Utilities Advisory Board
Regular Meeting Minutes
April 28, 2026 at 12:00 PM
City Hall Commission Chambers
401 S. Park Avenue

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

Staff Present
Director of Electric Utility Jamie England, Director of Finance Wes Hamil, Electric Utility Operations Manager Miguel Cruz, Electric Utility Engineer Manager Mourad Belfakih, Integrated Resources Program Manager Lisa Vedder, Administrative Coordinator Genie Brown, Administrative Coordinator Theresa Bledsoe, Administrative Coordinator, Milijana Jovanovic

1. Call to Order
Chair Kathryn Sutton called the meeting to order at 12:00 p.m.

2. Approval of Minutes
a. Minutes of March 24, 2026

Dr. Katherine Johnson requested that her title be corrected from "Ms." to "Dr." in the meeting minutes going forward. Chair Kathryn Sutton requested follow-up regarding EV charger utilization and revenue from the previous meeting. Staff advised the item would be postponed due to the presenter Gloria Eby's absence. The Board requested that the information be brought back at the next meeting regardless of presenter availability. Motion made by Mr. Todd Weaver to approve the minutes, seconded by Christopher Warsaw. Motion carried unanimously with an approved vote.

3. Public Comments (for items not on the agenda)
No public comments were received.

4. Action Items
No actions items.

5. Non-Action Items

a. UAB Financial Report - March 2026

Mr. Hamil presented the March 2026 financial report. Water and wastewater revenues showed improved performance compared to prior reports, with negative variances reduced to approximately 2.5% for water and under 1% for wastewater. Operating expenses for both utilities remain within budget. Electric utility revenues were slightly below budget but remained close, with differences attributed to seasonal variations in energy consumption. Fuel revenues were impacted by reduced fuel rates earlier in the fiscal year. Fuel costs exceeded budget due to a spike in January and February associated with a hard freeze. Adjustments to fuel recovery rates were implemented beginning March 1 to recover prior under-collections and stabilize the fuel cost stabilization fund. The fund temporarily fell into a negative balance but has since returned to a positive position following rate adjustments. Staff will continue monitoring and adjusting rates in accordance with established policy. Discussion included the influence of global and regional energy markets. Staff noted that while current fuel prices have stabilized, long-term projections indicate potential increases in capacity pricing due to limited natural gas pipeline capacity and continued regional growth. Board members discussed broader energy trends, including increased demand from data centers and delays in bringing new generation resources online due to permitting and infrastructure constraints. Inventory levels were reviewed, showing a decrease of approximately $1 million in the first six months of the fiscal year, consistent with planned usage for undergrounding projects. Additional discussion regarding financial interpretation and reporting is included under Performance Measurement.

6. Staff Updates

a. Electric Utility - Jamie England

Mr. Jamie England provided the Electric Utility update, including progress on the undergrounding program. He stated that Projects J and L are complete, Project O is approximately 80% complete, Project K is approximately 65% complete, and Project S is just under 30% complete. Mr. England explained that a portion of Project K is currently paused due to ownership changes involving a local business and challenges obtaining easements, but staff anticipates progress once those issues are resolved. He reported that the undergrounding program is approximately 84% complete overall, with just over 20 miles remaining, and noted that nearly 1,800 residential service conversions have been completed overall, including 197 year-to-date. Mr. England also discussed transformer inventory and clarified the distinction between pad-mounted transformers and submersible transformers. He stated that the utility is working to eliminate submersible transformers due to safety concerns, maintenance difficulties, and extended outage durations. Additional updates provided by Mr. England included continued community outreach efforts, the recent Whistling Duck tour, ongoing cost-of-service study efforts anticipated to conclude in September, active contract discussions with OUC and FMPA, development of a cold weather action plan, and continuation of the transformer painting program. Mr. England further discussed customer communication improvements currently in progress, including simplified outage reporting through the City website, improvements to call center response procedures through ENCO, and development of opt-in outage notification systems, including potential text alerts. He also provided updates regarding infrastructure initiatives, including engagement of KCI Engineering for substation and infrastructure design, procurement planning for large transformers with extended lead times, installation of protective coverings at substations to reduce outage risks, and coordination with communication providers to remove overhead infrastructure following underground conversions. Mr. England briefly discussed Strategic Plan action items. Chair Sutton requested that updates from both the Water and Electric Departments on strategic plan status be included in future meetings. Mr. England asked for the Board's support regarding increased staffing needs, noting that the Electric Utility Department currently operates with 17 employees. Mr. Poole agreed that the department is understaffed. Ms. Alison Yurko agreed staffing challenges exist but stated that AI may provide opportunities to improve operational efficiencies before additional staff are added. Mr. England also stated that infrared camera imaging has been installed at substations to provide monitoring coverage and proactive alerts when issues arise. He discussed the meter replacement program currently moving through the Procurement process and clarified that meter replacements will be scheduled in phases rather than all at once. Mr. Christopher Warshaw asked whether the electric meter replacement would occur in conjunction with water meter replacements. Mr. England explained that the Water Department is not currently in the same position as the Electric Department regarding metering technology and noted that the new electric meters will include communication features capable of notifying the utility when outages occur. Mr. Hamil added that the Water Department is also replacing approximately 3,000 water meters annually. Mr. England concluded by stating that the department is exploring the addition of contracted project management resources to assist with budgeting, work completion, and scheduling timelines. He also stated that office design planning is underway for Buildings 14 and 4 and announced that the department will be introducing two summer interns.

b. Water & Wastewater Utility – David Zusi

No update provided as presenter was not in attendance. Dr. Johnson shared an experience about a water line burst at her residence. She tried to call to report this over the phone and it was difficult to find water outage. Her neighbor finally shut off her water, however her water was running for 20-30 minutes. Dr. Johnson stated that there needs to be a better way to report water related issues such as leaking pipes, burst pipes, off irrigation systems, etc. and have them aligned with the outage service for electric. Water outage or issues need to be as simple as it is to report an electric outage.

c. Performance Measurement – Wes Hamil

Mr. Hamil provided additional clarification and discussion regarding financial performance and reporting. Questions arose about the solar portion of the presentation. Mr. Leon Huffman asked Ms. Lisa Vedder about the amount of solar being generated. Ms. Lisa Vedder stated that it's around 6% in this calendar year. Chair Sutton expressed concern about the goal of 80% renewables diverse portfolio and asked for Ms. Lisa Vedder to give a presentation on renewable energy and how realistic are the goals for the City of the Winter Park. There are various alternatives, acquiring resources since space is limited for solar. Mr. Poole asked if we could focus on residents for battery or solar and go back to that previous plan. Ms. Lisa Vedder stated that they need to finalize cost of service study that is measuring rates. Dr. Johnson discussed a need to redefine what qualifies as renewable energy, nothing that technologies such as SMRs and nuclear power should be considered to achieve the City's renewable energy goals.

d. Educational Campaign – Clarissa Howard

April bill insert attached to agenda. No update provided as presenter was not in attendance.

7. Board Comments

Board members discussed regional and national energy trends, including increased electricity demand driven by data centers and emerging technologies.

8. Upcoming Agenda Items

- EV Charger utilization and revenue follow-up
- Strategic Plan, the Action Items for both the Water and Electric Departments
- Water outage or issue reporting
- Renewable Energy City of Winter Park goals presentation

9. Adjournment

Chair Sutton motion to adjourn. Alison Yurko seconded. The meeting adjourned at 1:22 p.m.

ATTEST:

Approved by the board on
/s/ Genie Brown, Recording Secretary