

REGULAR MEETING OF KISSIMMEE UTILITY AUTHORITY HELD WEDNESDAY, JULY 03, 2024  
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 Rae Hemphill, Director Jeanne Van Meter, Director Reginald Hardee, Mayor Olga Gonzalez, President & General Manager, Brian Horton, General Counsel, Grant Lacerte and Recording Secretary, Margie Boles. Director Ethel Urbina was 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 Hemphill made a motion, seconded by Director Hardee to approve the agenda.**

**MOTION PASSED 4 – 0**

D. AWARDS AND PRESENTATIONS

1. 15-YEAR SERVICE AWARD – STEVEN OXENRIDER, AMI SYSTEM ANALYST II, CUSTOMER SERVICE
2. 15-YEAR SERVICE AWARD – JASON TERRY, VICE PRESIDENT OF POWER SUPPLY, POWER SUPPLY
3. 20-YEAR SERVICE AWARD – PATRICK SULLIVAN, FLEET SERVICE COORDINATOR, OPERATIONS
4. 25-YEAR SERVICE AWARD – JAMES BOSWELL, LINE CREW SUPERVISOR, OPERATIONS
5. 25-YEAR SERVICE AWARD – BEN DEMOSS, LEAD LINEMAN, OPERATIONS
6. EMPLOYEE OF THE MONTH FOR JULY 2024 – MARY-LAVINNIE SANCHEZ, BUSINESS PROGRAMMER/ANALYST, INFORMATION TECHNOLOGY

Mr. Horton congratulated Mary for being selected employee of the month for July 2024.

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 Hemphill made a motion, seconded by Director Van Meter to approve the Minutes for June under the consent agenda.**

**MOTION PASSED 4 – 0**

1. APPROVAL OF MINUTES FOR JUNE 5, 2024 BOARD MEETING

G. PUBLIC HEARING

1. RESOLUTION NO. 24-03 FISCAL YEAR 2025 BUDGET

Kevin Crawford, vice president of Finance & Administration, provided a brief overview of the FY 2025 budget.

Director Ortega advised that this is a public hearing and asked if anyone from the public would like to address this item; in hearing none, the following motion was offered.

**ACTION: Director Van Meter made a motion, seconded by Director Hemphill to approve Resolution #24-03.**

**MOTION PASSED 4 – 0  
Jeanne Van Meter voted yes  
Manny Ortega voted yes  
Rae Hemphill voted yes  
Reginald Hardee voted yes  
Ethel Urbina not present**

H. INFORMATIONAL PRESENTATIONS (REQUIRING NO ACTION)

1. THE OPPORTUNITY CENTER INC.

Adriana Seda, Communications Specialist, introduced Scott Pool, Board President of the Opportunity Center, Inc. Mr. Pool shared a short presentation on the positive impact KUA's financial contributions have made for the organization. He thanked KUA and the Board for its continued support throughout the years.

The Board thanked Mr. Pool for what this organization does for the community.

I. OLD BUSINESS - None

J. NEW BUSINESS

1. APPROVAL OF AWARD OF RFP# 24-071-1-RM FOR THE PURCHASE OF THREE SUBSTATION POWER TRANSFORMERS

Larry Mattern, vice president of Operations, advised the Board that staff conducts an annual distribution system planning study to identify infrastructure expansion needs to accommodate growth. Staff issued a Request for Proposals (RFP# 24-071-RM) to solicit vendors for furnishing the necessary substation power transformers to meet our present needs and those within the ten-year planning horizon.

There were two bids obtained: Hitachi Energy USA Inc. and GE Grid Solutions, LLC. The lowest bid was provided by GE Grid Solutions, LLC. at \$87,560.00 each. Staff recommends the purchase of nine 69KV breakers, including \$2,990 of spare parts, for a total of \$791,030.

Director Hardee asked if we have used Electric Supply of Tampa (IRBY) in the past. Mr. Mattern advised that KUA has purchased several different items from IRBY, however, this will be the first time we purchase transformers from them.

**ACTION: Director Hardee made a motion, seconded by Director Van Meter to award the purchase of three transformers to Electric Supply of Tampa (IRBY) as the primary supplier; authorize staff to move forward with Engineer Sales Company in the event negotiations fail with the primary supplier; and authorize the President and General Manager to execute all necessary contract documents.**

**MOTION PASSED 4 – 0**

K. STAFF REPORTS

1. HUMAN RESOURCES SEMI-ANNUAL REPORT

Cindy Herrera, vice president of Human Resources, presented various human resource related statistics highlighting the following: Everest Risk Survey, NeoGov Perform, KUA as a Central Florida Top Work Place recognition, and KUA's wellness achievements.

Director Hemphill and Director Ortega thanked Cindy for everything the Human Resources staff does for the employees.

L. HEAR ATTORNEY, GENERAL MANAGER, DIRECTORS

Mr. Lacerte provided updates on legislative matters.


Mr. Horton reminded the Board on the upcoming FMEA Annual Conference at the end of the month.

The Board members thanked staff for their continued hard work and wished everyone a Happy Fourth of July.

Director Ortega introduced Melissa Thacker, who will be sworn in as a board member at the October meeting.

M. ADJOURNMENT

Director Ortega adjourned the meeting at 4:07 p.m.

  
Chairman

  
Secretary