



# UTILITY COMMISSION

## REGULAR MEETING

### MINUTES

Thursday, September 13, 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 – August 9, 2018

**MOTION:** Commissioner McWhirt made the motion to approve the August 9, 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 seventeen (17) outages reported during the month of August: nine (9) scheduled outages, six (6) equipment failures, one (1) outage caused by a squirrel and one (1) outage was on the customer's side.

The August 2018 VMEA billing was \$3,069,725.00 (\$0.551/kwh). The City coincident peak for the month of August occurred on August 29, 2018 for a peak of 84.63 MW. The Dominion Power peak was 18,924 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 will be complete in September and some cable may be installed if there are funds remaining.
E21 – Airport Substation (Phase II)	Delivery of the composite fence materials is scheduled for early September with construction to start immediately.
E30 – Underground Cable Replacement	A padmount switch and new 750 MCM cable is on order and expected to be delivered in October for Digges Road.
E33 – Overhead to Underground Relocation (Electric Reliability)	Technology Drive/Foster Drive Phase I is 90% complete.
E34 – LED Streetlights	700 fixtures are being ordered in September with delivery expected in November.

**B. CUSTOMER SERVICE REPORT**

Ana Davis, Customer Services Supervisor, presented the August Customer Service Report. Ms. Davis reported there were 16,734 accounts billed throughout the month of August. Total revenue billed was \$6,221,711.82 and revenue collected was \$6,716,159.76. The City wrote off \$10,279.12 this month and collected \$450.68 from in-house and \$1,247.14 from state resulting in a net collection of \$8,581.30.

15,820 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 August. The Total Unrestricted Utility Operating Cash as of September 1, 2018 was \$21,574,813.89 and reflects the VMEA payment of \$2,038,326.29 made on August 24, 2018.

**D. WATER AND SEWER OPERATIONS REPORT**

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

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	Prince William County ready to start the next phase.
W-50 – Main Replacement Looping	Liberty Street work, including water line and sewer, has resumed.
W-70 – Water Plant Improvements FY18	Master Control Center installation is complete.
T-19 – Prince William Street	The 18” water line is completed. The 12” water line will be installed next.

**E. DIRECTOR’S UPDATE**

There was no Director’s update this month.

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

There were no large purchase orders in August 2018

**VI. PRESENTATION**

David Jones, Assistant Director of Electric, and Bryan Foster, Deputy City Manager, informed the Commission on the newly announced Micron expansion project and the associated infrastructure improvements and timelines needed for the project. Mr. Foster noted that Micron will pay for all utility improvements required as a result of its expansion.

**VII. NEW BUSINESS**

**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 6:05 p.m.