



Utilities Advisory Board Regular Meeting Minutes

April 26, 2022 at 12:00 p.m.

Public Safety Facility | Ray Beary Community Room
500 N. Virginia Ave. | Winter Park, Florida

Present

UAB Members: Michael Poole (Chair), Paul Conway, Mary Dipboye, Fred Guitton, Leon Huffman

City Staff: Daniel D'Alessandro (Director of Electric), Justin Isler (Operations Manager), David Zusi (Director of Water & Wastewater Utility), Jason Riegler (Asst. Director of Water & Wastewater Utility), Wes Hamil (Director of Finance), Clarissa Howard (Director of Communications), Karen Hood (Recording Secretary), Suzy Streed (Customer Service Supervisor), Cheri Cameron (Utilities Services Manager), Mourad Belfakih (Senior Engineer)

Guest: Navid Nowakhtar (FMPA), Craig Shepard (Leidos), Marty Sullivan (City Commissioner)

Absent: Linda Lindsey (UAB Member)

(1) Call to Order

Michael Poole called the meeting to order at 12:04 p.m.

(2) Consent Agenda

Motion made by Mary Dipboye, seconded by Paul Conway to approve the March 22, 2022 meeting minutes.

Motion carried unanimously with a 5-0 vote.

(3) Public Comments (for items not on Agenda)

None

(4) Action Items

- a. **Prepare for joint Meeting with City Commission regarding funding for undergrounding residential service lines** - Dan D'Alessandro discussed supply chain issues and possible slowdowns to the undergrounding completion outside of the funding. Wes Hamil discussed some options to consider for funding the project. First go forward with the .09 rate increase. Second not to implement rate increase and push out the dates for project completion. Third to fund the project by borrowing. He then presented an analysis of the effects of borrowing. There was a lengthy discussion with the UAB members. Michael Poole asked staff to come back to the UAB at the next meeting with some assumptions, timelines and backing for numbers. The board members decided they will discuss this topic at the next regular monthly meeting and agree on a recommendation from the UAB to forward to the City Commission. Dan D'Alessandro also introduced Mourad Belfakih, Senior Engineer who has come on board with the Electric Utility.

(5) Non-Action Items

- a. **Review draft of Electric Cost of Service Study** - Craig Shepard briefly reviewed the attached Cost of Service Update.

- b. **Review draft of 5-year Capital Improvement Plan for Utilities** - Wes Hamil presented a Summary of Capital Projects for the Electric Utility. Dan and Justin commented on the items also reporting the substations are in better condition than first assumed. Justin reported the bulk meter replacement has not been implemented while waiting on the software installation for billing. Wes Hamil and Dave Zusi then presented with discussion the Capital Projects for the Water & Wastewater Utility. A large number of the capital projects are out of the City's control. Michael Poole stated that months ago the UAB looked at Water & Wastewater capital venture plan and ended up making a recommendation changing some rates; making some increases. Mr. Poole asked about changing of rates? David Zusi responded that the water department gets an automatic CPI (Consumer Price Index) adjustment that is tied to the PSC calculated index which is specific to this industry. During Covid there was a very low index adjustment last year. While we were starting have major impacts on material costs. We are behind the curve but this year we will have a big increase. Wes Hamil stated the increase this year is 4.53% the biggest since 1997. As outside agencies change dates for capital projects we change our timelines within the city. The UAB will come and revisit discussion on reserves as we they receive new data from staff.
- c. **Customer Service Call Flow** - Wes Hamil introduced Suzy Streed (Customer Service Supervisor) and Cheri Cameron (Utilities Service Manager). Wes Hamil presented the Flow Chart for Call Routing; he Cheri Cameron, and Suzy Streed answered the UAB questions. Leon Huffman asked if there is a major outage with many people calling at once does the phone system advise customers they can go on the internet to report an outage? Suzy Streed did not know the answer but Dan D'Alessandro said he can get with Ruby and find out. Most people call the outage number and not customer service when they have an outage. Cheri Cameron stated the customers do not wait when they call the outage number. The UAB participated in a lengthy discussion about the new phone system that has been up and running for twenty days. Michael Poole said the UAB looks forward to receiving monthly reports on the call flow starting next month.
- d. **Cost providing power to solar customers** - Wes Hamil went over the Net Metering Policy and discussed the cost involved for the 124 solar customers in the city. There is a cost of \$78,098 of gross revenues. The excess power customers produce results in the City paying customers retail 12 cents per kilowatt versus the wholesale 6 cents per kilowatt rate we pay of bulk power providers. Members of the board wanted to know why we are paying retail for the excess power produced by these customers. Michael Poole stated that in 2012 the City Commission passed the resolution that is in place which pays the retail rate to resident customers to encourage residents to install solar. Michael Poole asked if anyone wants to get into this deeper to make a recommendation to Commission to change this? The board and staff agreed they did not want to pursue this change.

(6) Staff Updates

- a. **Electric Utility** - Dan D'Alessandro presented the monthly update provided with the agenda. He also reported the Covanta contract will end in 2023/2024. Dan D'Alessandro has reached out to Covanta to start negotiating and also arranged for a tour of the plant that Mary Dipboye and Gloria Eby (Director of Natural Resources & Sustainability) will be attending. To continue with Covanta, they will have to lower their cost considerably and the Sustainability will have to agree that burning municipal solid waste is a sustainable option. There are cleaning and scrubbing systems so we will have to look into this. We hired a new Senior Engineer, Mourad Belfakih and we did lose an electrical engineer in the meantime but things are looking up in that regard. We are on goal for meeting eight miles this year for the undergrounding project.
- b. **Water & Wastewater Utility** - Dave Zusi stated he does not really have an update. He reported they are working on all the things they are always working on. The Water & Wastewater still has a lot of openings. They are working on ways to try and fill those openings. They are working with Human Resources to attract candidates.
- c. **Performance Measurement** - David Zusi commented on the attached report saying that he does not really like the way a couple of items are reported on here. The example was given using the "Water pumped compared to CUP allocation" line. David Zusi stated this really the CUP allocation which is

how much we are pumping on a monthly basis but our CUP is based on a rolling basis. He is going to change the way we are reporting on this metric and use a rolling twelve-month average. Michael Poole asked about the goal for the 15 Megawatt generated from the Aloma solar system. The discussion was to change the goal.

- d. **Second Quarter YTD Financial Review** - Wes Hamil presented the financial review. The UAB asked questions and discussed the fuel adjustments.

(7) Board Comments

- a. Commissioner Marty Sullivan addressed the UAB telling them there is a general interest from the Commission wanting the boards to be more involved in development and advancing of policy. Then he went on to discuss RFP12-22. He wants the UAB to be more engaged in policies that come forward and policy direction. He hopes there can more communication between all the boards but particularly the UAB and Sustainability.
- b. Paul Conway gave the UAB an update on meeting from the Broadband & Smart City Ad Hoc Committee.
- c. Michael Poole suggested the board hold elections of the Chair and Vice Chair in June or perhaps July. This will give the newly appointed person a chance to catch up before the election.

(8) Upcoming Agenda Items

- a. Mary Dipboye asked that RFP12-22 be added to the agenda for the UAB meeting.
- b. Paul Conway asked if Dan D'Alessandro could talk about the relative productivity associated with meter disconnect and connect in today's manual process. How we can leverage our investments in smart meter technology. How we measure success with our outsourcing of substation maintenance?

(9) Adjournment

Meeting adjourned at 2:17 p.m. Next meeting in May 24, 2022.

Minutes approved the board on June 28, 2022.

/s/ Recording Secretary Karen Hood