

REGULAR & SPECIAL MEETING OF THE KISSIMMEE UTILITY AUTHORITY HELD WEDNESDAY, MAY 7, 2014 AT 3:30 PM, BRINSON BOARD ROOM, ADMINISTRATION BUILDING, 1701 WEST CARROLL STREET, KISSIMMEE, FLORIDA

Present were Chairman Reginald Hardee, Director Jeanne Van Meter, Director George Gant, Director Ethel Urbina, Mayor Jim Swan, General Counsel Grant Lacerte, General Manager James Welsh, and Recording Secretary Leticia Rivera. Director Kathleen Thacker participated via Skype.

A. MEETING CALLED TO ORDER

Director Hardee called the meeting to order @ 3:30 pm.

B. PLEDGE OF ALLEGIANCE TO THE FLAG

The Board and staff recited the pledge of allegiance.

C. AWARDS AND PRESENTATIONS

1. RECOGNITION OF KUA LINEMAN COMPETITION PARTICIPANTS

Ken Davis, vice president of Engineering & Operations advised the Board that KUA personnel recently competed in the FMEA Florida Lineman Competition and the APPA National Lineworker's Rodeo. The following employees were recognized for their accomplishments: Tony Nasco; Dillon Smathers; Chad Sullivan; Austin Franey; Ryan Henderson; Billy White; Robert Diaz; Mike Taylor; Jason Wright; Willie Simmons; Shane Paras; Chris Kethner; Bret Davis and David Wolfe.

2. 10-YEAR SERVICE AWARD – EDDIE GLUC, LINEMAN FIRST CLASS, ENGINEERING & OPERATIONS

3. 15-YEAR SERVICE AWARD – BEN RADFORD, METER READER SUPERVISOR, CUSTOMER SERVICE

4. 15-YEAR SERVICE AWARD – TERRY FARLEY, DATA/TELECOM SERVICES MANAGER, INFORMATION TECHNOLOGY

5. 25 YEAR SERVICE AWARD – WAVERLY PADGETT, CUSTOMER SERVICE REPRESENTATIVE II, CUSTOMER SERVICE

6. 25-YEAR SERVICE AWARD – DOCILY PERRY, SENIOR ADMINISTRATIVE ASSISTANT, CUSTOMER SERVICE

7. 30-YEAR SERVICE AWARD – KEN DAVIS, VICE PRESIDENT OF ENGINEERING & OPERATIONS

8. EMPLOYEE OF THE MONTH MAY 2014 – ERIC HEADLEE, METER READER, CUSTOMER SERVICE DEPARTMENT

Mr. Welsh congratulated Eric for being chosen employee of the month for May and also congratulated all the employees noted for their hard work and continued dedication.

D. HEAR THE AUDIENCE

At this time, Director Hardee asked if anyone from the public would like to address the Board on an item that is not on the agenda.

TJ Palmer of the Osceola County Veterans Council and Frank Lopez vice president thanked KUA for their continued support. Director Hardee accepted a plaque presented to the Board by the Osceola County Veterans Council.

Miranda Muir, General Manager, Kissimmee Valley Livestock Show & Osceola County Fair thanked KUA for their continued support and presented the Board with a photo book with a few pictures of this year's past fair.

E. CONSENT AGENDA

**ACTION: Director Van Meter made a motion, seconded by Director Urbina to approve items 1 & 2.**

**MOTION PASSED 5 – 0**

1. APPROVAL OF MINUTES FOR APRIL 2, 2014 REGULAR BOARD MEETING
2. AWARD OF CONTRACT FOR VEGETATION MANAGEMENT

**RECOMMENDATION: Award of contract for Vegetation Management Services to Davey Tree Expert Company through May 20, 2015; authorize the President and General Manager to execute the Contract Agreement; and authorize the not-to-exceed contract amounts of \$890,000 for FY 2014 and \$940,000 for FY 2015 (contingent on approval of the FY 2015 budget).**

- F. PUBLIC HEARING - None
- G. INFORMATION PRESENTATION (REQUIRING NO ACTION) - None
- H. OLD BUSINESS - None
- I. NEW BUSINESS

1. 800 MHZ RADIO SYSTEM INTERLOCAL AGREEMENT

Ken Davis, vice president of Engineering & Operations advised the Board that the agreement being recommended for approval now includes the County, City of Kissimmee, City of St. Cloud, School District of Osceola County, KUA, TOHO and OUC. As detailed in the Agreement, the System will now provide a County-wide communication system that will encompass law enforcement, fire rescue/EMS, public safety, dispatch services, public works and local utilities. The existing analog equipment has now become obsolete and is no longer being supported by Motorola. The entire system will be converted to fully digital by 2018. That means that all KUA radio equipment will have to be converted in order to work on the digital system.

**ACTION: Director Gant made a motion, seconded by Director Urbina to approve the Interlocal Agreement for the joint use of the County-Wide Communication System and authorize the Chairman and Secretary to execute said agreement.**

**MOTION PASSED 5 – 0**

- J. STAFF REPORTS
  1. HUMAN RESOURCES ANNUAL REPORT

Wilbur Hill, vice president of Human Resources provided an overview on KUA's Wellness program. Dr. Hill informed the Board that KUA's Wellness team is led by Cindy Herrera and includes employees from each department. Through the years the Wellness team has put on various events and programs which many employees have participated in. Dr. Hill advised that one of the programs was Weight Watchers.

Director Gant asked why the Weight Watchers program is not active at this time. Dr. Hill advised that the program was sponsored through the health insurance provider at the time which was Cigna. Dr. Gant added that this is a good program to continue year to year.

Director Hardee asked if there is an area that the Wellness program may need additional support. Mr. Welsh advised that the team will review and bring back a recommendation to the Board at next month's board meeting which is also the budget meeting.

Dr. Hill provided each Board member with a Wellness sample bag that is passed out to the employees during the Wellness fair.

## 2. DDD PRESENTATION

Jef Gray, vice president of Information Technology provided a review of KUA's observations during its latest DDD exercise on April 2014.

## 3. UPDATE ON LACKEY CENTER EXPANSION

Ken Davis, vice president of Engineering & Operations provided an update on the Lackey center expansion project.

## 4. UPDATE ON TRANSITION FOR TOHO CUSTOMER SERVICE AND BILLING

Joe Hostetler, vice president of Finance & Risk Management provided an update on the transition.

At this time, Director Hardee asked if the Board would like to move forward with section L Hear Attorney and Hear General Manager. It was the Board's consensus to move forward to section L portion of Hear Attorney and Hear General Manager.

## HEAR ATTORNEY, GENERAL MANAGER

Grant Lacerte, vice president & General Counsel provided an update on the legislative session which has recently come to an end. Director Hardee thanked Mr. Lacerte for keeping the Board informed with legislative issues.

Mr. Welsh shared with the Board future dates of events and also informed the Board of an emergency purchase that was emailed to the Board members earlier in the day. Also, Mr. Welsh informed the Board that the Customer Service call center hours will be changing hours due to lack of customer traffic.

Mr. Welsh advised that he was reminded that a walking trail will be included in the budget which will benefit wellness.

Director Hardee asked that if fellow Board members wish to revisit the CEO transition process in the future, that another board member takes the lead on the conversation with Mr. Welsh. Dr. Gant advised that when the time comes to go over that issue again the Board will revisit.

Mr. Welsh advised that at the last board meeting he turned in his 20 year notice. His retirement date is March 3, 2034.

The Board recessed @ 4:30 pm. Meeting resumed @ 4:35 pm.

## K. BOARD MEMBER INTERVIEWS

Mr. Welsh briefly explained the interview process and started the interview session with the first candidate at 4:37 pm.

At 4:37 pm Mrs. Van Meter interview began. The Board thanked Mrs. Van Meter for her continued interest to be on the KUA Board. Director Van Meter thanked the Board for their time and hopes to continue on the Board. Director Van Meter exited the meeting at 4:45 pm.

The next board candidate, Manuel Santiago made his way into the boardroom. Grant Lacerte introduced Manuel Santiago to the Board and his interview started at 4:50 pm. The Board thanked Mr. Santiago for his time and concluded the interview session at 5:17 pm.

At 5:22 pm Mr. Lacerte introduced Bill Hansen. The Board welcomed Mr. Hansen and started the interview session. Mr. Hansen's session ended at 5:37 pm. Mr. Hansen thanked the Board for their time and consideration.

At this time, Mr. Welsh informed the Board that board candidate, Mr. Manson will not be able to make the interview session tonight and that the Board will consider him through his application that he submitted.

Director Hardee requested a short recess @ 5:40 pm; meeting resumed at 5:48 pm.

At 5:50 pm Mr. Lacerte introduced Olga Gonzalez to the Board and Mr. Welsh started the interview process asking the assigned questions. At 6:03 pm the interview session ended. The Board thanked Olga for her time.

At this time, Mr. Welsh informed the Board that the next board applicant attended last month's board meeting and also that board applicant Esther Daack will be participating via phone.

At 6:08 pm Mr. Lacerte introduced Sandra Armstrong. The Board welcomed Sandra and Mr. Welsh began the interview session asking the board assigned questions. The Board thanked Sandra for her interest in becoming a board member. Ms. Armstrong asked how soon a decision will be made. Mr. Welsh advised that the Board will be selecting three candidates and send the names to the City Commission which in turn the City Commission will hold its interview session May 20<sup>th</sup>. Ms. Armstrong thanked the Board. Ms. Armstrong's interview session ended @ 6:30 pm.

At 6:34 pm Esther Daack was connected into the boardroom sound system. Mr. Welsh had a picture of Ms. Daack on the screen for all to see. Mr. Welsh read the board assigned questions and her interview session ended at 6:50 pm. The Board thanked Ms. Daack for her participation.

The last interview session began at 6:54 pm by Mr. Lacerte introducing Mr. Maruf Ahmed to the Board. Mr. Welsh welcomed Mr. Ahmed and began the interview process. Mr. Ahmed interview session ended at 7:02 pm. The Board thanked Mr. Ahmed for his time.

Director Hardee asked that the Board rank the candidates and after reviewing the ranking sheet a motion was made.

**ACTION:** Director Gant made a motion, seconded by Director Thacker to recommend the following top three individuals to the City Commission for further interviews and consideration for appointment to the KUA Board; the top three individuals are Jeanne Van Meter, Esther Daack and Bill Hansen.

**MOTION PASSED 4 – 0**

Mr. Welsh will relay this information to the City Commission.

L. HEAR DIRECTORS

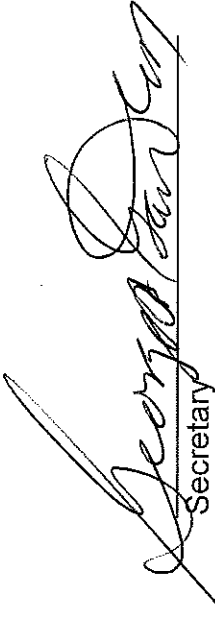
Director Gant advised that he did not attend the latest Liaison meeting. Director Thacker advised that she will be here for the next few board meetings.

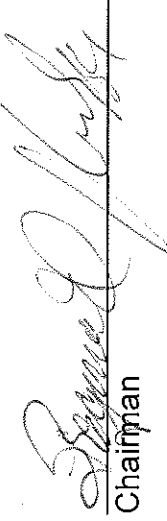
Director Hardee thanked staff and congratulated Chris Gent for 21 years of service.

Mr. Welsh added that Director Thacker's presences was felt during tonight's meeting.

I. ADJOURNMENT

Director Hardee adjourned the meeting at 7:30 pm.

  
Secretary

  
Chairman