

**MINUTES
CITY OF LAKE WORTH
ELECTRIC UTILITY ADVISORY BOARD
MEETING
August 24, 2016 – 6:00 PM**

The meeting was called to order by Lisa Maxwell on the above date at 6:07 PM in the City Hall Conference Room, located at 7 North Dixie Highway, Lake Worth, Florida.

1. ROLL CALL:

Present were members: Lisa Maxwell, Ibrahim Chalhoub, Caroline Clore, Peggy Fisher, Noah Tennyson, and Roger St. Martin.

Stephanie Mayo was absent for the roll call.

Diego Perez, Electric Utility SCADA Technician, was present.

Rossalind Breland, Electric Utility Budget Analyst, was present.

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

2. PLEDGE OF ALLEGIANCE:

The pledge of allegiance was led by Roger St. Martin.

3. AGENDA – Additions/Deletions/Reordering:

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

4. PRESENTATIONS:

City of Lake Worth Electric Utility Department Accomplishments 2016.

Board Liaison led the presentation on the electric utility department achievements in Fiscal Year 2015-2016. Mr. Borsch cited some of the major accomplishments in the department and reported electric utility began the five (5) year budget for both capital and major projects. Staff also reported the Business Plan is in development and will be completed by September 2017. The department has tracked and reviewed major project expenditures for comparison against budgets, for example the 26 kV, City Wi-Fi, Conservation Program Rehab, Prepaid Program, Call Center, Purchase 4 T&D 55' Trucks.

Rossalind Breland stated the department was successful in allocating funds to compensate for major expenses without having to increase the FY15-16

budget and that Utility Administration FY16-17 budget will drastically increase as a result of funding the Call Center, and Wi-Fi projects.

Board Liaison stated we are about \$1.5M under the projected amount.

Lengthy discussion ensued.

5. PUBLIC PARTICIPATION OF NON-AGENDAED ITEMS:

There was no public participation of non-agendaed items.

6. APPROVAL OF MINUTES:

A. EUAB Minutes 08.03.16

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

Vote: Unanimous

7. UNFINISHED BUSINESS:

A. Purchase of digital radios with Radio One

Diego Perez, the SCADA Programmer for Electric Utility, spoke about the Radio Project and provided information and history on how Radio One which is Motorola's Systems Integrators was chosen as the service provider.

Mr. Perez stated Electric Utility inherited the radio project and was tasked with determining the existing technology and how the entire City could upgrade to the new digital platform.

Mr. Perez stated that the decision to use Motorola for the City-wide upgrade was due to the success of the pilot program done for the Power Plant in 2014 and to streamline with City departments that were currently using the Motorola products.

Lisa Maxwell inquired on radio system used by Palm Beach County Sheriffs.

Mr. Perez answered Palm Beach County Sheriff Office uses Motorola Smart Net and works directly with Public Services and anything outside of this has to use system integrators.

Caroline Clore and Lisa Maxwell asked Mr. Perez from the list of system integrators were there any other vendors that could have been contacted here in Florida or South Florida.

Mr. Perez responded no, not in Florida. Radio One has warehouses that can

provide parts and support. If we have a problem with the system a service technician can arrive within two to four hours. The other system integrators are unable to provide this level of support.

Lengthy discussion ensued.

Board asked many Mr. Perez many questions and felt this project still raises many concerns and would like Electric Utility to research the two way radios purchase in more depth.

EUAB requested Radio One and other City departments to attend a meeting for discussion.

Action: Roger St. Martin recommended all parties in the committee to attend a EUAB meeting for discussion with information being requested by the Board second by Noah Tennyson.

Vote: Unanimous

8. NEW BUSINESS:

A. Purchase Agreement with Alan Jay Fleet Sales for the Transmission & Distribution Division of the Electric Utility department.

Board Liaison stated vehicle will be used by the Transmission and Distribution fourth utility line crew recently added in this department. This vehicle will allow the line foreman to transport additional tools and equipment that are vital to daily work and timely restoration. The electric utility is requesting to purchase one (1) new 2016 GMC Sierra 2500HD Extended Cab pickup truck.

Action: Caroline Clore recommended the purchase agreement through the Florida Sheriff's Association Cooperative purchase agreement in an amount not to exceed \$39,796.25 second by Peggy Fisher.

Vote: Unanimous

9. BOARD COMMENTS:

Caroline Clore inquired on process for customers requesting to have or not have a light pole.

Board Liaison stated that when the project began an overhead snapshot was utilized to identify dark areas. Commissioner Amoroso and engineers assigned to this project travelled around the City in the night hours to certify that the identified dark areas needed light poles. The team and Commissioner Amoroso made recommendations on where the lights poles were needed.

Peggy Fisher thanked Commissioner Amoroso for taking time to travel around the City to identify the dark areas.

Board recommended the next EUAB meeting to be rescheduled from September 7th to October 5th.

EUAB inquired on the joint Commission meeting for September 26th to discuss the 26Kv conversion.

Staff responded the Commission will be addressing the budget in the month of September and was not available during this time.

10. BOARD LIAISON REPORTS AND COMMENTS:

- A. Board Liaison reported some customer are meddling with meters to avoid the AMI meter upgrade. Electric Utility has contacted these customers for a meeting to discuss their concerns but has not been successful. And, so a letter will be sent to address the AMI meter upgrade.
- B. Staff conducting a cyber audit in Fiscal Year 2017 to gather information on areas of vulnerability.
- C. Board Liaison mentioned Commission wants to discuss the Exceleton Prepaid further in a workshop.

11. ADJOURNMENT:

The meeting was adjourned at 7:37pm.



Lisa Maxwell, Chairperson

ATTEST:



Sugrey Moreno, Executive Secretary

Minutes Approved: ~~November 02~~, 2016

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