

MINUTES FROM THE REGULAR MEETING OF
THE UTILITY BOARD OF THE CITY OF KEY WEST, FLORIDA,
HELD AT 5:00 P.M. ON WEDNESDAY, JULY 28, 2021
KEYS ENERGY SERVICES BOARD ROOM
1001 JAMES STREET, KEY WEST, FLORIDA

This meeting was held on a virtual platform due to COVID-19 required social distancing.






The above referenced Regular Utility Board meeting of the City of Key West, Florida, convened at 5:00 p.m., and was called to order by Utility Board Chair Mona Clark. Due to a brief equipment failure the internal audio did not commence till 5:10 p.m.


1. Pledge of Allegiance
2. Invocation
3. Mission and Vision
4. Roll Call


Present: Mr. Robert Barrios (in-person), Mr. Pat Labrada (in-person), Mr. Steve Wells (in-person), Utility Board Vice Chair Mr. Timothy Root (in-person), Utility Board Chair Ms. Mona Clark (in-person).


Also present at the meeting:



Lynne Tejeda, General Manager & CEO (in-person); Nathan Eden, Board Attorney (in-person); Jack Wetzler, Assistant GM/CFO (in-person); Dan Sabino, Engineering & Control Center Director (in-person); Joe Weldon, Generation Director (in-person); Erica Zarate, Customer Services Director (in-person).

5. Set Agenda
6. Recognition and Presentation
 - a) KEYS Outstanding Employee of the Third Quarter – Jeanette Williams
7. Informational Items:
 - a) Department Staff Report – Information Services Project Updates – Nick Batty, Director of Legal & Regulatory Services 
 - b) Financial & Operational Indicators – June 2021 
 - c) Quarterly Safety Report
 - d) Quarterly Inaccessible Facilities Update
 - e) Quarterly Bond Fund Investment Account
 - f) Quarterly Florida Emergency Management Agency (FEMA) Status Report
 - g) Transmission Outage Update – July 24, 2021 
 - h) Insulator Changeout Program 
 - i) Florida Municipal Electric Association Member of the Year – Julio Torrado 

8. Consent Agenda* 
- a) Approve Regular Utility Board Meeting Minutes – July 14, 2021
 - b) Request Excused Absence for Steve Wells from the July 14, 2021, Regular Utility Board Meeting
 - c) Approve Disbursement Report
 - d) Approve Renewal of KEYS' Self-Insured Health Benefits Plan and Employee Assistance Program with Cigna Corporation
 - e) Approve Renewal of KEYS' Self-Funded Dental Benefits Plan with Connecticut General Life Insurance Company (CGLIC)
 - f) Approve Renewal of KEYS' Vision Benefits Plan with Connecticut General Life Insurance Company (CGLIC)
 - g) Approve Renewal of KEYS' Long Term Disability Insurance Benefits with Standard Insurance
 - h) Approve Renewal of KEYS' Basic Life, AD&D and Supplemental Life Insurance Benefits with Standard Insurance
 - i) Approve Change Order to Sole Source Vendor Lease of Eight Bucket Trucks
 - j) Approve Piggyback Purchase of Rubrik Backup Appliance, Support and Implementation Services for SCADA Systems


 **Motion:** To Approve Consent Agenda, **Moved by** Vice Chair Mr. Timothy Root **Seconded by** Mr. Steve Wells.


 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Mr. Robert Barrios, Mr. Pat Labrada, Mr. Steven Wells, Vice Chair Mr. Timothy Root, Utility Board Chair Ms. Mona Clark.


9. Action Items 
- a) Approve Revisions to Pole Attachment Agreement for Small Wireless Facilities Wireless Attachment Specifications and Standards 

 **Motion:** To Approve Revisions to Pole Attachment Agreement for Small Wireless Facilities Wireless Attachment Specifications and Standards, **Moved by** Vice Chair Mr. Timothy Root **Seconded by** Mr. Steve Wells.


 Board Discussion

 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Mr. Robert Barrios, Mr. Pat Labrada, Mr. Steven Wells, Vice Chair Mr. Timothy Root, Utility Board Chair Ms. Mona Clark.


- b) Award Unit Price Contract for Purchase of Siemens Power Circuit Breakers, Bid 25-21 and Surplus Existing Equipment 

 **Motion:** To Award Unit Price Contract for Purchase of Siemens Power Circuit Breakers, Bid 25-21 to Siemens Energy, Inc. in the Total Estimated Amount of \$189,910.00, and Surplus Existing Equipment, **Moved by** Mr. Pat Labrada **Seconded by** Mr. Robert Barrios.


 Board Discussion


 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Mr. Robert Barrios, Mr. Pat Labrada, Mr. Steven Wells, Vice Chair Mr. Timothy Root, Utility Board Chair Ms. Mona Clark.


- c) Award Unit Price Contract for Data Center Infrastructure Upgrade, Bid 26-21 and Surplus Existing Equipment 

 **Motion:** To Award Unit Price Contract for Data Center Infrastructure Upgrade, Bid 26-21 to Sirius Computer Solutions, Inc. in the Total Estimated Amount of \$312,893.24, and Surplus Existing Equipment, **Moved by** Mr. Robert Barrios **Seconded by** Vice Chair Mr. Timothy Root


 Board Discussion

 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Mr. Robert Barrios, Mr. Pat Labrada, Mr. Steven Wells, Vice Chair Mr. Timothy Root, Utility Board Chair Ms. Mona Clark.

- d) Award Unit Price Contracts for Purchase of Pole and Padmount Transformers, Bid 27-21 


 **Motion:** To Award Unit Price Contracts for Purchase of Pole and Padmount Transformers, Bid 27-21 to Gresco, WESCO-Anixter, and WEG Transformers in the estimated total amount of \$290,473.00, **Moved by** Mr. Steve Wells **Seconded by** Mr. Pat Labrada.

 Board Discussion

 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Mr. Robert Barrios, Mr. Pat Labrada, Mr. Steven Wells, Vice Chair Mr. Timothy Root, Utility Board Chair Ms. Mona Clark.

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10. Public Input / Other Business 

11. Adjournment 

Motion: To Adjourn the Regular Utility Board Meeting of Wednesday, July 28, 2021, at 5:47 p.m., **Moved by** Vice Chair Mr. Timothy Root **Seconded by** Mr. Pat Labrada.

APPROVE:

Mona C. Clark, Utility Board Chair

ATTEST:

Lynne E. Tejeda, General Manager & CEO

/ed