



AGENDA

UTILITIES COMMISSION MEETING

THURSDAY, FEBRUARY 9, 2023

5:30 P.M.

8500 PUBLIC WORKS DRIVE

- I. Call Meeting to Order – Chairman Schornick
- II. Determination of Quorum
- III. Chairperson’s Report
- IV. Approval of Minutes – January 12, 2023
- V. Staff Reports

	<u>Time</u>	<u>Page</u>
a. Director of Utilities Update (Tony Dawood)	5 minutes	-
b. Cash Report and Budget Update (Glenn Simpson)	5 minutes	5
c. Utility Customer Service Report (Ana Davis)	5 minutes	9
d. Electric Operations Report (Tony Dawood)	5 minutes	10
e. Water & Sewer Operations Report (Michael Nicholson)	5 minutes	14
f. Purchase Orders Approved – January 2023	-	19

VI. New Business

- g. FY24 Preliminary Operating Budget (Glenn Simpson) 20 minutes

VII. Old Business

None

VIII. Closed Session

None

IX. Adjournment of Meeting

DISTRIBUTION:

JAMES SCHORNICK, CHAIRMAN
THERESA COATES ELLIS, COUNCILMEMBER
MASON HOLLCROFT, COMMISSIONER
JEFFREY MCWHIRT, COMMISSIONER
KELSEY RAINVILLE, COMMISSIONER

STEPHEN SILBERSTEIN, COMMISSIONER
COURTNEY TOLSON, COMMISSIONER
W. PATRICK PATE, CITY MANAGER
BRYAN FOSTER, DEPUTY CITY MANAGER
TONY DAWOOD, DIRECTOR OF UTILITIES

VACANT, ASSISTANT DIR ELECTIC
ANA DAVIS, UTILITIES SERVICES MANAGER
MICHAEL NICHOLSON, ASSISTANT DIR W&S
GLENN SIMPSON, UTIL FINANCE MANAGER
FILE



UTILITY COMMISSION

REGULAR MEETING

MINUTES

Thursday, January 12, 2023
8500 Public Works Drive, Manassas, VA 20110

I. CALL MEETING TO ORDER

James Schornick, Chairman, called the meeting to order at 5:30 p.m.

II. DETERMINATION OF QUORUM

MEMBERS PRESENT: Chairman James Schornick, Commissioner Mason Hollcroft, Commissioner Kelsey Rainville, Commissioner Stephen Silberstein, Commissioner Courtney Tolson

MEMBERS ABSENT: Commissioner Jeffrey McWhirt, Councilmember Theresa Coates Ellis

STAFF PRESENT: Director of Utilities Tony Dawood, Administrative Coordinator Daralyn Baker, Utilities Finance Manager Glenn Simpson, Utilities Services Manager Ana Davis, Assistant Director of Water & Sewer Michael Nicholson, Deputy City Manager Bryan Foster

STAFF ABSENT: None

GUESTS PRESENT: Robert Fox, citizen

III. CHAIRPERSON'S TIME

There was no Chairperson's update this month.

IV. APPROVAL OF MINUTES – December 8, 2022

MOTION: Commissioner Silberstein made the motion to approve the December 8, 2022 minutes as submitted.

SECOND: Commissioner Hollcroft

VOTE: Unanimous

V. STAFF REPORTS

A. DIRECTOR'S UPDATE

Mr. Dawood informed the Commission that the Electric Department was called upon for multiple generation PJM runs over the Christmas holiday. A new all-time peak was reached. Chairman Schornick gave kudos to members of both the electric and water crews who worked over the holidays.

Theresa Coates Ellis is now the Council Liaison to the Utility Commission, replacing Mark Wolfe.

Mr. Dawood distributed a draft copy of the revised by-laws and advised the sub-committee members that he would reach out to them to discuss.

B. CASH REPORT AND BUDGET UPDATE

Glenn Simpson, Utilities Finance Manager, presented the Cash Report for the month of December. The Total Unrestricted Utility Operating Cash as of January 3, 2023 was \$20,252,547.00 and reflects the VMEA payment of \$2,803,051.33 made on December 22, 2022.

C. CUSTOMER SERVICE REPORT

Ana Davis, Utilities Services Manager, presented the December Customer Service Report. Ms. Davis reported there were 17,074 accounts billed throughout the month of December. Total revenue billed was \$6,434,464.61 and revenue collected was \$5,905,671.24. The City wrote off \$10,304.36 this month and collected \$984.29 from in-house, resulting in a net collection of \$9,320.07.

D. ELECTRIC OPERATIONS REPORT

Tony Dawood, Director of Utilities, reported that there were 5 (five) outages during the month of December. All five (5) outages were out of Prince William Substation.

The November VMEA billing was \$2,777,737 (\$0.895 kwh). The City coincident peak for the month of December occurred on December 24, 2022 for a peak of 72.98 MW. The Dominion Power peak was 22,219 MW.

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

CIP Project and Description	Status
E30 – Underground Cable Replacement	Crews have begun work in August 2022 on Silver Maple Area. Cannon Ridge area work began in March 2022 and cable installation began in August 2022.
E33 – Overhead to Underground Relocation (Electric Reliability)	Longstreet Drive from Grant to Portner is in design.

E34 – LED Streetlights	Currently working on neighborhood collector streets.
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E. WATER AND SEWER OPERATIONS REPORT

Michael Nicholson, Assistant Director of Water & Sewer, presented the Water & Sewer Operations Report for the month of December. There were thirteen (13) water main breaks and one (1) sewer blockage in December.

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

CIP Project and Description	Status
W-42 – 24” Transmission Main Replacement	Phase VI-A is under construction. Contractor mobilized and will be scheduling the start of the waterline work in the next few weeks. Staff notified of 2.4 million dollars of Stem Grant to be used for Phase IV.
W-47 – Finished Water Capacity Increase	Project to bid in January 2023.
W-50 – Main Replacement Looping	Longstreet Drive – design at 90%. Bragg Lane – Design at 100%. Bid awarded to Crown Construction. Pipe should be completed January 2023.
W-65 – Clear Well Addition & Roof Replacement	Tanks is currently under roof, finish coats to be applied this month.
W-70 – Water Plant Improvements FY18	Replacement of flocculator paddles is in progress. Replaced valves and actuator controls on pulsator.

F. PURCHASE ORDERS APPROVED – DECEMBER 2022

Project	Company	Amount
Premium Support Plan – Technical Support for Modicon 240 PLCs	Graybar Electric	\$10,020
SAR Satellite Imagery Analysis	Utilis Inc	\$16,000

VI. NEW BUSINESS

G. SANITARY SEWER INFRASTRUCTURE OWNERSHIP AND MAINTENANCE ON UOSA LINES AT 8500 PUBLIC WORKS DRIVE (MICHAEL NICHOLSON)

Michael Nicholson, Assistant Director of Water and Sewer, requested approval from the Commission to submit a formal request to UOSA for change of ownership and maintenance responsibilities for sewer mains and manholes located on the property

of the Public Works Facility. The City is requesting this ownership to connect the new oil water separator located on the property at 8500 Public Works Drive. UOSA has requested approval from the Utility Commission before a formal request is submitted by staff.

MOTION: Commissioner Silberstein made the motion to approve the formal request to UOSA for change in ownership.

SECOND: Commissioner Hollcroft

**H. CLEARWELL PRESENTATION FROM 2022 WATER JAM CONFERENCE
(MICHAEL NICHOLSON)**

Michael Nicholson, Assistant Director of Water and Sewer, presented a Power Point presentation that was given at the Water Jam Conference highlighting the Water Treatment Plant clearwell project.

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 Schornick adjourned the regular meeting at 6:30 p.m.

City of Manassas
Utilities Fund Cash

	2/1/2023	2/1/2022	6/30/2022	6/30/2021	6/30/2020	9/30/2019	6/30/2018	6/30/2017
Fund 520-Sewer Fund								
Equity in Pooled Cash Investments	\$ 1,807,329.00	\$ 3,292,696.66	\$ 6,327,078.06	\$ 5,226,353.65	\$ 3,382,508.84	\$ 13,803,161.75	\$ 6,396,925.89	\$ 6,162,325.75
Maintenance Reserve	-	-	-	-	-	-	-	-
Total Unrestricted Cash & Investments	\$ 1,807,329.00	\$ 3,292,696.66	\$ 6,327,078.06	\$ 5,226,353.65	\$ 3,382,508.84	\$ 13,803,161.75	\$ 6,396,925.89	\$ 6,162,325.75
Rate Stabilization Fund Investments Restricted	\$ 2,931,638.33	\$ 2,681,427.83	\$ 2,681,427.83	\$ 2,681,427.83	\$ 2,077,492.08	\$ 1,571,858.08	\$ 620,958.85	\$ 2,083,778.85
Capital Projects Fund	\$ 9,767,906.86	\$ 8,565,024.51	\$ 8,579,890.70	\$ 8,560,857.05	\$ 8,673,820.60	\$ 7,965,357.07	\$ 6,802,680.91	\$ 6,691,656.26
Total Restricted Investments & Capital	\$ 20,987,032.33	\$ 19,375,609.54	\$ 19,164,468.20	\$ 16,406,214.50	\$ 15,089,132.86	\$ 12,073,987.09	\$ 9,444,741.76	\$ 10,710,639.81
Total Cash, Investments & Capital	\$ 22,794,361.33	\$ 22,668,306.20	\$ 25,491,546.26	\$ 21,632,568.15	\$ 18,471,641.70	\$ 25,877,148.84	\$ 15,841,667.65	\$ 16,872,965.56
UOSA Quarterly Payment								

	2/1/2023	2/1/2022	6/30/2022	6/30/2021	6/30/2020	6/30/2019	6/30/2018	6/30/2017
Fund 530-Water Fund								
Equity in Pooled Cash Investments	\$ 838,846.87	\$ (557,511.63)	\$ 9,051,348.29	\$ 2,667,547.13	\$ 2,145,377.16	\$ 2,170,209.32	\$ 1,603,339.90	\$ 4,234,741.03
Maintenance Reserve	\$ 899,549.12	\$ 884,318.58	\$ 885,487.54	\$ 883,990.91	\$ 882,373.00	\$ 866,400.30	\$ 840,363.72	\$ 832,553.32
Total Unrestricted Cash & Investments	\$ 2,614,255.60	\$ 1,187,915.88	\$ 10,799,083.04	\$ 4,412,327.87	\$ 3,886,963.86	\$ 3,880,641.53	\$ 3,262,350.25	\$ 5,877,534.63
Investments Restricted	\$ 8,080,504.12	\$ 7,355,027.41	\$ 7,364,749.70	\$ 7,352,301.95	\$ 6,796,909.16	\$ 6,209,103.63	\$ 5,281,199.84	\$ 5,231,788.12
Capital Projects Fund	\$ 22,376,129.36	\$ 35,927,980.24	\$ 26,340,712.58	\$ 18,182,396.84	\$ 24,102,503.99	\$ 26,990,380.43	\$ 11,018,828.21	\$ 8,177,534.82
Total Restricted Investments & Capital	\$ 30,456,633.48	\$ 43,283,007.65	\$ 33,705,462.28	\$ 25,534,698.79	\$ 30,899,413.15	\$ 33,199,484.06	\$ 16,300,028.05	\$ 13,409,322.94
Total Cash, Investments & Capital	\$ 33,070,889.08	\$ 44,470,923.53	\$ 44,504,545.32	\$ 29,947,026.66	\$ 34,786,377.01	\$ 37,080,126.59	\$ 19,562,378.30	\$ 19,286,867.57

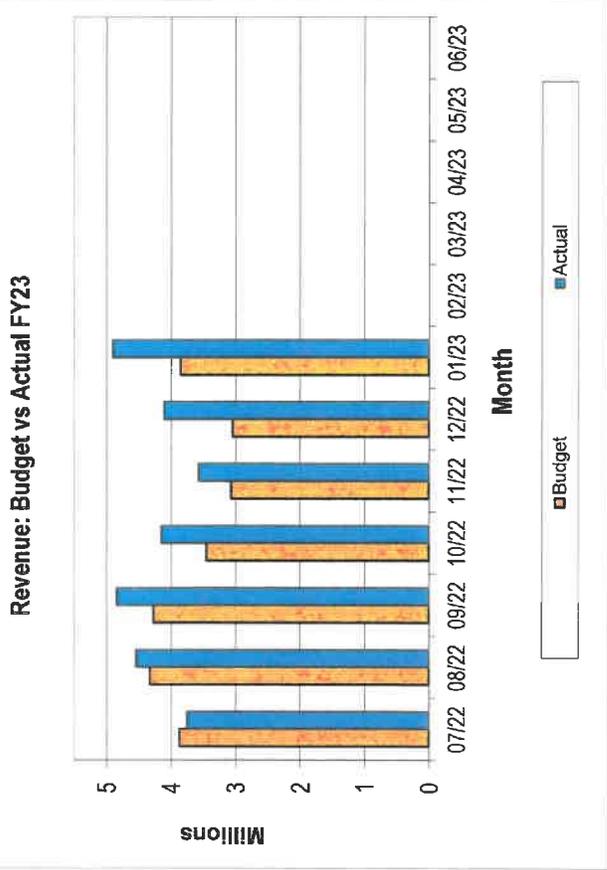
	2/1/2023	2/1/2022	6/30/2022	6/30/2021	6/30/2020	6/30/2019	6/30/2018	6/30/2017
Fund 540-Electric Fund								
Equity in Pooled Cash Investments	\$ 15,019,177.15	\$ 16,153,862.33	\$ 17,513,019.38	\$ 18,879,437.93	\$ 18,274,493.75	\$ 15,860,623.05	\$ 13,877,745.17	\$ 11,860,729.32
Maintenance Reserve	\$ 425,070.28	\$ 417,911.52	\$ 418,463.95	\$ 417,756.64	\$ 416,991.71	\$ 409,623.72	\$ 397,303.78	\$ 391,450.01
Total Unrestricted Cash & Investments	\$ 16,051,713.70	\$ 17,169,009.57	\$ 18,529,508.51	\$ 19,894,208.98	\$ 19,287,406.73	\$ 16,855,638.46	\$ 14,842,834.26	\$ 12,816,141.67
Investments Restricted	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Projects Fund	\$ 8,892,346.72	\$ 7,323,778.96	\$ 7,295,738.99	\$ 6,664,237.59	\$ 5,758,316.33	\$ 4,441,995.66	\$ 5,179,581.36	\$ 6,252,017.38
Total Restricted Investments & Capital	\$ 8,892,346.72	\$ 7,323,778.96	\$ 7,295,738.99	\$ 6,664,237.59	\$ 5,758,316.33	\$ 4,441,995.66	\$ 5,179,581.36	\$ 6,252,017.38
Total Cash, Investments & Capital	\$ 24,944,060.42	\$ 24,492,788.53	\$ 25,825,247.50	\$ 26,558,446.57	\$ 25,045,723.06	\$ 21,297,634.12	\$ 20,022,395.62	\$ 19,068,159.05
\$2,314,739.89								

Total Unrestricted	\$ 20,473,298.30	\$ 21,649,622.11	\$ 35,655,669.61	\$ 29,532,890.50	\$ 26,556,879.43	\$ 34,539,441.74	\$ 24,502,110.40	\$ 24,856,002.05
Total Restricted	\$ 60,336,012.53	\$ 69,982,396.15	\$ 60,165,669.47	\$ 48,605,150.88	\$ 51,746,862.34	\$ 49,715,466.81	\$ 30,924,331.17	\$ 30,371,980.13
Total Cash Utilities	\$ 80,809,310.83	\$ 91,632,018.26	\$ 95,821,339.08	\$ 78,138,041.38	\$ 78,303,741.77	\$ 84,254,908.55	\$ 55,426,441.57	\$ 55,227,982.18

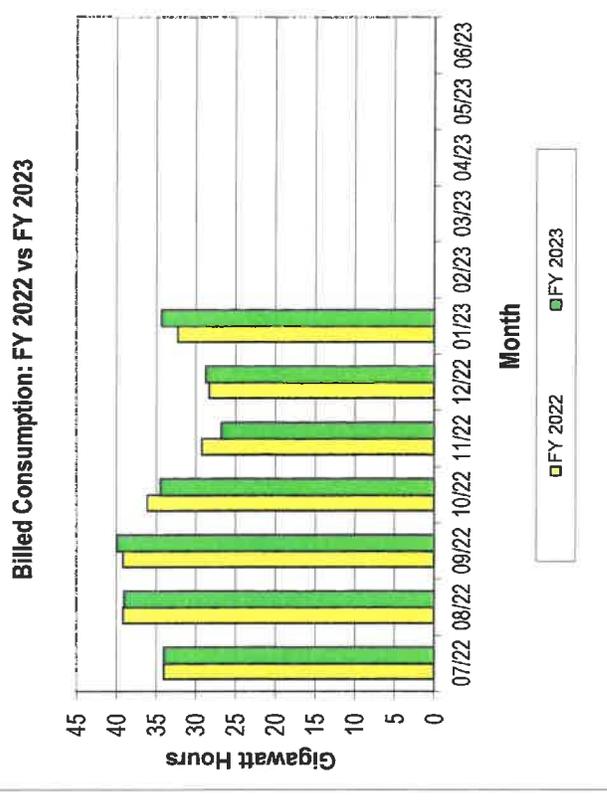
Electric Fund Budget vs Actual FY23

Revenue & Expenditures						
Bill Mo	FY 23 Budget Revenue	FY 23 Actual Revenue	FY 23 Actual Expenditures	Actual Rev over Budgeted Rev	Purchase Power**	
07/22	\$ 3,869,733	\$ 3,750,546	\$ 4,138,871*	-3.08%	\$ 3,050,474	
08/22	4,332,695	4,537,072	3,132,363	4.72%	2,227,890	
09/22	4,278,024	4,845,913	4,837,241	13.27%	2,750,378	
10/22	3,453,465	4,148,952	6,016,047	20.14%	2,428,686	
11/22	3,067,936	3,571,129	4,247,735	16.40%	2,773,737	
12/22	3,043,952	4,106,610	3,794,753	34.91%	2,944,714	
01/23	3,854,528	4,901,265	4,396,327	27.16%	3,100,000	
02/23						
03/23						
04/23						
05/23						
06/23						
	\$ 25,900,333	\$ 29,861,487	\$ 30,563,337	15.29%	\$ 19,275,879	

*Includes \$300K to NVRTA Fund Capital which were budgeted
 **Includes \$51,703 to Debt Service which were budgeted
 *** Includes 2,600,000 transfer to Electric Capital



Billed Consumption						
Bill Mo	FY 23 Budget Total kWh	FY 23 Actual Total kWh	FY 22 Actual Total kWh	Actual over Budgeted	FY23 over FY22	
07/22	37,064,340	34,000,975	34,049,830	-8.31%	-0.14%	
08/22	41,687,927	38,992,225	39,174,321	-6.47%	-0.46%	
09/22	41,031,811	39,957,776	39,172,474	-2.62%	2.00%	
10/22	33,066,204	34,446,995	36,148,600	4.18%	-4.71%	
11/22	29,228,737	26,760,203	29,242,658	-8.45%	-8.49%	
12/22	28,941,463	28,728,328	28,315,725	-0.74%	1.46%	
01/23	36,842,797	34,302,907	32,295,501	-6.89%	6.22%	
02/23						
03/23						
04/23						
05/23						
06/23						
	247,883,279	237,189,409	238,399,109	-4.31%	-0.51%	

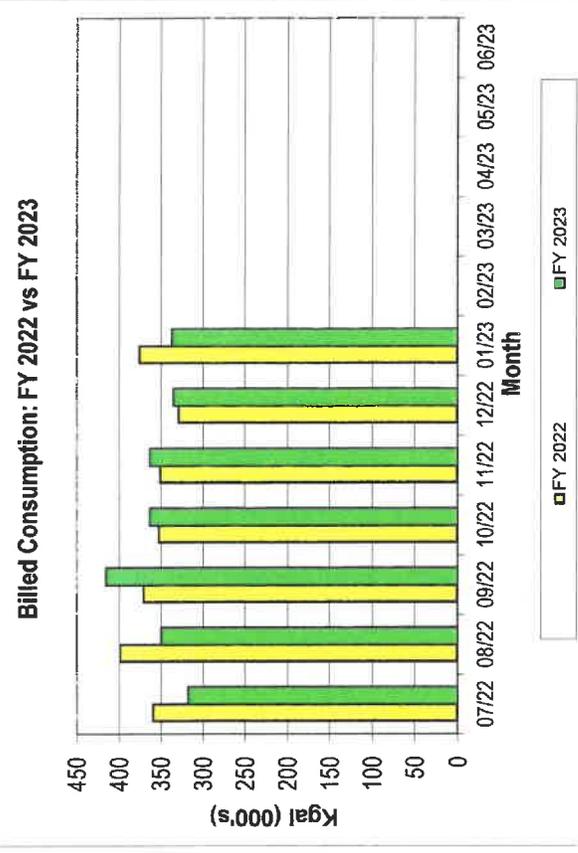
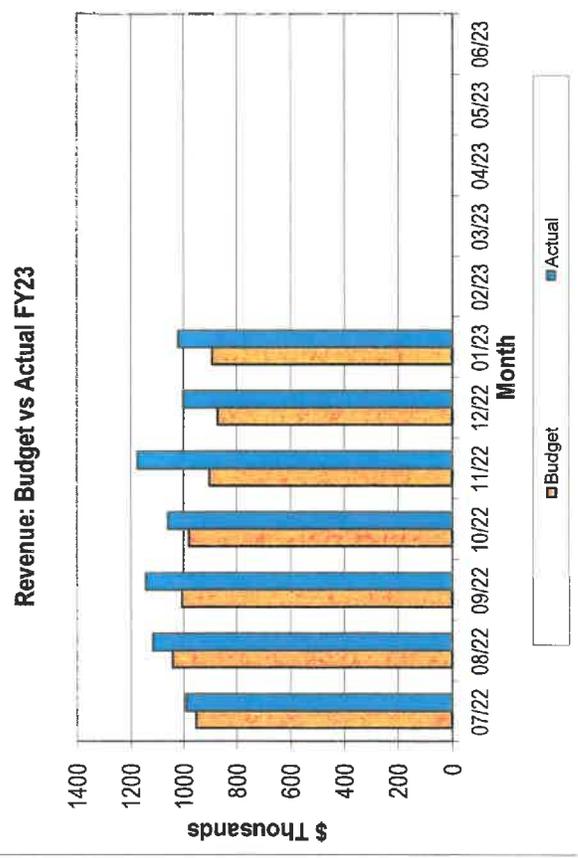


Water Fund Budget vs Actual FY23

Revenue & Expenditures				
Bill Mo	FY 23 Budget Revenue	FY 23 Actual Revenue	FY 23 Actual Expenditures	Actual Rev over Budgeted Rev
07/22	\$ 955,561	\$ 991,285	\$ 1,989,145*	3.74%
08/22	\$ 1,042,929	\$ 1,115,122	\$ 517,607	6.92%
09/22	\$ 1,007,701	\$ 1,142,521	\$ 777,414	13.38%
10/22	\$ 981,027	\$ 1,059,221	\$ 649,723	7.97%
11/22	\$ 904,418	\$ 1,175,399	\$ 1,073,478	29.96%
12/22	\$ 872,897	\$ 1,002,496	\$ 651,692	14.85%
01/23	\$ 893,911	\$ 1,021,412	\$ 1,988,644	14.26%
02/23				
03/23				
04/23				
05/23				
06/23				
	\$ 6,658,444	\$ 7,507,456	\$ 7,657,703	12.75%

*Includes \$1,417,668 to Debt Service which were budgeted

Billed Consumption							
Bill Mo	FY 23 Budget Total Kgal	FY 23 Actual Total Kgal	FY 22 Actual Total Kgal	FY 23 over FY 22	Retail FY 23 over FY 22	Wholesale FY 23 over FY 22	
07/21	351,607	317,553	359,112	-11.57%	-0.13%	-25.38%	
08/21	386,108	349,324	398,951	-12.44%	6.67%	-29.24%	
09/21	370,016	415,605	370,923	12.05%	0.19%	24.07%	
10/21	357,295	363,307	352,479	3.07%	1.65%	1.36%	
11/21	341,623	363,193	350,390	3.65%	-0.23%	7.76%	
12/21	330,474	334,953	328,874	1.85%	1.43%	1.11%	
01/22	337,589	336,766	375,881	-10.41%	-0.45%	-18.53%	
02/22							
03/22							
04/22							
05/22							
06/22							
	2,474,712	2,480,701	2,536,610	-2.20%	1.40%	-6.32%	



Sewer Fund Budget vs Actual FY23

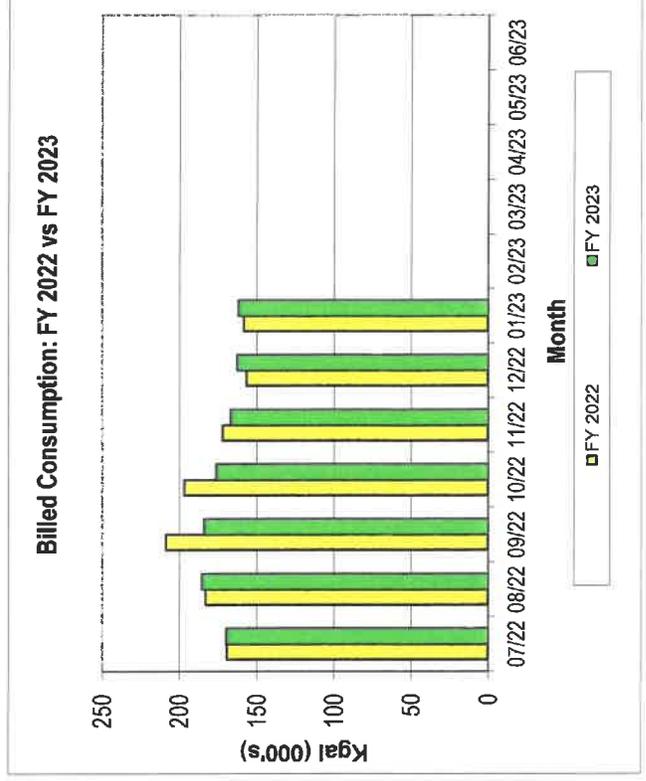
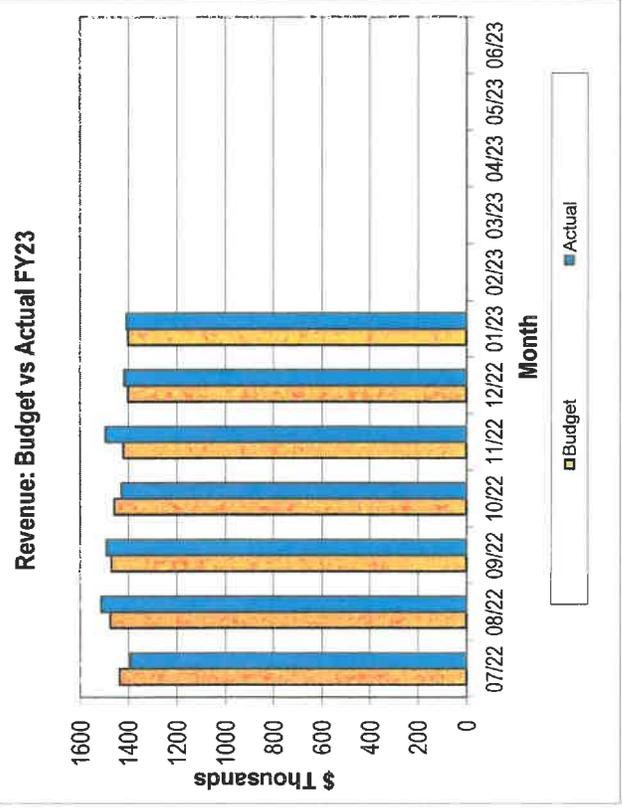
Revenue & Expenditures					
Bill Mo	FY 23 Budget Revenue	FY 23 Actual Revenue	FY 23 Actual Expenditures	Actual Rev over Budgeted Rev	UOSA Treatment
07/22	\$ 1,436,678	\$ 1,392,292	\$ 4,672,920*	-3.09%	\$ 2,701,824
08/22	\$ 1,474,553	\$ 1,512,919	104,112	2.60%	
09/22	\$ 1,470,177	\$ 1,490,753	\$ 3,154,909	1.40%	2,885,993
10/22	\$ 1,457,597	\$ 1,428,896	742,754*	-1.97%	
11/22	\$ 1,421,043	\$ 1,494,574	413,331†	5.17%	
12/22	\$ 1,400,480	\$ 1,417,455	2,908,349*	1.21%	2,504,015
01/23	\$ 1,400,475	\$ 1,408,218	707,405*	0.55%	
02/23					
03/23					
04/23					
05/23					
06/23					
	\$ 10,061,003	\$ 10,145,107	\$ 12,703,780	0.84%	\$ 8,091,832

*Includes \$1,514,850 to Debt Service which were budgeted

†Includes \$31,000 to NVTA Fund Capital which were budgeted

** includes 450,000 transfer to Sewer Capital

Billed Consumption					
Bill Mo	FY 23 Budget Total Kgal	FY 23 Actual Total Kgal	FY 22 Actual Total Kgal	Actual Over Budgeted	FY 23 over FY 22
07/22	167,486	169,685	169,126	1.31%	0.33%
08/22	178,125	185,390	182,969	4.08%	1.32%
09/22	176,577	184,020	208,767	4.22%	-11.85%
10/22	172,641	176,116	196,862	2.01%	-10.54%
11/22	162,853	166,806	172,025	2.43%	-3.03%
12/22	157,047	162,785	156,824	3.65%	3.80%
01/23	157,144	161,900	158,450	3.03%	2.18%
02/23					
03/23					
04/23					
05/23					
06/23					
	1,171,873	1,206,702	1,245,023	2.97%	-3.08%



UTILITY CUSTOMER SERVICE REPORT

FOR THE MONTH OF JANUARY 2022

REVENUES BILLED			LAST MONTH	THIS MONTH	
NUMBER OF ACCOUNTS BILLED			17,074	17,111	
ELECTRIC					
		Energy	\$2,170,826.69		
		Demand	\$674,159.07		
		PCA	\$1,054,647.73		
		FCA	\$0.00		
		Security lgts	\$18,618.26		
		Ld mgmt	\$0.00		
		Sub Total	\$3,918,251.75		
*** LOMAR	DECEMBER		\$264,992.87		
*** MICRON	DECEMBER		\$10,388.33		
TOTAL ELECTRIC				\$4,193,632.95	
WATER				\$953,047.20	
SEWER				\$728,199.86	
UOSA COMPONENT				\$585,968.40	
Pond overhead, maintenance and indirect				\$27,748.33	
REFUSE				\$282,900.93	
STORMWATER				\$230,963.68	
RETURNED DEPOSITS				(\$21,355.00)	
SUBTOTAL				\$6,981,106.35	
PENALTIES			LAST MONTH	\$20,660.82	
TOTAL REVENUE BILLED			\$6,434,464.61	\$7,001,767.17	
REVENUES COLLECTED FOR JANUARY BILLINGS AND PRIOR					
OVER THE COUNTER		13.33%		\$1,040,860.90	
WIRE PAYMENTS		11.38%		\$888,655.10	
MAIL		7.73%		\$603,748.97	
A/R BOX		31.40%		\$2,450,917.67	
E-CHECKS (INVOICE CLOUD)		28.17%		\$2,199,025.30	
PAYPAL/VENMO		0.24%		\$19,013.33	
CREDIT CARDS (INVOICE CLOUD)		7.73%	LAST MONTH	\$603,610.91	
TOTAL REVENUE COLLECTED			\$5,905,671.24	\$7,805,832.18	
OVER/SHORT				\$0.00	
OPERATION ROUND UP			\$234.06	\$241.31	
MONTHLY NON PAY CUTS	DH	102			
	CUT	67			
	HOLDS	41			
UTILITY ACCOUNTS RECEIVABLES					
AGING	09/30/22	10/31/22	11/30/22	12/30/22	01/31/23
CURRENT DUE (ACTIVE ACCTS)	\$4,557,960.02	\$3,258,518.93	\$3,188,667.51	\$3,683,662.51	\$3,221,493.66
30 DAYS (ACTIVE ON CUT LIST)	\$286,696.16	\$313,989.63	\$405,486.22	\$542,286.27	\$292,865.49
60 DAYS (DISCONNECTED ACCOUNTS)	\$29,171.53	\$34,076.00	\$41,931.22	\$47,770.72	\$35,647.49
90 DAYS (DISCONNECTED WAITING FOR WRITE-OFF)	\$11,398.45	\$11,553.37	\$10,617.50	\$17,146.15	\$13,891.57
OVER 90 DAYS	\$22,788.46	\$24,806.24	\$23,582.90	\$21,606.70	\$22,827.68
TOTAL DUE	\$4,908,014.62	\$3,642,944.17	\$3,670,285.35	\$4,312,472.35	\$3,586,725.89
* WRITE OFFS	\$6,569.11	\$8,262.35	\$16,856.53	\$10,304.36	\$11,262.39
COLLECTED FROM STATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
COLLECTED IN HOUSE	(\$388.20)	(\$1,982.25)	(\$529.24)	(\$984.29)	(\$560.35)
NET	\$6,180.91	\$6,280.10	\$16,327.29	\$9,320.07	\$10,702.04
* written off accounts are bad debts removed from the accounts receivable control register but not from the system.					

Monthly Outage Report For the Month of January

Total Outages:	7		SAIDI:	0.122
Total Customers Affected:	17		ASAI:	100.000
Total Customer Minutes:	2,030		CAIDI:	119.411
			SAIFI:	0.001

Date	Start Time	Duration (min)	Customers Affected	Customer Minutes	Substation-Feeder	Voltage Type	Cause	Device
1/28/2023	13:57	256	3	768	AIRPORT-304	Secondary	Equipment Failure	Handhole or Pedestal
1/30/2023	13:50	235	3	705	AIRPORT-304	Secondary	Equipment Failure	Secondary Conductor
1/10/2023	17:20	164	2	328	BATTERY HEIGHTS-404	Secondary	Equipment Failure	Secondary Conductor
1/5/2023	08:37	101	1	101	POINT OF WOODS-201	Secondary	Equipment Failure	Metering/AMI
1/2/2023	12:02	6	4	24	POINT OF WOODS-202	Primary	Equipment Failure	Lightning Arrester
1/30/2023	10:34	26	1	26	POINT OF WOODS-202	Primary	Squirrel	Cutout
	08:04	26	3	78	PRINCE WILLIAM-101	Primary	Squirrel	Cutout

** Has Multiple Restore Times.

--- 1 Planned Outage(s) Excluded.

Electric System Operating Report – January 2023

Reliability

	SAIDI (minutes)	ASAI (%)
January	0.122	100.000
February		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		
YTD	0.122	100.000
Target	< 52	99.99

System Average Interruption Duration Index (SAIDI):

Measures the average total sustained interruption duration for the average customer served over a defined period of time. (Sum of Customer Interruption Duration minutes / Total Number of Customers Served)

Average Service Availability Index (ASAI):

Represents the fraction of time (in percentage) that a customer service was available over a defined period of time.

Electric System Operating Report - January 2023

System Data

	VMEA Bill	Actual cost per kWh (¢)
August	\$ 2,227,889	7.57
September	\$ 2,750,377	8.49
October	\$ 2,428,686	8.60 **
November	\$ 2,773,737	8.94
December	\$ 2,944,713	7.72

****Reflects \$75,618 Dominion true-up**

January Meter Data

DVP System Peak	17,756	MW (January 11, 8 AM)
City Coincident Peak	56.0	MW (January 11, 8 AM)
City System Peak	62.03	MW (January 14, 7 PM)
System kWh Consumption	38,141,268	kWh
CP/NCP Ratio	98.83 %	(December, verified)
CP/NCP Ratio (12 month rolling avg.)	93.26 %	(December, verified)

Generation - PJM Base Residual Auction

No Capacity Calls this month.

Load Control and Voltage Reduction

Wednesday, January 11th DVP Peak 17,756 MW @ 08:00; VMEA 206.6 MW, Man-56.0 MW

Temperatures at the Peak:	Manassas	21 °F
	Richmond	26 °F
	Norfolk	33 °F

Generation – Transmission Peak Shaving (in MW)

Date	Peak Hour	Hours Ran	Manassas Generation	DVP Load	Manassas Load	VMEA Load
January 10 th	08:00	1.5	22.44	17,596	54.20	204.60
January 11 th	08:00	1.5	21.68	17,756	56.06	206.06

Electric CIP	Description	FY23 Funds Available	Project to Date Estimated Cost	Project to Date Actual Cost	Project	Status	Estimated Start Date	Estimated Completion Date
E04 / C3608	Replace Fuse Cabinets	\$0	\$20,000	\$12,054	Confederate Trail & Burnside Road	Requires major outage, need good weather. Switch is ready to install in manhole. Tarek was to check settings - ON HOLD	Spring 2021	Spring 2022
E30 / C3667	UG Cable Replacement	\$975,011	\$300,000	\$278,930	Silver Maple Area	Started Aug. 2022, Conduit install complete, Started cable install 1/2023.	August 2022	Summer 2023
			\$250,000	\$267,925	Cannon Ridge	Started Mar. 2022, Conduit install complete, Started cable install 8/2022.	March 2022	Summer 2023
			\$452,500		Weems, Jackson, Stonewall Area	To begin Conduit install next week.	January 2023	Winter 2023
E31 / C3686	New Generation Alternatives	\$135,000	\$42,000	\$0	Public Work Generator - upgrade switchgear	Major outage needed at the PW Facility - late March 2023 time frame	March 2023	March 2023
E32 / C3694	New Fiber Optic Loop	\$263,685	\$0	\$0	Fiber Optic -Prince William to Bunker (PWF)	Need estimate and work order # created On Hold	TBD	TBD
E33 / C3693	OH to UG	\$1,018,047	\$0	\$0	Longstreet Drive	Grant to Portner - in design	FY 2022	June 2024
E34 / C3695	LED Streetlights	\$126,978	\$700,000	\$573,022	LED Streetlights	(Labor will not be charged to CIP account) Skipping historic district. Working on Neighborhood Streets. Additional 420 units received.	Working	June 2025
E35 / C3515	Airport Distribution	\$1,315,120		\$0	Investigate Airport	P.O. issued to Rgrid to begin study. 90% design, Tony to find answers to remaining concerns/issues.		
NVTA / T042 / C3510	Rt 28 Widening VDOT	\$120,917	\$70,000	\$20,111	Route 28 Widening PH II (Godwin to PA)	Started relocations in late June, 21. Working with road contractor as adjustments are necessary.	Nov 2021	Spring 2023
NVTA T087 / C3511	Quarry Streetscape	\$109,623	\$400,000	\$410,377	OH to UG Quarry St/Messenger Pl/Main St	Relocation 100% complete. Street lights installed. To finish punch list items (paving, concrete restoration) with project.	May 2022	February 2023

**MONTHLY OPERATIONS REPORT
WATER & SEWER DEPARTMENT
February-23**

WATER PLANT	DAILY USAGE TREND (MGD)	ACTUAL DAILY AVERAGE (MGD)	MONTH
WATER PUMPED to COM	-----	13.11	Nov-22

WATER DISTRIBUTION	(MGD)	(MGD)	MONTH
MANASSAS	2.79	5.00	Nov-22
MICRON	2.52	2.67	Nov-22
MANASSAS PARK	0.48	0.62	
PWCSA	4.58	4.82	Nov-22
TOTAL	10.36	13.11	

WATER STATISTICS	PERMIT LIMIT	ACTUAL	REGULATORY LIMIT
DISINFECTION-BY-PRODUCTS-THM (Trihalomethanes)	<50 ppb	47.06	80 ppb
DISINFECTION-BY-PRODUCTS-HAA (Halogenic Acetic Acids)	< 40 ppb	35.03	60 ppb
TOC REMOVAL (Total Organic Carbon)	> 1.10	1.14	> 1.0
FY23 TURBIDITY EXCEEDANCES*	0	0	0
FY23 VIOLATIONS*	0	0	0

WATER OPERATIONS	GOAL	ACTUAL	
FY23 CRITICAL VALVES OPERATED (24")*	100%	100%	FY23 YTD
FY23 NON-CRITICAL VALVES OPERATED (All Others)*	33%	7%	FY23 YTD
FY23 LOCATIONS FLUSHED*	100%	100%	FY23 YTD
MONTHLY WATER BREAKS	2.5	2	Dec 22
MONTHLY WATER QUALITY COMPLAINTS	0	2	Dec 22
FY23 TRAINING DAYS (Utility Employees)*	108	10.00	FY23 YTD

SEWER OPERATIONS	BUDGET OR GOAL	ACTUAL	
MONTHLY SEWER BLOCKAGES	0	2	Dec 22
FY23 MANHOLES INSPECTED*	1,000	241	FY23 YTD
FY23 TV INSPECTIONS -camera (FEET)*	200,000	44,096	FY23 YTD
FY23 SEWER MAIN REHABILITATED (FEET)*	6,000	0	FY23 YTD
FY23 LINE CLEANING (FEET)*	200,000	89,328	FY23 YTD

SEWER (FLOW TO UOSA)	DAILY USAGE TREND (MDG)	ACTUAL DAILY AVERAGE (MGD)	MONTH
UOSA FLOW	-----	6.73	Nov-22
MANASSAS	2.69	2.66	Nov-22
MICRON	2.30	2.52	Nov-22
PWCSA	19.80	14.94	Nov-22

UOSA FLOW LIMITS		ACTUAL DAILY AVERAGE (MGD)	PERMIT LIMIT
HIGHEST 30 CONSECUTIVE DAYS AVERAGE FLOW THIS MONTH	-----	6.773	
PEAK 30 DAY PERIOD (December 2020)	-----	8.438 ⁽¹⁾	9.19 ⁽²⁾

* FY23 = July 1, 2022 - June 30, 2023

(1) Peak for 30 days

(2) Maximum allowed by UOSA (Limit increased from 8.69 to 9.19 August 2019)

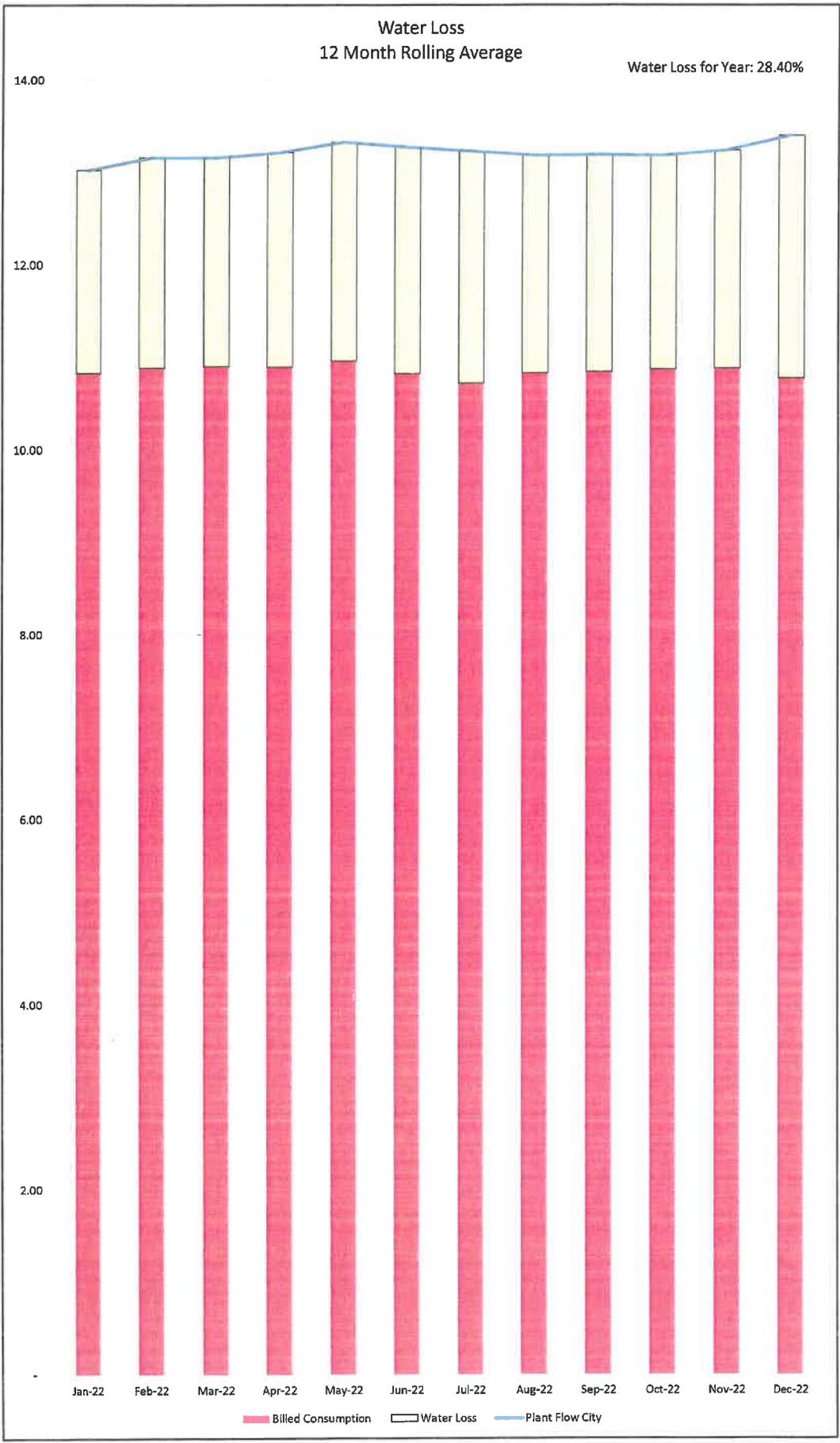
UOSA MONTHLY FLOW REPORT

AVERAGE DAILY FLOW
SUMMARY
for
December 2022

	UOSA Influent mgd	Fairfax County mgd	Prince William County mgd	City of Manassas mgd	City of Manassas Park mgd
LIMIT: (Highest 30 consecutive days average daily flow during the past 48 months)	54.0000	22.0999	19.7971	9.1893	2.9137
ACTUAL: (Highest 30 consecutive days average daily flow during the past 48 months)	43.114 Jan-21	16.614 Mar-19	17.062 Dec-20	8.438 Dec-20	2.004 Mar-19
Highest 30 consecutive days average daily flow this month	36.704	13.359	14.943	6.773	1.629
Average daily flow this month					
Collection System	36.4346	13.2824	14.8010	6.7349	1.6162
Septage Receiving Facility	0.0580	0.0161	0.0418	0.0000	0.0001
Total average daily flow (mgd)	36.4926	13.2985	14.8428	6.7349	1.6163
Average daily flow past 3 months					
Collection System	32.3353	12.1466	13.0143	5.7948	1.3796
Septage Receiving Facility	0.0687	0.0176	0.0466	0.0000	0.0045
Total average daily flow (mgd)	32.4040	12.1642	13.0609	5.7949	1.3840
Average daily flow past 12 months					
Collection System	33.7039	12.5055	13.5079	6.3025	1.3880
Septage Receiving Facility	0.0733	0.0183	0.0526	0.0002	0.0022
Total average daily flow (mgd)	33.7772	12.5238	13.5605	6.3027	1.3902

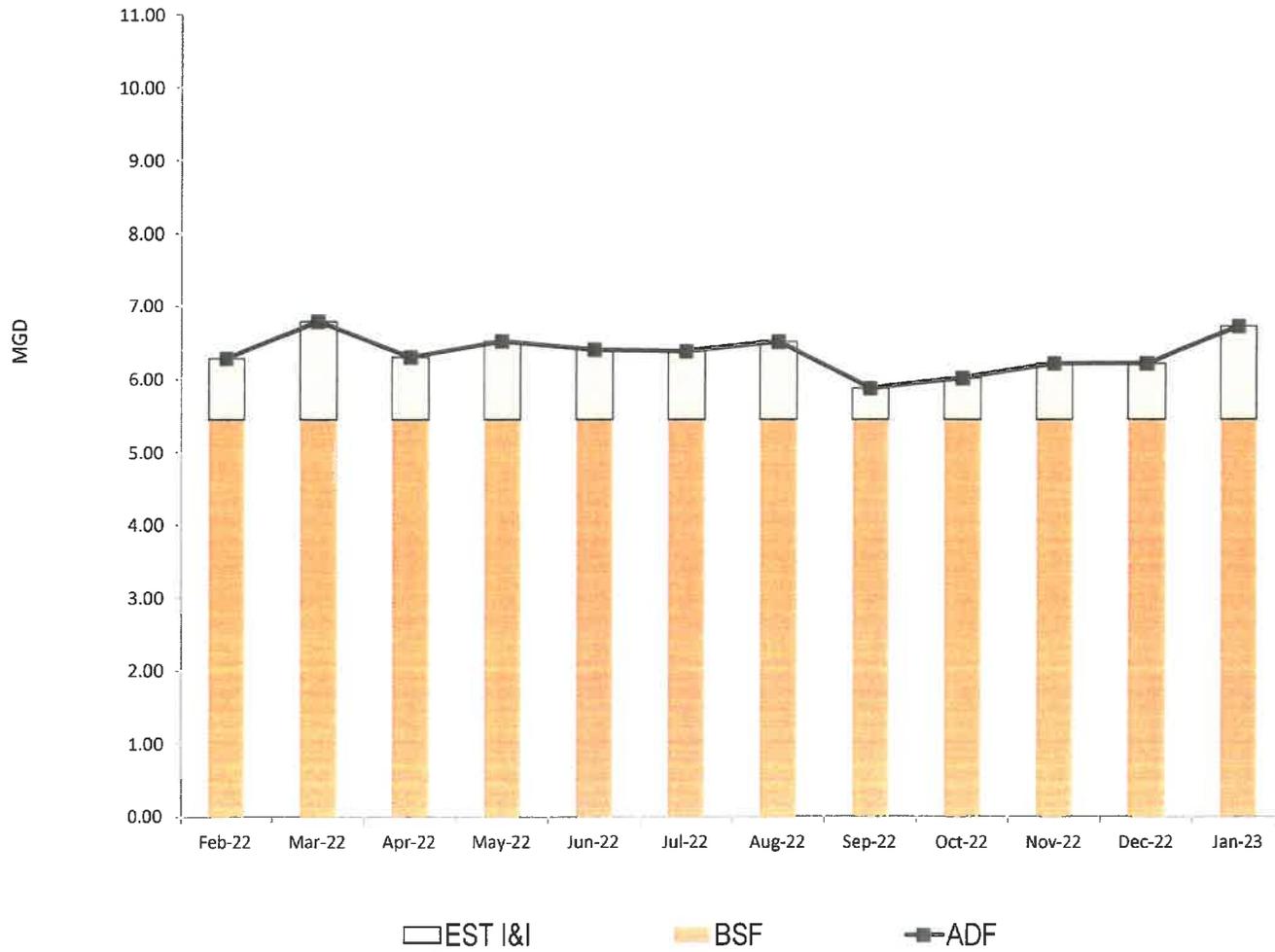
Rain data in total inches:

	Month December-22	Quarter October-22 through December-22	Year January-22 through December-22
UOSA Plant Site Gage	5.32	10.28	44.96
Dulles Weather Station Gage	4.80	9.83	40.63



Inflow & Infiltration

I&I for Jan 2023: 23%
Average I&I from 2/22 to 1/23: 17%



BSF: Baseline Sewer Flow provided by UOSA
ADF: Average Daily Flow provided by UOSA
Est I&I: Estimated Inflow & Infiltration (adf/bsf)

Rainfall for Dec 2022: 5.32"
Total Rainfall: 1/22 to 12/22 is 44.96"

WATER & SEWER DEPARTMENT CAPITAL IMPROVEMENT PROJECTS

CIP	Project Name	Year	Design & Construction Status	Project Estimate	FY 2023 Funds Available	Project to Date Actual Costs	Expected Start Date	Expected Completion Date
W042	24" Transmission Main Replacement (C3683) Phase IV - Vint Hill Rd along Fitzgerald Way to Rt 28 Phase V - Fox Chase Dr along Vint Hill Rd to Sudley Manor Dr Phase VI-A - Residency Rd along Rt 28 to Godwin Dr	2007	Plan and Bid Documents are 100% meeting with the EPA on 9/12 to discuss grant funding 90% design drawings received; alignment & easements identified. easement acquisition complete. Dividing project and finalizing documents to meet federal requirements Bid awarded to General Excavation Inc.; Contractor mobilized and will be scheduling the start of the waterline work in the next few weeks. Final Tie in being completed 12/22 100% Design; Send out to bid in January	28,800,000 4,000,000 10,000,000 1,949,235 3,000,000	17,324,899	14,517,353	3/23	6/23 11/24 6/24 12/22 3/24
W047	Finished Water Capacity Increase (C3684)	2009			6,599,256	973,410	1/23	
W054	Recycle Decant to the WTP (C3678) Main Replacement Looping (C3663) Airport Infrastructure Bragg Lane Longstreet Drive	2012 2020 2020 2020	In design Under construction pipe should be completed 1/23 In design at 90%		311,797 759,216	479,031 17,629 421,855 57,738	3/21 11/22 1/21	TBD 3/23 TBD
W065	Clear Well Addition & Roof Replacement (C3696)	2011	Tanks is currently under roof, finish coats to be applied this month	4,745,563	1,497,181	3,677,877	12/20	5/23
W068	Interconnecting Meter Vaults (C3601)	2018			80,000	-		
W070	Water Plant Improvements (C3602)	2018	Recently replaced actuators and 6" waste valves on filters 9-12. replaced County and City actuators at pump house. Completed brick enclosures at loading dock and maintenance shop. Began sealing and painting interior block walls in conventional filter area. completed replacement of flocculator paddles and drives for 3 and 4		937,818	1,679,427	1/18	Continuing
W072	Surge Tank Expansion (C3519)	2021			2,000,000	-		
W073	Lake Manassas Algae Control Concept Design				17,578	45,822		
W074	Enclosure Pulsator Basins (C3521)	2021	Material delivery expected 12/30/22		200,000	-	2/23	3/23
W077	Floc Basin Paddle Replacement (C3523)	2021	Complete		32,780	267,220		
W076	Screw Press Decant (C3522)	2021	Pilot testing scheduled for March		6,700,000	-		
W066	Nokesville Rd Water Main Upgrade (C3525)	2022	In design		1,168,941	131,059		
W078	Water Meter AMR (C3530)	2023			11,955	292,014		
S000	18" Parallel Force Main (C3506)	2019		250,000	250,000	-	TBD	TBD
S016	Upper Flat Branch Interceptor Replacement (C3669)	2010		1,934,483	808,411			
S021	Ellicott Ln Sewer Main Replacement (C3501)	2019	Design 100% Bid Documents being reviewed to release	585,000	540,236	44,764	1/23	4/23
S023	Sewer Main Replacement (C3514)	2018	In design		1,059,420	73,580	TBD	TBD
S026	Airport Infrastructure Improvements (C3524)	2022		3,800,000	3,800,000	-		
S024	Sewer Capacity Expansion (C3526)	2022		900,000	821,400	78,600		
T030	INVT_A_Dean Dr Extended -Water (C3697)	2017	36" waterline in process expecting tie in January 2023		403,411	876,589		1/23
T030	INVT_A_Dean Dr Extended -Sewer (C3699)	2018	Completed and tested		1,982	49,018		



CITY OF MANASSAS UTILITIES DEPARTMENT

Purchase Orders Approved – January 2023

Project	Company	Amount
Portable pressure data logger	Ferguson Enterprises, Inc	\$8,285
Two sewer lift station pumps	Freemire & Assoc Inc	\$7,324
New roof for Gas Turbine Building	Simpson Unlimited	\$19,900
Street Lights for Grant Ave	Anixter, Inc	\$255,377

**UTILITY COMMISSION
AGENDA STATEMENT**

MEETING DATE: February 9, 2023

AGENDA ITEM TITLE: FY24 Preliminary Operating Budget

**DATE THIS ITEM WAS LAST
CONSIDERED BY UTILITY
COMMISSION:**

**SUMMARY OF ISSUE/
TOPIC:** The Utilities Department has prepared the FY 2024 Operating Budget which incorporates the recommended CIP.

DEPARTMENT/DIVISION: All Utility Departments

RECOMMENDATION: Staff recommends approval of the FY 24 budget.

STAFF RECOMMENDATION: **APPROVE** **DISAPPROVE** **SEE COMMENTS**

COMMENTS:

**DISCUSSION
(IF NECESSARY):** Electric Fund - 4.0% rate increase.
Water Fund - 0.0% rate increase
Sewer Fund - 0.0% rate increase

BUDGET/FISCAL IMPACT:

	<u>Electric</u>	<u>Water</u>	<u>Sewer</u>
Revenues	\$53,195,700	\$12,042,470	\$17,965,200
Expenditures	<u>56,309,980</u>	<u>15,473,420</u>	<u>20,196,160</u>
Net Position	\$(3,114,280)	\$(3,430,950)	\$(2,230,960)

CONTACT PERSON: Glenn Simpson, Utilities Finance Manager, 703-257-8356

