



# UTILITY COMMISSION

## REGULAR MEETING

### MINUTES

Thursday, July 11, 2019  
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:** Director of Utilities Tony Dawood, Assistant Director of Electric David Jones, Assistant Director of Water and Sewer Ron Tatariw, Utilities Finance Manager Glenn Simpson, Utilities Services Manager Ana Davis, Administrative Coordinator Daralyn Baker, Electric Senior Engineer Kevin Shriver

**STAFF ABSENT:** Deputy City Manager Bryan Foster

**GUESTS PRESENT:** None

#### III. CHAIRPERSON'S TIME

#### IV. APPROVAL OF MINUTES – May 9, 2019

**MOTION:** Commissioner Hollcroft made the motion to approve the May 9, 2019 meeting minutes as submitted. There was no Utility Commission meeting held in the month of June.

**SECOND:** Commissioner Schornick

**VOTE:** Unanimous

#### V. STAFF REPORTS

##### A. ELECTRIC OPERATIONS REPORT

David Jones, Assistant Director of Electric, reported that there were eleven (11) outages reported during the month of June. Eleven outages were in Battery Heights Substation, three in Prince William Substation and one at Airport Substation.

The May 2019 VMEA billing was \$2,292,551 (\$0.680/kwh). The City coincident peak for the month of June occurred on June 27, 2019 for a peak of 78.21 MW. The Dominion Power peak was 17,764 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 has been completed. The consultants performing the Grant Avenue design have incorporated the electric system plan. The next review of the design drawings is August 2019.
E21 – Airport Substation	The final small fence and gate across the parking area was completed.
E31 – New Generation Initiatives	GT Tie into Prince William Substation – The GT failed in service on May 29 and was removed and shipped to the Alba shop in Houston for inspection. The generators were test run with no load at Prince William Hospital. The perimeter fence is complete. Metering was completed in June and more tests will be run.
E33 – Overhead to Underground Relocation (Electric Reliability)	Technology Drive/Foster Drive Phase I is complete. The contractor began several days of work to prepare for the start of Phase II in August 2019.
E34 – LED Streetlights	All LED fixtures have been installed on Rt. 28. Installation continues along the arterial roads, starting with Wellington.

**B. CUSTOMER SERVICE REPORT**

Ana Davis, Customer Services Supervisor, presented the June Customer Service Report. Ms. Davis reported there were 16,936 accounts billed throughout the month of June. Total revenue billed was \$4,979,755.24 and revenue collected was \$4,147,711.93. The City wrote off \$25,137.94 this month and collected \$775.47 from in-house and \$12,609.54 from state resulting in a net collection of \$11,752.93.

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 June. The Total Unrestricted Utility Operating Cash as of July 1, 2019 was \$50,080,603.44 and reflects the VMEA payment of \$2,292,551.67 made on June 27, 2019.

**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 water main break and zero sewer blockages in June.

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

CIP Project and Description	Status
W-42 – 24” Transmission Main Replacement	City has received 60% design drawings and identifying required easements for Phase V. Design is in progress for Phase VI-A. Shirley Construction has been awarded the bid for Phase VI and City staff is finalizing waterline route.
W-47 – Finished Water Capacity Increase	Consultant is working on the design.
W-50 – Main Replacement Looping	Phase 1 for waterline improvements at the airport is in the planning phase.
W-70 – Water Plant Improvements FY18	Phase II at the Water Treatment Plant is in the planning phase.
T-19 – Prince William Street	Contractor continues work on the 12” water line.

**E. DIRECTOR’S UPDATE**

Tony Dawood, Director of Utilities, thanked David Jones for his time with the City. David has resigned his position as the Assistant Director of Electric. Mr. Dawood also informed the Commission that the sewer capacity agreement with Fairfax County will go before their board this upcoming week.

**F. PURCHASE ORDERS APPROVED – MAY 2019**

Project	Company	Amount
800Mhz Radios for Fire Dept. and Police Dept.	Motorola Solutions	\$16,723.60

**VI. NEW BUSINESS**

**G. E-34 LED STREELIGHT REPLACEMENT PROJECT UPDATE**

Kevin Shriver, Senior Electric Engineer, presented an update on Capital Improvement Project E-34, LED Streetlight Replacement. Mr. Shriver gave an overview of the purpose of the project, an update on the progress of LED installations and a projection of the future timeline.

**MOTION:** For Information Only

**H. UOSA MASTER PLAN**

Tony Dawood, Director of Utilities, informed the Commission that UOSA has undertaken an effort to update and project flows and loads into the future using UOSA historical data. UOSA consultants have met with member jurisdictions and

reviewed preliminary results and will be conducting draft summary workshops in the July-August time frame to discuss findings.

**MOTION:** For Information Only

**VII. OLD BUSINESS**

**VIII. CLOSED SESSION**

**IX. ADJOURNMENT OF MEETING**

There being no further business; a motion was made, second and carried unanimously to adjourn the meeting. Chairman Weber adjourned the regular meeting at 6:06 p.m.