



# UTILITY COMMISSION

## REGULAR MEETING

### MINUTES

Thursday, November 8, 2018  
Public Works Facility, 8500 Public Works Drive

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#### 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 Jeffrey McWhirt, Commissioner Richard Milligan, Commissioner Dr. James Schornick, Commissioner Stephen Silberstein, Councilman Mark Wolfe

**MEMBERS ABSENT:** None

**STAFF PRESENT:** 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

**STAFF ABSENT:** Tony Dawood, Director of Utilities

**GUESTS PRESENT:** None

#### III. CHAIRPERSON'S TIME

#### IV. APPROVAL OF MINUTES – October 11, 2018

**MOTION:** Commissioner Schornick made the motion to approve the October 11, 2018 meeting minutes as submitted.

**SECOND:** Commissioner Silberstein

**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 October: two (2) equipment failures, two (2) customer's side outages, and one (1) scheduled outage.

The September 2018 VMEA billing was \$2,618,781.00 (\$0.738/kwh). The City coincident peak for the month of October occurred on October 4, 2018 for a peak of 71.87 MW. The Dominion Power peak was 16,274 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 95% complete; some items for the rolling gate and posts are expected in early November.
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	150 fixtures are on order with delivery expected in the first week of November.

**B. CUSTOMER SERVICE REPORT**

Ana Davis, Customer Services Supervisor, presented the October Customer Service Report. Ms. Davis reported there were 16,648 accounts billed throughout the month of October. Total revenue billed was \$6,033,836.85 and revenue collected was \$7,162,807.72. The City wrote off \$9,620.11 this month and collected \$678.95 from in-house and \$1,076.30 from state resulting in a net collection of \$7,864.86.

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 October. The Total Unrestricted Utility Operating Cash as of November 1, 2018 was \$21,682,558.23 and reflects the VMEA payment of \$2,618,781.01 made on October 22, 2018.

**D. WATER AND SEWER OPERATIONS REPORT**

Ron Tatariw, Assistant Director of Water & Sewer, presented the Water & Sewer Operations Report for the month of October. There were zero water main breaks and two (2) sewer blockages in October.

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**

There was no Director update this month.

**F. PURCHASE ORDERS APPROVED – OCTOBER 2018**

Project	Company	Amount
Core Cisco ASA Security Course for C&C Personnel	Global Knowledge Training	\$16,445.00
Silencers for Church Street Generators C5 & C6	Nett Technologies, Inc.	\$9,697.58

**VI. FY20 CIP AND BUDGET**

**G. ELECTRIC CIP**

Glenn Simpson, Utilities Finance Manager, presented a power point presentation regarding the upcoming FY20 CIP.

David Jones, Assistant Director of Electric, discussed the CIP projects for the Electric Division including an overview of the new Micron expansion project, undergrounding of lines for reliability improvements, undergrounding cable and termination replacement, as well as new generation initiatives.

**MOTION:** For Information Only

**VII. NEW BUSINESS**

**H. CITY OF MANASSAS AMMONIA LOADING**

Glenn Simpson, Utilities Finance Director, explained that the proposed Micron planned expansion will exceed the City’s ammonia allocation pursuant to the UOSA Service Agreement. Mr. Simpson further explained that the project capital

cost and operation and maintenance (O&M) cost will be financed by Micron, which is estimated at \$227,000 annually.

**MOTION:** Commissioner Schornick made the motion to approve the Ammonia Cost Agreement and forward to City Council for final approval

**SECOND:** Commissioner Wolfe

#### **I. SEWER CAPACITY PURCHASE**

Glenn Simpson, Utilities Finance Director, explained that the Sewer Department is seeking approval to purchase 0.5 MGD of sewer capacity from Fairfax County due to anticipated growth in the City over the next few years. Purchasing the capacity now may avoid the City triggering the need for a UOSA plant expansion or a moratorium on additional growth in the city. Either option could be costly to the City. The cost of this purchase will be approximately \$12.562 million, and a combination of cash, set aside from availability fees, and debt financing are available for this purchase.

**MOTION:** Commissioner Silberstein made the motion to approve the purchase of 0.5 MGD of sewer capacity from Fairfax County for approximately \$12.562 million.

**SECOND:** Commissioner Hollcroft

#### **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 6:17 p.m.