

**CITY OF WINTER PARK  
UTILITIES ADVISORY BOARD**

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

**June 27, 2018  
12:00 pm**

**MINUTES**

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**Present:** Jennifer Lyons  
Lawrie Platt Hall  
Jack Miles  
Paul Conway  
Richard James (Chair)  
Hugh James

**Absent:** Karim Arja  
Rick Baldocchi

**City of Winter Park Staff:** Dan D'Alessandro, Director Electric Utility  
David Zusi, Director of Water & Wastewater Utility  
Jason Riegler, Asst. Director of Water & Wastewater Utility  
Justin Isler, Supervisor Electric Utility  
Kris Stenger, Asst. Director of Building and Planning

**Guests:** Todd Weaver

**CALL TO ORDER:**

- Meeting called to order 12:03 p.m.

**ADMINISTRATIVE ITEMS:**

- Deferred approval of May 23<sup>rd</sup> Minutes pending review of outstanding edits from Paul Conway and Hugh James. Paul to provide revisions to Dan for final disposition and approval for next meeting.
- Board elections
  - Richard James re-elected as Board Chair (Motion by Jennifer Lyons, seconded by Paul Conway)
  - Hugh James elected as Vice Chair (motion by Paul Conway, seconded by Jack Miles)

**CITIZEN COMMENTS:**

- None

**NEW BUSINESS:**

**Action Items**

- Preliminary outline of next year's budgets for Electric & Water – item tabled for next meeting. Wes and Peter were not available for this meeting.

## **REPORTS:**

### **Financial Reports**

- Wes Hamil, Finance Director was unavailable for this meeting.

### **Water/Wastewater (presented by David Zusi)**

- Completed set up for the smart controller rebate program for customer irrigation systems.
- Actively recruiting part-time position to support water conservation audits.
- David explained the challenging process for negotiating with SGL and Duke for final engineering of the impacted water and sewer designs to ensure system maintainability and contain cost overruns.
  - Fairbanks' negotiation with Duke continues to mitigate any final crossing issues.
  - I-4 Ultimate detail design is nearing completion
  - Note, any unplanned near-term cost impacts would be mitigated by future costs needed to upgrade aging infrastructure in same areas.
- The Reclamation water program to increase plant to full potential continues, albeit very slowly.

### **Electric (presented by Dan D'Alessandro)**

- Customer Base Charge (continuing discussion)
  - Board continues to recommend a well-defined multi-year program (10+) to balance customers' fixed and variable components of their monthly bill
  - Need equitable base charge to support ongoing infrastructure maintenance in the future
  - Dan is preparing plan with FMFA for City Commission.
  - Provide Board with preview at next meeting (include appropriate contributing personnel from FMFA).
- Cash Reserves - Jerry is preparing analysis for achieving proposed Cash Reserves over next five years.
- Fairbanks Undergrounding Project
  - Expect to start in October
  - Significant coordination efforts will be managed with weekly project management meetings with all partners
  - Major issue will be conduit boring under 17/92 at Fairbanks (will involve lane closure on Fairbanks)
  - Will require extended lane closings along Fairbanks – agreed to limiting this to 1000' increments over life of work.
  - Working to secure property located at Kennedy and Wymore as a lay-down area during construction process
- Residential undergrounding on pace to complete mile and cost targets for the year.
- Outages:
  - Ten outages for the month
    - Longest was six hours due to tree; Impacted 359 customers
    - Working with tree trimming contractor to optimize schedule
  - Major outage of 12 seconds due to loss of Duke East/West Feeder

- Completed preliminary evaluation for securing redundant feeder from FPL
  - Considered a “duplication of service” that prevents FPL from funding the installation and charging City a prorated cost over life of agreement.
  - \$30 million is estimate to complete, project on-hold.
- FPL proposal for street light upgrades
  - Negotiated prerequisite survey to be completed at no cost (\$8K savings)
  - Need to define policy for street light spacing
- Pole Removal Program
  - Need a ten year program to methodically remove all poles to complete the overall undergrounding program
  - Exploring approach to finance costs through monthly utility fee linked to the property (not specific customer)
  - Next steps
    - Review-revise with City Manager, Board
    - Review updated program with City Commissioners
- Power Source Contract Negotiations
  - Reviewed sources and commitments to meet minimum and maximum daily demand requirements
  - Actively reviewing options for expiring contracts
- Hurricane Preparedness Program
  - Preparing city-wide program to define storm roles and responsibilities
  - Formalize pre-storm checkpoints beginning at 48-hours prior to impact

**Sustainability** (presented by Kris Stenger)

- Rebate Program (continuing discussion)
  - Board asked Kris last meeting to revisit assumptions for value of awards by appliance)
    - Researched value impacts of Energy Star and non-Energy Star appliances
    - Solicited input (survey) from 330 fifth graders (program to engage them in sustainability awareness)
    - Applied sensitivity weighting to lower income participants’ likely choices
  - Following discussion, Board offered some observations, though no hard recommendations:
    - Be clear on purpose of program, i.e. encourage energy efficiencies, social program or some combination of both.
    - Simplify program, i.e. perhaps limit appliances to just refrigerators
    - Make rebate clear and scale within typical cost of proposed appliance
  - Through a show of hands, Board recommends continuing the program. Include item in scheduled joint board meeting in August.

**MEETING ADJOURNED:**

- Meeting adjourned at 1:56 p.m.

*R. James, PhD*