

**CITY OF WINTER PARK
UTILITIES ADVISORY BOARD**

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

**July 14, 2015
12:00 pm**

MINUTES

Present: Katherine Johnson (Chair), Richard James (Vice chair), Hugh James, Lawrie Platt Hall, Tara Tedrow, Dan Swanson, Jennifer Lyons

Absent: Cheryl Forney, Barbara Devane, Rick ‘Baldocchi

City of Winter Park Staff: Jerry Warren, Director, Electric Utility; Clarissa Howard, Director, Communications; Wes Hamil, Director, Finance; Francisco Catalan, Chief Accountant; Terry Hotard, Asst. Dir. Electric Utility; Abby Gulden, Sustainability and Permitting Coordinator; Delsia Margraf, Utility Billing Manager; Debbie Wilkerson, Recording Secretary

Guests:

Call to Order. Chm. Johnson called the July 14, 2015, Utility Advisory Board meeting to order at 12:05 pm.

Chm Johnson asked new and returning board members and staff to introduce and tell a little bit about themselves.

ADMINISTRATIVE ITEMS

Approval of Minutes:

Mr. H. James moved to approve minutes from the June 9, 2015, regular meeting as presented; seconded by Mr. D. James motion carried unanimously 7-0. (Note: A copy of Randy Knight’s 6/15/15 email, Policy on Contributions to Outside Organizations is included due to its bearing on discussion at the June 9, 2015 meeting.

Citizen Comments:

None

NEW BUSINESS

None

Sustainability Report

Ms. Gulden requested that she be allowed to present her report early because she needed to leave early. She updated the Board on the RFP for Auditing Services, which should be issued in August, and current status of the Energy Conservation Program

ACTION ITEMS

Policy Statement, Use of Utility Funds

Chm. Johnson reviewed the revised policy statement dated, 7/9/15. Copies of the revised policy statement were provided to Board members prior to the meeting.

The Board discussed possible changes. Ms. Platt Hall moved to approve the policy statement as revised, seconded by Mr. D James, motion carried 7-0 Chm. Johnson will prepare the final statement and will be forwarded to the City Commission. (Note: a copy of the final policy statement will be included with the minutes)

REPORTS

Financial Report

Mr. Hamil reviewed the May financial report for the water and sewer fund. Water sales are comparable to the prior year at this point and slightly below our forecast. The bottom line reflects a positive \$1,019,082 and debt service coverage is projected to be a strong 1.94 for the fiscal year. The Board questioned the increase in water operation cost. The topic will be added to the August agenda as an action item.

Electric sales in kWh are tracking very closely with the forecast after a slow start. Fuel costs were over recovered about \$600,000 for the eight months of FY 2015. The bottom line for the first eight months reflects a net use of \$1,076,751 of working capital. Debt service coverage is projected to be a strong 2.54 for the fiscal year.

Electric Utility Report

Mr. Warren introduced for discussion changing the UAB meeting date. He provided history as to the current meeting day and reasons for changing it to later in the month. The Board agreed to change the August meeting date to August 25. Staff will send a doodle poll to determine the best meeting date for Board members after the August meeting.

Fuel Adjustment

Mr. Warren reviewed the fuel adjustment for May.

F/A Update June 2015	
Beginning Balance	\$1,162,211
Fuel Revenues Collected	\$1,444,664
Fuel Cost Purchased Power	\$1,446,062
Over/(Under) Collected	\$-1,398
Ending Balance	\$1,160,813
Target Balance Min	\$500,000
Target Balance Max	\$1,700,000
Target Balance Mid-Point	\$1,100,000

Rate Comparison w/Duke Energy, 1,000 kWh Residential Customer

Mr. Warren reviewed the rate comparison. He commented that the City's rates are below Duke Energy, below the state municipal electric average, below state IOU average and below the state average.

Rate Comparison w/Duke Energy, 1,000 kWh Residential Customer

	WPE May-Sept	Duke May-Sept	Difference	
			\$	%
Base Bill	\$74.20	\$75.32	+\$1.12	+1.5%
Fuel Adjustment	<u>32.92</u>	<u>43.23</u>	<u>+\$10.31</u>	<u>+31.3%</u>
Base Electric Bill	\$107.12	\$118.55	\$11.43	+10.7%
Franchise Fee & Taxes	\$18.39	\$19.60	\$1.21	+6.2%
Total Electric Bill	\$125.51	\$138.15	\$12.64	+9.1%

Mr. Warren presented the residential bill comparison graph compiled by FMEA.

12 months Ending				
City of Winter Park	Muni Avg	IOU Avg	State Avg	City of Winter Park %State Avg
\$116.24	\$120.45	\$127.32	\$121.50	95.7%

Mr. Warren provided a sales table.

June Sales by Class

Customer Class	June 2015 vs. June 2014	3 mo's ending June 2015 vs. 3 mo's ending June 2014	12 mo's ending June 2015 vs. 12 mo's ending June 2014
Residential	+6.07%	+10.31%	+2.92%
Commercial	+.52%	+2.67%	-1.25%
Street Lights	-1.33%	-1.13%	-1.08%
Total	+2.94%	+5.81%	+0.54%

Customer Count in June = 14,456
 12 month rolling average = 14,301

Mr. Warren explained the change in presenting graphs and reviewed the following graphs: Moving Total 12 Months kWh sales, 12 Month Rolling HDD + CDD, Commercial kWh sales vs. Degree Days, Residential Sales vs. Degree Days and Commercial 12 month rolling kWh/Degree Day. Mr. Warren responded to questions.

Mr. Warren announced that the City hired Dan D'Alessandro as Electric Operations Manager.

Utility Billing

Things are going well. No issues to report.

Communications Report

Ms. Howard updated the Board on media interviews and articles showcasing Winter Park. She reminded Board members about the Water for Tomorrow meeting, July 15. She also updated the Board on the status of the Visioning process.

Action Items

- Water Operations Increased Costs

ADJOURNMENT

Chair Johnson adjourned the meeting at 1:35 p.m. Next regular meeting date is August 25, 2015.

Respectfully submitted,

Debbie Wilkerson

Debbie Wilkerson, Recording Secretary