



AGENDA
CITY OF LAKE WORTH
ELECTRIC UTILITY ADVISORY BOARD MEETING
CITY HALL CONFERENCE ROOM
WEDNESDAY, FEBRUARY 03, 2016 6:00 PM

1. ROLL CALL:
2. PLEDGE OF ALLEGIANCE:
3. AGENDA - Additions/Deletions/Reordering:
4. PRESENTATIONS: (there is no public comment on Presentation items)
5. BOARD COMMENTS
6. PUBLIC PARTICIPATION OF NON-AGENDAED ITEMS:
7. APPROVAL OF MINUTES:
 - A. EUAB 12.02.15 Minutes
8. UNFINISHED BUSINESS:
 - A. Willdan Financial Services - Economic & Financial Valuation Update
 - B. 26 kv System Upgrade
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
10. BOARD LIASON REPORTS AND COMMENTS:
 - A. Prepaid Program
 - B. IFB 16-105 Electric Meter Retirement Services

11. ADJOURNMENT:

If a person decides to appeal any decision made by the board, agency or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. (F.S. 286.0105)

NOTE: ONE OR MORE MEMBERS OF ANY BOARD, AUTHORITY OR COMMISSION MAY ATTEND AND SPEAK AT ANY MEETING OF ANOTHER CITY BOARD, AUTHORITY OR COMMISSION.

**MINUTES
CITY OF LAKE WORTH
ELECTRIC UTILITY ADVISORY BOARD
MEETING
December 2, 2015 – 6:00 PM**

The meeting was called to order by Chairperson Lisa Maxwell 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: and members, Caroline Clore, Peggy Fisher, Ibrahim Chalhoub and Noah Tennyson.

Sander Schrantz, Roger St. Martin and Lisa Maxwell were absent for the roll call.

Walt Gill, the Assistant Electric Utility Director was present.

John Borsch, the Electric Utility Director for the City of Lake Worth 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:

A. Willdan Financial Services – Economic & Financial Valuation Presentation

Representatives, Jeff McGarvey and Lisa Vedder presented the status update for the Economic and Financial Value of Lake Worth Electric Utility System. The final work product has not been completed. Willdan is awaiting further data and input from the Finance department to complete the valuation.

A lengthy discussion ensued.

B. 26kV Presentation

The Engineering department attended the EUAB meeting. George Guirguis presented the higher distribution voltage advantages and disadvantages. The Engineering team also discussed the plan to convert the City to 26kV in two stages and the budgetary cost associated with the system upgrade.

The EUAB commended the Engineering team on the presentation and work.

A lengthy discussion ensued.

C. FRCC Compliance Presentation

John E. Borsch, Electric Utility Director, presented FRCC [Florida Reliability Compliance Corporation]. The purpose of the Florida Reliability Coordinating Council is to ensure and enhance the reliability and adequacy of bulk electricity supply in Florida now and into the future.

Mr. Borsch explained the City of Lake Worth noncompliance status and presented the compliance recovery plan to the EUAB.

A lengthy discussion ensued.

5. **BOARD COMMENTS:**

There were no board comments on the agenda.

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

There was no public participation of non-agendaed items.

7. **APPROVAL OF MINUTES:**

A. EUAB Minutes 10.07.15

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

Vote: Unanimous

8. UNFINISHED BUSINESS:

There was no unfinished business on the agenda.

9. NEW BUSINESS:

A. Florida Municipal Electric Association Membership Dues Fiscal Year 2015-2016

As a member of FMEA, the City of Lake Worth has legal, legislative, and regulatory representation that provides ability to impact the outcome of important decisions that directly impact electric utility customers.

With City Commission's approval, the agenda item authorizes the payment of the FMEA annual membership dues for October 2015 through September 2016 in the amount not to exceed \$33,345.

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

Vote: Unanimous

10. BOARD LIAISON REPORTS AND COMMENTS:

John Borsch stated the Electric Utility requested a budget amendment to add three new positions: (2) Auxiliary Equipment Operator and Budget Analyst. He has also requested to reclassify three current positions as the Engineering Manager, NERC Compliance Officer and the Revenue Protection Manager.

The Electric Utility budget amendment is on the December 8th City Commission Agenda.

Over the past few weeks, John Borsch also stated he has been a guest speaker at several Lake Worth Homeowners Association meetings and the public have received them well.

11. ADJOURNMENT:

The meeting was adjourned at 7:40 pm.

Peggy Fisher, Acting Chairperson

ATTEST:

Rossalind Breland, Executive Secretary

Minutes Approved: February 3, 2016

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

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

| Fiscal Years | 2016 | 2017 | 2018 | 2019 | 2020 |
|---|------|------|------|------|------|
| Capital Expenditures | 0 | 0 | 0 | 0 | 0 |
| Operating Expenditures | 0 | 0 | 0 | 0 | 0 |
| External Revenues | 0 | 0 | 0 | 0 | 0 |
| Program Income | 0 | 0 | 0 | 0 | 0 |
| In-kind Match | 0 | 0 | 0 | 0 | 0 |
| Net Fiscal Impact | 0 | 0 | 0 | 0 | 0 |
| No. of Addn'l Full-Time Employee Positions | 0 | 0 | 0 | 0 | 0 |

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

C. Department Fiscal Review: _____

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

| Fiscal Years | 2016 | 2017 | 2018 | 2019 | 2020 |
|---|------|------|------|------|------|
| Capital Expenditures | 0 | 0 | 0 | 0 | 0 |
| Operating Expenditures | 0 | 0 | 0 | 0 | 0 |
| External Revenues | 0 | 0 | 0 | 0 | 0 |
| Program Income | 0 | 0 | 0 | 0 | 0 |
| In-kind Match | 0 | 0 | 0 | 0 | 0 |
| Net Fiscal Impact | 0 | 0 | 0 | 0 | 0 |
| No. of Addn'l Full-Time Employee Positions | 0 | 0 | 0 | 0 | 0 |

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

C. Department Fiscal Review: _____



AGENDA DATE: February 3, 2016

DEPARTMENT: Electric Utility

Executive Brief

TITLE:

Purchase agreement with Stuart Irby for the purchase of 750KCMIL 25KV copper underground cable for inventory usage throughout Fiscal Year 2016.

SUMMARY:

The purchase agreement will authorize the Electric Transmission and Distribution Division to purchase 2400 feet of 750KCMIL, 25KV Copper underground copper conductor for use through FY16. The amount is not to exceed \$67,740. This purchase is an approved sole source purchase from Okonite distributed by Stuart Irby in Orlando.

BACKGROUND and JUSTIFICATION:

The copper underground cable is necessary for inventory reserve and will be used as necessary in operations and maintenance of the electrical infrastructure.

| UNDERGROUND PRIMARY | | | | |
|----------------------------|-------------------|-------------------|-----------------|----------------|
| Description | Total Feet | Unit Price | Extended | Quote |
| 750KCMIL, 25KV, CU | 3000 | 23.331 | \$ 67,740.00 | Stuart C. Irby |
| Total | | | \$ 67,740.00 | |

The Okonite underground cable is the standard for the City of Lake Worth. Stuart Irby holds the exclusive distribution rights for this item. The quantities reflected are for estimating purposes based on anticipated requirements/usage and used for routine replenishment.

ATTACHMENT(S):

- Fiscal Impact Analysis
- Stuart Irby Estimate
- Okonite Sole Source Letter

MOTION:

I recommend / do not recommend the purchase agreement with Stuart Irby for 3000 feet of 750KCMIL 25KV copper underground cable for inventory purposes from Stuart Irby for \$67,740.00.

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

| Fiscal Years | 2015 | 2016 | 2017 | 2018 | 2019 |
|--|------|----------|----------|------|------|
| Capital Expenditures | 0 | 0 | 0 | 0 | 0 |
| Operating Expenditures | | 0 | \$67,740 | 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 | \$67,740 | 0 | 0 | 0 |
| No. of Addn'l Full-Time Employee Positions | 0 | 0 | 0 | 0 | 0 |

Recommended Sources of Funds/Summary of Fiscal Impact:

| Utilities /Electric | | | | | | |
|---------------------|---------------------|-----------|---------------|-----------------|--------------------------|-------------------|
| Account Number | Account Description | Project # | FY2015 Budget | Current Balance | Agenda Item Expenditures | Remaining Balance |
| 401-0000-141.02-10 | Warehouse Electric | N/A | TBD | 3,753,205.44 | \$67,740 | 3,686,654.90 |

Department Fiscal Review: John Borsch



**THE
OKONITE
COMPANY**
www.okonite.com

10002 Princess Palm Avenue
Suite 104
Tampa, Florida 33619
TEL: (813) 627-9400
FAX: (813) 246-4705
E-Mail: tampa@okonite.com

October 13, 2015

CITY OF LAKE WORTH
LAKE WORTH, FLORIDA

ATTENTION: Gordon Hartman

REFERENCE: All Okonite Cable Products

This letter is to advise that Irby, Orlando is the only electrical distributor in Florida who is authorized to submit proposals to the City of Lake Worth for Okonite cable products.

Please contact me if you have any questions, or require clarification. Thank you.

Sincerely,

Mark Fazio

District Manager

The Okonite Company

Tampa, Florida



Quotation

STUART C IRBY BR333 ORLANDO
 2300 PRINCIPAL ROW, SUITE 103
 ORLANDO FL 32837
 407-282-1486 Fax 407-855-4285

| | |
|---|-------------------|
| QUOTE DATE | ORDER NUMBER |
| 12/21/15 | S009243607 |
| REMIT TO: STUART C IRBY CO POST OFFICE BOX 741001 ATLANTA GA 30384 | PAGE NO. 1 |

SOLD TO:
 CITY OF LAKE WORTH
 ACCTS PAYABLE
 7 NORTH DIXIE HWY.
 LAKE WORTH, FL 33460-3787

SHIP TO:
 CITY OF LAKE WORTH
 1900 2ND AVENUE NORTH
 LAKE WORTH, FL 33461-4298

ORDERED BY: GORDON

| | | | | | | | |
|--------------------|----------|-----------------------|--|--------------------|----------|---------------------|----------|
| CUSTOMER NUMBER | | CUSTOMER ORDER NUMBER | | JOB/RELEASE NUMBER | | OUTSIDE SALESPERSON | |
| 46586 | | | | | | Noah M Williams | |
| INSIDE SALESPERSON | | | REQD DATE | FRGHT ALLWD | SHIP VIA | | |
| Joshua Smith | | | 01/21/16 | Yes | | | |
| ORDER QTY | SHIP QTY | LINE | DESCRIPTION | | | Prc/UOM | Ext Amt |
| 3000FT | | 1 | *OKON 750 25KV CU OKOGUARD EPR CLASS B C-RD -SS- 320 - 055 SC EPR - THIRD NUETRAL SOLID COPPER CONC WIRES - 080 OKOLENE PE W/3 RED STRIPES - SEQ PRINT **Special Order Product** Your # 280-80-12744 PRICE IS \$22.580/FT LEAD-TIME: 13-14 WEEKS | | | 22580.000M | 67740.00 |

* This is a quotation *

Prices firm for acceptance within 30 days with the exception of commodity prices which are subject to change daily. Quotation is void if changed. Complete quote must be used unless authorized in writing.

For Terms and Conditions, Please See our website.

| | |
|--------------|-----------------|
| Subtotal | 67740.00 |
| S&H CHGS | 0.00 |
| Sales Tax | 0.00 |
| TOTAL | 67740.00 |

** Reprint ** Reprint ** Reprint **