



# Utilities Advisory Board Regular Meeting

## Agenda

**March 25, 2025 @ 12:00 PM**

City Hall Commission Chambers  
401 S. Park Avenue

### welcome

Agendas and all backup material supporting each agenda item are accessible via the city's website at [cityofwinterpark.org/meetings/](http://cityofwinterpark.org/meetings/) and include virtual meeting instructions.

### 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 February 25, 2025 1 Minute
  - 3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker**
  - 4. Action Items**
  - 5. Non-Action Items**
    - a. Solar PPA Update 15 min
  - 6. Staff Updates**
    - a. Electric Utility - Jamie England  
January 2025 Electric Utility Update
    - b. Water & Wastewater Utility – David Zusi
    - c. Performance Measurement – Wes Hamil
    - d. Educational Campaign – Clarissa Howard  
April Utility Update
  - 7. Board Comments**
  - 8. Upcoming Agenda Items**
  - 9. Adjournment**



# Utilities Advisory Board

# agenda item 2.a

**item type**

Consent Agenda

**meeting date**

March 25, 2025

**prepared by****approved by****subject**

Approve the minutes of February 25, 2025

**motion | recommendation****background****alternatives | other considerations****fiscal impact****attachments**

1. UAB-mins-2025-02-25 DRAFT LMV



## Utilities Advisory Board Regular Meeting Minutes

February 25, 2025 at 12:00 PM

City Hall Commission Chambers  
401 S. Park Avenue

### Present

Mary Dipboye, Paul Conway, Kathryn Sutton, Leon Huffman

### Absent

Alison Yurko, Michael Poole, Paul W. Smith Jr.

### Staff Present

Deputy Director of Water and Wastewater Utilities Jason Riegler, Integrated Resources Program Manager Lisa Vedder, Electric Utility Supervisor Ben Wells, [Director of Finance Wes Hamil](#), [Utility Services Manager Ann Newhouse](#), [Electrical Engineer Hector Rodriguez](#), [Director of Human Resources Pam Russell](#), Administrative Coordinator Madison Smith

### 1. Call to Order

The meeting was called to order at 12:00 pm.

### 2. Consent Agenda

- a. Approve the minutes of January 28, 2025

**Motion made by Mr. Conway to approve the minutes with amendment, seconded by Ms. Sutton. Motion carried unanimously with a 4-0 vote.**

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

### 4. Action Items

- a. Electric Utility Strategic Plan - Mark McCain

Executive Consultant/Strategic Planning with Hometown Connections Inc. Mark McCain presented the final report on the Strategic Plan for the Electric Utility, highlighting how feedback was incorporated into the document. It was recommended that when presenting the strategic plan to the City Commissioners, the duration of 3 to 5 years should be included.

Mr. McCain provided a summary of each of the five goals and their corresponding strategies. There was a request for clarification regarding Goal 4, specifically about the meaning of "City Solar Deployment." Ms. Vedder sought guidance from the board and, after some discussion, clarified that the roadmap developed by Quantas originally focused on city-owned sites. Ms. Sutton emphasized that if we are referencing the

**Commented [CWP1]:** I believe Wes was there and also Clarissa, Anne N, and Pam from HR, Hector from Electric, others?

roadmap, we should maintain that distinction until the roadmap is updated, rather than making assumptions about future possibilities. If the current roadmap specifies this link, we should adhere to its contents. Ms. Vedder will review the roadmap further.

Mr. McCain requested that the board enhance the mission, vision, goals, and strategies as presented, and then recommend the plan to the City Commission for approval. The next steps would include developing and refining action plans, assessing budget implications, initiating stakeholder communications, developing and tracking key performance indicators (KPIs), and reporting back to the Utility Advisory Board (UAB).

**Commented [CWP2]:** Not sure I follow

A question was raised about the goal of achieving 80% renewable energy within the next ten years. Ms. Vedder responded that while this goal is feasible, it is important to consider the associated costs.

**Motion made by Ms. Sutton to approve the plan and recommend it to the city commission; seconded by Mr. Conway.**

**Ms. Sutton proposed including a specific reference to the roadmap in the wording to allow the plan to adapt as changes occur over the next 3 to 5 years. The current wording links to this roadmap, and as it evolves, the plan's language can also be updated. This approach might align with the city's renewable energy plan.**

Ms. Vedder confirmed the intention to revise the plan as needed, with periodic updates to the roadmaps.

**The motion carried unanimously by a 4-0 vote.**

## **5. Non-Action Items**

### **a. Number of Electric Vehicles Registered in Winter Park - Mary Dipboye**

Ms. Dipboye reported that the number of registered electric vehicles (EVs) in the Winter Park zip code 32789 is 1,376. In zip code 32792, there is a mix of addresses, making it unclear how many of those EVs are actually located in Winter Park. Notably, this total reflects a 60% increase compared to a year earlier in October. These vehicles are essentially large batteries on wheels, and many utility companies are offering incentives on a contract basis for individuals to supply electricity back to the grid.

Ms. Dipboye inquired whether this information would be useful for Ms. Vedder's planning. Ms. Vedder confirmed that she monitors all consumption and usage. On average, residential electricity usage is approximately 1,300 kilowatt-hours (kWh) per month, and this figure has remained consistent over the past five years. This raises questions as to why the increase in EV registrations is not reflected in the data unless residents are charging their EVs elsewhere or utilizing energy efficiency measures or solar power to compensate for it. This information will be part of the roadmap, and in the next fiscal year, we will begin focusing more on electric vehicles.

Mr. Hamil mentioned that in the performance report, we have started tracking the number of charging stations that have obtained permits.

Mr. Conway inquired whether we could measure the utilization of public EV charging stations, before and after the change in the charging fee. Ms. Vedder expressed her belief that the utilization has decreased. She suggested that the intent would be to conduct a follow-up analysis, similar to the one previously performed, in about a year, although she noted that this analysis is labor-intensive. Through visual observations, it appears that charging stations that were previously always occupied are now often empty.

## **6. Staff Updates**

### **a. Electric Utility - Ben Wells**

Ben Wells presented the monthly update on Electric Utility. A question was raised about whether all service drops would be completed as each section is finished. Mr. Wells responded that not all service drops are completed at once; there are usually a few that get missed. However, the team makes an effort to go back and address those omissions. In general, they try to wrap up the service drops simultaneously with the sections being worked on.

### **b. Water & Wastewater Utility – Jason Riegler**

Jason Riegler presented the Wastewater report. Mr. Zusi reviewed the strategic plan and submitted comments to the consultants. A large bill concerning water additives that are not needed to ensure the safety of drinking water, specifically fluoride, is currently being reviewed by the state legislature. We are actively monitoring this situation.

### **c. Performance Measurement – Wes Hamil**

Mr. Hamil reviewed the performance measures, comparing rates with Duke Energy. He also announced that the fuel rates for the average residential customer using 1,000 kilowatt-hours will increase by 13.59%, resulting in an additional \$16 per month.

It was noticed that call wait times have increased and call drop frequency has risen.

Mr. Hamil discussed the fuel cost stabilization fund balance and presented the solar array charts. Ms. Vedder provided an explanation of the Rice Creek – FMPA solar production facility. She reiterated her earlier statement that achieving 80% efficiency within 10 years is feasible but questioned whether it is affordable. Both OUC and FPL have aggressive plans for decarbonization. Mr. Conway remarked that the question of affordability relates to energy storage. He stated that you have to purchase double the amount of fuel and keep half of your power needs stored locally for the cloudy, rainy days. This means buying more bulk power and ensuring it is stored.

Ms. Vedder stated that one megawatt of solar energy is roughly equivalent to one-quarter of a conventional megawatt. It's about 20% capacity factor. The discussion around nuclear energy is ongoing. In fiscal year 2024, our renewable energy sources

comprised 20%, with 19% of that being attributed to Covant, which concluded on December 31, 2024. Currently, we are at approximately 1.2% solar energy usage.

The current length of the FMPA solar contract is 20 years, and we anticipate that our next 17 megawatts of solar energy will come online by the end of December. Ms. Vedder explained the absence of firming resources (i.e., resources that fill in the variations in renewable output). Because we are purchasing solar power as a pooled resource, the amount of solar energy we are utilizing is small enough that we effectively use the entire pool as our "battery," so to speak. This situation will evolve as we increase our solar energy penetration to a point where we will need to pay for firming resources.

d. Educational Campaign – Clarissa Howard

Ms. Howard included the current newsletter in the agenda packet. In response to an inquiry regarding the fund that helps customers, Mr. Hamil mentioned that we receive approximately \$450 a month from our customers. This contribution can be set up for auto-billing at any amount the customer prefers.

**7. Board Comments**

Mr. Conway inquired if the donation could be incentivized. Mr. Hamil replied that doing so would complicate the administrative process. Mr. Huffman suggested recognizing donors by listing their names in the newsletter. Ms. Sutton noted that if customers were informed that their contributions were classified as charitable donations, it might hold more significance for some individuals.

Ms. Dipboye inquired about maintenance contracts for the City's three solar arrays. Staff responded that the responsibility would fall under the facilities department, while the electric utility is likely to oversee the contract. Internal discussions are taking place but no decisions have been made yet.

**8. Upcoming Agenda Items**

Mr. Zusi has forwarded Mr. Riegler's comments on the water wastewater strategic plan to the consultant

**9. Adjournment**

The meeting adjourned at 1:11 p.m.

Approved by the board on  
/s/ Bahiyah Layton, Board Coordinator



# Utilities Advisory Board

# agenda item 5.a

**item type**

Non-Action Items

**meeting date**

March 25, 2025

**prepared by**

Lisa Vedder

**approved by****subject**

Solar PPA Update

**motion | recommendation**

N/A

**background**

On January 17, 2025, the developer of the Leyland Solar project, Origis, issued a notice of termination of the Power Purchase Agreement (PPA). This was the third and final project in which Winter Park was participating through the Florida Municipal Power Agency (FMPA)/Florida Municipal Solar (FMSA). Winter Park was to receive 7 MW of power from Leyland starting in 2027. The PPA allowed Origis, the developer, to terminate without penalty if interconnection costs exceeded a threshold. Unlike the other Solar Project III PPAs, Leyland's PPA specified a limited window during which Origis could execute its option to terminate. It appears that the increased cost of materials in combination with interconnection cost increases and delays made the negotiated PPA price insufficient to support the project.

At this time, Winter Park is receiving 5 MW from Rice Creek which started deliveries in October 2024 and achieved Commercial Operation on December 30, 2024. Whistling Duck, our second solar project, is under construction and should be providing 18 MW by 12/31/26.

**alternatives | other considerations**

N/A

**fiscal impact**

N/A

**attachments**

None



# Utilities Advisory Board

# agenda item 6.a

**item type**

Staff Updates

**meeting date**

March 25, 2025

**prepared by****approved by****subject**

Electric Utility - Jamie England

**motion | recommendation****background****alternatives | other considerations****fiscal impact****attachments**

None



# Utilities Advisory Board

# agenda item 6.a

**item type**

Staff Updates

**meeting date**

March 25, 2025

**prepared by**

Jamie England, Director of Electric Utility

**approved by****subject**

January 2025 Electric Utility Update

**motion | recommendation****background****alternatives | other considerations****fiscal impact****attachments**

1. Jan25 Electric Utility

# Monthly Electric Utility Update (Jan)

## Miles of Undergrounding completed

- Project J: 2.72 miles (94.5% complete)
- Project L: 9.57 miles (98% complete)
- Project O: 6.91 miles (37.3% complete)
- Residential Service Conversions (RSC) Last month: 15
- **Residential Service Conversions (RSC) This month: 28**
- RSC YTD: 771
- RSC LTD (beginning FY23): 1209

## **TOTAL for FY 2025 – 3.48 miles**

- Total Citywide Project Miles- 127.5
- Total Miles Completed Last Month – 101.44
- **Total Miles Completed – 103.38**
- Percentage Completed Last Month - 79.6%
- **Percentage Completed This Month- 81.1%**
- Total miles remaining- 24.10

## OH/UG Budget update

2025 Undergrounding budget = 8,149,000.00

## Notes of Interest

- 20<sup>th</sup> Anniversary of the Electric Utility
  - June 14<sup>th</sup> Community outreach to celebrate the EU's 20<sup>th</sup> Year (Farmers Market)
  - June 11<sup>th</sup> Small reception in the Chapman Room before the City Commission Proclamation
  - EU Reliability and Safety recognition awards presented by FMEA & FMFA
- Revising Street Light policy for the City
  - Identifying lighting fixture options, refining processes, addressing proper application, and outlining responsibilities.
- Dark Sky
  - Dark Sky fixtures have been evaluated by COWP team (Holophane, Cooper)
  - Eight dark sky fixtures installed along Lake Knowles
  - Four dark sky fixtures installed along Lake Wilbar.

- Dark Sky survey resulted in favorable support
  - Administered September 17 - 27 (EOB).
  - 77 respondents
  - 85.71% like the new lights
  - 9.09% do not like the new lights
  - 5.19% have no preference
  
- The EU in partnership with Hometown Connections are coordinating a plan to deliver the Strategic Action Plan during a working session with the City Commission.
- Project “R”, which was advanced by Commission to facilitate the 7 Oaks Park creation, will be 100% completed early 2<sup>nd</sup> quarter.
- Transformers have been placed in the field and UG mileage is beginning to reflect all the work that has been completed.

### **Issues/Concerns**

- Project “O” is underway. Conduits installation started in January

### **Safety Goals**

- Zero personal injuries
- Zero controllable vehicle accidents



# Utilities Advisory Board

# agenda item 6.b

**item type**

Staff Updates

**meeting date**

March 25, 2025

**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**

March 25, 2025

**prepared by**

Wes Hamil, Director of Finance

**approved by****subject**

Performance Measurement – Wes Hamil

**motion | recommendation**

No action is necessary

**background**

The financial and operational indicators on the attached report are presented to keep the board apprised of the utility's financial health and other operational information.

**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	November	December	January	On Target
<b>Efficiency</b>	Rate Comparison to Duke	<100%	68.20%	63.60%	67.58%	Met Goal
	Rate Comparison to Municipal State Avg	<105%	90.10%	89.96%	89.17%	Met Goal
<b>Financial</b>	Rolling 12 month kWh	425 (FY24)	439,586,556	441,666,306	444,606,304	Met Goal
<b>Operational</b>	Heart of Florida United Way Emergency Utility Assistance Program: Assistance provided to customers		\$5,120	\$1,139	\$2,922	
	Heart of Florida United Way Emergency Utility Assistance Program: Available balance		\$2,928	\$20,411	\$17,489	
	Heart of Florida United Way Emergency Utility Assistance Program: Number of customers approved for assistance		10	3	8	
	Underground System Complete (%)		79.2%	79.6%	81.1%	
<b>Reliability</b>	SAIDI (in minutes)	< 60 minutes	0.35	1.64	0.44	
	Outage Occurrences		13	18	8	
<b>Sustainability</b>	Number of EV charging stations permitted from July 2020		270	270	283	

## Both

Service Type	Measure	Goal	November	December	January	On Target
Customer Service	Total calls to customer service queue:		5,892	5,680	4,370	
	Customer hangup without selecting a queue		1,201	1,061	1,078	
	Turn on/off service		743	735	754	
	Billing info		1,113	1,237	1,431	
	Pay utility bill		774	685	660	
	Report power outage		412	331	69	
	System error and flow disconnect		125	96	54	
	Demolition		25	23	16	
	Commercial garbage		56	116	80	
	Transfer to water and wastewater		48	62	228	
	Average wait time for customers selecting a queue		2m9s	2m39s	1m17s	
	Abandoned call % for customers selecting a queue		8%	10%	5%	
	Number of disconnects for non-pay		10	10	41	

## Financial

Service Type	Measure	Goal	November	December	January	On Target
Financial	Accounts receivable/billed revenue – FYTD	<8%	6.13%	5.80%	5.72%	Met Goal
	Average cost of purchased power per kWh – FYTD – Fuel		\$0.0237	\$0.0251	\$0.0291	
	Average cost of purchased power per kWh – FYTD – Non-Fuel	<\$0.03	\$0.0228	\$0.0218	\$0.0207	Met Goal
	Average revenue per kWh-FYTD-Fuel		\$0.0244	\$0.0243	\$0.0242	
	Average revenue per kWh-FYTD-Non-Fuel		\$0.0804	\$0.0804	\$0.0805	
	Bad debt expense/billed revenue – FYTD	<0.25%	0.29%	0.13%	0.11%	Met Goal
	Debt service coverage ratios - W&S - FYTD	>1.5	2.28	2.93	2.87	Met Goal
	Debt service coverage ratios - Electric - FYTD	>2.75	3.93	3.50	3.15	Met Goal
	Percentage of utility accounts receivable over 60 days past due		9.25%	5.31%	10.82%	
	Utility accounts receivable over 60 days past due – all accounts		\$621,302	\$722,288	\$1,345,165	
	Utility accounts receivable over 60 days past due – inactive accounts only		\$124,686 (1,171 accts)	\$186,861 (496 accts)	\$177,719 (538 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	\$1,672,833	\$1,540,765	\$859,986	Below Goal

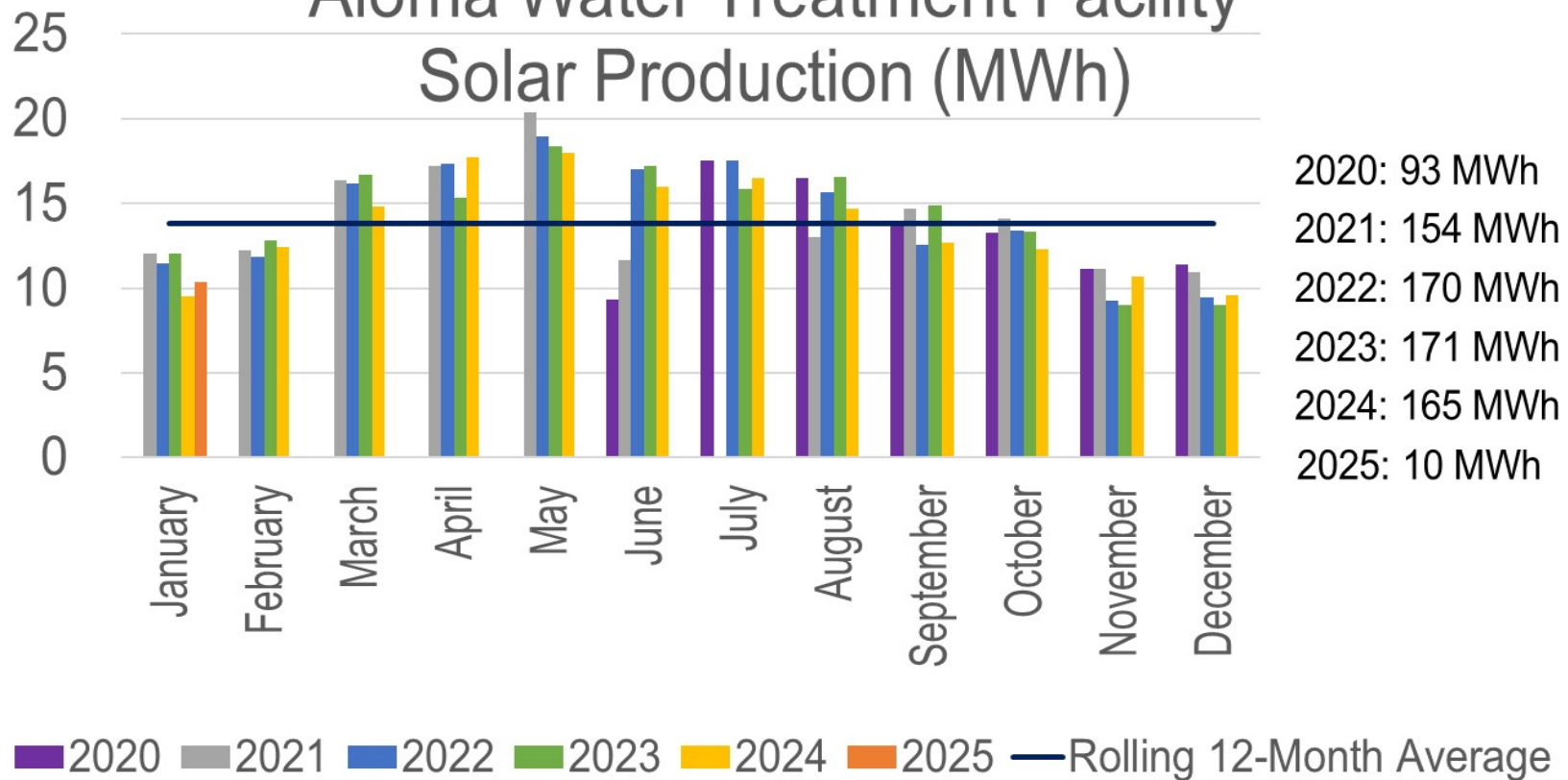
## Water Sewer Utility

Service Type	Measure	Goal	November	December	January	On Target
Environment	Count of Rebates Processed		0	0	0	
Operational	Average % Water meters reporting	>98.5%	93.35%	95.01%	95.25%	Below 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	

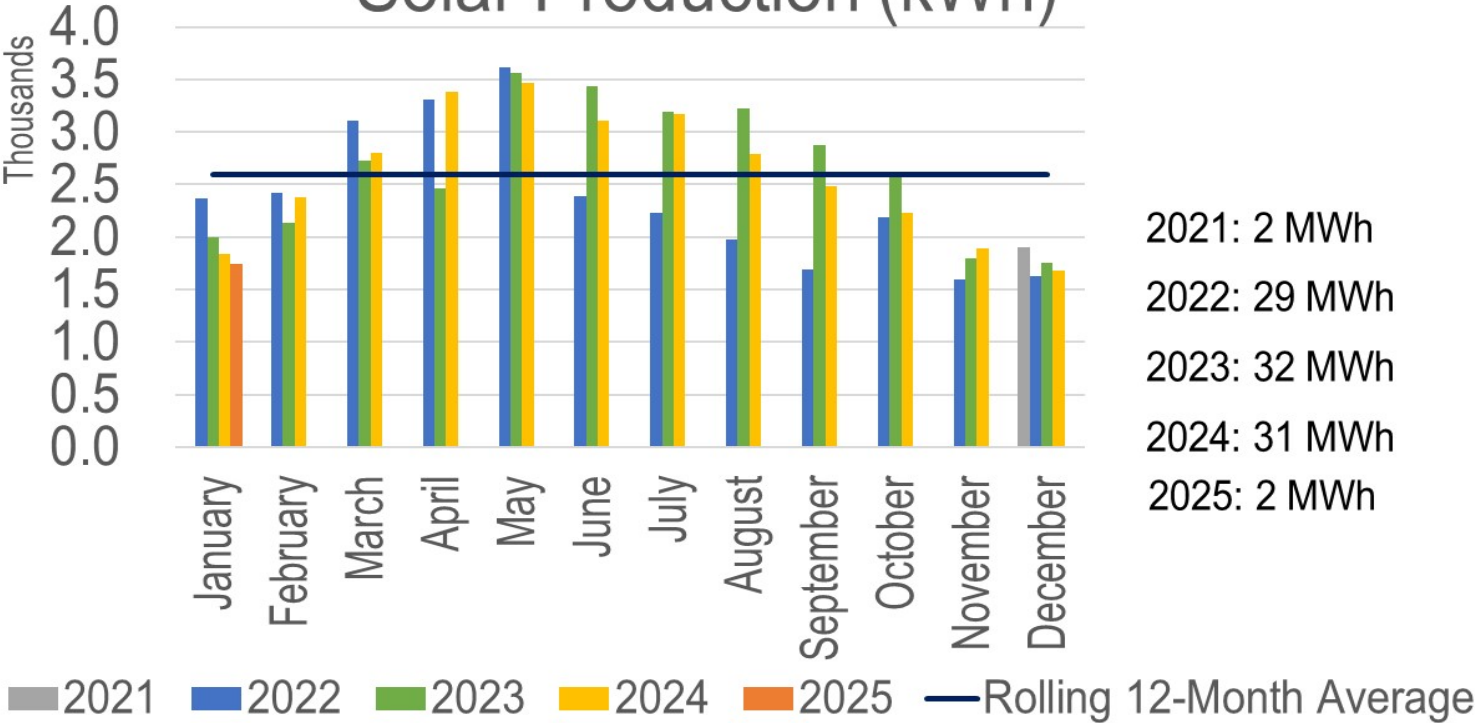
\*FMPA and FMEA data often lag 1or2 months.

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.

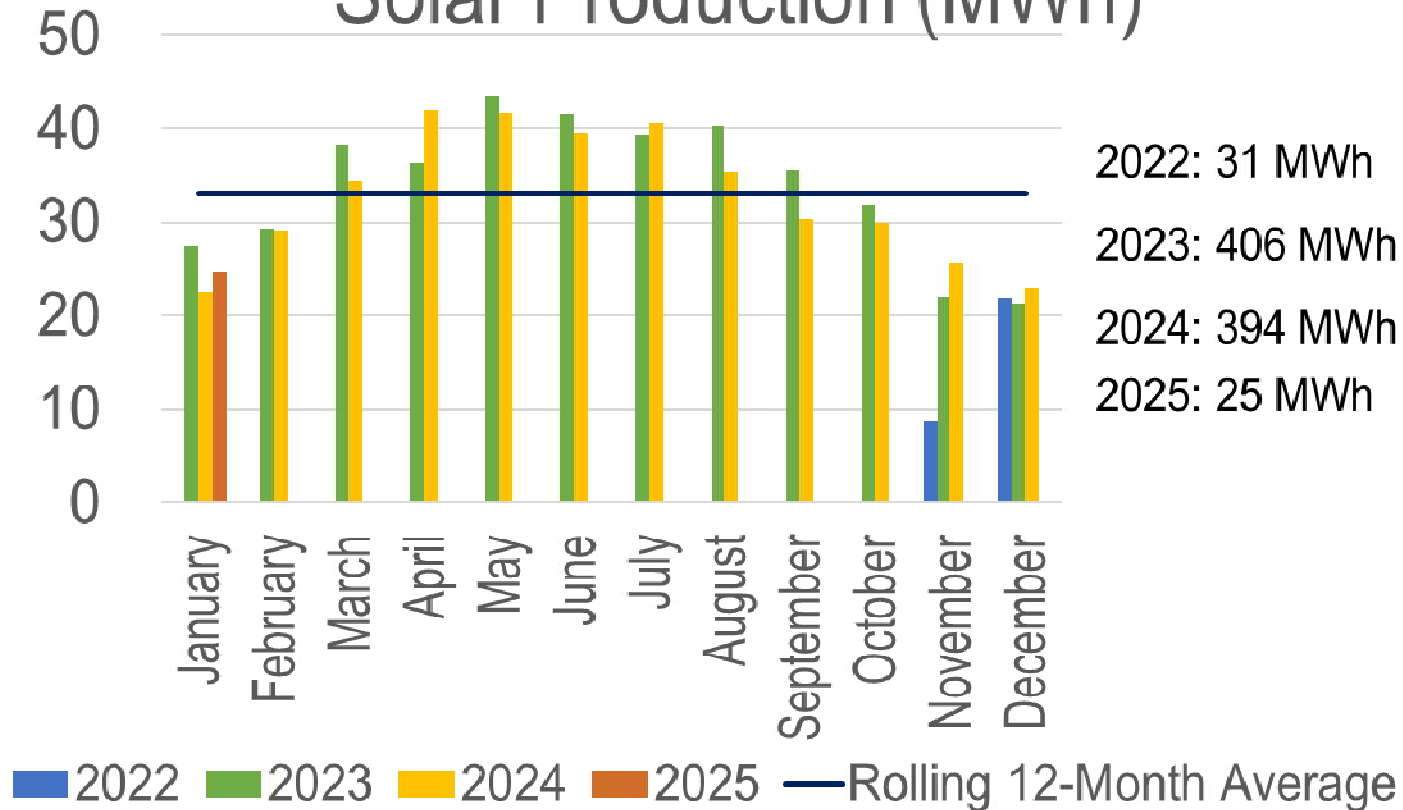
## Aloma Water Treatment Facility Solar Production (MWh)



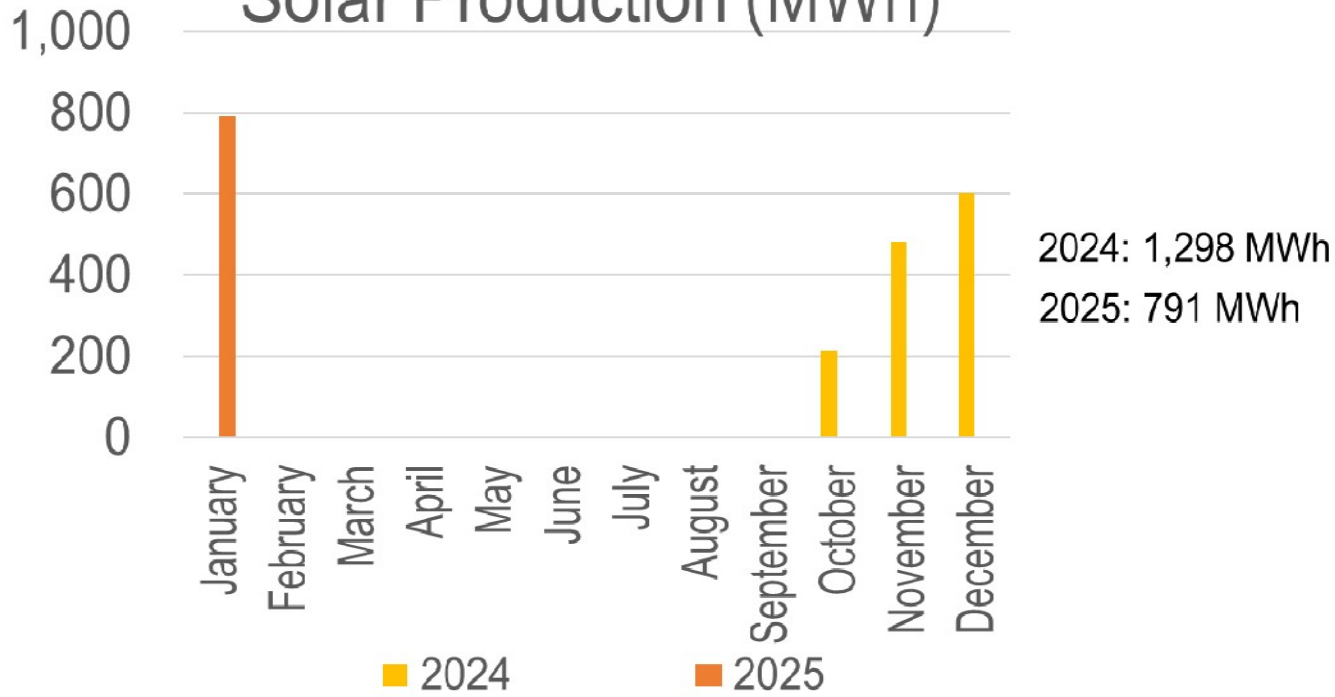
# WP Library & Event Center Solar Production (kWh)



# WP Electric Warehouse Solar Production (MWh)



# Rice Creek - FMPA Solar 2 Solar Production (MWh)





# Utilities Advisory Board

# agenda item 6.d

**item type**

Staff Updates

**meeting date**

March 25, 2025

**prepared by****approved by****subject**

Educational Campaign – Clarissa Howard

**motion | recommendation****background****alternatives | other considerations****fiscal impact****attachments**

None



# Utilities Advisory Board

# agenda item 6.d

**item type**

Staff Updates

**meeting date**

March 25, 2025

**prepared by**

Theresa Broman, Creative Services Manager

**approved by**

Clarissa Howard, Director of Communications

**subject**

April Utility Update

**motion | recommendation****background****alternatives | other considerations****fiscal impact****attachments**

1. 8.5x11utility-2025-april bill insert

# info & updates

April utility bill insert



## Congratulations to the city's Electric Utility!

The city's Electric Utility Department was among 17 Florida public power utilities to receive the Florida Municipal Electric Association (FMEA) Safety Award of



### Category A for a Perfect Safety Record.

The award was presented at the end of February at the Florida Lineman Competition awards banquet in Ocala.

Thank you to our line workers and power crews for their hard work and commitment to safety.

## Park Avenue Refresh

Park Avenue is the epicenter of Winter Park's culture, charm and economic vitality. The last Park Avenue streetscape restoration occurred between 1996 and 1999. Now, almost 30 years later, the city's main street will be undergoing a refresh to provide for today's as well as tomorrow's needs.



### overall goals

- Maintain charm & warm, inviting environment
- Enhance safety & aesthetics
- Strengthen infrastructure (electric, smart city & irrigation)
- Provide consistent look for hardscape, landscape & architectural elements along the Avenue

The project is expected to kickoff this summer with the installation of two historic gateway signs located at Park & Fairbanks avenues and Park & Webster avenues. If you would like to receive project updates, please access [cityofwinterpark.org/parkaverefresh](http://cityofwinterpark.org/parkaverefresh) and sign up for email updates.

## Official 2025 Election Results

### City Commissioner Seat 3

Commissioner Kris Cruzada  
2,916 votes [62.86%]

Candidate Justin Vermuth  
1,723 votes [37.14%]

### City Commissioner Seat 4

Warren Lindsey [unopposed]

### Referendum

Repeal of Ban on Use of Internal Combustion Powered Leaf Blowers

Yes » 2,479 votes [54.50%]

No » 2,070 votes [45.50%]

For more information, please access the Orange County Supervisor of Elections at [ocfelections.com](http://ocfelections.com).

for updates on upcoming things to enjoy, please access  
[cityofwinterpark.org/events](http://cityofwinterpark.org/events)



## save these dates

\*PLEASE NOTE UPDATED CORRIDOR DATES\*

**may 1 or 2** north of Fairbanks/Aloma avenues corridor

**may 8 or 9** south of Fairbanks/Aloma avenues corridor

**after 5 p.m.** set bulky items out [appliances, furniture, etc.]

the evening before your second regularly scheduled trash pickup day

**more info** 407-774-0800

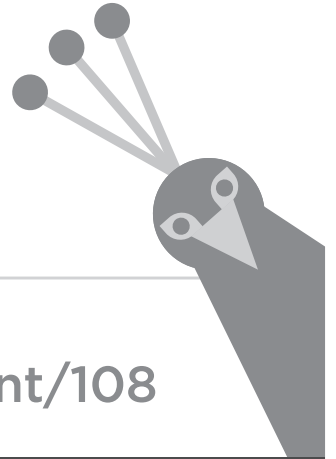


# TWO WAYS TO CELEBRATE SATURDAY APRIL 26, 2025

PREREGISTER TO PARTICIPATE

32nd Jeannette Genius McKean Memorial 5k

2025 **run** for the **trees**



race starts @  
7:30 a.m.



register to run/walk @  
[trackshack.com/event/108](https://trackshack.com/event/108)

Ward Park @ 250 Perth Lane & across the street  
@ the Center for Health & Wellbeing



8 to 11 a.m.

**FREE**  
for all ages

- family fun & vendors
- activities + face painting
- wild animal meet & greet
- Kona Ice®
- family-friendly art project
- tours & mini workshops
- family yoga classes
- food, music & fun

support & celebrate  
**SPONSOR or VOLUNTEER**

contact [sustainability@cityofwinterpark.org](mailto:sustainability@cityofwinterpark.org)



access the complete schedule @  
[cityofwinterpark.org/earthday](https://cityofwinterpark.org/earthday)

