



UTILITY COMMISSION

REGULAR MEETING

MINUTES

Thursday, July 12, 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 Jeffrey McWhirt, Commissioner Richard Milligan, Commissioner Dr. James Schornick, Commissioner Stephen Silberstein

MEMBERS ABSENT: Councilman Mark Wolfe

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; Michael Nicholson, Water & Sewer Supervisor

STAFF ABSENT: None

GUESTS PRESENT: None

III. CHAIRPERSON'S TIME

IV. APPROVAL OF MINUTES – June 14, 2018

MOTION: Commissioner Schornick made the motion to approve the June 14, 2018 meeting minutes as submitted.

SECOND: Commissioner Milligan

VOTE: Unanimous

V. STAFF REPORTS

A. ELECTRIC OPERATIONS REPORT

David Jones, Assistant Director Electric, reported that there were eighteen (18) outages reported during the month of June: six (6) equipment failures, six (6) animal outages, four (4) scheduled outages, one (1) outage caused by lightning and one (1) caused by a structure fire.

The May 2018 VMEA billing was \$2,515,149.00 (\$0.717/kwh). The City coincident peak for the month of June occurred on June 19, 2018 for a peak of 85.24 MW. The Dominion Power peak was 18,232 MW.

Mr. Jones reported that project E-1 is 97% complete and the majority of the services are fed from the new underground on Fairview/Tudor. Project E-21, Airport Substation, has received the bid procurement of the composite fence and they are being evaluated. Project E-30, underground cable replacement, the project for Digges Road was released and scheduled for later in the summer.

B. CUSTOMER SERVICE REPORT

Ana Davis, Customer Services Supervisor, presented the June Customer Service Report. Ms. Davis reported there were 16,733 accounts billed throughout the month of June. Total revenue billed was \$5,607,837.52 and revenue collected was \$4,756,675.47. The City wrote off \$38,263.87 this month and collected \$614.19 from in-house and \$12,112.37 from state resulting in a net collection of \$25,537.31.

15,770 AMI electric meters have been installed to date, along with 11,031 water meters.

C. CASH REPORT AND BUDGET UPDATE

Glenn Simpson, Utilities Finance Manager, presented the Cash Report for the month of June. The Total Unrestricted Utility Operating Cash as of July 1, 2018 was \$24,502,110.40 and reflects the VMEA payment of \$2,515,148.70 made on June 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 June. There was one (1) water main break and one sewer blockage in June.

Mr. Tatariw reported on the status of the current CIP projects currently underway in the Water & Sewer Department. The 24" transmission main replacement (W-042) is continuing as planned on all phases, with phases 4 and 6 ready to begin. W-47, finished water capacity increase, is set to begin with a meeting with the consultants next week.

E. DIRECTOR'S UPDATE

Tony Dawood, Director of Utilities, notified the Commission that the East End Mobile Home Park project is nearly complete. Mr. Dawood also informed the Commission that in August, the Planning Commission has requested a joint meeting with the Utilities Commission as part of the Community Conversation series set up by the Economic Development department. The topic covered will be infrastructure and will be included as part of the City's comprehensive plan.

F. PURCHASE ORDERS APPROVED – JUNE 2018

Project	Vendor	Amount
Water Treatment Plant - SC1000 Controllers- Turbidity Monitoring Equipment	Hach	\$64,138

VI. PRESENTATION

Michael Nicholson, Water & Sewer Supervisor, gave a power point presentation on the progressive GIS system that the Water & Sewer crews access via iPads or iPhones while out in the field. This system tracks flushing of hydrants, water main breaks, and camera and manhole inspections. Plans in the future are to include tracking of valve operation and maintenance.

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 6:17 p.m.