REGULAR MEETING OF KISSIMMEE UTILITY AUTHORITY HELD WEDNESDAY, AUGUST 5, 2026 AT 3:30 P.M., BRINSON BOARD ROOM, JAMES C. WELSH ADMINISTRATION BUILDING, 1701 WEST CARROLL STREET, KISSIMMEE, FLORIDA

Present were Director Manny Ortega, Director Reginald Hardee, Director Melissa Thacker, Director Michele Lebron, President & General Manager, Brian Horton, General Counsel, Grant Lacerte, and Recording Secretary, Margie Boles. Director Rae Hemphill and Mayor Jackie Espinosa were not present.

A. MEETING CALLED TO ORDER

Director Ortega called the meeting to order at 3:30 p.m.

B. PLEDGE OF ALLEGIANCE TO THE FLAG

The Board members and staff recited the Pledge of Allegiance.

C. APPROVAL OF AGENDA

ACTION: Director Thacker made a motion, seconded by Director Hardee. Director Ortega advised the question was moved and seconded to approve the agenda.

MOTION PASSED 3 – 0

D. AWARDS AND PRESENTATIONS

1. 10-YEAR SERVICE AWARD – THOMAS NIX, CERTIFIED SYSTEM OPERATOR, OPERATIONS

2. 20-YEAR SERVICE AWARD – ALISA DALTON, ASSISTANT VICE PRESIDENT OF CUSTOMER SERVICE, BILLING & COLLECTIONS, CUSTOMER SERVICE

3. EMPLOYEE OF THE MONTH FOR AUGUST 2026 – LISSET ROSA, ADMINISTRATIVE ASSISTANT II CAP, FINANCE & ADMINISTRATION

Mr. Horton advised EOM Lisset is unable to attend. Mr. Horton congratulated Lisset for being selected employee of the month for August 2026.

E. HEAR THE AUDIENCE

Director Ortega asked if anyone from the public would like to address the Board. In hearing none, the Board moved forward.

F. CONSENT AGENDA

ACTION: Director Thacker made a motion, seconded by Director Hardee. Director Ortega advised the question was moved and seconded to approve items under the consent agenda.

MOTION PASSED 3 – 0

1. APPROVAL OF MINUTES FOR JULY 08, 2026 BOARD MEETING

G. PUBLIC HEARING - None

H. INFORMATIONAL PRESENTATIONS (REQUIRING NO ACTION)

1. EDUCATION FOUNDATION OF OSCEOLA COUNTY

Tiffany Henderson, Director of Corporate Communications, introduced Kerry Avery, Executive Director with the Education Foundation of Osceola County. Ms. Avery shared a short presentation on the positive impact KUA's financial contributions have made for the organization. Ms. Avery thanked KUA for its support.

Director Lebron arrived at 3:36 p.m.

The Board thanked Ms. Avery for a great program and presentation.

2. KUA SUMMER YOUTH INTERNSHIP PROGRAM

Cindy Herrera, Vice President of Human Resources, shared that KUA partnered with the CareerSource Summer Youth Program. The CareerSource Summer Youth Program offers career exploration and hands-on training for high school youth between the ages of 15 and 19. The program consists of two sessions. The sessions are four weeks each and students work up to 30 hours per week, allowing them to gain practical experience in a variety of roles within local businesses.

Ms. Herrera shared a video compilation of the interns in the work place.

Director Lebron inquired how many times we have partnered with CareerSource. Ms. Herrera advised this is the second year. Director Lebron advised she too works with CareerSource.

The Board thanked Ms. Herrera for her presentation and for working with CareerSource.

I. <u>OLD BUSINESS</u> – None

J. <u>NEW BUSINESS</u>

1. APPROVAL OF AWARD OF CONTRACT AR 26-034-JG FOR FUEL SERVICES

Mark Flury, Vice President of Engineering & Operations, shared that KUA uses contractual services to supply the necessary fuel to support the utility's fleet and facility operations. The existing contract for fuel services with Petroleum Traders Corporation is set to expire on October 5, 2026. To secure fuel services beyond the current contract's expiration, a new competitive solicitation was issued. The solicitation opened on June 16, 2026, and responsive bids were received from four (4) vendors. Petroleum Traders Corporation was determined to be the lowest responsive and responsible bidder.

ACTION: **Director Lebron made a motion, seconded by Director Hardee. Director Ortega advised the question was moved and seconded to approve the award of contract AR 26-034-JG to Petroleum Traders Corporation for fuel services for an initial term of three (3) years at a total not-to-exceed amount of $1,260,000 with an option to extend the contract for two (2) additional one (1) year periods, and authorize the Chairman and Secretary to execute the necessary contract documents.**

MOTION PASSED 4 – 0

2. APPROVAL OF SUBORDINATION OF UTILITY INTERESTS TO THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR STATE ROAD 400 (PARCEL 154.05, OSCEOLA COUNTY)

Jason Terry, Vice President of Power Supply, advised the Board that The Florida Department of Transportation (FDOT), District Five, is acquiring right of way for improvements to State Road 400 (Section 92130, Financial Project No. 431456-1) in Osceola County. A portion of the project, identified as Parcel 154.05 and containing 19,337 square feet, lies within lands in which Kissimmee Utility Authority (KUA) holds a utility easement interest. FDOT has requested that KUA subordinate its easement interest so that the land may be used for highway purposes.

Staff has reviewed the Subordination of Utility Interests agreement and confirmed that KUA has no facilities located within the portion of the easement being subordinated. The agreement further preserves KUA's rights to construct, operate, maintain, and relocate its facilities within the lands, and obligates FDOT to pay the cost of any future alteration, adjustment, or relocation of KUA facilities that FDOT may require.

ACTION: **Director Thacker made a motion, seconded by Director Lebron. Director Ortega advised the question was moved and seconded to approve the Subordination of Utility Interests with the Florida Department of Transportation for Parcel 154.05, State Road 400; and**

authorize the President & General Manager to execute all necessary documents.

MOTION PASSED 4 – 0

3. APPROVAL OF RESOLUTION #26-03, AMENDING THE BYLAWS OF THE KISSIMMEE UTILITY AUTHORITY

Grant Lacerte, General Counsel, advised that staff is presenting for the Board's consideration new language to KUA's Bylaws, as set forth in draft KUA Resolution 26-03. This language clarifies that two types of conflicts would lead to an impermissible, recurring conflict under Florida Statutes, 112.113(7). These scenarios include: (1) former KUA employees sitting on the KUA Board while receiving pension benefits as members of the KUA Pension; and (2) individuals either employed by or under contract with= organizations that do substantial and continuing business with KUA.

ACTION: **Director Thacker made a motion, seconded by Director Lebron. Director Ortega advised the question was moved and seconded to adopt Resolution #26-03, amending the Bylaws.**

MOTION PASSED 4 – 0
Manny Ortega voted yes
Reginald Hardee votes yes
Melissa Thacker voted yes
Michele Lebron voted yes

K. STAFF REPORTS

1. CUSTOMER SERVICE SEMI-ANNUAL REPORT

Rhonda Reaves-Smith, Vice President of Customer Service, presented highlights and updates from the following departmental activities: Customer Assistance (FY 2026 Stats); Customer Programs (PROMISE – FL LIHEAP, GNF, TEXT to PAY, e-FlexPay, Surge Protection, Home EV Charging, Scams); Billing & Collections Update; Energy Conservation Highlights; Metering Operations Overview; AMI Statistics; EV Charging Stations Update; and Customer Experience.

The Board thanked Ms. Reaves-Smith for a great presentation.

L. HEAR ATTORNEY, GENERAL MANAGER, DIRECTORS

Mr. Lacerte provided an update on legislative matters.

Mr. Horton shared the schedule of upcoming events.

The Board thanked Staff for another great meeting.

M. ADJOURNMENT

Director Ortega adjourned the meeting at 4:26 p.m.

Manuel Ortega
Chairman

Reginald Hardee
Secretary