THE MEETING. IN NO EVENT WILL ANYONE BE ALLOWED TO SPEAK ON AN AGENDA ITEM AFTER THE RESOLUTION IS READ OR ITEM CONSIDERED. PLEASE SILENCE ALL AUDIO DEVICES TO AVOID INTERFERENCE WITH RECORDING EQUIPMENT.

CITY CLERK CALLS TO ORDER

Roll Call

Invocation

Pledge of Allegiance

AGENDA Approval:

Additions, Deletions, Substitutions

Adoption of Agenda

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 COUNCILPERSON 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. MINUTES OF THE REGULAR UTILITY SPECIAL DISTRICT BOARD MEETING HELD ON NOVEMBER 16, 2011.**

END OF CONSENT AGENDA

COMMENTS FROM THE PUBLIC – 6:15 PM*¹ – Non Agenda or Consent Item Speakers (Three Minute Limitation) *Please be reminded that the Utility District Board has adopted a set of “Rules of Decorum Governing Public Conduct During Official Meetings”, which has been posted at the entrance of the Council Chambers. In an effort to preserve order, if any of the rules are not adhered to, the District Board Chairperson may have any disruptive speaker removed from the podium from the meeting and/or the building, if necessary. Please govern yourselves accordingly.*

¹Public Comments will begin at 6:15 PM or if an item is already in progress, Public Comments will begin immediately after the item has concluded.

REGULAR AGENDA:

2. RESOLUTION NO, _____ A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF RIVIERA BEACH UTILITY SPECIAL DISTRICT, PALM BEACH COUNTY, FLORIDA; APPROVING THE PURCHASE OF ONE (1) 2012 FORD E-250 CARGO VAN WITH ELECTRICIANS COMMERCIAL PACKAGE AND ONE (1) 2012 FORD F-550 EQUIPPED WITH A CRANE AND APPURTENANCES AT AN APPROXIMATE COST OF \$80,886 FROM ALAN JAY AUTOMOTIVE NETWORK, SEBRING, FLORIDA; UTILIZING THE SHERIFFS’ OFFICES & LOCAL GOVERNMENTAL AGENCIES OF THE STATE OF FLORIDA COOPERATIVE BID FOR PURSUIT, ADMINISTRATIVE NON-PURSUIT, UTILITY VEHICLES, TRUCKS, VANS AND OTHER FLEET EQUIPMENT, CONTRACT BID NO. 11-19-0907 (STATE CONTRACT); BEGINNING OCTOBER 01, 2011 THROUGH SEPTEMBER 30 2012; AND THAT THE UTILITY DISTRICT BOARD AUTHORIZE THE INTERIM FINANCE DIRECTOR TO MAKE PAYMENT FROM THE CAP: VEHICLE LINE ITEM NO. 411-1417-536-0-6451; AND PROVIDING FOR AN EFFECTIVE DATE.

END OF REGULAR AGENDA

DISCUSSION BY THE EXECUTIVE DIRECTOR OF UTILITIES:

LEGAL DISCUSSION/REQUEST:

DISCUSSION AND RECOMMENDATIONS BY DISTRICT BOARD:

ADJOURNMENT

**CITY OF RIVIERA BEACH UTILITY DISTRICT BOARD
AGENDA ITEM SUMMARY**

MEETING DATE: _____ **AGENDA ITEM SUMMARY NO. J11-111-04**

- | | |
|---|--|
| <input type="checkbox"/> AWARDS / PRESENTATIONS / PETITIONS | <input checked="" type="checkbox"/> REGULAR |
| <input type="checkbox"/> CONSENT | <input checked="" type="checkbox"/> RESOLUTION |
| <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> DISCUSSION & DELIBERATION |
| <input type="checkbox"/> ORDINANCE ON SECOND READING | <input type="checkbox"/> BOARD APPOINTMENT |
| <input type="checkbox"/> ORDINANCE ON FIRST HEARING | <input type="checkbox"/> WORKSHOP |

TITLE/SUBJECT: APPROVAL TO PURCHASE TWO (2) VEHICLES FOR THE DISTRICT; AND AUTHORIZE PAYMENT FROM THE UTILITY DISTRICT'S ACCOUNT.

RECOMMENDATION/MOTION: Staff recommends that the District Board approve the purchase of one (1) 2012 Ford E-250 cargo van with electricians commercial package and one (1) 2012 Ford F-550 equipped with a crane and appurtenances at an approximate amount of \$80,886 from Alan Jay Automotive Network, Sebring, Florida, utilizing the Sheriff's Offices & Local Governmental agencies of the State of Florida Cooperative Bid for pursuit, administrative non-pursuit, utility vehicles trucks, vans and other fleet equipment, Contract Bid No. 11-19-0907; beginning October 1, 2011 through September 30, 2012; and that the Utility District Board authorize the purchase of these vehicles at an approximate amount of \$80,886, from the Utility District's CAP: Vehicles Account No. 411-1417-536-0-6451.

◆City Manager or ACM	Library
◆District Attorney	Marina
◆District Clerk	Police
Community Development	◆Public Works (Vehicle Maint.)
◆Interim District Finance Director	◆Purchasing
Fire	Recreation & Parks
Human Resources	◆Utility Special District
Information Systems	Other

APPROVED BY DISTRICT DIRECTOR: _____

DATE: _____

Originator UTILITY DISTRICT	Costs: <u>\$80,886</u>	District Board Actions: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/conditions <input type="checkbox"/> Denied _____ <input type="checkbox"/> Tabled to _____ <input type="checkbox"/> Referred to Staff _____
User UTILITY DISTRICT	Current FY: <u>2011-2012</u>	Attachments: 1. Resolution 2. Proposals from Alan Jay Automotive Network dated Dec. 7, 2011 3. FAC Bid Award #11-19-0907 4. UD Replaced Vehicles List
Advertised: Date: Paper: [X] Not Required	Funding Source: <input type="checkbox"/> Capital Improvement <input checked="" type="checkbox"/> Operating <input type="checkbox"/> Other: Budget Account Number: 411-1417-536-0-6451	
Affected Parties <input type="checkbox"/> Notified [X] Not Required		

SUMMARY: The Utility District is seeking to purchase one (1) cargo van and one (1) heavy duty crane truck at an approximate cost of \$80,886, from Alan Jay Automotive Network, Sebring, Florida, utilizing the Sheriff's Offices & Local Governmental agencies of the State of Florida Cooperative Bid for pursuit, administrative non-pursuit, utility vehicles trucks, vans and other fleet equipment, Contract Bid No. 11-19-0907; beginning October 01, 2011 through September 30, 2012. These vehicles are specified as one (1) 2012 Ford E-250 cargo van to be used by the Utility District Sewer Division electrician and one (1) 2012 Ford F-550 heavy duty crane truck to be used by Utility District Sewer Division staff to perform daily activities.

BACKGROUND: The existing Utility District vehicle (U701) is a 2002 Ford F-150 pickup truck with approximately 52,000 miles. This vehicle is used by the Sewer Division's electrician to maintain the 50+ lift stations within the Utility District's wastewater collection system. Utility District vehicle (WS-791) is a 1997 Ford F-450 heavy duty crane truck with approximately 55,000 miles. This vehicle is used to remove/install lift station pumps at the 50+ lift stations within the Utility District's wastewater collection system. The Public Works Department has recommended that these vehicles be replaced.

The vehicles that are to be replaced will be transferred to Purchasing to be put up for auction.

