Utilities Advisory Board
Regular Meeting Minutes

August 27, 2024 at 12:00 PM

City Hall Commission Chambers
401 S. Park Avenue

Present
Alison Yurko, Mary Dipboye, Michael Poole, Paul Conway, Kathryn Sutton, Leon Huffman

Absent
Paul W. Smith Jr. (left before meeting began)

Staff Present
Director of Water and Wastewater Utilities David Zusi, Director of Electric Utilities Jamie England, 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, Director of Communications Clarissa Howard

1. Call to Order

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

2. Consent Agenda

a. Approve the minutes of June 25, 2024

Motion made by Paul Conway to approve the minutes, seconded by Kathryn Sutton. Motion carried unanimously with a 5-0 vote.

b. Approve the minutes of July 23, 2024

Motion made by Paul Conway to approve the minutes, seconded by Mary Dipboye. Motion carried unanimously with a 5-0 vote.
Ms. Vedder clarified the "balancing authority" is currently Florida Municipal Power Agency.

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

4. Action Items

5. Non-Action Items

a. Storm Season Preparedness - Jamie England

Mr. England provided an assessment of the City's storm preparedness. A tour of the Emergency Operation Center (EOC) was completed. Mr. England pointed out the following items that he is in agreement:

- members of Staff including City leadership, updates from Orange County Weather Meteorology via Emergency Management Program Manager Tony Braish, Utility Department group text, the Scada system, AIR - Assess, Isolate and Restore process, One line feeder maps, Damage assessment (DA) teams, hotel logistics at the Rauvadage, schedule off devices as well as feeders, on-site contracting with HDD

The following are items that need improvement:

- the meal plan for outside contractors throughout the course of the storm, identifying the critical customer lists, upgrading the Outage Management System (OMS), Replacement of AMI metering

Discussion arose on how to add Mr. England to the Orange County Weather Meteorology updating system rather than relying on Mr. Braish. Mr. Zusi explained that in the EOC, updates are communicated to Department Heads immediately upon receiving due to the close proximity of staff in the EOC. Board members discussed the priority listing of critical care residents in a home setting vs institutional setting. Staff will increase communications to those in-home settings, but will continue to prioritize restoration efforts with volume customers. Staff were questioned on the transmission issue that occurred during a previous hurricane and were asked to return to the Board an explanation of what occurred.

b. Electric Strategic Plan - Jamie England

Staff met with Hometown Connections to discuss formalizing action items and setting a timeline, meeting cadence for the entire initiative and identifying stakeholders into a strategic plan. Mr. England presented the objectives of the strategic plan in a slide presentation and will send the timeline to all the Board members. It was pointed out that throughout the strategic plan process, staff and UAB will be in a partnership deciding what is best for the electric utility as well as for the customers. It was agreed that renewable energy by 2050 will be an included component in the strategic plan.

c. Decide UAB meeting for December 3rd or 10th

Board members agreed with December 3rd.

6. Staff Updates

a. Electric Utility - Jamie England

Mr. England provided and reviewed the Monthly Electric Utility Update document. The leading matrix is zero personal injuries and zero preventable vehicle accidents. The number of miles of undergrounding was updated. Project O will start soon. An error in the total miles completed this month was pointed out and removed. Equipment availability is less of an issue than in the previous year.

Ms. Yurko arrived at 12:36 pm

Twelve new style street lights were installed. A survey will be sent to all residents and those residents, where the lights were installed on Lake Knowles and Lake Wilbar. Ms. Howard explained that the new lighting will be called Decorative Lighting Standardization and the survey will be linked to the Mayor's email introduction of Mr. England. The existing poles are being left in place. The supplier, Holophane is fitting the existing poles with new streetlight heads.

Mr. England advised that EV charging rate will be up for vote at the Commission meeting on the following day. It was suggested to consider implementing an 85% charging limitation when the EV charging rate discussion is revived. It was discovered that charging to 85% is quick and charging the remaining 15% is slow.

PowerGrid is the new contractor that will be used to continue the underground project. They will start with the necessary pole replacement on Project O. This will allow an opportunity to observe their safety culture, production capability and their interaction with city staff. If satisfied, the next step will be two small underground projects. HDD will start Project O for the successful integration of PowerGrid.

b. Water & Wastewater Utility – David Zusi

Mr. Zusi completed the Kick-Off meeting. The consultant met with all the stakeholders. The next step will be a summary of all the discussions and talks regarding external forces that impact the utility. The UAB strategic plan meeting will be held October 16th at 8 am for two to three hours.

Informative letters will be sent out to all residents inside and outside the city limits related to the lead and copper rules. Future letters will be sent depending on status of service line. Mr. Zusi invited board members to tour the water facilities.

c. Performance Measurement – Wes Hamil

Mr. Hamil presented the Utility Monthly Performance Measurements. The annual target of 425M KWH was discussed. It was pointed out that with the rise of energy consumption, energy efficiency has also risen. Staff will research measuring the City's EV load. It was stated the City collects most of what is billed and the majority of help for residents comes from the Low-Income Home Energy Assistance (LIHEAP) federal program along with some local churches and non-profit organizations.

d. Educational Campaign – Clarissa Howard

Attached to the agenda packet was the September 2024 utility bill insert recognizing Winter Park's electric rates as remaining one of the lowest among Florida municipalities. The Sept–Nov 2024 newsletter article informed water utility customers of the Lead and Copper Rule.

7. Board Comments

8. Upcoming Agenda Items

A suggestion for discussing rate increases in October led to the explanation that project cost is directly related to rate increases. An example of the costs associated with the street light modernization project could raise rates. Another suggestion in discussing rate increase is to provide the cost to implement the renewable energy plan.

a. Recommendations on painting boxes-Sept.-Mourad Belfakih

Mr. Belfakih will offer suggestions in the September meeting.

b. Solar & Net metering - September

The Solar & Net metering discussion will take place in September

c. Give new members a synopsis of happenings during the year-Sept.

Board agreed to hold an orientation on September 11 at 10 am in the Chapman room to discuss UAB history, the new key energy plan, Commission and City objectives and a relationship with Florida Municipal Power Association.

9. Adjournment

The meeting adjourned at 1:30 p.m.

Approved by the board on September 24, 2024
/s/ Bahiyyah Layton, Board Coordinator