



UTILITY COMMISSION

REGULAR MEETING

MINUTES

Thursday, December 13, 2018
Public Works Facility, 8500 Public Works Drive

I. CALL MEETING TO ORDER

John Weber, Chairman, called the meeting to order at 5:30 p.m.

II. DETERMINATION OF QUORUM

MEMBERS PRESENT: Chairman John Weber, Commissioner Mason Hollcroft, Commissioner Richard Milligan, Commissioner Dr. James Schornick, Commissioner Stephen Silberstein, Councilman Mark Wolfe

MEMBERS ABSENT: Commissioner Jeffrey McWhirt

STAFF PRESENT: Tony Dawood, Director of Utilities; David Jones, Assistant Director Electric; Glenn Simpson, Utilities Finance Manager; Ana Davis, Utilities Services Manager; Daralyn Baker, Utilities Administrative Coordinator; Ron Tatariw, Assistant Director of Water and Sewer; Bryan Foster, Deputy City Manager; Ivy Ozmon, Environmental Programs Manager

STAFF ABSENT: None

GUESTS PRESENT: None

III. CHAIRPERSON'S TIME

IV. APPROVAL OF MINUTES – November 8, 2018

MOTION: Commissioner Schornick made the motion to approve the November 8, 2018 meeting minutes as submitted.

SECOND: Commissioner Milligan

VOTE: Unanimous

V. STAFF REPORTS

A. ELECTRIC OPERATIONS REPORT

David Jones, Assistant Director of Electric, reported that there were five (5) outages reported during the month of November: three (3) animal outages, and two (2) equipment failure outages.

The October 2018 VMEA billing was \$2,292,540 (\$0.717/kwh). The City coincident peak for the month of November occurred on November 29, 2018 for a peak of 46.81 MW. The Dominion Power peak was 15,571 MW.

Mr. Jones reported on the following CIP Projects and their status:

| CIP Project and Description | Status |
|---|--|
| E1 – Overhead to Underground Relocation (NVTa) | Liberty Street conduit was completed in September. Funds remained to complete work by pulling new cable and installing the transformers. |
| E21 – Airport Substation (Phase II) | The wall is complete; the rolling gate was received and installation is scheduled for December, weather permitting. |
| E30 – Underground Cable Replacement | The new cable will be energized when we can schedule outages with the affected businesses. |
| E33 – Overhead to Underground Relocation (Electric Reliability) | Technology Drive/Foster Drive Phase I is complete. The overhead lines will be removed as weather permits. |
| E34 – LED Streetlights | The first shipment of fixtures was received and installation is being scheduled. |

B. CUSTOMER SERVICE REPORT

Ana Davis, Customer Services Supervisor, presented the November Customer Service Report. Ms. Davis reported there were 16,710 accounts billed throughout the month of November. Total revenue billed was \$5,571,178.35 and revenue collected was \$5,163,328.53. The City wrote off \$10,424.31 this month and collected \$1,276.34 from in-house and \$871.15 from state resulting in a net collection of \$8,276.82.

15,821 AMI electric meters have been installed to date, along with 11,055 water meters.

C. CASH REPORT AND BUDGET UPDATE

Glenn Simpson, Utilities Finance Manager, presented the Cash Report for the month of November. The Total Unrestricted Utility Operating Cash as of December 3, 2018 was \$21,062,810.31 and reflects the VMEA payment of \$2,292,539.54 made on November 27, 2018.

D. WATER AND SEWER OPERATIONS REPORT

Ron Tatariw, Assistant Director of Water & Sewer, presented the Water & Sewer Operations Report for the month of November. There were six (6) water main breaks and one (1) sewer blockage in November.

Mr. Tatariw, Assistant Director of Water & Sewer, reported on the following CIP Projects and their status:

| CIP Project and Description | Status |
|--|--|
| W-42 – 24” Transmission Main Replacement | Staff is negotiating contract with Prince William County for Phase 4. Phase 5 has 60% of drawings completed. |
| W-50 – Main Replacement Looping | Work is complete on Liberty Street. Phase 1 for waterline improvements at the airport are in the planning phase. |
| W-70 – Water Plant Improvements FY18 | Master Control Center installation is complete. Phase II at the Water Treatment Plant is in planning phase. |
| T-19 – Prince William Street | The installation of the 12” water line has been discontinued until spring. |

E. DIRECTOR’S UPDATE

Tony Dawood, Director of Utilities, explained to the Commission that the results of a recent community survey were released. Utilities scored very well with citizen’s satisfaction.

The Micron expansion project is moving forward as planned. Mr. Dawood explained that Dominion Energy has requested an extension to the initial term of the agreement to serve Micron’s electric load. Dominion is requesting that the City allow for the extension of the limited transfer agreement to 2028 in order to provide sufficient time to recover their investment on the new substation. The intent of the transfer agreement was to allow Dominion to serve Micron as long as Micron resides in the City of Manassas; however, the City retains its service territory upon Microns departure. It was noted that staff has been working with the City attorney and Dominion to craft the appropriate agreement.

The City Manager has approved the purchase of .5 MGD of sewer capacity from Fairfax County. Fairfax County is currently preparing a draft purchase agreement.

F. PURCHASE ORDERS APPROVED – NOVEMBER 2018

| Project | Company | Amount |
|--|------------------|----------|
| Trimming and Removal of Trees from Utility Lines in Section “B” during FY2019. | G&V Tree Service | \$79,092 |

VI. FY20 CIP AND BUDGET

G. WATER, SEWER, STORMWATER CIP

Ron Tatariw, Assistant Director of Water & Sewer, presented a power point presentation regarding the upcoming FY20 CIP. Mr. Tatariw discussed the CIP projects for the Water & Sewer Division including an overview of the coordination

on major transportation projects and the schedule advancements of the transmission main improvements.

Ivy Ozmon, Environmental Programs Manager, presented the stormwater management ponds and drainage improvements projects needed in FY20.

MOTION: For Information Only

VII. NEW BUSINESS

H. OVERVIEW OF STORMWATER AND STORM SEWER SYSTEM (MS-4) PROGRAM

Tony Dawood, Director of Utilities, and Ivy Ozmon, Environmental Programs Manager, gave a presentation on the stormwater and regulatory design, the MS-4 permit requirements, and future needs of the City's stormwater program.

MOTION: For Information Only

I. VMEA BATTERY STORAGE RFP

Glenn Simpson, Utilities Finance Director, explained that within the past two years, the cost of battery storage has been dropping dramatically. VMEA (Virginia Municipal Electric Association) believes that technology may be cost effective for monthly and transmission peak clipping. VMEA has issued a Request for Proposals (RFP) for 2-12 MW of battery storage with a 1-2 hour duration. If VMEA determines that a project is economic, then members would be given an opportunity for ownership participation.

MOTION: For Information Only

VIII. OLD BUSINESS

IX. CLOSED SESSION

X. ADJOURNMENT OF MEETING

There being no further business; a motion was made, seconded and carried unanimously to adjourn the meeting. Chairman Weber adjourned the regular meeting at 6:49 p.m.