

MINUTES OF REGULAR MEETING OF KISSIMMEE UTILITY AUTHORITY, HELD  
THURSDAY, JUNE 22, 1989, at 6:00 PM, ADMINISTRATIVE BUILDING,  
KISSIMMEE, FLORIDA.

Present at the meeting were Chairman Hord, Vice-Chairman Gant, Secretary Bobroff, Assistant Secretary Lowenstein, Mayor Van Meter, Attorney Brinson, General Manager Welsh, Recording Secretary Rundio. Director Jones was absent.

Chairman Hord offered congratulations on behalf of the Board and staff in presenting the plaque. Director Bobroff had a \$50 U.S. Savings Bond for Sandy and extended appreciation for her services. Mr. Turner said it is well deserved and she appreciated it. Sandy will also receive one day off, with pay, and a reserved parking space during July.

A. MEETING CALLED TO ORDER at 6:03 P.M. by Chairman Hord.

B. AWARDS AND PRESENTATIONS

1. JULY EMPLOYEE OF THE MONTH - SANDY McCURDY

James C. Welsh, General Manager, announced that Sandy McCurdy was selected as the July Employee of the Month. He said that Sandy has been with us one year and is the Secretary to our Manager of Personnel & Risk Management. Unfortunately, Sandy was unable to be present due to a prior commitment. Mr. Neville Turner accepted the service plaque in her stead.

2. 5-YEAR SERVICE AWARD - WILLIAM ANDERSON

Bill Anderson, a five-year employee and Groundman, Distribution Operations, was introduced to the Board members. Mr. Welsh stated that we appreciated his efforts and many contributions to KUA.

Bill was presented with a service award by Chairman Hord. on behalf of the Board, who thanked him for his contributions.

C. HEAR THE AUDIENCE - None

D. INFORMATIONAL REPORTS (REQUIRING NO ACTION)

1. PROGRESS REPORT ON ENGINEERING PROJECTS

Ken Davis, Manager/Planning & Engineering, highlighted the report on ongoing projects, answering questions from the Board.

The power transformers for the Lake Cecile Substation are on site and being placed upon the foundations. Foundation work for the Carl A. Wall Substation is continuing in preparation for delivery of the transformers. Mr. Davis said our substation projects are sitting pretty well and we just received delivery of the power transformer at the Lake Cecile Substation.

Mr. Davis said the Standard model radio test unit was installed in the vehicle. This is a mobile radio and appears to be operating well.

Mayor Van Meter indicated the Sheriff's Department is anxious to purchase radio systems and said they might appreciate results of our unit. Mr. Davis said he would contact them.

Discussion followed on the feasibility and cost of having the road paved with crushed rock. Mr. Welsh said we were not under obligation to the County to improve the road. Director Gant indicated the County was devoid of budgetary funds to subsidize road work.

**E. OLD BUSINESS**

**1. COST OF POWER ADJUSTMENT**

John Harper, Chief of Systems Operations, with the use of overheads, highlighted the status of our energy usage.

Staff recommended advertising for a Public Hearing at the July 27, 1989, meeting on a COPA adjustment going into effect on bills mailed after July 31st. This adjustment would allow us to recoup our losses. Brief discussion followed.

Mr. Harper said the actual COPA rate for May, 1989, is I a positive \$0.00148/kWh as compared to the estimated COPA rate 11 of a negative \$0.00263/kWh. The primary reason for the increase || was higher Schedule D prices, higher gas prices, and no Crystal River 3 energy. The COPA account balance as of June 1, 1989, is \$77,477.79.

**Moved by Director Lowenstein authorizing staff to advertise for a Public Hearing during the July meeting on a COPA adjustment to go into effect on bills sent out after July 31, 1989. Seconded by Director Bobroff.**

**Motion carried 4 - 0  
Director Jones absent**

**F. NEW BUSINESS**

**1. REQUEST FOR DISPOSAL OF SURPLUS RADIOS**

Mr. Welsh indicated a request was received from the City of Kissimmee that KUA donate to them some surplus 460 MHz radio equipment to be used by the Fire Department.

Staff is requesting authorization to make a donation consisting of:

- 1) Four (4) Motorola Mobiles "Mitrex" 4-channel
- 2) Two (2) Motorola Portables with Charger MT500
- 3) One (1) Motorola Portable with Charger HT440
- 4) One (1) G.E. Remote Control Base Station with Power
- 5) One (1) G.E. Base Station with Antenna

Fire Chief, Ken Kemp, said the Fire Department was most appreciative of our generosity and said that having this equipment would cut down on response time.

**Moved by Director Bobroff authorizing staff to donate the above listed Surplus Radio Equipment to the City of Kissimmee to be used by the Fire Department. Seconded by Director Gant.**

**Motion carried 4 - 0  
Director Jones absent**

Mr. Welsh asked for direction to lend the surplus radio equipment to the County for any purposes they may have and to return it to us when the need is no longer there. Chairman Hord said it is the consensus of the Board that is the direction they are giving.

2. BID AWARD - BID #K-06-881 TRANSMISSION LINE STRUCTURES

Chairman Hord asked that this item be added to the Agenda for discussion.

Moved by Director Gant, seconded by Director Bobroff, to add Bid Award #K-06-881, Transmission Line Structures, to the Agenda for discussion.

Moved by Director Gant, seconded by Director Lowenstein, that we authorize the award of Bid #K-06-881 to Hughes Supply, Inc., for a lump sum of \$364,964, to be funded from the project budget, and authorizing the Chairman and Secretary to execute the contracts.

Motion carried 4 - 0  
Director Jones absent

Mr. Welsh said the evaluation was just completed by our Planning & Engineering Department and is a straightforward bid on line structures for the Carl A. Wall Substation. Evaluation was clean. The low bid was Hughes Supply, Inc. for \$364,964. Bids were evaluated by Black & Veatch (B&V).

Mayor Van Meter asked whether the structures for Lake Cecile had also been budgeted. Mr. Davis replied that they were. This covered a small amount of structures, he said, which was included with another general contract. Some costs were discussed.

Motion carried 4 - 0  
Director Jones absent

G. CONSENT AGENDA

Moved by Director Bobroff, seconded by Director Gant to approve the Consent Agenda, with the exception of item 1., pulled by Director Bobroff.

2. AWARD OF BID #89-002 - PADMOUNT & POLEMOUNT TRANSFORMERS

Recommendation: Authorize the award of bid for Padmount & Polemount Transformers for the total amount of \$201,063 from budgeted funds.

Motion carried 4 - 0  
Director Jones absent

1. APPROVAL OF MINUTES OF MAY 25, 1989, MEETING

Director Bobroff questioned a statement in the May 25th Minutes, under AS-400 MODEL 50, page 433, stating, "Printers and PC's are not included in this cost" (referring to a \$319,000 amount). He said he did not recall that statement being made at the meeting. Mr. Welsh responded that he had made the statement and had graphically shown it on the board.

Moved by Director Bobroff, seconded by Director Lowenstein, to approve the Minutes of May 25, 1989.

Motion carried 4 - 0  
Director Jones absent

Director Bobroff referred to the earlier bid, #89-002, Padmount & Polemount Transformers, and questioned a discrepancy in item #4. It was found to be an oversight. Mr. Welsh said that items 12, 13 and 14, even though approved, will not be included because the wrong voltage on the transformers was bid.

Chairman Hord questioned an item on the Purchasing Report, dated June 13, 1989. He indicated the amount for a control unit from IBM was not within the coded written quote (WQ). Mr. Welsh said it should have read "SS" (Sole Source).

Prompted by concern, Director Bobroff questioned costs of three items covering supplies and a printer stand on the Purchase Report as being exorbitant. He also suggested other firms in the area might be more competitive than IBM.

Mr. Welsh apologized for these questionable items and said that staff would verify all these costs and accessories and report back to the Board. He said all future Purchase Reports would be forthcoming from our Materials Management Division. Chairman Hord suggested having a clearer explanation of projects in clarifying items.

Director Lowenstein raised the issue of two separate chassis listed. Mr. Lackey indicated they were for two different-sized trucks, one with a diesel engine, the other gas, to be used by Distribution Operations.

Prior to Mayor Van Meter's early departure, Chairman Hord asked the status of the traffic light at the intersection of Ruby and Emmett. Mayor Van Meter replied the First Florida Bank could not give approval until some information they are awaiting from the Department of Transportation (DOT) is obtained by the City.

Mayor Van Meter left the meeting at 7:10 p.m.

**H. HEAR GENERAL MANAGER, ATTORNEY, DIRECTORS**

**GENERAL MANAGER**

The Board approved the Management Review Workshop Meeting scheduled for:

**Wednesday, September 20, 1989, at 6:00 P.M.**

Mr. Welsh commented on the FY-1990 KUA Proposed Annual Budget, handed out at this time by Joe Hostetler, and said the Board would find it very helpful and informative. He stated that since the Board has already done an extensive amount of work on the budget, the second Budget Workshop Meeting, scheduled for July 27th, may not be necessary.

**ATTORNEY** - None

**DIRECTORS**

Director Bobroff referred to the Minutes of May 25, page 435, regarding electronic mail communications between departments, and took exception to two statements, that "basically the bottom line is, our current system is the most effective" and that "although the electronic idea is good, a more fully automated system may be more cumbersome and time-consuming." He is still convinced that through an evaluation by an outside management consulting firm, we would gain maximum potential use of **our** system.

Another concern of Director Bobroff was whether the terms detailed in the HTE computer contract, and invitations to bid, prepared by Florida State University, were, in fact, received by us. Did we get what we paid for and was it received in a timely manner? He said he did not know the total dollars involved in our computer system and desired having auditors check purchase orders, checks, etc., submitted to HTE to see where we stand with them.

These questions, Director Bobroff said, were prompted after talking to HTE personnel and some remarks they made. He wants verification of our present system compared to what our original contract called for. His dismay was with HTE for continually rewriting the Manual, and is concerned whether we are charged for this each time, when it was a finished product. He stated an audit would resolve these questions.

Chairman Hord said he felt comfortable asking staff to give the Board a summation on what we started with on the contract (excluding the invitation to bid), what the objectives were, what we were to receive in the way of hardware by that contract, what services and programs we were to receive, and what the scope was of that contract, as requested. Then, have a question-and-answer session in report form with staff's comments.

Chairman Hord noted Director Bobroff's desire to bring in an outside management consulting firm to review our interdepartmental business procedures, to be considered in next year's budget (1990). Director Gant was unsure as to what this goal would accomplish for next year's budget. Differing views were expressed on these issues.

Mr. Welsh suggested that, prior to making a decision on a management system audit, we hold a mini-workshop to analyze that particular procedure versus how we are doing it and the alternatives at our disposal.

Director Gant stated we might have staff look at what we proposed to have originally and then come back to see if it's doing what it is projected to do, and if we got what we paid for. A second scenario would be, to discuss this with HTE to ascertain if we received the entire computer package.

Director Bobroff suggested a decision was not expected at this meeting, but to reflect on it for now.

Chairman Hord requested that staff analyze what we asked for by contract, what we are getting by contract, including maintenance, etc., what hardware we were to receive, what software programs we were to get and what we did get, what the shortcomings of the system are or what enhancement would we like to see, and are we taking advantage of the whole package?

For this purpose, a Special Workshop meeting date was set for:

**Thursday, August 3, 1989, at 6:00 P.M.**

Director Gant made a point for consideration of our perhaps building on the "burned out" property two blocks away, maybe leaving the first level as storefronts.

**I. ADJOURNMENT:** Meeting was adjourned at 8:00 P.M.

  
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ACTING CHAIRMAN

ATTEST:

  
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SECRETARY