



**AGENDA
CITY OF LAKE WORTH
CITY COMMISSION MEETING
CITY HALL COMMISSION CHAMBER
TUESDAY, APRIL 19, 2016 - 6:00 PM**

- 1. ROLL CALL:**
- 2. INVOCATION:** Offered by Pastor Jason Fairbanks of the First Congregational United Church of Christ on behalf of Commissioner McVoy
- 3. PLEDGE OF ALLEGIANCE:** Led by Commissioner Ryan Maier
- 4. AGENDA - Additions/Deletions/Reordering:**
- 5. PRESENTATIONS:** (there is no public comment on Presentation items)
 - A. Senator Jeff Clemens, Representative Lori Berman and Representative Dave Kerner 2016 Legislative update
 - B. Genesis Neighborhood update
- 6. COMMISSION LIAISON REPORTS AND COMMENTS:**
- 7. PUBLIC PARTICIPATION OF NON-AGENDAED ITEMS AND CONSENT AGENDA:**
- 8. APPROVAL OF MINUTES:**
- 9. CONSENT AGENDA:** (public comment allowed during Public Participation of Non-Agendaed items)
 - A. Contract with TLC Diversified, Inc. for the Wastewater Pump Station No. 4 Improvements project
 - B. Task Order No. 29 with Mock Roos for construction phase engineering services for the Wastewater Pump Station No. 4 Improvements project

- C. Resolution No. 20-2016 - Professional Services Agreement (Special Magistrate Services) with Susan Ruby
- D. Additional Services for Mock Roos for design engineering services for the Park of Commerce Phase 1A project
- E. Amendment 2 for Mathews Consulting for owner's representative services for the Park of Commerce Phase 1A project
- F. Approval of Contract For Sale and Purchase of 416 3rd Avenue South, 629 South H Street, 1203 18th Avenue North and 624 Highland Avenue
- G. Professional Services Agreement with Spectrum Systems for environmental testing and reporting of the continuous emissions monitoring system (CEMS).
- H. Purchase 2 MVA Step-Up Padmount Transformer
- I. Resolution No. 21-2016 - to authorize the Memorandum of Understanding with the National Recreation and Parks Association
- J. Resolution No. 22-2016 - to authorize an application for grant funding under the Transportation Alternatives Program
- K. Agreement with Palm Beach County for Information Technology services to certify the City's non-ad valorem assessment roll.
- L. Resolution No. 23-2016 - submit two Fiscal Year 2018 Small Matching Historic Preservation Grant Applications
- M. Agreement with Burton & Associates for a Comprehensive Integrated Financial Sustainability Analysis for the City in the amount of \$181,145.

10. PUBLIC HEARINGS:

- A. Ordinance No. 2016-13 - Second Reading and Second Public Hearing - amend various sections and tables of the City's Land Development Regulations

11. UNFINISHED BUSINESS:

12. NEW BUSINESS:

13. CITY ATTORNEY'S REPORT:

14. CITY MANAGER'S REPORT:

- A. May 3, 2016 draft Commission agenda

15. ADJOURNMENT:

16. 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.



AGENDA DATE: April 19, 2016

DEPARTMENT: City Clerk

EXECUTIVE BRIEF

TITLE:

Senator Jeff Clemens, Representative Lori Berman and Representative Dave Kerner 2016 Legislative update

SUMMARY:

The Senator and Representatives will advise the Commission on the 2016 Legislative Session.

BACKGROUND AND JUSTIFICATION:

Each year our Representatives give the Commission an update on matters happening in Tallahassee.

MOTION:

Not applicable

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable

SUMMARY:

BACKGROUND AND JUSTIFICATION:

MOTION:

ATTACHMENT(S):

Fiscal Impact Analysis



EXECUTIVE BRIEF

AGENDA DATE: April 19, 2016 Regular Meeting

DEPARTMENT: City Clerk

EXECUTIVE BRIEF

TITLE:

Genesis Neighborhood update
Update

SUMMARY:

Mr. Mark Parrilla, Genesis President, 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 Genesis Neighborhood Association was on May 20, 2014.

MOTION:

Not applicable

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2016	2017	2018	2019	2020
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 Addn'l Full-Time Employee Positions	0	0	0	0	0

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

C. Department Fiscal Review: _____



AGENDA DATE: April 19, 2016

DEPARTMENT: Water Utilities

EXECUTIVE BRIEF

TITLE:

Contract with TLC Diversified, Inc. for the Wastewater Pump Station No. 4 Improvements project

SUMMARY:

The Contract authorizes TLC Diversified, Inc. to construct Wastewater Pump Station No. 4 Improvements for \$939,700.

BACKGROUND AND JUSTIFICATION:

The City Water Utility Department identified the need for replacement of this dry pit/wet well wastewater station that is located in the City's Municipal Golf Course. This project was included as a priority in this year's capital improvement plan (CIP) because of the age of the station and the importance of it being the second largest station pumping wastewater flow in the City.

The station was originally constructed in 1967 and is one of the last remaining stations of this type. The confined space in the current station is hazardous for City Maintenance staff. The new station will be a triplex submersible pump station in a new circular wet well. The project will include replacing the existing generator, telemetry system and updating the controls and electrical services.

The City of Lake Worth Utilities department solicited bids from contractors for the Wastewater Pump Station No. 4 Improvements construction, under Bid IFB-16-108. Six bids were received. The lowest bid for the sum of \$939,700 was from TLC Diversified, Inc. Mock Roos & Associates are recommending award of the Bid to TLC Diversified, Inc. as the lowest responsive bidder.

MOTION:

I move to approve/disapprove the construction contract for Wastewater Pump Station No. 4 Improvements to TLC Diversified, Inc. for \$939,700.

ATTACHMENT(S):

Fiscal Impact Analysis
TLC Diversified, Inc. Contract
Bid Tabulation
Bid Recommendation

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2016	2017	2018	2019	2020
Capital Expenditures	939,700	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	939,700	0	\$0	\$0	\$0

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

The funds have been identified in the FY2016 Capital Improvement Plan budget from account 403-7231-535.63-15

Utilities/Sewer Collection							
Account Number	Account Description	Project #	FY 2016 Proposed Budget	Amended Budget	Current Balance	Agenda Item Expenditures	Remaining Balance
403-7221-533.63-15	Local Sewer	LS 1503	\$2,577,031	\$4,103,415	\$2,815,899.98	-\$939,700	\$1,876,199.98

C. Department Fiscal Review: _____

Brian Shields –Director
 Clyde Johnson – Finance
 Marie Elianor - Finance



AGENDA DATE: April 19, 2016

DEPARTMENT: Water Utilities

EXECUTIVE BRIEF

TITLE:

Task Order No. 29 with Mock Roos for construction phase engineering services for the Wastewater Pump Station No. 4 Improvements project

SUMMARY:

Approve Task Order No. 029 of the Continuing Engineering Services Agreement (RFQ 12-13-302) with Mock Roos & Associates, Inc., for Wastewater Pump Station No. 4 Improvements Construction Phase Engineering Services for \$84,740.

BACKGROUND AND JUSTIFICATION:

The City Wastewater Utility Department identified the need for replacement of this dry pit/wet well wastewater station that is located in the City's Municipal Golf Course. This project was included as a priority in this year's capital improvement plan (CIP) because of the age of the station and the importance of it being the second largest in the system. The station was originally constructed in 1967 and is one of the last remaining stations of this type. The confined space in the current station is hazardous for City Maintenance staff. The new station will be a triplex submersible pump station in a new circular wet well. The project will include replacing the existing generator, telemetry system and updating the controls and electrical services.

Task Order No. 029 provides for engineering services during the construction phase of the Wastewater Pump Station No. 4 improvements construction project, including review of submittals, onsite inspections, review of pay requests and approval by the Engineer of Record.

MOTION:

I move to approve/disapprove Task Order No. 029 of the Continuing Engineering Services Agreement (RFQ-12-13-302) with Mock Roos & Associates, Inc., for Wastewater Pump Station No. 4 Improvements Construction Phase Engineering Services for \$84,740.

ATTACHMENT(S):

Fiscal Impact Analysis
Mock Roos Task Order No. 029

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2016	2017	2018	2019	2020
Capital Expenditures	84,740	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	84,740	0	\$0	\$0	\$0

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

The funds have been identified in the FY2016 Capital Improvement Plan budget from account 403-7231-535.63-15

Utilities/Sewer Collection							
Account Number	Account Description	Project #	FY 2016 Proposed Budget	Amended Budget	Adjusted Current Balance	Agenda Item Expenditures	Remaining Balance
403-7231-535.63-15	Local Sewer	LS 1503	\$2,577,031	\$4,103,415	\$1,881,782	-\$84,740	\$1,797,042

C. Department Fiscal Review: _BS_

Brian Shields –Director
 Marie Elianor - Finance



AGENDA DATE: April 19, 2016

DEPARTMENT: City Attorney's Office

EXECUTIVE BRIEF

TITLE:

Resolution No. 20-2016 - Professional Services Agreement (Special Magistrate Services) with Susan Ruby

SUMMARY: This Professional Services Agreement for Special Magistrate Services will provide the City with an additional Special Magistrate, attorney Susan Ruby, who may preside over code enforcement and other applicable matters in the event of a conflict of interest or scheduling conflict with the City's current Special Magistrate, Ms. Diane James-Bigot.

BACKGROUND AND JUSTIFICATION:

Pursuant to section 2-63 of the City's Code of Ordinances, the City is required to retain one or more special magistrates to preside over code enforcement hearings and other applicable matters. In October of 2012, Ms. Diane James-Bigot began serving as the City's Special Magistrate. Currently, Ms. Bigot is the only Special Magistrate for the City. The City Attorney recommends that the City retain an additional special magistrate to preside over code enforcement hearings and other applicable matters in the event of a conflict of interest or scheduling conflict with the City's current Special Magistrate. Further, a second special magistrate may serve as an alternate in an ongoing rotation system, or as the primary special magistrate when another magistrate's contract expires or a resignation is submitted.

Attached is the proposed Resolution approving the Professional Services Agreement for Special Magistrate Services with Susan Ruby.

MOTION:

I move to approve / not approve Resolution No. 20-2016

ATTACHMENT(S):

Resolution
Professional Services Agreement (Special Magistrate Services)



AGENDA DATE: April 19, 2016

DEPARTMENT: Water Utilities

EXECUTIVE BRIEF

TITLE:

Additional Services Agreement for Mock Roos for design engineering related to the Park of Commerce Phase 1A project.

SUMMARY:

The Additional Services Agreement (RFQ 12-13-200) with Mock Roos & Associates, Inc., for Park of Commerce Phase 1A Design Engineering Services in the amount of \$60,270.

BACKGROUND AND JUSTIFICATION:

The Park of Commerce project recently received notification of award of an EDA Grant that will cover 25.6% of costs associated with the project up to a maximum of \$1,389,100. The project team has decided to move forward with Phase 1A of the project with funds provided by the City and funds from the EDA Grant.

The design drawings were previously taken to 96% design for the full Phase 1 design in 2014. Now that the scope has changed to only include a portion of this design, the design drawings need to be updated to show only the scope and limits of Phase 1A. Phase 1A includes infrastructure design along Boutwell Road from Joyce Avenue to approximately 600 feet south of 10th Avenue North, including temporary roadway transitions at the north and south ends. The infrastructure components included in this project are; water and sewer improvements, drainage improvements, landscape and irrigation, and roadway lighting. The existing overhead electrical and associated franchise utilities located on the poles are to be installed underground before the start of construction on this scope of work.

The additional services provided in the proposal include finalizing the project documents to a final bid package and bid phase services.

MOTION:

I move to approve/disapprove Additional Services Agreement for Engineering Services (RFQ-12-13-200) with Mock Roos & Associates, Inc., for Park of Commerce Phase 1A Design Engineering Services in the amount of \$60,270.

ATTACHMENT(S):

Fiscal Impact Analysis
Additional Services Proposal

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2016	2017	2018	2019	2020
Capital Expenditures	60,270	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	60,270	0	\$0	\$0	\$0

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

The funds have been identified in the Park of Commerce budget from account 304-5020-541.63-15

Park of Commerce							
Account Number	Account Description	Project #	FY 2016 Proposed Budget	Amended Budget	Current Balance	Agenda Item Expenditures	Remaining Balance
304-5020-541.63-15	Capital Improvements	pending	\$8,700,000	\$8,658,000	\$8,428,318	-\$60,270	\$8,368,048

C. Department Fiscal Review: BS

Brian Shields –Director
 Marie Elianor - Finance



AGENDA DATE: April 19, 2016

DEPARTMENT: Water Utilities

EXECUTIVE BRIEF

TITLE:

Amendment 2 for Mathews Consulting for owner's representative services for the Park of Commerce Phase 1A project

SUMMARY:

Approve the Amendment 2 of the Owner's Representative Services Agreement (RFQ 12-13-201) with Mathews Consulting, Inc., for Park of Commerce Phase 1A Owner's Representative Services for \$116,960.

BACKGROUND AND JUSTIFICATION:

The Park of Commerce project recently received notification of award of an EDA Grant that will cover 25.6% of costs associated with the project up to a maximum of \$1,389,100. The project team has decided to move forward with Phase 1A of the project with funds provided by the City and funds from the EDA Grant.

The design drawings were previously taken to 96% design for the full Phase 1 design in 2014. Now that the scope has changed to only include a portion of this design, the design drawings need to be updated to show only the scope and limits of Phase 1A. Phase 1A includes infrastructure design along Boutwell Road from Joyce Avenue to approximately 600 feet south of 10th Avenue North, including temporary roadway transitions at the north and south ends. The infrastructure components included in this project are; water and sewer improvements, drainage improvements, landscape and irrigation, and roadway lighting. The existing overhead electrical and associated franchise utilities located on the poles are to be installed underground before the start of construction on this scope of work.

Amendment No. 2 includes the engineering services associated with project documentation to meet all EDA grant requirements including; tracking, coordination and additional Owner's Representative Services for the EDA grant portion of the project from design finalization, permitting and through construction of Phase 1A. Also included is assistance with coordination with the undergrounding of overhead utilities and additional 10 hours per week of construction inspection for the anticipated 15-month construction timeframe.

MOTION:

I move to approve/disapprove Amendment 2 of the Owner's Representative Services Agreement (RFQ 12-13-201) with Mathews Consulting, Inc., for Park of Commerce Phase 1A Owner's Representative Services for \$116,960.

ATTACHMENT(S):

Fiscal Impact Analysis
Amendment 2 Proposal

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2016	2017	2018	2019	2020
Capital Expenditures	\$116,960	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	\$116,960	0	\$0	\$0	\$0

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

The funds have been identified in the Park of Commerce budget from account 304-5020-541.63-15

Park of Commerce							
Account Number	Account Description	Project #	FY 2016 Proposed Budget	Amended Budget	Current Balance	Agenda Item Expenditures	Remaining Balance
304-5020-541.63-15	Park of Commerce Improvements	Pending	\$8,700,000	\$8,658,000	\$8,428,318	-\$116,960	\$8,311,358

C. Department Fiscal Review: BS

Brian Shields –Director
 Marie Elianor - Finance



AGENDA DATE: April 19, 2016

DEPARTMENT: Community Sustainability

EXECUTIVE BRIEF

TITLE:

Approval of Contract for Sale and Purchase of 416 3rd Avenue South, 629 South H Street, 1203 18th Avenue North and 624 Highland Avenue

SUMMARY:

Sale of city surplus vacant lots located at 416 3rd Avenue South, PCN 38-43-44-21-15-093-0013; 629 South H Street, PCN 38-43-44-21-15-203-0160; 1203 18th Avenue North, PCN 38-43-44-16-06-003-0310; and 624 Highland Avenue, PCN 38-43-44-21-10-001-0140 to Martha A. Morgan and Don West for Eighty Seven Thousand Eighty Six dollars (\$87,086.00). Contract includes a Quit Claim Deeds and a Historic Preservation Covenant.

BACKGROUND AND JUSTIFICATION:

Per City Commission direction and approval, the City's surplus vacant properties were approved for sale through a formal Request for Proposal (RFP) process. City Staff prepared RFP 15-207, which closed on November 5, 2015. The RFP included nineteen (19) vacant parcels for sale. The minimum required proposal sales price per the 2015 Tax Roll for the four (4) vacant lots of this Sales Contract were as follows:

- 416 3rd Avenue South - \$18,028 – Single proposal received for \$20,101
- 629 South H Street – \$9,612 – Single proposal received for \$10,717
- 1203 18th Avenue North - \$35,640 – Single proposal received for \$36,640
- 624 Highland Avenue - \$17,604 – Single proposal received for \$19,628.

The City received one (1) proposal for each of the properties from Martha A. Morgan and Don West. The total sales price for all four (4) vacant lots is \$87,086.

Based on the individual proposals received, City Staff evaluated the proposals and determined that each met the minimum requirements for sale and the City Attorney's office prepared a Contract for Sale and Purchase (Contract), four (4) Quit Claim Deeds (Deeds) and a Historic Preservation Covenant (Covenant). All documents have been signed by the proposed buyers as well as a one thousand dollar (\$1,000.00) deposit in the form of a cashier's check has been deposited with the City.

Should the City Commission approve the sale, a closing date will be scheduled with the buyers. All closing costs and other fees related to the sale will be the responsibility of the buyers.

MOTION:

I move to approve/not approve the contract for sale and purchase including historic preservation covenant for the vacant lots located at 416 3rd Avenue South, 629 South H Street, 1203 18th Avenue North and 624 Highland Avenue for \$87,086.00.

ATTACHMENT(S):

Fiscal Impact Analysis

Signed Sales Contract, Quit Claim Deeds and Preservation Covenant

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2016	2017	2018	2019	2020
Capital Expenditures	0	0	0	0	0
Operating Expenditures	0	0	0	0	0
External Revenues	\$87,086.00	0	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Net Fiscal Impact	+\$87,086.00	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:

C.

Funds from the sale of the surplus property will be deposited in account 160-0000-369.90-28, which is a revenue account within the Remediation Fund program.

D. Department Fiscal Review: _____



AGENDA DATE: April 19, 2016

DEPARTMENT: Electric Utility

EXECUTIVE BRIEF

TITLE:

Professional Services Agreement with Spectrum Systems for environmental testing and reporting of the continuous emissions monitoring system (CEMS).

SUMMARY:

The Professional Services Agreement provides for environmental testing and reporting of the continuous emissions monitoring system (CEMS) in amount of \$28,250 to Spectrum Systems.

BACKGROUND AND JUSTIFICATION:

As a sole source vendor, the City has contracted with Spectrum Systems to perform environmental testing and reporting. Spectrum System uses proprietary software called SpectraView to control the continuous emissions monitoring system (CEMS) Plant on the S-3 unit located at the Tom G. Smith Power Plant. The software reports emissions in the proper written and electronic format to the FDEP and EPA. The monitoring and testing will be conducted on a quarterly basis.

Type	Vendor	Cost	Total
Professional Service Agreement	Spectrum Systems	28,250	28,250
			28,250

On March 21, 2016, this item was reviewed by the Electric Utility Advisory Board.

MOTION:

I approve / do not approve the professional service agreement with Spectrum Systems for environmental testing and reporting of the continuous emissions system (CEMS) located at the Tom G. Smith Power Plant in the amount not to exceed \$28,250.

ATTACHMENT(S):

1. Fiscal Impact Analysis
2. Sole Source Letter

3. Professional Services Agreement

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2016	2017	2018	2019	2020
Capital Expenditures	0	0	0	0	0
Operating Expenditures	28,250	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	28,250	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:

Electric Utility				
Account Number	Account Description	Current Balance	Agenda Item Expenditures	Remaining Balance
401-6031-531-31-70	Other Contractual Services	\$28,378	-\$28,250	\$128

C. Department Fiscal Review: John Borsch, Electric Utility Director



AGENDA DATE:

DEPARTMENT: Electric Utility

EXECUTIVE BRIEF

TITLE:

Purchase of two (2) MVA Step-Up Padmount Transformers.

SUMMARY:

The Electric Transmission and Distribution Division seeks to purchase two (2) 750KVA, 26KV Primary Voltage, 277 / 480 Secondary Voltage, Pad Mount Transformers for the new construction of the Boutwell Business Center located at 7th Ave North and Boutwell Road.

BACKGROUND AND JUSTIFICATION:

The two (2) 750KVA, 26KV Primary Voltage, 277 / 480 Secondary Voltage, Pad Mount Transformers being sought in this item are necessary to support the electrical load of the Boutwell Business Center and necessary in the operation of the City's electrical infrastructure.

The Electric Utility Department has an agreement with Advanced Utility Resources and Supply Inc. (AURSI), a company organized to assist governmental electric utilities with their purchasing needs. The Electric Utility Department provided AURSI with the specifications for the transformers and AURSI sought competitive bids directly from the electric utility industry. The bids received by AURSI are good for 90 days from receipt.

Gresco Corporation provided AURSI with both the lowest bid and short lead time for the transformers as noted in the attached AURSI competitive results. Gresco Corporation's bid is as follows:

Underground Primary				
Description	Total	Unit Price	Extended	Quote
750KVA,26kV, 277/480 City Stock: 285-86-7800D	2	\$15,495	\$30,990	Gresco

The Aston Construction Company has contributed funds in the amount of \$93,774.18 to the City for this project. The funds were allocated to Contributions in Aid of Construction.

On March 21, 2016, this item was reviewed by the Electric Utility Advisory Board.

If approved, this purchase will be made via a standard City purchase order (as no services are being provided with the delivery of the transformers).

MOTION:

I approve / do not approve the purchase of two 750KVA, 26KV, 277/480 Pad Mount Transformers from Gresco in the amount not to exceed \$30,990.00.

ATTACHMENT(S):

1. Fiscal Impact Analysis
2. AURSI Competitive Bid Results
3. Boutwell Project Estimate of Costs
4. Contribution in Aid of Construction (CIAC)

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2016	2017	2018	2019	2020
Capital Expenditures	0	0	0	0	0
Operating Expenditures	0	0	0	0	0
External Revenues	30,990	0	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Net Fiscal Impact	30,990	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:

Electric Utility				
Account Number	Account Description	Current Balance	Agenda Item Expenditures	Remaining Balance
401-0000-141.0210	Warehouse Parts/ General	\$3,089,957	\$30,990	\$3,058,967

Equipment will be received in inventory and charged out to Transmission and Distribution division.

C. Department Fiscal Review: John Borsch, Electric Director



AGENDA DATE: April 19, 2016, Regular Meeting

DEPARTMENT: Leisure Services

EXECUTIVE BRIEF

TITLE:

Resolution No. 21-2016 - to authorize the Memorandum of Understanding with the National Recreation and Parks Association

SUMMARY:

The Resolution authorizes the acceptance of an award in the amount of \$35,000 under the 2016 Out-of-School Time Program from the National Recreation and Parks Association in partnership with the Walmart Foundation. The grant funds are to be used in support of the City's out-of-school time programs during the period of April 4, 2016 to March 1, 2017.

BACKGROUND AND JUSTIFICATION:

On April 4, 2016, the National Recreation and Parks Association provided notice to the City of an award of \$35,000 under its Out-of-School Time program. Resolution No. 21-2016 approves the acceptance of these funds and authorizes the Mayor to execute the Memorandum of Understanding that sets forth the terms and conditions of this award. No cash match is required from the City for this award.

The term of the grant is from April 4, 2016 through March 1, 2017. Pursuant to the Memorandum of Understanding, the City is required to undertake the following activities:

- increase the number of healthy meals children in low income communities receive through the Summer Food Service Program and the Child and Adult Care Food Program during out-of-school times;
- provide nutrition literacy to children and families that creates behavior change by teaching the importance of healthy eating;
- implement nutrition and physical activity standards that increase access to healthier foods and increases opportunities for physical activity; and
- promote meal and program efficiencies that will decrease food waste and lead to more sustainable meal programs.

MOTION:

I move to approve/not approve Resolution No. 21-2016

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable

Resolution

Memorandum of Understanding



AGENDA DATE: April 19, 2016, Regular Meeting

DEPARTMENT: Public Services

EXECUTIVE BRIEF

TITLE:

Resolution No. 22-2016 - to authorize an application for grant funding under the Transportation Alternatives Program

SUMMARY:

The Palm Beach Metropolitan Planning Organization has accepted applications from eligible applicants for funding under the 2016 Cycle of the Transportation Alternatives Program (TAP) for eligible projects. As an eligible applicant, the City of Lake Worth, has submitted a proposal requesting TAP funding in the amount of \$447,075 that will become available in Fiscal Year 2019-2020 for pedestrian safety and access improvements to the Lake Worth Tri-Rail Station and Lake Worth High School, and pedestrian crossing and traffic approach improvements to the Lake Worth roundabout at North and South A Streets.

BACKGROUND AND JUSTIFICATION:

The Florida Department of Transportation has been provided with funding from the Federal Highway Administration Highway Trust Fund for programs and projects defined as transportation alternatives within the state of Florida under the Transportation Alternatives Program (TAP). Accordingly, the Florida Department of Transportation has made available an allocation of TAP funds for Palm Beach County and has authorized the Palm Beach Metropolitan Planning Organization to solicit and select eligible projects in Palm Beach County under the 2016 Cycle of the TAP.

Projects that are eligible for TAP funding include on- and off-road pedestrian and bicycle facilities, infrastructure for improving non-driver access to public transportation and enhanced mobility, community improvement activities, environmental mitigation, recreational trail projects, safe routes to school projects, and designing or constructing boulevards and other roadways in the right-of-way of former divided highways.

The City has submitted an application requesting \$447,075 in the 2016 Cycle of the TAP for funding that will become available on July 1 2019. The proposed improvements for this project are designed to increase pedestrian connectivity and safety in the project area that includes Lake Worth Road from Lake Osborne Drive to the roundabout at North and South A Streets.

These improvements are comprised of two primary activities. The first activity will provide improved pedestrian access to the Lake Worth Tri-Rail Station and Lake Worth High School in accordance with needs that have been identified in the 2016 South Florida Regional Transportation Pedestrian Access Plan. Proposed tasks include the following improvements:

- provision of upgraded [pedestrian treatments needed to create a complete street on Lake Worth Road by upgrading the crosswalks in three locations – mid-block near Lake Worth High School, at Detroit Street and at Erie Street;
- installation of a mid-block pedestrian crossing from the greenway trail along the south side of Lake Osborne Drive onto Erie Street; and
- completion of the sidewalk on the north side of Lake Osborne Drive between Cleveland and Detroit Streets to provide additional north-south connectivity to the Lake Worth Tri-Rail station.

The second activity consists of improvements to be made for increased pedestrian safety at the Lake Worth Road roundabout by reconfiguring the traffic approaches and pedestrian crosswalk locations. The inclusion of wayfinding signage is also proposed to complement both of these activities.

The total budget for the project is estimated to be \$652,790. Of this amount, it is estimated that \$205,790 will be for non-participating costs that are not eligible for the use of grant funds, including design costs, contingencies and administrative fees. This local cost share will be contributed by the City, the Lake Worth Community Redevelopment Agency and the South Florida Regional Transportation Authority.

The City's application has been submitted to the Palm Beach Metropolitan Organization prior to the submission deadline April 1, 2016. Staff is requesting City Commission approval of the proposal submission after the fact due to the short notice that was provided for the application submission cycle.

MOTION:

I move to approve/not approve Resolution No. 22-2016.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable
Resolution
TAP Project Narrative



AGENDA DATE: April 19, 2016

DEPARTMENT: Financial Services

EXECUTIVE BRIEF

TITLE:

Agreement with Palm Beach County for Information Technology services to certify the City's non-ad valorem assessment roll.

SUMMARY:

This resolution approves and authorizes the Mayor to execute the Interlocal Agreement between Palm Beach County and the City that sets forth the terms and conditions for the City receiving non-ad valorem services.

BACKGROUND AND JUSTIFICATION:

The parties desire to enter into this agreement covering the provision of Information Technology services by Palm Beach County for the City of Lake Worth in order to certify its non-ad valorem assessment roll for Stormwater and Sanitation services. Certification will be made to the Property Appraiser for the Notice of Proposed Property Taxes and to the Tax Collector for the Actual Property Tax Notices.

The Interlocal Agreement sets forth the terms and conditions for the use of this funding.

MOTION:

I move to approve / not approve Agreement with Palm Beach County.

ATTACHMENT(S):

Fiscal Impact Analysis

Interlocal Agreement for Assignment of Property Data and Development of Annual Assessments for Palm Beach County Non-Ad Valorem Districts

Exhibit 1 Palm Beach County Information Systems Services Non-Ad Valorem Assessment Support Services

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2016	2017	2018	2019	2020
Capital Expenditures	0	0	0	0	0
Operating Expenditures	7,070	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	7,070	0	0	0	0
No. of Addtl. Full-Time Employee Positions	0	0	0	0	0

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

City of Lake Worth		Palm Beach County Information Technology Services-Non-Ad Valorem				
Account Number (s)	Acct Description (s)	FY 2016 Budget	Amended Budget	Current Balance	Agenda Expenses	Remaining Balance
408-5090-538.34-50	Stormwater Contract Services	95,100	35,100	22,880	(3,220)	19,660
410-5081-534.34-50	Refuse Residential Contract Services	10,000	10,000	6,610	(2,567)	4,043
410-5082-534.34-50	Refuse Commercial Contract Services	4,000	4,000	3,610	(1,283)	2,327
					(7,070)	

C. Department Fiscal Review: __ME__



AGENDA DATE: April 19, 2016

DEPARTMENT: Community Sustainability

EXECUTIVE BRIEF

TITLE:

Resolution No. 23-2016 – authorization to submit two applications for funding assistance under the 2018 Small Matching Historic Preservation Grant Program.

SUMMARY:

Resolution No. 23-2016 approves and authorizes the submission of two applications for funding assistance in the amount of up to \$80,000 under the Fiscal Year 2018 Small Matching Historic Preservation Grant Program. The first application is for the purpose of procuring the services of a cultural resources management consultant to assist the City in developing design guidelines for implementing its historic preservation program. The second application is for funding to conduct a survey update of the City's historical resources.

BACKGROUND AND JUSTIFICATION:

On February 29, 2016, the application period for the FY 2018 Small Matching Historic Preservation Grants Program was opened. The purpose of this program is to provide funding assistance up to \$50,000 to assist local, regional and state-wide efforts to preserve significant historic structures and archaeological sites, and promote knowledge and appreciation of the history of Florida. Eligible projects include acquisition and development projects for the excavation of archeological sites and building rehabilitation and/or stabilization, protection and education activities, the preparation of ordinances, historic resource surveys, preservation plans, community education projects, historical markers, and National Register nominations.

The first application is for the purpose of procuring the services of a cultural resources management consultant to assist the City in developing design guidelines for implementing its historic preservation program in a consistent manner. Since the start of its historic preservation efforts, the City has created six historic districts. Each of these districts was formed to preserve different aspects of the City's unique development history, and each historic district is distinct from the next. However, at this time only two of the City's historic districts, Old Town and College Park, have specific design guidelines to help preserve the character that defines features of their historic resources. This project will further serve as a guide for residents and businesses interested in making compatible alterations to their historic properties. The City, as a local certified government (CLG), is requesting grant funding in the amount of \$30,000 under the FY 2018 Small Matching Historic Preservation Grants Program. The local cost share will be \$30,000 of which, \$15,000 will be in cash. The balance of the City's local cost share will be the value of in-kind and volunteer contributions.

The second application is for the purpose of procuring the services of a consultant to conduct an updated survey of the City's historical resources. The City is requesting \$50,000 in grant funding under the CLG set-aside portion of the FY 2018 Small Matching Historic Preservation Grants Program for this purpose. Under the CLG

submittal, the City is not required to provide a cash match, however a small in-kind services match of \$8,521 will be provided.

Resolution No. 23-2016 approves and authorizes the City's applications for funding assistance in the amount of up to \$80,000 to procure the services of a cultural resources management consultant to assist the City in developing design guidelines for implementing its historic preservation program in a consistent manner and updating the survey of the City's historical resources.

Applications must be submitted by no later than April 29, 2016.

MOTION:

I move to approve/not approve Resolution No. 23-2016.

ATTACHMENT(S):

Fiscal Impact Analysis

Resolution

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2016	2017	2018	2019	2020
Capital Expenditures	0	15,000	0	0	0
Operating Expenditures	0	0	0	0	0
External Revenues	0	80,000	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	23,894	0	0	0
Net Fiscal Impact	0	118,894	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:

Community Sustainability Small Matching Grant Program Historic Resources Survey					
Account Number	Account Description	FY 2017 Budget	Available Balance	Agenda Amount	Remaining Balance
001-2030-515.31-90	Professional Services	155,000 Proposed	155,000 Proposed	15,000	140,000

C. Department Fiscal Review: _____



AGENDA DATE: April 19, 2016

DEPARTMENT: Financial Services

TITLE:

Agreement with Burton & Associates for an updated Comprehensive Integrated Financial Sustainability Analysis for the City for FY 2016 in the amount of \$181,145.

SUMMARY:

This agreement will provide an update to the FY 2015 Comprehensive Integrated Financial Sustainability Analysis which provided the framework for the City's FY 2015 budget and budget projections through FY 2026.

BACKGROUND AND JUSTIFICATION:

As was demonstrated during the FY 2015 budget process, Burton & Associates' FAMS-XL© Model provides a dashboard of information and variables for multi-year budgets and plans. The Model plots multiple variables in the City's differing funds and enables the City to obtain real-time information on proposed changes to those funds.

Burton & Associates have provided the City with a written proposal to provide an updated Comprehensive Integrated Financial Sustainability Analysis for FY 2016 in the amount of \$181,145. The City's procurement code, section 2-112(c), authorizes the selection of a consultant to provide professional services with a distinctive field of expertise without competitive selection. The City's procurement code, section 2-112(f), similarly authorizes a single source procurement without competition if the single source is the only practicable source or in the best interest of the City. Based on Burton & Associates' past service and experience with the City and proprietary FAMS-XL© Model, it is recommended that the City enter a direct professional services agreement with the Consultant to provide an update of its Comprehensive Integrated Financial Sustainability Analysis for the City's major funds for FY 2016.

MOTION:

I move to approve the agreement with Burton & Associates for an updated Comprehensive Integrated Financial Sustainability Analysis for FY 2016 in the amount of \$181,145.

ATTACHMENT(S):

Fiscal Impact Analysis
Agreement with Burton & Associates, Inc.

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2016	2017	2018	2019	2020
Capital Expenditures	0	0	0	0	0
Operating Expenditures	181,145	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	181,145	0	0	0	0
No. of Addtl. Full-Time Employee Positions	0	0	0	0	0

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

City of Lake Worth FY 2016 Burton & Associates Sustainability Analysis						
Account Number (s)	Account Description (s)	FY 2016 Budget	Amended Budget	Current Balance	Agenda Expenses	Remaining Balance
001-9010-519.34-50	General Fund	40,000	40,000	40,000	(27,827)	12,173
401-6010-531.31-90	Electric Fund	90,000	90,000	88,250	(67,522)	20,728
402-7010-533.31-90	Water Fund	245,000	203,893	101,745	(42,466)	59,279
405-7421-535.31-90	Regional Sewer Fund	75,000	75,000	51,076	(18,147)	32,929
408-5090-538.34-50	Stormwater Fund	95,100	35,100	22,880	(7,750)	15,130
410-5081-534.34-50	Refuse Fund	10,000	10,000	6,610	(3,000)	3,610
410-5082-534.34-50	Refuse Fund	4,000	4,000	3,610	(3,000)	610
410-5083-534.34-50	Refuse Fund	4,295	4,295	3,905	(3,086)	819
140-8055-575.34-50	Beach Fund *	22,866	31,216	8,653	(8,350)	303
	* Budget Transfer in progress				(181,148)	

C. Department Fiscal Review: MWE



AGENDA DATE: April 19, 2016

DEPARTMENT: Community Sustainability

EXECUTIVE BRIEF

TITLE:

Ordinance No. 2016-13 - Second Reading and Second Public Hearing - amend various sections and tables of the City's Land Development Regulations

SUMMARY:

The Ordinance amends Chapter 23, Land Development Regulations, of the City's Code of Ordinances including six (6) articles of the Land Development Regulations: General Provisions, Administration, Zoning Districts, Development Standards, and Supplemental Regulations. The ordinance also revises the Land Development Regulation's permitted use table, and Environmental Regulations.

BACKGROUND AND JUSTIFICATION:

On August 6, 2013, the City of Lake Worth adopted Chapter 23, Land Development Regulations (LDRs), of the Code of Ordinances. The LDRs include six (6) articles governing all development within the City. As use of the adopted LDRs progress, some provisions require clarification and edits/additions to provide consistency, improve understanding and facilitate implementation as well as address issues that have arisen since adoption.

The proposed amendments provide clarification, edits and additions to the LDRs' definitions; notice requirements for public hearing; site plan review; zoning districts; development standards; off-street parking; sign code; and, landscape regulations.

On February 3, 2016, the Planning & Zoning Board, at its regularly scheduled meeting, discussed the proposed amendments to the LDRs and voted 7-0 to recommend approval to the City Commission.

On February 10, 2016, the Historic Resources Preservation Board, at its regularly scheduled meeting, discussed the proposed amendments to the LDRs and voted 5-0 to recommend approval to the City Commission.

At its meeting of April 5, 2016, the City Commission voted 3-1 to approve the changes to the LDRs providing that modifications to the original home occupation section were removed.

MOTION:

I move to approve/disapprove Ordinance No. 2016-13 on second reading with changes as noted from the first reading and first public hearing.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable

P&Z Board and HRPB Staff Reports
Ordinance – revised from April 5, 2016 City Commission agenda.



**AGENDA
CITY OF LAKE WORTH
CITY COMMISSION MEETING
CITY HALL COMMISSION CHAMBER
TUESDAY, MAY 03, 2016 - 6:00 PM**

- 1. ROLL CALL:**
- 2. INVOCATION OR MOMENT OF SILENCE:**
- 3. PLEDGE OF ALLEGIANCE:**
- 4. AGENDA - Additions/Deletions/Reordering:**
- 5. PRESENTATIONS:** (there is no public comment on Presentation items)
 - A. Introduction of Commission on Ethics Executive Director Mark Bannon and answer any Commission questions
 - B. Bryant Park Neighborhood Association
 - C. Historic Resources Preservation Board
- 6. COMMISSION LIAISON REPORTS AND COMMENTS:**
- 7. PUBLIC PARTICIPATION OF NON-AGENDAED ITEMS AND CONSENT AGENDA:**
- 8. APPROVAL OF MINUTES:**
- 9. CONSENT AGENDA:** (public comment allowed during Public Participation of Non-Agendaed items)
 - A. Approval of one year extension for the Debris Removal contracts for Ashbritt and Ceres Environmental
 - B. Change Order No. 001-Final for Potable Well No. 12 Replacement
- 10. PUBLIC HEARINGS:**

11. UNFINISHED BUSINESS:

12. NEW BUSINESS:

13. LAKE WORTH ELECTRIC UTILITY:

A. PRESENTATION: (there is no public comment on Presentation items)

- 1) Update on the electric utility system

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

C. PUBLIC HEARING:

D. NEW BUSINESS:

14. CITY ATTORNEY'S REPORT:

15. CITY MANAGER'S REPORT:

- A. May 17, 2016 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.