

**CITY OF WINTER PARK  
UTILITY ADVISORY BOARD**

**Regular Meeting  
Welcome Center**

**July 23, 2008  
12:00 p m**

**MINUTES**

---

**Present:** Mike Whiting, Greg Seidel, Don Doyle John Reker, Patricia Elwood, Lee Upton, Dan Swanson

**City of Winter Park Staff:** Jerry Warren Electric Utility Director; Terry Hotard, Asst Electric Director; Mark Brown, Electric Eng. Analyst; Clarissa Howard, Communications Director; Wes Hamil, Finance Director, Delsia Margraf, Utility Billing Manager and Debbie Wilkerson, Recording Secretary.

**Absent:** Joe Hostetler, Linda Lindsey

**Others present:** Alan Swisher, PEF, Dennis Eastman and Dennis Eskola, ENCO  
CALL TO ORDER

Chm Whiting called the regular meeting of the Utility Advisory Board to order at 12:05 p.m.

**I. ADMINISTRATIVE ITEMS**

**A. Approval of Minutes**

Mr. Reker moved to approve the June 25, 2008, 2008 minutes as corrected, seconded by Mr. Doyle motion carried unanimously.

**B. New Business**

**Surge Protection Demonstration**

Ms. Howard introduced Mr. Alan Swisher (PEF) who presented a demonstration on why surge protection is important to homeowners. He reviewed equipment available to protect the homeowners, what it would protect, and the benefits of using surge protection. Mr. Swisher responded to questions from the Board. Ms. Margraf will provide the number of residents who are participating in the program.

**Strategic Plan Meeting**

Mr. Reker reported that the strategic plan committee (Mike Whiting, John Reker, and Dan Swanson) met with Jerry Warren and Terry Hotard and developed a mission statement that is inline with the city's strategic plan. He reviewed the goals of the next meeting which will be held in September. After a brief discussion the Board agreed to the presented Mission Statement (below)

The City of Winter Park will provide electric service:

- with top tier customer service
- with superior reliability
- in a fiscally prudent manner
- operating with a low physical and aesthetic impact on the environment
- at competitive rates

CITY OF WINTER PARK

Utility Advisory Board  
Welcome Center

July 23, 2008  
12:00 p m

MINUTE

---

**C. Action Items.**

**Financial Reserves**

Mr. Hamil reviewed the handout provided that outlined the reserves that could be available to the City in case of an emergency.

**II. REPORTS**

**Electric Utility**

Mr. Warren reported that the City Commission had approved matching PEF rates for another year and presented a PowerPoint presentation that covered updated fuel recovery information. He reviewed actions taken by the Florida Public Service Commission regarding PEF requests for increased fuel cost recovery and elaborated on their impact to the City.

After discussion the Board agreed that staff needs to continue monitoring PEF rates closely and revisit the issue of decoupling from PEF as necessary.

**SAIDI and MAIFI**

Mr. Brown reviewed SAIDI and MAIFI reports. He explained that weather and vegetation outages are up but that animal caused outages are down.

Since Mr. Eastman was in attendance, Mr. Warren complimented ENCO staff on the quality of their operation.

**Water and Wastewater Utility**

Mr. Zusi requested additional time before presenting the City’s Water Conservation Plan. He stated that some components are not yet complete and he would like to present a complete proposal.

**Utility Billing**

Ms. Margraf reported that installation of software to allow customers more options when making payments online is complete. Kiosks have been ordered that will allow customers to pay bills and access accounts without talking to a customer service representative and should be available in September. She also reported that the utility bill is being revised to make water usage easier to read.

Mr. Zusi commented that several years ago the Board had approved an annual rate adjustment based on the Public Service Commission’s Water and Wastewater utility index. The Commission approves these adjustments without a rate study.

**III. Customer Feedback**

**ADJOURNMENT**

Chm Whiting adjourned the meeting at 1:28 pm. Next meeting date – August 27, 2008

Respectfully submitted,

Deborah L. Wilkerson CPS/CAP  
Senior Staff Assistant