

**CITY OF WINTER PARK  
UTILITY ADVISORY BOARD**

**Regular Meeting  
Welcome Center**

**September 24, 2008  
12:00 p m**

**MINUTES**

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

**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, and Debbie Wilkerson, Recording Secretary.

**Absent:** Joe Hostetler, Dan Swanson

**Others present:** Denise Eskola, ENCO

**CALL TO ORDER**

Chm Whiting called the regular meeting of the Utility Advisory Board to order at 12:04 p.m.

**I. ADMINISTRATIVE ITEMS**

**A. Approval of Minutes**

Mr. Reker moved to approve the August 27, 2008, minutes as presented, seconded by Mr. Upton, motion carried unanimously.

**B. New Business**

**C. Action Items.**

**Strategic Plan Meeting**

Mr. Reker updated the Board on the progress of the Strategic Planning Committee. At the last committee meeting each member volunteered to provide information that will be used to compile graphical data.

**II. REPORTS**

**Electric Utility**

Mr. Warren reported on the current status of the City's fuel recovery costs. He commented on Progress Energy rates vs City of Winter Park rates and that the City is in a different position from Progress Energy when it comes to figuring rates.

Ms. Lindsey reiterated comments that were made previously regarding decoupling from Progress Energy rates. The Board briefing discussed decoupling rates from Progress Energy and what is the financial advantage of a municipal utility.

Mr. Warren reported on the progress the city is making in correcting problems identified with reporting outages during Tropical Storm Fay. These include adding a button on the website to report outages and equipment upgrades.

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**Undergrounding**

Mr. Warren reported that undergrounding is going well. Due to help provided by electric utility staff to cities impacted by weather events in other areas, the completion of undergrounding for Webster will be delayed a few weeks. Public Works’ upgrade of Palmer allowed the utility to get a head start on the undergrounding. Discussions with FDOT are on going and the underground of Aloma Ave should begin shortly.

**Plug-In Program**

Mr. Warren responded to questions regarding the status of the Plug-In program. He explained the challenges the City is experiencing with other utilities in undergrounding their cable.

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Mr. Hamil responded to Mr. Reker request for data adjusted by season. He stated that he would look at providing it for the upcoming fiscal year.

Mr. Hamil brought before the Board for discussion the desire to charge an additional fee for payments made on the website or over the phone to off set the merchant credit card fee charge. After discussion the Board consensus was to proceed with the additional charge.

Mr. Hamil updated the Board on the current status of the utility bonds.

**SAIDI and MAIFI**

Copies of the SAIDI and MAIFI reports were provided to the Board

**Water and Wastewater Utility**

Mr. Zusi was unable to attend, no report was presented.

**Utility Billing**

Ms. Margraf was unable to attend. Mr. Hamil provided a utility billing update.

**Communications**

Ms. Howard introduced Charlene Mann, City’s Communication intern and provided copies of city publications

Ms. Howard presented for discussion the Board’s participation in the library’s Going Green Fair. After discussion the Board agreed to postpone participation at this time.

**III. Customer Feedback**

Ms. Ellwood reported that she has received comments regarding the availability of energy audits.

**ADJOURNMENT**

Chm. Whiting adjourned the meeting at 1:13 pm. Next meeting date – October 22, 2008

Respectfully submitted,  
Deborah L. Wilkerson CPS/CAP  
Senior Staff Assistant

*Approved 10/22.08*