



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 SPECIAL MEETING
CITY HALL COMMISSION CHAMBER
TUESDAY, SEPTEMBER 23, 2014 - 6:00 PM

1. **ROLL CALL:**
2. **INVOCATION:** Offered by Pastor Sherry Colby of Victory Worship Center
3. **PLEDGE OF ALLEGIANCE:** Led by Commissioner John Szerdi
4. **AGENDA - Additions/Deletions/Reordering:**
5. **PRESENTATIONS:** (there is no public comment on Presentation items)
 - A. Update provided by Murry Hills Neighborhood Association
 - B. Update provided by Community Redevelopment Agency
6. **COMMISSION LIAISON REPORTS AND COMMENTS:**
7. **PUBLIC PARTICIPATION OF NON-AGENDAED ITEMS AND CONSENT AGENDA:**
8. **PUBLIC HEARINGS:**
 - A. Resolution No. 44-2014 - Second Public Hearing - establish the Fiscal Year 2014-15 tentative general City millage rate
 - B. Resolution No. 45-2014 - Second Public Hearing - adopt the Fiscal Year 2014-15 City budget
 - C. Ordinance No. 2014-24 - Second Reading and Public Hearing - designate the restricted/committed/assigned fund balances for Fiscal Year 2014 in accordance with GASB 54
9. **APPROVAL OF MINUTES:**
 - A. Special City Commission Meeting - September 5, 2014
 - B. Special City Commission Meeting - September 9, 2014
 - C. City Commissioner Work Session - September 16, 2014

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

- A. Resolution No. 55-2014 - amend the Fiscal Year 2013/14 budget for final revenue and expenditure variances
- B. Resolution No. 51-2014 - establish the rates and charges for the City sub-regional sewer utility
- C. Interlocal agreement between the Cities of Boynton Beach and Lake Worth, and Hypoluxo & I-95 Holdings, LLC to supply potable water and wastewater service to Hypoluxo Shoppes properties
- D. First Amendment to an agreement with D.S. Eakins Const. Corp. for crews and equipment for specialized underground utility repairs
- E. Purchase a pickup truck from Alan Jay Fleet Sales for the Refuse Division
- F. Amendment No 2 to an agreement with Image Janitorial Services, Inc. for custodial services
- G. Agreement with ValleyCrest Golf Course Maintenance, Inc. for golf course ground maintenance service
- H. Lake Worth Public Library Annual Plan of Service for Fiscal Year 2014-2015 and Long Range Plan for Fiscal Years 2014-2017
- I. Ratify the appointment of a board member to the Library Board
- J. Contract with Akerman, LLC for governmental affairs consulting services
- K. Purchase Order with Preferred Government Insurance Trust (PGIT) to provide excess property and liability insurance coverage for Fiscal Year 2014-2015
- L. Renew agreement with F.A. Richards & Associates, Inc. for claims administration related to workers' compensation, property, auto, general liability, and EMT liability

11. UNFINISHED BUSINESS:

12. NEW BUSINESS:

- A. Ordinance No. 2014-25 - First Reading - exempt the City from the Uniform Municipal Election Act and schedule the public hearing date for October 7, 2014
- B. Ordinance No. 2014-26 - First Reading - amend the candidate qualifying filing period and schedule the public hearing date for October 7, 2014
- C. Ordinance No. 2014-27 - First Reading - amend the Oath of Candidate form and schedule the public hearing date for October 7, 2014

- D. Terminate a contract with Central Palm Beach County Chamber of Commerce
- E. Appoint an elected official to the evaluation committee for the Beach Complex Invitation to Negotiate (ITN #14-211)

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. October 7, 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: September 23, 2014, Regular Meeting

DEPARTMENT: City Clerk

EXECUTIVE BRIEF

TITLE:

Update provided by Murry Hills Neighborhood Association

SUMMARY:

Mr. Ron Exline, Murry Hills Representative, 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 Murry Hills Neighborhood Association was on July 17, 2012.

MOTION:

Not applicable

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable



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AGENDA DATE: September 23, 2014, Special Meeting

DEPARTMENT: City Clerk

EXECUTIVE BRIEF

TITLE:

Update provided by Community Redevelopment Agency

SUMMARY:

Joan Oliva, Executive Director, will update the Commission on activities that have taken place.

BACKGROUND AND JUSTIFICATION:

The Agency members are responsible for formulating and implementing projects that are consistent with the Lake Worth Redevelopment Plan to assist in revitalizing and redeveloping portions of the City of Lake Worth. The members serve four-year terms. The last update provided by the Community Redevelopment Agency was on April 3, 2012.

MOTION:

Not applicable

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable



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AGENDA DATE: September 23, 2014

DEPARTMENT: Finance

EXECUTIVE BRIEF

TITLE:

Resolution No. 44-2014 - Second Public Hearing and final adoption - establish the Fiscal Year 2014-15 general City millage rate.

SUMMARY:

This Resolution sets the final millage to fund the City's proposed FY 2014-2015 budget. The final millage is 5.4945 mils.

BACKGROUND AND JUSTIFICATION:

The budget and property tax rate adoption process is governed by Chapter 200 Florida Statutes, known as the TRIM (truth in millage) statute. In Florida properties are assessed by the County Property Appraiser, levied by each taxing entity and collected by the County Tax Collector. Taxing entities are required to hold two public hearings for the adoption of a property tax rate and budget. The first public hearing is advertised by the Property Appraiser mailing a TRIM notice to each property owner. Chapter 200 Florida Statutes, requires the City to:

1. Notify the County Property Appraiser of the City's Proposed Tentative Operating in July. The City complied with this requirement by adopting a proposed tentative millage of 5.4945 mils on July 8, 2014.
2. That millage along with the date and time of the first budget hearing (September 9th, 6:00pm) was transmitted to property owners by the Property Appraiser via the TRIM notice in August.
3. Hold a Public Hearing on the tentative millage rate and proposed budget this occurred on September 9, 2014
4. Adopt a tentative millage rate and proposed budget this occurred on September 9, 2014
5. Advertise the tentative rate and proposed budget adopted at the first hearing and the date and time of the final public hearing in a newspaper of general circulation (the Palm Beach Post). The advertisement must be published 2 to 5 days prior to the final public hearing, which is scheduled for September 23, 2014 at 6:00 PM. The advertisement appeared in the Palm Beach Post on September 18, 2014
6. At this second budget hearing the Commission will adopt the final millage rate and final budget for FY 2014-/2015.

7. Subsequent to the final adoption, the City must deliver the resolution adopting the final millage rate to the County Property Appraiser, the County Tax Collector, and the Department of Revenue within 3 days after the final public hearing.

For FY 2015 (the 2014 tax year), the certified taxable value of real and personal property within the City of Lake Worth increased by \$106,069,725 or 9.71%. This is the second increase in taxable value since the peak of the real estate market in FY 2008, prior to this year's increase taxable values had declined over 51% through FY 2014.

With the inclusion of the County Fire MSTU millage 3.4581, the maximum available Operating Millage cannot exceed 6.5419 mills. This year for the second time in 7 years there is an increase in the taxable value of real and personal property (9.71%), this rate will result in a increase in the actual tax revenue collected. The 9.71% is the total increase in taxable value (includes CRA district) the increase attributable to the City outside the CRA is 8.41%

MOTION:

I move to approve/disapprove Resolution No. 44-2014 which adopts the final operating millage of 5.4945 for the 2014-2015 Fiscal Year.

ATTACHMENT(S):

Resolution



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AGENDA DATE: September 23, 2014

DEPARTMENT: Finance

EXECUTIVE BRIEF

TITLE:

Resolution No. 45-2014 - Second Public Hearing - adopt the Fiscal Year 2014-15 final City budget.

SUMMARY:

In accordance with the City Charter, the FY 2014-2015 Proposed Annual Budget for the City of Lake Worth is hereby submitted.

Expenditures in the FY 2015 Annual Operating Budget total \$167,230,535 for all City funds. See Attachment 4 for a schedule of expenditures by fund.

The FY 2015 Annual Operating Budget contains program changes relating to building City operations that will help push forward economic recovery.

Highlights of the FY 2015 budget are:

- No change in the General Fund millage rate
- Use of \$264,544 of General Fund available fund balance
- A .5% reduction to Electric Rates continuing a decrease for the prior 4 years - a total of -10.5% for residential (including suspension of the Conservation charge), -12.7% for small Commercial and -17.5% for large commercial (demand) customers.
- Increase in Local Sewer rates of 8% after a reduction in the prior 2 years of 20%. The need for increase in the current year stems from increased costs for sewage treatment by the East Central Regional Waste Water Treatment Facility.
- Increase in Water rates of 5% to fund new wells and other capital needs.
- No increases of Garbage or Stormwater rates

The City Commission has held 5 budget workshops, over an 8 month time frame. The City FY 2015 budget has been balanced and is submitted for approval.

MOTION:

I move to approve/not approve Resolution No. 45-2014 on second public hearing to adopt the final Fiscal Year 2014-2015 annual operating budget of the City of Lake Worth.

ATTACHMENT(S):

1. Resolution
2. Proposed FY 2015 City Budget- Fund Summaries
3. 1st Public Hearing Presentation
4. City Wide Expenses and Revenues
5. Budget Frequently Asked Questions

**PRESENTATION
OF
FY 2015 ANNUAL OPERATING BUDGET**

FINAL PUBLIC HEARING

SEPTEMBER 23, 2014



FY 2014-15 CITY-WIDE BUDGET OVERVIEW

- **General Fund**

- ❖ Total General Fund \$30.3 million
- ❖ Property Tax rate remains the same as the past 3 years at 5.4945 mills
- ❖ Net reduction of 3 positions
- ❖ Continuation of all current services
 - Administrative, Recreation, Public Services, Streets.

FY 2014-15 BUDGET OVERVIEW

- **Utilities**

- ❖ Electric Rates are reduced by .5% from last year
- ❖ 10.5% reduction since 2012
- ❖ Rate parity report card – Lake Worth’s residential rates are within 6.7 % of FPL
- ❖ Reliability indices have improved

FY 2014-15 BUDGET OVERVIEW

- **Refuse Collection**

- ❖ Rates are the same as they have been since 2009

- **Stormwater Collection**

- ❖ Rates are the same as they have been since 2009

FY 2014-15 BUDGET OVERVIEW

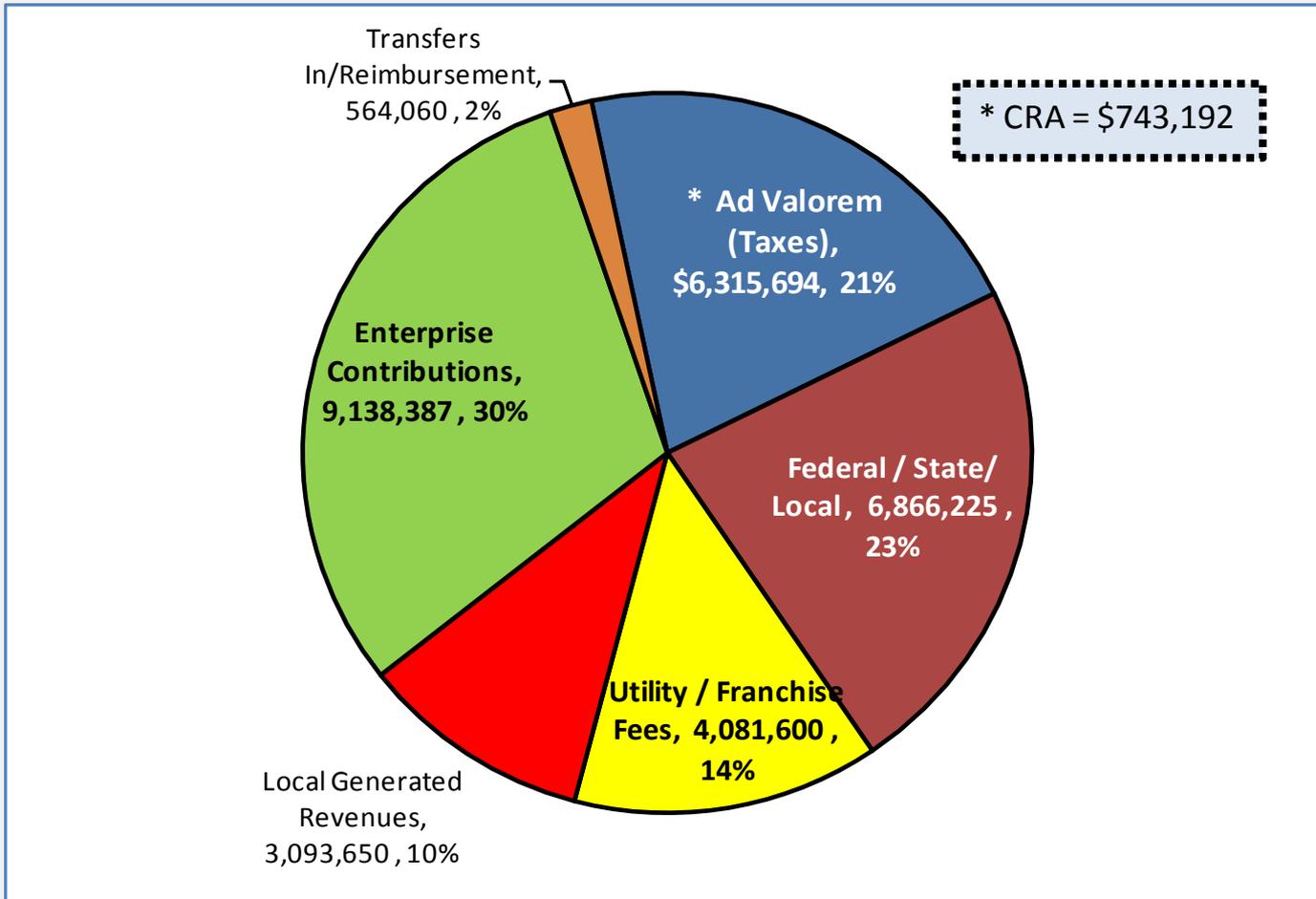
- **Beach Parking Rates**

- ❖ No increase, rates remain at \$2.00 per year as they have been since 2011

GENERAL FUND REVENUES BY CATEGORY

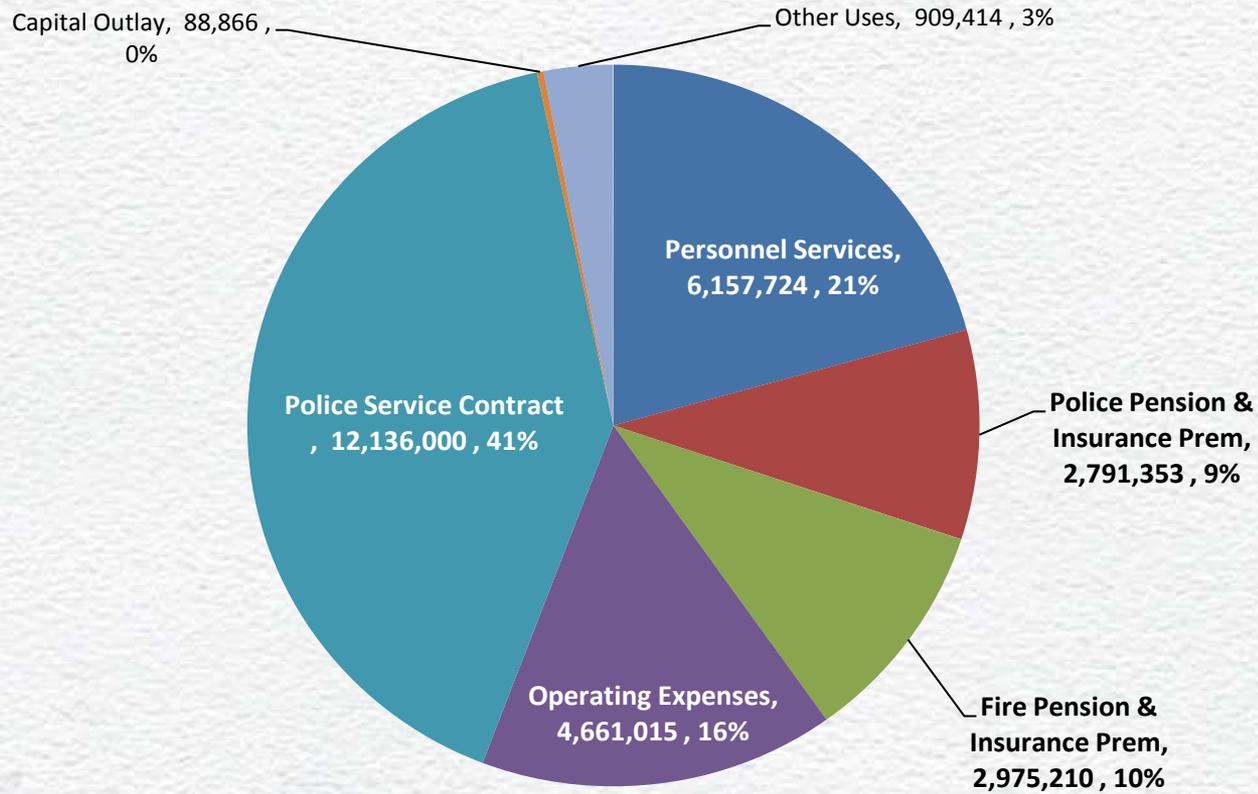
\$30.0 million

FY 2015 Revenue Budget Request



GENERAL FUND EXPENDITURES BY CATEGORY

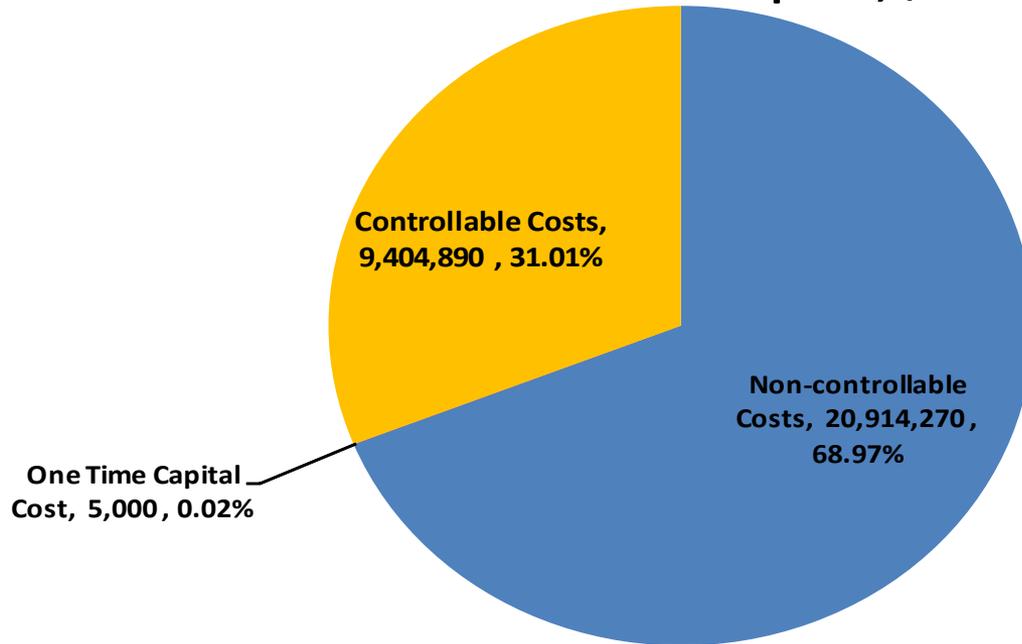
FY 2014 GENERAL FUND FORECAST, \$29.7M



General Fund

Controllable -vs- Non-controllable Costs

FY 2015 General Fund Request, \$30.3 M

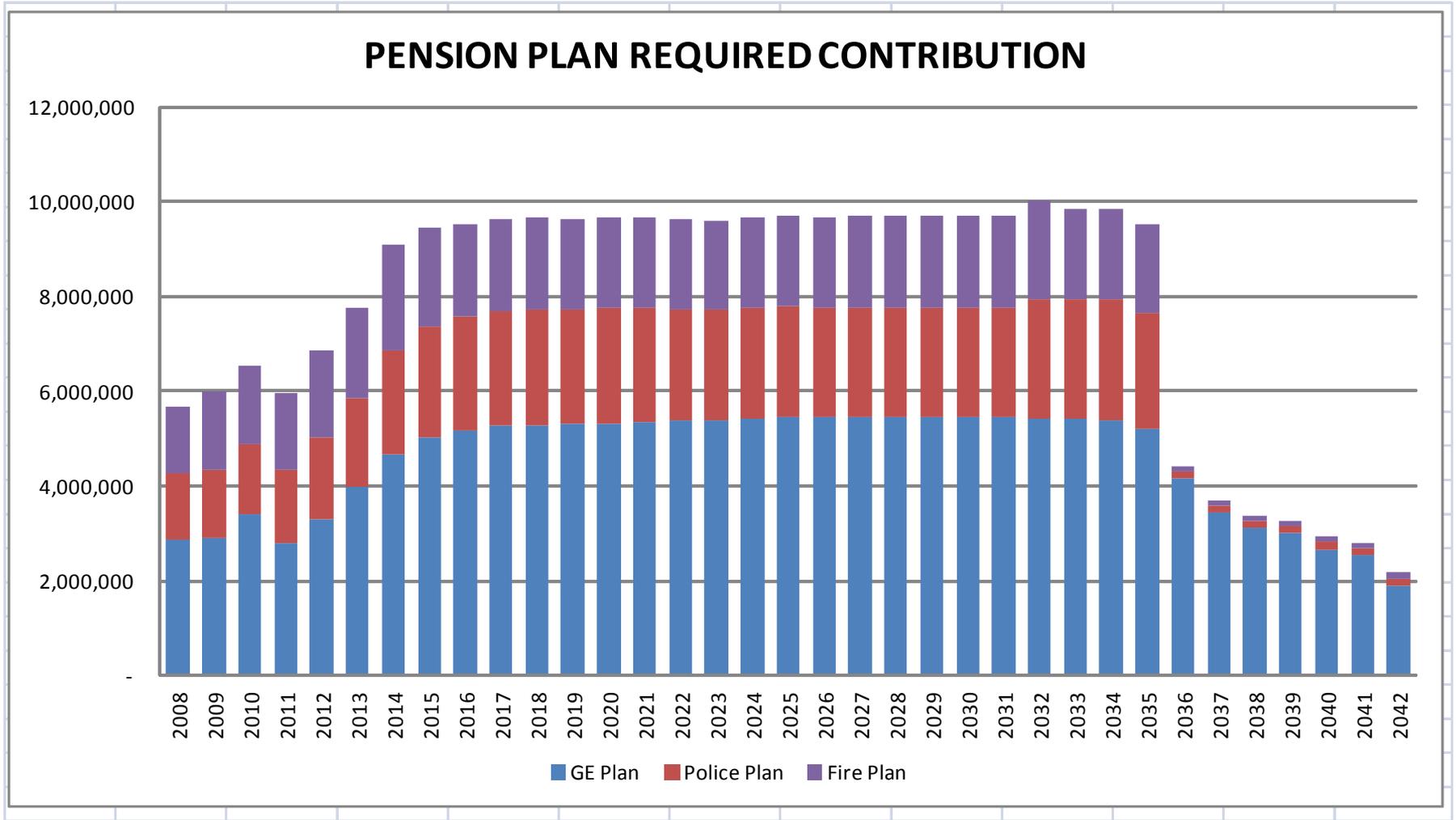


Non-Controllable costs:

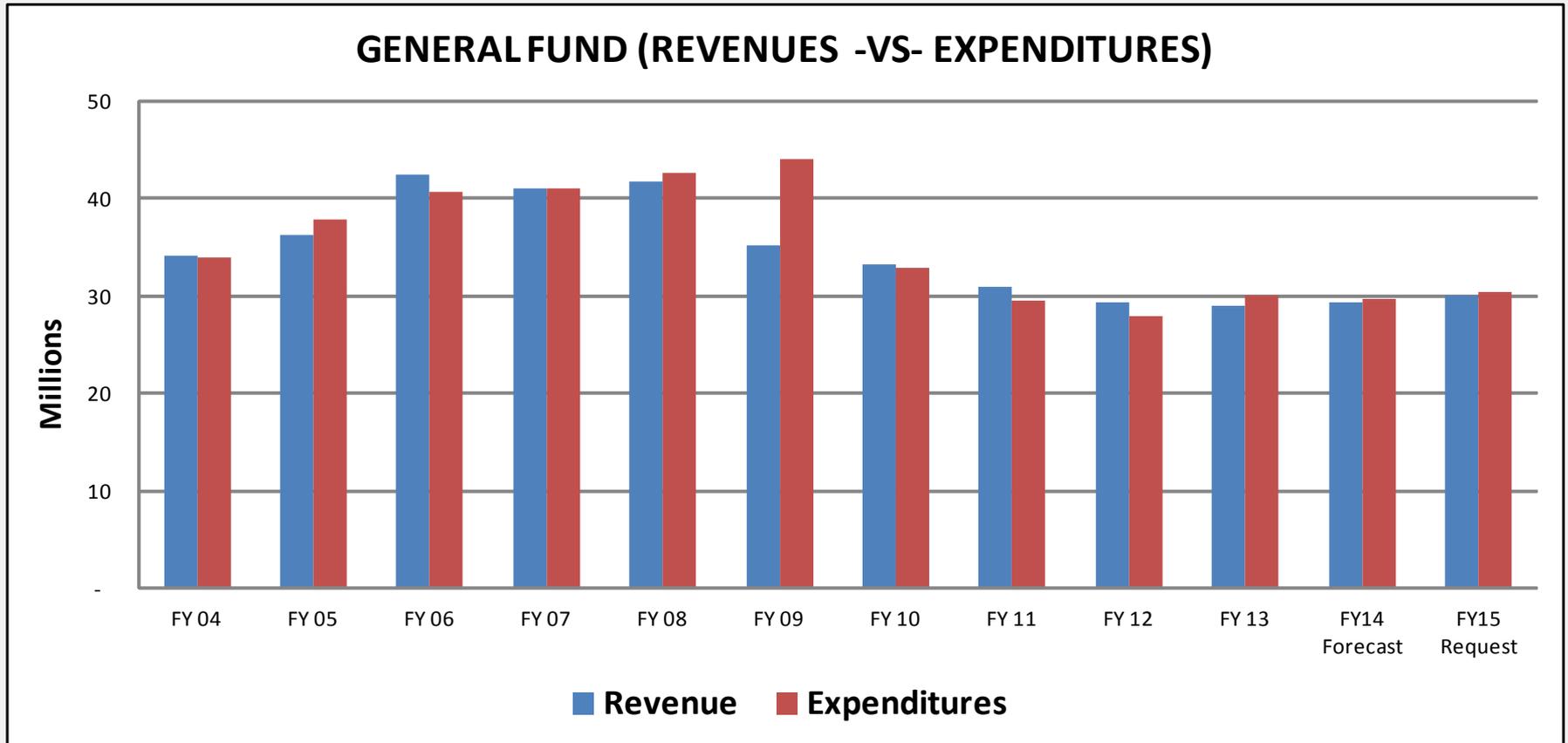
Police Service Contract	\$12,151,000
Police Pension Plan & Insurance Prem Pass thru'	\$2,998,833
Fire Pension Plan & Insurance Prem Pass thru'	\$2,900,030
General Employee Plan	\$992,866
CRA Required Contribution	\$743,192
Utility Costs	\$1,128,349

Total Non-Controllable Costs	\$20,914,270
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PENSION CONTRIBUTION



GENERAL FUND (EXPENDITURES -vs- REVENUES)



FY 2014-15 BUDGET SUMMARY

Total City Budget \$ 167.230 million

Utility Operations \$ 100.331 million

General Fund Operations \$ 30.324 million



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AGENDA DATE: September 23, 2014, Special Meeting

DEPARTMENT: Finance

EXECUTIVE BRIEF

TITLE:

Ordinance No. 2014-24 - Second Reading and Public Hearing- designate the restricted/committed/assigned fund balances for Fiscal Year 2014 in accordance with GASB 54.

SUMMARY:

Annually the City Commission must formally designate fund balances in certain funds to be used only for the purposed of that fund. This requirement is contained in Governmental Accounting Standards Board (GASB) Statement Number 54, and is a part of the Generally Accepted Accounting Principles that the City must adhere to. This Ordinance seeks to designate certain fund balances as **Committed** fund balances.

BACKGROUND AND JUSTIFICATION:

Summary of Statement No. 54

Fund Balance Reporting

The objective of this Statement is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund type definitions. This Statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds.

The classifications are:

Nonspendable, such as fund balance associated with inventories and fixed assets.

The *restricted* fund balance category includes amounts that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

The *committed* fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. For the City this level is the City Commission **by ordinance**.

Amounts in the *assigned* fund balance classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as restricted or committed. In governmental funds other than the general fund, assigned fund balance represents the remaining amount that is not restricted or committed.

Unassigned fund balance is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications.

MOTION:

I move to approve/disapprove Ordinance No. 2014-24 on second reading to designate the Committed Fund Balances for Fiscal Year 2014 in accordance with GASB 54.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable
Ordinance



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AGENDA DATE: September 23, 2014, Special Meeting

DEPARTMENT: Finance

EXECUTIVE BRIEF

TITLE:

Resolution No. 55-2014 - amend the Fiscal Year 2013/14 budget for final revenue and expenditure variances.

SUMMARY:

This Resolution provides for a final true-up of the Fiscal Year 2013/14 budget.

BACKGROUND AND JUSTIFICATION:

The City's Comprehensive Financial Policies allow for amendment of the City's adopted budget. The purpose of this final amendment to the Fiscal Year 2013/14 budget is to provide appropriations for budget variances that have occurred due to expenditures varying from the anticipated appropriations.

Resources for the adjustments are available within each funds current budget and are transfers between departments within the fund except for:

- Grants Fund - to reflect the Urban Forest Grant
- Regional Sewer Fund - where a portion of net assets were used as a part of the annual contractually required true-up of charges to the Regional Sewer Customers.
- Fleet Management Fund - where monies from the reserve for future Capital expenditures is being utilized for the purchase of a truck for Refuse and

MOTION:

I move to approve/disapprove Resolution No. 55-2014 to amend the Fiscal Year 2013/14 budget.

ATTACHMENT(S):

Resolution



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AGENDA DATE: September 23, 2014, Special Meeting

DEPARTMENT: Finance

EXECUTIVE BRIEF

TITLE:

Resolution No. 51-2014 - establish the rates and charges for the City sub-regional sewer utility

SUMMARY:

The Resolution establishes rates and charges for the sub-regional sewer utility based upon the settlement of the Sub-Regional Sewer dispute. The purpose of this item is to set in place those rates.

All Customers except Palm Springs \$1.778 per 1000 gallons

Palm Springs \$1.574 per 1000 gallons

BACKGROUND AND JUSTIFICATION:

The Lake Worth Sub-Regional System is made up of collection systems that connect to the Lake Worth system and include the City of Lake Worth and seven other entities (Town of Lantana, City of Atlantis, Town of Manalapan, Town of South Palm Beach, Village of Palm Springs, Town of Lake Clark Shores and Palm Beach State College).

The sub-regional system transports the other entities' wastewater through the City's sub-regional system to the regional system East Central Regional Waste Water Treatment Facility (ECR). The Lake Worth sub-regional system includes several major gravity interceptors, a master pump station (MPS) located in Bryant park, a 36-inch force main, a Re-Pump station (RPS) located north of 2nd Avenue North, a pump station at Palm Beach State College and a second section of 36-inch force main that transfers flow to the Palm Beach County portion of the regional system and eventually to the ECR.

The operating agreement approved on March 5, 2013, contained a rate calculation methodology for use during the term of the agreement.

The City has held two meetings with the Sub-Regional Customer Member Board to discuss these rates as required under the new agreements. All members attended and agreed with the rates as included in this item.

MOTION:

I move to approve/disapprove Resolution No. 51-2014 to establish the Fiscal Year 2015 rates and charges for the City sub-regional sewer utility.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable
Resolution



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AGENDA DATE: September 23, 2014 Special Meeting

DEPARTMENT: Water/Sewer Utilities

EXECUTIVE BRIEF

TITLE:

Interlocal Agreement among the Cities of Boynton Beach and Lake Worth, and Hypoluxo & I-95 Holdings, LLC to supply potable water and wastewater service to Hypoluxo Shoppes properties

SUMMARY:

The Interlocal Agreement provides for the temporary supply of wastewater service to the Hypoluxo Shoppes property by the City of Boynton Beach and the permanent supply of potable water service to the property by the City of Lake Worth.

BACKGROUND AND JUSTIFICATION:

Hypoluxo & I-95 Holdings, LLC is planning to develop a 4.2 acre commercial site located on the northwest corner of Hypoluxo Road and High Ridge Road. This parcel is not located within the City of Lake Worth municipal boundary, but is within the water and sewer utility service areas. Presently, the City of Lake Worth potable water service is available to the site, since there is an existing 12 inch watermain on High Ridge Road, and an 8 inch watermain on Hypoluxo Road. Sewer service; however, is not available, as the closest City of Lake Worth force main is located approximately 5,000 ft. away. The City of Boynton Beach does have sanitary sewer service readily available to the site.

This agreement enables the City of Boynton Beach to temporarily provide sanitary sewer service to the proposed site, until such time as the City of Lake Worth extends the sanitary collection system to within 100 ft. of the site, at which point the property owners will be required to connect to Lake Worth sanitary sewer. The City of Lake Worth will collect both water and sewer fees from the customer, and pay Boynton Beach for the sewer service.

MOTION:

I move to approve/disapprove the interlocal agreement between the Cities of Boynton Beach and Lake Worth and Hypoluxo & I-95 Holdings, LLC.

Attachments

- 1) Fiscal Impact Analysis – not applicable
- 2) Interlocal Agreement



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AGENDA DATE: September 23, Special Meeting

DEPARTMENT: Water/Sewer Utilities

EXECUTIVE BRIEF

TITLE:

First Amendment to an agreement with D. S. Eakins Const. Corp. for crews and equipment for specialized underground utility repairs

SUMMARY:

The First Amendment will extend the existing agreement that was approved by City Commission on November 5, 2013 for one year, in accordance with the terms of the renewed Palm Beach County contract.

BACKGROUND AND JUSTIFICATION:

The City of Lake Worth Utilities and Public Services Departments have in-house capability to perform normal water, sewer and stormwater repairs, and are in need of crews and specialized equipment to perform underground utility repairs that are exceptionally large or deep. This agreement with D. S. Eakins Const. Corp. enables the City to utilize the unit pricing and terms of the Palm Beach County contract awarded on September 1, 2011 (solicitation #11-073/GC). Palm Beach County has extended this contract through August 31, 2015. D. S. Eakins Const. Corp. has agreed to extend the terms and conditions of the agreement for the duration of the Palm Beach County Contract to be implemented on an “as needed” basis. Individual purchase orders will be issued for all services performed. This agreement provides services beyond the capability of City Staff due to specialized equipment needed.

MOTION:

I move to approve/disapprove the First Amendment to an agreement with D. S. Eakins Const. Corp. for crews with equipment for large underground emergency repairs.

Attachments

- 1) Fiscal Analysis
- 2) County's Renewal Letter
- 3) First Amendment to agreement
- 4) 2013 Agreement
- 5) Extension Letter

6) **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	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 Additional Full-Time Employees	0	0	0	0	0
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B. Fiscal Review:

Larry Johnson – Director
Monica Shaner – Utilities Engineer



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AGENDA DATE: September 23, 2014, Special Meeting

DEPARTMENT: Public Services

EXECUTIVE BRIEF

TITLE:

Purchase a pickup truck from Alan Jay Fleet Sales for the Refuse Division

SUMMARY:

This purchase will replace one pickup truck scheduled for replacement in Fiscal Year 2014 due to age as well as condition and safety concerns for a total amount not to exceed \$25,000.00.

BACKGROUND AND JUSTIFICATION:

The Refuse Collection Division currently has one pickup truck scheduled for replacement. Due to age, condition, and safety concerns, the following pickup truck is being replaced:

- Truck #502 – 1995 Chevy 2500 Pickup Truck

This vehicle is currently being used by the Refuse Division as part of their daily operations, but is past its useful life and delays the daily needs of the Division. In an effort to standardize the fleet, it will be replaced with a new 2015 GMC Sierra 2x4 Pickup Truck with an extended bed and crew cab (4 doors). The vehicle will have a six year 100,000 mile warranty.

This vehicle is quoted by Alan Jay Fleet Sales under vehicle specification #45 for the GMC Sierra 1500 Crew cab, Florida Sheriff's contract (Bid # 13-21-0904 & 13-11-0904) and this Agreement is a cooperative purchase (piggy back). http://www.flsheriffs.org/our_program/purchasing_programs/cooperative-fleet-bid-awards/

MOTION:

I move to approve/disapprove the purchase of one replacement vehicle from Alan Jay Fleet Sales under a cooperative purchase use of the entire Sheriff's vehicle contract

ATTACHMENT(S):

Fiscal Impact Analysis

Dealer Quote Sheet

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures	25,000	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	25,000	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						
Account Number	Account Description	FY2014 Budget	Project #	Pre Exp; Balance	Expenditure for this item	Post Exp; Balance
530-9010-549.64-30	Machinery and Equipment / Misc. Equipment	985,000.00	N/A	239,115.00	25,000.00	214,115.00

C. Department Fiscal Review: _____



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AGENDA DATE: September 23, 2014, Special Meeting

DEPARTMENT: Public Services

EXECUTIVE BRIEF

TITLE:

Amendment No 2 to an agreement with Image Janitorial Services, Inc. for custodial services

SUMMARY:

The Amended Agreement will authorize the continuation of custodial services for city-owned buildings.

BACKGROUND AND JUSTIFICATION:

The City of Lake Worth advertised for custodial services as part of Invitation For Bid PS-BM-11-12-730. An agreement was approved on September 25, 2012 with Image Janitorial Services Inc. to perform custodial services throughout 13 locations, plus additional duties at the City Golf Course (Alternative 2) and the Casino Complex (Alternative 3). The term of the agreement was for 1 year with a provision for two (2) one year extensions (attachment #1). City staff has agreed to continue services with Image Janitorial Services throughout the 13 locations and the Golf Course. The Casino Complex (Alternative #3), however, was excluded in the first Amendment signed October 3, 2013. Four additional changes will be made to Amendment 2, increasing the agreement price \$3,300 annually as follows:

Location #	Explanation	Increase/Decrease	Original Annual Cost	Revised Annual Cost
7: Wimbley Gym	Extension added	+832 sq ft/+\$182	\$2,184	\$4,368
10: Golf Course Pro Shop	Bradley's took over Lagoon Grill	-286 sq ft/-\$177	\$6,000	\$3,876
11: Water Division	Single wide trailers replaced with doublewide	+1,132 sq ft/\$170	\$2,040	\$4,080
13: City Garage	Added Bathroom not included previously.	+ One bathroom	\$1,800	\$3,000

	FY2013	FY2014	FY2015
13 Locations and (Alt#1)	82,356	82,356	85,656
Golf Course (Alt #2)	3,000	3,000	3,000
Casino Complex (Alt #3)	31,200	0	0
Total Contract Price:	\$116,556	\$85,356	\$88,656

The contractor has agreed to an additional one year extension with the revised annual contract price of \$88,656. This second renewal for fiscal year 2015 is the final renewal for this agreement. Approval of this item is subject to a budget transfer of \$1,864.00 within Fund 001 Department 5061 to provide additional appropriations necessary to cover the complete costs of the contract.

MOTION:

I move to approve/disapprove Amendment No. 2 with Image Janitorial Services Inc to perform custodial services at a price not to exceed \$88,656.00.

ATTACHMENT(S):

Fiscal Impact Analysis

Existing Agreement with Image Janitorial

1st Amendment to Image Janitorial Agreement

2nd Amendment to Image Janitorial Agreement

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2015	2016	2017	2018	2019
Capital Expenditures	0	0	0	0	0
Operating Expenditures	88,656	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:

CITY WIDE	IMAGE JANITORIAL SERVICES				
Account Number (s)	Account Description (s)	FY 2015 Budget	Current Balance	Agenda Expenses	Remaining Balance
001-5061-519-3450	Facility Contr. Service	75,000		76,864	(1,864)
404-8030-575-34-50	Golf Course Contr Service	3,000		3,000	-
195-6015-531-34-50	Utility Conservation Contr.	130	-	130	-
401-6010-531-34-50	Utilities Admin Contr Service	2,933	-	2,933	-
401-6020-531-34-50	Utilities Engineer Contr Service	469	-	469	-
401-6034-531-34-50	Utility T & D Contr Services	1,180	-	1,180	-
402-7034-533-34-50	UT Water Trailiers Contr	2,040	-	2,040	-
408-5090-538.3450	Stormwater/Streets Contr	510	-	510	-
410-5081-534-34-50	Refuse Residential Contr	1,332	-	510	822
410-5082-534-34-50	Refuse Commercial Contr	1,332	-	510	822
410-5083-534-34-50	Refuse Recycle Contr	1,332	-	510	822
		89,258		88,656	
	* A budget transfer will be done in October to supplement the negative \$1,864				

C. Department Fiscal Review: ____SC____



CITY OF LAKE WORTH

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

AGENDA DATE: September 23, 2014, Special Meeting

DEPARTMENT: Leisure Services

EXECUTIVE BRIEF

TITLE:

Agreement with Valleycrest Golf Course Maintenance, Inc., for golf course ground maintenance

SUMMARY:

This Agreement will provide turf maintenance service at the City's Municipal Golf Course.

BACKGROUND AND JUSTIFICATION:

The Lake Worth Golf Course is nearing the end of a three-year contract for golf course maintenance, and in response, the City issued IFB # 14- 127 Golf Turf Maintenance. The IFB sent out by the City was designed to continue to improve the golf course conditions, which meant creating a more detailed scope of work, and higher levels of expectation. The IFB called for higher staffing levels, more maintenance equipment, and stronger applications of fertilizer, and weed control chemicals in order to accomplish the goals of having the best conditioned golf course the golf course's budget could afford.

The City received a total of six proposals in response to the IFB, of which three were selected for further review.

<u>Supplier Name</u>	<u>Monthly Cost</u>	<u>Total Yearly Cost</u>
Davey Tree	\$44,214	\$530,568
IGM	\$45,597	\$554,460
Valleycrest	\$46,500	\$558,000
Down To Earth	\$50,459	\$605,508
Billy Casper	\$52,650	\$631,800
Green Golf	\$54,166	\$649,992

The Golf Course staff spent considerable time conducting due diligence research on the three selected proposals: Davey Tree; IGM; and, Valleycrest. The IFB stated that the award would be to the bidder based on the "best value" to the City using the equally weighted criteria of: qualifications; skill and experience based on reference verification; amount of bid in related to needed goods and services and in relation to other bids received; and, adherence to the specifications and requirements of the IFB.

After reviewing all the information collected, it is staff's professional recommendation that Davey Tree does not offer the City with the "best value" proposal for the City's future golf course maintenance needs in terms of qualifications and skill/experience (consistent with the criteria in the IFB). In addition, City staff had some concerns with Davey Tree's proposal in terms of reasonable budget/bid costs (as an authorized consideration under the IFB).

IGM failed to provide the necessary licenses as required in the IFB and was disqualified from further consideration.

City staff confirmed Valleycrest's proven performance in the S. Florida golf course market through verification of numerous golf course maintenance contracts in Palm Beach County and in the State of Florida.

Other municipal golf courses that currently use Valley Crest Golf Course Maintenance are:

- Palm Beach County Park Ridge Golf Course
- Palm Beach County Okeehelie Golf Course
- Palm Beach County Osprey Point Golf Course
- Palm Beach County John Prince Learning Center
- The Villages Municipal Golf Course (3)

Valleycrest provided a total bid package to the City which included an additional equipment package with a value of \$56,000 and a commitment to provide all necessary maintenance equipment at their cost for the term of the contract. Valleycrest's ability to provide all necessary maintenance equipment without delays, including accessibility to the equipment in the case of a breakdown, is a critical component that was considered when considering the overall value of the proposals.

Below is a list of the equipment new and used Valleycrest is providing:

Brand New Equipment:

(1)GM 4300-D Rough Mower (Free) \$56,000 value. Valley Crest will be giving this mower to the city to keep. This mower will remain ours in the event that Valley Crest ever leaves the golf course.

(1)Pro Force Blower

(1)Pull Behind Lely

(1)Club Carry All

Used Equipment:

(1)1A-1/2 Ton Pickup

(1)6500 Fairway Mower

(1)Sand Pro Bunker Rake

(1)Workman

(4)3150-Greens Mower

(2) Club Carry All

(1) Express Dual Reel Grinder

Used Equipment:

(1)1250 Toro Sprayer

(1)3500 Sidewinder

(1)Procore 648

(1) John Deere Tractor/Loader

(1) 328 Groundsmaster

(1) Express Dual Bed Knife Grinder

Valleycrest's professional references have all been verified as above satisfactory performance in the execution of their maintenance contracts and Valleycrest's performance in the execution of their contract with the Lake Worth Golf Course has been above satisfactory.

In staff's opinion, Valleycrest offers the "best value" to the City. By contracting with Valleycrest to become the City's golf course maintenance partner, the City will share the tremendous agronomic and human resources of a company dedicated to applying the highest operating standards to help reach the golf course's immediate and long term goals. With that, our customers will benefit by our ability to bring additional value to our golf course.

Consistent with the IFB, Valleycrest has agreed to keep their bid price firm for the first three years of the contract. If Valleycrest is offered the two, one year renewal terms, Valleycrest would be able to increase their price based on the applicable CPI.

MOTION:

I move to approve/not approve an agreement with Valleycrest Golf Course Maintenance, Inc.

ATTACHMENT(S):

Fiscal Impact Analysis

Invitation For Bid

Bid Tabulation

Addendum 2

Letter of Clarification

Contract

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	0	\$558,000	\$558,000	\$558,000	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:

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: September 23, 2014, Special Meeting

DEPARTMENT: Leisure Services

EXECUTIVE BRIEF

TITLE:

Lake Worth Public Library Annual Plan of Service for Fiscal Year 2014-2015 and Long Range Plan for Fiscal Years 2014-2017

SUMMARY:

As a requirement of the State Aid to Libraries Program grant application process for Fiscal Year 2014-2015, the City must submit an approved Annual Plan of Service for Fiscal Year 2014-2015 and an approved Long Range Plan for Fiscal Years 2014-2017 for the operation of and description of services to be provided by the Lake Worth Public Library. These approved plans must be submitted to the Florida Department of State, Division of Libraries and Information Services by no later than October 1, 2014.

BACKGROUND AND JUSTIFICATION:

At its Special Meeting of September 9, 2014, the City Commission approved Resolution No. 46-2014 to authorize the submission of the City's application for an estimated \$20,195 in funding under the Fiscal Year 2014-2015 State Aid to Libraries Program. These funds are to be used to assist with the operation and maintenance of the Lake Worth Public Library, thereby enabling the Library to offer services beyond what otherwise would be available. The City will be able to purchase additional materials, supplies and equipment that will enhance the ability of the Library to deliver quality service for the public.

The initial phase of this process includes the submission of the City's application certifying the expenditure of local funds under a single administrative head for the operation and maintenance of its Public Library during previous fiscal years, along with requisite forms to the Florida Department of State, Division of Libraries and Information Services by its prescribed deadline of October 1, 2014.

The City's application must be accompanied by the approved Annual Plan of Service for Fiscal Year 2014-2015 that includes the goals, objectives and activities that will be supported by the Lake Worth Public Library for the application year. In addition, the approved Long Range Plan for Fiscal Years 2014-2017 outlining the Library's operation and development over this extended period. These plans must be approved by the City Commission as the Library's governing body.

MOTION:

I move to approve/not approve the Annual Plan of Service for Fiscal for Fiscal Year 2014-2015 and the Long Range Plan for Fiscal Years 2014-2017 for the Lake Worth Public Library.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable

Annual Plan of Service for Fiscal Year 2014-2015

Long Range Plan for Fiscal Years 2014-2017



CITY OF LAKE WORTH

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

AGENDA DATE: September 23, 2014, Special Meeting

DEPARTMENT: City Clerk's Office

EXECUTIVE BRIEF

TITLE:

Ratify the appointment of a board member to the Library board

SUMMARY:

This item is to ratify the following appointment:

Library Board:

Vice Mayor's appointment of Mark Parrilla to the Library Board to fill an unexpired term ending on July 31, 2017.

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 appointment would be effective upon ratification by the Commission as a whole.

MOTION:

I move to ratify the Vice Mayor's appointment of Mark Parrilla to the Library Board to fill an unexpired term ending on July 31, 2017.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable
Board membership application



CITY OF LAKE WORTH

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

AGENDA DATE: September 23, 2014, Special Meeting

DEPARTMENT: City Manager

EXECUTIVE BRIEF

TITLE:

Contract with Akerman LLP for government affairs consulting services

SUMMARY:

The Contract will provide for the creation and implementation of a Legislative Program for the coming State Legislative Session cycle.

BACKGROUND AND JUSTIFICATION:

The City has a tremendous need for roadway, water, sewer, drainage and other infrastructure. The Elected Officials and staff have consistently committed to pursuing funds from the County and State sources and reiterated that commitment during the Lake Worth 2020 program development and recent ballot question. In order to realize this funding assistance, the creation of a City Legislative Program that is realistic and attainable is vital. For the City to have a successful Legislative Program, expertise in Tallahassee and a local knowledge of the City is required.

The State's legislative process includes committee meetings prior to session, committee hearings during session, action on the floor of the House and Senate, and, hopefully, signature by Governor. Introducing and monitoring legislation through this process will be the job of Mr. Richard Pinsky with the firm of Akerman, LLP. The eight-month contract will begin on October 1, 2014, and end on May 31, 2015. The contract shall not exceed \$25,000. FY2015 Funds are budgeted for this purpose in Contractual services, A/c # 001-1020-512-34-50, pending approval of the annual budget.

MOTION:

I move to approve/not approve a contract with Akerman, LLP.

ATTACHMENT(S):

Fiscal Impact Analysis

Contract

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2015	2016	2017	2018	2019
Capital Expenditures	0	0	0	0	0
Operating Expenditures	\$25,000	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	25,000	0	0	0	0

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:

City Manager	Akerman Gov't Affairs Consulting Services					
Account Number (s)	Account Description	FY 2015 Budget	Available Balance	Budget Transfer	Agenda Expenses	Remaining Balance
001-1020-512-34-50	Contractual Services	53,000	53,000	-	\$ (25,000)	28,000

C. Department Fiscal Review: -PL-



CITY OF LAKE WORTH

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

AGENDA DATE: September 23, 2014, Special Meeting

DEPARTMENT: Human Resources - Risk

TITLE:

Purchase Order with Preferred Government Insurance Trust (PGIT) to provide excess property and liability insurance coverage for Fiscal Year 2014-2015

SUMMARY:

This Purchase Order will authorize Preferred Government Insurance Trust (PGIT) to provide Property, Boiler & Machinery, Contractor's Liability, Public Official Liability, Excess Automobile Liability, Excess General Liability, and Excess Worker's Compensation coverage for the 2014/2015 fiscal year.

Property & Excess Liability Cost Analysis

Coverage	2013/14 Premium	2014/15 Premium	Premium Difference
Property	\$265,395	\$229,186	(\$36,212)
Inland Marine	*	*	-
Boiler & Machinery	*	*	-
Crime	\$1,600	\$1,600	-
General Liability	\$32,322	\$28,950	(\$3,372)
Public Officials	\$29,049	\$22,397	(\$6,652)
Automobile	\$15,718	\$15,710	(\$8)
Excess Worker's Compensation	\$50,400	\$45,360	(\$5,040)
Property Utilities	\$451,087	\$480,689	\$29,602
Total	\$845,571	\$823,892	(\$21,679)

*- included

BACKGROUND AND JUSTIFICATION:

The City of Lake Worth is subject to a myriad of risk and liability loss exposures. These exposures arise from day-to-day operations involving contact with citizens, employees, and governmental officials. The City of Lake Worth protects against these liability loss exposures with a self-insurance program which uses excess insurance for protection above internal retention levels. On a bi-annual basis the City has undertaken the task of initiating a request for proposal (RFP) for insurance carriers, brokers, and agents to submit bids to provide excess liability coverage for the City of Lake Worth.

In the summer of 2014, the City of Lake Worth issued its bi-annual request for proposal (RFP) for excess liability insurance coverage for the City's Property, Boiler & Machinery, Contractor's Liability, Public Official

Liability, Excess Automobile Liability, Excess General Liability, and Excess Worker's Compensation coverage. In response, 16 potential carriers reviewed the program's specifications via the Demand Star bidding system.

Of the 16 entities that reviewed the City's specifications, only 9 were admitted to sell excess liability coverage in the State of Florida. Additionally, only 7 of the 9 admitted insurers could provide the comprehensive coverage required. Ultimately, the only bid submitted came from the City's current excess liability carrier, Preferred Government Insurance Trust (PGIT).

Subsequent meetings with the City's risk management consultant, Ben Few & Associates, confirmed the single bid received in response to the RFP. The risk management consultant also confirmed that the bid submitted by PGIT was a good bid and recommended that the City continue its relationship with PGIT.

The risk management consultant advised that current excess liability insurance market conditions were in a soft underwriting cycle. Also, due to the unique exposures of the City of Lake Worth and the low number of public excess liability insurers the results were typical of market conditions.

PGIT's overall bid for excess liability coverage was \$21,679 lower for the 2014/15 fiscal year (\$823,892) in comparison to the 2013/14 fiscal year (\$845,571).

MOTION:

I move to approve/disapprove a Purchase Order to Preferred Government Insurance Trust for insurance coverage at a cost of \$823,892 for the year October 1, 2014 through September 30, 2015; pending approval of the FY 2015 Annual Operating Budget.

ATTACHMENT(S):

Fiscal Impact Analysis
Risk Management Consultant Recommendation
Property & Excess Liability Spreadsheet Analysis
Premium Recapitulation Authorization

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2015	2016	2017	2018	2019
Capital Expenditures	0	0	0	0	0
Operating Expenditures	\$823,892	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	823,392	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:

HR/Risk Mgmnt	Preferred Government Insurance Trust (PGIT)					
Account Number (s)	Account Description	FY 2015 Budget	Available Balance	Budget Transfer	Agenda Expenses	Remaining Balance
520-1331-513.45-70	Insurance Premium Paid	1,015,200	1,015,200	0	(823,892)	191,308



CITY OF LAKE WORTH

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

AGENDA DATE: September 23, 2014, Special Meeting

DEPARTMENT: Human Resources - Risk

EXECUTIVE BRIEF

TITLE:

Renew agreement with F.A. Richards & Associates, Inc. for claims administration related to workers' compensation, property, auto, general liability, and EMT liability

SUMMARY:

The Agreement will authorize the continued coverage of claims administration services.

BACKGROUND AND JUSTIFICATION:

Subsequent to having multiple third party administrators from 2001 through 2009, the City of Lake Worth contracted with F.A. Richards & Associates, Inc. (FARA) to provide claims handling services in 2010 and annually thereafter pursuant to a Request for Proposal process. In order to remain compliant with guidelines and regulations related to timely payment, treatment investigations, tracking and reporting of workers' compensation, auto liability, general liability, property and EMT liability, the City outsources this administrative process to FARA.

For the fee of \$3,800.00 annually, FARA agrees to provide account administration services, loss fund management, on line access to claims information, and monthly Loss Runs on CD. In addition, handling of open claims beyond the twelve months of the agreement is an additional fee of \$55.00 per case. Beyond that there are per transaction fees, per claim depending upon the classification of the claims. (see attachment for listing).

Minimization of FARA's additional charges has increased over the last two fiscal years through the combined efforts of the Risk Management Specialist's and City Attorney's Office increased involvement with outside parties to manage and resolve irrefutable liability and subrogated damage claims without involving FARA. We anticipate continuing this trend of proactive claims management going forward. All claims funds to pay FARA administrative and regulatory fees are taken from the Self Insurance Fund.

Attached is FARA's Service Fee Proposal for Fiscal Year 2015.

MOTION:

I move to approve/not approve the Service Fee Proposal from F.A. Richards & Associates, Inc., for claims administration related to workers' compensation, auto liability, general liability, property and emergency management team (EMT) liability; pending approval of the Fiscal Year 2015 Annual Operating Budget.

ATTACHMENT(S):

Fiscal Impact Analysis

FARA Service Fee Proposal (FY 2015)

Claims Service Agreement with F.A. Richard & Associates, Inc.

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2015	2016	2017	2018	2019
Capital Expenditures	0	0	0	0	0
Operating Expenditures	\$25,000	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	\$25,000	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:

HR/Risk Mgmt	F.A. Richard & Associates, Inc					
Account Number (s)	Account Description	FY 2015 Budget	Available Balance	Budget Transfer	Agenda Expenses	Remaining Balance
520-1332-513.34-50	Other Contractual Services	26,000	26,000	0	(25,000)	1,000

C. Department Fiscal Review: DE



CITY OF LAKE WORTH

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

AGENDA DATE: September 23, 2014, Special Meeting

DEPARTMENT: City Clerk

EXECUTIVE BRIEF

TITLE:

Ordinance No. 2014-25 – First Reading – exempt the City from the Uniform Municipal Election Act and schedule the public hearing date for October 7, 2014

SUMMARY:

The Ordinance will provide the City with an option to amend its candidate qualifying filing period.

BACKGROUND AND JUSTIFICATION:

On January 2, 1984, House Bill 742 became effective providing for the uniform filing dates and uniform election dates for municipal elections held in Palm Beach County. A provision in the House Bill states that the Bill shall supersede any municipal Charter provision; however, any municipality may exempt itself from the provisions by adopting an ordinance declaring its exemption.

MOTION:

I move to approve/not approve Ordinance No. 2014-25 on first reading and schedule the public hearing date for October 7, 2014.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable

House Bill 742

Ordinance



CITY OF LAKE WORTH

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

AGENDA DATE: September 23, 2014, Special Meeting

DEPARTMENT: Commissioner Szerdi

EXECUTIVE BRIEF

TITLE:

Ordinance No. 2014-26 – First Reading – amend the candidate qualifying filing period and schedule the public hearing date for October 7, 2014

SUMMARY:

The Ordinance will change the candidate qualifying period to begin at noon on the last Tuesday in November and end at noon on the second Tuesday in December.

BACKGROUND AND JUSTIFICATION:

Beginning with the 2008 November municipal election through the 2012 November municipal election, the qualifying period ended 90 days before the election to allow time needed to comply with the complexities of coordinating an election. At this time, it is being requested that the period of time be changed back to the way it was in 2008.

Currently, the qualifying period begins on the last Tuesday in January and ends on the second Tuesday in February. This period only allows 30 days to design and approve the ballot, advertise and post election notices, provide candidate orientation, secure 17 polling locations, and hire and arrange for mandatory training of upwards of 60 pollworkers.

Because of the 1984 Uniform Municipal Election Act, which established a 30-day uniform qualifying filing period and election date for municipal elections only in Palm Beach County, many other municipalities have either expanded or are considering expanding their ending qualifying period for the same reason as Lake Worth is proposing, which is to comply with State Laws that have been enacted since 1984.

MOTION:

I move to approve/not approve Ordinance No. 2014-26 on first reading and schedule the public hearing date for October 7, 2014.

ATTACHMENT(S):

Fiscal Impact Analysis – 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: September 23, 2014, Special Meeting

DEPARTMENT: City Clerk

EXECUTIVE BRIEF

TITLE:

Ordinance No. 2014-27 - First Reading - amend the Oath of Candidate form and schedule the public hearing date for October 7, 2014

SUMMARY:

The Ordinance will amend the City's Oath of Candidate form, required by individuals to qualify as candidates, to include language that closely resembles the State's Division of Election's Form 25 – *Candidate Oath-Nonpartisan Office*.

BACKGROUND AND JUSTIFICATION:

For years the City has used its own Oath of Candidate form, which contains verbiage unique to the City such as candidates qualifying under the City's Charter. For this reason, the City has not adopted the State's Division of Election's form, but has chosen to amend its Oath from time to time.

The purpose of this ordinance is to amend Section 2.15 of the Code of Ordinance to add a provision for the candidate's Florida voter registration number and the phonetic spelling of the candidate's name as they wish it to be pronounced on the audio ballot.

MOTION:

I move to approve/not approve Ordinance No. 2014-27 on first reading and schedule the public hearing date for October 7, 2014.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable
Division of Election's Form 25
Ordinance



CITY OF LAKE WORTH

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

AGENDA DATE: September 23, 2014, Special Meeting

DEPARTMENT: Leisure Services

EXECUTIVE BRIEF

TITLE:

Terminate a contract with Central Palm Beach County Chamber of Commerce of Commerce

SUMMARY:

This request authorizes the termination of a contract and in effect the provision of PBSO Services for specific events.

BACKGROUND AND JUSTIFICATION:

Staff is requesting City Commission approval to submit a notice of termination of convenience to the Central Palm Beach County Chamber of Commerce effective September 30, 2014.

MOTION:

I move to approve/not approve terminating, for convenience, a contract with the Central Palm Beach County Chamber of Commerce.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable
Notice of termination letter



CITY OF LAKE WORTH

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

AGENDA DATE: September 23, 2014, Special Meeting

DEPARTMENT: Leisure Services

EXECUTIVE BRIEF

TITLE:

Discuss the Beach Complex Invitation to Negotiate (ITN #14-211) process and appoint a Commission member to the evaluation committee

SUMMARY:

The ITN is a process that allows flexibility in the types of concepts that can be considered for the Casino/Ballroom and Pool. Proposals will be reviewed, vetted and negotiated to insure the best possible outcomes for the City. The Evaluation Committee will include a member from the City Commission, a member of the City's Financial Advisory Board and staff.

BACKGROUND AND JUSTIFICATION:

City staff recently issued Invitation to Negotiate (ITN #14-211) seeking replies proposing public/private ventures at the Beach Complex. Specifically, the ITN requests competitive, sealed replies from responsible proposers to commence negotiations regarding offers to manage, maintain, operate, redesign, renovate, expand, equip and/or implement creative ventures at the newly renovated Lake Worth Beach Complex and Casino. The City identified the following as available options:

Available option #1: Restaurant/lounge/bar and/or other commercial-type ventures to be located within approximately 5,000 sq. ft. of available, vacant commercial space (at the Casino Building on the northern end of the second floor);

Available option #2: Special events/meetings/conference room(s) and/or other commercial-type ventures to be located within approximately 3,500 sq. ft. operational, commercial space with a 450 sq. ft. fully furnished catering kitchen (at the Casino Building on the southern end of the second floor); **and/or,**

Available option #3: Modernization of the municipal pool operation that would attract adult-aged visitors during the afternoon and evening hours (e.g., restaurant, tiki bar, cabana rentals, beverage service and/or other commercial-type ventures). With this option, the City prefers to maintain public pool access in the morning hours; however, creative alternatives will be considered. The municipal pool and supporting facilities cover approximately 34,000 sq. ft.

The City will consider replies which offer ventures for one, all or any combination of the options outlined above. Replies may also include surrounding and adjacent areas of each option to support the proposed venture(s), including but not limited to, adjacent grass and landscaped areas, driveways, and undeveloped areas of the Beach Complex.

The ITN provides the following procedure for the evaluation committee:

1. Review the initial replies received.

2. Depending on the number of initial replies received, the evaluation committee shall conduct a public meeting to discuss negotiations with all offerors or create a short-list of one or more offerors for negotiations.
 - a. If a short-list is to be created, the evaluation committee will review the initial replies consistent with the evaluation criteria stated in the ITN; and,
 - b. The evaluation committee shall conduct private negotiation sessions with all offerors or the short-list of offerors.
3. After negotiations, the City will request final replies from each offeror who participated in negotiations.
4. The evaluation committee shall conduct a public meeting to review the final replies consistent with the evaluation criteria stated in the ITN.
5. The evaluation committee shall make a recommendation to the City Commission as to which offeror or offerors should be awarded a contract by the City.

The evaluation committee will meet in the public to conduct and discuss its evaluations; however, the committee's negotiation strategy sessions and negotiations with the offeror(s) will be privately conducted pursuant to section 286.0113, Florida Statutes. The service of an elected official on the evaluation committee should assist in identifying concerns the Commission may have with certain aspects of the proposed venture(s) and in proposing creative solutions for the benefit of the public.

MOTION:

I move to appoint _____ to serve on the evaluation committee for ITN #14-211.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable