



Utilities Advisory Board Regular Meeting

Agenda

December 2, 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/ 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. Approval of Minutes

- a. Minutes of September 23, 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

6. Staff Updates

- a. Electric Utility - Jamie England 10 Minutes
Electric Utility September Update
- b. Water & Wastewater Utility – David Zusi 5 Minutes
- c. Performance Measurement – Wes Hamil 5 minutes
- d. Educational Campaign – Clarissa Howard 0 Minute
- e. Solar Update 2

7. Board Comments

8. Upcoming Agenda Items

9. Adjournment



Utilities Advisory Board Regular Meeting Minutes

September 23, 2025 at 12:00 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Michael Poole, Kathryn Sutton, Leon Huffman, Christopher Warshaw, Todd Weaver, Katherine Johnson

Absent

Alison Yurko

Staff Present

Director of Water and Wastewater Utilities David Zusi, Director of Electric Utility Jamie England, Director of Finance Wes Hamil, Electric Utility Operations Manager Miguel Cruz, Deputy Director of Water and Wastewater Utilities Jason Riegler, Integrated Resources Program Manager Lisa Vedder (virtual), Administrative Coordinator Jennifer Vicente, Director of Natural Resources and Sustainability Gloria Eby

1. Call to Order

The meeting was called to order at 12:03 pm.

Returning UAB member Katherine Johnson was introduced.

2. Approval of Minutes

- a. Minutes of August 5, 2025

Ms. Sutton asked to remove the word "unanimously" since the vote was 5-1, not unanimous, and to add the word "expenditure" after "elective capital."

Motion made by Mr. Weaver to approve the minutes with amendments, seconded by Mr. Poole. Motion carried unanimously with a 6-0 vote.

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

4. Action Items

5. Non-Action Items

- a. IRP Roadmap Update

Integrated Resource Planning (IRP) and Clean Power Program Manager Lisa Vedder introduced herself and provided an update on the IRP effort.

In 2022 in support of the City's Sustainability Action Plan (SAP), Quanta carried out a comprehensive feasibility study to assess the viability of achieving full decarbonization

within a reasonable timeframe and budget. The plan aims for 100% electricity from renewable sources by 2050. Quanta employed a production cost model that forecasted the resources required to enable the city to reach its renewable energy target by 2050. The model incorporates technology cost, weather forecasts, and socio economic, economic, and financial factors to develop a power portfolio by resource and cost.

Ms. Vedder described the study's original roadmap milestones, organized by four categories—Financial, Studies, Technology, and Purchases—and time horizon—short, medium and long. She then discussed the updated roadmap that reflects completed milestones and incorporates resource limitations, sequencing of events, and critical path considerations.

All short-term goals have been achieved as of January 2024. Ms. Vedder reviewed the mid- and long-term goals and provided an updated timeline to the Board. Ms. Sutton inquired about the expected date for the long-term goals, to which Ms. Vedder responded four years.

Ms. Johnson asked whether any adjustments to the plan had been made due to the funding pause caused by the two recent Executive Orders. Ms. Vedder responded that the City had been engaging in preliminary exploratory discussions related to incentives introduced under the previous Administration. Given changes under the new Administration, these efforts have stalled and staff is now monitoring developments weekly. Ms. Vedder also noted that certain goals, such as TOU, EE, and DR programs, utility bill financing, an EV adoption study, and updating the Quanta study, have been moved to the long-term category.

It was noted that development and implementation of TOU, EE and DR initiatives were contingent on meter upgrades. Mr. Poole raised the topic of meter purchases, noting that the deployment schedule for residential time-of-use applications has not yet been determined. Mr. England replied that current meters have reached end of life. The city is currently in discussions with vendors, ensuring that they will have multiple vendor options capable of supplying the meters they will specify. Given the cost of meter replacement, this would likely be a five-year effort.

Ms. Eby described the behind-the-scenes activities of the Sustainability Department related to EV and solar initiatives. Mr. Weaver mentioned that the fleet's EV conversion should have been coordinated with the electric utility study. Ms. Eby noted that city EV usage is monitored through the Sustainability Action Plan.

Ms. Vedder reviewed the long-term goals, which included conducting and updating technology maturity assessments, fleet electrification, among others. She then outlined the roadmap efforts to date, covering progress on analysis, non-utility-scale solar, utility-scale solar Power Purchase Agreements (PPAs), utility-scale solar at Rice Creek, bulk power supply, and other general items.

Mr. Poole requested an update to the public-facing EV charging station usage patterns in the year since implementation of the new rate structure last November. Staff agreed

to prepare an update. He also asked about the new EV charging stations over by the train station and noted concerns over consistent signage. Ms. Eby explained that the new charging stations are third-party-owned and situated at the mobility hub at the corner of Morse Blvd. and New York Ave. Rates and terms of use are set by the owner and adhere to the statewide model for charging rates. Ms. Eby agreed to provide the agreement with Optimus, the third-party owner, as well as the adopted terms by the City Commission. Additionally, quarterly reports on usage from Optimus will be provided once they are received. Ms. Vedder added that the scope of the Cost of Service and Rate Study includes developing a tariff for sales-for-resale for privately owned EV chargers.

Mr. Poole noted that Winter Park's power supply is served approximately 10% by OUC and 90% by FMPA, and he was concerned by the City's over-reliance on FMPA. Mr. England responded that the current cost of the FMPA resource is the most favorable deal.

Ms. Vedder presented the City's power supply resource portfolio by month for the fiscal year along with a year-to-date summary. Ms. Vedder next compared the City's resource portfolio to that in the Quanta Study. Ms. Vedder provided an update of the plan to acquire 30 MW of greenfield solar from 3 projects through the FMPA consortium. When Whistling Duck comes online, the City will receive 18 MW, 13 MW 18 months earlier than originally planned, for a total of 23 MW. The developer, Origis, subsequently terminated the third PPA.

There was a discussion about whether nuclear energy is considered renewable. Ms. Vedder mentioned she is unsure if the city considers nuclear renewable, but believes it is essential for reaching the City's decarbonization target at reasonable cost. Mr. Weaver added that the city should also consider developing city-owned solar energy in the near future.

b. Update on electric budget and rates

Mr. Hamil provided an update on the electric budget and rates. Following discussions with City Manager Randy Knight and Michael Poole about capital needs and funding strategies, the city commission approved a 7.44% rate increase for non-fuel electric costs with a 3-2 vote during the September 10 meeting. This increase will not impact the monthly customer charge, and the undergrounding project remains on track for completion by 2030. The official approval of the fees and budget is expected at the commission's September 24 meeting.

Following Mr. Poole's recommendation, \$2M of inventory was allocated to the proposed 26 budget. Originally, \$400K was designated for undergrounding secondary service lines, but this was postponed to focus on completing the remaining undergrounding work. The remaining budget for new funding includes \$9.2M for undergrounding, \$565K for meter replacements, and \$833K for replacing substation transformers. Mr. Poole observed three significant matters during the work sessions: a study on the cost of

service, the commission acknowledged the need for improved vetting of the capital budget, and the bonding issue remains under consideration.

Mr. Poole noted the underspend for this year. Mr. Hamil explained that this underspend will be carried into the next fiscal year. Mr. England suggested that the remaining funds might be used to reimburse the program that covered the overspend from the previous year.

6. Staff Updates

a. Electric Utility - Jamie England

Monthly Electric Utility Update (July)

Mr. England provided the board with the monthly electric update for July, including the miles of undergrounding performed, updates on overhead and underground budgets, notes of interest, issues and concerns, and the 2025 Goals. No questions were raised by the board.

b. Water & Wastewater Utility – David Zusi

Mr. Zusi will provide the board with a detailed policy on implementing the cross-connection control backflow installation program, so they can evaluate it and make a recommendation to the Commission. The ordinances, rules, and requirements are already in place, and implementation is underway. An update on the program will be shared with the board at the next meeting.

The Water & Wastewater Department participated in the water quality taste test in early September and was awarded the best tasting in Central Florida.

Key positions vacated due to early retirement have been filled; however, an additional position remains available.

c. Performance Measurement – Wes Hamil

Mr. Hamil highlighted the key aspects of the utility's monthly performance metrics, noting that the customer service call wait time decreased in August following a period of high wait times in July, attributable to staffing shortages.

The fuel cost over-recovery was addressed by reducing fuel costs starting September 1. Over six months, the aim is to refund excess and recover projected fuel costs.

d. Educational Campaign – Clarissa Howard

The packet includes the educational campaign from Clarissa Howard.

Electric Utility 20th Anniversary Media Coverage

Winter Park Update newsletter – September-November 2025 issue

September Utility Bill Insert

7. Board Comments

Ms. Sutton inquired whether the November and December meetings would be combined, as they were last year. Mr. Poole explained that the November meeting is typically canceled, and the December meeting is moved to the first week of December.

Ms. Eby invited the board to the EV car show on Saturday, September 27, which has been relocated to Park Ave. and is now called Electric Avenue.

8. Upcoming Agenda Items

Follow-ups as previously discussed regarding the water/wastewater sector and the renewables sector.

9. Adjournment

The meeting adjourned at 1:49 p.m.

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

DRAFT



Utilities Advisory Board

agenda item 6.a

item type

Staff Updates

meeting date

December 2, 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

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

Electric Utility September Update

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

1. UAB Sept 25

Monthly Electric Utility Update (Sep)

Miles of Undergrounding performed

- Project J: 2.72 miles (98.9% complete)
- Project L: 9.57 miles (98% complete) Reconfigure existing loop
- Project O: 6.91 miles (54.9% complete)
- Residential Service Conversions (RSC) Last month: 70
- **Residential Service Conversions (RSC) This month: 27**
- RSC YTD: 1,094
- RSC LTD (beginning FY23): 1532

TOTAL for FY 2025 – 5.06 miles

- Total Citywide Project Miles- 127.5
- Total Miles Completed Last Month – 104.40
- **Total Miles Completed – 104.72**
- Percentage Completed Last Month – 81.9%
- **Percentage Completed This Month- 82.1%**
- Total miles remaining- 22.76

OH/UG Budget update

2025 Undergrounding budget - 9.2

Notes of Interest

- Administration Coordinator resigned & new admin starts December 8th
- ENCO (Outage notification, outage map, customer waiting options/communication)
- EU web site (outage reporting - decision tree revision)
- Substation XFRM design spec (solicitation/piggyback under review)
- Project K conduit projected start, October
- Park Ave streetlight (Whipple/NY- 2700 kelvin, electric design complete)
- Hometown Connect next phase coordination (January)
- RFP Engineering Design RFP (complete)
- OMS/GIS (vendor selected, working to acquire)
- Meter replacement program (mesh vs. cellular) (coordinating with H2O)
- Submersible XFRM program (BOA) 4 locations in design

- Office design (building 4 &14)
- Multiple community events/volunteering

Issues/resolution

- 1000 MCM 12 months + lead time (Southwire)
- Okonite 1/0 & 1000MCM consent agenda approve (72K ordered July 2026)
- 42K 1000 MCM Southwire delivered 38k
- Elastimold 1000 MCM & 1/0 distribution splices 12- months
- 3M 1000 splices 10 weeks RFQ

2025 Goals

- Zero personal injuries within work group
- Zero controllable vehicle accidents within work group



Utilities Advisory Board

agenda item 6.b

item type

Staff Updates

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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

December 2, 2025

prepared by

Wes Hamil, Director of Finance

approved by**subject**

Performance Measurement – Wes Hamil

motion | recommendation

No action is necessary.

background

The attached performance measurement dashboard was developed to keep the board informed regarding certain financial and operational metrics.

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	July	August	September	On Target
Efficiency	Rate Comparison to Duke	<100%	78.31%	67.50%	61.57%	Met Goal
	Rate Comparison to Municipal State Avg	<105%	98.44%	99.19%	90.69%	Met Goal
Financial	Rolling 12 month kWh	430 (FY25)	445,290,670	443,705,313	444,049,680	Met Goal
Operational	Heart of Florida United Way Emergency Utility Assistance Program: Assistance provided to customers		\$4,239	\$4,050	\$2,428	
	Heart of Florida United Way Emergency Utility Assistance Program: Available balance		\$20,006	\$15,956	\$13,528	
	Heart of Florida United Way Emergency Utility Assistance Program: Number of customers approved for assistance		11	11	8	
	Underground System Complete (%)		81.7%	81.9%	N/A	
Reliability	SAIDI (in minutes)	< 60 minutes	2.64	2.78	N/A	
	Outage Occurrences		11	16	N/A	

Both

Service Type	Measure	Goal	July	August	September	On Target
Customer Service	Total calls to customer service queue:		5,466	4,451	4,109	
	Customer hangup without selecting a queue		1,125	1,039	935	
	Turn on/off service		784	628	545	
	Billing info		1,774	1,428	1,339	
	General info		83	64	83	
	Pay utility bill		756	725	658	
	Report power outage		384	182	121	
	System error and flow disconnect		78	63	64	
	Demolition		21	14	14	
	Commercial garbage		81	72	70	
	Transfer to water and wastewater		380	236	280	
	On-line application for start/stop service		345	309	222	
	Average wait time for customers selecting a queue		7m2s	1m44s	52s	
	Abandoned call % for customers selecting a queue		N/A	9%	5%	
	Number of disconnects for non-pay			142	44	25

Financial

Service Type	Measure	Goal	July	August	September	On Target
Financial	Accounts receivable/billed revenue for past twelve months	<8%	6.73%	6.89%	6.58%	Met Goal
	Average cost of purchased power per kWh – FYTD – Fuel		\$0.0291	\$0.0289	\$0.0296	
	Average cost of purchased power per kWh – FYTD – Non-Fuel	<\$0.03	\$0.0206	\$0.0187	\$0.0207	Met Goal
	Average revenue per kWh-FYTD-Fuel		\$0.0322	\$0.0330	\$0.0313	
	Average revenue per kWh-FYTD-Non-Fuel		\$0.0808	\$0.0806	\$0.0777	
	Bad debt expense/billed revenue – FYTD	<0.25%	0.27%	0.31%	0.16%	Met Goal
	Debt service coverage ratios - W&S - FYTD	>1.5	2.67	2.63	2.56	Met Goal
	Debt service coverage ratios - Electric - FYTD	>2.75	3.46	3.85	3.85	Met Goal
	Percentage of utility accounts receivable over 60 days past due		5.78%	6.98%	6.68%	
	Utility accounts receivable over 60 days past due – all accounts		\$427,697	\$531,122.15	\$490,943	
	Utility accounts receivable over 60 days past due – inactive accounts only		\$183,593 (1,033 accts)	\$171,833.37 (1,067 accts)	\$207,709 (1,123 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	\$2,163,342	\$2,569,215	\$2,730,880	Balance is above max trigger point, fuel rates reduced 09/01/25

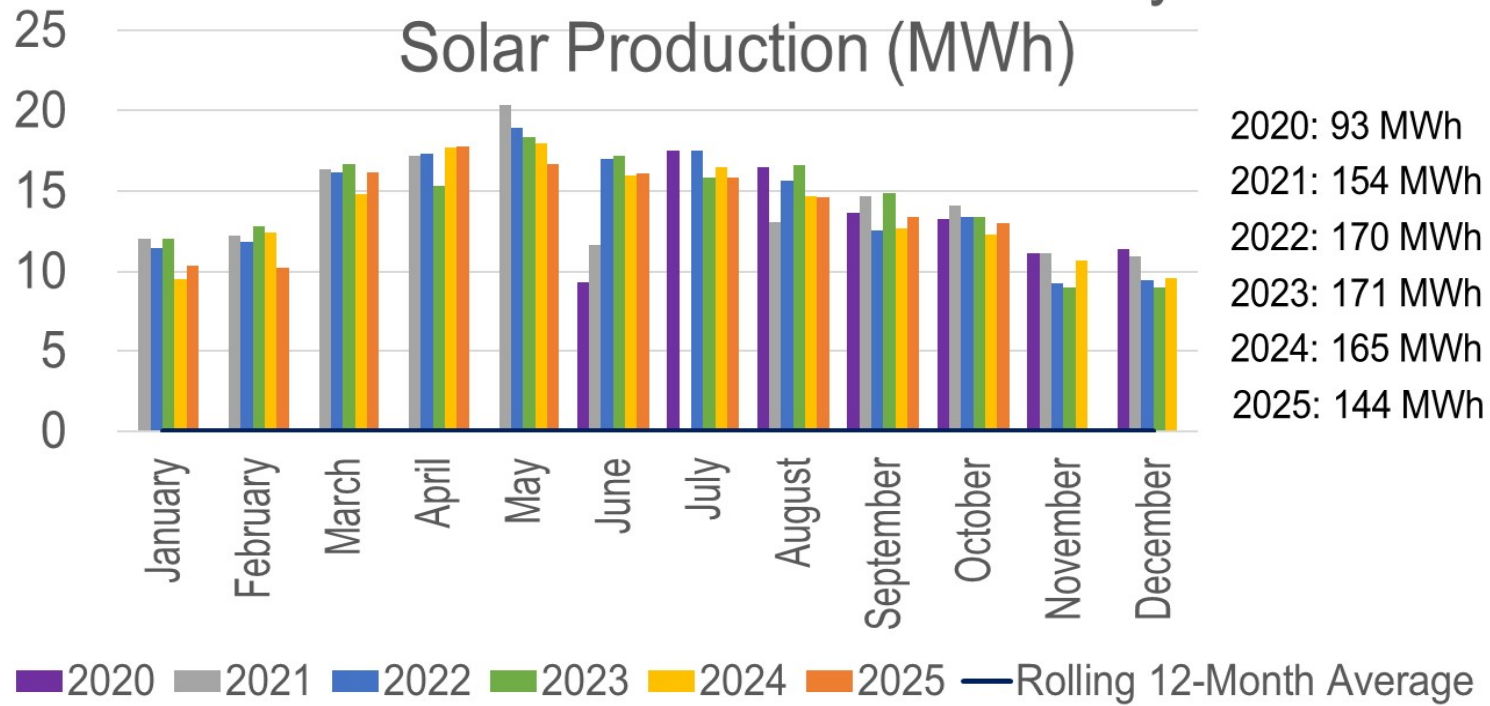
Water Sewer Utility

Service Type	Measure	Goal	July	August	September	On Target
Environment	Count of Rebates Processed		6	1	0	
Operational	Average % Water meters reporting	>98.5%	95.67%	94.87%	94.59%	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	

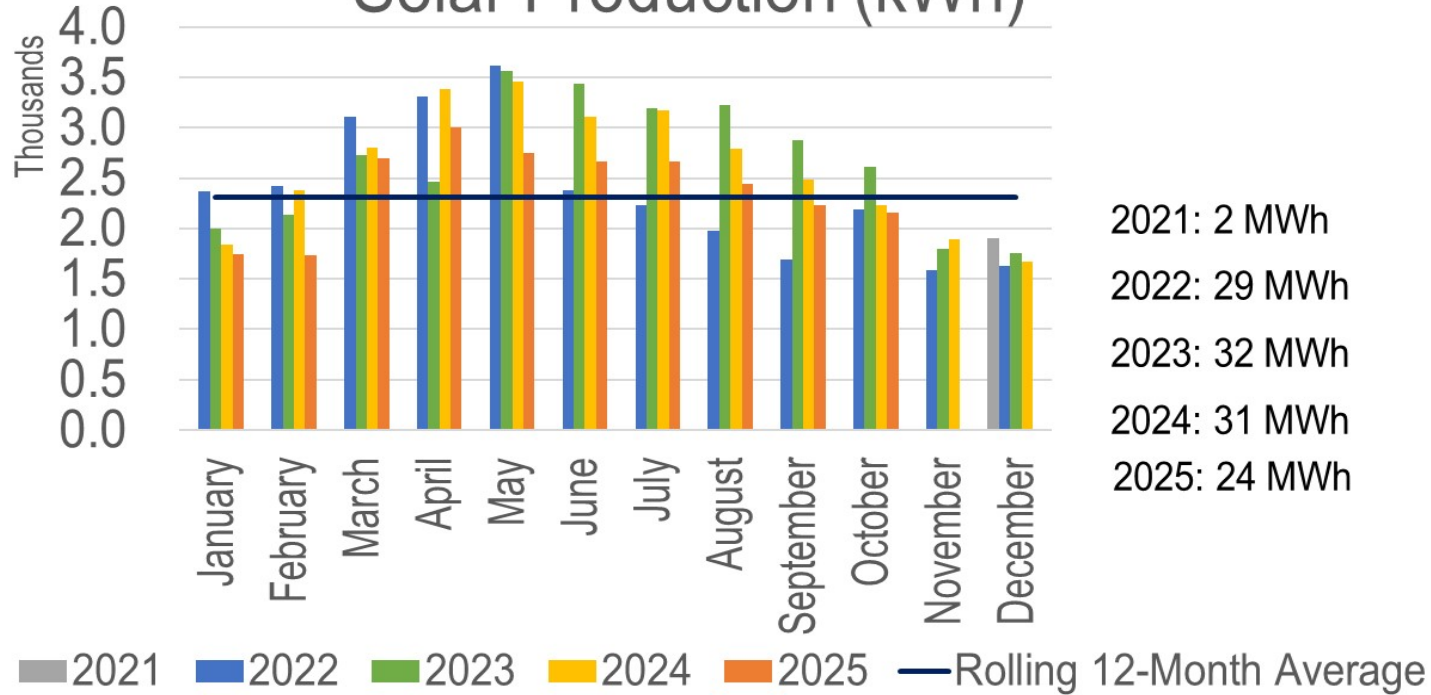
*FMPA and FMEA data often lag 1 or 2 months.

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.

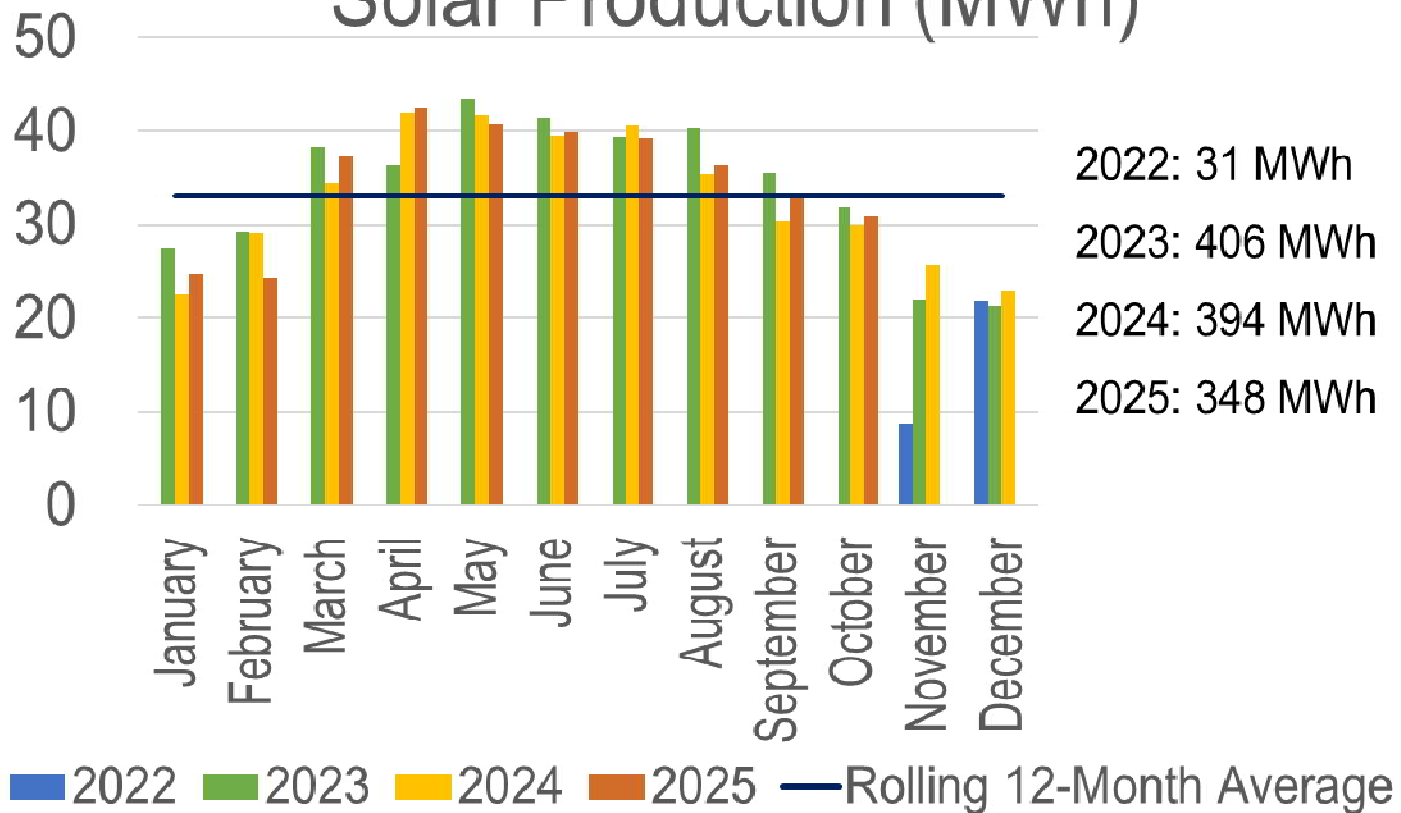
Aloma Water Treatment Facility Solar Production (MWh)



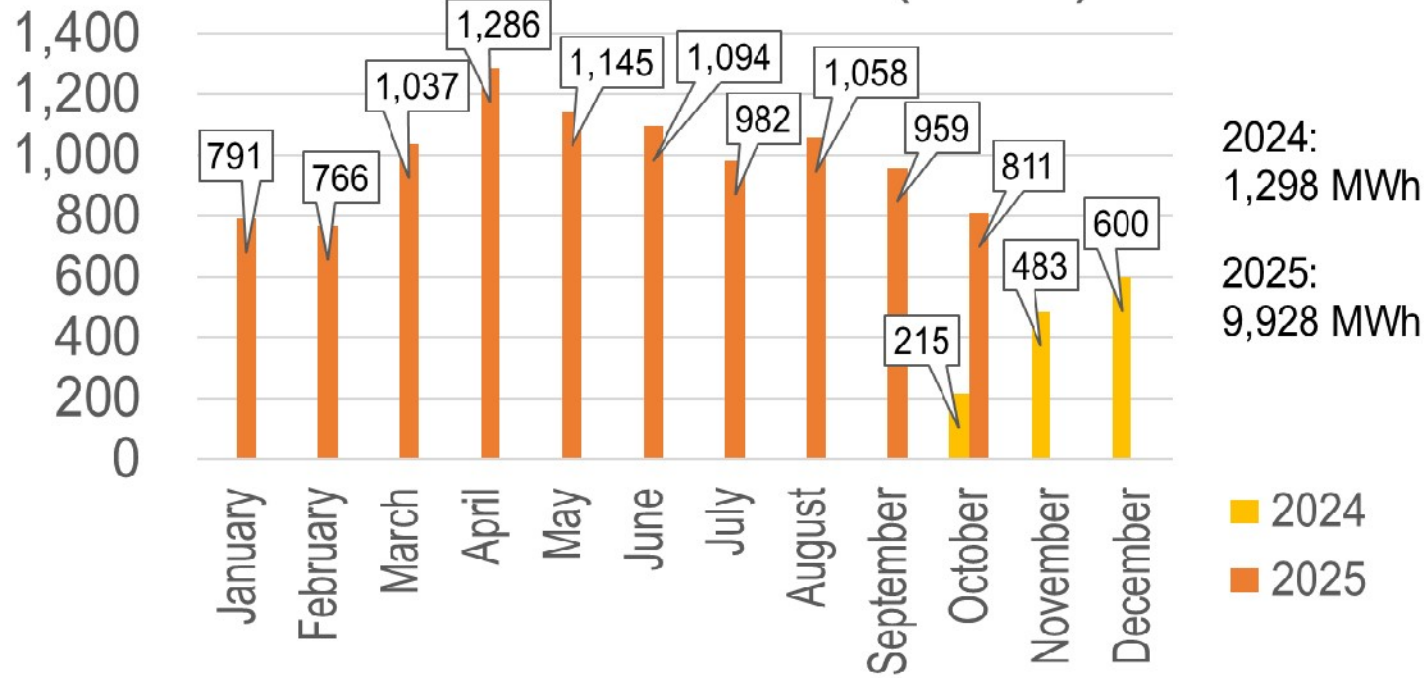
WP Library & Event Center Solar Production (kWh)



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

December 2, 2025

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

Educational Campaign – Clarissa Howard

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

1. 8.5x11utility-2025-december bill insert

info & updates

December utility bill insert



Helpful irrigation reminders

thru 03.08.2026

- Watering between 10 a.m. and 4 p.m. is **PROHIBITED**.
- Water no more than one hour per zone or ¾" per zone per day.
- **ODD** numbered addresses **OR** properties with **NO** addresses may water Saturdays **before** 10 a.m. and **after** 4 p.m.
- **EVEN** numbered addresses may water Sundays **before** 10 a.m. and **after** 4 p.m.
- **Non-residential properties** may water Tuesdays **before** 10 a.m. and **after** 4 p.m.
- **Properties with new lawns or landscaping** are **EXEMPT** from the restriction for the first 30 DAYS.
- Customers using **private wells or surface water** for irrigation **MUST** comply with the **St. Johns River Water Management District's Restriction**.
- Violation of these water restrictions may result in a **fine or other enforcement action**.

For more information & questions, please access sjrwmd.com or call 800-232-0904.

please note

City Hall **CLOSED**

thurs **JAN 01**

in observance of **New Year's Day**

mon **JAN 19**

in observance of **Martin Luther King Jr. Day**

Waste Pro® Household garbage, recycling & yard trash pick up services **will not be interrupted**.

Ochopee

by Clyde Butcher



- » photograph | 1987
- » hailed as a humanitarian acting for the betterment of his community & conservationist for bringing issues to the forefront of public consciousness through his art to protect natural places across the globe.
- » the Everglades, known for its marshy expanses of grasses and aquatic plants, creating dotted



blankets of vegetation across the landscape, depicted in this image also shows the effect of a disturbance on the ecosystem.

please access cityofwinterpark.org/public-art to view the complete online Public Art Collection

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



UNITY HERITAGE FESTIVAL

Martin Luther King, Jr. celebration



presented by the City of Winter Park & Community Redevelopment Agency

Shady Park
Hannibal Square
corner of Pennsylvania & New England avenues

more info @ 407-599-3397 or cityofwinterpark.org/events

JANUARY 18 | 1 p.m. to 5 p.m. **JANUARY 19** | 10 a.m. to 5 p.m.
Sunday **PRAISE & WORSHIP** 2026 Monday **PROGRAM & ACTIVITIES** 2026



CoffeeTalk

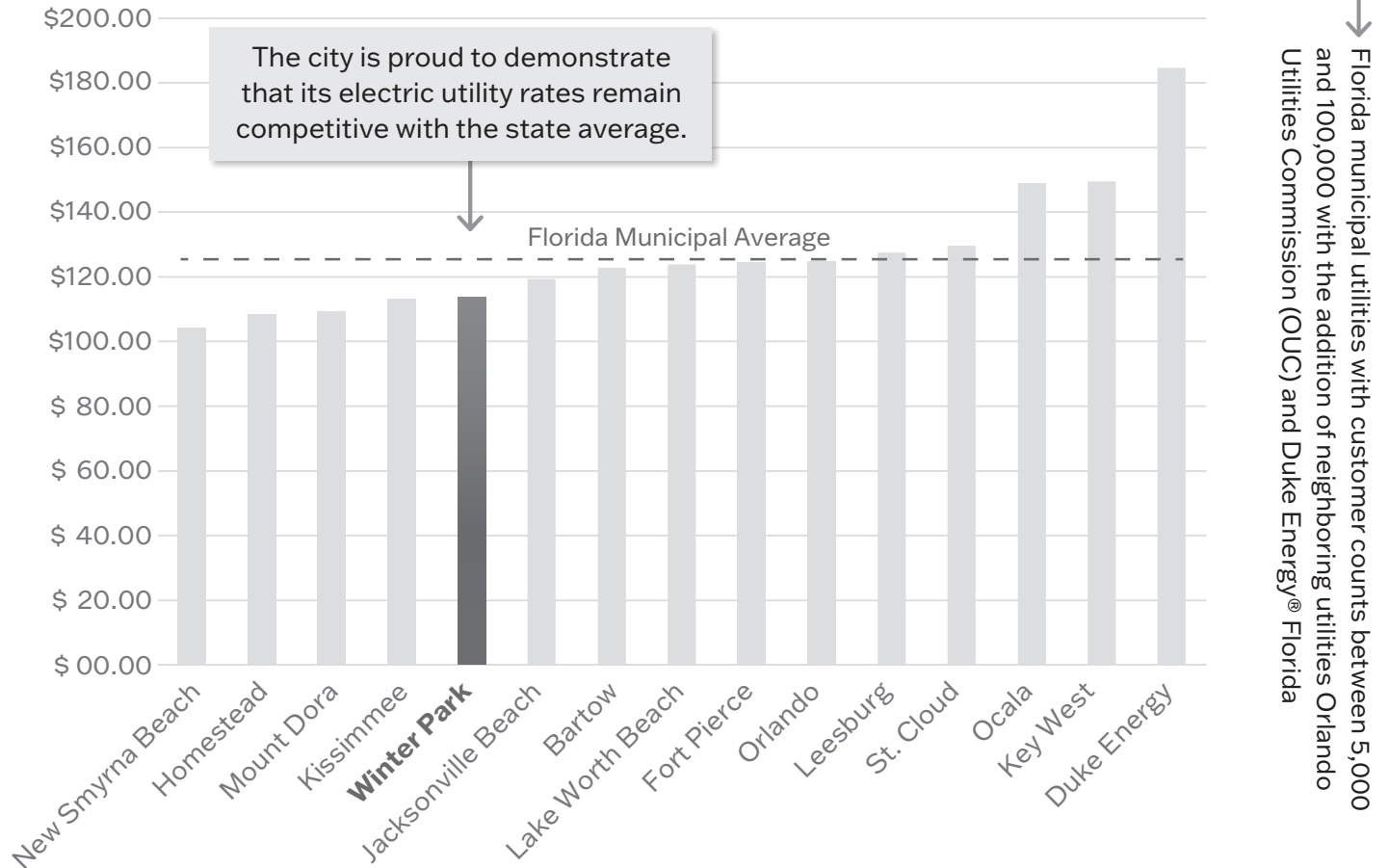
Mark your calendars for this season's final CoffeeTalk. Virtual link registration will be live approximately one week prior to each date by accessing cityofwinterpark.org/meetings.

Thursday | 8:30-9:30 a.m.

JAN 08 Mayor Sheila DeCiccio

Commission Chambers | @ 401 S. Park Ave.

1,000 kWh Residential Bill Comparison: September 2025



you're invited
TO THE ANNUAL

STATE 20
OF THE CITY 26

WITH MAYOR SHEILA DeCICCIO

featuring Employees of the Year & City Commission Highlights

FRIDAY **JANUARY 30** 2026

we look forward to seeing you at

8:30 a.m.

mingle with fellow residents & visit with city departments

9 a.m.

official program including Mayor's Founders' Award

enjoy light breakfast bites & beverages

Winter Park Events Center Grand Ballroom
1050 West Morse Boulevard | Winter Park

complimentary event rsvp

appreciated by Friday, January 16
MayorsMessage@cityofwinterpark.org



Utilities Advisory Board

agenda item 6.e

item type

Staff Updates

meeting date

December 2, 2025

prepared by

Lisa Vedder

approved by**subject**

Solar Update

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

None