

**CITY OF WINTER PARK
UTILITIES ADVISORY BOARD**

**Regular Meeting
500 N. Virginia Ave
Public Safety Community Room**

**February 10, 2015
12:00 pm**

MINUTES

Present: Katherine Johnson (Chair), Richard James (Vice chair) John Reker, Jennifer Lyons, Linda Lindsey, Cheryl Forney, Hugh James, Dan Swanson, David Smith

Absent:

City of Winter Park Staff:; David Zusi, Director, Water/Wastewater; Jerry Warren, Director, Electric Utility; Clarissa Howard, Director, Communications; Wes Hamil, Director, Finance; Terry Hotard, Asst. Dir. Electric Utility; Gary Heller, Water/Wastewater; Delsia Margraf, Utility Services Manager; Abby Gulden, Sustainability and Permitting Coordinator; Mukesh Joshi, Consultant; Debbie Wilkerson, Recording Secretary

Guests:

Call to Order. Chm. Johnson called the Utility Advisory Board meeting to order at 12:00 pm and acknowledged that all members were present.

ADMINISTRATIVE ITEMS

Approval of Minutes:

Chm Johnson asked for approval of the minutes from the January 13, 2015, regular meeting. Mr. Smith moved to approve as presented, seconded by Mr. Swanson, motion carried 9-0.

Citizen Comments:

None

NEW BUSINESS

Board Evaluation Forms

Ms. Wilkerson reminded board members that Board Evaluations are due and she can receive them either hard copy or email. She reiterated that the evaluations are a valuable tool for City management.

Board Member Terms

Ms. Wilkerson explained that Board member terms are expiring. If you are eligible for reappointment you still must complete an application form available on the City's website. Eligible Board Members are not automatically reappointed.

Sustainability

Ms. Johnson reported that she has been working with Sustainability Coordinator, Abby Gulden, on the Electric Conservation program. Some questions have arisen. Does the \$50,000 budget apply only to paying Duke Energy and customer rebates or can it be used for other purposes? Ms. Gulden explain she is not thinking of taking money out of the rebate program for other things, but enhancing the program by increased marketing, improving the conservation kits, or adding features to the program. Based on follow up phone calls regarding the quality of service provided by our auditing company, is it possible for the City to issue an RFP for energy auditing? Ms. Gulden explained that the follow up has shown some quality issues with our current provider so she would like to explore the possibility of issuing an RFP. The Board discussed the history of the

conservation program, current oversight practices, usage of funds and a revised concept of the program. The Board requested a status report from sustainability staff on the current program including budget year to date information, and a proposal for an improved program with budget ranges. The report will be delivered at the March meeting.

Google Fiber

Dr. D. Smith introduced for discussion exploring Google Fiber. He reminded the Board that several years ago the City partnered with City of Orlando to try and get Google to install fiber in our area. Google ended up going to Provo, Utah, where it was successful. Dr. Smith reviewed the current Google locations. Dr. Smith requested support from the Board to explore bring Google fiber to Winter Park. Mr. Warren spoke in support of this endeavor. He also explained the current undergrounding procedure that does not include installing extra conduit for future use except in the case of an IT Dept. request. The City will, however, include underground conduit at the request of other utilities (Brighthouse, Century Link etc.), when the City is undergrounding power lines and then bill the utility for the cost. After discussion the Board supported Dr. Smith request to explore Google Fiber regarding installation in Winter Park.

ACTION ITEMS

None

REPORTS

Financial Report

Mr. Hamil reviewed the December financial report for the water and sewer fund. Water sales in terms of thousands of gallons were about 3.7% below our forecast. This translates to our revenues being projected to be about 1.0% below our budget estimates. Staff will monitor water sales and the impact on revenues as the fiscal year progresses and make adjustments if necessary. The bottom line reflects a positive \$662,749 and debt service coverage is projected to be a strong 2.06 for the fiscal year.

Electric sales in kWh are about 2.6% behind where we were at last year. Staff will monitor electric sales and the impact on revenues as the fiscal year progresses and make adjustments if necessary. Fuel costs were over recovered about \$635,000 for the first quarter of FY 2015. This contributed significantly to the bottom line increase in working capital of \$711,284. The balance in the fuel cost stabilization fund was about \$1,200,000 as of December 31, 2014. Very close to the mid-point of the new target range of \$500,000 to \$1,700,000 adopted by the city Commission on January 12, 2015. Debt service coverage is project to be a strong 2.78 for the fiscal year.

Usage Graphs Water, Wastewater and Electric

Mr. Reker reviewed the water and sewer graphs which cover changes in water sales, irrigation sales and the consumptive use permit. Mr. Reker commented despite record rainfall we are still close to projection. Mr. Reker explained that the City's CUP allocation is automatically adjusted upward every two years. Usage is still not a concern.

Mr. Reker also reviewed electric graphs that cover the Monthly % Change in kWh consumption from Prior Year's month, Moving Total 12 Months kWh Sales, and Residential kWh vs Heating and Cooling Degree Days. Mr. Reker commented that even though we are currently under budget there is plenty of time to make it up, just as we experienced last year. Mr. Reker responded to questions.

Water/Wastewater Report

Mr. Zusi announced that the Magnolia Water Plant won the statewide 2014 Operations Excellence

Award. Congratulations to Gary Heller and his staff. He also reported that the City executed a Joint Work Agreement with FDOT and their contractor, Skanska Infrastructure Development Inc, who will be performing utility relocations, utility upgrades and maintenance for us. Industrial Waste Pretreatment/Grease Trap Ordinance was approved at the February 9, 2015 Commission meeting. Mr. Zusi also mentioned the break in the line that caused a large boiled was notice.

Electric Utility Report

Mr. Warren started his report with rate comparison. He reviewed WPE vs. Duke Energy.

	WPE January	Duke January	Difference	
			\$	%
Base Bill	\$74.20	\$81.39	+\$7.19	+9.7%
Fuel Adjustment	<u>31.49</u>	<u>40.77</u>	<u>+\$9.28</u>	<u>+29.5%</u>
Electric Bill *	\$105.69	\$122.16	\$16.47	+15.6%
* Excludes franchise fee and taxes				

Mr. Warren reviewed the residential bill comparison, December 2014 from the FMEA website. He responded to a previous question stating that the numbers are correct even though it looks odd. He also provided a graph showing lowest to highest bill for 1,200 kWh. Mr. Warren responded to questions.

Fairbanks Update

- Duke and FDOT meet tomorrow to discuss Duke-FDOT JPA.
- FDOT has agreed to fund two projects for the City of Winter Park and is working on developing the JPA Agreement:
 - Streetlights for the south side of Fairbanks
 - Placing streetlights on Aloma in the gap between Brewers Curve and Lakemont Ave.

Mr. Joshi presented a review of the City’s SAIDI numbers. Two root causes of increasing SAIDI were identified and corrected. 1) involved OUC’s distribution service and operation procedures designed to eliminate the possibility of backfeed; and 2) a bad relay setting at the Interlachen substation. Both issues have been corrected.

Utility Billing

Ms. Margraf reported there are no issues at this time; all is going well.

Communications Report

Ms. Howard requested the energy conservation proposal to the Board be postponed until April. The Board agreed. Ms. Howard commented that the process to notify residents of a boiled water alert works very well. She reported that all the good things that happen in Winter Park, awards etc are included in a special section in the Winter Park Update. She has been promoting energy efficiency and this month’s energy bill focused on that topic. Ms. Howard announced the demolition of the structure at 2600 Lee Rd tomorrow at 11:00 am February 11.

Sustainability Report

All topics were covered in previous reports.

Action Items

- Energy Conservation Program proposed changes (April meeting)
- Google Fiber

ADJOURNMENT

Chair Johnson adjourned the meeting at 1:15 p.m. Next regular meeting date is March 10, 2015.

Respectfully submitted,

Debbie Wilkerson

Debbie Wilkerson, Recording Secretary
Appv'd March 10, 2015