Utilities Advisory Board Regular Meeting

Agenda

May 28, 2024 @ 12:00 PM

City Hall Commission Chambers
401 S. Park Avenue

welcome

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assistance & appeals

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"If a person decides to appeal any decision made by the Board with respect to any matter considered at this hearing, a record of the proceedings is needed 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).

please note

Times are projected and subject to change.

1.	**Call to Order**	
2.	**Consent Agenda**	
	a. Approve the minutes of April 23, 2024	1 minute
3.	**Public Comments (for items not on the agenda): Three minutes allowed for each speaker**	
4.	**Action Items**	
	a. Proposed budgets for FY 2025	30 minutes
5.	**Non-Action Items**	
	a. Update on the Electric Strategic Plan - The Electric Strategic Plan has been placed on hold pending recruitment of a new Electric Department Director.	1 minute
6.	**Staff Updates**	
	a. Electric Utility - Mourad Belfakih	
	b. Water & Wastewater Utility – David Zusi	
	c. Performance Measurement – Wes Hamil	5 minutes
	d. Educational Campaign – Clarissa Howard	
7.	**Board Comments**	
8.	**Upcoming Agenda Items**	
	a. Solar and Net Metering Policy	1 minute
9.	**Adjournment**	

Utilities Advisory Board

agenda item 2.a

item type Consent Agenda	**meeting date** May 28, 2024
prepared by	**approved by**

subject

Approve the minutes of April 23, 2024

motion | recommendation

background

alternatives | other considerations

fiscal impact

attachments

1. UAB-min-2024-04-23 DRAFT revised

Utilities Advisory Board
Regular Meeting Minutes

April 23, 2024 at 12:00 PM

City Hall Commission Chambers
401 S. Park Avenue

Present
Mary Dipboye, Linda Lindsey, Paul Conway, Michael Poole. Allison Yurko and Fred Guitton arrived at 12:20

Absent
Leon Huffman

Staff Present
Director of Electric Utilities Dan D'Alessandro, Director of Water and Wastewater Utilities David Zusi, Electric Utility Operations Manager Miguel Cruz, Assistant Director of Water and Wastewater Utilities Tara Lamoureux, Electric Utility Engineer Manager Mourad Belfakih, Integrated Resources Program Manager Lisa Vedder

1. Call to Order

The meeting was called to order at 12:10 p.m.

2. Consent Agenda

a. Approve the minutes of March 26, 2024

Ms. Dipboye mentioned the minutes did not reflect the solar rate discussion. Motion made by Paul Conway to approve the minutes, seconded by Allison Yurko . Motion carried unanimously with a 4-0 vote. Ms. Yurko and Mr. Guitton arrived after the vote.

3. Public Comments (for items not on the agenda):

Richard Parker thanked electric utility staff for professionalism and customer service. He inquired on the current cash position of electric utility and if hedging is done to protect from inflation. Mr. Hamil explained that City funds participate in a pooled cash system held in a variety of investments. Each City fund owns a share of the pooled system. There is no hedging.

4. Action Items

a. Public-facing Electric Vehicle (EV) Charging Station Fees and Usage Restrictions

Mr. D'Alessandro stated the EV Charging Station policy was cleaned up from the previous discussion and will need to be brought to the Commission. Mr Conway thought signage should go to the Commission. Mr. D'Alessandro stated rate discussion should go before the Commission, not signage, but signage communicating the rate changes needs to be discussed by this board.

Mr. Guitton arrived at 12:15. Ms. Yurko arrived at 12:20

Ms. Vedder explained after the rates are approved by the Commission, departments will meet to discuss appropriate signage.

Motion made by Ms. Dipboye to approve the rate policy, seconded by Mr. Guitton. Motion carried unanimously with a 6-0 vote.

Mr. Guitton asked if advance notice will be given to the public prior to the signage being implemented. Ms. Vedder confirmed that advance notice is given.

5. Non-Action Items

a. Smart meter discussion - David Zusi

Mr. Zusi stated the city purchased smart meters that are continually upgraded as well as the software. Our system is not using the capabilities of the auto-shut off type meter. The need is not there. Staff is looking at other meters and discussion followed on capabilities and limitations of meters and coordination of meters with existing software platforms. Mr. Zusi responded to questions regarding the system.

Mr. Conway questioned the poll rate of 95%. Mr. Zusi stated the goal is 98.9 to 99%, but have fallen below 95%. The reason for this is the merging of technology, which includes the reading of meters, billing, batteries, etc. We've engaged a consultant who will assist in merging all of our systems together to reach close to 100%. The consultant will be in-house for approximately 6 months. The ultimate goal is to have all the meters reporting through the radio and the ones not reporting to be actually dead or unplugged meters.

b. Water Strategic Plan

Mr. Zusi advised one proposal was received and a contract will be on the next Commission agenda. The concern is that the company's primary presence is in North Carolina. Mr. Conway stated the company is excellent with a proven framework to measure utility, key performance indicators and the ability to communicate the strategic plan at all levels.

6. Staff Updates

a. Electric Utility

Mr. D'Alessandro gave the following report:

- Loss of service for 5 to 6,000 customers on April 4th due to transformer failure. He commended the electric utility team for their work on switching the transformer and restoring power in less than an hour and a half.
- The website was updated with new verbiage.

- The supply chain issue has resolved itself with the help of our aggressive warehouse manager. We now have more transformers than are needed at this time. Finally, we are back on track with the mileage.
- Reported an increase in undergrounding electric. Crews could complete 3/4 mile per month with a goal of 8 miles per year. The new project is the hardest and will take more than a year.
- Hometown will be reaching out to board members to conduct interviews.
  Mr. Conway asked about OUC. Mr. D'Alessandro spoke about discussions with OUC regarding their desire to take over the city's electric utility.
- Announced his resignation to accept a different opportunity

b. Water & Wastewater Utility

Mr. Zusi gave the following update:

- Stated city is finalizing meter integration.
- City will begin sharing a large amount of information on the website relating to lead and copper. The board will begin seeing notifications related to this issue which contain required language that may cause unneeded customer concern.
- The project to build a new regional lift station, rebuild another regional lift station and over a mile of force main that was budgeted at $3.5m; however, bids received range from $8.4m to $18m.

Mr. Guitton stated the importance of knowing the full cost of upgrading the system. Mr. Zusi advised that there is an aggressive in-house program to replace components of the system. The strength of the system is that there were no water main breaks since 2004 due to ongoing replacement. The biggest hurdle going forward is the amount of consumptive use.

c. Performance Measurement

Mr. Hamil reviewed performance measurements. United Way support has reduced since December. Mrs. Dipboye noted the goal for solar (environmental) is missing from the measurement. Mr. Hamil will add going forward.

Mr. Hamil explained the number of accounts over 60 days past due has increased and are typically closed. They will be written off so this number will decrease. Cut-offs due to non-payment have dropped due to staff time. Fuel cost stabilization fund has increased and will be watched to determine if rate adjustments are needed. Mr. Hamil responded to questions regarding past due accounts and accounts receivable relative to closed accounts. He will update the report to separate accounts receivable by active and inactive accounts. Policy is not to write off until customer has moved. Mr. Poole suggested to look at accounts over 90-days past due. Mr. Guitton suggested creating a policy for selling the debt from uncollected accounts. Mrs. Lindsey asked to include the number of accounts and suggested looking at the customer deposit policy.

d. Educational Campaign

No report.

e. Financial report for the quarter ended March 31, 2024

Mr. Hamil reviewed water and wastewater revenues which are ahead of budget and noted operating expenses are within budget. Discussion followed on water/wastewater operating expense.

Mr. Hamil reviewed the graph on electric utility operating revenues. Fuel revenues are under budget and fuel cost recovery may need to be adjusted. Operating expenses are under budget and working capital is in a good position, but does not include impact fees. Fuel cost tracking over-recovered in February and March which may result in a potential for rate reductions. Mr. Hamil reviewed an unaudited statement of net position and statement of revenues, expenses and changes in fund net position as well as several key performance measurement charts and answered questions.

Water and wastewater revenues are trending well and are ahead of budget and spending is well within the operating expense budget.

Mr. Hamil reviewed the Electric Operating Revenue graph. The operating revenues for the non-fuel portions are 0.64% under the budget. Fuel revenues are under budget and costs are down. Fuel cost recovery rates were reduced January 1st

Mr. Hamil reviewed the Fuel Cost Chart noting a potential rate decrease soon.
Mr. Guitton asked current assets for Electric are lower when revenues are very close to budget and spending is within budget. Mr. Hamil explained operating expenses do not include capital costs such as undergrounding.

7. Board Comments

Mr. Guitton asked if the additional revenue received from utilities goes back to residents in rate reductions, if the reserve enough and whether rates optimized. Mr. D'Alessandro explained the city receives 6% straight off the front to the general fund. The City wants to keep rates low, but also wants to keep the system upgraded and improved. The system was purchased in 2005 from Progress Energy, not knowing when it was last upgraded. Luckily it is doing well, but there are millions of dollars in upgrades are many things to be done while keeping the rates low. As use of solar increases, rates may need to be subsidized with some of the cash to keep rates low.

Mr. Guitton suggested, with the good financial position, improvement plans should be made for the future of our utilities. Mr. D'Alessandro advised strategic plans are in place.

Mr. Conway stated he asked Mr. Zusi whether the water & sewer territory outside of the city should be sold if a significant amount of capital investment is required to maintain it. Mr. Zusi advised that severing the service area outside the city limits would in itself require a very large capital investment. Mr. Zusi answered questions regarding service territory agreements.

Mrs. Lindsey left at 1:45 p.m.

8. Upcoming Agenda Items

a. Solar and net metering policy

Mr. D'Alessandro stated the solar and net metering policy is a work in progress. Mr. Conway asked what specifically us being done on the electric strategic plan. Mr. D'Alessandro is working with the City Manager on the transition and strategic plans.

Mr. Poole suggested the consultant doing the strategic plan should survey all of the Board members.

9. Adjournment

The meeting adjourned at 1:49 p.m.

Approved by the board on
/s/ Bahiyyah Layton Board Coordinator

Utilities Advisory Board

agenda item 4.a

item type
Action Items

meeting date
May 28, 2024

prepared by
Wes Hamil, Director of Finance

approved by

subject
Proposed budgets for FY 2025

motion | recommendation
Approve recommendation of the proposed budgets for Water and Wastewater and Electric for FY 2025 as well as any proposed increase in electric rates to accelerate decorative lighting.

background
A narrative description of the budget timeline and summaries of the budget are included in this agenda package.

alternatives | other considerations

fiscal impact
See attached proposed budgets

attachments
1. FY 2025 Proposed Utility Budgets

Proposed Utility Budgets – FY 2025

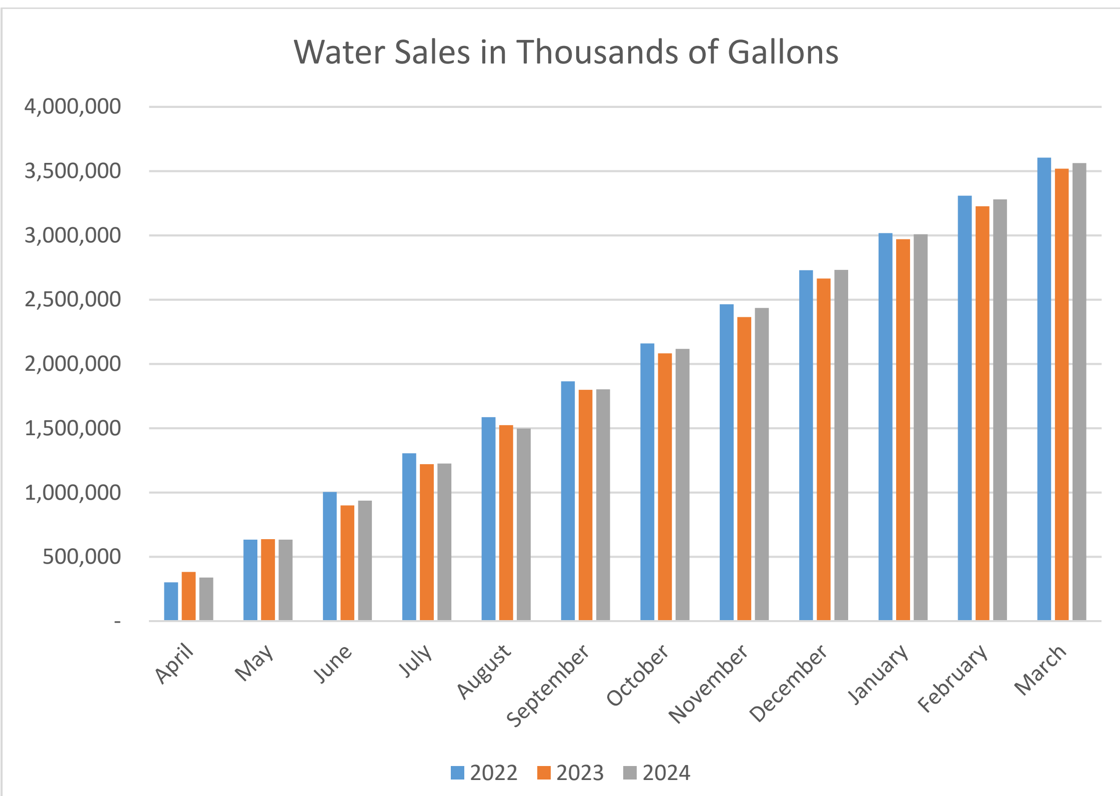
The proposed operating budgets and capital improvement plans presented below are still in draft format. They have been reviewed with City Management but adjustments will likely be made prior to presentation to the City Commission on July 10, 2024. Here is the timeline for adoption of the budget:

City Manager presents proposed budget and capital improvement plan to City Commission	July 10, 2024
Adoption of tentative property tax millage rate by the City Commission	July 24, 2024
Potential budget discussion by City Commission	August 14, 2024
Potential budget discussion by City Commission	August 28, 2024
First City Commission public hearing on the budget	September 11, 2024
Second and final City Commission public hearing on the budget	September 25, 2024

Budget Highlights

Water and Wastewater:

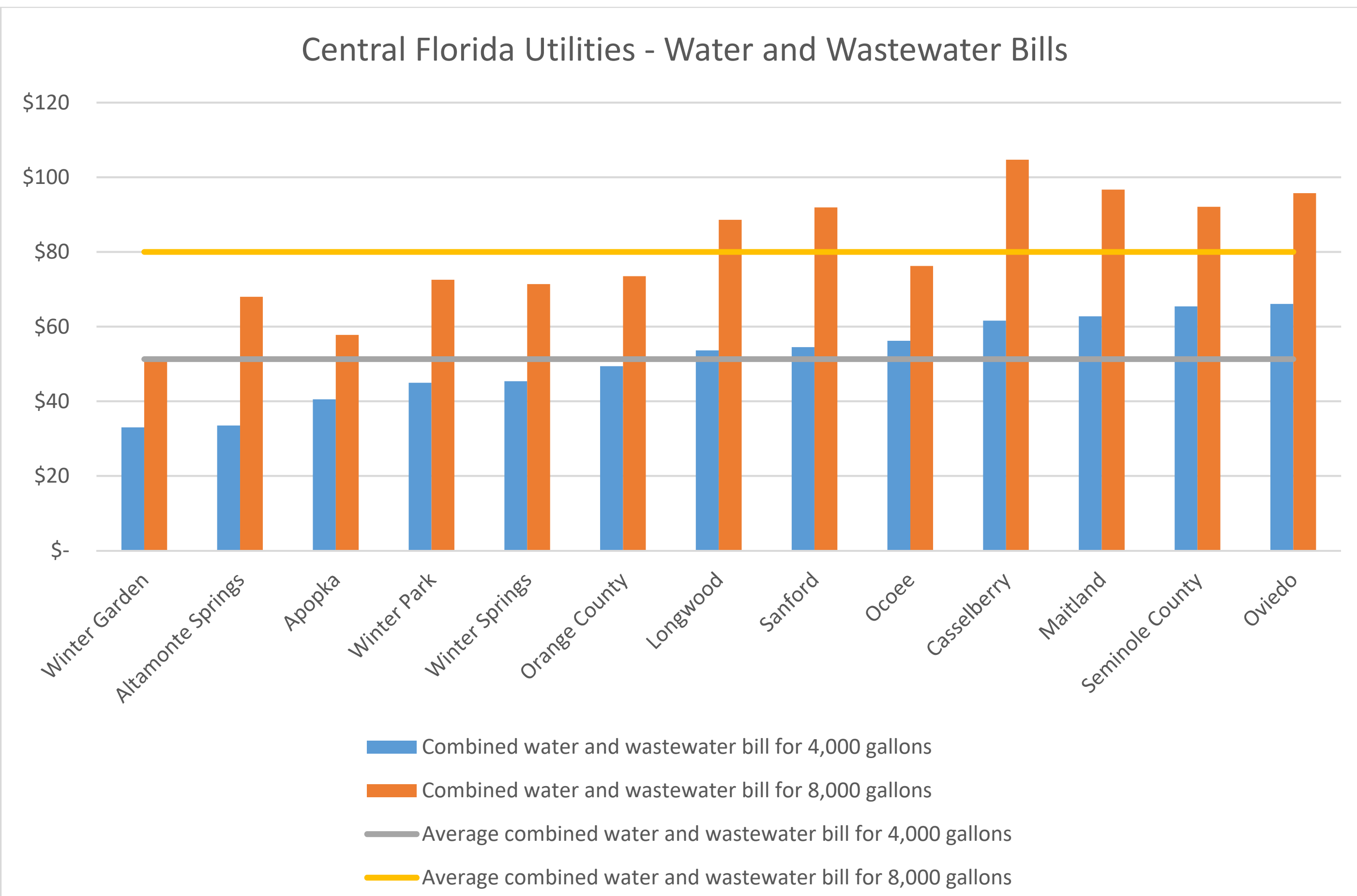
Sales of water in thousands of gallons have remained very consistent over the past three years as illustrated in the chart below:



Projected revenues for FY 2025 are presented below:

	FY 2025 Proposed Budget	FY 2024 Original Budget	Dollar Change	Percentage Change
Wastewater – inside City limits	8,324,868	8,198,935	125,933	1.54%
Wastewater – outside City limits	8,988,653	8,498,614	490,039	5.77%
Water – inside City limits	12,533,761	11,409,311	1,124,450	9.86%
Water – outside City limits	7,516,797	6,996,089	520,708	7.44%
Other operating revenues	1,377,836	1,635,015	(257,179)	(15.73%)
	38,741,915	36,737,964	2,003,951	5.45%

Revenues were projected based on recent history and the Florida Public Service Commission (PSC) index increase of 3.24% which will become effective October 1, 2024. Estimated other operating revenues are being reduced based on recent history, reductions are mostly in the areas of industrial waste charges and backflow device testing and repairs. The bill comparison chart below is a bit dated as it is based on Raftelis' 2022 Water and Wastewater Rate Survey but, Winter Park has only applied PSC index increases since that time so, our standing with our neighboring utilities has likely not changed significantly.



Expense budgets for water and wastewater operations changed as follows:

	FY 2025 Proposed Budget	**FY 2024 Original Budget**	**Dollar Change**	**Percentage Change**
Personnel	9,352,311	8,443,379	908,932	10.76%
Operating expenses	11,291,110	9,885,367	1,405,743	14.22%
Wastewater treatment by other agencies	6,620,000	7,599,000	(979,000)	(12.88%)
Other Capital Spending	800,000	4,292,900	(3,492,900)	81.36%
Transfer to General Fund	2,843,282	2,628,787	214,495	8.16%
Transfer for Organizational Support	88,220	83,884	4,336	5.17%
Transfer to Capital Projects Fund	409,615	280,769	128,846	45.89%
Debt Service	4,687,971	4,706,808	(18,837)	(0.04%)
	36,092,509	37,920,894	(1,828,385)	(4.82%)

Personnel costs increased based on proposed pay adjustments that include continued implementation of the recommendations from the 2022 Bolton Pay and Compensation Study.

Operating expense budgets increased most significantly in the areas of contractual services for water metering and data management services, water line maintenance and the purchase of four new portable generators to keep lift stations operational during power outages.

Wastewater treatment by other agencies was reduced based on current trends.

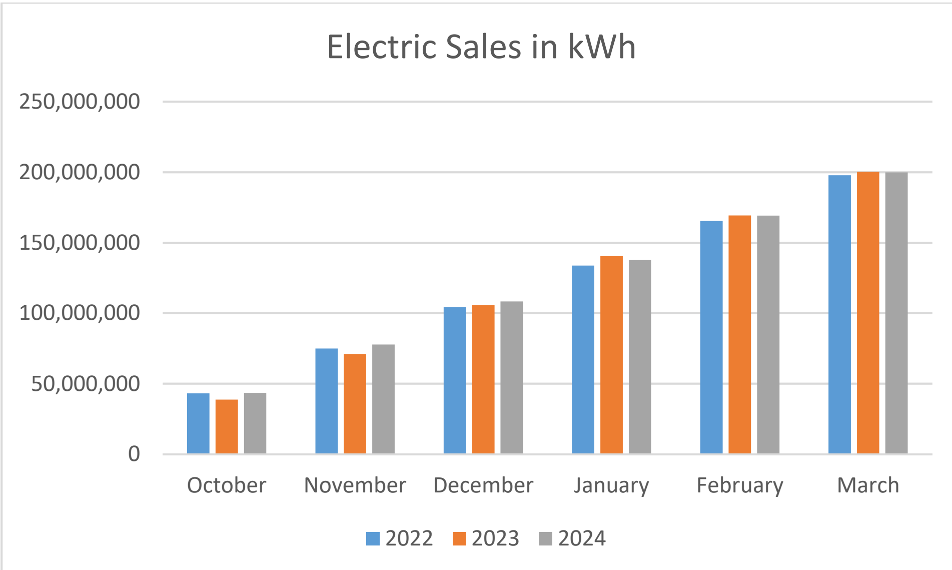
Other capital spending is for Winter Park's share of the cost of improvements at the Iron Bridge and Conserv II wastewater treatment facilities owned by City of Orlando. Spending in this area has been averaging less than $500,000 per year in the past three years and the City has accumulated $6,687,085 in unspent funds committed to these projects as of May 24, 2024. Based on this, the budgets for these projects were reduced significantly.

The transfer to the General Fund is based on a formula prescribed by ordinance.

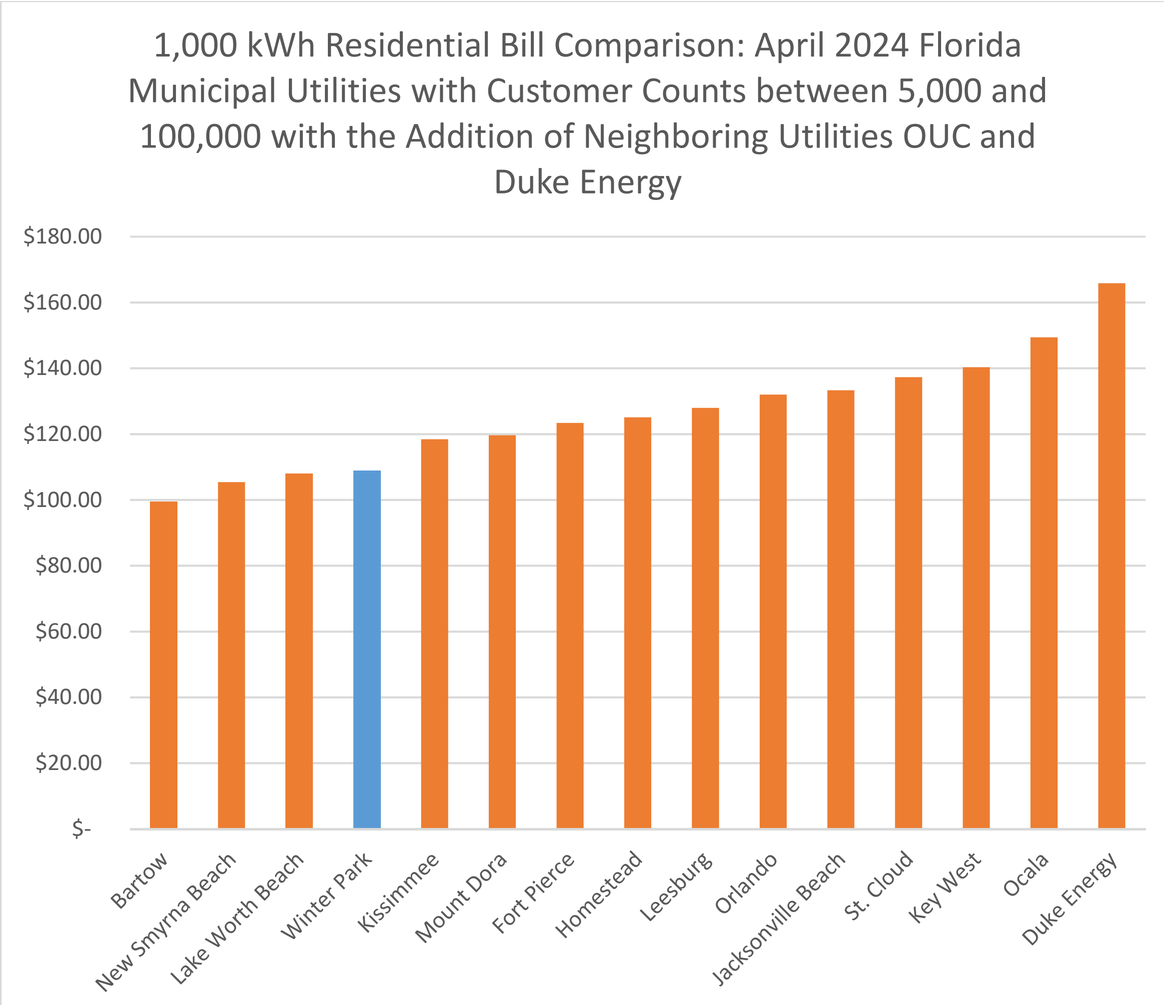
The FY 2025 transfers to capital projects fund includes $100,000 for IT upgrades, $259,615 for facilities and $50,000 for a new wash bay at the garage.

Electric:

The proposed FY 2025 budget for Electric is based on sales of 430,000,000 kWh. Similar to water sales, sales of electricity have been very consistent as shown in the chart below:



Here is how the City's electric rates compare to others in Florida:



Projected electric revenues for FY 2025 are as follows:

	FY 2025 Proposed Budget	FY 2024 Original Budget	Dollar Change	Percentage Change
Lighting	371,115	375,024	(3,909)	(1.04%)
Fuel rate recovery revenues	13,111,781	13,437,320	(325,539)	(2.42%)
Electric rate revenues	35,077,039	34,529,447	547,592	1.59%
Other operating revenues	1,011,208	937,000	74,208	7.92%
	49,571,143	49,278,791	292,352	0.59%

Electric revenues were forecasted using current rates for both fuel cost recovery and non-fuel energy rates. Fuel cost recovery revenues were budgeted equal to the fuel portion of bulk power purchases. Non-fuel energy rates have not been increased since October 1, 2019.

Expense budgets for electric operations changed as follows:

	FY 2025 Proposed Budget	FY 2024 Original Budget	Dollar Change	Percentage Change
Personnel	2,313,043	2,174,846	138,197	6.35%
Operating expenses	7,574,749	7,142,381	432,368	6.05%
Bulk power – fuel	13,111,781	13,437,320	(325,539)	(2.42%)
Bulk power – energy and demand	4,503,000	5,379,533	(876,533)	(16.29%)
Transmission	4,000,000	3,688,422	311,578	8.45%
Capital	2,000,000	2,078,222	(78,222)	(3.76%)
Undergrounding	8,149,680	7,761,600	388,080	5.00%
Decorative lighting	100,000	0	100,000	100.00%
Transfer to General Fund	2,689,085	2,677,438	11,647	0.44%
Transfer for Organizational Support	124,111	117,619	6,492	5.52%
Transfer to Capital Projects Fund	403,846	142,308	261,538	183.78%
Debt Service	4,681,553	4,708,690	(27,137)	(0.58%)
	49,650,848	49,308,379	342,469	0.69%

Personnel costs increased based on proposed pay adjustments that include continued implementation of the recommendations from the 2022 Bolton Pay and Compensation Study.

The fuel budget for bulk power was set to match the projected fuel cost recovery revenues. Adjustments to fuel cost recovery rates are made periodically in accordance with the fuel rate recovery policy.

The decrease in the bulk power budget for energy and demand was based on the expiration of the Covanta agreement at December 31, 2024 as well as scheduled increases in demand charges in the OUC and FMPA contracts.

Funding for undergrounding was escalated by 5%.

The originally proposed electric departmental budget included $1,000,000 for the acceleration of the decorative lighting program. This was reduced to $100,000 in order to balance the budget at current rates. If the UAB wished to accelerate decorative lighting beyond the $100,000 in the proposed budget, each additional 1% increase in customer charge and non-fuel energy and demand charges would provide an additional $315,000 in revenue.

The transfer to the General Fund is based on a formula prescribed by ordinance.

The FY 2025 transfers to capital projects fund includes $100,000 for IT upgrades, $253,846 for facilities and $50,000 for a new wash bay at the garage.

WINTER PARK WATER AND WASTEWATER
April 30, 2024

	FY 2025 Proposed Budget	FY 2024 Original Budget	FY 2024 YTD Actual Thru 04/30/24	FY 2023 YTD Actual Thru 04/30/23	FY 2023 Actual	FY 2022 Actual
Operating revenues:						
Sewer - inside city limits	$ 8,324,868	$ 8,198,935	$ 4,901,446	$ 4,491,346	$ 7,443,596	$ 7,239,639
Sewer - outside city limits	8,988,653	8,498,614	5,054,597	4,632,643	7,965,539	7,614,979
Water - inside city limits	12,533,761	11,409,311	6,947,415	6,139,379	10,632,527	9,925,743
Water - outside city limits	7,516,797	6,996,089	4,139,405	3,764,575	6,547,836	6,346,672
Other operating revenues	1,377,836	1,635,015	737,807	818,930	1,438,481	1,556,634
Total operating revenues	**38,741,915**	**36,737,964**	**21,780,669**	**19,846,873**	**34,027,979**	**32,683,667**
Operating expenses:						
General and adminstration	2,854,687	2,621,247	1,268,526	1,193,807	2,191,127	2,072,136
Operations	17,788,734	15,707,499	8,922,621	8,061,234	14,590,800	13,128,517
Wastewater treatment by other agencies	6,620,000	7,599,000	3,689,866	3,533,106	6,094,901	6,902,599
Total operating expenses	**27,263,421**	**25,927,746**	**13,881,013**	**12,788,147**	**22,876,828**	**22,103,251**
Net Operating income	**11,478,494**	**10,810,218**	**7,899,656**	**7,058,726**	**11,151,150**	**10,580,416**
Other sources (uses):						
Investment earnings	42,128	74,552	198,703	192,968	194,919	(836,389)
Miscellaneous revenue	25,000	30,000	16,434	9,649	16,429	38,319
Transfer from Electric Fund	-	-	-	-	-	-
Transfer from ARPA Fund	-	-	-		-	10,770
Transfer to Renewal and Replacement Fund	(3,516,534)	(3,214,522)	(1,875,138)	(2,041,360)	(3,020,158)	(3,939,655)
Transfer to General Fund	(2,843,282)	(2,628,787)	(1,533,459)	(1,536,144)	(2,633,390)	(2,613,724)
Transfer for Organizational Support	(88,220)	(83,884)	(48,932)	(49,507)	(84,869)	(80,639)
Transfer to Capital Projects Fund	(409,615)	(280,769)	(163,782)	(199,680)	(342,308)	(212,500)
Other Capital Spending	(800,000)	(4,292,900)	(464,294)	(120,601)	(585,106)	(737,513)
Debt service sinking fund deposits	(4,687,971)	(4,706,808)	(2,370,242)	(2,434,899)	(4,319,693)	(4,644,318)
Total other sources (uses)	**(12,278,494)**	**(15,103,118)**	**(6,240,709)**	**(6,179,573)**	**(10,774,176)**	**(13,015,649)**
Net increase (decrease) in funds	**$ (800,000)**	**$ (4,292,900)**	**$ 1,658,947**	**$ 879,153**	**$ 376,974**	**$ (2,435,232)**

CITY OF WINTER PARK
SUMMARY OF CAPITAL PROJECTS
WATER AND WASTEWATER FUND

Department	Description	Funding Source	Estimated 5 Yr. Cost	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Other Long-term Needs
Water and Sewer	Upgrade sewer mains - Rehabilitation of defective sewer mains with heavy ground water infiltration.	Water and Sewer Fees	2,500,000	500,000	500,000	500,000	500,000	500,000	
		Sewer Impact Fees	1,500,000	300,000	300,000	300,000	300,000	300,000	
Water and Sewer	Rehabilitation of sanitary manholes to restore their structural integrity	Water and Sewer Fees	580,000	80,000	125,000	125,000	125,000	125,000	
Water and Sewer	Short Liner Installation - for rehabilitation of sanitary sewer mains and laterals from the main to the property line.	Water and Sewer Fees	1,300,000	-	325,000	325,000	325,000	325,000	
Water and Sewer	Upgrade water mains - Replacement of sub-standard water mains throughout the water distribution system.	Water Impact Fees	1,500,000	300,000	300,000	300,000	300,000	300,000	
		Water and Sewer Fees	3,900,000	900,000	750,000	750,000	750,000	750,000	
Water and Sewer	Lift Station Upgrades	Water and Sewer Fees	5,948,000	1,300,000	1,263,000	1,095,000	1,140,000	1,150,000	
Water and Sewer	Upgrading/rerating of Iron Bridge Regional Wastewater Treatment Facility (City of Orlando).	Water and Sewer Reserves	2,500,000	500,000	500,000	500,000	500,000	500,000	
Water and Sewer	Capital contribution upgrades and improvements to the CONSERV II wastewater treatment facility.	Water and Sewer Reserves	1,500,000	300,000	300,000	300,000	300,000	300,000	
		Sewer Impact Fees	-						
Water and Sewer	Water Treatment Plant Renewal and Replacement	Water and Sewer Fees	2,620,000	500,000	695,000	600,000	575,000	250,000	
Water and Sewer	Winter Park Estates Water and Wastewater plant	Water and Sewer Fees	975,000	75,000	300,000	200,000	200,000	200,000	
ITS	Information Technology Infrastructure Upgrades (50% General Fund, 25% Water and Sewer Fund and 25% Electric Services Fund).	Water and Sewer Fees	550,000	100,000	100,000	100,000	125,000	125,000	

CITY OF WINTER PARK
SUMMARY OF CAPITAL PROJECTS
WATER AND WASTEWATER FUND

Department	Description	Funding Source	Estimated 5 Yr. Cost	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Other Long-term Needs
Public Works	Facility replacement account funding (replacement of flooring, roofing, air conditioning, painting, & other capital needs) (65% General Fund, 25% Water and Sewer Fund, and 10% Electric Fund).	Water and Sewer Fees	1,153,846	230,769	230,769	230,769	230,769	230,769	
Public Works	Fleet Washbay (50% General Fund, 25% Water & Sewer Fund, 25% Electric Fund)	Water and Sewer Fees	50,000	50,000					
Water and Sewer	17-92 Water and Sewer relocation	Water and Sewer Fees	-						3,000,000
Water and Sewer	FDOT 17-92 UT line Relocation	Water and Sewer Reserves	-						11,000,000
Water and Sewer	Expansion of reclaimed water system	Water and Sewer Reserves	-						1,550,000
		Sewer Impact Fees	-						1,100,000
		Water Impact Fees	-						1,100,000
Water and Sewer	Ground Storage Tank Expansion	Water and Sewer Fees	-						6,100,000
	Totals		26,576,846	5,135,769	5,688,769	5,325,769	5,370,769	5,055,769	23,850,000

	Estimated 5 Yr. Cost	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Other Long-term Needs
Totals by Funding Source:							
Water and Sewer Fees	19,576,846	3,735,769	4,288,769	3,925,769	3,970,769	3,655,769	9,100,000
Water and Sewer Reserves	1,600,000	800,000	800,000	800,000	800,000	800,000	12,550,000
Sewer Impact Fees	600,000	300,000	300,000	300,000	300,000	300,000	1,100,000
Water Impact Fees	600,000	300,000	300,000	300,000	300,000	300,000	1,100,000
Prior Bond Proceeds	-	-	-	-	-		-
	22,376,846	5,135,769	5,688,769	5,325,769	5,370,769	5,055,769	23,850,000

WINTER PARK ELECTRIC UTILITY METRICS
April 30, 2024

	FY 2025 Proposed Budget	FY 2024 Original Budget	FY '24 YTD Actual Thru 04/30/24	FY '23 YTD Actual Thru 04/30/23	FY'23	FY'22
Technical Performance						
Net Sales (kWh)	430,000,000	425,000,000	231,323,298	234,614,855	431,907,895	426,896,301
Average Revenue/kWh	0.1131	0.1142	0.1077	0.1279	0.1128	0.1374
Average Fuel Revenue/kWh	0.0305	0.0316	0.0255	0.0453	0.0338	0.0543
Wholesale Power Purchased (kWh)	452,631,579	447,368,421	227,142,729	230,414,011	449,588,203	441,535,441
Wholesale Power Cost/kWh	(0.0478)	(0.0503)	(0.0448)	(0.0537)	(0.0500)	(0.0715)
Wholesale Power Fuel Cost/kWh	(0.0290)	(0.0300)	(0.0249)	(0.0327)	(0.0295)	(0.0517)
Gross margin	0.0653	0.0638	0.0628	0.0742	0.0628	0.0659
Sold vs. Purchased kWh Ratio	95.00%	95.00%	101.84%	101.82%	96.07%	96.68%
Revenues and Expenses Directly Related to Sales of Electricity:						
Electric Sales:						
Non-Fuel	35,511,662	35,076,934	18,997,474	19,383,158	34,114,339	35,467,317
Fuel	13,111,781	13,437,320	5,906,885	10,619,649	14,616,579	23,193,200
Purchased Power :						
Fuel	(13,111,781)	(13,437,320)	(5,660,314)	(7,534,666)	(13,244,557)	(22,847,530)
Non-Fuel	(4,503,000)	(5,379,533)	(2,955,163)	(3,027,922)	(5,578,689)	(5,469,341)
Transmission Power Cost	(4,000,000)	(3,688,422)	(1,569,950)	(1,815,868)	(3,655,004)	(3,267,418)
Net Revenue from Sales of Electricity	**27,008,662**	**26,008,979**	**14,718,932**	**17,624,352**	**26,252,668**	**27,076,228**
Other Operating Income (Expenses):						
Other Operating Revenues	372,700	189,537	260,115	105,962	575,232	195,608
General and Adminstrative Expenses	(2,955,805)	(2,712,088)	(1,530,236)	(1,410,796)	(2,556,093)	(2,951,681)
Operating Expenses	(7,024,737)	(6,582,666)	(3,825,107)	(3,556,521)	(5,181,130)	(4,399,349)
Total Other Operating Income (Expenses)	(9,607,842)	(9,105,217)	(5,095,228)	(4,861,356)	(7,161,990)	(7,155,422)
Net Operating Income	**17,400,820**	**16,903,762**	**9,623,704**	**12,762,996**	**19,090,678**	**19,920,806**
Nonoperating Revenues (Expenses):						
Investment Earnings	79,705	29,588	183,960	183,579	191,021	(466,657)
Principal on Debt	(3,340,000)	(3,225,000)	(1,881,250)	(1,822,917)	(3,125,000)	(3,010,000)
Interest on Debt	(1,341,553)	(1,483,690)	(818,117)	(887,480)	(1,581,498)	(1,716,182)
Miscellaneous Revenue	35,000	35,000	8,581	326,099	332,720	26,877
Proceeds from Sale of Assets	40,000	40,000	3,800	31,658	42,041	34,843
Contributions in Aid of Construction (CIAC)	500,000	500,000	242,540	497,398	738,756	637,294
Residential Underground Conversions	-	-	-	(1,000)	(1,000)	15,030

WINTER PARK ELECTRIC UTILITY METRICS
April 30, 2024

	FY 2025 Proposed Budget	FY 2024 Original Budget	FY '24 YTD Actual Thru 04/30/24	FY '23 YTD Actual Thru 04/30/23	FY'23	FY'22
Capital (including the costs of improvements paid for by CIAC revenues)	(2,200,000)	(2,278,222)	(686,993)	(976,419)	(1,598,440)	(2,183,061)
Reimbursement of Hurricane Irma recovery costs	-	-	-	-	-	415,905
Reimbursement of Fairbanks Distribution Line Costs	-	-	-	-	-	-
Undergrounding Fairbanks Distribution Lines	-	-	-	-	-	-
Undergrounding of Power Lines	(8,149,680)	(7,761,600)	(6,397,944)	(3,433,594)	(7,216,804)	(5,131,414)
Total Nonoperating Revenues (Expenses)	**(14,376,528)**	**(14,143,924)**	**(9,345,423)**	**(6,082,676)**	**(12,218,205)**	**(11,377,366)**
Income Before Operating Transfers	**3,024,292**	**2,759,838**	**278,281**	**6,680,321**	**6,872,474**	**8,543,440**
Operating Transfers In/Out:						
Transfers from Water and Sewer Fund	192,750	177,527	103,557	97,178	166,590	154,458
Transfer to Water and Sewer Fund	-	-	-	-	-	-
Transfers to General Fund	(2,689,085)	(2,677,438)	(1,370,452)	(1,647,427)	(2,807,464)	(3,227,172)
Tranfers for organizational support	(124,111)	(117,619)	(68,611)	(75,867)	(130,058)	(112,247)
Tranfers to capital projects	(403,846)	(142,308)	(83,013)	(114,872)	(196,923)	(137,500)
Total Operating Transfers	**(3,024,292)**	**(2,759,838)**	**(1,418,519)**	**(1,740,988)**	**(2,967,855)**	**(3,322,461)**
Net Change in Working Capital	**-**	**-**	**(1,140,238)**	**4,939,332**	**3,904,619**	**5,220,979**

CITY OF WINTER PARK
SUMMARY OF CAPITAL PROJECTS
ELECTRIC SERVICES FUND

Department	Description	Funding Source	Estimated 5 Yr. Cost	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Electric Services	Routine Capital improvements including: renewals, replacements, and other improvements required to provide service and improve the reliability of the electric system	Electric System Revenues	6,078,194	1,100,000	1,155,000	1,212,750	1,273,388	1,337,057
Electric Services	Undergrounding of Electric Lines	Electric System Revenues	45,032,126	8,149,680	8,557,164	8,985,022	9,434,273	9,905,987
Electric Services	Substation Upgrades	Electric System Revenues	1,800,000	200,000	300,000	300,000	500,000	500,000
Electric Services	Decorative Street Lighting	Electric System Revenues	500,000	100,000	100,000	100,000	100,000	100,000
ITS	Information Technology Infrastructure Upgrades (50% General Fund, 25% Water and Sewer Fund and 25% Electric Services Fund)	Electric System Revenues	550,000	100,000	100,000	100,000	125,000	125,000
Public Works	Facility replacement account funding (replacement of flooring, roofing, air conditioning, painting, & other capital needs) (65% General Fund, 25% Water and Sewer Fund, and 10% Electric Fund) Also includes $150k to improve Building 4.	Electric System Revenues	611,538	242,308	92,308	92,308	92,308	92,308
Public Works	Fleet Washbay (50% General Fund, 25% Water & Sewer Fund, 25% Electric Fund)	Electric System Revenues	50,000	50,000				
	Totals		54,571,859	9,941,988	10,304,472	10,790,080	11,524,969	12,060,352
	Totals by Funding Source:							
	Electric System Revenues		20,196,459	9,891,988	10,304,472	10,790,080	11,524,969	12,060,352

Note: No additional bond issues are anticipated in the period covered by this Capital Improvement Plan

Utilities Advisory Board

agenda item 5.a

item type	meeting date
Non-Action Items	May 28, 2024
prepared by	**approved by**

subject

Update on the Electric Strategic Plan - The Electric Strategic Plan has been placed on hold pending recruitment of a new Electric Department Director.

motion | recommendation

background

alternatives | other considerations

fiscal impact

attachments

None

Utilities Advisory Board

agenda item 6.a

item type
Staff Updates

meeting date
May 28, 2024

prepared by

approved by

subject
Electric Utility - Mourad Belfakih

motion | recommendation

background

alternatives | other considerations

fiscal impact

attachments
1. April24 Electric Utility

Monthly Electric Utility Update 5/03/24

Miles of Undergrounding performed

- Project J: 2.72 miles (63% complete)
- Project L: 9.57 miles (88% complete)
- Project R: 4.31 miles (100% complete)
- Residential Service Conversions (RSC) Last month: 87
- **Residential Service Conversions (RSC) This month: 108**
- RSC YTD: 447
- RSC LTD (beginning FY23): 885

TOTAL for This Month – 0.3 miles

TOTAL for FY 2024 – 4.33 miles

- Total Citywide Project Miles- 127.5
- Total Miles Completed Last Month – 99.69
- **Total Miles Completed This Month – 99.9**
- Percentage Completed Last Month - 78.2%
- **Percentage Completed This Month- 78.3%**
- Total miles remaining- 27.49

Bldg. 14 Solar output

- Awning Capacity: 268 KW
- Last Month total Production: 34.49 MWh
- **This Month total Production: 42.0 MWh**

OH/UG Budget update

2024 Undergrounding budget = 7.7M

- FYTD = 5.97M

Notes of Interest

- Developing a policy/tariff update for the City that will identify dark sky decorative lighting for the City and outline the brightness levels for residential, business and DOT streets.
    - Dark Sky fixtures have been identified and will be assessed by COWP team.
    - 20 fixtures are ordered. There will be 12 placed on Lakeview and 8 around Lake Knowles to assess.
- Developing a plan for EV charging stations to have a fee for usage that will be designed to curb poor usage behavior on these charging station locations.
- Home Town Connections has established a plan, for executing the strategic plan for the Electric Utility, that has been reviewed and approved by the UAB.
- Project “R”, which was advanced by Commission to facilitate the 7 Oaks Park creation, will be 100% complete first half of April.
- Transformers have been placed in the field and UG mileage is beginning to reflect all the work that has been completed.

Issues/Concerns

- Project “J” is underway. This project will be time consuming and costly as the area is very dense and has little open area for our undergrounding.

2024 Goals

- Zero personal injuries within work group
- Zero controllable vehicle accidents within work group
- Mileage goal undetermined due to supply issues

- Green indicates goal has been met
- Red indicates goal will not be met
- Orange indicates still underway

Utilities Advisory Board

agenda item 6.b

item type
Staff Updates

meeting date
May 28, 2024

prepared by

approved by

subject
Water & Wastewater Utility – David Zusi

motion | recommendation

background

alternatives | other considerations

fiscal impact

attachments
None

Utilities Advisory Board

agenda item 6.c

item type
Staff Updates

meeting date
May 28, 2024

prepared by
Wes Hamil, Director of Finance

approved by

subject
Performance Measurement – Wes Hamil

motion | recommendation
No action is necessary.

background
The attached performance measurements are presented to keep the board informed of the status and trends of important data points for the Water and Wastewater and Electric Utilities.

alternatives | other considerations

fiscal impact
None.

attachments
1. Utility Monthly Performance Measurements- Black and White

Utility Monthly Performance Measurements

These measures are used as management tools to evaluate performance in key areas and draw attention to those that may require further investigation. This report organizes the performance measurements by service type.

Electric Utility

Service Type	Measure	Goal	January	February	March	On Target
Efficiency	Rate Comparison to Duke	<100%	61.39%	59.44%	65.65%	Met Goal
	Rate Comparison to Municipal State Avg	<105%	53.96%	82.67%	87.44%	Met Goal
Financial	Rolling 12 month kWh	425 (FY24)	429,198,006	431,815,952	431,446,880	Met Goal
Operational	Heart of Florida United Way Emergency Utility Assistance Program: Assistance provided to customers		$4,444	$1,297	$2,016	
	Heart of Florida United Way Emergency Utility Assistance Program: Available balance		$25,398	$24,101	$22,085	
	Heart of Florida United Way Emergency Utility Assistance Program: Number of customers approved for assistance		9	3	4	
	Underground System Complete (%)		76.0%	76.3%	78.2%	
Reliability	SAIDI		0.32	0.25	1.8	
	SAIDI Rank to Peers (12 mo rolling)	Top 5	30.57	30.27	31.4	
	Outage Occurrences		8	9	15	
City Solar Arrays		Installed Capacity in MW	Production (MWh) - Rolling 12 month average			
	Aloma Water Treatment Plant	15.9	14.0	14.0	13.9	
	WP Fleet Maintenance Facility	5.2	6.5	6.3	6.0	
	WP Events Center (Acct 3622)	2.6	2.6	2.7	2.7	
	Electric Warehouse Solar Awning	34.0	22.5	33.4	33.1	

Both

Service Type	Measure	Goal	January	February	March	On Target
Customer Service	Total calls to customer service queue:		6,988	6,212	6,242	
	Customer hangup without selecting a queue		1,279	1,134	1,048	
	Turn on/off service		788	732	816	
	Billing info		1,598	1,343	1,335	
	Pay utility bill		1,002	812	853	
	Paymentus information		55	35	47	
	Report power outage		514	447	429	
	System error and flow disconnect		123	106	95	
	Demolition		28	21	30	
	Commercial garbage		39	42	36	
	Transfer to water and wastewater		62	35	42	
	Spectrum service		109	135	121	
	Permits		1,298	1,318	1,301	
	Engineering inspections		93	52	89	
	Average wait time for customers selecting a queue		1m26s	1m31s	1m30s	
	Abandoned call % for customers selecting a queue		4%	5%	6%	
	Number of disconnects for non-pay		106	41	75	

Financial	**Accounts receivable/billed revenue – FYTD**	**<8%**	**6.04%**	**5.61%**	**5.17%**	**Met Goal**
	Average cost of purchased power per kWh – FYTD – Fuel		$0.0285	$0.0273	$0.0259	
	Average cost of purchased power per kWh – FYTD – Non-Fuel	<$0.03	$0.0198	$0.0199	$0.0198	Met Goal
	Average revenue per kWh-FYTD-Fuel		$0.0268	$0.0261	$0.0258	
	Average revenue per kWh-FYTD-Non-Fuel		$0.0820	$0.0820	$0.0821	
	Bad debt expense/billed revenue – FYTD	<0.25%	N/A	N/A	N/A	
	Debt service coverage ratios - W&S - FYTD	>1.5	3.26	3.02	2.98	Met Goal
	Debt service coverage ratios - Electric - FYTD	>2.75	4.00	3.92	4.32	Met Goal
	Percentage of utility accounts receivable over 60 days past due		13.02%	14.08%	15.79%	
	Utility accounts receivable over 60 days past due – all accounts		$820,774	$840,658	$873,479	
	Utility accounts receivable over 60 days past due – inactive accounts only		$496,889 (4,726 accts)	$486,071 (3,491 accts)	$472,543 (3,564 accts)	
	Fuel cost stabilization fund (minimum balance trigger point for adjustment is $1,050,000 and maximum balance trigger point is $1,750,000)	$1,400,000 target balance	$1,797,975	$1,922,223	$2,014,359	Max exceeded, rates adjusted 01/01/24

Water Sewer Utility

Service Type	Measure	Goal	January	February	March	On Target
Environment	Count of Rebates Processed		4	3	0	
Operational	Average % Water meters reporting	>98.5%	94.32%	95.23%	94.58%	Near Goal
	Count of Wastewater Incidents	0	N/A	N/A	N/A	
	Wastewater Incident Overflow in 1,000s Gallons	0	N/A	N/A	N/A	
	Water pumped compared to CUP allocation	<12.4 mgd	N/A	N/A	N/A	

**FMPA and FMEA data often lag 1or2 months.*

Index Key- the monthly data text is colored green when the change from the previous month is an improvement, and red when it is not. The On Target column is highlighted comparing the most recent monthly data to the Goal: Red if below, Yellow if Near, Green if Above.

Utilities Advisory Board

agenda item 6.d

item type
Staff Updates

meeting date
May 28, 2024

prepared by

approved by

subject
Educational Campaign – Clarissa Howard

motion | recommendation

background

alternatives | other considerations

fiscal impact

attachments
1. 8.5x11utility-2024-june bill insert
2. WP Update - June-August Articles - UAB

info & updates

June utility bill insert

There's a latte to learn at CoffeeTalk

Even if you've **bean** before, save the dates to join your city leaders for a **robusta** cup of informal and casual conversation (and hot coffee) at this year's CoffeeTalks. Attendees can ask questions and learn more about their elected officials and management team. Unable to attend in person? Virtual link access will be available approximately one week prior to each gathering at **cityofwinterpark.org/meetings**.

brewing	Thursdays | 8:30-9:30 a.m. Commission Chambers @ 401 S. Park Ave.
AUG 01	City Manager Randy Knight & Assistant City Manager Michelle del Valle
SEP 05	Vice Mayor Todd Weaver
OCT 03	Commissioner Kris Cruzada
NOV 07	Commissioner Craig Russell
DEC 05	Commissioner Marty Sullivan
JAN 09 2025	Mayor Sheila DeCiccio

special thanks to our coffee provider

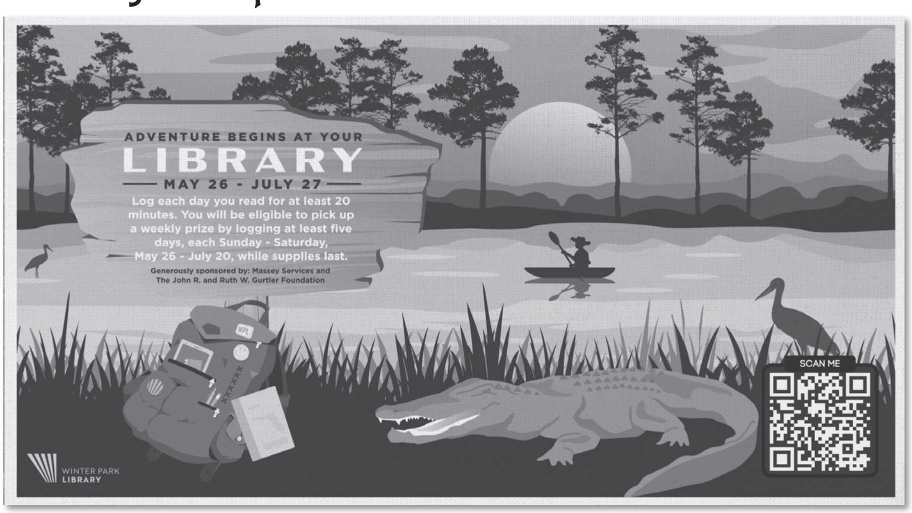
BARNIE'S COFFEE TEA CO.

LIVE BOLDLY.™ SIP WISELY.™

Electric leaf blower update

On April 24, the City Commission approved Ordinance #3292-24 which sets for a referendum of the voters on the possible repeal of the internal combustion engine leaf blower ban that was adopted in January 2022. Therefore, the March 2025 election ballot will ask city residents to cast their vote on this topic. The newly approved ordinance also delays implementation of the ban until June 1, 2025, pending the outcome of the vote in March.

Summer Reading: Challenge Accepted!



Join the ADVENTURE and participate in Winter Park Library's Summer Reading Challenge from **now through Saturday, July 27.** Read every day and keep track of your progress at **wppl.beanstack.com/reader365**. Log at least five days per week to claim a weekly prize at the Library [while supplies last]. Logging your reading sessions also qualifies you for the chance to **win the grand prize** in your age category. Dive into the world of books and enjoy the journey of reading!

for updates on upcoming things to enjoy, please access
cityofwinterpark.org/events

please **note**

Hurricane Season **NOW OPEN**

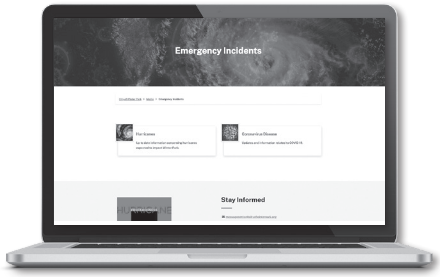
JUN 01 thru NOV 30

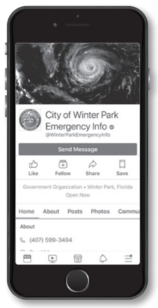
access preparedness info @
cityofwinterpark.org/hurricanes

Below are all the ways accessible on your electronic devices that the city communicates storm preparation, management and recovery. While the weather is currently calm, please make sure to prepare as well as like, follow or subscribe to one or more of these tools to stay informed.

website & social

- **cityofwinterpark.org/citEnews**
  subscribe & receive hurricane info via email
- **cityofwinterpark.org/outreach**
  city's emergency alert system [sign up to receive a phone call, text or email]
- **facebook.com/WinterParkEmergencyInfo**
  [@WinterParkEmergencyInfo]
- **twitter.com/WinterParkFla**
  [@WinterParkFla]
- **nextdoor.com**
  sign up with your address for neighborhood-specific info





hurricane preparedness guide

- **cityofwinterpark.org/hurricanes**
- Hard copies available @ City Hall, Community Center, Public Safety Facility & Winter Park Library

emergency operations center

[once activated]

- Non-emergency Info Line **407-599-3494**
- Message Center Info Email **MessageCenter@cityofwinterpark.org**

report outages

- Electric Utility @ **1-877-811-8700**
- Water & Wastewater Utilities @ **407-599-3219**

Love the arts? Volunteer!

The city's Arts & Culture Alliance is made up of 20 non-profit arts organizations in the city limits. If you have a passion for educational, visual, performing or fine arts, we may have the perfect volunteer fit for you! The members of the Alliance, listed below, rely on and value public involvement for the success of their organization and programing.

Albin Polasek Museum & Sculpture Gardens + Capen Showalter House
ArtReach Orlando
Bach Festival Society of Winter Park
Casa Feliz Historic Home Museum
Central Florida Vocal Arts & Opera del Sol
The Charles Hosmer Morse Museum of American Art
City of Winter Park Public Art Collection
Crealdé School of Art + Hannibal Square Heritage Center
GladdeningLight
Mead Botanical Garden, Inc.
Open Scene
Rollins Department of Music
Rollins Museum of Art
Rollins Theater & Dance
Winter Park Chamber of Commerce Autumn Art Festival
Winter Park History Museum
Winter Park Institute
Winter Park Library
Winter Park Playhouse
Winter Park Sidewalk Art Festival

arts & culture alliance — wpinspires.org

be inspired

scan & sign up for enewsletter
[click on the blue button]

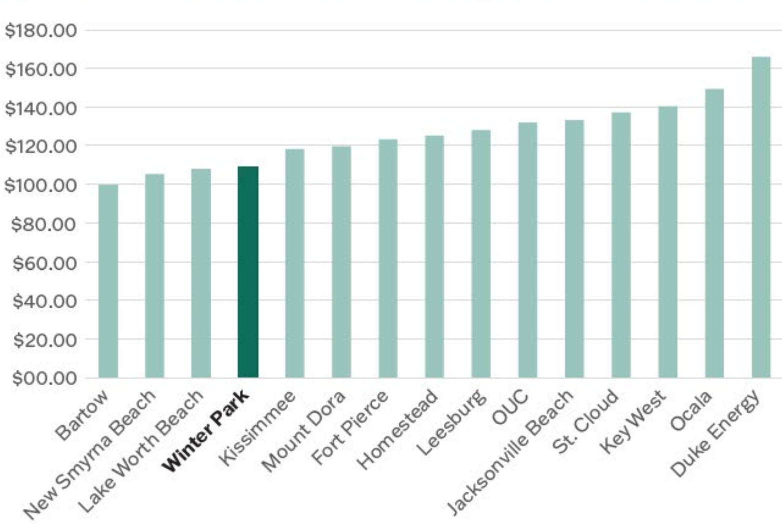
If you love and appreciate the arts and are interested in helping the cultural community of Winter Park continue to thrive, please consider sharing your time and/or talents by accessing **wpinspires.org** and clicking on the **Volunteer Opportunities button** to submit the form.

2024
winter park
update
june thru august

like, follow & watch us on

vision *Winter Park is the city of arts and culture, cherishing its traditional scale and charm while building a healthy and sustainable future for all generations.*

1,000 kWh Residential Bill Comparison: March 2024



Florida municipal utilities with customer counts between 5,000 and 100,000 with the addition of neighboring utilities Orlando Utilities Commission (OUC) and Duke Energy® Florida

CITY HALL CLOSED

Juneteenth
Wednesday 06.19.24

Independence Day
Thursday 07.04.24

Have safe & enjoyable holidays!

Utilities Advisory Board

agenda item 8.a

item type
Upcoming Agenda Items

meeting date
May 28, 2024

prepared by
Lisa Vedder

approved by

subject
Solar and Net Metering Policy

motion | recommendation

background

alternatives | other considerations

fiscal impact

attachments
None