



## CITY OF LAKE WORTH

7 North Dixie Highway · Lake Worth, Florida 33460 · Phone: 561-586-1600 · Fax: 561-586-1750

**AGENDA  
CITY OF LAKE WORTH  
CITY COMMISSION MEETING  
CITY HALL COMMISSION CHAMBER  
TUESDAY, AUGUST 19, 2014 - 6:00 PM**

1. **ROLL CALL:**
2. **INVOCATION:** Offered by Pastor Ansten Tretten of Apostolic Lutheran Catholic Church of Lake Worth
3. **PLEDGE OF ALLEGIANCE:** Led by Commissioner Andy Amoroso
4. **AGENDA - Additions/Deletions/Reordering:**
5. **PRESENTATIONS:** (there is no public comment on Presentation items)
  - A. Proclamation declaring August 2014 as Florida Water Professionals Month
  - B. Proclamation recognizing August 22, 2014 as Jewell Founders Day
  - C. Update provided by the Planning & Zoning Board
  - D. Update provided by College Park Neighborhood Association
6. **COMMISSION LIAISON REPORTS AND COMMENTS:**
7. **PUBLIC PARTICIPATION OF NON-AGENDAED ITEMS AND CONSENT AGENDA:**
8. **APPROVAL OF MINUTES:**
  - A. City Commission Budget Work Session - June 24, 2014
  - B. City Commission Meeting - July 1, 2014
  - C. City Commission Budget Work Session - July 7, 2014
  - D. City Commission Special Meeting - July 8, 2014
9. **CONSENT AGENDA:** (public comment allowed during Public Participation of Non-Agendaed items)
  - A. Resolution No. 40-2014 - accept a \$50,000 Florida Recreation Development Assistance Program grant for the Northwest Park playground

- B. Resolution No. 41-2014 - amendment #2 to the Florida Boating Improvement Program grant agreement
- C. Resolution No. 42-2014 - declare expenditures of City funds for refreshments to be a public purpose
- D. Contract with Thompson Consulting Services, LLC for debris monitoring
- E. Variance agreement with Cathy and Michael Casella to allow brick pavers on a driveway and City right-of-way at 9 Harbor Drive
- F. Purchase four trucks from Alan Jay Fleet Sales for use by the Water Distribution and Sewer Collection Division
- G. Purchase a crane truck from Duval Ford Fleet Sales for use by the Water Distribution and Sewer Collection Division
- H. Continuing contract with Community Champions Corporation to provide vacant, foreclosed and abandoned property registration services
- I. Professional services agreement with NZ Consultants, Inc. to provide current and long range planning, zoning and historic preservation services
- J. Continuing agreement with Anchors Emergency Board Up Services, Inc. for board and secure services under the Code Compliance Remediation program
- K. Accept a dedicated right-of-way along Boutwell Road from West Coast Waters, LLC
- L. Contractor agreement with R&D Paving, LLC for the Golf Course Cart Path Improvements project
- M. Renew a submerged land lease with the State Department of Environmental Protection for the operation of the William O'Lockhart Municipal Pier
- N. Contract with Lanzo Lining for the Mobile Home Park Sanitary Lining Project
- O. Interlocal agreement with Palm Beach County regarding Open Cuts Under County Thoroughfare Roads
- P. Contract with Johnson-Davis for the construction of the Regional Wastewater Forcemain Air Release Valve Replacement
- Q. Contract with Florida Design Contractors, Inc. and Mock Roos and Associates for the construction of Water Treatment Plant Disinfection System and Instrumentation Improvements

R. Ratify board members to various City advisory boards

S. Contract with Keefe McCullough for audit services for Fiscal Years 2014-2016

**10. PUBLIC HEARINGS:**

A. Resolution No. 39-2014 - Public Hearing - abandon a portion of a 10 foot utility easement

B. Ordinance No. 2014-22 - First Reading and First Public Hearing - amend LDRs and schedule the second public hearing date for September 9, 2014

C. Quasi-Judicial Public Hearing - request by David R. Styka (Family Dollar Store) for an alcohol distance/proximity waiver to allow the sale of beer and wine at 1908 Lake Worth Road

D. Quasi-Judicial Public Hearing - request by David R. Styka (Family Dollar Store) for an alcohol distance/proximity waiver for the sale of beer and wine at 1321 North Dixie Highway

**11. UNFINISHED BUSINESS:**

**12. NEW BUSINESS:**

A. Ordinance No. 2014-23 - First Reading - establish candidate qualify fee by resolution and schedule the public hearing date for September 9, 2014

B. Resolution No. 43-2014 - amend the date and time for the first budget public hearing

**13. LAKE WORTH ELECTRIC UTILITY:**

A. **CONSENT AGENDA:** (public comment allowed during Public Participation of Non-Agendaed items)

B. **PUBLIC HEARING:**

C. **NEW BUSINESS:**

**14. CITY ATTORNEY'S REPORT:**

**15. CITY MANAGER'S REPORT:**

A. September 9, 2014 Draft Commission Agenda

**16. ADJOURNMENT:**

If a person decides to appeal any decision made by the board, agency or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she 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. (F.S. 286.0105)

NOTE:ONE OR MORE MEMBERS OF ANY BOARD, AUTHORITY OR COMMISSION MAY ATTEND AND SPEAK AT ANY MEETING OF ANOTHER CITY BOARD, AUTHORITY OR COMMISSION.



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**AGENDA DATE:** August 19, 2014, Regular Meeting

**DEPARTMENT:** City Clerk

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### **EXECUTIVE BRIEF**

**TITLE:**

Planning & Zoning Board Update

**SUMMARY:**

Mr. John Rinaldi, Board Chair, will update the Commission on activities that have taken place over the past several months.

**BACKGROUND AND JUSTIFICATION:**

The Board members review and approve site plans for three-units or more of residential development and all commercial development. The members also review community appearance and have the ability to grant variances from the Lake Worth Zoning Code. The members also serve as the Board of Sign Appeals and Nuisance Abatement Board. The members serve three-year terms. Last update from the Planning and Zoning board was on May 7, 2013.

**MOTION:**

Not applicable

**ATTACHMENT(S):**

Fiscal Impact Analysis – not applicable



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**AGENDA DATE:** August 19, 2014, Regular Meeting

**DEPARTMENT:** City Clerk

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### **EXECUTIVE BRIEF**

**TITLE:**

College Park Neighborhood Association Update

**SUMMARY:**

Ms. Mary Lindsey, Board Chair, will advise the Commission on activities in the neighborhoods.

**BACKGROUND AND JUSTIFICATION:**

At the City Commission meeting on July 20, 2010, the City Commission requested that all neighborhood associations provide an update. The last update from the College Park Neighborhood Association was on July 16, 2013.

**MOTION:**

Not applicable

**ATTACHMENT(S):**

Fiscal Impact Analysis – not applicable



## CITY OF LAKE WORTH

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**AGENDA DATE:** August 19, 2014, Regular Meeting

**DEPARTMENT:** Leisure Services

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Resolution No. 40-2014 - accept a \$50,000 Florida Recreation Development Assistance Program (FRDAP) grant for the Northwest Park playground for the Northwest Park playground

#### **SUMMARY:**

The Resolution accepts \$50,000 to develop a playground at Northwest Park and authorizes the Mayor to execute an agreement.

#### **BACKGROUND AND JUSTIFICATION:**

At its meeting of September 17, 2013, the City Commission approved Resolution No. 50-2013 to authorize the submission of an application for \$50,000 in Fiscal Year 2014-2015 FRDAP grant funding for the development of a playground in Northwest Park. These improvements represent a component of the Northwest Park Complex Renovation Phase II Project to redesign the park to include more amenities that will increase public use of the park.

The proposed project includes the expansion of the playground area and replacement of the existing playground area and replacement of the existing playground equipment that is in a deteriorating condition. As such, the existing equipment poses a potential hazard to users.

On July 1, 2014, the Florida Department of Environmental Protection provided notice to the City of an award of \$50,000 in Fiscal Year 2014-2015 Florida Recreation Development Assistance Program (FRDAP) funds. The improvements must be completed within thirty-six (36) months of full execution of the Project Agreement. The proposed project includes the expansion of the playground area and replacement of the existing playground area and replacement of the existing playground equipment that is in a deteriorating condition. As such, the existing equipment poses a potential hazard to users.

#### **MOTION:**

I move to approve/not approve Resolution No. 40-2014

#### **ATTACHMENT(S):**

Fiscal Impact Analysis  
Resolution  
FRDAP Project Agreement  
Northwest Playground Aerial  
Existing Playground

## **FISCAL IMPACT ANALYSIS**

### A. Five Year Summary of Fiscal Impact:

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures	0	-50,000	0	0	0
Operating Expenditures	0	0	0	0	0
External Revenues	0	+50,000	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Net Fiscal Impact	0	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

### B. Recommended Sources of Funds/Summary of Fiscal Impact:

C. Department Fiscal Review: \_\_\_\_\_



## CITY OF LAKE WORTH

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**AGENDA DATE:** August 19, 2014, Regular Meeting

**DEPARTMENT:** Public Services

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### **EXECUTIVE BRIEF**

**TITLE:** Resolution No. 41-2014 - amendment #2 to the Florida Boating Improvement Program Grant agreement

#### **SUMMARY:**

Amendment No. 2 to the Florida Boating Improvement Program Grant Agreement between the Florida Fish and Wildlife Conservation Commission and the City for the Bryant Park Boat Ramp Improvements Project extends the due date for completion as a result of delays associated with funding the City's portion of the parking area improvements. The new time frame for completion is December 31, 2014 with a term of the agreement until December 31, 2034.

#### **BACKGROUND AND JUSTIFICATION:**

On September 24, 2010, Florida Fish and Wildlife Conservation Commission and the City entered into Florida Boating Improvement Program Grant Agreement No. 09020 for the Bryant Park Boat Ramp Improvements Project (Grant Agreement) for the expenditure of \$165,440 in grant funds for this purpose. The original scope of work included design and engineering of the replacement of the boat ramp, all permits required for the construction of the project, and improvements to the existing parking area and restrooms. The time for performance for the completion and close-out of this Project was established as June 30, 2012, and the Term of Agreement was in effect until June 30, 2032.

Initial bids for the original scope of work came in well over the budget available for the project. A second invitation for bids was issued in which the City by necessity included planned improvements to the restrooms and parking area as alternative bid items.

During the construction of the project adverse site conditions were experienced that resulted in unanticipated project expenses that did not allow sufficient funding for completion of the alternative bid items and delayed completion of the project. At its meeting of September 17, 2013, the City Commission approved Resolution No. 53-2013 authorizing the Mayor to execute Amendment No. 1 to the Grant Agreement No. 09020. Amendment No. 1 revised the scope of work for the project to exclude planned improvements to the restrooms, as well as to extend the project completion date until September 30, 2013, and the Term of Agreement until September 30, 2033. The proposed improvements to the restroom were determined to be non-essential as the existing restrooms are functional in their current condition.

Funding in the amount \$91,392, which includes the remaining balance of \$28,963 in Florida Boating Improvement Program grant funds, was made available for improvements to the parking area through the second amendment to the Fiscal Year 2014 budget that was approved by the City Commission at its meeting of May 6, 2014 via Resolution No. 25-2014. At present, the City has received 90% plans for the parking area and will issue an invitation for bids once the final plans have been determined to be sufficient.

Amendment No. 2 to the Florida Boating Improvement Grant Agreement No. 09020 extends the due date for completion of all tasks to December 31, 2014, and extends the term of the agreement until December 31, 2034.

This extension will provide the time necessary for the City to complete reconstruction of the parking area at the Bryant Park boat ramp public facility, thereby completing all tasks in the project scope of work contained in the Grant Agreement.

**MOTION:**

I move to approve/not approve Resolution No. XX-2014

**ATTACHMENT(S):**

Fiscal Impact Analysis – not applicable

Resolution

Amendment No. 2



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**AGENDA DATE:** August 19, 2014, Regular Meeting

**DEPARTMENT:** Public Services

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Resolution No. 42-2014 - declare expenditures of City funds for refreshments to be a public purpose

#### **SUMMARY:**

The Resolution amends Resolution No. 27-2014, to include the Public Services Refuse Division to the list of public purpose refreshment purchases.

#### **BACKGROUND AND JUSTIFICATION:**

On June 3, 2014, the Commission approved Resolution No. 27-2014, which authorized certain public purpose refreshment purchases; however, the resolution did not include the Public Services Refuse Division. Staff is requesting the list of public purpose refreshment purchases be amended in order to purchase water or similar hydrating refreshments.

The finding of a public purpose will allow for the purchases in accordance with Florida Law, governing the expenditure of public funds.

#### **MOTION:**

I move to approve/disapprove Resolution No. 42-2014 declaring the purchase of food for certain events to be a public purpose.

#### **ATTACHMENT(S):**

Fiscal Impact Analysis – not applicable  
Resolution



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**AGENDA DATE:** August 19, 2014, Regular Meeting

**DEPARTMENT:** Public Services

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Contract with Thompson Consulting Services, LLC, for debris monitoring

#### **SUMMARY:**

The Contract provides for all disaster response administration and documentation services including field monitoring, training assistance, preliminary damage assessment, and planning and communication with the Federal Emergency Management Agency (FEMA) and other agencies for reimbursement. Use of their service is on an as-needed basis.

#### **BACKGROUND AND JUSTIFICATION:**

The City accepted bids for Disaster Debris Monitoring service on June 26, 2013, and received two proposals. The rate schedule submitted with the bid proposal was the lowest and their proposal was responsive to the needs of the City.

Based on the strict FEMA guidelines for disaster-related incident reimbursement, a certified debris monitoring contractor is a necessary tool for the successful management of a disaster in the City. Strict compliance with all policies and procedures is necessary to receive the full amount of reimbursement for the City.

#### **MOTION:**

I move to approve / disapprove a contract with Thompson Consulting Services, LLC, for debris monitoring services.

#### **ATTACHMENT(S):**

Fiscal Impact Analysis – not applicable

List of Proposers

Cost Proposal form

Request for Proposal 12-13-207 Disaster Debris Monitoring document

Contract with Thompson Consulting Services

Thompson Consulting Services – Bid response



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**AGENDA DATE:** August 19, 2014 Regular Meeting

**DEPARTMENT:** Public Services

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Variance Agreement with Cathy and Michael Casella to allow brick pavers on a driveway and City right-of-way at 9 Harbor Drive

#### **SUMMARY:**

The Agreement will allow for the encroachment of brick pavers into the City right-of-way and protect the City from any future liability.

#### **BACKGROUND AND JUSTIFICATION:**

Per the City Code, Section 19-26(d), all driveway approaches and walkways are to be constructed of six inch concrete unless a variance stating otherwise is allowed by the Building Official. Based on the requirements, Public Services Staff does not recommend approval of pavers because it is not financially beneficial to the City due to the required maintenance over the life of the paver section.

On July 24, 2014, the Building Official authorized the variance. In order to protect the City from any liability (or if the City needs to remove the pavers for future work or any other reason), a variance agreement will hold the City harmless and not require replacement of the pavers in the right-of-way. Upon completion of any improvements in the right-of-way, the City would then perform a repair with concrete or the pavers could be reinstalled at the owner's expense.

#### **MOTION:**

I move to approve/disapprove a Variance Agreement with Cathy Casella and Michael Casella on property located at 9 Harbor Drive.

#### **ATTACHMENT(S):**

Fiscal Impact Analysis – not applicable  
Agreement



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**AGENDA DATE:** August 19, 2014, Regular Meeting

**DEPARTMENT:** Public Services

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Purchase four trucks from Alan Jay Fleet Sales for use by the Water Distribution and Sewer Collection Department

#### **SUMMARY:**

The Purchase will replace four of six vehicles scheduled for replacement in Fiscal Year 2014 due to their age, condition and safety concerns.

#### **BACKGROUND AND JUSTIFICATION:**

The following is a listing of the four vehicles being replaced:

- Truck #142 – 1999 GMC C3500 (already sold at auction)
- Truck #239 – 1996 GMC Sierra (already sold at auction)
- Truck #257 – 2001 GMC Sierra 3500 4x4 (to be auctioned, traded in, or transferred within City)
- Truck #259 – 2001 GMC Sierra 3500 4x4 (to be auctioned, traded in, or transferred within City)

These vehicles are currently being used by the Water and Sewer Crews and are past their useful life and have become too costly to maintain. As part of an effort to standardize the fleet, they will be replaced with 2015 GMC Sierra 4x4 Utility Body Pickups (2ea – 2500 series and 2ea – 3500 series). All four vehicles will have a six year, 100,000 mile warranty.

These vehicles were quoted by Alan Jay Fleet Sales under vehicle specification #41 for the GMC Sierra 2500 and specification #45 for the GMC Sierra 3500 pursuant to the Florida Sheriffs' Association contracts (Bid # 12-20-0905 and 12-10-0905, Rollover Bid). The contracts have expired, but the vehicles being purchased have been rolled-over to the current year contracts by the Sheriffs' Association. This purchase is a cooperative purchase authorized by the City's procurement code. The applicable contract documents and roll-over information may be viewed at: [http://www.flsheriffs.org/our\\_program/purchasing\\_programs/cooperative-fleet-bid-awards/](http://www.flsheriffs.org/our_program/purchasing_programs/cooperative-fleet-bid-awards/)

#### **MOTION:**

I move to approve/disapprove the purchase of four replacement vehicles from Alan Jay Fleet Sales under a cooperative purchase use of the entire Sheriff's vehicle contract for a total cost of \$163,276.

#### **ATTACHMENT(S):**

Fiscal Impact Analysis

Quote Sheets and Vehicle Specifications

**FISCAL IMPACT ANALYSIS**

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures	163,276.00	0	0	0	0
Operating Expenditures	0	0	0	0	0
External Revenues	0	0	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Net Fiscal Impact	163,276.00	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

B. Recommended Sources of Funds/Summary of Fiscal Impact:

<b>Public Services</b>						
<b>Account Number</b>	<b>Account Description</b>	<b>FY2014 Budget</b>	<b>Project #</b>	<b>Pre Exp; Balance</b>	<b>Expenditure for this item</b>	<b>Post Exp; Balance</b>
530-9010-549.64-30	Machinery and Equipment / Vehicles	875,000	LS11	225,335:	163,276:	62,059:

C. Department Fiscal Review: \_\_\_\_\_



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**AGENDA DATE:** August 19, 2014, Regular Meeting

**DEPARTMENT:** Public Services

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Purchase a crane truck from Duval Ford Fleet Sales for use by the Water Distribution and Sewer Collection Department

#### **SUMMARY:**

The Purchase will replace Truck #246 (2004 Chevrolet Silverado 3500) which was scheduled for replacement in Fiscal Year 2014 due to age, condition and safety concerns with the vehicle being undersized.

#### **BACKGROUND AND JUSTIFICATION:**

This vehicle is currently being used by the Sewer Collection Department, is past its useful life, and too costly to maintain. This vehicle and crane is no longer feasible to perform its duties safely required for pulling newer and heavier pumps from 30 and 40 foot deep wastewater wet wells. This vehicle will be replaced with a 2015 Ford F-550 4x4 with a 9 foot auto crane at a cost of \$96,220 with a 5 year / 100,000 mile / 4,000 hour premium care \$0 deductible warranty.

The replacement vehicle will also be used on occasion by the Water Distribution Department to safely replace larger valves and fire hydrants in the Water Distribution System.

The replacement vehicle was quoted by Duval Ford Fleet Sales under vehicle specification #09 for the Ford F-550 4x4. This dealer won the bid award on the Florida Sheriffs' Association contract (Bid# 13.11.0904 / 13.21.0904) and this Agreement is a cooperative purchase (piggy back). To save on space in the backup, please use the internet the bookmark provided to review contract: [http://www.flsheriffs.org/our\\_program/purchasing\\_programs/cooperative-fleet-bid-awards//](http://www.flsheriffs.org/our_program/purchasing_programs/cooperative-fleet-bid-awards//).

#### **MOTION:**

I move to approve/disapprove the purchase of the crane truck from Duval Ford Fleet Sales under a cooperative purchase from the Florida Sheriffs' Association vehicle contract at a cost of \$96,220.

#### **ATTACHMENT(S):**

Fiscal Impact Analysis

Duval Fleet sales specification and proposal

**FISCAL IMPACT ANALYSIS**

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures	96,220	0	0	0	0
Operating Expenditures	0	0	0	0	0
External Revenues	0	0	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Net Fiscal Impact	96,220	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

B. Recommended Sources of Funds/Summary of Fiscal Impact:

Public Services		FY2014 Budget	Pre Exp; Balance	Bud Transfer	Expenditure for this item	Post Exp; Balance
530-9010-549.64-30	Machinery & Equipment / Vehicles	875,000	62,060	40,000	96,220	5,840

A budget transfer of \$40,000: will be done upon approval by the Commission to complete this purchase transaction.

C. Department Fiscal Review: \_\_\_\_\_



## CITY OF LAKE WORTH

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**AGENDA DATE:** August 19, 2014, Regular Meeting

**DEPARTMENT:** Community Sustainability

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Continuing Contract with Community Champions Corporation to provide vacant, foreclosed and abandoned property registration services

#### **SUMMARY:**

The Contract will provide registration services for all improved and unimproved vacant, abandoned and foreclosed properties in the City.

#### **BACKGROUND AND JUSTIFICATION:**

In 2010 the City of Lake Worth adopted a Foreclosure Registration Program, which was amended in May of 2014 to include registration of vacant, unimproved lots as well as the improved properties that are vacant, abandoned or in foreclosure. At one time the city had nearly 1,400 properties identified as being in foreclosure and almost 2,000 as either vacant or abandoned. The registration program assists the City in obtaining code compliance for these properties as well as identifying a responsible party to maintain them. As of June 30, 2014, there were 908 properties registered and the number continues to grow. In addition, the program generates revenue for the City as the fee for each improved property registration is \$200 and for each unimproved vacant lot is \$150. For Fiscal Year 2014, the program has generated nearly \$75,000 and is forecast to generate \$95,000 for Fiscal Year 2015. With the latest changes in the program, the potential revenue to the City likely will increase to over \$100,000.

From 2010 until now, the Federal Property Registration Corporation (FPRC) provided the service for the City, but the contract for these services had expired. Through a competitive procurement process as advertised under RFP 13-14-203, the City sought a professional registration consultant to undertake the management and coordination of the program. One proposal was received meeting the terms of the RFP. Community Champions Corporation (CCC) formerly known as FPRC submitted the responsive proposal. By contracting with CCC, there should be no loss of program effectiveness, and the program should continue to grow. The term of the Contract is for two (2) years with three (3) additional one (1) year renewal options.

#### **MOTION:**

I move to approve/disapprove a contract with Community Champions Corporation.

#### **ATTACHMENT(S):**

Fiscal Impact  
Contract

**FISCAL IMPACT ANALYSIS**

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures	0	0	0	0	0
Operating Expenditures	0	0	0	0	0
External Revenues	\$75,000	\$95,000	\$100,000	\$100,000	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
<b>Net Fiscal Impact</b>	<b>\$75,000</b>	<b>\$95,000</b>	<b>\$100,000</b>	<b>100,000</b>	<b>0</b>

No. of Addn'l Full-Time Employee Positions	0	0	0	0	0
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B. Recommended Sources of Funds/Summary of Fiscal Impact: For Fiscal Year 2014 \$75,000 is projected to be collected and \$95,000 for Fiscal Year 2015. These funds are included as General Fund revenues.

<b>Community Champions Corporation</b>		<b>Community Code Compliance Div</b>				
<b>Account Number</b>	<b>Account Description</b>	<b>Project #</b>	<b>FY14 Budget</b>	<b>Current Balance</b>	<b>Agenda Item Expenditure</b>	<b>Remaining Balance</b>
<b>001-0000-329.10-10</b>	Vacant Registry Revenue	N/A	\$75,000 Revenue Budget	\$73,425 Collected	N/A	N/A

C. Department Fiscal Review: \_\_WW\_\_



## CITY OF LAKE WORTH

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**AGENDA DATE:** August 19, 2014, Regular Meeting

**DEPARTMENT:** Community Sustainability

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Professional Services Agreement with NZ Consultants, Inc. to provide Current and Long Range Planning, Zoning and Historic Preservation Services

#### **SUMMARY:**

The Agreement will authorize services to complement the existing staff and handle special and required projects that could not otherwise be completed.

#### **BACKGROUND AND JUSTIFICATION:**

Over the past year a need for additional professional planning services has been identified due to staff turnover, vacant positions and special projects that need to be completed in order to meet statutory requirements or initiatives with Palm Beach County.

Through a competitive procurement process as advertised under RFP 13-14-206, the City sought a professional planning consultant, who would be able to provide services in the areas of current and long range planning, zoning and historic preservation as well as annexation studies and traffic analysis. Five (5) proposals were received meeting the terms of the RFP, and NZ Consultants, Inc. was selected based on overall qualifications and its hourly fee schedule. The term of the Agreement is for five (5) years with two (2) additional one (1) year renewal options. Individual projects will be identified and coordinated with the consultant and will be invoiced separately.

At this time, the Planning, Zoning and Historic Preservation Division have \$25,000 available for these professional services during the remainder of Fiscal Year 2014. For Fiscal Year 2015 another \$25,000 has been requested as part of the budget process. Initial services to be provided will be completion of the City's Interlocal Service Boundary Area (ISBA) agreement with Palm Beach County, which will facilitate properties to be annexed into the City more efficiently and quickly should the property owner wish to do so. Other services are likely to be Comprehensive Plan Amendments and assistance with the review of larger more complicated projects prior to their going before a review board.

#### **MOTION:**

I move to approve/disapprove an agreement with NZ Consultants, Inc.

#### **ATTACHMENT(S):**

Fiscal Impact Analysis

Professional Services Agreement

**FISCAL IMPACT ANALYSIS**

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures	0	0	0	0	0
Operating Expenditures	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
External Revenues	0	0	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Net Fiscal Impact	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

B. Recommended Sources of Funds/Summary of Fiscal Impact:

For Fiscal Year 2014, \$3,000 remains in account #001-2030-515.31-90 Professional Services. A budget transfer for \$22,000: is also being requested from account # 001-2030-515-12-10 to 001-2030-515-31-90 to make up the \$25,000: contract cost.

With Fiscal Year 2015, there is \$25,000 being requested for Professional Services.

<b>FIRM</b>		<b>PZ&amp;HP DIVISION</b>				
<b>Account Number</b>	<b>Account Description</b>	<b>Project #</b>	<b>FY14 Budget</b>	<b>Budget Transfer</b>	<b>Agenda Item Expenditure</b>	<b>Remaining Balance</b>
<b>001-2030-515-31.90</b>	Contractual Services	N/A	\$3,000	\$22,000	-\$25,000	\$0.00

C. Department Fiscal Review:   \_WW\_



## CITY OF LAKE WORTH

7 North Dixie Highway · Lake Worth, Florida 33460 · Phone: 561-586-1600 · Fax: 561-586-1750

**AGENDA DATE:** August 19, 2014, Regular Meeting

**DEPARTMENT:** Community Sustainability

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Continuing agreement with Anchors Emergency Board Up Services, Inc. for board and secure services.

#### **SUMMARY:**

The Agreement will provide board up and secure services under the Code Compliance Remediation program.

#### **BACKGROUND AND JUSTIFICATION:**

The City has experienced a serious decline in the overall condition of many properties due to the economic downturn and recession beginning in 2007. Many of the properties involved require board & secure services to remediate code compliance violations and to address life safety issues. To date Code Compliance has exhausted all legal avenues to encourage responsible property owners and parties to privately handle the remediation. Unfortunately, in dozens of cases the code compliance process has not resulted in private actions, and the City must now intervene and perform the remediation under its Chronic Nuisance program. The program affords the City the ability to perform remediation activities on private property. If the cost for the services is not reimbursed by the property owner and/or responsible party, then the cost can be attached to the property's tax card as an assessment, which ultimately will be paid upon the outstanding taxes on the property being paid.

Currently, there are more than (60) vacant structures on a growing list of properties that were cited as of July 31, 2014 for needing remedial services. The required legal notifications have already been mailed to the legal owners for these properties and they are ready for remedial actions to take place. Approval of this agreement, allows the City to move more quickly with the remedial services and to expend all the necessary funds for this endeavor. Upon approval of the agreements, quotes for service will be solicited from the firms to perform the board & secure activities. Proposals may include more than one (1) property in an effort to save time and efficiency. The agreements establish a continuing services approach for a three (3) year term with the option to extend two (2) additional one (1) year terms. At present, there is \$202,089 available in the remedial services fund. If more funding is needed this fiscal year, a budget amendment will be prepared and brought to the Commission for consideration.

The City of West Palm Beach undertook a competitive procurement process resulting in the selection of one (1) firm to provide board & secure services. Utilizing the "piggy back" option, the City has contacted Anchors Emergency Board Up Services, Inc., which is open to working with the City and has signed a continuing service agreement to provide such services under the Code Remediation Program

#### **MOTION:**

I move to approve/disapprove agreement with Anchors Emergency Board Up Services, Inc.

#### **ATTACHMENT(S):**

Fiscal Impact Analysis  
Agreement

**FISCAL IMPACT ANALYSIS**

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures	0	0	0	0	0
Operating Expenditures	\$202,089	0	0	0	0
External Revenues	0	0	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Net Fiscal Impact	\$202,089	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

B. Recommended Sources of Funds/Summary of Fiscal Impact: For Fiscal Year 2014 \$202,411 was budgeted for contractual services that can provide funds for board & secures, with a current balance of \$202,089. These funds also are used for demolition and lot clearing activities.

<b>Anchors</b>		<b>Community Code Compliance Div</b>				
<b>Account Number</b>	<b>Account Description</b>	<b>Project #</b>	<b>FY14 Budget</b>	<b>Current Balance</b>	<b>Agenda Item Expenditure</b>	<b>Remaining Balance</b>
<b>160-2040-515-34-50</b>	Contractual Services	N/A	202,411	202,089	Up to 202,089	0

C. Department Fiscal Review: \_\_\_\_\_



## CITY OF LAKE WORTH

7 North Dixie Highway · Lake Worth, Florida 33460 · Phone: 561-586-1600 · Fax: 561-586-1750

**AGENDA DATE:** August 19, 2014, Regular Meeting

**DEPARTMENT:** Community Sustainability

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Accept a dedicated right-of-way along Boutwell Road from West Coast Waters, LLC

#### **SUMMARY:**

The Warranty Deed, as a condition of approval for the site plan and construction of a warehouse building at 3520 Boutwell Road, 3540 Boutwell Road, and 3511 7<sup>th</sup> Avenue North in the Park of Commerce, will convey a right of way to the City as part of the Boutwell Road Infrastructure Project.

#### **BACKGROUND AND JUSTIFICATION:**

On May 21, 2014, the Planning & Zoning Board voted 5-0 to approve the site plan for a +/- 4,963 square foot warehouse facility in the Park of Commerce. As a condition of approval, the applicant, West Coast Waters, LLC through Dominick Pagano, Managing Member, is required to dedicate a right-of-way to the City to provide for the improved intersection at Boutwell Road and Seventh Avenue North of the Boutwell Road Infrastructure Project. If approved, the Warranty Deed will be recorded by the applicant.

#### **MOTION:**

I move to accept/not accept a dedicated right-of-way for the improvement and construction of Boutwell Road and authorize the acceptance and execution of the Warranty Deed.

#### **ATTACHMENT(S):**

Fiscal Impact Analysis – not applicable

Warranty Deed with sketch and legal description



## CITY OF LAKE WORTH

7 North Dixie Highway · Lake Worth, Florida 33460 · Phone: 561-586-1600 · Fax: 561-586-1750

**AGENDA DATE:** August 19, 2014, Regular Meeting

**DEPARTMENT:** Leisure Services

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### EXECUTIVE BRIEF

**TITLE:**

Contractor Agreement with R&D Paving, LLC for the Golf Course Cart Path Improvements project

**SUMMARY:**

The Agreement authorizes the renovation of the cart path at holes 7, 12, and 14 at a cost of \$98,000.

**BACKGROUND AND JUSTIFICATION:**

Leisure Services Department/Golf Course Division solicited bids from responsible and experienced contractors to perform construction services for the Hole #7, 12 and 14 Cart Path Improvements Project. Staff is recommending bid item #16 and alternate #1 be deleted to meet the project's budget. The scope of work for the project is described as follows:

- Mobilization of all equipment, labor, and materials
- Construction of a new 6' wide asphalt cart path that is approximately 2,350 linear feet in length
- Demolition of the existing shellrock cart path (approximately 2,350 linear feet)
- Clearing and grubbing approximately 6" outside the limits of the new cart path
- Restoration of the site including grading, sodding, and irrigation repair if broken or damaged

The City received four bids and staff is recommending award to R&D Paving:

Bidder	Project Cost	Completion Days
R&D Paving	\$102,204.05	60
Sunshine Landscaping	\$112,183.14	60
Anatom Construction	\$150,849.00	60
West Construction	\$167,025.90	60

**MOTION:**

I move to approve/not approve a Contractor Agreement with R&D Paving, LLC for the Golf Course Cart Path Improvements project.

**ATTACHMENT(S):**

Fiscal Impact Analysis  
Invitation For Bid  
Addendum No. 1  
Bid Tabulation  
Notice of Recommendation of Partial Award  
Agreement

**FISCAL IMPACT ANALYSIS**

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures	\$98,000	0	0	0	0
Operating Expenditures	0	0	0	0	0
External Revenues	0	0	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Net Fiscal Impact	98,000	0	0	0	0
No. of Addt'l Full-Time Employee Positions	0	0	0	0	0

B. Recommended Sources of Funds/Summary of Fiscal Impact: There is budget available for this contract in Special Recreation Facilities Capital Projects Account #301-8030-575.63-00 .

C. Department Fiscal Review: BJH/Finance



## CITY OF LAKE WORTH

7 North Dixie Highway · Lake Worth, Florida 33460 · Phone: 561-586-1600 · Fax: 561-586-1750

**AGENDA DATE:** August 19, 2014, Regular Meeting

**DEPARTMENT:** Leisure Services

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Renew a submerged land lease with the State Department of Environmental Protection for the operation of the William O'Lockhart Municipal Pier

#### **SUMMARY:**

The Lease will renew the City's continued use of submerged land under the Municipal Pier for an additional 25 years.

#### **BACKGROUND AND JUSTIFICATION:**

This item is the renewal of a twenty five (25) year lease between the City and the State of Florida Department of Environmental Protection for the operation of the city's municipal pier. There is a one-time renewal fee of \$619 for the submerged land permit.

#### **MOTION:**

I move to approve/not approve a 25-year lease with the Florida Department of Environmental Protection for use of submerged land for the operation of the Municipal Pier.

#### **ATTACHMENT(S):**

Fiscal Impact Analysis  
Lease

## **FISCAL IMPACT ANALYSIS**

### A. Five Year Summary of Fiscal Impact:

Fiscal Years	2014	2015	2016	2017	2017
Capital Expenditures	0	0	0	0	0
Operating Expenditures	\$619	0	0	0	0
External Revenues	0	0	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Net Fiscal Impact	0	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

B. Recommended Sources of Funds/Summary of Fiscal Impact: Account #140.8075.579.46-65 has available budget of \$1,217.

C. Department Fiscal Review: BJH/Finance



## CITY OF LAKE WORTH

7 North Dixie Highway · Lake Worth, Florida 33460 · Phone: 561-586-1600 · Fax: 561-586-1750

**AGENDA DATE:** August 19, 2014 Regular Meeting

**DEPARTMENT:** Water/Sewer Utilities

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Contract with Lanzo Lining Services, Inc. for the Mobile Home Park Sanitary Sewer Rehabilitation

#### **SUMMARY:**

The Contract authorizes a sanitary sewer rehabilitation which is required in order for the Health Department to release Potable Well #16 for service.

#### **BACKGROUND AND JUSTIFICATION:**

The City is completing construction activities on new Potable Well #16 located at 1900 2<sup>nd</sup> Avenue North. As part of the permitting process for this proposed well, the Health Department is requiring that the City test the sanitary sewers within the zone of influence for Zone 2 of the well. This includes the private sanitary sewer system that runs on a north south direction in the center of the Palm Beach County Mobile Home Park, located adjacent to the well site.

The sanitary sewer system to be rehabilitated is privately owned and maintained by the owner of the mobile home park. Although this project will improve a privately owned sewer system, it will also serve a public use, because it will enable the City of Lake Worth to operate the newly constructed Well #16 and remain in compliance with the South Florida Water Management District Water Use Permit. The City of Lake Worth Utility Ordinance does not currently require the continued maintenance of privately owned sewer systems.

Since the Health Department will not release Well #16 for service until the Palm Beach Mobile Home Park sewer has been rehabilitated, it is in the public interest for the City Water Utility to construct the improvements on an expedited basis. Therefore, it is recommended that the City Commission approve the use of the recent Palm Beach County contract for this purpose.

The contract uses unit pricing contained in the Palm Beach County contract WUD 12-063(B) Continuing Contract for Wastewater Gravity Lines & Manhole Rehabilitation.

#### **MOTION:**

I move to approve/disapprove a contract with Lanzo Lining Services, Inc. at a cost not to exceed \$90,688.

#### Attachments

- 1) Fiscal Analysis
- 2) Lanzo Lining Services, Inc. – Palm Beach County Contract WUD 12-063(B)
- 3) Lanzo Lining Services, Inc. contract with City of Lake Worth
- 4) DERM Letter requesting sewer rehab in Zone 2
- 5) PBC Health Department RFI requesting sewer rehab in Zone 2

## FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures	90,688	0	0	0	0
Operating Expenditures	0	0	0	0	0
External Revenues	0	0	0	0	0
Program Income	0	0	0	0	0
In-Kind Match	0	0	0	0	0
Net Fiscal Impact	\$90,688	0	\$0	\$0	\$0

No. of Additional Full-Time Employees	0	0	0	0	0
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### B. Recommended Source of Funds/Summary of Fiscal Impact

The funds have been identified in the FY2014 Water Treatment Capital budget from account 402-7022-533.63-00.

Utilities/Water Production							
Account Number	Account Description	Project #	FY 2014 Proposed Budget	Amended Budget	Current Balance	Agenda Item Expenditures	Remaining Balance
402-7022-533.63-00	WTP CIP	WT 1405	\$1,370,625	N/A	\$772,126	-\$90,688	\$681,438

### C. Fiscal Review:

Larry Johnson – Director  
 Monica Shaner –Engineer



## CITY OF LAKE WORTH

7 North Dixie Highway · Lake Worth, Florida 33460 · Phone: 561-586-1600 · Fax: 561-586-1750

**AGENDA DATE:** August 19, 2014 Regular Meeting

**DEPARTMENT:** Water/Sewer Utilities

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Interlocal Agreement with the County for Open Cuts Under County Thoroughfare Roads

#### **SUMMARY:**

The Agreement allows the City to follow County adopted policies and procedures regarding repair and restoration of open cuts in County roads at the City's expense.

#### **BACKGROUND AND JUSTIFICATION:**

The City performs construction and/or maintenance of various projects which may require the crossing of County roads. Open cutting of these roads requires County approval and repairs in accordance with their adopted policies and procedures. This Interlocal Agreement recognizes the continuing relationship between the County and the City. It streamlines the procedures required to obtain approval of these open cuts, and does not require the City to obtain a surety bond for each open cut requested, unless the construction in county right of way exceeds \$200,000 and is performed by a contractor.

#### **MOTION:**

I move to approve/disapprove the Interlocal Agreement between Palm Beach County and the City of Lake Worth regarding Open Cuts Under County Thoroughfare Roads.

Attachments

Fiscal Impact – not applicable

Interlocal Agreement



## CITY OF LAKE WORTH

7 North Dixie Highway · Lake Worth, Florida 33460 · Phone: 561-586-1600 · Fax: 561-586-1750

**AGENDA DATE:** August 19, 2014 Regular Meeting

**DEPARTMENT:** Water/Sewer Utilities

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Contract with Johnson-Davis, Inc. and Materials Testing Allowance with Testing Lab of the Palm Beaches for the Rehabilitation of the Regional Wastewater Forcemain Air Release Valves

#### **SUMMARY:**

The Contract authorizes Johnson-Davis, Inc. to construct the Rehabilitation of the Regional Wastewater Forcemain Air Release Valves project and the Materials Testing Allowance authorizes Testing Lab of the Palm Beaches to provide testing.

#### **BACKGROUND AND JUSTIFICATION:**

In August of 2008, Mock Roos & Associates and Jordan, Jones & Goulding completed a report on the conditions of the Regional Forcemain, including the 4.45 miles of 36 inch pre-stressed concrete pipe that is owned and maintained by the City. This forcemain conveys wastewater from the Lake Worth Master Pump Station to the Palm Beach County portion of the forcemain that is located on Florida Mango Road. The 2008 report indicated that although the forcemain pipe itself was in good structural condition, of the 21 Air Release Valves located on the Lake Worth section of the forcemain, 17 were submerged, corroded, or could not be located. The report recommended replacement of the non-functioning and severely corroded air release valves, since they are vital to the protection of the forcemain.

The City's Utilities Department solicited bids from contractors for the construction of the Regional Wastewater Forcemain Air Release Valves, under Bid IFB-UT-WT-13-14-105. The lowest responsible, responsive bid for the sum of \$573,000 was from Johnson-Davis, Inc. Mock Roos & Associates are recommending award of the Bid to Johnson-Davis, Inc. There will also be a materials testing allowance of \$3,000 with Testing Lab of the Palm Beaches.

#### **MOTION:**

I move to approve/disapprove the Contract with Johnson-Davis, Inc. at a cost not to exceed \$573,000; and materials testing allowance with Testing Lab of the Palm Beaches at a cost not to exceed \$3,000.

#### Attachments

- 1) Fiscal Analysis
- 2) Recommendation for Award Letter
- 3) Johnson-Davis, Inc Contract
- 4) Bid Tabulation

## FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures	576,000	0	0	0	0
Operating Expenditures	0	0	0	0	0
External Revenues	0	0	0	0	0
Program Income	0	0	0	0	0
In-Kind Match	0	0	0	0	0
Net Fiscal Impact	576,000	0	\$0	\$0	\$0

No. of Additional Full-Time Employees	0	0	0	0	0
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### B. Recommended Source of Funds/Summary of Fiscal Impact

The funds have been identified in the FY2014 Regional Sewer Capital budget from account 406-7490-535.62-20.

Utilities/Water Production							
Account Number	Account Description	Project #	FY 2014 Proposed Budget	Amended Budget	Current Balance	Agenda Item Expenditures	Remaining Balance
406-7490-535.62-20	Regional Sewer CIP	RS-1401	\$710,000	N/A	\$664,300	-\$576,000	\$88,300

### C. Fiscal Review:

Larry Johnson – Director  
 Monica Shaner –Engineer



## CITY OF LAKE WORTH

7 North Dixie Highway · Lake Worth, Florida 33460 · Phone: 561-586-1600 · Fax: 561-586-1750

**AGENDA DATE:** August 19, 2014 Regular Meeting

**DEPARTMENT:** Water/Sewer Utilities

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Contract with Florida Design Contractors, Inc., proposal with Mock Roos and Associates, and Materials Testing Allowance with Testing Lab of the Palm Beaches

#### **SUMMARY:**

The Contract and Proposal authorizes construction phase services and construction of Disinfection System and Instrumentation improvements and Allowance authorizes for materials testing.

#### **BACKGROUND AND JUSTIFICATION:**

The Lake Worth Water Treatment Plant requires additional facilities to achieve compliance with the new "Four-Log Virus Inactivation" requirements. These improvements will alter the existing water treatment process in order to remove 99.99% of viruses through filtration and disinfection. These requirements are defined in the federal Ground Water Rule and Rule 62-550.828 Florida Administrative Code. Refer to enclosed Four Log Virus Treatment Frequently Asked Questions.

The Lake Worth Water Treatment Plant is now comprised of two separate treatment systems: The original Lime Softening Plant, and the new Reverse Osmosis Plant. These improvements will consist of bringing each of these separate systems into Four-Log compliance. The two process waters will be blended together in the North Clearwell. Modifications will include:

1. Reverse Osmosis Degassed Permeate Pipeline Modifications
2. Ammoniator Installation and Instrumentation
3. East Clearwell Modifications
4. North Clearwell Modifications

The City's Utilities Department solicited bids from contractors for the construction of Water Treatment Plant Disinfection System and Instrumentation Improvements, under Bid IFB-UT-WT-13-14-118. The lowest bid for the sum of \$744,000 was from Florida Design Contractors, Inc. Mock Roos & Associates are recommending award of the Bid to Florida Design Contractors, Inc.

Mock Roos & Associates was the Engineering Consulting firm selected by the City as the number one ranked firm for a continuing services contract, RFQ 12-13-302, through the Consultant's Competitive Negotiation Act (Florida State Statutes 287.055) procurement process. Under this agreement, they have been selected to perform construction phase services for the construction of the proposed Water Treatment Plant Disinfection System and Instrumentation Improvements by the Lake Worth Utilities Department.

#### **MOTION:**

I move to approve/disapprove a Contract with Florida Design Contractors, Inc at a cost not to exceed \$744,000; Proposal with Mock Roos and Associates at a price not to exceed \$59,900; and materials testing allowance with Testing Lab of the Palm Beaches at a cost not to exceed \$2,000.

#### Attachments

- 1) Fiscal Analysis
- 2) Florida Design Contractors, Inc Contract
- 3) Mock Roos Construction Phase Services Proposal
- 4) Bid Tabulation
- 5) Recommendation for Award Letter

## FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures	805,900	0	0	0	0
Operating Expenditures	0	0	0	0	0
External Revenues	0	0	0	0	0
Program Income	0	0	0	0	0
In-Kind Match	0	0	0	0	0
Net Fiscal Impact	805,900	\$0	\$0	\$0	\$0

No. of Additional Full-Time Employees	0	0	0	0	0
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### B. Recommended Source of Funds/Summary of Fiscal Impact

The funds have been identified in the FY2014 Water Treatment Capital budget from account 402-7022-533.63-00. However, a budget transfer for \$115,892 will be done from Project #WT-1304 to project #WT-1402 to cover the total cost of \$805,900.

Utilities/Water Production							
Account Number	Account Description	Project #	FY 2014 Proposed Budget	Current Balance	Budget Transfer	Agenda Item Expenditures	Remaining Balance
402-7022-533.63-00	Water CIP	WT-1402	\$770,000	690,008	115,892	-\$805,900	\$0

### C. Fiscal Review:

Larry Johnson – Director  
 Monica Morandi –Engineer  
 Clyde Johnson - Finance



## CITY OF LAKE WORTH

7 North Dixie Highway · Lake Worth, Florida 33460 · Phone: 561-586-1600 · Fax: 561-586-1750

**AGENDA DATE:** August 19, 2014 Regular Meeting

**DEPARTMENT:** City Clerk's Office

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### EXECUTIVE BRIEF

#### TITLE:

Ratify board members to the various City advisory boards

#### SUMMARY:

This item is to ratify the following appointments / reappointments:

#### **City Tree Board:**

Mayor's reappointment of Jeannie Fernsworth for a term ending on July 31, 2017

#### **Planning and Zoning Board:**

Vice Mayor's reappointment of Mark Humm for a term ending on July 31, 2017

#### **Construction Board of Adjustment and Appeals**

Vice Mayor's reappointment of Mark Szafarin for a term ending on July 31, 2017

#### **Historic Resources Preservation Advisory Board:**

Mayor's appointment of Loretta Sharpe for a term ending on July 31, 2017

Vice Mayor's reappointment of Jimmy Zoellner for a term ending on July 31, 2017

#### **City Recreation Advisory Board:**

Commissioner Szerdi's appointment of Serge Jerome Jr. to fill an unexpired term ending on July 31, 2015

#### **Electric Utility Advisory Board:**

City Commission's reappointment of Caroline Clore for a term ending on July 31, 2016

#### BACKGROUND AND JUSTIFICATION:

On February 5, 2013, the Commission adopted an ordinance amending the board member appointment process to allow for the selection of board members by individual elected officials. In accordance with the ordinance, the board appointments would be effective upon ratification by the Commission as a whole.

#### MOTION:

I move to ratify Mayor Pam Triolo's reappointment Jeannie Fernsworth to the City Tree Advisory Board for a term ending in July 31, 2017; ratify Vice Mayor's Scott Maxwell's reappointment of Mark Humm to the Planning and Zoning Board for a term ending on July 31, 2017, reappointment of Mark Szafarin to the Construction Board of Adjustment and Appeals for a term ending on July 31, 2017, and reappointment of Jimmy Zoellner to the Historic Resources Preservation Board for a term ending on July 31, 2017; ratify the Mayor's appointment of Loretta Sharpe to the Historic Resources Preservation Board for a term ending on July 31, 2017; ratify Commissioner Szerdi's appointment of Serge Jerome, Jr. to the City Recreation Advisory Board to fill an



## CITY OF LAKE WORTH

7 North Dixie Highway · Lake Worth, Florida 33460 · Phone: 561-586-1600 · Fax: 561-586-1750

**AGENDA DATE:** August 19, 2014, Regular Meeting

**DEPARTMENT:** Finance

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Agreement with Keefe McCullough for audit services for the Fiscal Years 2014-2016 with optional two year renewal

#### **SUMMARY:**

The Agreement authorizes Keefe McCullough to provide auditing services for a price not to exceed:

- \$82,500 for Fiscal Year 2014
- \$84,500 for Fiscal Year 2015
- \$86,500 for Fiscal Year 2016
- \$88,500 for Fiscal Year 2017
- \$90,500 for Fiscal Year 2018

#### **BACKGROUND AND JUSTIFICATION:**

The City's contract for financial auditing services with TCBA Watson Rice LLP expired at the conclusion of the Fiscal Year 2012-2013 annual financial audit. The City issued a request for proposals for financial audit services and received seven proposals. These proposals were evaluated based on technical qualifications, audit approach and fees. The proposals received were reviewed and three firms short-listed. The firms short listed were (alphabetically) BCA Watson Rice LLC, Cherry Bekaert LLP and Keefe McCullough. These firms made their presentations to the staff Audit Committee on July 22, 2014. After the presentations concluded the staff Audit Committee discussed the presentations and ranked the firms. Keefe McCullough received the top ranking. Negotiations by City staff proceeded with the top-ranked firm.

#### **MOTION:**

I move to approve/disapprove an Agreement with Keefe McCullough for auditing services for: 1) an initial three year agreement with fixed fees of \$82,500 for Fiscal Year 2014, \$84,500 for Fiscal Year 2015 and \$86,500 for Fiscal Year 2016; and 2) upon mutual agreement of both parties, optional renewal of two additional one year terms. Option Year One at a fixed fee of \$88,500 and Option Year Two at a fixed fee of \$90,500.

#### **ATTACHMENT(S):**

- 1) Fiscal Impact Analysis
- 2) Keefe McCullough Contract

**FISCAL IMPACT ANALYSIS**

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2015	2016	2017	2018	2019
External Revenues	0	0	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Personal Services	0	0	0	0	0
Operating Expenditures	\$82,500	\$84,500	\$86,500	\$88,500	\$90,500
Capital Expenditures	0	0	0	0	0
Net Fiscal Impact	0	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

B. Recommended Sources of Funds/Summary of Fiscal Impact:

<b>Finance Dept</b>		<b>Vendor - Keefe McCullough Audit Services</b>				
<b>Account Number (s)</b>	<b>Account Description</b>	<b>Project #</b>	<b>FY 2015 Budget</b>	<b>Available Balance</b>	<b>Agenda Expenses</b>	<b>Remaining Balance</b>
001-1220-513.32-00	Accounting & Auditing Services	N/A	45,000	45,000	\$ (37,250)	7,750
401-6010-531.32-00	Accounting & Auditing Services	N/A	24,000	24,000	\$ (18,625)	5,375
402-7010-533.32-00	Accounting & Auditing Services	N/A	30,000	30,000	\$ (18,625)	11,375
405-7421-535.34-50	Contractual Services	N/A	25,000	25,000	\$ (8,000)	17,000

C. Finance Fiscal Review: - Corinne Elliott-



## CITY OF LAKE WORTH

7 North Dixie Highway · Lake Worth, Florida 33460 · Phone: 561-586-1600 · Fax: 561-586-1750

**AGENDA DATE:** August 19, 2014, Regular Meeting

**DEPARTMENT:** Community Sustainability

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Resolution No. 39-2014 - Public Hearing - abandon a portion of a 10 foot utility easement

#### **SUMMARY:**

The Resolution abandons the 10-foot wide utility easement running from the north and south over, under and across Block 2, Donora Park, in the Industrial Park of Commerce Zoning District.

#### **BACKGROUND AND JUSTIFICATION:**

The applicant, West Coast Waters, LLC through Dominick Pagano, Managing Member, is petitioning to abandon a city utility easement. The applicant has applied to the City of Lake Worth Planning and Zoning Board for site plan approval of +/- 4,963 square foot warehouse facility at 3520 Boutwell Road, 3540 Boutwell Road and 3511 7<sup>th</sup> Avenue North in the I-POC – Industrial Park of Commerce zoning district.

The request for abandonment is being made because the warehouse facility is proposed to be constructed over the utility easement and abandonment of the easement is required as condition of approval for the site plan and construction of the warehouse building. The site plan and conditional land use of the project have been reviewed by the City's Site Plan Review Committee on April 14, 2014 and the Planning & Zoning Board on May 21, 2014. The Planning and Zoning Board voted 5-0 to approve the project. All City Departments have reviewed the proposed abandonment and none had any issues or any future need for the easement.

Code Section 19.1.4 Streets and Sidewalks – Procedure for Abandonment, outlines the process by which public rights-of-way can be abandoned. Resolution 33-2014, declaring the intention of the City Commission to consider the abandonment, was APPROVED at the July 1, 2014 City Commission meeting. A 10-day advance notice was published in the Lake Worth Herald newspaper.

#### **MOTION:**

I move to approve/disapprove Resolution No. 39-2014.

#### **ATTACHMENT(S):**

Fiscal Impact Analysis – not applicable  
Petition of abandonment  
Authorization of Anchor Commercial Bank  
Lake Worth Electric Utilities consent  
Lake Worth Water/Sewer Utilities consent  
FL Public Utilities consent  
AT&T consent  
Comcast consent  
Legal Description and Sketch  
Resolution



## CITY OF LAKE WORTH

7 North Dixie Highway · Lake Worth, Florida 33460 · Phone: 561-586-1600· Fax: 561-586-1750

**AGENDA DATE:** August 19, 2014, Regular Meeting

**DEPARTMENT:** Community Sustainability

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Ordinance No. 2014-22 - First Reading and First Public Hearing - amend Land Development Regulations (LDR's) and schedule the second public hearing date for September 9, 2014

#### **SUMMARY:**

The Ordinance amends six (6) Articles in the LDR's: General Provisions, Administration, Zoning Districts, Development Standards, and Supplemental Regulations as well as revises the permitted use table, public noticing table and review authority table.

#### **BACKGROUND AND JUSTIFICATION:**

On August 6, 2013 the City of Lake Worth adopted Chapter 23 – Land Development Regulations of the Code of Ordinances. The LDRs include six (6) articles governing all development within the city. As implementation of the new code progresses, several definitions, review authority table, notice requirements, permitted uses and the sign code need to be further clarified and edited. These changes re housekeeping in nature with the exception of the Article 4 Bed and Breakfast Inn which improves the Standards for this use.

On August 6, 2014 the Planning & Zoning Board at its regularly scheduled meeting discussed the amendments to the LDRs and voted 7-0 to recommend approval to the City Commission.

The Historic Resources Preservation Board at its regularly scheduled meeting of July 16, 2014 reviewed the amendments to the LDRs and voted 5-0 to recommend approval to the City Commission.

#### **MOTION:**

I move to approve/disapprove Ordinance No. 2014-22 on first reading and schedule the second public hearing date for September 9, 2014.

#### **ATTACHMENT(S):**

Fiscal Impact Analysis – not applicable  
P&Z Board and HRPB Staff Reports  
P&Z Board and HRPB Draft Minutes  
Ordinance No. 2014-22



## CITY OF LAKE WORTH

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**AGENDA DATE:** August 19, 2014, Regular Meeting

**DEPARTMENT:** Community Sustainability

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Quasi-Judicial Public Hearing - request by David R. Styka (Family Dollar Store) for an alcohol distance/proximity waiver to allow the sale of beer and wine at 1908 Lake Worth Road

#### **SUMMARY:**

The request allows for the sale of beer and wine within 500 feet of a church, public or private school, park, library, or other place of business of a person holding a beverage license.

#### **BACKGROUND AND JUSTIFICATION:**

The Applicant proposes to add an alcohol license to allow the sale of beer and wine for off premise consumption from their existing 9,510 square foot retail store in an existing multi-tenant commercial building. The location serves as a discount retail establishment operated by the applicant since December of 1999, according to City Business Tax License records.

Currently there are five (5) active alcohol licenses within a five hundred (500) foot radius of the proposed location with three (3) of those within the same multi-tenant center. The licenses within the multi-tenant center are for package sale of beer and wine (2APS Series), the consumption on premises of beer and wine (2COP Series) and a license, which allows the sale of beer, wine and liquor (3PS Series). Also, there are two (2) gas stations that have active package sale of beer and wine (2APS Series) licenses within a five hundred (500) foot radius. There is one (1) other business holding a beverage license within a 400 foot radius of the project site. Consequently, a proximity waiver is required for the approval of another alcohol sales license.

The project (Distance and Proximity Waiver) was heard by the Planning and Zoning Board on July 9, 2014. The Board voted 5 to 0 to forward a recommendation of "approval" of the requested Distance Proximity Waiver with no conditions to the City Commission.

#### **MOTION:**

I move to approve/disapprove PZB 14-00600001: Request for a Distance Proximity Waiver for an Alcohol License for the sale of beer and wine for off premises consumption (2APS) at 1908 Lake Worth Road.

#### **ATTACHMENT(S):**

Fiscal Impact Analysis – not applicable

Attachment A – Application

Attachment B – PZB staff report



## CITY OF LAKE WORTH

7 North Dixie Highway · Lake Worth, Florida 33460 · Phone: 561-586-1600 · Fax: 561-586-1750

**AGENDA DATE:** August 19, 2014, Regular Meeting

**DEPARTMENT:** Community Sustainability

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Quasi-Judicial Public Hearing - request by David R. Styka (Family Dollar Store) for an alcohol distance/proximity waiver for the sale of beer and wine at 1321 North Dixie Highway

#### **SUMMARY:**

The request allows for the sale of beer and wine within 500 feet of a church, public or private school, park, library, or other place of business of a person holding a beverage license.

#### **BACKGROUND AND JUSTIFICATION:**

The Applicant proposes to intensify an alcohol license to allow the sale of wine within an existing 7,000 square foot retail store in an existing multi-tenant commercial building. The location serves as a discount retail establishment operated by the applicant since December of 1999, according to City Business License records. At present, the establishment maintains a 1APS license allowing for the sale of beer for off premise consumption.

Currently there are three (3) active alcohol licenses within a five hundred (500) foot radius of the proposed location not including the existing package sale of beer (1APS Series) at the subject address. There is one (1) additional license within the same multi-tenant center for package sale of beer (1APS Series). There are two (2) licenses within a five hundred (500) foot radius for package sale of beer and wine (2APS Series). There is one (1) other business holding a beverage license within a 400 foot radius of the project site, therefore, a proximity waiver is required.

The project (Distance and Proximity Waiver) was heard by the Planning and Zoning Board on July 9, 2014. The Board voted 5 to 0 to forward a recommendation of "approval" of the requested Distance Proximity Waiver with no conditions to the City Commission.

#### **MOTION:**

I move to approve/disapprove PZB 14-00600002: Request for a Distance Proximity Waiver for an Alcohol License for the sale of beer and wine for off premises consumption (2APS) at 1321 North Dixie Highway.

#### **ATTACHMENT(S):**

Fiscal Impact Analysis – not applicable

ATTACHMENT A – Application

ATTACHMENT B – PZB staff report



## CITY OF LAKE WORTH

7 North Dixie Highway · Lake Worth, Florida 33460 · Phone: 561-586-1600 · Fax: 561-586-1750

**AGENDA DATE:** August 19, 2014, Regular Meeting

**DEPARTMENT:** City Clerk

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### **EXECUTIVE BRIEF**

**TITLE:**

Ordinance No. 2014-23 – First Reading - establish candidate qualifying fee by resolution and schedule the public hearing date for September 9, 2014

**SUMMARY:**

The Ordinance allows for the establishment of candidate's qualifying fee to be set by resolution.

**BACKGROUND AND JUSTIFICATION:**

In 2012, the City Commission established a schedule of fees and charges for services rendered by the City. Since then, ordinances have been brought before the Commission amending various sections of the Code to allow for fees to be established by resolution. Since the qualifying fee for candidates is not specified in the Code, this Ordinance will add language memorializing the establishment of the fee to be set by resolution.

**MOTION:**

I move to approve/disapprove Ordinance No. 2014-23 and schedule the public hearing date for September 9, 2014.

**ATTACHMENT(S):**

Fiscal Analysis Impact – not applicable  
Ordinance



## CITY OF LAKE WORTH

7 North Dixie Highway · Lake Worth, Florida 33460 · Phone: 561-586-1600 · Fax: 561-586-1750

**AGENDA DATE:** August 19, 2014, Special Meeting

**DEPARTMENT:** Finance

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### **EXECUTIVE BRIEF**

#### **TITLE:**

Resolution No. 43-2014 - change the scheduled first public hearing date on the Proposed Tentative Millage and Proposed Fiscal Year 2014-2015 Budget to September 9, 2014

#### **SUMMARY:**

The Resolution amends Resolution No. 34-2014 changing the first public hearing date on the Proposed Tentative Operating Millage and Proposed Fiscal Year 2014-2015 Budget from 6:00 PM on September 8, 2014, to 6:00 PM on September 9, 2014 as a result of scheduling conflict with Palm Beach County Public Hearing.

#### **BACKGROUND AND JUSTIFICATION:**

Pursuant to §200.065(2)(b), Florida Statutes, the City must advise the Palm Beach County Property Appraiser of the Tentative Operating Millage Rate, as well as the date of the City's first public budget hearing. On July 8, 2014, the City Commission approved Resolution No. 34-2014 establishing the date and time for the first hearing at 6:00 PM on September 8, 2014, and second hearing at 6:00 PM on September 23, 2014.

After adoption of Resolution No. 34-2014, staff learned that the Palm Beach County Board of County Commissioners scheduled a public hearing to discuss their Proposed Budget on September 8, 2014. In accordance with 200.065(2)(e)2, Florida Statutes, hearing dates scheduled by the County Commission and School Board shall not be used by any other taxing authority within the County for its public hearings. Therefore, the City is required to amend its scheduled first hearing.

The City is required to hold two public hearings for adoption of its millage rate and annual operating budget. The first public hearing is advertised by the Property Appraiser mailing each property owner a TRIM notice.

#### **MOTION:**

I move to approve/disapprove Resolution No. 43-2014 changing the first public hearing date from 6:00 PM on September 8, 2014, to 6:00 PM on September 9, 2014, at Lake Worth City Hall.

#### **ATTACHMENT(S):**

Fiscal Impact Analysis – not applicable  
Resolution