



Utilities Advisory Board Regular Meeting

Agenda

February 24, 2026 @ 12:00 PM

City Hall Commission Chambers
401 S. Park Avenue

welcome

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please note

Times are projected and subject to change.

-
- 1. Call to Order**
 - 2. Approval of Minutes**
 - a. Minutes of January 27, 2026 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. Impact of Cold Weather on Fuel Adjustment 5
 - 6. Staff Updates**
 - a. Electric Utility - Jamie England
 - b. Water & Wastewater Utility – David Zusi
 - c. Performance Measurement – Wes Hamil 10 minutes
 - d. Educational Campaign – Clarissa Howard
 - 7. Board Comments**
 - 8. Upcoming Agenda Items**
 - 9. Adjournment**



Utilities Advisory Board

agenda item 2.a

item type

Approval of Minutes

meeting date

February 24, 2026

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

Minutes of January 27, 2026

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

1. UAB-min-2026-01-27 DRAFT WH JE LV



Utilities Advisory Board Regular Meeting Minutes

January 27, 2026 at 12:00 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Alison Yurko, Michael Poole, Leon Huffman, Christopher Warshaw, Todd Weaver, Katherine Johnson

Absent

Kathryn Sutton

Staff Present

Director of Water and Wastewater Utilities David Zusi, Director of Electric Utility Jamie England, Director of Finance Wes Hamil, Electric Utility Engineer Manager Mourad Belfakih, Integrated Resources Program Manager Lisa Vedder (Virtual), Administrative Coordinator Genie Brown, Director of Natural Resources & Sustainability Gloria Eby

1. Call to Order

The meeting was called to order at 12:03 p.m.

2. Approval of Minutes

- a. Minutes of December 2, 2025

Motion made by Mr. Weaver to approve the minutes, seconded by Mr. Warshaw . Motion carried unanimously with a 5-0 vote.

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

4. Action Items

5. Non-Action Items

- a. UAB Financial Report - December 2025

Mr. Hamil presented the highlights of the Financial Report.

- Both water and sewer are about 4% below revenue projections for the first three months, mainly from outside city sales where customers pay a 25% premium. Inside city sales are slightly up. Water sales can vary significantly from month to month, but are relatively consistent over 12 months. Water and wastewater are operating within budget.
- Electric operating revenues' non-fuel revenue is about 3.5% below projections, now 2.2% behind budget due to residential sales. Cold weather will boost kilowatt-hour sales. Non-fuel and fuel charges are under budget from buying less power.
- Number of days working capital is within the 45-day policy.
- Fuel cost stabilization fund target is \$1.6M for FY2026 based on a higher fuel budget.

Actual fuel costs are expected to rise due to cold weather and high national fuel demand, causing volatile rates and impact.

- The primary expenses for water and wastewater operations were personnel, chemicals, and water meters.
- Electric's cash balance is just over \$5M, with \$2.3M in the fuel stabilization fund and \$1.5M committed to capital project balances rolled over from FY 2025. Inventory stands at \$9.5M. Mr. Hamil asked the board to review the chart comparing budget, actual, and prior year figures by major revenue and expense categories.

Mr. Hamil agreed to provide the financials in the format showing capital expenses in major categories. Mr. Poole will send an example to Mr. Hamil.

6. Staff Updates

a. Electric Utility - Jamie England

Mr. England presented the Electric Utility update

- Miles of undergrounding completed to date.
- Community event at the library; article in the American Public Power Association (APPA) acknowledging its success.
- ENCO, the call center, seeking to introduce more of their services not being used.
- The EU/City website will have a button to report outages, making it easier to report issues. Both ENCO and the website are available for outage reports, but the process is now more streamlined.
- A new design team, KCI, has been assigned to the substation transformer project. The lead time is 3-4 years.
- There is an effort to double OUC feeders; if feeders 1 and 2 are out, feeders 3 and 4 will help share the load.
- A pole inspection program under review for those remaining poles. If the poles are not owned by the city, communication companies will need to take responsibility and may eventually be motivated to underground them.
- The Park Ave streetlight project covers the area from Swoope to Garfield. The 2700 Kelvin light will stay the same.
- About 45 transformers have been identified for painting; it is within our budget this year.
- In our two substations, we will install thermal cameras that can detect issues early before they become problems. The vendor has been selected, and the purchase order has been issued.
- Compound security assessment initiative.
- OMS/GIS (solicitation).
- The meter replacement program affects the water department, with plans down to three vendors and decisions ongoing regarding a mesh or network system.
- The submersible transformer that feeds the Bank of America has a different voltage than the other four. We are considering replacing it with an above-ground transformer for better accessibility and safety.

- The office design is currently in the pricing phase.
- The Cost of Service study is scheduled for the fourth quarter of this year.

Mr. England invited the board to the January 30, 2026, State of the City Address and will update Mr. Poole on the undergrounding budget. One lineworker was briefly injured but is back at work after two days.

b. Performance Measurement – Wes Hamil

Mr. Hamil presented the performance measurement chart for November.

- The rolling 12 months of kilowatt-hour sales to customers decreased slightly from the previous two months.
- Assisted 6 customers with up to \$650 in aid through the Emergency Utility Assistance Program.
- Call volumes remain consistent month to month, and wait times are very good due to full staffing.
- Discussed the bad debt expense, with a goal of <0.25%, but for November, it was at 0.27%.
- The fuel cost stabilization fund balance was \$2.6 million in November; we under recovered in December and expect to under recover again in January.

c. Natural Resources & Sustainability - Gloria Eby

Gloria Eby, Director of Natural Resources & Sustainability, provided an update on the mobility hub, introducing Ben Pauluhn from Optimus Energy Solutions, the partner for EV charging stations. He recommended yearly updates to the board. The goal was to offer top amenities without burdening the city financially or operationally. Initially, Optimus covered all costs and made a small donation, maintaining over 98% uptime in 2025. They share some net revenue with Winter Park, which received a \$5K contribution in August 2024. Optimus paid nearly \$20K in electricity costs, installed a new commercial meter and transformer. The station averages 22 sessions daily, with charging sessions of about 45 minutes, and a load factor of 11.5%, totaling around 100K kWh.

Optimus committed to exploring locations across the city to expand DC fast charging infrastructure for the Winter Park community. They are currently working with two utility representatives at Cady Way Park and the Library to install fast chargers. Additionally, they have a broader agreement with a national quick-service restaurant to add four more DC fast chargers in South Orlando.

Mr. Pauluhn presented a map indicating the zip codes of drivers during all sessions in 2025. This highlights not only community service but also visitors from other locations. The Load Curve Patterns chart was shown, pinpointing the single instance when 300 kW was reached. Optimus is charging market rate or better, while providing leading up time, meaningful revenue is being sent back to the city with zero cost base. Technicians are in the city at least weekly, committed to the uptime.

A question was raised about whether frequent users are still leaving their cars in parking spaces all day. Mr. Pauluhn stated that the partnership took over management of the city's level two chargers and implemented the market rate. There is a grace period of approximately 20-25 minutes for fast chargers, and potentially 30 minutes to an hour for level 2 chargers. After this grace period, actual fees are applied if vehicles remain.

Ms. Eby confirmed stations are monitored by Winter Park police for parking without charging. Signage was discussed. Currently, there are seven fast charger plugs on Park Ave. and 22 level 2 plugs in the city. The police station and fleet plugs are not being managed by Optimus. Ms. Eby will include the other level 2 chargers in the next update. She presented the 2023 and 2024 Sustainability Action Plan (SAP).

Mr. Zusi indicated that the high per capita water use largely stems from the limited availability of reclaimed water within the city and its service area. Ms. Eby added that since the city is fixed in size and resources, reducing consumption is challenging. Most irrigating customers use a single meter.

An advantage of the new meter-reading software is its potential to identify and possibly automate notifications to users irrigating on incorrect days. The discussion then covered topics such as consumption, education, rebate programs, and the renewal of the Consumptive Use Permit (CUP). Mr. Zusi requested a 20-year CUP, and his team has been developing the private lift station and cross-connection control programs. The Water and wastewater department is collaborating with Public Works on the Sterling Bridge and Gulfside drive projects. He also mentioned several grant applications and noted that the reclaim plant is operating at 50% capacity.

Mr. Warshaw and Ms. Eby left at 1:11 pm.

d. Educational Campaign - Clarissa Howard

Ms. Howard forwarded the monthly newsletter for review.

7. Board Comments

Mr. Poole inquired whether the city is implementing a building restriction on AI data center construction and if there is a different rate under consideration. The board concurred that a discussion about data centers is necessary. Ms. Vedder added that lobbying groups—FMFA, FMEA, and OUC—are actively involved and currently advocating at the state legislature.

8. Upcoming Agenda Items

9. Adjournment

The meeting adjourned at 1:25 p.m.

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



Utilities Advisory Board

agenda item 5.a

item type

Non-Action Items

meeting date

February 24, 2026

prepared by

Wes Hamil, Director of Finance

approved by

Bahiyyah Muhammad-Layton, Board Coordinator

subject

Impact of Cold Weather on Fuel Adjustment

motion | recommendation**background**

Over the week of January 26 through February 2, a combination of extreme cold weather in Central Florida (a "100 year" freeze), and a prolonged stretch of winter storms and cold weather in the Southeast impacted natural gas deliverability and power plants. As a result, natural gas prices spiked to levels not seen since 2022. Currently, over 80% of the City's bulk power supply is indexed to regional natural gas prices. In alignment with the City's Fuel Adjustment Policy, the Fuel Adjustment factor will be increased on March 1, 2026 to recover fuel costs.

alternatives | other considerations**fiscal impact****attachments**

None



Utilities Advisory Board

agenda item 6.a

item type

Staff Updates

meeting date

February 24, 2026

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

Electric Utility - Jamie England

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

1. January 26 Electrical Utility
2. UAB Solar Summary through December 2025

Monthly Electric Utility Update (Jan)

Miles of Undergrounding performed

- Project J: 2.72 miles (98.9% complete)
- Project L: 9.57 miles (99.6% complete) On Glenridge Way by Baldwin Park
- Project O: 6.91 miles (80.0% complete)
- Project K: 3.24 miles (65.3% complete)
- Project S: 4.32 miles (29.4% complete)
- Residential Service Conversions (RSC) December - 28
- RSC YTD: 119
- RSC LTD (beginning FY23): 1641

TOTAL for FY 2026 – 1.36 miles

- Total Citywide Project Miles- 127.5
- Total Miles Completed – 106.17
- Percentage Completed This Month- 83.28%
- Total miles remaining- 21.32

OH/UG Budget update

2026 Undergrounding budget – 9.2 M

Notes of Interest

- Coordinating next Community event (All Saints School, story time/demo)
- Underfrequency compliance reporting
- Cold weather action/procedure plan
- Transformer painting procedure (start 2/18/26...45 locations)
- ENCO (Outage notification, outage map, customer waiting options/communication)
- EU/City web site (outage reporting - decision tree revision, improved accessibility and consistent terminology)
- Substation XFRM design spec (KCI) (3–4-year transformer delivery lead time)
- OUC additional feeder project review (N. Orange at Hazel)
- Pole inspection program (joint use audit, wood integrity, NJUNS...working on scope)
- Park Ave streetlight (Swoop/Garfield - 2700 kelvin, electric design complete)
- Substation thermal imaging surveillance

- Compound security assessment initiative
 - Departments will consolidate internal effort
- OMS/GIS (solicitation)
- Meter replacement program (mesh vs. cellular) (piggyback/solicitation TBD)
- Submersible XFRM program (BOA) 4 locations
- Office design (building 4 &14) pricing phase

Issues/Concerns

- Okonite 1/0 & 1000MCM 12-month lead-time (72K ordered July 2026)
- Elastimold 1000 MCM & 1/0 distribution splices 12- months (Sept.)
- Library solar array panel repair/replace quotes

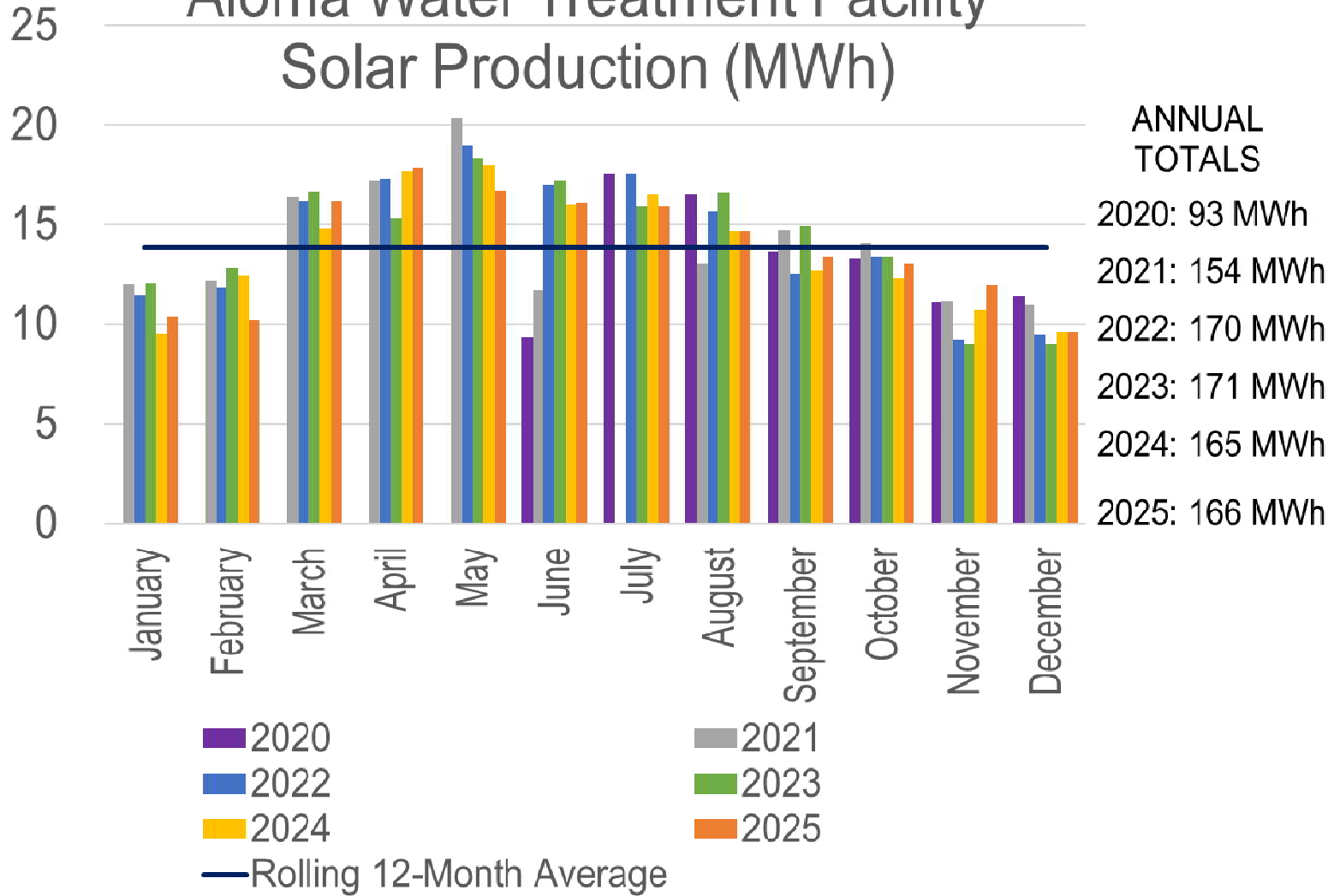
Personal injury

- Linework struck in arm while using conductor pulling device
 - Employee returned to work without restrictions

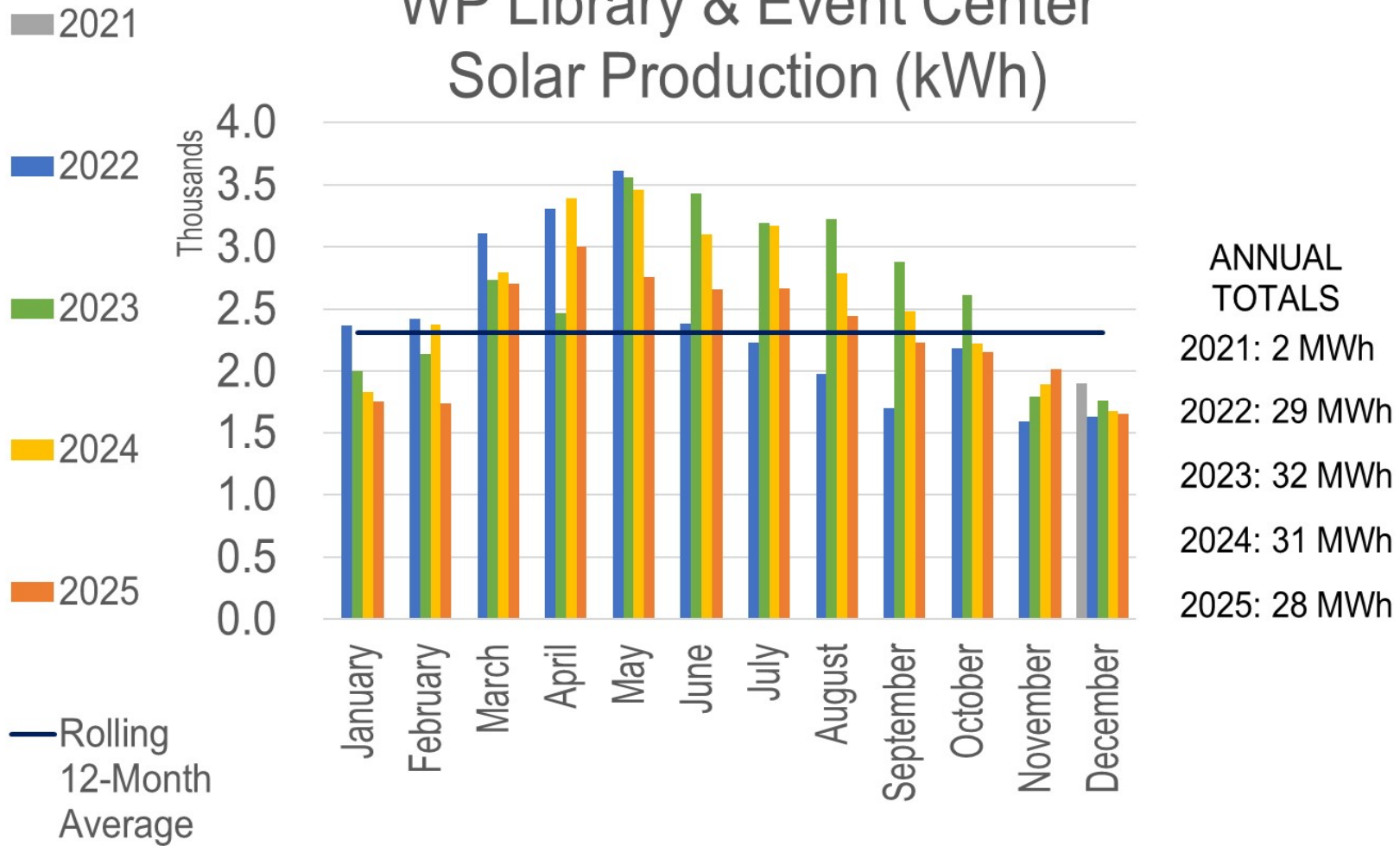
2026 Goals

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

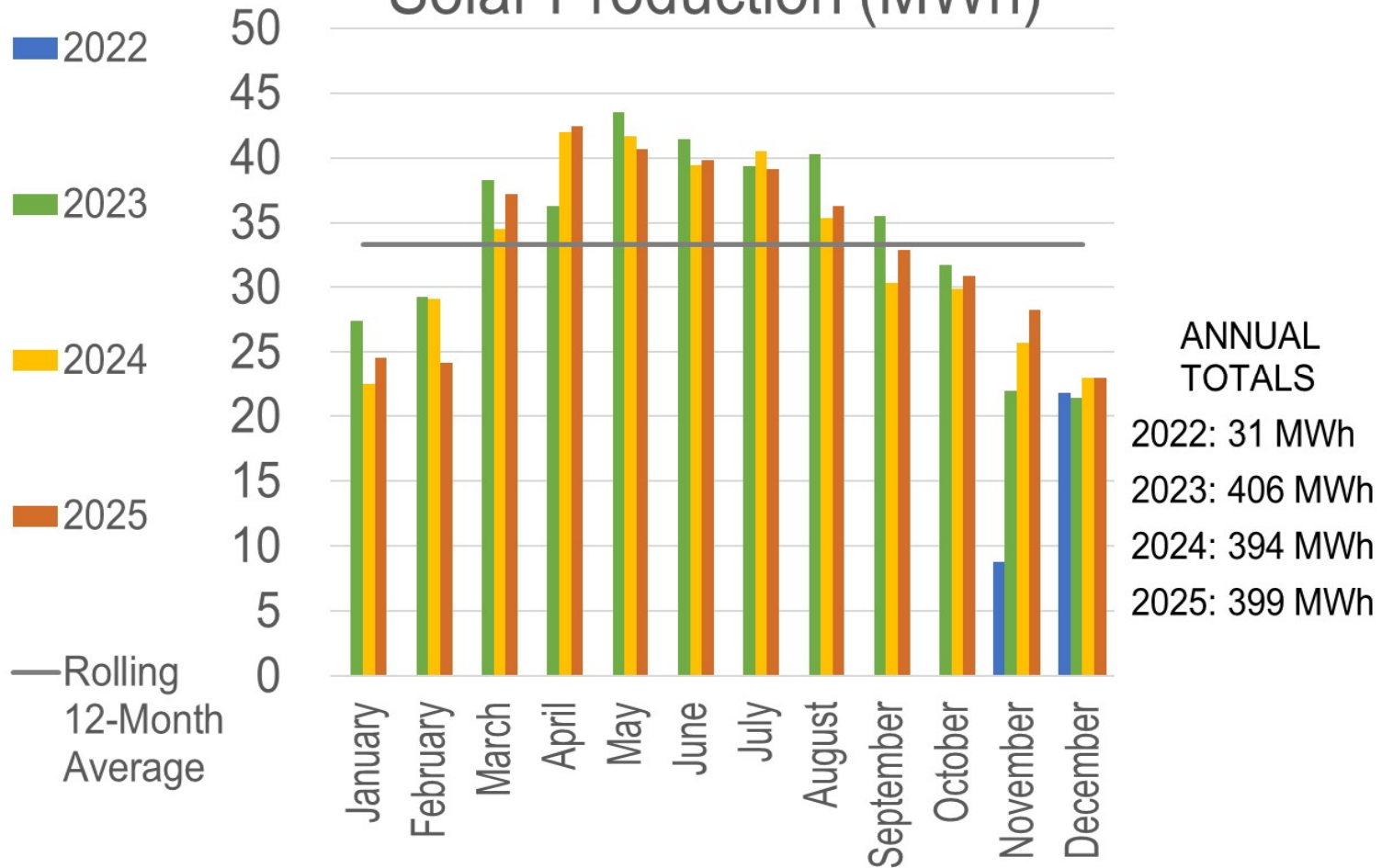
Aloma Water Treatment Facility Solar Production (MWh)



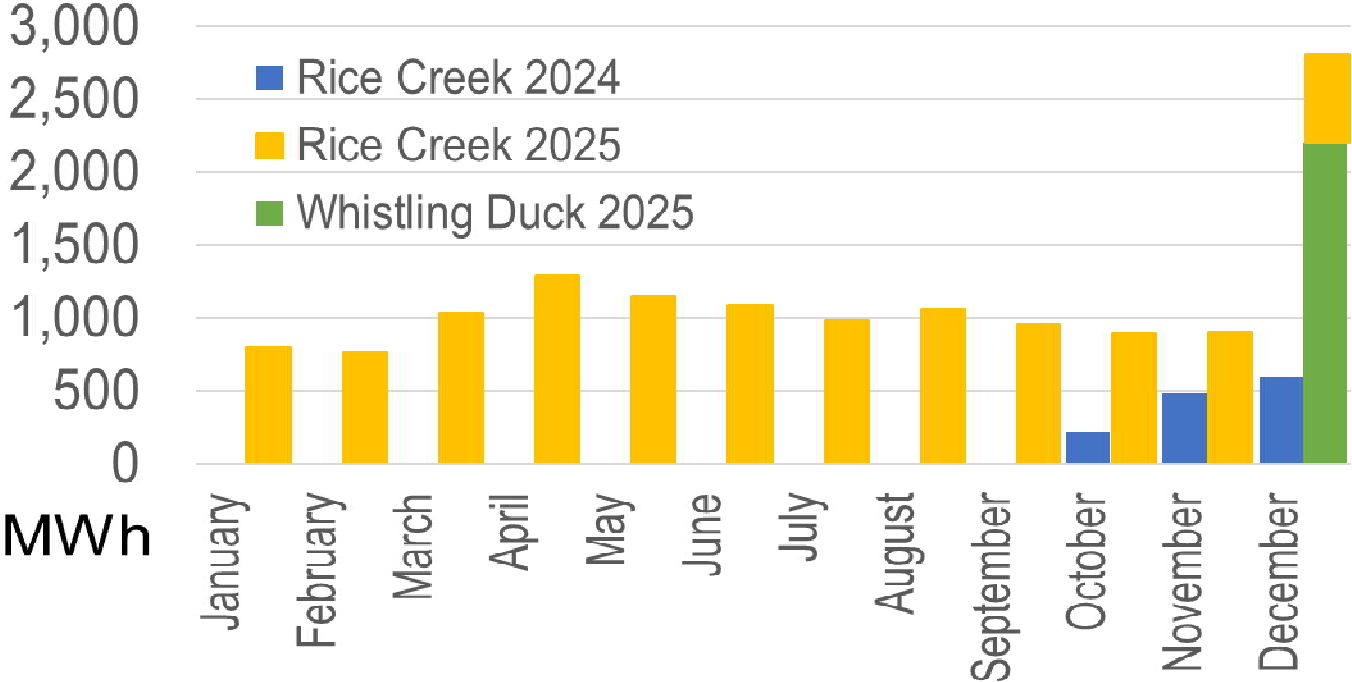
WP Library & Event Center Solar Production (kWh)



WP Electric Warehouse Solar Production (MWh)



City Greenfield Solar



2024: 2,595 MWh

2025: 23,045 MWh



Utilities Advisory Board

agenda item 6.b

item type

Staff Updates

meeting date

February 24, 2026

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

February 24, 2026

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 report is prepared to keep the board informed on certain operational and financial 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	October	November	December	On Target
Efficiency	Rate Comparison to Duke	<100%	61.57%	61.57%	58.14%	Met Goal
	Rate Comparison to Municipal State Avg	<105%	89.54%	88.69%	88.08%	Met Goal
Financial	Rolling 12 month kWh	430 (FY26)	443,085,017	441,873,052	440,902,310	Met Goal
Operational	Heart of Florida United Way Emergency Utility Assistance Program: Assistance provided to customers		\$393	\$2,328	\$1,449	
	Heart of Florida United Way Emergency Utility Assistance Program: Available balance		\$13,135	\$10,807	\$9,358	
	Heart of Florida United Way Emergency Utility Assistance Program: Number of customers approved for assistance		2	6	6	
	Underground System Complete (%)		82.4%	82.7%	83.0%	
Reliability	SAIDI (in minutes)	< 60 minutes	0.74	0.20	0.09	
	Outage Occurrences		7	6	3	

Both

Service Type	Measure	Goal	October	November	December	On Target
Customer Service	Total calls to customer service queue:		4,298	3,901	4,331	
	Customer hangup without selecting a queue		993	977	893	
	Turn on/off service		580	456	577	
	Billing info		1,411	1,200	1,347	
	General info		83	52	77	
	Pay utility bill		676	715	707	
	Report power outage		147	84	96	
	System error and flow disconnect		75	47	49	
	Demolition		25	20	10	
	Commercial garbage		68	73	96	
	Transfer to water and wastewater		240	277	269	
	On-line application for start/stop service		N/A	209	210	
	Average wait time for customers selecting a queue		39s	56s	1m29s	
	Abandoned call % for customers selecting a queue		5%	7%	8%	
	Number of disconnects for non-pay		32	56	13	

Financial

Service Type	Measure	Goal	October	November	December	On Target
Financial	Accounts receivable/billed revenue for past twelve months	<8%	6.10%	6.04%	5.32%	Met Goal
	Average cost of purchased power per kWh – FYTD – Fuel		\$0.0267	\$0.0276	\$0.0300	
	Average cost of purchased power per kWh – FYTD – Non-Fuel	<\$0.03	\$0.0192	\$0.0186	\$0.0182	Met Goal
	Average revenue per kWh-FYTD-Fuel		\$0.0246	\$0.0233	\$0.0236	
	Average revenue per kWh-FYTD-Non-Fuel		\$0.0841	\$0.0844	\$0.0847	
	Bad debt expense/billed revenue – FYTD	<0.25%	0.22%	0.27%	0.31%	Below Goal
	Debt service coverage ratios - W&S - FYTD	>1.5	2.26	2.77	2.66	Met Goal
	Debt service coverage ratios - Electric - FYTD	>2.75	4.36	3.87	3.50	Met Goal
	Percentage of utility accounts receivable over 60 days past due		8.30%	7.87%	11.72%	
	Utility accounts receivable over 60 days past due – all accounts		\$564,048	\$537,498	\$754,178	
	Utility accounts receivable over 60 days past due – inactive accounts only		\$173,597 (1,174 accts)	\$117,772 (1,246 accts)	\$111,017.24 (1,303 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	\$2,716,947	\$2,635,454	\$2,285,789	Balance is above max trigger point, fuel rates reduced 09/01/25

Water Sewer Utility

Service Type	Measure	Goal	October	November	December	On Target
Environment	Count of Rebates Processed		0	0	0	
Operational	Average % Water meters reporting	>98.5%	94.61%	95.31%	N/A	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.



Utilities Advisory Board

agenda item 6.d

item type

Staff Updates

meeting date

February 24, 2026

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

Educational Campaign – Clarissa Howard

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

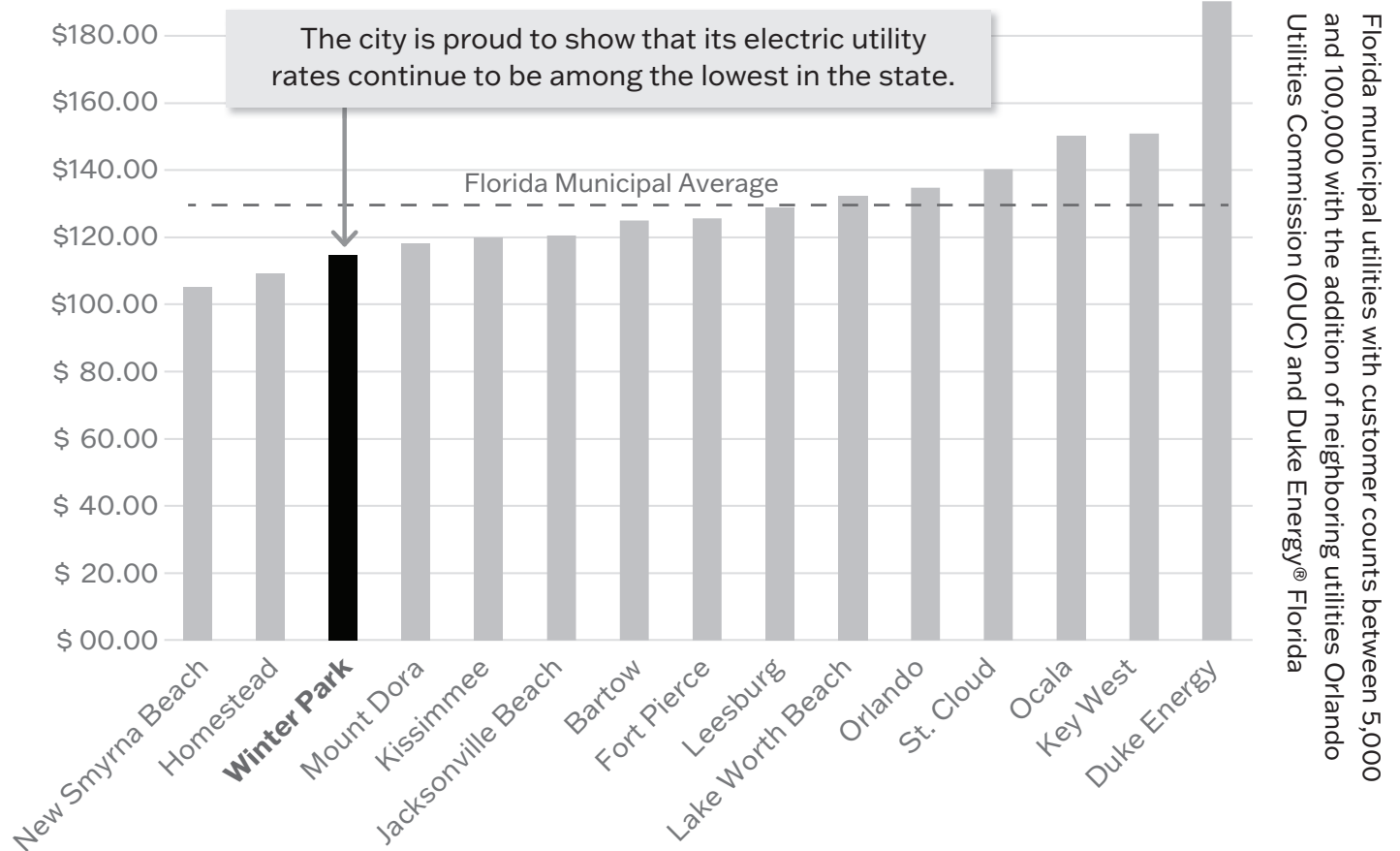
1. Utility 2026 March Bill Insert

info & updates

March utility bill insert



1,000 kWh Residential Bill Comparison: December 2025



Back Home oil painting by Bruce Peeso

- » 1996 Best of Show | Winter Park Sidewalk Art Festival
- » one of the very first paintings the artist created in this format
- » the farm was discovered on his travels through the Midwest where he was drawn to the simple buildings away from everyday traffic.
- » the shape of the work designed is to emphasize the horizon, and thus open space, to thereby convey that sense of tranquility that we all need.



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

things to enjoy

access cityofwinterpark.org/events

or scan



2025 Employees of the Year



Theresa Broman
Creative Services Manager

As Creative Services Manager, Theresa Broman supports all city departments, managing a wide variety of requests relating to graphic design, logo creation, newsletter layout, event photography and acquiring promotional items. Many of the requests she receives come with a very quick turnaround requirement and Theresa always meets the tight deadlines, getting projects done in record time with her professional expertise. Her attention to detail and commitment to perfection result in the city being presented in the most positive manner.

To add to Theresa's already packed to-do list this year, she also took on the extra responsibility of website maintenance during a colleague's maternity leave. She handled the extra workload seamlessly making sure all city websites were updated daily. Always a team player, Theresa responds with eagerness when she is called upon to consult on various city projects requiring a strong eye for professional design. Despite her heavy workload often filled with stressful deadlines, Theresa continues to offer compassion and kindness towards her fellow employees, helping them by offering creative solutions to their projects.



Brad Grainger
Captain

Captain Brad Grainger exemplifies the values of Winter Park Fire-Rescue through his consistent commitment to safety, professionalism and service. He goes above and beyond not for recognition, but because he genuinely cares about the department, his coworkers and the community. Brad has played a key role in improving operational safety and readiness, including the implementation of MedixSafe narcotic truck-mounted safes, upgrades to oxygen cylinder and fill station systems, and ongoing support of CAAS accreditation efforts. He not only

understands the standards but helps ensure the entire department is prepared and compliant.

During the transition to the new cardiac monitors and defibrillators, Brad ensured crews were well-trained, comfortable and confident using the new equipment. He continues to support EMS operations through supply management, vendor coordination, quality assurance, and involvement in rescue truck and EMS unit design. Beyond operations, Brad gives back as a CPR instructor in the community and serves as a trusted mentor to both new hires and seasoned members.



Corey Mitchell
Senior Police Officer

Senior Officer Corey Mitchell is an integral part of the agency and its Street Crimes Unit. He played a critical role in the successful transition and development of personnel by providing invaluable assistance and training to a newly assigned sergeant and detective with limited experience in narcotics investigations. Corey's leadership has played a pivotal role in bringing them up to speed on the operations, expectations and functions of the unit.

Throughout the year, Corey has been responsible for several high-profile narcotics arrests, in addition to numerous warrant arrests. These cases have resulted in the seizure of trafficking level quantities of cocaine, fentanyl, and marijuana. Beyond these arrests, Corey remains deeply involved in ongoing narcotics investigations, dedicating countless hours to surveillance operations and detailed suspect crime analysis. His leadership instills purpose, focus and tenacity throughout the unit and his work ethic and positive attitude contribute significantly to the overall effectiveness and morale of the unit.

In addition to his detective responsibilities, Corey also serves as a SWAT team squad leader. In this role, he is frequently tasked with developing and disseminating operational plans for the city's many large-scale public events. He is a respected leader and mentor within the SWAT team, exemplifying the same level of commitment and professionalism that he brings to his detective role.

Congratulations & thank you for your dedication!

quick
TIP

Daylight Saving Time sun MARCH 08

- » Change the **batteries** in smoke detectors.
- » Adjust **irrigation** to two days per week.

quick
TIP

Which came first-
the chicken or
the egg?

Neither - it was
the backyard
permit!

more info @ cityofwinterpark.org/chickens

Review the rules.

Take a class.

Apply for a Backyard Chicken Permit.

Pay \$50 fee [once permit is approved].

Install chicken coop.

Schedule final inspection.