



Utility Advisory Board

Regular Meeting Minutes

January 25, 2022 at 12:00 p.m.

Virtual Meeting
Winter Park, Florida

Present:

Michael Poole (chair), Linda Lindsay, Fred Guitton, Mary Dipboye, Paul Conway

Also Present:

Director of Electric Utility Dan D'Alessandro: Operations Manager Justin Isler: Director of Water & Wastewater Utility David Zusi: Director of Finance Wes Hamil.

Craig Shepard, Jason Riegler, Navid Nowakhtar

Call to Order

Mr. Poole called the meeting to order at 12:00 p.m.

Mr. D'Alessandro did the roll call.

Consent Agenda

December 7, 2021 minutes were not available to be approved.

Staff Updates

A. Electric Utility

Mr. D'Alessandro explained, departments are short staffed. Working with HR to fill positions. Commission passes underground service process to start. Request for Proposal (RFP) verses Internal Electrician. We will start doing service now & determine if an outside source is needed or hiring an Electrician. We will be putting together a Communication to get the Undergrounding information out to the Residents.

B. Water & Wastewater Utility

Mr. Zusi commended board for effort to push undergrounding & appreciates Board support & Mr. Poole's leadership. Mr. Zusi went over graphs showing water sales, irrigation & rainfall & how it's trending. Consumption use renewal is in the year 2025. Plan is to expand the reclaim water which comes out of our existing waste water treatment plant and that water will, gallon for gallon capture back water we have available for portable consumption. This will be tracked. Reclaimed water is primarily going to Golf Courses, Cemetery's, Parks, etc. St. John's is not increasing capacity, what you have is what you have. FDEP did an annual unscheduled sanitary survey on our water treatment plants & they do a very detailed look at the record keeping, log books, how your sites look for cleanliness. Our 3 water treatment plants and our 1 re-pump storage facility had no deficiencies.

C. Performance Measurements:

Mr. Zusi spoke of the solar panels & being below target due to cloudy days which cannot be helped, we can only set goals but cannot control what happens. Mr. D'Alessandro is heading up a project to install solar panel covered parking to produce solar energy from the rooftop. Mr. D'Alessandro commented that they came out with a ground penetrating radar & getting ready to cut ground.

D. Financial Report

Mr. Hamil spoke in regards to the financial report with explanations of the graphs. Spending is below budget due to vacant positions and chemicals for Water and Wastewater. Electric revenues and expenses for the first quarter are ahead of budget due mostly to fuel revenues and costs. Jerry Warren helps in determining fuel cost

recovery rates. He monitors the actual costs and future prices, most significantly, natural gas and gives us adjustments to make. Will be looking at water and wastewater rates in the Spring to address operating costs and capital requirements such as the relocation of utility lines for SR 434 widening. Per Mr. Zusi those are projects, ran & scheduled by other entities such as FDOT or the County. Mr. Hamil commented on our Bulk Power contracts with FMPA & OUC which continue to provide savings to build our cash balance in the electric fund. Fitch Ratings is going to be updating its credit surveillance & we expect to remain an A+ rating in electric. No questions were asked, very thorough presentation was given. We will start doing financials on a quarterly rather than a monthly basis.

Public Comments (for items not on Agenda)

None

Non-Action Items

1. Mr. Conway was able to get a workshop session with Broadband/Smart City Committee on Jan 13, 2022. Mr. Conway feels we need an outside consultant source to provide help with the infrastructure of providing Internet service to the Community. He provided an Action Plan slide explaining the steps that need to be taken.
2. Mr. Poole spoke of hiring a Consultant to address governance by the UAB. Mr. Zusi commented that Commission has a workshop scheduled to talk about this. We would like to get their input in moving forward. Mr. Hamil commented that the next step is probably to take the UAB's recommendation regarding a consultant to the City Commission for consideration. Funding for this work was not part of the FY 2022 budget. Mr. Poole commented that the discussion was approved over 90 days ago and was disappointed that this has not been addressed. He mentioned that Randy Knight had the ability to approve \$75,000.00. Mr. Poole stated that in his own personal conversations with the Commission they were quite interested in this and approved it. Mr. Hamil commented that the discussion of UAB governance has not been added to the City Commission's work session schedule but, is on a list of potential topics.
3. Mr. Poole discussed information about the Net Metering. Mr. D'Alessandro indicated that we buy power at a wholesale rate & we reimburse net metering at a retail rate. It makes no sense. This needs to be brought to the Board for advice. The reimbursement is growing substantially. Ms. Dipboye commented that there needs to be more discussion on this topic, but a Community wide conversation, not just one discussion. Mr. Poole suggested we do an analysis to get a true sense of what it's costing the City from a financial point of view. We need to see if there is a loss of revenue from solar. In depth discussion continued in regards to net/solar metering.
4. Mr. Poole discussed marketing & communications plan for Electric, Water & Wastewater strategy. It needs to be communicated to the Community all the good things that the City is doing for the Residents such as undergrounding. More articles can be written, maybe utilize Facebook, newsletter, texts, social media. Flyers are sent out with the bills, but how many customers actually look at them?
In depth discussion in regards to Marketing Strategies and how to communicate it to the Community.

Action Items

1. Mr. Hamil spoke on the Electric Cost of Service Study. This will now be discussed on February 15, 2022 at 2:00 p.m. and will be planned for an hour.

Board Comments - we have this same discussion in the December 7 meeting. Not sure which is the meeting where the energy audits were discussed. Maybe it was both.

Ms. Dipboye asked about doing energy audit allocation & understands that there is \$110,000.00 allocated in the budget for the audits. Mr. Hamil spoke & said this is under Electric Fund. The City just brought on a new Director for Natural Resources and Sustainability who would manage it. These are energy audits that are done on internal City facilities. This should be published to the Community to let them know the City is taking

measures to reduce energy consumption at its facilities. Mr. Zusi suggested bringing back Communications and Sustainability to attend the UAB meetings, potentially quarterly.

Adjournment

Mr. Poole adjourned the meeting at 1:32 p.m.

The next UAB meeting is scheduled for Feb. 15, 2022 at 2:00 p.m.

Minutes approved the board on 02/22/2022.

Respectfully Submitted

Pamela Bracko