

**CITY OF WINTER PARK
UTILITIES ADVISORY BOARD**

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

**August 24, 2016
12:00 pm**

MINUTES

Present: Lawrie Platt Hall, Jennifer Lyons, Richard James (chair), Rick Baldocchi (vice chair), David Gevorgyan, Hugh James, Tara Tedrow (phone) Cheryl Forney

Absent:

City of Winter Park Staff: Troy Attaway, Director, Public Works; Wes Hamil, Director, Finance; Dan D'Alessandro, Electric Utility Operations Manager; Terry Hotard, Asst. Electric Utility Director; Kyle Dudgeon, Manager, Economic Development/CRA; Allison McGillis, Planner I, Planning; Abby Gulden, Sustainability Coordinator; Debbie Wilkerson, Recording Secretary

Guests: Carolyn Cooper, City Commissioner

Call to Order.

Chm. R. James called the August 24, 2016, Utility Advisory Board meeting to order at 12:04 p.m.

ADMINISTRATIVE ITEMS

New Board members

Chm. R. James introduced new board member, David Gevorgyan.

Approval of Minutes:

Chair R. James asked for approval of the minutes from the July 27, 2016, regular meeting. Motion by Mr. H. James, seconded by Mr. Baldocchi to approve as presented, motion carried unanimously (7-0).

Citizen Comments: None

Chm. R. James added an item to New Business, review and discussion of the new Undergrounding Plan which will be presented to the City Commission on September 12, 2016

NEW BUSINESS

New Undergrounding Plan

Mr. Attaway explained that after review of the original underground plan it was determined that a loop system rather than a radial plan would be more efficient and cost effective. He explained the loop system and reviewed the benefits of the loop system including reduced resident confusion, increased reliability, reduced number of projects, reduced construction time and explained the new identification system. Mr. Attaway presented a new city map depicting the new undergrounding plan. Mr. Attaway and Mr. D'Alessandro responded to questions. Mr. D'Alessandro emphasized that the original priority rubric was maintained for the new plan. Mr. Attaway stated that this is a ten year plan. He commented that it is their intent to present this map and dates to the City Commission on September 12, 2016. In the future, staff will provide a graph/map indicating progress with undergrounding at monthly meetings.

Motion made by Mr. Baldocchi to endorse the new underground plan and recommend staff present it to

the Commission on September 12, 2016, seconded by Mr. H. James, and carried with a 7-0 vote.

ACTION ITEMS

Comprehensive Plan Public Facilities

Kyle Dudgeon, Manager, Economic Development/CRA, presented and provided an overview of the proposed changes to the 2016 Comprehensive Plan – Public Facilities. He explained that Public Facilities Element is one of nine which combine to form the city's Comprehensive Plan. He explained the new matrix format. Staff will make note of revisions and incorporate them into the final draft. Discussion ensued regarding aspects of the element. Mr. Dudgeon responded to questions regarding the plan and suggested changes. Mr. Dudgeon confirmed that comments would be accepted after the meeting.

Todd Weaver 1051 Lk Bell Dr., spoke to the need to protect our lakes.

Motion made by Ms. Platt to approve the 2016 Comprehensive Plan – Public Facilities Element; with the Board's recommended changes and comments, seconded by Mr. Baldocchi, and carried with a 7-0 vote. Staff will provide a revised document with the incorporated changes.

Discussion of Objectives for the Upcoming Year

Postponed due to time constraints.

Report of Finance Subcommittee

Mr. Hamil announced that the Finance Subcommittee met and the revised finance report based on their recommendations was created. Due to time constraints discussion of the revised format was postponed until the September meeting.

Update of Sewer Policy

Postponed to September meeting.

REPORTS

Due to time constraints all reports were postponed until the September meeting.

Financial Report

Water/Wastewater

Electric Utility Report

Sustainability Report

Action Items

- Sewer Policy
- Objectives for Upcoming Year
- Financial Subcommittee Report

ADJOURNMENT

Chair R. James adjourned the meeting at 1:57 p.m. Next regular meeting date is September 28, 2016.

Respectfully submitted,

Debbie Wilkerson, Recording Secretary