



**AGENDA  
CITY OF LAKE WORTH  
CITY COMMISSION MEETING  
CITY HALL COMMISSION CHAMBER  
TUESDAY, OCTOBER 18, 2016 - 6:00 PM**

- 1. ROLL CALL:**
- 2. INVOCATION OR MOMENT OF SILENCE:** Led by Commissioner Christopher McVoy
- 3. PLEDGE OF ALLEGIANCE:** Led by Commissioner Christopher McVoy
- 4. AGENDA - Additions/Deletions/Reordering:**
- 5. PRESENTATIONS:** (there is no public comment on Presentation items)
  - A. Proclamation declaring October 18, 2016 as Historical Society of Lake Worth Day
  - B. Proclamation declaring October 23-31, 2016 as Red Ribbon Week
  - C. Pineapple Beach Neighborhood Association update
- 6. COMMISSION LIAISON REPORTS AND COMMENTS:**
- 7. PUBLIC PARTICIPATION OF NON-AGENDAED ITEMS AND CONSENT AGENDA:**
- 8. APPROVAL OF MINUTES:**
  - A. City Commission Meeting - October 4, 2016
- 9. CONSENT AGENDA:** (public comment allowed during Public Participation of Non-Agendaed items)
  - A. Resolution No. 48-2016 - document the levy of municipal special assessment liens for unpaid boarding and securing charges
  - B. Resolution No. 49-2016 - document the levy of municipal special assessment liens for unpaid demolition charges

- C. Resolution No. 50-2016 - document the levy of municipal special assessment liens for unpaid lot clearing charges
- D. Resolution No. 51-2016 - establish the rates, fees and charges for the Local Sewer System
- E. Resolution No. 52-2016 - establish the rates and charges for the City Sub-Regional Sewer Utility
- F. Resolution No. 53-2016 - establish the rates, fees and charges for the Water System
- G. Change Order No. 1 with Everglades Contracting LLC for the 11th Avenue South and South F Street Watermain project
- H. Contract with Impact Sport Surfaces for the purchase of gymnasium floor
- I. Contract with Steve Ward and Associates for the purchase of gymnasium bleachers
- J. Contract with Environmental Services, Inc. for Phase I of the Historic Preservation Survey update
- K. Purchase Order with Flagler Construction Equipment for a mini excavator for the Stormwater Division

**10. PUBLIC HEARINGS:**

- A. Ordinance No. 2016-28 - Second Reading and Public Hearing - amend the Sister City Board composition

**11. UNFINISHED BUSINESS:**

**12. NEW BUSINESS:**

**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. November 1, 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.**



**AGENDA DATE:** October 18, 2016, Regular Meeting

**DEPARTMENT:** City Clerk

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**EXECUTIVE BRIEF**

**TITLE:**

Pineapple Beach Neighborhood Association update

**SUMMARY:**

Ms. Pam Bergsma, Pineapple Beach 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 Pineapple Beach Neighborhood Association was on November 10, 2015.

**MOTION:**

Not applicable

**ATTACHMENT(S):**

Fiscal Impact Analysis – not applicable



**AGENDA DATE:** October 18, 2016, Regular Meeting

**DEPARTMENT:** Community Sustainability

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**EXECUTIVE BRIEF**

**TITLE:**

Resolution No. 48-2016 - document the levy of municipal special assessment liens for unpaid boarding and securing charges.

**SUMMARY:**

The Resolution documents the costs incurred by the City for boarding and securing services and levies such costs as special assessment liens against the properties.

**BACKGROUND AND JUSTIFICATION:**

Pursuant to the provisions of sections 2-75.2 through 2-75.2.7 of the Code of Ordinances (the "Board and Secure Ordinance"), any vacant and unoccupied structure that is not secured, thereby, allowing access by the general public to its interior, and does not have a current board and secure certificate is considered a public nuisance. Certain owners failed to abate the Board and Secure nuisance and the City or its contractor abated said nuisances by boarding and securing the structure.

In accordance with section 2-75.2.7, a list of 13 properties are assessed for unpaid boarding and securing charges, along with the associated administrative costs, that totals \$ 22,751.83 and are attached to the Resolution as Exhibit "A".

**MOTION:**

I move to approve / not approve Resolution No. 48-2016.

**ATTACHMENT(S):**

Fiscal Analysis- not applicable  
Resolution



**AGENDA DATE:** October 18, 2016, Regular Meeting

**DEPARTMENT:** Community Sustainability

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**EXECUTIVE BRIEF**

**TITLE:**

Resolution No. 49-2016 – document the levy of municipal special assessment liens for unpaid demolition charges

**SUMMARY:**

The Resolution documents the costs incurred by the City for demolishing unsafe structures and levies such costs as special assessment liens against the properties.

**BACKGROUND AND JUSTIFICATION:**

Pursuant to the provisions of sections 9-2.2(a) through 9-2.2(t) of the Code of Ordinances (the “Unsafe Building Abatement Code”), any building that is likely to fully or partially collapse endangering the life, health, property, or safety of the general public is a public nuisance. Certain owners failed to abate the unsafe building nuisances and the City or its contractor have abated said nuisances by demolishing the unsafe structure.

In accordance with sections 9-2.2 (p) and (q), a list of 5 properties are assessed for demolition charges, along with the associated administrative costs, that totals \$36,787.39 and are attached to the Resolution as Exhibit “A”.

**MOTION:**

I move to approve / not approve Resolution No. 49-2016.

**ATTACHMENT(S):**

Fiscal impact Analysis – not applicable  
Resolution



**AGENDA DATE:** October 18, 2016, Regular Meeting

**DEPARTMENT:** Community Sustainability

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**EXECUTIVE BRIEF**

**TITLE:**

Resolution No. 50-2016 - document the levy of municipal special assessment liens for unpaid lot clearing charges

**SUMMARY:**

The Resolution documents the costs incurred by the City for lot clearing services and levies such costs as special assessment liens against the properties.

**BACKGROUND AND JUSTIFICATION:**

Pursuant to the provisions of sections 12-38 through 12-42 of the Code of Ordinances (the "Lot Clearing Ordinance"), any parcel of land, within the city, that has accumulated waste material or growth of uncultivated vegetation over ten inches in height, which is conducive to harboring vermin, reptiles or other wild animal life is declared a nuisance. Certain owners failed to abate the lot clearing nuisance and the City or its contractor abated said nuisances by performing cut and clean services to the offending lots.

In accordance with section 12-42, a list of 25 properties are assessed for unpaid lot clearing charges, along with the associated administrative costs, that totals \$17,497.23 and are attached to the Resolution as Exhibit "A".

**MOTION:**

I move to approve / not approve Resolution No. 50-2016.

**ATTACHMENT(S):**

Fiscal Impact – not applicable  
Resolution



**AGENDA DATE:** October 18, 2016 – Regular Meeting

**DEPARTMENT:** Water Utilities

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**EXECUTIVE BRIEF**

**TITLE:**

Resolution No. 51-2016 - establish the rates, fees and charges for the Local Sewer System

**SUMMARY:**

The Resolution establishes the rates and charges for the City local sewer system, which, according to the 2017 rate sufficiency analysis, recommends the City increase local sewer rates 3% in Fiscal Year 2017.

**BACKGROUND AND JUSTIFICATION:**

The City of Lake Worth contracts with Burton & Associates on an ongoing basis to provide a yearly Revenue Sufficiency Analysis. This analysis provides a multi-year projection of the sufficiency of revenues for the Local Sewer Utility to meet current and projected financial requirements and determine the level of revenue increases necessary in each year to provide adequate revenues to fund all identified cost requirements.

The results of the current Fiscal Year (FY) 2017 rate sufficiency analysis have shown that a rate increase identified this year is necessary. The proposed increase is largely due to the increased flow charges from the East Central Region Wastewater Facility and Palm Beach County for planned capital improvement projects. These capital improvements require a rate increase of 3% for FY2017.

Future costs for the local sewer utility will be to a large extent driven by expenditures related to the long term capital improvements required in the local sewer system, and the planned capital improvements for the East Central Region Wastewater Facility. These projects are needed to maintain the reliability and environmental requirements of the sewer system.

**MOTION:**

I move to approve/disapprove Resolution No. 51-2017 establishing the Fiscal Year 2017 rates and charges for the City local sewer utility.

**ATTACHMENT(S):**

Resolution

Local Sewer Rate Presentation



**AGENDA DATE:** October 18, 2016, Regular Meeting

**DEPARTMENT:** Water Utilities

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**EXECUTIVE BRIEF**

**TITLE:**

Resolution No. 52-2016 - 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 recommendations of the sub-regional board for Fiscal Year (FY) 2017.

**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 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 2<sup>nd</sup> 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 proposed rates were calculated in accordance to this method.

The City has held a meeting with the Sub-Regional Customer Member Board to discuss these rates as required under the new agreements. All members attended and the Board is recommending approval of the rates.

**MOTION:**

I move to approve/disapprove Resolution No. 52-2016 – establish the Fiscal Year 2017 rates and charges for the City Sub-regional Sewer Utility.

**ATTACHMENT(S):**

Resolution  
Subregional Board Chair Letter  
Presentation



**AGENDA DATE:** October 18, 2016 – Regular Meeting

**DEPARTMENT:** Water Utilities

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**EXECUTIVE BRIEF**

**TITLE:**

Resolution No. 53-2016 - establish the rates, fees and charges for the Water System

**SUMMARY:**

The Resolution establishes the rates and charges for the City water utility, which, according to the 2017 rate sufficiency analysis, recommends that the City increase water rates 2.75% in Fiscal Year (FY) 2017.

**BACKGROUND AND JUSTIFICATION:**

The City of Lake Worth contracts with Burton & Associates on an ongoing basis to provide a yearly Revenue Sufficiency Analysis. This analysis provides a multi-year projection of the sufficiency of revenues for the Water Utility to meet current and projected financial requirements and determine the level of revenue increases necessary in each year to provide adequate revenues to fund all identified cost requirements.

The results of the current FY 2017 rate sufficiency analysis have shown that a rate increase projected in previous years and reconfirmed this year is necessary. The needed capital improvement projects for water production, water transmission lines and replacement of 2” steel water lines, which are included in the long range capital improvement plan require additional revenues, which cannot be fully offset by operational improvements. These capital improvements require a rate increase of 2.75% for FY2016, which is lower than the projected increase shown in previous rate analysis by 0.75% because of the low interest State Revolving Fund loan that the 2” steel water line replacement project was awarded.

Future costs for the Water Utility will be to a large extent driven by expenditures related to the long term capital improvements required in the water transmission and distribution piping within the City. The projected rates include additional loans from the State Revolving Fund Loan Program for replacement of the 2 inch steel water pipes over the remaining five year program. These loans have lower interest rates than commercial revenue bonds, which allows the projected rate increase to be lower.

Continued conservation efforts including water conservation education materials and the City’s block rate structure will assure that the City remains a leader in water conservation efforts.

**MOTION:**

I move to approve/disapprove Resolution No. 53-2016 establishing the Fiscal Year 2017 rates and charges for the City water utility.

**ATTACHMENT(S):**

Resolution  
Presentation



**AGENDA DATE:** October 18, 2016, Regular Meeting

**DEPARTMENT:** Water Utilities

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**EXECUTIVE BRIEF**

**TITLE:**

Change Order No. 1 with Everglades Contracting LLC for the 11th Avenue South and South F Street Watermain project

**SUMMARY:**

The Change Order provides for a \$60,021.62 decrease in the contracting cost due to a work directive change.

**BACKGROUND AND JUSTIFICATION:**

The 11<sup>th</sup> Avenue South and South F Street Watermain project was constructed by Everglades Contracting LLC with a contingency budget of \$75,000 for unforeseen conditions. The City issued a Work Directive Change to tie-in the new 4-inch watermain stub outs included in this project at the alley crossings to the existing 2-inch watermains in each of the alleys, as well as to furnish asphalt millings along the unimproved right of way so that vehicles would not get stuck in the sugar sand that was existing. This Work Directive Change used only a portion of the contingency budget. Along with the remaining contingency budget, there were line items from the bid that were not required to be used or portions of the line items that were not required as determined during construction. As a result, the project came in under budget and this final change order serves to finalize the project cost. Attached to the Change Order is the Work Directive Changes 1 that outlines the field changes.

**MOTION:**

I motion to approve/disprove Change Order No. 1 with Everglades Contracting LLC for the 11<sup>th</sup> Avenue South and South F Street Watermain project for the decrease in price of \$60,021.62.

**ATTACHMENT(S):**

Fiscal Impact Analysis  
Change Order No. 1

**FISCAL IMPACT ANALYSIS**

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2016	2017	2018	2019	2020
Capital Expenditures	-\$60,021.62	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	-\$60,021.62	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:

Funds were allocated in the FY2016 Capital Improvement Plan budget into account 402-7034-533.63-60.

C. Department Fiscal Review:   BS  

Brian Shields –Director  
Jess Savidge– Finance  
Christy Goddeau – Legal  
Michael Bornstein – City Manager



**AGENDA DATE:** October 18, 2016, Regular Meeting

**DEPARTMENT:** Leisure Services

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**EXECUTIVE BRIEF**

**TITLE:**

Contract with Impact Sport Surfaces for the purchase of gymnasium floor

**SUMMARY:**

The Contract provides for the purchase and installation of a gymnasium floor through the use of a National Joint Powers Alliance contract at a cost not to exceed \$74,800.

**BACKGROUND AND JUSTIFICATION:**

The City is in need of a vendor to provide athletic surfacing for the Norman J. Wimbley Gymnasium. Impact Sports Surface d/b/a Robbins Sport Floors/Florida, the distributor and installer for Robbin's Flooring, is an approved vendor of the National Joint Powers Alliance (NJPA), also of which the City is a member. Robbins, Inc., was awarded the National Joint Powers Alliance contract for athletic surfacing and all related equipment, products, supplies, installation and services related to athletic surfaces. Robbin's NJPA contract is effective until September 16, 2018, therefore allowing the City to take advantage of contract pricing. The City's Code of Ordinances, section 2-112(g), authorizes the City to participate in a cooperative purchasing agreement for procurement of goods and services.

**MOTION:**

I move to approve/deny a contract with Impact Sport Surfaces at a cost not to exceed \$74,800.

**ATTACHMENT(S):**

Fiscal Impact Analysis  
Contract

**FISCAL IMPACT ANALYSIS**

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	\$74,800	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	\$74,800	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:

LEISURE SERVICES		Wimbley Gym Floor				
Account Number (s)	Account Description	Project #	FY 2017 Budget	Available Balance	Agenda Expense	Balance
001-8062-572-62-00	Parks & Recreations/Buildings		110,550	110,550	(74,800)	35,750

C. Department Fiscal Review:



**AGENDA DATE:** October 18, 2016

**DEPARTMENT:** Leisure Services

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**EXECUTIVE BRIEF**

**TITLE:**

Contract with Steve Ward and Associates for the purchase of gymnasium bleachers.

**SUMMARY:**

The Contract provides for the purchase and installation of the gymnasium bleachers through the use of a National Intergovernmental Purchasing Alliance contract at a cost not to exceed \$34,899.

**BACKGROUND AND JUSTIFICATION:**

The City is in need of a vendor to provide bleachers for the Norman J. Wimbley Gymnasium. Steve Ward and Associates is the distributor and installer for the gymnasium bleacher is part of the National Intergovernmental Purchasing Alliance (NIPA), also of which the City is a member. Steve Ward and Associates was awarded the National Intergovernmental Purchasing Alliance contract for gymnasium bleachers and all related equipment, products, supplies, installation and services related to bleachers. Steve Ward's NIPA contract is effective until March 4, 2017, therefore allowing the City to take advantage of contract pricing. The City's Code of Ordinances, section 2-112(g), authorizes the City to participate in a cooperative purchasing agreement for procurement of goods and services.

**MOTION:**

I move to approve/deny a contract with Steve Ward and Associates at a cost not to exceed \$34,899.

**ATTACHMENT(S):**

Fiscal Impact Analysis

Contract

**FISCAL IMPACT ANALYSIS**

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	\$ 34,899	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	\$ 34,899	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

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

<b>LESIURE SERVICES</b>		<b>Wimbley Gym Bleachers</b>				
Account Number (s)	Account Description	Project #	FY 2017 Budget	Available Balance	Agenda Expense	Balance
001-8062-572-62-00	Parks & Recreations/Buildings		\$ 110,550	\$ 35,750	\$ (34,899)	\$ 851

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



**AGENDA DATE:** October 18, 2016, Regular Meeting

**DEPARTMENT:** Community Sustainability

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**EXECUTIVE BRIEF**

**TITLE:**

Contract with Environmental Services, Inc. for Phase I of the Historic Preservation Survey update

**SUMMARY:**

The Contract authorizes \$35,644 for the survey update, in accordance with the Grant Agreement from the State of Florida, Division of Historical Resources.

**BACKGROUND AND JUSTIFICATION:**

The City was awarded a \$25,000 grant from the State of Florida to conduct a survey update of historical resources in the Old Town, South Palm Park, and Northeast Lucerne historic districts. The City is required to match the grant amount, with \$10,000 in cash and \$15,303 in-kind services. The City will also provide \$1,000 to Environmental Services, Inc. ("ESI"), for survey supplies. The City Commission approved acceptance of the funds and the Grant Agreement on August 2, 2016, under Resolution 37-2016. The City conducted a Request for Proposals (RFP) in accordance with the Grant Agreement, and ESI was selected as the consultant for the survey update.

**MOTION:**

I move to approve/deny a contract with Environmental Services, Inc. to perform Phase I of the Historical Resources Survey update.

**ATTACHMENT(S):**

Fiscal Impact Analysis  
Contract

**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	51,303	0	0	0
External Revenues	0	25,000	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	15,303	0	0	0
Net Fiscal Impact	0	11,000	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	125,000	125,000	10,000	115,000
001-2030-515.31-90	Professional Services (For ESI Supplies)	125,000	115,000	1,000	114,000

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



**AGENDA DATE:** October 18, 2016, Regular Meeting

**DEPARTMENT:** Public Services

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**EXECUTIVE BRIEF**

**TITLE:**

Purchase Order with Flagler Construction Equipment for a mini excavator for the Stormwater Division

**SUMMARY:**

The Purchase Order provides for the purchase of a Volvo ECR40D Mini Excavator through the Florida Sheriff's Cooperative Purchase Agreement at a cost not to exceed \$41,000.

**BACKGROUND AND JUSTIFICATION:**

The City's Stormwater Division is actively engaged in the repair and maintenance of underground stormwater piping and structures. The purchase of the mini excavator is necessary due to the following reasons:

- Compact machine used in tight corridors and outfalls
- Efficiency of crew in performing excavation work and repairs
- Safe size for towing and maneuvering around the City
- Proper equipment for the types of repairs performed by Staff
- Multi-purpose machine used for daily operations and emergency operations

**MOTION:**

I move to approve/deny a Purchase Order with Flagler Construction Equipment at a cost not to exceed \$41,000.

**ATTACHMENT(S):**

Fiscal Impact Analysis

ECR40D FSA Bid – City of Lake Worth

ECR40D FSA Contract 15-13-0904 Bid Award 2016

ECR40D Brochure

**FISCAL IMPACT ANALYSIS**

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	41,000	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	41,000	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	FY2017 Budget	Project #	Pre Exp; Balance	Expenditure for this item	Post Exp; Balance
408-5090-538-64-40	Machinery and Equipment / Misc. Equip	50,000	NA	50,000	41,000	9,000.00

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



**AGENDA DATE:** October 18, 2016, Regular Meeting

**DEPARTMENT:** Commissioner Maier

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**EXECUTIVE BRIEF**

**TITLE:**

Ordinance No. 2016-28 - Second Reading and Public Hearing - amend the Sister City Board composition

**SUMMARY:**

The Ordinance reduces the number of members from seven to five.

**BACKGROUND AND JUSTIFICATION:**

On March 13, 2009, the Sister City Board was created as a five-member board. In 2010, the Commission, at the request of the then board liaison, increased the composition to seven members.

Commissioner Maier, as the current board liaison, is recommending that the composition be reverted back to its originally intended five members so that a quorum can be met and this board can move forward.

**MOTION:**

I move to approve / deny Ordinance No. 2016-28.

**ATTACHMENT(S):**

Fiscal Impact Analysis – not applicable  
Ordinance