

**MINUTES  
CITY OF LAKE WORTH  
ELECTRIC UTILITY ADVISORY BOARD  
MEETING  
February 3, 2016 – 6:00 PM**

The meeting was called to order by Sander Schrantz on the above date at 6:00 PM in the City Hall Conference Room, located at 7 North Dixie Highway, Lake Worth, Florida.

**1. ROLL CALL:**

Present were members: Sander Schrantz, Caroline Clore, Ibrahim Chalhoub, Roger St. Martin and Noah Tennyson.

Peggy Fisher and Lisa Maxwell was absent for the roll call. Peggy Fisher joined the meeting at 6:10 p.m.

John Borsch, the Electric Utility Director and Board Liaison, was also present.

**2. PLEDGE OF ALLEGIANCE:**

The pledge of allegiance was led by Ibrahim Chalhoub.

**3. AGENDA – Additions/Deletions/Reordering:**

There were no additions, deletions or reordering on the agenda.

**4. PRESENTATIONS:**

There were no presentations on the agenda.

**5. BOARD COMMENTS:**

Caroline Clore questioned the status of staff visiting with various neighborhood associations. Staff has attended six meetings to date and scheduled to attend more within a couple of weeks.

John Borsch talked about the Siemens local town hall meetings in the month of February and provided flyers for the board members to issue in their respective areas in the City.

The EUAB members welcomed Roger St. Martin the newly appointed member from the at-large service area, Palm Springs.

Sander Schrantz announced he will be resigning from the Electric Utility Advisory Board and this will be his last meeting. He apologizes for the short notice. He commended the board members for their hard work while he

served on the board. Sander Schrantz read his farewell letter to the public and the EUAB members.

Peggy Fisher asked staff the status of the new positions that were City Commissioned in the budget amendment.

Staff provided an update on newly created positions.

**6. PUBLIC PARTICIPATION OF NON-AGENDAED ITEMS:**

There was no public participation of non-agendaed items.

**7. APPROVAL OF MINUTES:**

**A. EUAB Minutes 12.02.15**

Action: The motion was made by Peggy Fisher to approve the minutes and seconded by Ibrahim Chalhoub.

Vote: Unanimous

**8. UNFINISHED BUSINESS:**

**A. Willdan Financial Services – Economic & Financial Valuation Update**

Staff stated the final work product has not been completed. Willdan is awaiting further data and input from the Finance department to complete the valuation.

**B. 26KV System Upgrade**

Staff stated the Electric Utility team will conduct a trial run for the City Manager on Friday, February 5<sup>th</sup>. The 26kv System Upgrade agenda item is set to go before the City Commission on February 9, 2016.

**9. NEW BUSINESS:**

**A. Purchase agreement with Stuart C. Irby for the purchase of 750KCMIL 25KV Copper underground cable for inventory usage throughout fiscal year 2016.**

The purchase agreement will authorize the Electric Transmission and Distribution Division to purchase 3000 feet of 750KCMIL, 25KV Copper underground copper conductor for use through FY16. The amount is not to exceed \$67,740.

Action: The motion was made by Ibrahim Chalhoub to recommend the purchase of 3000 feet of 750KCMIL CU Underground Cable for inventory purposes from Stuart Irby for \$67,740 and seconded by Peggy Fisher.

Vote: Unanimous

**10. BOARD LIAISON REPORTS AND COMMENTS:**

**A. Prepaid Program**

John Borsch reported that the Electric Utility would like to start a pre-paid program for the electric utility customers. John Borsch asked Sander Schrantz and Caroline Clore to be a part of this group to generate ideas. This prepaid program will assist customers with high deposits and past due balances.

The EUAB members agreed to have Caroline Clore to be on the focus group. Since Sander Schrantz is resigning from the EUAB, he will serve as a citizen.

**B. IFB 16-105 Electric Meter Retirement Services**

John Borsch reported the Electric Utility is soliciting bids to perform electric meter retirement services for meters. A contract for the services will be awarded based on the best value and criteria. The bid submission deadline was January 27, 2016. Staff will provide the bid tabulations at the next EUAB meeting.

EUAB discussed how staffing will be impacted by installing the new meters.

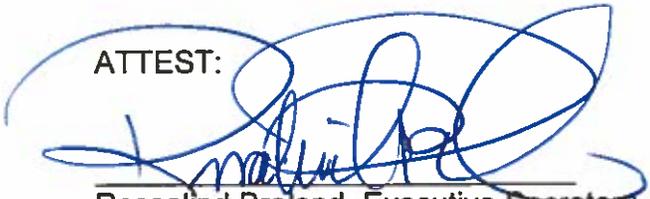
A lengthy discussion ensued.

**11. ADJOURNMENT:**

The meeting was adjourned at 6:47 pm.

  
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Peggy Fisher, Board Member

ATTEST:

  
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Rossalind Breland, Executive Secretary

Minutes Approved: March 21, 2016

A digital audio recording of this meeting will be available in the Office of the City Clerk.