

**MINUTES OF THE REGULAR BOARD MEETING OF KISSIMMEE UTILITY  
AUTHORITY, WEDNESDAY, FEBRUARY 25, 2004 AT 5:30 P.M., BRINSON BOARD  
ROOM, ADMINISTRATION BUILDING, 1701 W. CARROLL STREET, KISSIMMEE,  
FLORIDA.**

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Present were: Chairman Don Shearer, Vice-Chairman Nancy Gemskie, Director Bill Hart, Director Domingo Toro, Director Fred Cumbie, General Manager James Welsh, Vice-President and General Counsel Grant Lacerte and Recording Secretary Judy Ambrosi. Mayor George Gant was absent.

**A. MEETING CALLED TO ORDER** at 5:30 p.m. by Chairman Shearer.

**B. PLEDGE OF ALLEGIANCE**

The Board and staff recited the Pledge of Allegiance.

**C. AWARDS AND PRESENTATIONS**

**1. 5- YEAR SERVICE AWARD – CINDY GARCIA –  
ACCOUNTANT/ANALYST, FINANCE & RISK MANAGEMENT**

Cindy was unable to attend the meeting but Mr. Welsh noted that she would be recognized by her supervisor at a later date.

**2. 10- YEAR SERVICE AWARD – TONY MORELLI, IT APPLICATIONS  
DEVELOPMENT MANAGER, INFORMATION TECHNOLOGY**

General Manager Welsh introduced Tony Morelli and recognized him for his dedication in mentoring technicians, as well as for his expertise in designing countless reports and programs for Kissimmee Utility Authority. Chairman Shearer presented Tony with a paperweight globe.

**3. 15- YEAR SERVICE AWARD – JERI COLLIER, ADMINISTRATIVE  
ASSISTANT, INFORMATION TECHNOLOGY**

General Manager Welsh introduced Jeri Collier and gave a history of her career at KUA. Mr. Welsh noted that she is never too busy to help someone in need and she has coordinated the Jr. Achievement Bowl-A-Thon for the past several years as well as the United Way fundraiser. Chairman Shearer presented Jeri with a bracelet.

**4. 15- YEAR SERVICE AWARD – DON USHER, POWER PLANT  
MECHANIC/OPERATOR, POWER SUPPLY**

General Manager Welsh introduced Donnie Usher and his daughter. Mr. Welsh told a story of Donnie wrestling an alligator at one of the buildings at Cane Island and thanked him for the positive impression that he made on Roy Hansel's widow. Chairman Shearer presented Donnie with a porch swing.

**5. EMPLOYEE OF THE MONTH, MARCH – LEE GONZALEZ, IT SYSTEM  
SPECIALIST, INFORMATION TECHNOLOGY**

General Manager Welsh introduced Lee Gonzalez as March 2004, Employee of the Month. Mr. Welsh read a letter from one of Lee's co-workers that emphasized his hard work and dedication as well as his contagious level of enthusiasm. Chairman Shearer presented him with a plaque. Vice-chairman Gemskie presented Lee with a certificate for a day off with pay and a membership to the Center for the Arts; Director Hart presented Lee with a certificate for a good parking space; Director Cumbie presented him with a gift certificate to Sonny's and a paper clip for bailing him out of a few computer problems with one and Director Toro presented Lee with a check.

**D. HEAR THE AUDIENCE - None**

**E. CONSENT AGENDA**

Director Toro asked that Item #3 be pulled from the consent agenda for consideration.

**ACTION:** Vice-chairman Gemskie made a motion, seconded by Director Hart to approve items #1, 2 and 4 on the consent agenda as written.

**MOTION CARRIED 5-0**

1. **APPROVAL OF THE MINUTES FOR JANUARY 28, 2004**
2. **AWARD OF BID #002-04 FOR 55 FOOT BUCKET TRUCK**

RECOMMENDATION: Staff recommends award of bid #002-04 to Altec Industries for the total amount of \$163,042.

4. **KVLS SPONSORSHIP**

RECOMMENDATION: Staff recommends a \$10,000 sponsorship of the Kissimmee Valley Livestock Show and Fair, Inc.

Mayor Gant arrived at the meeting at 5:50 a.m.

3. **IFB #004-04 ANNUAL REQUIREMENT FOR METERS AND RELATED SUPPLIES**

Director Toro asked why there were so many different bidders and items included in this particular bid. Ken Davis, Vice President of Engineering & Operations explained that only the first sixteen items are actually meters, the rest are components such as CT's, pie-plates, etc. Mr. Davis also pointed out that there are many different suppliers with similar products.

**ACTION:** Director Toro made a motion, seconded by Director Cumbie to Approve Item #3 as written.

**MOTION CARRIED 5-0**

RECOMMENDATION: Staff recommends award of bid #004-04 to the following suppliers: Stuart C. Irby Co. in the amount of \$167,366; Hughes Supply, Inc. in the amount of \$110,969; WESCO Distribution Inc. in the amount of \$10,346; Gresco/Capstone in the amount of \$3,163; Utilicor in the amount of \$2,060; Electric Supply of Tampa, Inc. in the amount of \$8,109. For a total estimated annual amount of \$302,013.

F. **PUBLIC HEARING** - None

G. **INFORMATIONAL PRESENTATIONS (REQUIRING NO ACTION)**

1. **STATUS OF NEGOTIATIONS SEEKING RELIEF IN AGENCY COMPLIANCE ACTIVITIES**

Ben Sharma, Vice-president of Power Supply explained that at the request of Mayor Gant in the November, 2003 Board meeting, staff and environmental consultants from Black & Veatch looked into relieving some of the requirements in the area of compliance activities at Cane Island and other power plant conservation areas. Mr. Sharma introduced Mike Serafin and Mike Soltys from Black and Veatch to brief the Board on their findings.

Mr. Soltys stated that the South Florida Water Management District, (SFWMD) agreed to waive the quantitative requirements and wetlands monitoring requirements in exchange for a qualitative effort once every five years. Mr. Soltys stated that this would result in a savings of \$10,000 to \$12,000 per year.

H. **OLD BUSINESS** - None

I. **NEW BUSINESS**

1. **PLEASANT HILL SUBSTATION – ENGINEERING SERVICES**

Ken Davis, Vice-president of Engineering and Operations detailed staff's recommendation for Black & Veatch to proceed with Engineering Services for the Pleasant Hill Substation Project. Mr. Davis stated that the Engineering Department has a lot of experience with Black and Veatch on these projects and staff will work with and monitor them closely. Mr. Davis answered questions relating to the status of acquiring land for the substation and the tasks that need to be completed prior to payment.

General Manager Welsh suggested that Internal Audit may also wish to follow parts of this project.

**ACTION**      **Director Hart made a motion, seconded by Director Toro to approve staff's recommendation for Black & Veatch to proceed with the Engineering Services required for the Pleasant Hill Substation Project in the amount of \$2,057,800 per the Scope of Services date January 11, 2004.**  
**MOTION CARRIED 5-0**

**J.      STAFF REPORTS**

**1.      MONTHLY PROGRESS REPORT ON ENGINEERING AND OPERATIONS PROJECTS**

This was a written report.

**2.      MONTHLY REPORT ON POWER SUPPLY DEPARTMENT PROJECTS**

This was a written report. Director Toro asked for an explanation on what Jack and Bore entailed. Ben Sharma, Vice President of Power Supply explained that this is a process used to dig holes without disturbing the surface.

**3.      CONDENSED FINANCIAL REPORT – JANUARY 2004**

Joe Hostetler, Vice President of Finance presented the financial report for January of 2004. Mr. Hostetler then detailed the Comparison of Residential Rates spreadsheet as a result of a question by Director Cumbie.

**K.      HEAR INTERNAL AUDIT, ATTORNEY, GENERAL MANAGER, DIRECTORS**

Algertha Diggs, Manager of Internal Audit had nothing to report on at this time.

Grant Lacerte, Vice President & General Counsel updated the Board on the status of the 2000 Railroad Litigation and explained that he reviewed the contract for the Pleasant Hill Substation Project with Black and Veatch and did not find any areas of concern.

General Manager Welsh reminded the Board that the company picnic will be held on March 6 at Gatorland. The Lineman's Rodeo will be held March 19 and March 20 in Ocala and the Legislative Rally will take place in Tallahassee on March 30 and March 31.

Chairman Shearer stated that one of the Disney Executives complimented Chris Gent for a job well done on the annual report. Director Toro invited staff and fellow board members to the Mardi Gras fundraiser for the Osceola County Council on Aging on March 20. General Manager Welsh stated that staff would look into sponsoring a table for the event. Director Hart congratulated Ben Sharma for the recognition he received in a recent newspaper article.

**L.      ADJOURNMENT**

Meeting adjourned at 6:45 p.m.

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Chairman

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Secretary