Utility Special District Meeting
Agenda
Marina Event Center - 190 E. 13th Street
Riviera Beach, FL 33404
May 21, 2025
5:30 PM

Be advised, that the meeting location is subject to change. The public is encouraged to visit the City's website, www.rivierabch.com , for up to date information on meeting location and information.

Chairperson
Shirley D. Lanier - District 3

Vice Chair
KaShamba Miller-Anderson - District 2

Board Members
Bruce Guyton - District 1
Glen Spiritis - District 4
Fercella Davis-Panier - District 5

Ex-Officio Board Member
Mayor Douglas A. Lawson

Administration
Jonathan Evans, City Manager
Deborah Hall, CMC, Acting District Clerk
Dawn S. Wynn, District Attorney
Randy Sherman, District Finance Director

ADA Notice

This meeting is open to the Public. In accordance with the Americans with Disabilities Act of 1990, persons in need of a special accommodation to participate in the proceedings shall contact the Office of the City Clerk at 561-845-4090 no later than 2 days (48 hours) prior to the proceedings.

To request material in accessible format, sign language interpreters, hearing impaired accommodation, or any accommodation to review any document or participate in these proceedings, please contact the Florida Relay Services 1-800- 955-8771 (TDD) or 1-800-955-8770 (voice) for assistance.

Public Comments Information

If anyone wants to speak on an agenda item, please complete a public comment card located at the front desk and give it to the City Clerk staff prior to Board discussion and before the public comments section is announced. In no event will anyone be allowed to submit a comment card to speak on an agenda item after the title of the item is read or considered.

Consent Agenda: Total time allotted for comment on the Consent Agenda to each member of the public is three (3) minutes.

Regular Agenda: Members of the public will be given three (3) minutes to speak on any regular agenda item.

Please note that the time limit for public comment may be reduced by a vote of the Board based on the voluminous nature of public comment cards.

Civility and Decorum: Please be reminded that the City of Riviera Beach is committed to civility and decorum by its officials, employees, and members of the public who attend this meeting. The Board has adopted "Rules of Decorum Governing Public Conduct during Official Meetings", which provides in pertinent part:

- Officials shall be recognized by the Chair and shall not interrupt a speaker.
- Public comment shall be addressed to the Board as a whole and not to any individual on the dais or in the audience.
- Displays of anger, rudeness, ridicule, impatience, lack of respect and personal attacks are strictly prohibited.
- Unauthorized remarks from the audience, stamping of feet, clapping, whistles, yells and similar demonstrations shall not be permitted.
- Offenders may be removed from the meeting.
- Please mute or turn off cell phone at the start of the meeting. Failure to do so may result in being barred from the meeting.

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 and Council Chambers. Registration and reporting forms shall be submitted to the Office of the City Clerk.

CALL TO ORDER

Roll Call

Invocation

Pledge of Allegiance

AGENDA Approval
Additions, Deletions, Substitutions

Disclosures

Adoption of Agenda

Comments From the Public on Consent Agenda (Three Minutes Limitation)

CONSENT AGENDA
Routine Board Business. The Consent Agenda is approved by a single majority vote. Items may be removed for open discussion by a request from a Board member or member of staff.

1. Minutes

2. Resolutions

2.a **Resolution Number 12-25UD: A Resolution of the Board of Directors of the City of Riviera Beach Utility Special District, Palm Beach County, Florida, approving the proposal from Chen Moore and Associates, Inc. to perform engineering services to prepare an updated Water Distribution System Master Plan; and authorizing the Utility Special District Finance Director to make payments from project number 23037, in an amount not to exceed $263,580.00**

John Armstrong, PE, Senior Utility Engineer, (561) 845-4185

Staff recommends a Motion to approve Resolution Number 12-25UD.
Cover Page
Resolution_12-25UD_Water_Distribution_System_Master_Plan.docx
Existing Contract of 2.19.2025 Chen Moore - Prof_Svcs_Consulting.pdf
Proposal from CMA - Water Distribution System Master Plan - Scope.pdf
CDM-Smith Water Distribution System Tech Memo.pdf
Signed Resolution 18-22UD New WTP Project.pdf

2.b **Resolution Number 13-25UD: A Resolution of the Board of Directors of the City of Riviera Beach Utility Special District, Palm Beach County, Florida,**

approving the proposal from Craig A. Smith & Associates, LLC to perform engineering design, permitting, and construction inspection services for the rehabilitation/replacement of three existing can lift stations; and authorizing the Utility Special District Finance Director to make payments from project number 24012 in an amount not to exceed $382,510.00.

John Armstrong, PE, Senior Utility Engineer, (561) 845-4185

Staff recommends a Motion to approve Resolution Number 13-25UD.
Cover Page
Resolution Number 13-25UD Three Critical Lift Station Replacement Project.docx
Existing Contract - Craig A. Smith & Assoc.pdf
Proposal - Craig A. Smith & Assoc, LS 11, 13 and 14.pdf
Grant Agreement (LPA0677) - Fully executed.pdf
Signed Resolution 005-24UD.pdf

2.c **Resolution Number 15-25UD: A Resolution of the Board of Directors of the City of Riviera Beach Utility Special District, Palm Beach County, Florida, approving a contract with Hinterland Group, Inc. of Riviera Beach, Florida to piggyback the Loxahatchee River Environmental Control District contract for wastewater and irrigation quality (IQ) water general construction services and emergency on-call repair services as a specific type of cooperative agreement; authorizing the City of Riviera Beach Utility Special District Chairperson and the Utility Special District Clerk to execute this contract; authorizing the Utility Special District Finance Director to make payments from Project Number 23032 in the amount up to $500,000 annually; and providing for an effective date.**

John Armstrong, PE, Senior Utility Engineer, (561) 845-4185

Staff recommends a Motion to approve Resolution Number 15-25UD.
Cover Page
Resolution 15-25UD Emergency On Call Wastewater Repair Services.docx
Hinterland Group Emergency On-Call Contract.pdf
LRD Water & Sewer Extension exp 10.16.2025 - 23-0143-00.pdf
NoticeOfAward_ITB24 001 00131_Hinterland.pdf
ITB.PDF
Proposal Package HGI - WW & IQ Water Gen Const Svcs.pdf

2.d **Resolution Number 16-25UD: A Resolution of the Board of Directors of the City of Riviera Beach Utility Special District, Palm Beach County, Florida, approving a proposal from Hydra-Stop for the purchase of an insertion valve tapping machine with associated valves and appurtenances; and authorizing the Utility Special District Finance Director to make payments from Project Account Number 23034 in the amount not to exceed $145,000.**

John Armstrong, PE, Senior Utility Engineer, (561) 845-4185

Staff recommends a Motion to approve Resolution Number 16-25UD.
Cover Page
Resolution 16-25UD Insertion Valve Machine.docx
Hydra-Stop's Proposal.pdf
Insertion Valves Brochure.pdf

2.e **Resolution Number 17-25UD: A Resolution of the Board of Directors of the City of Riviera Beach Utility Special District establishing a regular meeting date, time, and location pursuant to Section 3.06 of the Charter and Ordinance No. 2972; providing for conflicts; providing for severability; and providing for an effective date.**

Jonathan Evans, City Manager, MPA, FRA-RA, MBA, ICMA-CM, (561) 812-6597

Staff recommends a Motion to approve Resolution Number 17-25(UD).
Cover Page
Resolution_17-25UD_Meeting-Dates 5-21-2025.docx
ORDINANCE_NO_2972-USD.pdf
Charter_of_the_Utility_Special_District2 (2).pdf

END OF CONSENT AGENDA

3. Unfinished Business

Petitions and Communications for filing

4. Awards and Presentations

4.a **Presentations regarding Updates of Utility Special District Projects.**

Deirdre M. Jacobs, Assistant City Manager, MPA, (561) 845-4185

Staff recommends a Motion that the Utility Special District Board receives these Presentations.
Cover Page
U.S. Water Services_Monthly Report_May_2025.pdf
Haskell-CDM Smith_JV Update_May 2025.docx
Brown & Caldwell_Owner's Rep_Update_5-21-25_Final.pdf
Globaltech_Wellfield Rehab Proj_Update_050925.docx

5. Public Hearings

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

Public Comments shall begin at 5:45 PM unless there is no further business of the Board, 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.

6. Items Tabled

7. REGULAR AGENDA

Resolutions on Regular Agenda

Resolution on Regular Agenda

Resolution Number 14-25UD: A Resolution of the Board of Directors of the City of Riviera Beach Utility Special District, Palm Beach County, Florida, approving a contract with Hinterland Group, Inc. of Riviera Beach, Florida to piggyback Palm Beach County Water Utilities Department Lift Station Rehabilitation Continuing Construction Contract Number R2024-0069 as a specific type of cooperative agreement; authorizing the City of Riviera Beach Utility Special District Chairperson and the Utility Special District Clerk to execute this contract; authorizing the City Manager or the Executive Director of the Utility Special District to approve Work Authorizations for the rehabilitation of eight (8) lift stations in the amount up to $1,300,000; authorizing the Utility Special District Finance Director to make payments from Project Number 23030 in the amount up to $1,300,000 after work authorizations have been issued; and providing for an effective date.

John Armstrong, PE, Senior Utility Engineer, (561) 845-4185

Staff recommends a Motion to approve Resolution Number 14-25UD.

Cover Page
Resolution-14-25UD-Lift Stations Rehabilitation Project.docx
Hinterland Group LS Rehab Contract.pdf
PBC 23-031 LS Rehab Construction Contract.pdf
PBC Approval To Piggyback LS Rehab Contract.pdf
Proposal - LS 18 Rehab.pdf
Lift Stations Assessment Report - Six Priority LS Cost Estimates.pdf

8. Discussion and Deliberation

9. Discussion by City Manager/Executive Director

10. Discussion by District Attorney

11. Statements by the Mayor and Board

ADJOURNMENT

Appeals

If any interested person desires to appeal any decision of the Board with respect to any matter considered at this meeting, at his or her own expense, that person 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 Section 286.0105, F.S. The City of Riviera Beach does not prepare or provide such a record.