



**AGENDER
CITY OF LAKE WORTH
CITY COMMISSION MEETING
CITY HALL COMMISSION CHAMBER
TUESDAY, DECEMBER 13, 2016 - 6:00 PM**

- 1. ROLL CALL:**
- 2. INVOCATION OR MOMENT OF SILENCE:** Led by Commissioner Ryan Maier
- 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 recognizing Farmer Girl Restaurant for supporting the community every year on Thanksgiving Day
 - B. Palm Beach County Sheriff's Office Community Police update
 - C. County Fire Rescue Station 91 recognition for Station of the Year award presented by the County Chamber of Commerce
 - D. Palm Beach County Cultural Council update
 - E. South Palm Park 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 Regular Meeting - November 1, 2016
 - B. City Commission Special Meeting - November 3, 2016
 - C. City Commission Work Session - November 3, 2016
- 9. CONSENT AGENDA:** (public comment allowed during Public Participation of Non-Agendaed items)
 - A. Resolution No. 58-2016 - record the official results of the municipal bond referendum election

- B. Resolution No. 59-2016 - set the general election ballot for March 14, 2017
- C. Resolution No. 60-2016 - second amendment to the Fiscal Year 2017 budget
- D. Resolution No. 61-2016 - amend Fiscal Year 2017 Comprehensive Fee Schedule
- E. Resolution No. 62-2016 - authorize the process for the issuance of General Obligation Bonds in an aggregate principal amount not to exceed \$40,000,000
- F. Resolution No. 63-2016 - membership agreement for Property Assessed Clean Energy Program (PACE) and Green Corridor
- G. Resolution No. 64-2016 - adopt a policy and procedure for addressing expired building permits within the City
- H. Resolution No. 65-2016 - agreement with the South Florida Water Management District for \$28,690 in Cooperative Funding Program grant funds
- I. Resolution No. 66-2016 - Local Agency Program agreement with Florida Department of Transportation
- J. Resolution No. 67-2016 - agreement with the County for use of Community Development Block Grant funds for improvements on 2nd Avenue South
- K. Resolution No. 68-2016 - interlocal agreement with Northern Palm Beach County Improvement District for the administration of the City's master stormwater permit
- L. Resolution No. 69-2016 - authorize the City Manager or designee to sign Florida Department of Transportation agreements
- M. Resolution No. 70-2016 - declaration of intent to abandon a public alleyway at the request of Sacred Heart Catholic Church and schedule the public hearing date for January 10, 2017
- N. Resolution No. 71-2016 - declaration of intent to abandon a public right of way at the request of Stateside Partners LLC and schedule the public hearing date for January 10, 2017
- O. Construction contract with One Call Property Services, Inc. for the construction of the Domino Park Improvements Project
- P. Task Order No.13 with Baxter Woodman, Inc. for engineering design and construction management of the 2nd Avenue South - Dixie to Federal Highways project
- Q. Agreement with US Sweeping, Inc. for City-wide street sweeping services
- R. Agreement with Akal Properties for right of way dedication and permanent easement on Boutwell Road and 10th Avenue North

- S. Purchase Order with Isuzu Truck of Ocala for the purchase of a new container carrier truck for the Refuse Division
- T. Purchase Order with Garber Automall for a new vehicle for the Water Utilities Department
- U. Purchase Order with Pat's Pump and Blower for an aquatech vacuum truck and Rechten International Trucks for a cab and chassis
- V. Change Order Authorization to the Energy Services Agreement with Siemens Industry, Inc.
- W. Task Order No. 41 with Mock Roos & Associates, Inc. for construction phase engineering services for the Water Treatment Plant chlorine system improvements project
- X. Agreement with Intercounty Engineering, Inc. for the Water Treatment Plant chlorine system improvements project
- Y. Agreement with Unifirst Corporation for uniform and uniform related services for City employees
- Z. Amendment to Agreement with LHoist North America of Alabama, LLC for the purchase of bulk quicklime for the Water Treatment Plant
- AA. First Amendment to an Agreement with Ben Few & Company, Inc. for risk management services
- BB. Amendment to an Economic Development Administration Agreement regarding Boutwell Road
- CC. Interlocal Agreement with the County regarding Boutwell Road
- DD. Settlement with Patricia Barron
- EE. Ratify a board member to the Finance Advisory Board
- FF. Resolution No. 72-2016 - authorize the Community Redevelopment Agency to issue debenture in the amount of up to \$4,000,000

10. PUBLIC HEARINGS:

11. UNFINISHED BUSINESS:

12. NEW BUSINESS:

- A. Ordinance No. 2017-01 - First Reading - call for a charter referendum election and schedule the public hearing date for January 10, 2017
- B. Ordinance No. 2017-02 - First Reading - prohibit conversion therapy on minors and schedule the public hearing date for January 10, 2017

- C. Ordinance No. 2017-03 - First Reading - compensation adjustment for elected officials and schedule the public hearing date for January 10, 2017

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:**

- 1) Agreement with Turbine Technology Services Corporation for the Gas Turbine Unit-2
 - 2) Annual Florida Municipal Electric Association membership dues for Fiscal Year 2017
 - 3) Professional Service Agreement with Spectrum Systems
 - 4) Proposal with Mock Roos & Associates, Inc. for Park of Commerce Phase 1A design engineering services
 - 5) The City of Lake Worth Electric Distribution System Upgrade from 4.16kV to 26.4kV

14. CITY ATTORNEY'S REPORT:

15. CITY MANAGER'S REPORT:

- A. January 10, 2017 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)



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: City Clerk

EXECUTIVE BRIEF

TITLE:

Resolution No. 58-2016 - record the official results of the municipal bond referendum election

SUMMARY:

The Resolution record's the official results of the election held on November 8, 2016.

BACKGROUND AND JUSTIFICATION:

On November 8, 2016, the City held a municipal bond referendum election to consider authorizing the issuance of General Obligation Bonds in an aggregate principal amount not to exceed forty million dollars.

MOTION:

I move to approve/deny Resolution No. 58-2016 to record the official results of the municipal bond referendum election.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable
Resolution



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: City Clerk

EXECUTIVE BRIEF

TITLE:

Resolution No. 59-2016 - set the general election ballot for March 14, 2017

SUMMARY:

The Resolution sets the general election ballot in accordance with Article II Section 22 of the Code of Ordinances.

BACKGROUND AND JUSTIFICATION:

At noon on December 13, 2016, the qualifying period for candidates to file papers and pay fees to the City Clerk ended. Because the deadline for qualifying as a candidate is the same date as the Commission meeting, the Resolution will be presented to the Commission just prior to the meeting. The estimated cost for a budgeted general election is \$26,015.

MOTION:

I move to approve/not approve Resolution No. 59-2016.

ATTACHMENT(S):

Fiscal Impact Analysis

Resolution to be presented prior to the meeting

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	0	0	0	0	0
Operating Expenditures	\$26,015	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	\$26,015	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: Funding for the election is from the FY 2017 budget accounts 001-1030-511-13-10 (Other Salaries/Part Time), 001-1030-511-49-10 (Other Current Charges /Obligations /Advertising) and 001-1030-511-49-50 (Other Current Charges/Obligations/Elections).

City Clerk		Municipal General Elections			
Account Number (s)	Account Description (s)	FY 2017 Budget	Current Balance	Agenda Expenses	Remaining Balance
001-1030-511-13-10	Other Salaries/ Poll Workers	15,600	15,600	(10,000)	5,600
001-1030-511-49-10	Other Current Charges/Advertising	1,392	1,392	(1,015)	377
001-1030-511-49-50	Other Current Charges/Elections	15,000	15,000	(15,000)	0.00

C. Department Fiscal Review: pjl



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Financial Services

EXECUTIVE BRIEF

TITLE:

Resolution No. 60-2016 – second amendment to the Fiscal Year 2017 budget

SUMMARY:

The Resolution appropriates existing fund balances from various funds.

BACKGROUND AND JUSTIFICATION:

On September 20, 2016 the City Commission adopted the Fiscal Year (FY) 2017 annual budget. If approved, the resolution will appropriate existing fund balances from the General Fund, CRA Fund, Building Fund, Beach Fund, Grant Fund, Capital Projects Fund, Electric Fund, Water Fund, Sewer Fund, Regional Sewer Fund, Refuse, Information Technology Fund and Fleet Service Fund to meet operational expenditures and re-appropriate incomplete approved capital projects from FY 2016.

Exhibit A to the resolution displays staff's requests to amend the FY 2017 annual budget.

MOTION:

I move to approve / not approve Resolution No. 60-2016.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable
Resolution



AGENDA DATE: December 13, Regular Meeting

DEPARTMENT: Financial Services

EXECUTIVE BRIEF

TITLE:

Resolution No. 61-2016 - amend Fiscal Year 2017 Comprehensive Fee Schedule

SUMMARY:

The Resolution provides for the establishment and/or amendment of fees in the Leisure Services, Water Utilities, and Electric Utilities Departments.

BACKGROUND AND JUSTIFICATION:

On September 13, 2016, the City Commission adopted Resolution No. 44-2016 establishing the fees for City services and other charges for Fiscal Year 2016-2017 with an effective date of October 1, 2016.

The following changes are being submitted as the first amendment to the Fiscal Year 2017 fee resolution schedule:

- a. Youth Flag Football: (new program) fee of \$45
- b. Adult Basketball, individual: (new program) fee of \$50
- c. Adult Basketball, team: (new program) fee of \$550
- d. Pickleball membership (monthly): new payment option of \$10, monthly
- e. Pickleball membership (season): \$25, verbiage changed from (fall/spring) to season
- f. Tennis membership (monthly): (new fee) \$10, monthly
- g. Tennis membership (season): (new fee) \$25, seasonally
- h. Senior Social Club (annual): (new program) fee of \$25
- i. Northwest Concession fee: (new fee) \$150, per day or \$500 for 4 days or more
- j. Temporary Hydrant Meter: verbiage and fee change from 'minimum charge per month' at \$214.06 to 'base facility charge' at \$230.84
- k. Electric verbiage edits in Exhibit B and reconnection fee inserted \$140.00

MOTION:

I move to approve/deny Resolution No. 61-2016.

ATTACHMENT(S):

Fiscal Impact Analysis - not applicable
Resolution



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Financial Services

EXECUTIVE BRIEF

TITLE:

Resolution No. 62-2016 - authorize the process for the issuance of General Obligation Bonds in an aggregate principal amount not to exceed \$40,000,000

SUMMARY:

The Resolution authorizes the process for the issuance of City of Lake Worth General Obligation Bonds in an amount not to exceed \$40,000,000 to finance the cost of roadway improvements and provides for the authorization of the City Attorney and Bond Counsel to commence proceedings for the validation of the Bonds pursuant to Chapter 75, Florida Statutes.

BACKGROUND AND JUSTIFICATION:

On November 8, 2016, voters in the City approved a referendum authorizing the issuance of general obligation bonds for the exclusive purpose of improving local roadways and eliminating potholes. More than 69% of those residents voting cast ballots in favor of the bond issue.

The Resolution authorizes the process for the issuance of the general obligation bonds in the aggregate principal amount not to exceed forty million dollars (\$40,000,000) for this sole purpose. It further provides for the rights of the holders of these bonds, the terms, execution, registration and form of the bonds, the City's taxing power to secure the bonds as described, the security for the bonds and the covenants and agreements related to the issuance of these bonds.

The general obligation bonds shall be payable from annual ad valorem taxes maturing no later than thirty (30) years from the date of each issuance and shall bear an interest rate not exceeding the maximum legal rate. The City shall receive funds for the project that shall be for used for the sole purpose of payment for costs associated with the roadway improvements. All expenditures to be funded under the general bond issue shall be reviewed by a citizens committee.

In addition, the City shall receive funds for debt service of the general obligation bond. All ad valorem taxes levied and collected from property owners shall be deposited into this fund. Debt service funds shall be disbursed solely for the payment of the interest on the bonds as it falls due, payment of the serial bonds at their respective maturities, payment of the amortization installments on the term bonds as they become due, and any charges related to paying bonds and interest incurred thereon, and for all other services related to the investment of these funds. Finally, the City shall receive funds to make required rebates to the United States Treasury. The City shall deposit funds into the rebate fund in an amount determined to be in accordance with the Internal Revenue Code Of 1986, as amended.

As noted in SECTION 5.06. Validation of the Resolution, the City Attorney and Bond Counsel are authorized to commence proceedings for the validation of the Bonds pursuant to Chapter 75, Florida Statutes, in the Circuit Court in and for Palm Beach County, Florida.

MOTION:

I move to approve/ not approve Resolution No. 62-2016

ATTACHMENT(S):

Fiscal Impact Analysis

Resolution



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: City Manager

EXECUTIVE BRIEF

TITLE:

Resolution No. 63-2016 – agreement for Property Assessed Clean Energy Program (PACE) with Green Corridor

SUMMARY:

The Agreement will authorize the Green Corridor to implement a PACE Program in the City. The PACE program is voluntary and open to property owners who wish to participate. There is no cost to the City for this program with the exception of a two year opt out fee if the City decides to no longer participate.

BACKGROUND AND JUSTIFICATION:

A PACE program is a local government initiative that creates private sector jobs in “green” finance, energy, and construction fields. PACE allows property owners to finance energy efficiency and renewable energy projects in homes and commercial buildings (and in Florida wind resistance projects are specifically authorized). It is voluntary and community based, provides long term funding from private capital markets at low cost and needs no government subsidies or taxes. PACE raises property values by making buildings less expensive to heat and cool. Currently, 28 states, plus DC have adopted PACE legislation. PACE financing defrays the upfront cost of incorporating energy efficiency improvements such as insulation, heating and cooling systems, weatherization upgrades, and solar installation.

The financing is paid over a period of years at a low interest rate through an annual property tax assessment.

PACE is unique because it:

- Creates desperately needed local jobs.
- Uses private capital, not taxes or government subsidies
- Saves money for building owners and increases property values
- Is voluntary – not a government mandate
- Promotes energy security without driving up energy costs
- Avoids the need to build costly new power plants
- Transferable to subsequent property owners upon sale
- Reduces air pollution (for further detail please see www.pacenow.org).

MOTION:

I move to approve/deny Resolution No. 63-2016.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable

Resolution with agreement

Brochure



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Community Sustainability

EXECUTIVE BRIEF

TITLE:

Resolution No. 64-2016 - adopt a policy and procedure for addressing expired building permits within the City

SUMMARY:

The Resolution provides for a policy and procedure to allow voiding some permits and allowing further investigation of others for appropriate action.

BACKGROUND AND JUSTIFICATION:

The City's Land Development Code, section 23.2-21, requires a building permit to build, repair, or make changes to a structure. To obtain a building permit, a person must make application for a building permit; and, once approved, the building permit becomes active. The underlying work must have at least one inspection before the building permit can be closed out. Over the years, beginning in 2002, the number of permits that were not properly closed has grown to over 3,600 permits. Typically, most permits were not closed because the property owner failed to call the building department for a final inspection. This failure may be due to a number of reasons: the property owner is under the impression that the contractor closed the permit; the property owner never completed the work; or, the property owner did not comply with an intermediate inspection and chose not to close the permit. In any event, the City does not currently have the resources to research all of the expired permits and attempt to have them properly closed to ensure that the work was completed in accordance with the Florida Building Code and the City's Code in existence at the time the work was completed.

Therefore, staff is recommending that a policy be adopted which allows the Building Division to administratively resolve the backlog of expired permits by placing some expired permits in a "void status" effectively closing those permits. The remaining expired permits will be evaluated until all expired building permits are either administratively voided and closed or investigated further for potential enforcement. Voiding the permits will not confer a valid permit to the owners with the voided permits. The owners must continue to be in compliance with the code as it relates to their property and any improvements thereon. Further, the policy will not apply to property owners who have already received a notice of violation from the Code Compliance Division for an expired permit.

MOTION:

I move to approve/not approve Resolution No. 64-2016.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable

Resolution with Policy/Procedure



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Water Utilities

EXECUTIVE BRIEF

TITLE:

Resolution No. 65-2016 – agreement with the South Florida Water Management District (SFWMD) for Cooperative Funding Program grant funds

SUMMARY:

The Resolution provides for the use of \$28,690 to purchase and install 15 automatic line flushers throughout the City's distribution system at locations that are at-risk for poor water quality.

BACKGROUND AND JUSTIFICATION:

At its meeting of May 5, 2017, the City Commission approved Resolution No. 24-2016 to submit an application to the SFWMD for funding under the Cooperative Funding Program (CFP). The City requested funding in the amount of \$33,750 to advance the City's approved water conservation program. On September 9, 2016, the SFWMD announced that the City had been awarded \$28,690 in CFP grant funding.

The new automatic line flushers will provide automated line flushing at set intervals to help maintain residual chlorine levels in the system and flush any settled particles in the main. This will help conserve water usage by eliminating the need for a larger flush that would use considerably more water. All deliverables included in the agreement are due by September 30, 2018.

The total cost of the project is estimated to be \$67,500, of which the City will be receiving \$28,690 over two years from SFWMD. The City will provide a total of \$38,810 over FY2017 and FY2018.

MOTION:

I move to approve/not approve Resolution No. 65-2016

ATTACHMENT(S):

Fiscal Impact Analysis
Resolution
CFP Agreement

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	30,000	37,500	0	0	0
Operating Expenditures	0	0	0	0	0
External Revenues	14,345	14,345	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Net Fiscal Impact	15,655	23,155	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:

Water Utilities

Water & Sewer		(SFWM) for Cooperative Funding Program Grant				
Account Number (s)	Account Description	FY 2017 Budget	Budget Transfer	Available Balance	Agenda Expenses	Remaining Balance
402-97XX-533-63.00	Grant-Imprv other than Bldg	N/A		Grant fund of \$14,345	(14,345)	-
402-7034-533-64.00	Mach & Equip	30,000	(-)	budget xfer of \$15,655	(15,655)	-
					(30,000)	



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Public Services

EXECUTIVE BRIEF

TITLE:

Resolution No. 66-2016 - Local Agency Program agreement with Florida Department of Transportation for use of Transportation Alternative Program funds

SUMMARY:

The Resolution sets forth the terms and conditions for the use of \$729,512 in grant funding for construction of a pedestrian and bicycle trail on 5th Avenue South between South A Street and South F Street. The total cost of the project is \$793,170.

BACKGROUND AND JUSTIFICATION:

At its meeting of April 2, 2013, the City Commission approved Resolution No. 20-2013 authorizing the submission of an application to Palm Beach Metropolitan Planning Organization (PBMPO) for grant funds under the 2013 cycle of the Transportation Alternative Program for funding that will become available from the Florida Department of Transportation (FDOT) in Fiscal Year 2016-2017. The application requested an estimated \$750,000 for the development of a pedestrian and bicycle trail in the unimproved right-of-way of 5th Avenue South between South A Street and South F Street.

The City received notification from the PBMPO and the FDOT in August 2013 that the project had been recommended for funding in an amount not to exceed \$773,000. As a condition for the receipt of these funds, the City would have to attain Local Agency Program project-specific certification, a lengthy process to demonstrate that the City has the capacity to conduct the project in accordance with applicable federal regulations.

On July 18, 2016, the City received notice of its Local Agency Program project-specific certification from the FDOT for this project. The City is required to provide a local cost share of \$63,658, and will be responsible for any expenses in excess of the grant award total for the project. The project must be completed by December 31, 2018.

MOTION:

I move to approve/ not approve Resolution No. 66-2016

ATTACHMENT(S):

Fiscal Impact Analysis

Resolution

Agreement

Funding Request

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	396,585	396,585	0	0	0
Operating Expenditures	0	0	0	0	0
External Revenues	364,756	364,756	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Net Fiscal Impact	31,829	31,829	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		5th Avenue South (Greenway) Proj- From South A & South F					
Account Number (s)	Account Description	FY 2017 Grant Budget	Grant Awarded	1/2 Grant Available	Agenda Expenses	Remaining Balance	
180-9710-572-63.63	Grant-Imprv other than Bldg	775,000	729,512	364,756	(364,756)	-	
Account Number (s)	Account Description	FY 2017 Budget	City Cost Share	1/2 City Cost Share	Agenda Expenses	Remaining Balance	
001-0000-395-00.00	Use of Fund Balance	N/A	63,658	31,829	(31,829)	-	
					(396,585)		

C. Department Fiscal Review: _____



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Public Services

EXECUTIVE BRIEF

TITLE:

Resolution No. 67-2016 – agreement with the County for use of Community Development Block Grant (CDBG) funds for improvements on 2nd Avenue South

SUMMARY:

The Resolution provides for the use of \$258,118 in CDBG funds for street improvements on 2nd Avenue South between Federal and Dixie Highways.

BACKGROUND AND JUSTIFICATION:

At its meeting of April 5, 2016, the City Commission approved the submission of an application to Palm Beach County Department of Economic Sustainability for Fiscal Year 2016-2017 CDBG Program funding in the amount of \$258,118 for comprehensive street improvements to 2nd Avenue South.

The improvements to be made include clearing and grubbing of the site, reconstruction of the existing roadways, construction of curbing, concrete sidewalks and driveways, landscaping of the area, and other work associated with, and pertinent to, installation of these improvements.

The estimated cost of these improvements is \$398,389.87. Funding for this project will be comprised of \$258,118 in CDBG funds over FY2017 and FY2018 and \$140,272 over FY2017 and 2018 from the City's Roadway fund.

MOTION:

I move to approve/ not approve Resolution No. 67-2016.

ATTACHMENT(S):

Fiscal Impact Analysis
Resolution
In-House Cost Estimate CDBG
Interlocal CDBG Agreement
Aerial Map

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	199,195	199,195	0	0	
Operating Expenditures	0	0	0	0	0
External Revenues	129,059	129,059	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Net Fiscal Impact	70,136	70,136	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	CDBG Grant - 2nd Ave South (Federal to Dixie)					
Account Number (s)	Account Description	FY 2017 Grant Budget	Grant Awarded	1/2 Grant Available	Agenda Expenses	Remaining Balance
170-5020-519-63.15	Infrastructure	256,726	258,118	129,059	(129,059)	-
Account Number (s)	Account Description	FY 2017 Budget	Adjusted Balance	1/2 City Cost Share	Agenda Expenses	Remaining Balance
170-5020-519-34.50	Contr Services	218,274	141,380	70,136	(70,136)	-
					(199,195)	

C. Department Fiscal Review: _____



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Public Services

EXECUTIVE BRIEF

TITLE:

Resolution No. 68-2016 - interlocal agreement with Northern Palm Beach County Improvement District for the administration of the City's master stormwater permit

SUMMARY:

The Resolution provides for the administration of the Municipal Separate Storm Sewer System (MS4) National Pollutant Discharge Elimination System (NPDES) in accordance with all applicable state and federal regulations.

BACKGROUND AND JUSTIFICATION:

The City's municipal stormwater system is subject to the rules and regulations of the United States Environmental Protection Agency (EPA) which is enforced and regulated by the Florida Department of Environmental Protection (FDEP). The City is required to file annual reporting to FDEP to demonstrate compliance with the associated rules and regulations.

The City (co-permittee) has entered into previous Interlocal Agreements with the NPBCID (lead permittee) for the administration and handling of the permit documents as required for compliance for submittal to FDEP. The MS4 NPDES 4th Cycle Permit is filed annually for a total of 5 years per cycle. The City is starting a new 5 year cycle and is seeking approval of this agreement to maintain compliance with the requirements. The costs associated with the agreement are budgeted each year and was approved as part of the Fiscal Year 2017 budget.

MOTION:

I move to approve / deny Resolution No. 68-2016.

ATTACHMENT(S):

Fiscal Impact Analysis
Resolution with agreement

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	0	0	0	0	0
Operating Expenditures	18,465	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	18,465	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	FY2016 Budget	Project #	Pre Exp; Balance	Expenditure for this item	Post Exp; Balance
408-5090-538-31-90	Professional Services / Other	51,465	NA	36,165	-18,465	17,700

C. Department Fiscal Review: __JB__



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Public Services

EXECUTIVE BRIEF

TITLE:

Resolution No. 69-2016 – authorizing the City Manager or designee to sign Florida Department of Transportation (FDOT) agreements

SUMMARY:

The Resolution authorizes the City Manager or his designee to sign construction agreements with FDOT on behalf of the City.

BACKGROUND AND JUSTIFICATION:

In the past, FDOT required the City to obtain a FDOT permit when a City project would have an impact on FDOT's transportation facilities. FDOT has notified the City that FDOT now requires a construction agreement to be entered with FDOT for City projects that will have an impact on FDOT's transportation facilities. FDOT also requires that the City pass a resolution authorizing a specific party to sign said construction agreements with FDOT on behalf of the City.

While the resolution is required by FDOT, if the cost to the City for a construction agreement with FDOT exceeds \$25,000, the City Commission will still be required to approve the agreement. In addition, all FDOT construction agreements will require legal review before execution by the City Manager or designee.

MOTION:

I motion to approve /deny Resolution No. 69-2016.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable
Resolution



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Public Services

EXECUTIVE BRIEF

TITLE:

Resolution No. 70-2016 - declaration of intent to abandon a public alleyway at the request of Sacred Heart Catholic Church and schedule the public hearing date for January 10, 2017

SUMMARY:

The Resolution is the first of a two-step process to abandon the City's alleyway between 4th and 5th Avenue North at the request of Sacred Heart Catholic Church.

BACKGROUND AND JUSTIFICATION:

The Sacred Heart Catholic Church property, located at 402 North M Street, is undergoing renovation work and additional amenities are being proposed. The Church is requesting abandonment of the alleyway between 4th and 5th Avenue North.

Staff from Public Services, Water Utilities, and Electric Utilities Departments reviewed the request and had no issues with the abandonment. Staff found no conflicts and the Church will grant a 15' wide public utility easement for existing utilities that will be affected by the abandonment.

MOTION:

I move to approve/disapprove Resolution No. 70-2016 and schedule the public hearing date for January 10, 2017.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable
Sacred Heart - Abandonment application
Resolution



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Public Services

EXECUTIVE BRIEF

TITLE:

Resolution No. 71-2016 - declaration of intent to abandon public right of way at the request of Stateside Partners LLC and schedule the public hearing date for January 10, 2017

SUMMARY:

The Resolution is the first of a two-step process to abandon a portion of the City's right of way between Lucerne Avenue and 2nd Avenue North at the request of Stateside Partners, LLC, and Diwali, Inc.

BACKGROUND AND JUSTIFICATION:

Stateside Partners, LLC, and Diwali, Inc., own real property located at 127 and 129 N. Dixie Highway and 120, 124 and 128 North "H" Street which Stateside Partners plans to redevelop. Stateside Partners and Diwali are requesting abandonment of 150 feet of the alleyway between their properties and generally located at Lucerne Avenue and 2nd Avenue North, between Dixie Highway to North H Street.

Staff from Public Services, Water Utilities, and Electric Utilities Departments reviewed the request and had no issues with the abandonment. Staff found no conflicts and will require the developer to grant a 15' public utility easement for the existing utilities affected by the abandonment.

MOTION:

I move to approve/disapprove Resolution No. 71-2016 and schedule the public hearing date for January 10, 2017.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable
Stateside Partners LLC - abandonment application
Resolution



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Public Services

EXECUTIVE BRIEF

TITLE:

Construction contract with One Call Property Services, Inc. for the construction of the Domino Park Improvements Project.

SUMMARY:

The Contract provides for the construction of the Domino Park Improvements project on South G Street between South 8th and 9th Avenues at a cost not to exceed \$43,231.

BACKGROUND AND JUSTIFICATION:

Palm Beach County has agreed to make a total of \$34,813 in unexpended Community Development Block Grant (CDBG) funds available to the City to make improvements to an unimproved parcel of land in the public right of way on South G Street between South 8th Avenue and South 9th Avenue that is currently being used by residents as an informal location to play checkers and dominoes on makeshift tables and chairs.

The project entails improvements to this parcel, commonly referred to as Domino Park, in order to better accommodate the needs of the residents through the provision of a more attractive venue that is better protected against the elements. Proposed improvements include clearing and grubbing of the site, installation of a concrete slab, purchase/construction of an open pavilion with amenities, equipment, landscaping and other site improvements consistent with park projects. All improvements will be Americans with Disabilities Act (ADA) compliant.

The City originally bid the project on September 13, 2016 and the bid was cancelled due to the lowest, most responsive bidder's proposal being too high. The project was re-bid on October 18, 2016 and One Call Property Services was the lowest responsive, responsible bidder. Staff is recommending award to One Call Property Services, Inc.

MOTION:

I move to approve/ not approve the construction contract with One Call Property Services for the Domino Park Improvements Project; and amend the FY 2017 budget for the portion of the PBC grant.

ATTACHMENT(S):

Fiscal Impact Analysis
Contract
One Call Property Services Bid Submittal
County CDBG Agreement

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	43,231	0	0	0	0
Operating Expenditures	0	0	0	0	0
External Grant Revenues	-34,813	0	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Net Fiscal Impact	8,418	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:

Public Services						
Account Number	Account Description	FY2017 Budget	Project #	Pre Exp; Balance	Expenditure for this item	Post Exp; Balance
170-5020-519.63-15	Improve other than build - Infrastructure	304,907		304,907	-8,418	296,489
180-9710-XXX-XX-XX	Reprogrammed CDBG Grant *	0		34,813 *	-34,813	0

* Approval granted by Palm Beach County to use unexpended balance in the amount of \$34,813 from the following completed CDBG projects:

- 5th Avenue North, 9th Ave South, and 10th Ave South. Please see attachment #3 in optiview.

C. Department Fiscal Review: __JB__



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Public Services

EXECUTIVE BRIEF

TITLE:

Task Order #13 with Baxter Woodman, Inc. for the engineering design and construction management of the 2nd Ave South - Dixie to Federal project

SUMMARY:

The Task Order provides for design engineer, assistance with bidding, and construction phase services at a cost not to exceed \$76,894.

BACKGROUND AND JUSTIFICATION:

2nd Avenue South between Dixie and Federal Highways has been identified by the City's Public Services Department as being in severe structural disrepair and in need of full roadway reconstruction. The project is being partially funded through Community Development Block Grant (CDBG) funding for the construction phase of the project.

The engineer will also be responsible for assisting the City with neighborhood outreach and to design a functional and vital roadway segment that is part of the City's downtown corridor.

MOTION:

I motion to approve / not approve Task Order #13 with Baxter Woodman, Inc.

ATTACHMENT(S):

Fiscal Impact Analysis

Task Order #13 – Baxter Woodman, Inc.

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	76,894	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	76,894	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
170-5020-519-34-50	Contr. Serv. / Other Cont. Serv.	218,274	TBD	218,274	-76,894	141,380

C. Department Fiscal Review: _JB_



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Public Services

EXECUTIVE BRIEF

TITLE:

Agreement with US Sweeping, Inc. for City-wide street sweeping services

SUMMARY:

The Agreement provides for city-wide street-sweeping services in all four Districts on a bi-monthly basis.

BACKGROUND AND JUSTIFICATION:

The City's Stormwater Division is actively engaged in street sweeping activities throughout the City. This is a service provided to maintain the roadway network as well as to keep in compliance with the City's National Pollutant Discharge Elimination System (NPDES) master stormwater permit.

Due to numerous factors inclusive of turnover of qualified staff, sweeping equipment downtime, and work scheduling conflicts, the Division has been unable to effectively maintain the level of street sweeping that is expected to keep the streets clean and maintain full compliance with the permitting requirements.

The City issued Invitation for Bid (IFB) 16-126 for City-Wide Street Sweeping Services and 2 bids were received on October 13, 2016. US Sweeping, Inc., was the lowest, most responsible and responsive bidder.

Staff is recommending the approval of a City-wide street sweeping contract with US Sweeping, Inc. The agreement term is for one year, with the option to renew for two additional one year periods, for a total possible contract of 3 years.

MOTION:

I motion to approve / not approve an agreement with US Sweeping, Inc., in an amount not to exceed \$150,000.

ATTACHMENT(S):

Fiscal Impact Analysis
Agreement
Bid Submittal

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	0	0	0	0	0
Operating Expenditures	150,000	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	150,000	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
408-5090-538-34-50	Contractual Services / Other Contractual Serv.	372,000	NA	361,110	-150,000	211,110

C. Department Fiscal Review: __JB__



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Community Sustainability

EXECUTIVE BRIEF

TITLE:

Agreement with Akal Properties, LLC, for right of way dedication and permanent easement on Boutwell Road and Tenth Avenue North

SUMMARY:

The Agreement provides for the widening and construction of Boutwell Road infrastructure improvements as well as the upgrade of the Tenth Avenue North and Boutwell Road intersection.

BACKGROUND AND JUSTIFICATION:

The Owner, Akal Properties, LLC, is currently pursuing development of its property adjacent to Boutwell Road (the “Venetian Complex” project). The City and Owner have discussed the Owner dedicating certain land to the City for right of way purposes and granting an easement for landscaping and utility purposes. The City’s desired dedication and easement are needed for the City’s infrastructure improvements at Boutwell Road and as part of the Palm Beach County’s proposed improvements to the intersection of Tenth Avenue North and Boutwell Road. The City and Owner have formalized their discussions in the attached Agreement for Right of Way Dedication and the Granting of a Permanent Easement (“Agreement”).

The estimated value of the dedicated land and easement rights is \$170,650.00. If the Agreement is approved, the City will apply this amount as a credit towards the City’s required Sustainable Bonus Program for the Venetian Complex project. The development rights (regarding FAR and lot coverages) will also be vested based on the total area of the property prior to the dedication and grant of easement.

MOTION:

I move to approve/disapprove the Agreement for Right of Way Dedication and the Granting of a Permanent Easement.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable
Agreement



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Public Services

EXECUTIVE BRIEF

TITLE:

Purchase Order with Isuzu Truck of Ocala for the purchase of a new refuse collection truck for the Refuse Division

SUMMARY:

The Purchase Order provides for the purchase of a new container carrier refuse collection vehicle through the Florida Sheriff's Association Cooperative Purchase agreement at a cost of \$77,342.

BACKGROUND AND JUSTIFICATION:

The Refuse Division actively engages in the collection and disposal of all residential and commercial garbage, trash, recycling and vegetation within the municipal limits of the City of Lake Worth. The equipment fleet is regularly serviced and maintained to keep up with the demands of the operation.

The Isuzu Container Carrier truck will be utilized to aid in the collection of dumpsters throughout the City's downtown corridor and narrow alleys for commercial business. The truck is being purchased off of the Florida Sheriff's Association cooperative purchase contract, through Isuzu Truck of Ocala authorized vendor. Information about the Sheriff's contract can be viewed by visiting the following website.

<https://s3.amazonaws.com/floridasheriffsassociation/FSA16-VEH14.0 Bid Award Document 9 29 16.pdf>

MOTION:

I move to approve / not approve the purchase order with Isuzu Truck of Ocala at a cost of \$77,342 through the Florida Sheriff's Association contract.

ATTACHMENT(S):

Fiscal Impact Analysis
Isuzu Truck of Ocala – Quote
Isuzu Truck – Spec Sheet
Model 8000 specs

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	77,342	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	77,342	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	Pre Exp; Adjust Balance	Expenditure for this item	Post Exp; Balance
410-5081-534-64-30	Machinery & Equip / Misc. Equip.	545,000	121,527 *	-77,342	44,185

* Pre-exp adjusted balance to be realized through 2nd budget amendment agenda item # 9C on 12/13/2016.

C. Department Fiscal Review: _JB_



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Public Services

EXECUTIVE BRIEF

TITLE:

Purchase Order with Garber Automall for a new vehicle for the Water Utilities Department

SUMMARY:

The Purchase Order provides for the purchase of a new 2017 GMC Terrain through the Florida Department of Management Services purchase agreement in an amount not to exceed \$26,000.

BACKGROUND AND JUSTIFICATION:

The Department currently has multiple vehicles scheduled for replacement or redistribution in 2017. Vehicles #112 and #194 are scheduled for replacement or redistribution in accordance with the Fleet Replacement Schedule and the Department's Policy and Procedures Manual. The GMC Terrain will replace these two vehicles. If approved, the vehicle will be purchased with a 6 year/100,000 mile warranty. Information about the State's purchasing/vendor can be viewed by visiting the following website.

http://www.dms.myflorida.com/business_operations/state_purchasing/vendor_information/state_contracts_and_agreements/state_term_contracts/motor_vehicles

MOTION:

I motion to approve / not approve a Purchase Agreement with Garber Automall in an amount not to exceed \$26,000.

ATTACHMENT(S):

Fiscal Impact Analysis
Price Quote

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	26,000	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	26,000	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
530-9010-549.64-30	Machinery and Equipment / Vehicles	100,000	N/A	100,000	-26,000	74,000

C. Department Fiscal Review: _JB_



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Water Utilities

EXECUTIVE BRIEF

TITLE:

Purchase Order with Pat's Pump and Blower and Rechten International Trucks for the Water Utilities Sewer Collection Department

SUMMARY:

The Purchase Order provides for the purchase of an Aquatech vacuum truck and cab and chassis through the Florida Sheriff's Cooperative Purchase Agreement at a cost not to exceed \$314,339.60.

BACKGROUND AND JUSTIFICATION:

The City's Water Utilities Sewer Collection Department actively engages in the process of cleaning and televising the City's sanitary sewer piping and manhole system. The existing sewer vacuum truck (Equipment #146) was purchased in 2003 and has reached the end of its useful life due to excessive down time and major repairs. The vacuum truck is an essential piece of equipment in ensuring the City's sewer infrastructure is clean, free from blockages, and intact.

MOTION:

I move to approve/deny Purchase Orders with Pat's Pump and Blower and Rechten International Trucks at a cost not to exceed \$314,339.60.

ATTACHMENT(S):

Fiscal Impact Analysis
Pats Pumps and Blowers, Inc. Quote
Rechten International, Inc. Quote
Florida Sheriff's Association – Bid Spec #51 and #14

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	\$314,339.60	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	\$314,339.60	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 FY2017 budget in the Sewer Machinery & Equipment account 403-7231-535.64-30

Siemens						
Account Number	Account Description	Project #	FY 2017 Proposed Budget	Current Balance	Agenda Item Expenditures	Remaining Balance
403-7231-535.64-30	Machinery & Equipment/Misc Equipment	N/A	\$315,000	\$315,000	-\$314,339.60	\$660.40

C. Department Fiscal Review: _____

Brian Shields –Director
 Clyde Johnson – Finance
 Marie Elianor – Finance
 Christy Goddeau – City Attorney
 Michael Bornstein – City Manager



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Water Utilities

EXECUTIVE BRIEF

TITLE:

Change Order Authorization to the Energy Services Agreement with Siemens Industry, Inc.

SUMMARY:

The Change Order provides for an increase in the number of water meters to be replaced at a cost not to exceed \$103,442.42.

BACKGROUND AND JUSTIFICATION:

The Change Order Authorization includes replacement of additional water meters in the City of Lake Worth that are now five years old or older. These meters were not previously identified in the original scope of work that was created two years ago which included all water meters older than five years would be replaced, as they were not that old yet and were only scheduled to be retrofitted. As the project has commenced, the City requested for Siemens to install these additional meters as replacements, as they were now five years old and would otherwise need to be replaced by City staff soon. The Siemens contract pricing and time required for this task to replace the meters is most beneficial to be done by Siemens rather than City staff.

The project budget included a contingency fund for items such as these that came up as the project progressed.

MOTION:

I motion to approve/disprove Change Order Authorization to the Energy Services Agreement with Siemens Industry, Inc. at a cost not to exceed \$103,442.42.

ATTACHMENT(S):

Fiscal Impact Analysis
Change Order Authorization

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	\$103,442.42	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	\$103,442.42	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 Siemens Project budget in the Contingency from account 306-9040-537.69-99

Siemens							
Account Number	Account Description	Project #	FY 2017 Proposed Budget	Amended Budget	Current Balance	Agenda Item Expenditures	Remaining Balance
306-9040-537.69-99	CIP Contingency	Siemens	\$0	\$773,108	\$773,108	-\$103,442.42	\$669,665.58

C. Department Fiscal Review: _____

Brian Shields –Director
 Jessica Savidge – Finance
 Marie Elianor – Finance
 Christy Goddeau – City Attorney
 Michael Bornstein – City Manager



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Water Utilities

EXECUTIVE BRIEF

TITLE:

Task Order No. 41 with Mock Roos & Associates, Inc. for construction phase engineering services for the Water Treatment Plant chlorine system improvements project

SUMMARY:

The Task Order provides for engineering services which include reviewing submittals, onsite inspections, reviewing pay requests, and approval by the Engineer of Record at a cost of \$41,210.

BACKGROUND AND JUSTIFICATION:

The City Water Utility Department identified the need to add an additional three-metering chlorine pump skid and one additional application point on the discharge of the east clearwell at the Water Treatment Plant. The project also includes upgrades to the SCADA control system for the additional pump skid.

The City of Lake Worth Utilities department solicited bids from contractors for this project construction, under Bid IFB-16-127. Three bids were received. Intercounty Engineering, Inc. is the recommended contractor to construct this project and is included as a separate agenda item.

MOTION:

I move to approve/disapprove Task Order No. 41 with Mock Roos & Associates, Inc., in the amount of \$41,210.

ATTACHMENT(S):

Fiscal Impact Analysis

Task Order 41

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	\$41,210	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	\$41,210	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 FY2017 Capital Improvement Plan budget from account 402-7022-533.63-00

Utilities/Water Treatment						
Account Number	Account Description	Project #	FY 2017 Proposed Budget	Balance	Agenda Item Expenditures	Remaining Balance
402-7022-533.63-00	Water Treatment	WT 1609	\$1,876,500	\$1,599,994.28	-\$41,210	\$1,558,784.28

C. Department Fiscal Review: _____

Brian Shields –Director
 Jessica Savidge – Finance
 Marie Elianor – Finance
 Christy Goddeau – City Attorney
 Michael Bornstein – City Manager



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Water Utilities

EXECUTIVE BRIEF

TITLE:

Agreement with Intercounty Engineering, Inc. for the Water Treatment Plant Chlorine System Improvements Project

SUMMARY:

The Agreement authorizes construction of Water Treatment Plant Chlorine System Improvements in the amount of \$249,020.00.

BACKGROUND AND JUSTIFICATION:

The City Water Utility Department identified the need to add an additional three-metering chlorine pump skid and one additional application point on the discharge of the east clearwell at the Water Treatment Plant. The project also includes upgrades to the SCADA control system for the additional pump skid.

The City of Lake Worth Utilities department solicited bids from contractors for this project construction, under Bid IFB-16-127. Three bids were received. The lowest bid for the sum of \$249,020 was from Intercounty Engineering, Inc. Mock Roos & Associates, Inc. are recommending award of the Bid to Intercounty Engineering, Inc. as the lowest responsible, responsive bidder.

MOTION:

I move to approve/disapprove an agreement with Intercounty Engineering, Inc. in the amount of \$249,020.00.

ATTACHMENT(S):

Fiscal Impact Analysis
Agreement
Bid Recommendation

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	\$249,020	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	\$249,020	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 FY2017 Capital Improvement Plan budget from account 402-7022-533.63-00

Utilities/Water Treatment						
Account Number	Account Description	Project #	FY 2017 Proposed Budget	Current Balance	Agenda Item Expenditures	Remaining Balance
402-7022-533.63-00	Water Treatment	WT 1609	\$1,876,500	\$1,849,014.28	-\$249,020	\$1,599,994.28

C. Department Fiscal Review: _____

Brian Shields –Director
 Jessica Savidge – Finance
 Marie Elianor – Finance
 Christy Goddeau – City Attorney
 Michael Bornstein – City Manager



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Water Utilities, Electric Utilities, & Public Services

EXECUTIVE BRIEF

TITLE:

Agreement with Unifirst Corporation for uniform and uniform related services for City employees

SUMMARY:

The Agreement provides for uniforms and uniform-related products and services to the City at a cost not to exceed \$63,618.

BACKGROUND AND JUSTIFICATION:

The City is seeking authorization to piggy-back off the National Joint Powers Alliance (NJPA) RFP contract #062415 awarded on August 18, 2015 to NJPA effective for four years. The contract was awarded for Unifirst's competitive line item pricing in its responsive proposal for uniforms and uniform-related products and services. The NJPA is acting as the lead agency for this solicitation for shared interest of local municipalities. The City has utilized the NJPA contract for Uniforms and Uniform Related Products and Services in the past with favorable results.

MOTION:

I move to approve/disapprove the agreement with Unifirst Corporation at a cost not to exceed \$63,618.

Attachments

- 1) Fiscal Analysis
- 2) Request For Proposal
- 3) Contract Award
- 4) Certificate of Liability Insurance
- 5) Agreement

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	0	0	0	0	0
Operating Expenditures	\$63,618.00	\$63,618.00	\$63,618.00	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	\$63,618.00	\$63,618.00	\$63,618.00	0	0

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

The funds have been identified in the 2017 Operating budget.

Water Utilities							
Account Number	Account Description	Project #	FY 2017 Proposed Budget	Amended Budget	Current Balance	Agenda Item Expenditures	Remaining Balance
402-7022-533.52-40	Uniforms	N/A	\$10,250.00	N/A	\$10,250.00	-\$8,000.00	\$2,250.00
402-7034-533.52-40	Uniforms	N/A	\$8,000.00	N/A	\$8,000.00	-\$8,000.00	\$0.00
403-7221-535.52-40	Uniforms	N/A	\$5,500.00	N/A	\$5,500.00	-\$5,500.00	\$0.00
403-7231-535.52-40	Uniforms	N/A	\$4,000.00	N/A	\$4,000.00	-\$4,000.00	\$0.00

Electric Utilities							
Account Number	Account Description	Project #	FY 2017 Proposed Budget	Amended Budget	Current Balance	Agenda Item Expenditures	Remaining Balance
401-6031-531-52.40	Uniforms	N/A	\$6,500.00	N/A	\$6,500.00	-\$6,500.00	\$0.00
401-6031-531-52.90	Other	N/A	\$35,600.00	N/A	\$35,404.04	-\$7,000.00	\$28,404.04
401-6035-531-52.40	Uniforms	N/A	\$7,500.00	N/A	\$7,500.00	-\$500.00	\$7,000.00

Public Services							
Account Number	Account Description	Project #	FY 2017 Proposed Budget	Amended Budget	Current Balance	Agenda Item Expenditures	Remaining Balance
001-5040-519-52.40	Uniforms	N/A	\$6,500.00	N/A	\$6,500.00	-\$6,500.00	\$0.00
001-5050-519-52.40	Uniforms	N/A	\$1,240.00	N/A	\$1,240.00	-\$1,240.00	\$0.00
001-5062-519-52.40	Uniforms	N/A	\$2,500.00	N/A	\$2,500.00	-\$2,500.00	\$0.00
408-5090-538-52.40	Uniforms	N/A	\$1,300.00	N/A	\$1,300.00	-\$1,300.00	\$0.00
410-5081-534-52.40	Uniforms	N/A	\$2,526.00	N/A	\$2,526.00	-\$2,526.00	\$0.00
410-5082-534-52.40	Uniforms	N/A	\$2,526.00	N/A	\$2,526.00	-\$2,526.00	\$0.00
410-5083-534-52.40	Uniforms	N/A	\$2,526.00	N/A	\$2,526.00	-\$2,526.00	\$0.00
530-5070-549-52.40	Uniforms	N/A	\$5,000.00	N/A	\$5,000.00	-\$5,000.00	\$0.00

C. Fiscal Review:

Brian Shields - Director
 Jessica Savidge - Finance
 Marie Elianor – Finance
 Christy Goddeau – Legal
 Michael Bornstein – City Manager



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Water Utilities

EXECUTIVE BRIEF

TITLE:

Amendment to Agreement with LHoist North America of Alabama, LLC for the purchase of Bulk Quicklime for the Water Treatment Plant

SUMMARY:

The Amendment authorizes the purchase of bulk quicklime under a cooperative purchasing contract, for a cost not to exceed \$178,169.40.

BACKGROUND AND JUSTIFICATION:

The City is a member of a local cooperative purchasing effort, which includes the Cities of Delray Beach and Boynton Beach. The City of Boynton Beach is the lead agency on this cooperative bid. As a member of this cooperative purchase the City of Lake Worth is able to leverage its purchasing power with its neighboring utilities to provide for the acquisition of a critical chemical, at a price point that would be otherwise unattainable.

Quicklime is a necessary chemical which, when added to the raw water supply, precipitates the coagulation process necessary to remove hardness color and iron content, as well as other contaminants. The approval of this purchase order will provide for the continued and uninterrupted delivery of Bulk Quicklime to the Water Treatment Plant.

The City of Boynton Beach bid the purchase under bid number 009-2821-13/JMA in November 2012. LHoist North America of Alabama, LLC was the lowest responsive bidder. The existing purchase agreement was extended one year to December 15, 2017, by the City of Boynton Beach on November 15, 2016, with a price of \$287.37 per ton, which is an increase of \$11.53 from 2016. Based on the cost effectiveness of this contract, it is recommended the City purchase this critical chemical from LHoist North America of Alabama, LLC for 2017 for a cost not to exceed \$148,474.50 in Fiscal Year 2017 and \$29,694.90 in Fiscal Year 2018.

MOTION:

I move to approve/disapprove an Amended Agreement with LHoist North America of Alabama, LLC, at a cost not to exceed \$178,169.40.

Attachments

- 1) Fiscal Analysis
- 2) Boynton Beach Renewal Term
- 3) Existing Purchase Agreement
- 4) Request For Bid
- 5) Amendment To Agreement

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	0	0	0	0	0
Operating Expenditures	\$148,474.50	\$29,694.90	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. Recommended Source of Funds/Summary of Fiscal Impact

The purchase of the quicklime is included as part of the annual operating budget for the Water Fund.

Water Utilities/Water Production							
Account Number	Account Description	Project #	FY 2017 Proposed Budget	Amended Budget	Current Balance	Agenda Item Expenditures	Remaining Balance
402-7022-533.52-30	Chemicals	N/A	\$485,500.00	N/A	\$184,727.00	-\$148,474.50	\$35,979.50

C. Fiscal Review:

Brian Shields - Director
 Jessica Savidge - Finance
 Marie Elianor – Finance
 Christy Goddeau – Legal
 Michael Bornstein – City Manager



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Human Resources/
Risk Management

EXECUTIVE BRIEF

TITLE:

First Amendment to Professional Services Agreement with Ben Few & Company, Inc.

SUMMARY: This is a request to amend the agreement the City has with Ben Few & Company, Inc. for risk management services. The amendment will extend the agreement to September 30, 2017, at the same fee of \$60,000.00 annually or \$5,000.00 monthly.

BACKGROUND AND JUSTIFICATION:

The City of Lake Worth has utilized Ben Few & Company's services (hereinafter "Consultant") since 2011, when Consultant was selected through a competitive selection process. The City entered into a new professional services agreement for comprehensive risk management services with Consultant on September 30, 2015, which expanded services provided by consultant. Since that time, Consultant has worked closely with in-house staff to facilitate, among other things, the RFP process for the selection of an insurance broker for appropriate insurance coverages, and for selection of a third-party manager to assist the city with investigations and adjustment of claims. In addition, Consultant has assisted staff with risk management issues throughout the City. Consultant will continue in this capacity until staff is able to handle all risk management issues in-house, a goal that management is working to achieve during this fiscal year.

The First Amendment to the Professional Services Agreement provides for an extension for one year and keeps the fee at \$60,000.00 annually or \$5,000.00 monthly. The Agreement may be terminated, at any time, with a 30-day notice to either party.

Staff recommends approval of the First Amendment.

MOTION:

I move to approve/not approve the First Amendment to the Professional Services Agreement with Ben Few & Company.

ATTACHMENT(S):

Fiscal Impact Analysis
Amendment
2015 Agreement

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	0	0	0	0	0
Operating Expenditures	60,000	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	60,000	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:

Human Resources	Risk Management Services / Ben Fews					
Account Number (s)	Account Description	Project #	FY 2017 Budget	Available Balance	Agenda Expenses	Remaining Balance
520-1331-513-34-50	Contracts	N/A	102,000	96,000	(60,000)	42,000

C. Department Fiscal Review: ___LS___



AGENDA DATE: December 13, 2016, Regular Meeting **DEPARTMENT:** City Attorney/Economic Dev.

EXECUTIVE BRIEF

TITLE:

Amendment to an Economic Development Administration (EDA) Agreement regarding Boutwell Road

SUMMARY:

The Amendment provides EDA with an option to seek reimbursement of grant funds if right-of-way deeded properties were not needed for roadway purposes on the Boutwell Road corridor. This is a companion item to an interlocal agreement with the County on the agenda.

BACKGROUND AND JUSTIFICATION:

The City, and County as a co-applicant, was awarded a grant from the EDA regarding improvements to Boutwell Road. In order to make the improvements the City acquired additional right-of-way from adjacent property owners. The documents used to transfer the property to the City varied as some of the property was transferred by standard right-of-way deeds and other parcels by settlement agreements or warranty deeds. The two parcels that were transferred by the right-of-way deeds contained standard reverter language that in the event the right-of-way was not needed for roadway purposes then it would revert back to the owner dedicating the property. The regional office of the Economic Development Administration (EDA) has requested that the City and County execute an amendment to the original agreement to provide that if this would happen then the EDA would have the option of seeking a reimbursement of the grant funds from the City and County. This requirement will stay in place for a period of 20 years, however, it will not apply to the entire grant award but only that portion of funds as it relates to the proportion of the area deeded by the right-of-way deeds and the total area obtained by the City, which is approximately 46 percent.

MOTION:

I move to approve/not approve the Amendment to the EDA Grant Award Agreement.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable
Agreement



AGENDA DATE: December 13, 2016, Regular Meeting **DEPARTMENT:** City Attorney /Economic Dev.

EXECUTIVE BRIEF

TITLE:

Interlocal Agreement with the County regarding Boutwell Road

SUMMARY:

The Agreement provides for indemnification by the City as it relates to an Amendment to an Economic Development Administration Agreement. This is a companion item to an amendment to an Economic Development Administration Agreement also on the agenda.

BACKGROUND AND JUSTIFICATION:

The City, and County as a co-applicant, was awarded a grant from the EDA regarding improvements to Boutwell Road. In order to make the improvements the City acquired additional right-of-way from adjacent property owners. The documents used to transfer the property to the City varied as some of the property was transferred by standard right-of-way deeds and other parcels by settlement agreements or warranty deeds. The two parcels that were transferred by the right-of-way deeds contained standard reverter language that in the event the right-of-way was not needed for roadway purposes then it would revert back to the owner dedicating the property. The regional office of the Economic Development Administration (EDA) has requested that the City and County execute an amendment to the original agreement to provide that if this would happen then the EDA would have the option of seeking a reimbursement of the grant funds from the City and County. This requirement will stay in place for a period of 20 years, however, it will not apply to the entire grant award but only that portion of funds as it relates to the proportion of the area deeded by the right-of-way deeds and the total area obtained by the City, which is approximately 46 percent.

As the County has transferred their control and ownership interest in Boutwell Road to the City they have asked that the City indemnify them as it relates to any possible payback of the grant funds to EDA. Therefore, this interlocal agreement provides that in the unlikely event the City would not use the property for right-of-way purposes and EDA requests a repayment of a portion of the grant funds the City shall be responsible for such repayment and not the County.

MOTION:

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

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable
Agreement



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: City Attorney

EXECUTIVE BRIEF

TITLE:

Authorization of Settlement with Patricia Barron

SUMMARY:

The Item authorizes the settlement of a lawsuit, Patricia Barron v. City of Lake Worth (case number 502016CA001802 xxxx MB AB), in the total amount of \$17,500.

BACKGROUND AND JUSTIFICATION:

On February 19, 2016, Patricia Barron filed a lawsuit alleging negligence against the City arising from a trip and fall in front of the Island Restaurant located at 921 Lake Avenue on August 18, 2014. Ms. Barron claimed that the inside area of her foot was caught on a raised paver on the sidewalk which caused her to fall and incur injuries to her left wrist/hand, knee, back, face and pelvis. The Plaintiff demanded \$149,000 from the City in a proposal for settlement.

On November 4, 2016, the City and Ms. Barron attended court ordered mediation and ultimately reached a settlement of \$17,500, inclusive of Plaintiff's costs and attorney's fees, and contingent upon City Commission approval. The settlement also requires Ms. Barron to sign a general release in favor of the City. The City's outside counsel, Ben Bedard of Roberts, Reynolds, Bedard & Tuzzio, PLLC, recommends approval of the settlement and the City Attorney concurs.

MOTION:

I move to approve/not approve the settlement with Patricia Barron for \$17,500 in exchange for a general release.

ATTACHMENT(S):

Fiscal Impact Analysis

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	0	0	0	0	0
Operating Expenditures	17,500	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	17,500	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 Attorney	Settlement of Lawsuit (Case # 502016CA001802)					
Account Number (s)	Account Description	Project #	FY 2017 Budget	Available Balance	Agenda Expenses	Remaining Balance
001-1110-514-31-10	Legal Services	N/A	668,000	574,222	(17,500)	556,722

Legal Financial Account Number: 001-1110-514-3110

C. Department Fiscal Review: _____



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: City Commission

EXECUTIVE BRIEF

TITLE:

Ratify a board member to the Finance Advisory Board

SUMMARY:

The Item is to ratify the appointment of Michael Murphy to the Finance Advisory Board to fill an unexpired term ending on July 31, 2019.

BACKGROUND AND JUSTIFICATION:

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

Vice Mayor Maxwell's appointment of Michael Murphy to the Finance Advisory Board to fill an unexpired term ending July 31, 2019 is requested to be ratified.

MOTION:

I move to ratify Vice Mayor Maxwell's appointment of Michael Murphy to the Finance Advisory Board to fill an unexpired term ending on July 31, 2019.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable
Board Membership Log
Board Membership Application



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: City Manager

EXECUTIVE BRIEF

TITLE:

Resolution No. 72-2016 – Authorize the Lake Worth Community Redevelopment Agency to issue a debenture in the amount of up to \$4,000,000

SUMMARY:

The Resolution proposes to authorize the Lake Worth Community Redevelopment Agency (“CRA”) to issue a debenture in the amount of up to \$4,000,000 for property acquisition and other CRA projects.

BACKGROUND AND JUSTIFICATION:

Section 163.385, Florida Statutes, authorizes community redevelopment agencies to issue redevelopment revenue bonds to finance the undertaking of any community redevelopment authorized under Chapter 163, Part III, Florida Statutes. The issuance of the revenue bonds must be approved by the local governing body, which in this instance is the City of Lake Worth City Commission.

The CRA seeks to issue the revenue bonds in the form of a debenture via a Debenture Purchase Agreement with PNC Community Development Company, LLC (“PNC”), which will make the disbursements to the CRA. The amount of the debenture is not to exceed \$4,000,000 and is to be payable from and secured solely by the CRA’s redevelopment trust fund and the tax increment financing revenue (as defined in section 163.340(22), Florida Statutes) required to be deposited therein.

On December 5, 2016, the CRA adopted Resolution No. 2016-02 (see attached) requesting the City Commission to authorize the issuance of the CRA’s debenture in the principal amount not to exceed \$4,000,000.00 to provide funds for the acquisition of property and other CRA projects. CRA Resolution No. 2016-02 includes a copy of the PNC term sheet for the Debenture Purchase Agreement outlining the principal terms. The proposed draw period is up to 24 months with the investment term being 10 years from the date of closing.

MOTION:

I move to approve / deny Resolution No. 72-2016.

ATTACHMENT(S):

Fiscal Impact Analysis – not applicable
Resolution



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: City Manager

EXECUTIVE BRIEF

TITLE:

Ordinance No. 2017-01 – First Reading – call for a charter referendum election and schedule the public hearing date for January 10, 2017

SUMMARY:

The Ordinance amends the City Charter to extend the elected officials' terms from two to three years and place a question on the March 14, 2017, municipal general election ballot.

BACKGROUND AND JUSTIFICATION:

If approved by the voters, candidates seeking election to the Offices of Mayor and Commissioner from Districts 1 and 3 will be for three-year terms commencing in March 2018. Candidates seeking election to the Offices of Commissioner from Districts 2 and 4 will be for three-year terms commencing in March 2019. This ordinance does not extend the term for any current seated elected official.

MOTION:

I move to approve/not approve Ordinance No. 2017-01 on first reading and schedule the public hearing date for January 10, 2017.

ATTACHMENT(S):

Fiscal Impact Analysis
Ordinance

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	0	0	0	0	0
Operating Expenditures	500	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:
001-1030-511-49-10



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: City Manager

EXECUTIVE BRIEF

TITLE:

Ordinance No. 2017-02 – First Reading - prohibit conversion therapy on minors and schedule the public hearing date for January 10, 2017

SUMMARY:

The Ordinance prohibits conversion therapy on minors by licensed providers in the City.

BACKGROUND AND JUSTIFICATION:

The proposed ordinance acknowledges that for nearly 40 years the major professional associations of mental health practitioners and researchers have recognized that being lesbian, gay, bisexual, transgender or a questioning individual is not a disease, disorder, illness, deficiency or shortcoming, and efforts to convert the same to a different sexual orientation or gender than the one they identify with is harmful, especially to youth. These efforts are referred to as “conversion therapy” or “reparative therapy.” Credible medical and mental health organizations have rejected conversion therapy and deemed it detrimental to a child’s wellbeing. The proposed ordinance prohibits anyone in the City who is a “provider” under the ordinance from practicing conversion therapy on a minor, and puts in place an enforcement framework to address violations of that prohibition. Similar ordinances have been passed in the cities of Miami Beach, West Palm Beach, Cincinnati and Seattle. New Jersey and California have also passed a state-wide ban on conversion therapy on minors. First Amendment and other challenges to these laws have been denied by at least two federal courts (with the United States Supreme Court declining to hear the appeals of these cases).

MOTION:

To approve / disapprove Ordinance No. 2017-02 on first reading and schedule the public hearing date for January 10, 2017.

ATTACHMENT(S):

Fiscal Impact Analysis – Not Applicable
Ordinance



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: City Manager

EXECUTIVE BRIEF

TITLE:

Ordinance No. 2017-03 – First Reading – compensation adjustment for elected officials and schedule the public hearing date for January 10, 2017

SUMMARY:

This ordinance updates the annual compensation and other benefits provided to the Mayor and Commissioners.

BACKGROUND AND JUSTIFICATION:

Under Article III, section 4 of the City Charter, the City Commission may determine its annual compensation by ordinance; however, no increase in compensation may be adopted more frequently than every two (2) years. The City Commission has not addressed its annual compensation since 2012. In 2012, the City Commission established its annual compensation (via City Ordinance No. 2012-33) at \$14,500 for commissioners and \$15,500 for the mayor. In addition, Ordinance No. 2012-33 approved the City's provision of health insurance benefits and use of communications devices to the City Commission.

Over the past four years, the City has expected more from the Mayor and Commissioners in terms of public involvement in the City and in issues vital to the City's success. The Mayor and Commissioners have worked diligently with City staff to increase public awareness of City initiatives and programs and to attend neighborhood and town hall meetings to educate themselves and the public on a variety of issues. This includes, but is not limited to, the multi-million dollar energy savings project with Siemens; the \$40M Neighborhood Road Bond referendum; and, the County-wide sales tax referendum. With the Siemens' project moving forward and bond and sales-tax monies becoming available within the next fiscal year, the duties and responsibilities of the City Commission will easily surpass prior years. The City will need its elected officials to be intimately involved in the decisions and public-outreach related to new projects, events and undertakings.

Further, unlike any other city in Palm Beach County, the City of Lake Worth has both a water utility, a sewer utility, and an electric utility which serve an area that exceeds the City's municipal boundaries. The City Commission is charged with the oversight, policy direction and has a fiduciary duty to ensure that the City and other communities are properly served. The City Commission's involvement and understanding of the issues becomes critical especially for the electric utility as the issues related to the electric utility are more technical in nature and require a significant time commitment.

City staff researched other comparable cities (in terms of population) and found the following (which includes salary, stipends and expense accounts as of 2015):

<u>Name of City</u>	<u>Commissioners</u>	<u>Mayor</u>
City of Riviera Beach:	\$40,000	\$41,200
Royal Palm Beach:	\$16,291	\$16,411
Greenacres:	\$11,100	\$12,600

Based on the foregoing, an increase in the annual compensation for the City Commission appears warranted. City staff has formulated the following options for the City Commission's consideration:

- Increase the Commissioners' annual salary to \$24,500 and the Mayor's to \$29,500;
- Include a car allowance of \$500 per month; and/or,
- Include participation in the City's 401a retirement plan (the city manager and department directors currently participate through ICMA); and/or

City staff recommends continuation of the current health insurance benefits and furnishing the communication devices (or in lieu of the devices, a \$100 per month total stipend if the elected official chooses to furnish his or her own devices).

The above options will put the City Commission on par with other local cities and will recognize the increased responsibilities and duties required of them going forward.

MOTION:

I move to approve/not approve Ordinance No. 2017-03 and schedule the public hearing date for January 10, 2017.

ATTACHMENTS:

Fiscal Impact Analysis
Ordinance

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	0	0	0	0	0
Operating Expenditures	\$40,186	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	\$40,186	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

Above calculations are based from January 2017 through September 2017, for proposed compensation changes, plus car allowance of \$500: per month for same period.

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

Upon approval, a budget amendment to fund salaries account # 001-1010-511-12-10 will be required.

C. Department Fiscal Review: pjl



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Electric Utility

EXECUTIVE BRIEF

TITLE:

Agreement with Turbine Technology Services Corp. for the Gas Turbine Unit-2

SUMMARY:

The Agreement provides for the design and installation of a human machine interface computer system capable of monitoring and controlling a gas turbine and associated control systems.

BACKGROUND AND JUSTIFICATION:

The Electric Utility department utilizes one (1) GE HMI Computer Control System. The current computer server runs Microsoft® Windows NT 4.0, Cimplicity® HMI, and one PCI ARCNET interface to manage and control all functions for the GE MARK V Gas Turbine.

The computer control system is over 10 years old and current vendor is unable to provide support as the system is now obsolete and should be replaced. The goal is to update the computer system for the Electric Department using a commercial-off-the-shelf Human Machine interface (HMI) product along with any other necessary hardware and software products.

The engineering department is recommending Turbine Technology Services Corporation (TTSC) as they met the evaluation criteria based on cost, experience, skill, schedule, and performance. TTSC shall furnish all materials, equipment, labor and services that is required to achieve a fully integrated and operational system. They will also be responsible for providing a turn-key solution including all necessary system design, procurement, programming, configuration, testing, training, commissioning & startup and will provide the City a complete and operable GE MARK V HMI Computer Control System.

On November 02, 2016, this item was reviewed by the Electric Utility Advisory Board.

MOTION:

I move to approve/deny an agreement with Turbine Technology Services Corporation in an amount not to exceed \$100,000.

ATTACHMENT(S):

Fiscal Impact Analysis

Agreement

Turbine Technology Services Proposal

Evaluation Sheet

Request for Proposal

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2019	2021
Capital Expenditures	0	0	0	0	0
Operating Expenditures	44,880	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	44,880	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 Turbine Technology Services Corporation						
Account Number (s)	Account Description	Project #	FY 2017 Budget	Available Balance	Agenda Expense	Balance
401-6031-531.46-21	Maintenance/Improvement		\$100,000	\$100,000	\$-44,880	\$55,120

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



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Electric Utility

EXECUTIVE BRIEF

TITLE:

Annual Annual Florida Municipal Electric Association membership dues for Fiscal Year 2017

SUMMARY:

The Item authorizes the payment of the FMEA annual membership dues from October 2016 through September 2017 at a cost not to exceed \$35,820.

BACKGROUND AND JUSTIFICATION:

The FMEA represents the unified interests of 34 public power communities across Florida. FMEA is affiliated with and works closely with the American Public Power Association (APPA) on regulatory issues facing the electric industry. Together, FMEA staff and municipal utility members work to protect public power's legislative, regulatory and operational interests in Tallahassee and Washington, D.C. As a member of this association, the City of Lake Worth has legal, legislative, and regulatory representation that provides the ability to impact the outcome of important decisions that directly impact electric utility customers. Together, FMEA members represent 14% of Florida's market share of the electric utility industry.

Participation in membership of the FMEA benefits the City through the following committees:

- **Legislative and Regulatory:** This committee meets on an as-needed basis and oversees the legislative and regulatory activities that affect the electric industry. Staff receives emails and updates that track legislative issues facing not only the electric industry nationwide, but also local initiatives that may have wider reaching consequences. FMEA provides the avenue to communicate with legislators as well as the Public Service Commission. Through diligent efforts and coordination by FMEA staff, member cities are afforded the opportunity to testify before the PSC on items that can directly affect customers.
- **Member Services:** This committee meets once a year to discuss activities of the FMEA to ensure that services provided meet the needs of member cities. It is through this participation that members can request information-gathering services, which the FMEA staff oversees – writing, distributing, and compiling survey information. In addition to programmed services, FMEA staff is readily available to assist member cities. Lake Worth has benefited in the last year with communication training, PSC reporting, franchise agreement direction, and energy conservation information.
- **Safety and Training:** This committee meets quarterly and consists of member city representatives charged with safely operating their utility. This group coordinates training classes and the annual Lineman's Rodeo.

- Engineering and Operations: This committee meets once per year and includes representatives from member cities whose job responsibilities include transmission, distribution, generation, and fuels.
- Customer Connections Committee: Meets three times per year and offers participants the opportunity to interface with other utilities concerning customer service, key accounts, energy conservation, demand side management, and public relations.
- Mutual Aid: FMEA provides staff members that are available 24 hours per day, 7 days per week pre- and post-disaster events. They provide assistance scheduling and mobilizing work crews, equipment, and supplies. In addition, they are the City's liaison with the State Emergency Operation Center, the Office of the Governor, and State legislators.

On November 02, 2016, this item was reviewed by the Electric Utility Advisory Board.

MOTION:

I move to approve/disapprove the Florida Municipal Electric Association annual membership dues for Fiscal Year 2016-2017 in the amount of \$35,820.

ATTACHMENT(S):

Fiscal Impact Analysis
Membership Invoice

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	0	0	0	0	0
Operating Expenditures	35,820	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	35,820	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

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

Account Number	Account Description	Project #	FY 2017 Budget	Current Balance	Agenda Item Expenditures	Remaining Balance
	Utilities-Electric					
401-6010-531.54-00	Book, Pubs, Subscriptions & Memberships	N/A	101,500	99,664	-\$35,820	\$63,844

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



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Electric Utility

EXECUTIVE BRIEF

TITLE:

Professional Service Agreement with Spectrum Systems

SUMMARY:

The Agreement provides for environmental testing and reporting of the continuous emissions monitoring system (CEMS) in an amount not to exceed \$29,060.

BACKGROUND AND JUSTIFICATION:

For many years, the City has contracted with Spectrum Systems to perform environmental testing and reporting. Spectrum Systems uses the proprietary SpectraView software installed on the City of Lake Worth's Data Acquisition, Control, and Handling System at the Tom G. Smith Municipal Power Plant.

The SpectraView software controls the continuous emissions monitoring system (CEMS) located on Steam Unit 3 as well as reporting emissions in the proper written and electronic format to the Florida Department of Environmental Protection and Environmental Protection Agency.

Type	Vendor	Cost	Total
Professional Service Agreement	Spectrum Systems	\$29,060	\$29,060
		Total	\$29,060

On November 2, 2016, this item was reviewed by the Electric Utility Advisory Board.

MOTION:

I move to approve/disapprove the Professional Services Agreement with Spectrum Systems in an amount not to exceed \$29,060.

ATTACHMENT(S):

Fiscal Impact Analysis
Agreement with Exhibits

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	0	0	0	0	0
Operating Expenditures	29,060	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:	29,060	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:

Utilities /Electric						
Account Number	Account Description	Project #	FY2017 Budget	Current Balance	Agenda Item Expenditures	Remaining Balance
401-6031-531-31-70	Environmental Compliance	N/A	\$70,425	\$42,453	-\$29,060	\$13,393

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



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Electric Utility

EXECUTIVE BRIEF

TITLE:

Proposal with Mock Roos and Associates for Park of Commerce Phase 1A Design engineering services

SUMMARY:

The Proposal provides for additional services to finalize project documents to final bid package/phase services at an amount not to exceed \$39,850.

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% for the full Phase 1 design in 2014. The infrastructure components included in the original scope of the project included; water and sewer improvements, drainage improvements, landscape and irrigation, and roadway lighting. The existing overhead electrical and associated franchise utilities located on the poles were to be installed underground before the start of construction and was not included in the original scope of work.

The design drawings were updated to show the revised scope and limits of Phase 1A. The project team has decided to include relocation of the existing overhead electrical and associated franchise utilities locate on the poles to underground as part of the Phase 1A scope.

MOTION:

I move to approve/deny a Proposal with Mock Roos and Associates for an amount not to exceed \$39,850.

ATTACHMENT(S):

Fiscal Impact Analysis
Proposal

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	39,850	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	39,850	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:

The funds have been identified in the Park of Commerce budget from account 304-6034-531.63-15

Park of Commerce							
Account Number	Account Description	Project #	FY 2017 Budget	Amended Budget	Current Balance	Agenda Item Expenditures	Remaining Balance
304-6034-531.63-15	Park of Commerce Improvements	FG 1421	\$1,364,794	N/A	\$1,351,436	-\$39,850	\$1,311,586

C. Department Fiscal Review: John Borsch Electric Utility Director



AGENDA DATE: December 13, 2016, Regular Meeting

DEPARTMENT: Electric Utility

EXECUTIVE BRIEF

TITLE:

The City of Lake Worth Electric Distribution System Upgrade from 4.16kV to 26.4kV

SUMMARY:

The Item provides for staff to perform a distribution voltage conversion from 4.16kV to 26.4kV and additional necessary upgrades required for system reliability, efficiency and ability to meet present and future demand loads.

BACKGROUND AND JUSTIFICATION:

Currently, the distribution system consists of a 4.16kV and a 26.4kV distribution voltage classes. The 4.16kV distribution voltage class mainly represents the older part of the system. The existing 4.16 kV distribution system is outdated and has surpassed its intended function for decades, thereby reducing system flexibility, reliability and dependability.

Based on the results of multiple engineering studies, carried out by consulting companies in the past as well as results of an in-house engineering evaluation, a preliminary distribution system conversion plan has been created. The distribution system upgrade project for the Electric Utility focuses on a system configuration that affords maximum reliability, improved efficiency and a standardized distribution network. When complete, the system will be comprised of one 138 kV transmission system, a 26.4 kV sub-transmission system, and a 26.4 kV distribution system.

The proposed plan development process includes consideration for optimal construction costs and feasibility, system reliability, future expansion, maintenance costs, safety and other factors. The plan will allow eliminating costly substation transformers, associated maintenance expenses and decrease in line losses. Plan benefits include increased system capacity and decrease in overloading circuits and equipment. The uniformity of a 26.4kV distribution and sub-transmission voltage class throughout the service area, as well as addition of sub transmission loops, will allow to improve power restoration timing and overall system reliability. As a result, it has been concluded that upgrading the 4.16kV distribution system to 26.4kV is the most reasonable solution for the existing system.

The electric distribution system upgrade will be budgeted over the next five years utilizing the electric bond proceeds in the amount of \$14.75 million. A budget amendment will be requested pending commission approval on December 13, 2016 to increase the Electric Fund by the 2017 budgetary cost of \$1,500,000 and allocate the funds into the Transmission & Distribution division.

The annual budgetary costs for fiscal years 2017-2021 associated with 26.4 kV upgrade are listed below:

	2017	2018	2019	2020	2021	Total	
SUBSTATION CONSTRUCTION	18th Ave N	\$1,000,000	\$800,000				\$1,800,000
	6th Ave S		\$1,800,000				\$1,800,000
	12th Ave S			\$1,100,000			\$1,100,000
	4th Ave S				\$1,100,000		\$1,100,000
	Elizabeth					\$1,000,000	\$1,000,000
	Canal				\$200,000	\$600,000	\$800,000
	Total Substation Construction						\$7,600,000
Sub-transmission		\$250,000	\$250,000	\$250,000			\$750,000
T&D	\$500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,400,000		\$6,400,000
Total /FY	\$1,500,000	\$4,350,000	\$2,850,000	\$3,050,000	\$3,000,000		\$14,750,000

This item was recommended by the Electric Utility Advisory Board on November 4, 2015.

MOTION:

I move to approve/ not approve the proposed electric distribution system upgrade from 4.16kV to 26.4kV in the amount of \$14,750,000.

ATTACHMENT(S):

Fiscal Impact Analysis
Distribution Voltage Upgrade Project

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	\$1,500,000	\$4,350,000	\$2,850,000	\$3,050,000	\$3,000,000
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	\$1,500,000	\$4,350,000	\$2,850,000	\$3,050,000	\$3,000,000
No. of Addn'l Full-Time	2	2	2	2	2
Employee Positions	0	0	0	0	0

B. Recommended Sources of Funds/Summary of Fiscal Impact: Use of Bond Proceeds

C.

Electric		Palm Beach County				
Account Number (s)	Account Description	Project #	FY 2017 Budget	Available Balance	Agenda Expense	Balance
401-6034-531.63-15	Use of Bond Proceeds	N/A			1,500,000	

A budget amendment will be requested pending commission approval on December 13, 2016 to authorize spending of existing bond proceeds.

Department Fiscal Review: John Borsch, Electric Utility Director