



# AGENDA

## UTILITIES COMMISSION MEETING

THURSDAY, JULY 13, 2023

5:30 P.M.

8500 PUBLIC WORKS DRIVE

I. Call Meeting to Order – Chairman McWhirt

II. Determination of Quorum

III. Chairperson's Report

IV. Approval of Minutes – June 8, 2023

V. Staff Reports

a. Director of Utilities Update (Tony Dawood)

- Revision of Utility Commission By-Laws

b. Cash Report and Budget Update (Alla Price)

c. Utility Customer Service Report (Ana Davis)

d. Electric Operations Report (Tony Dawood)

e. Water & Sewer Operations Report (Michael Nicholson)

f. Purchase Orders Approved – June 2023

Time

Page

5 minutes

5

5 minutes

9

5 minutes

10

5 minutes

14

19

VI. New Business

g. Methanol Feed Facility (Tony Dawood)

15 minutes

20

h. Battery Heights Substation Outages (Tony Dawood)

20 minutes

21

VII. Old Business

None

VIII. Closed Session

None

IX. Adjournment of Meeting

### DISTRIBUTION:

JEFFREY MCWHIRT, CHAIRMAN  
THERESA COATES ELLIS, COUNCILMEMBER  
ROBERT FOX, COMMISSIONER  
MASON HOLLCROFT, COMMISSIONER  
RICHARD MEYER, COMMISSIONER

KELSEY RAINVILLE, COMMISSIONER  
STEPHEN SILBERSTEIN, COMMISSIONER  
COURTNEY TOLSON, COMMISSIONER  
W. PATRICK PATE, CITY MANAGER  
TONY DAWOOD, DIRECTOR OF UTILITIES

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



# UTILITY COMMISSION

## REGULAR MEETING

### MINUTES

Thursday, June 8, 2023  
8500 Public Works Drive, Manassas, VA 20110

---

#### I. CALL MEETING TO ORDER

Jeffrey McWhirt, Chairman, called the meeting to order at 5:30 p.m.

#### II. DETERMINATION OF QUORUM

**MEMBERS PRESENT:** Chairman Jeffrey McWhirt, Councilmember Theresa Coates Ellis, Commissioner Mason Hollcroft, Commissioner Kelsey Rainville, Commissioner James Schornick, Commissioner Stephen Silberstein (via Zoom), Commissioner Courtney Tolson

**MEMBERS ABSENT:** Commissioner Robert Fox

**STAFF PRESENT:** Administrative Coordinator Daralyn Baker, Utilities Services Manager Ana Davis, Assistant Director of Water & Sewer Michael Nicholson, Utilities Finance Manager Alla Price, Compliance Officer Katelyn Geiger

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

**GUESTS PRESENT:** Richard Meyer

#### III. APPROVAL OF REMOTE ELECTRONIC PARTICIPATION BY A COMMISSION MEMBER

**MOTION:** Commissioner Hollcroft made the motion to allow Commissioner Silberstein to fully participate in the meeting.

**SECOND:** Commissioner Schornick

**VOTE:** Unanimous

#### IV. CHAIRPERSON'S TIME

#### V. APPROVAL OF MINUTES – April 13, 2023

**MOTION:** Commissioner Hollcroft made the motion to approve the April 13, 2023 minutes as submitted.

**SECOND:** Commissioner Schornick

**VOTE:** Unanimous

## VI. STAFF REPORTS

### A. DIRECTOR'S UPDATE

There was no Director's update this month.

### B. CASH REPORT AND BUDGET UPDATE

Ana Davis, Utilities Services Manager, presented the Cash Report for the month of May. The Total Unrestricted Utility Operating Cash as of June 1, 2023 was \$27,315,858.97 and reflects the VMEA payment of \$2,290,632.65 made on May 26, 2023.

### C. CUSTOMER SERVICE REPORT

Ana Davis, Utilities Services Manager, presented the May Customer Service Report. Ms. Davis reported there were 17,094 accounts billed throughout the month of May. Total revenue billed was \$6,518,572.76 and revenue collected was \$8,257,677.61. The City wrote off \$16,834.96 this month and collected \$386.60 from in-house, resulting in a net collection of \$16,448.36.

### D. ELECTRIC OPERATIONS REPORT

Ana Davis, Utilities Services Manager, reported that there were 12 (twelve) outages during the month of May. 5 (five) outages were out of Prince William Substation, 4 (four) outages were out of Point of Woods, two (2) outages were out of Battery Heights Substation, and one (1) outage was out of Airport Substation.

The April VMEA billing was \$2,290,632.00 (\$0.814 kwh). The City coincident peak for the month of May occurred on May 12, 2023 for a peak of 54.9 MW. The Dominion Power peak was 15,841 MW.

Ms. Davis also reported on the following CIP Projects and their status:

CIP Project and Description	Status
E30 – Underground Cable Replacement	Crews have started installing cable on Silver Maple Area. Cannon Ridge area has conduit installation complete and work began installing cable in August 2022. Conduit installation is complete in the Weems/Jackson/Stonewall area. Conduit installation began in April 2023 in the King Carter Street area.
E33 – Overhead to Underground Relocation (Electric Reliability)	Longstreet Drive from Grant to Portner is in design. Douglas Street has the project designed and waiting on easements.
E34 – LED Streetlights	Currently working on neighborhood collector streets.

**E. WATER AND SEWER OPERATIONS REPORT**

Michael Nicholson, Assistant Director of Water & Sewer, presented the Water & Sewer Operations Report for the month of May. There were no water main breaks and no sewer blockages in May. The Spring flushing program is complete for this year.

Mr. Nicholson notified the Commission that the City's Water Treatment Plant has been awarded the Gold Award from the Virginia Department of Health for excellence in clarification, filtration and backwash. This is the first time the City has been awarded the Gold level.

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. Phase V has 100% design plans received.
W-47 – Finished Water Capacity Increase	Project to bid in near future. Received approved plans from PWC.
W-50 – Main Replacement Looping	Longstreet Drive – ready to start Park Avenue – ready to start
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 – MAY 2023**

Project	Company	Amount
Vibration testing on all peak generators	Motor-Gen Testing & Inspection Services	\$9,825
VMEA V9 emergency radiator purchase	Carter Machinery Co	\$131,543
Gateways for AMI	Cannon Technologies	\$9,400
CT testing	Delta Star, Inc	\$5,500
Brickyard Plant engineering services	Global Engineering Solutions	\$35,000
Annual CISCO support for SCADA	Disys Solutions	\$25,688
Replacement fire alarm panel at WTP	VSC Fire & Security Inc	\$6,989

**VII. NEW BUSINESS**

**G. CONSUMERS CONFIDENCE REPORT**

Katelyn Geiger, Compliance Officer, presented an overview of the Consumers Confidence Report (CCR) for 2021 and 2022, which is required by the Virginia Department of Health, as primacy for EPA, to provide information concerning the quality of water from the previous monitoring year. The information will be available to all City customers on the City's website. Paper copies of the report will also be mailed to any customer requesting one.

**MOTION:** For Information Only

**H. MICRON AMENDED CITY CUSTOMER TRANSFER AGREEMENT WITH DOMINION VIRGINIA POWER**

Ana Davis, Utilities Services Manager, explained to the Commission that Micron is currently working on an amendment to the Service Agreement with Dominion Virginia Power (DVP) that extends the terms until August 26, 2035. The City and Micron have a Customer Transfer Agreement which allows Micron to receive its power from DVP. That agreement has been in place since 2014 and has been previously amended in 2018 and 2019.

**MOTION:** Commissioner Hollcroft made the motion to approve the agreement.

**SECOND:** Commissioner Schornick

**VOTE:** Unanimous

**I. METHANOL FEED FACILITY**

This item was postponed by the Utility Commission until further clarification can be made.

**VIII. OLD BUSINESS**

**IX. CLOSED SESSION**

**X. ADJOURNMENT OF MEETING**

There being no further business; a motion was made, second and carried unanimously to adjourn the meeting. Chairman McWhirt adjourned the regular meeting at 7:02 p.m.

City of Manassas  
Utilities Fund Cash

	7/1/2023	7/1/2022	6/30/2022	6/30/2021	6/30/2020	6/30/2019	6/30/2018	6/30/2017
<b>Fund 520-Sewer Fund</b>								
Equity In Pooled Cash	\$ 4,945,526.26	\$ 6,327,078.06	\$ 6,327,078.06	\$ 5,226,353.65	\$ 3,382,508.84	\$ 13,803,161.75	\$ 6,396,925.89	\$ 6,162,325.75
Investments	-	-	-	-	-	-	-	-
Maintenance Reserve	-	-	-	-	-	-	-	-
Total Unrestricted Cash & Investments	\$ 4,945,526.26	\$ 6,327,078.06	\$ 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	\$ 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
Investments Restricted	10,023,856.53	8,579,890.70	8,579,890.70	8,560,857.05	8,673,820.60	7,985,357.07	6,802,680.91	6,691,656.26
Capital Projects Fund	7,899,981.73	7,903,149.67	7,903,149.67	5,163,929.62	4,337,820.18	2,516,771.94	2,021,102.00	1,935,204.70
Total Restricted Investments & Capital	\$ 20,855,476.59	\$ 19,164,468.20	\$ 19,164,468.20	\$ 15,406,214.50	\$ 15,089,132.86	\$ 12,073,987.09	\$ 9,444,741.76	\$ 10,710,639.81
<b>Total Cash, Investments &amp; Capital</b>	<b>\$ 25,801,002.85</b>	<b>\$ 25,491,546.26</b>	<b>\$ 25,491,546.26</b>	<b>\$ 21,632,568.15</b>	<b>\$ 18,471,641.70</b>	<b>\$ 25,877,148.84</b>	<b>\$ 15,841,667.65</b>	<b>\$ 16,872,965.56</b>

	7/1/2023	7/1/2022	6/30/2022	6/30/2021	6/30/2020	6/30/2019	6/30/2018	6/30/2017
<b>Fund 530-Water Fund</b>								
Equity In Pooled Cash	\$ 1,563,138.25	\$ 9,051,348.29	\$ 9,051,348.29	\$ 2,667,547.13	\$ 2,145,377.16	\$ 2,170,209.32	\$ 1,603,339.90	\$ 4,234,741.03
Investments	917,679.32	885,487.54	885,487.54	883,990.91	882,373.00	866,400.30	840,363.72	832,553.32
Maintenance Reserve	893,513.85	862,247.21	862,247.21	860,789.83	859,213.70	844,031.91	818,646.63	810,240.28
Total Unrestricted Cash & Investments	\$ 3,374,331.22	\$ 10,799,083.04	\$ 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	\$ 8,243,360.52	\$ 7,364,749.70	\$ 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	22,817,078.81	26,340,712.58	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	\$ 31,060,439.33	\$ 33,705,462.28	\$ 33,705,462.28	\$ 25,534,698.79	\$ 30,899,413.15	\$ 33,199,484.06	\$ 16,300,028.05	\$ 13,409,322.94
<b>Total Cash, Investments &amp; Capital</b>	<b>\$ 34,434,770.55</b>	<b>\$ 44,504,545.32</b>	<b>\$ 44,504,545.32</b>	<b>\$ 29,947,026.66</b>	<b>\$ 34,786,377.01</b>	<b>\$ 37,080,125.59</b>	<b>\$ 19,562,378.30</b>	<b>\$ 19,286,857.57</b>

	7/1/2023	7/1/2022	6/30/2022	6/30/2021	6/30/2020	6/30/2019	6/30/2018	6/30/2017
<b>Fund 540-Electric Fund</b>								
Equity In Pooled Cash	\$ 18,733,108.70	\$ 17,513,019.38	\$ 17,513,019.38	\$ 18,879,437.93	\$ 18,274,493.75	\$ 15,860,623.05	\$ 13,877,745.17	\$ 11,860,729.32
Investments	433,638.11	418,463.95	418,463.95	417,756.64	416,991.71	409,623.72	397,303.78	391,450.01
Maintenance Reserve	619,710.52	598,025.18	598,025.18	597,014.41	595,921.27	585,391.69	567,785.31	563,962.34
Total Unrestricted Cash & Investments	\$ 19,786,457.33	\$ 18,529,508.51	\$ 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	7,813,060.02	7,295,738.99	7,295,738.99	6,664,237.59	5,758,316.33	4,441,995.66	5,179,561.36	6,252,017.38
Total Restricted Investments & Capital	\$ 7,813,060.02	\$ 7,295,738.99	\$ 7,295,738.99	\$ 6,664,237.59	\$ 5,758,316.33	\$ 4,441,995.66	\$ 5,179,561.36	\$ 6,252,017.38
<b>Total Cash, Investments &amp; Capital</b>	<b>\$ 27,599,517.35</b>	<b>\$ 25,825,247.50</b>	<b>\$ 25,825,247.50</b>	<b>\$ 26,558,446.57</b>	<b>\$ 25,045,723.06</b>	<b>\$ 21,297,634.12</b>	<b>\$ 20,022,395.62</b>	<b>\$ 19,068,159.05</b>
Payment to VMEA 6/30/2023	\$2,264,143.26							

Total Unrestricted	\$ 28,106,314.81	\$ 35,655,669.61	\$ 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	59,728,975.94	60,165,669.47	60,165,669.47	48,605,150.88	51,746,862.34	49,715,468.81	30,924,331.17	30,371,980.13
<b>Total Cash Utilities</b>	<b>\$ 87,835,290.75</b>	<b>\$ 95,821,339.08</b>	<b>\$ 95,821,339.08</b>	<b>\$ 78,138,041.38</b>	<b>\$ 78,303,741.77</b>	<b>\$ 84,254,910.55</b>	<b>\$ 55,426,441.57</b>	<b>\$ 55,227,982.18</b>

## 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	4,292,351	27.16%	2,996,024
02/23	4,092,037	4,705,253	3,716,508	14.99%	2,914,124
03/23	3,823,940	4,226,471	4,407,342	10.53%	2,784,196
04/23	3,384,557	4,171,587	3,153,563	23.25%	2,290,633
05/23	3,037,724	3,402,967	3,419,657	12.02%	2,264,143
06/23	3,208,617	3,311,371	3,341,178	3.20%	<u>2,564,007</u>
	\$ 43,447,208	\$ 49,679,136	\$ 48,497,609	14.34%	\$ 31,989,006

\*Includes \$300K to NVTA Fund Capital which were budgeted

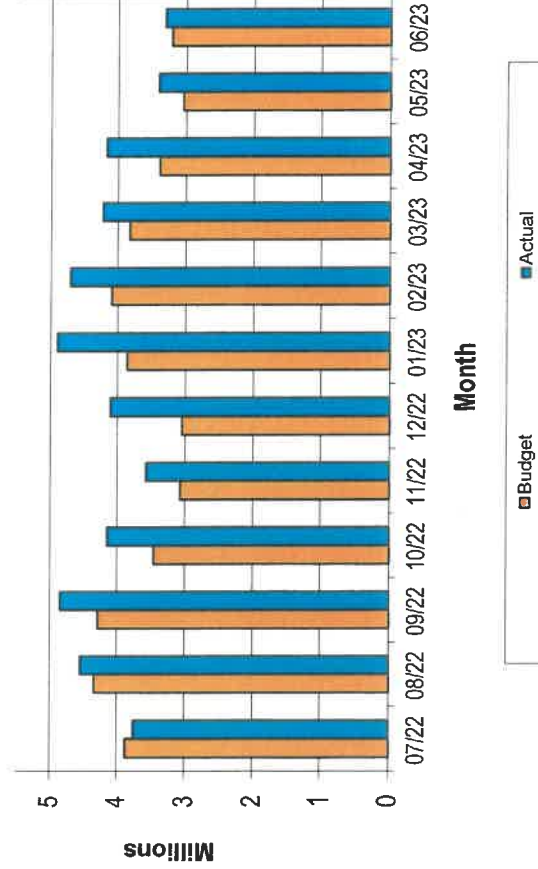
\*\*Includes \$51,703 to Debt Service which were budgeted

\*\*Includes 2,600,000 transfer to Electric Capital

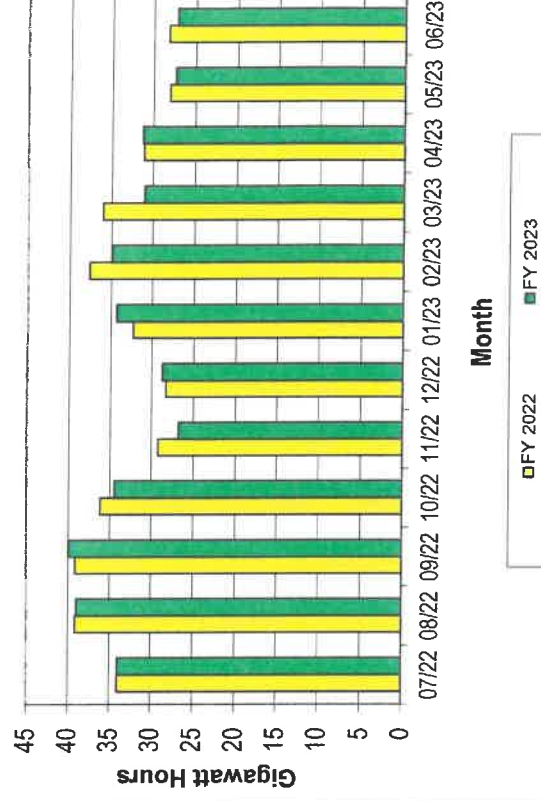
### Billed Consumption

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	37,084,340	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	39,046,261	34,941,966	37,594,283	-10.51%	-7.06%
03/23	36,554,690	30,986,652	36,008,643	-15.23%	-13.95%
04/23	32,089,662	31,242,248	31,126,154	-2.64%	0.37%
05/23	28,732,655	27,321,486	28,044,704	-4.91%	-2.58%
06/23	30,616,807	27,184,904	28,210,222	-11.21%	-3.63%
	414,923,354	388,866,665	399,383,115	-6.28%	-2.63%

### Revenue: Budget vs Actual FY23



### Billed Consumption: FY 2022 vs FY 2023





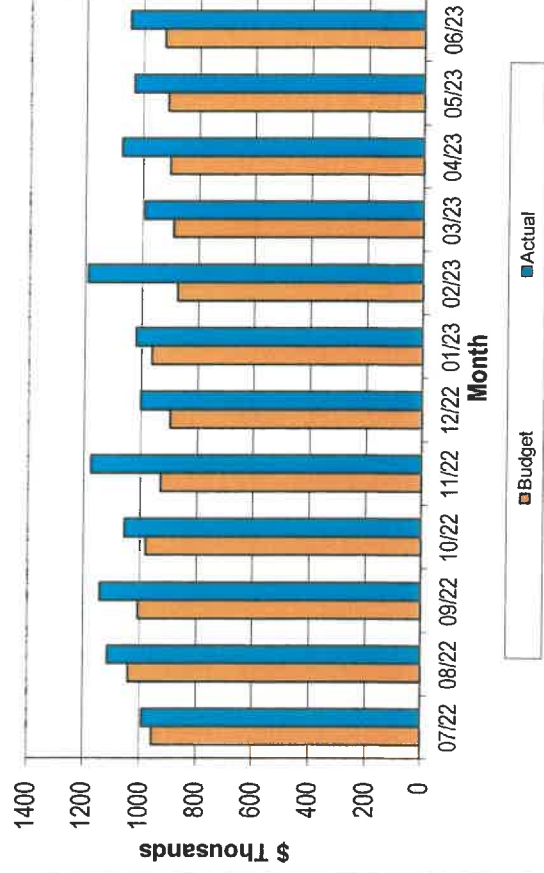
## Water Fund Budget vs Actual FY23

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	\$ 1,999,145*	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	\$ 927,918	1,175,399	1,073,479	26.67%
12/22	\$ 896,397	1,002,496	651,692	11.84%
01/23	\$ 963,244	1,021,412	1,988,643	6.04%
02/23	\$ 873,604	1,190,579	573,148	36.28%
03/23	\$ 889,903	993,758	1,538,733	11.67%
04/23	\$ 902,702	1,076,649	558,522	19.27%
05/23	\$ 910,351	1,033,937	788,196	13.58%
06/23	\$ 923,650	1,048,559	794,027	13.52%
	\$ 11,274,987	\$ 12,850,938	\$ 11,910,329	13.98%

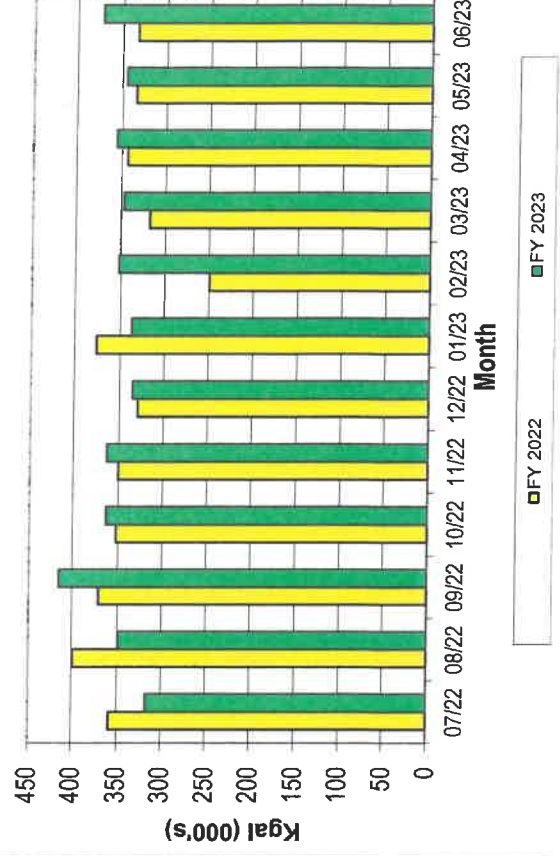
\*Includes \$1,417,668 to Debt Service which were budgeted

Billed Consumption						
Bill Mo	FY 23 Budget Total Kgal	FY 23 Actual Total Kgal	FY 22 Actual Total Kgal	FY23 over FY22	Retail FY23 over FY22	Wholesale FY23 over FY22
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%	1.35%
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	323,587	352,312	249,473	41.22%	0.07%	112.51%
03/22	328,916	347,421	317,588	9.39%	8.89%	9.92%
04/22	332,575	355,735	343,649	3.52%	5.26%	2.25%
05/22	335,293	345,618	333,828	3.53%	1.85%	-0.62%
06/22	340,201	372,297	332,659	11.92%	4.44%	14.96%
	4,135,284	4,254,084	4,113,807	3.41%	2.47%	3.47%

Revenue: Budget vs Actual FY23



Billed Consumption: FY 2022 vs FY 2023





## 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	1,388,093	1,325,661	120,821	-4.50%	
03/23	1,389,511	1,270,176	3,311,241	-8.59%	2,709,874
04/23	1,399,352	1,447,817	64,326	3.46%	
05/23	1,400,705	1,485,044	230,415	6.02%	
06/23	1,408,713	1,442,290	216,762	2.38%	
	\$ 17,047,377	\$ 17,116,095	\$ 16,647,345	0.40%	\$ 10,801,706

\*Includes \$1,484,850 to Debt Service which were budgeted

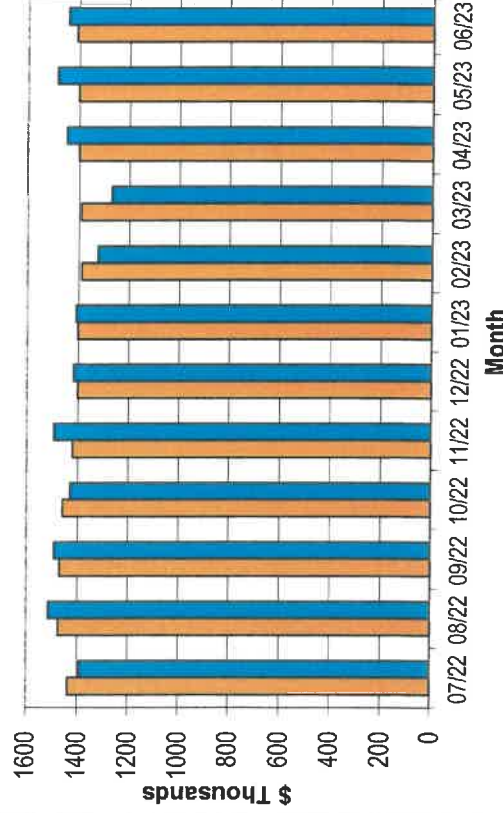
\*Includes \$31,000 to NVTFA Fund Capital which were budgeted

\*\*Includes 450,000 transfer to Sewer Capital

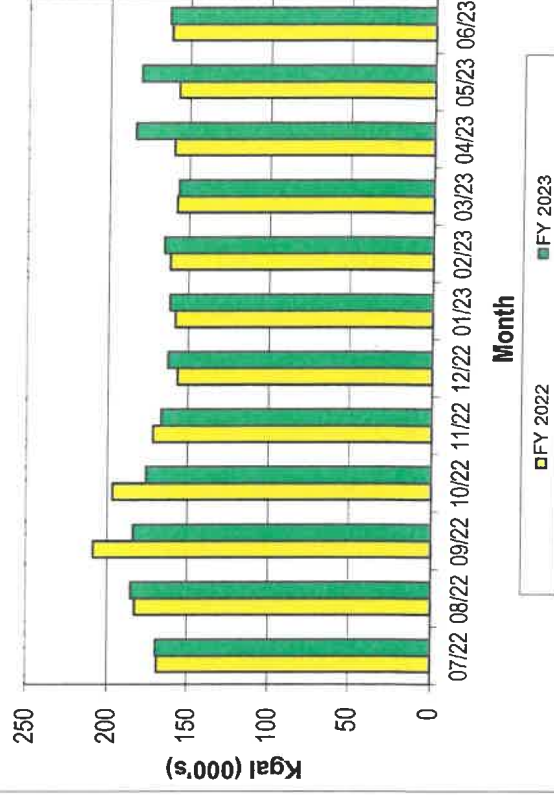
## Billed Consumption

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	166,808	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	153,690	165,530	161,754	7.70%	2.33%
03/23	153,815	156,752	157,936	1.91%	-0.75%
04/23	156,581	184,067	159,841	17.55%	15.16%
05/23	156,862	180,766	157,094	15.24%	15.07%
06/23	159,258	163,160	161,822	2.45%	0.83%
	1,952,079	2,056,979	2,043,470	5.37%	0.66%

Revenue: Budget vs Actual FY23



Billed Consumption: FY 2022 vs FY 2023



UTILITY CUSTOMER SERVICE REPORT					
FOR THE MONTH OF JUNE 2023					
REVENUES BILLED				LAST MONTH	THIS MONTH
NUMBER OF ACCOUNTS BILLED				17,094	17,142
ELECTRIC				Energy	\$1,609,860.41
				Demand	\$679,827.55
				PCA	\$449,989.26
				FCA	\$0.00
				Security lgts	\$18,430.29
				Ld mgmt	\$0.00
				Sub Total	\$2,758,107.51
*** LOMAR	MAY			\$228,210.82	
*** MICRON	MAY			\$10,388.33	
TOTAL ELECTRIC					\$2,996,706.66
WATER					\$1,013,616.29
SEWER					\$725,663.65
UOSA COMPONENT					\$632,936.50
Pond overhead, maintenance and indirect					\$27,748.33
REFUSE					\$347,337.55
STORMWATER					\$230,332.72
RETURNED DEPOSITS					(\$20,770.00)
SUBTOTAL					\$5,953,571.70
PENALTIES				LAST MONTH	\$44,814.04
TOTAL REVENUE BILLED				\$6,518,572.76	\$5,998,385.74
REVENUES COLLECTED FOR JUNE BILLINGS AND PRIOR					
OVER THE COUNTER		15.69%			\$757,159.10
WIRE PAYMENTS		16.55%			\$798,487.43
MAIL		6.53%			\$315,149.11
A/R BOX		24.09%			\$1,162,062.05
E-CHECKS (INVOICE CLOUD)		26.90%			\$1,297,877.08
PAYPAL/VENMO		0.28%			\$13,750.36
CREDIT CARDS (INVOICE CLOUD)		9.95%		LAST MONTH	\$480,215.86
TOTAL REVENUE COLLECTED				\$8,257,677.61	\$4,824,700.99
OVER/SHORT					
OPERATION ROUND UP				\$237.26	\$237.31
MONTHLY NON PAY CUTS		DH	256		
		CUT	145		
		HOLDS	46		
TOTAL COLLECTION RATIO:					
				126.68%	80.43%
UTILITY ACCOUNTS RECEIVABLES					
AGING	02/28/23	03/31/23	04/28/23	05/31/23	06/30/23
CURRENT DUE (ACTIVE ACCTS)	\$4,448,048.33	\$3,570,139.23	\$3,818,802.69	\$2,267,924.57	\$3,508,754.50
30 DAYS (ACTIVE ON CUT LIST)	\$311,668.19	\$315,019.73	\$314,526.16	\$233,953.00	\$270,325.15
60 DAYS (DISCONNECTED ACCOUNTS) 0.38%	\$26,880.03	\$33,519.99	\$35,407.20	\$25,283.22	\$27,259.82
90 DAYS (DISCONNECTED WAITING FOR WRITE-OFF) 0.17%	\$10,486.02	\$12,171.09	\$8,778.19	\$11,690.36	\$12,639.94
OVER 90 DAYS 0.17%	\$14,631.56	\$16,624.39	\$12,833.70	\$11,170.87	\$10,722.97
TOTAL DUE	\$4,811,714.13	\$3,947,474.43	\$4,190,347.94	\$2,550,022.02	\$3,829,702.38
* WRITE OFFS					
	\$16,227.52	\$4,579.33	\$14,494.23	\$16,834.96	\$10,016.51
COLLECTED FROM STATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
COLLECTED IN HOUSE	(\$1,826.27)	(\$5,177.17)	(\$261.57)	(\$386.60)	(\$545.19)
NET	\$14,401.25	(\$597.84)	\$14,232.66	\$16,448.36	\$9,471.32
* 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 June

<b>Total Outages:</b>	13	<b>SAIDI:</b>	10.322
<b>Total Customers Affected:</b>	3,786	<b>ASAI:</b>	99.976
<b>Total Customer Minutes:</b>	171,585	<b>CAIDI:</b>	45.321
		<b>SAIFI:</b>	0.228

Date	Start Time	Duration (min)	Customers Affected	Customer Minutes	Substation-Feeder	Voltage Type	Cause	Device
6/23/2023	11:59	99	1	99	AIRPORT-303	Secondary	Equipment Failure	Secondary Conductor
6/2/2023	07:47	35	2	70	AIRPORT-305	Primary	Squirrel	Cutout
6/19/2023	20:22	18	## ** 1,378	21,644	BATTERY HEIGHTS-	Feeder	Equipment Failure	Current Transformer
6/5/2023	10:52	53	11	583	POINT OF WOODS-201	Primary	Equipment Failure	UG Single Ph. Transformer
6/2/2023	07:35	24	7	168	POINT OF WOODS-202	Primary	Squirrel	Cutout
6/18/2023	19:43	92	** 1,532	106,816	POINT OF WOODS-204	Feeder	Equipment Failure	Elbow
6/4/2023	06:59	39	782	30,498	PRINCE WILLIAM-101	Feeder	Squirrel	Cutout
	07:50	22	3	66	PRINCE WILLIAM-101	Primary	Squirrel	Cutout
6/6/2023	13:52	78	1	78	PRINCE WILLIAM-101	Secondary	Equipment Failure	Secondary Conductor
6/25/2023	18:10	245	** 66	11,334	PRINCE WILLIAM-103	Primary	Equipment Failure	UG Single Ph. Transformer
6/3/2023	23:31	70	1	70	PRINCE WILLIAM-103	Secondary	Equipment Failure	Metering/AMI
6/24/2023	13:41	98	1	98	PRINCE WILLIAM-103	Secondary	Equipment Failure	Metering/AMI
6/21/2023	08:59	61	1	61	PRINCE WILLIAM-104	Secondary	Equipment Failure	Meterbase

## Substation Outage.  
 \*\* Has Multiple Restore Times.  
 --- 5 Momentary Outage(s) Excluded.  
 --- 1 Planned Outage(s) Excluded.

## Electric System Operating Report – June 2023

### Reliability

	SAIDI (minutes)	ASAI (%)
January	0.122	100.000
February	8.165	99.9790
March	0.406	99.9990
April	22.639	99.9480
May	3.756	99.9920
June	26.778	99.9380
July		
August		
September		
October		
November		
December		
YTD	61.866	99.760
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 - June 2023

### System Data

	VMEA Bill	Actual cost per kWh (¢)
January	\$ 2,996,024	8.50
February	\$ 2,914,124	9.49
March	\$ 2,784,195	8.66
April	\$ 2,290,632	8.14
May	\$ 2,264,143	7.77

### June Meter Data

DVP System Peak	18,593	MW (June 26, 6 PM)
City Coincident Peak	67.3	MW (June 26, 6 PM)
City System Peak	?	MW (June 8, 6 PM)
System kWh Consumption	29,128,171	kWh
CP/NCP Ratio	93.88 %	(May, verified)
CP/NCP Ratio (Calendar Year avg.)	89.72 %	(May, verified)

### Generation - PJM Base Residual Auction

No Capacity Calls this month.

### Load Control and Voltage Reduction

Monday, June 26<sup>th</sup> DVP Peak 18,593 MW @ 18:00; VMEA 210.1 MW, Man-67.3 MW

Temperatures at the Peak:	Manassas	89 °F
	Richmond	92 °F
	Norfolk	89 °F

### Generation – Transmission Peak Shaving (in MW)

Date	Peak Hour	Hours Ran	Manassas Generation	DVP Load	Manassas Load	VMEA Load
June 19 <sup>th</sup>	16:00	2	20.51	17,026	62.0	213.1
June 26 <sup>th</sup>	18:00	4	20.22	18,593	67.3	210.1

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	\$585,156	\$300,000	\$289,994	Silver Maple Area	Started Aug. 2022, Conduit install complete, Started cable install 1/2023.	August 2022	Summer 2023
			\$250,000	\$295,457	Cannon Ridge	Started Mar. 2022, Conduit install complete, Started cable install 8/2022. Complete	March 2022	Summer 2023
			\$452,500	\$290,875	Weems, Jackson, Stonewall Area	Conduit installation 100% complete	January 2023	Winter 2023
			\$260,000	\$0	King Carter Street Area	Started conduit install 4/2023	April 2023	
E31 / C3686	New Generation Alternatives	\$0	\$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	\$1,016,062	\$0	\$0	Longstreet Drive	Grant to Portner - in design	April 2023	June 2024
			\$723,000	\$0	Douglas Street	Project designed, waiting for easement.	May 2023	
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,		
NVTA / T042 / C3510	Rt 28 Widening VDOT	\$120,917	\$70,000	\$20,111	Route 28 Widening PH II (Godwin to PA)	Relocation 100% complete. Street light installation to begin this month.	Nov 2021	Spring 2023
NVTA T087 / C3511	Quarry Streetscape	\$73,183	\$400,000	\$446,817	OH to UG Quarry St/Messenger PJ/Main St	Relocation 100% complete. Street lights installed. Minor pavement repairs needed in the fire house lot. Complete	May 2022	February 2023



**MONTHLY OPERATIONS REPORT  
WATER & SEWER DEPARTMENT  
REPORTING MONTH JULY 2023**

<b>WATER PLANT</b>	<b>DAILY USAGE TREND (MGD)</b>	<b>ACTUAL DAILY AVERAGE (MGD)</b>	<b>MONTH</b>
WATER PUMPED to COM	-----	12.50	Apr-23

<b>WATER DISTRIBUTION</b>	<b>(MGD)</b>	<b>(MGD)</b>	<b>MONTH</b>
MANASSAS	2.79	4.07	Apr-23
MICRON	2.52	2.68	Apr-23
MANASSAS PARK	0.48	0.58	
PWCSA	4.58	5.16	Apr-23
TOTAL	10.36	12.50	

<b>WATER STATISTICS</b>	<b>PERMIT LIMIT</b>	<b>ACTUAL</b>	<b>REGULATORY LIMIT</b>
DISINFECTION-BY-PRODUCTS-THM (Trihalomethanes)	<50 ppb	43.29	80 ppb
DISINFECTION-BY-PRODUCTS-HAA (Halogenetic Acetic Acids)	< 40 ppb	31.21	60 ppb
TOC REMOVAL (Total Organic Carbon)	> 1.10	1.24	> 1.0
FY23 TURBIDITY EXCEEDANCES*	0	0	0
FY23 VIOLATIONS*	0	0	0

<b>WATER OPERATIONS</b>	<b>GOAL</b>	<b>ACTUAL</b>	
FY23 CRITICAL VALVES OPERATED (24")*	100%	100%	FY23 YTD
FY23 NON-CRITICAL VALVES OPERATED (All Others)*	33%	9%	FY23 YTD
FY23 LOCATIONS FLUSHED*	100%	100%	FY23 YTD
MONTHLY WATER BREAKS	2.5	0	June 23
MONTHLY WATER QUALITY COMPLAINTS	0	0	June 23
FY23 TRAINING DAYS (Utility Employees)*	108	13.25	FY23 YTD

<b>SEWER OPERATIONS</b>	<b>BUDGET OR GOAL</b>	<b>ACTUAL</b>	
MONTHLY SEWER BLOCKAGES	0	0	June 23
FY23 MANHOLES INSPECTED*	1,000	318	FY23 YTD
FY23 TV INSPECTIONS -camera (FEET)*	200,000	71,226	FY23 YTD
FY23 SEWER MAIN REHABILITATED (FEET)*	6,000	7,000	FY23 YTD
FY23 LINE CLEANING (FEET)*	200,000	118,500	FY23 YTD

<b>SEWER (FLOW TO UOSA)</b>	<b>DAILY USAGE TREND (MDG)</b>	<b>ACTUAL DAILY AVERAGE (MGD)</b>	<b>MONTH</b>
UOSA FLOW	-----	5.78	May-23
MANASSAS	2.69	2.89	Jun-23
MICRON	2.30	2.38	Jun-23
PWCSA	19.80	12.99	May-23

<b>UOSA FLOW LIMITS</b>		<b>ACTUAL DAILY AVERAGE (MGD)</b>	<b>PERMIT LIMIT</b>
HIGHEST 30 CONSECUTIVE DAYS AVERAGE FLOW THIS MONTH	-----	6.680	
PEAK 30 DAY PERIOD (December 2020)	-----	8.438 <sup>(1)</sup>	9.19 <sup>(2)</sup>

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

<sup>(1)</sup> Peak for 30 days

<sup>(2)</sup> Maximum allowed by UOSA (Limit increased from 8.69 to 9.19 August 2019)

# UOSA MONTHLY FLOW REPORT

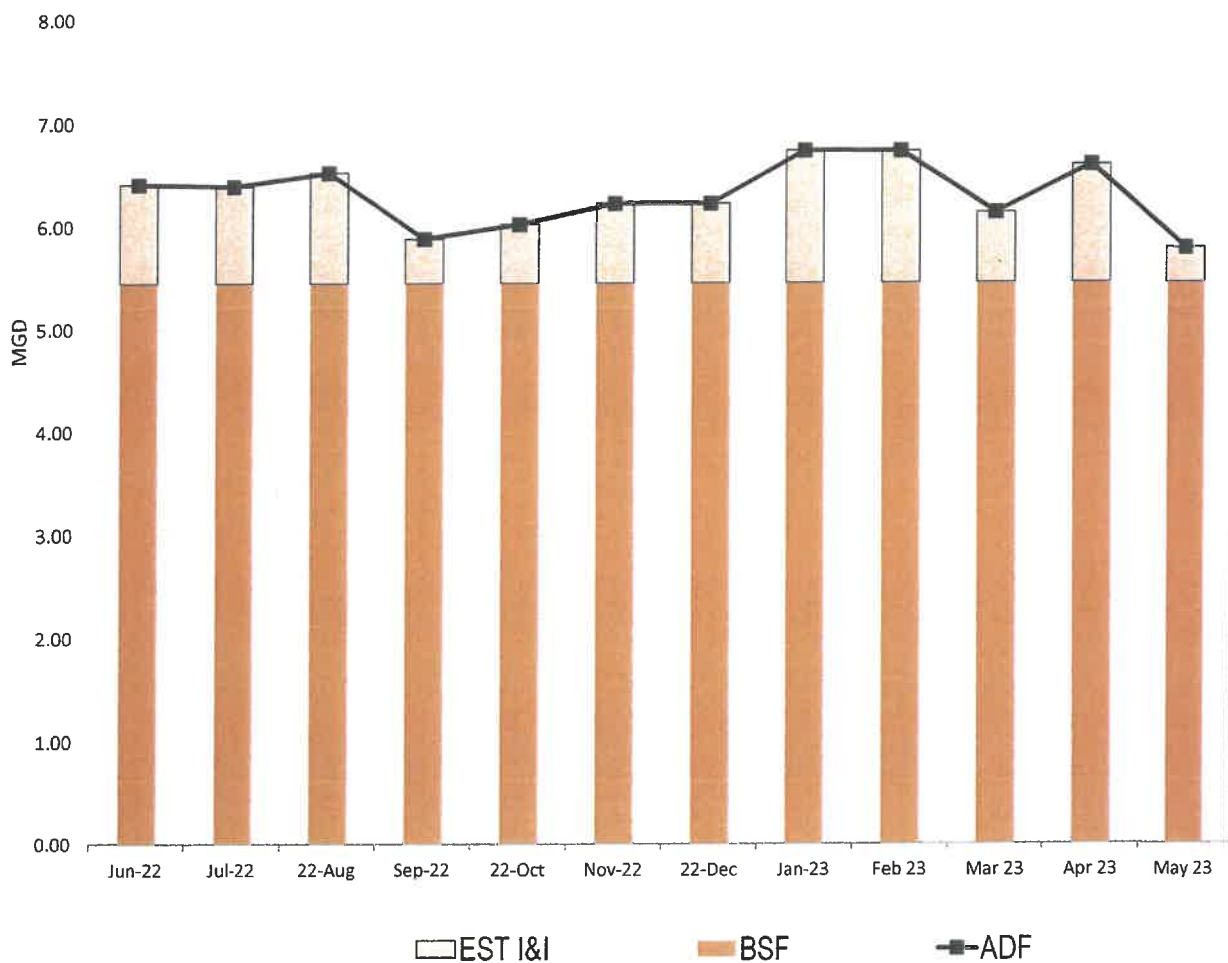
## AVERAGE DAILY FLOW SUMMARY for May 2023

	UOSA Influent mgd	Fairfax County mgd	Prince William County mgd	City of Manassas mgd	City of Manassas Park mgd
<b>LIMIT:</b> (Highest 30 consecutive days average daily flow during the past 48 months)	<b>54.0000</b>	<b>22.0999</b>	<b>19.7971</b>	<b>9.1893</b>	<b>2.9137</b>
<b>ACTUAL:</b> (Highest 30 consecutive days average daily flow during the past 48 months)	<b>43.114</b> <b>Jan-21</b>	<b>15.787</b> <b>Jan-21</b>	<b>17.062</b> <b>Dec-20</b>	<b>8.438</b> <b>Dec-20</b>	<b>1.980</b> <b>Sep-20</b>
Highest 30 consecutive days average daily flow this month	32.599	12.032	12.985	6.680	1.331
<b>Average daily flow this month</b>					
Collection System	30.9847	11.6735	12.2811	5.7765	1.2536
Septage Receiving Facility	0.0652	0.0199	0.0452	0.0000	0.0002
Total average daily flow (mgd)	31.0499	11.6935	12.3262	5.7765	1.2537
<b>Average daily flow past 3 months</b>					
Collection System	31.4716	11.7204	12.3013	6.1623	1.2876
Septage Receiving Facility	0.0633	0.0200	0.0432	0.0000	0.0001
Total average daily flow (mgd)	31.5349	11.7404	12.3445	6.1623	1.2877
<b>Average daily flow past 12 months</b>					
Collection System	32.2549	12.0249	12.8279	6.0772	1.3250
Septage Receiving Facility	0.0698	0.0210	0.0486	0.0001	0.0001
Total average daily flow (mgd)	32.3246	12.0459	12.8764	6.0772	1.3250

Rain data in total inches:	Month May-23	Quarter March-23 through May-23	Year June-22 through May-23
UOSA Plant Site Gage	1.36	6.50	37.08
Dulles Weather Station Gage	1.48	6.27	33.20

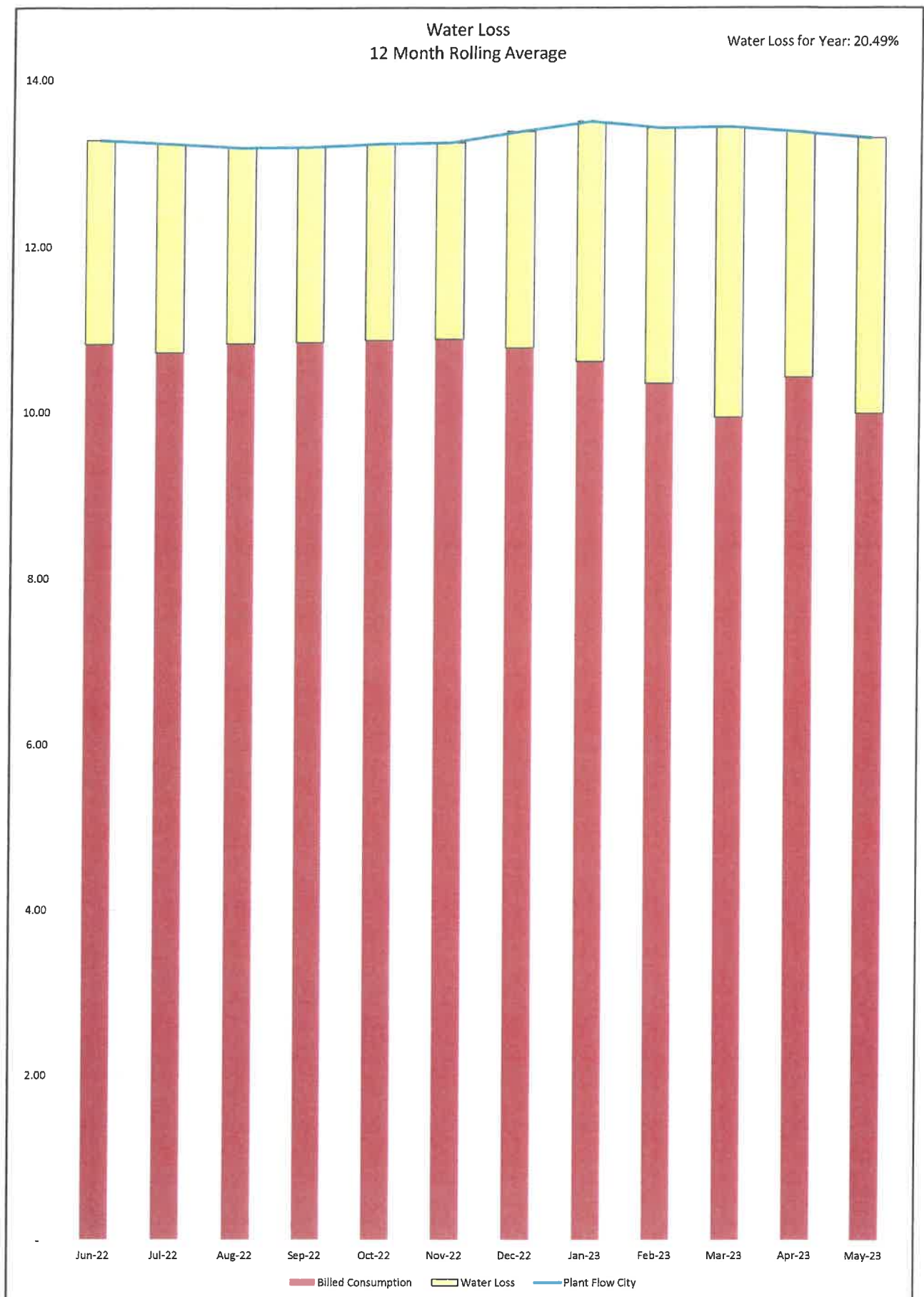
## Inflow & Infiltration

I&I for May 2023: 6%  
Average I&I from 6/22 to 5/23: 16%



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

**Rainfall for May 2023: 1.36"**  
**Total Rainfall: 6/22 to 5/23 is 37.08"**



**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 (C3663)	2007	Plan and Bid Documents are 100% meeting with the EPA on 9/12 to discuss grant funding. Received approval from EPA to bid. Purchasing moving forward with advertising Bid	28,800,000	15,827,457	14,851,095		12/24
	Phase IV -Vint Hill Rd along Fitzgerald Way to Rt 28			4,000,000			7/23	9/24
	Phase V -Fox Chase Dr along Vint Hill Rd to Sudley Manor Dr		90% design drawings received; alignment & easements identified. easement acquisition complete. Dividing project and finalizing documents to meet federal requirements. Project has been split into to phases Phase V-B will need to be rebid due to issues with contractor requirements. Phase V-C to be bid after Phase V-B is awarded	10,000,000			7/23	11/24
	Phase VI-A -Residency Rd along Rt 28 to Godwin Dr		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.	1,949,235			7/21	12/22
W047	Finished Water Capacity Increase (C3684)	2009	100% Design; finalizing permit requirement with PWC	3,000,000	6,587,298	985,368	10/23	3/25
W054	Recycle Decant to the WTP (C3678)	2012	Work session scheduled in June		311,797	-		
	Main Replacement Looping (C3663)				34,398	479,031		
	Airport Infrastructure	2020	In design			25,601	3/21	TBD
W050	Bragg Lane	2020	Under construction pipe should be completed 1/23 Complete			831,254	11/22	3/23
	Longstreet Drive	2020	In design at 90%			55,143	1/21	TBD
	Park Street	2023	Complete			161,577	11/22	5/23
W065	Clear Well Addition & Roof Replacement (C3696)	2011	Tanks is currently under roof, finish coats to be applied this month. Instilling 36" and 48" piping	4,745,563	4,483,136	3,677,877	12/20	10/23
W068	Interconnecting Meter Vaults (C3601)	2018			80,000	-		
			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. Currently installing new actuators head loss indicators and rate of flow controllers. material for Carbon Silo being delivered in June			672,663	1/18	Continuing
W070	Water Plant Improvements (C3602)	2018						
W072	Surge Tank Expansion (C3519)	2021	Moving forward to concept and design		2,000,000	-	24-Jan	24-Dec
W073	Lake Manassas Algae Control Concept Design					63,400		
W074	Enclosure Pulsator Basins (C3521)	2021	Material delivery expected 12/30/22 waiting on county permits		84,550	115,450	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 received 50% drawings		1,141,773	158,227		
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			1,945,521	808,411		
S021	Elliott Ln Sewer Main Replacement (C3501)	2019	Design 100% Bid Documents being reviewed to release. Complete final pavement coordinated with Public Works in July	585,000	261,040	323,960	1/23	5/23/2023
S023	Sewer Main Replacement (C3514)	2018	In design		1,014,732	118,268	TBD	TBD
S026	Airport Infrastructure Improvements (C3524)	2022		3,800,000	3,760,196	39,804		
S024	Sewer Capacity Expansion (C3526)	2022		900,000	806,099	93,901		
T030	NVTA_Dean Dr Extended -Water (C3697)	2017	36" waterline in process expecting tie in January 2023. Completed		123,835	1,050,664		6/23/2023
T030	NVTA_Dean Dr Extended -Sewer (C3699)	2018	Completed and tested		1,777	49,223		



# CITY OF MANASSAS

## UTILITIES DEPARTMENT

---

### Purchase Orders Approved – June 2023

Project	Company	Amount
Communications & Controls Shop Mezzanine	John F Heltzel	\$25,375



## UTILITY COMMISSION AGENDA STATEMENT

**MEETING DATE:** July 13, 2023

**AGENDA ITEM TITLE:** Methanol Feed Facility

**DATE THIS ITEM WAS LAST  
CONSIDERED BY UTILITY  
COMMISSION:** N/A

**SUMMARY OF ISSUE/  
TOPIC:**

At the April 2023 UOSA Board meeting, the bid results for the Methanol Feed Facility (MFF) was presented. The bids ranged from \$7,219,000 to \$9,334,000 million. The engineer's 2021 construction cost estimate for this project was \$3.2 million dollars. We were advised that the large price increase is attributed to inflationary pressures and the limited supply and current regional construction market. Micron is agreeable to commit \$3.5 million towards this project, state grant 45% or approximately \$4.5 million, leaving a shortfall of approximately \$1.4 million.

**DEPARTMENT/DIVISION:** Utilities/Electric

**RECOMMENDATION:**

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

**COMMENTS:**

**DISCUSSION  
(IF NECESSARY):**

In 2019, Manassas and UOSA signed an agreement that commits Manassas to funding the infrastructure improvements, namely a Methanol Feed Facility. This agreement allowed the City to reimburse UOSA (effectively, the other UOSA jurisdictions) for direct costs associated with treatment of the excess ammonia and total kjeldahl nitrogen (TKN)). Since we are currently over our allocation, the UOSA Board has interpreted the Ammonia Cost Agreement with the City to build the Methanol Facility as a measure to bring its discharge into compliance. Please note that UOSA Board approval is required annually to permit the City to continue to exceed its ammonia/TKN allocation.

**BUDGET/FISCAL IMPACT:** None

**CONTACT PERSON:** Tony Dawood, Director of Utilities  
703-257-8382

# UTILITY COMMISSION AGENDA STATEMENT

**MEETING DATE:** July 13, 2023

**AGENDA ITEM TITLE:** Outages at Battery Height Substation

**DATE THIS ITEM WAS LAST  
CONSIDERED BY UTILITY  
COMMISSION:** N/A

**SUMMARY OF ISSUE/  
TOPIC:** On July 3, 2023 at approximately 3:30 pm the Battery Height Substation transformer coincidentally experienced another lightning strike. This resulted in the substation transformer bushing insulator failing. During this event the City's electrical crews worked promptly to restore power to the affected area by rerouting power from the City other substations.

**DEPARTMENT/DIVISION:** Utilities/Electric

**RECOMMENDATION:** For Information Only

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

**COMMENTS:**

**DISCUSSION  
(IF NECESSARY):** The outage at Battery Heights was caused by the CT. The repairs performed on the CT on 4/22 were not successful. Please be advised that the Battery Height Substation will remain offline, until full repairs can be made. Currently we are in the process of securing the necessary parts...etc. In the meantime, the area served by the Battery Height Substation will be back-fed from our other circuits. We are also in the process of securing a temporary substation.

Flickers (blinks) in the power grid over the weekend were caused by severe storms and lightning activity in the region. These storms affected several Dominion Energy transmission lines, one of which, referred to as the 2011 230 KV line, serves two of the City's distribution substations: Prince William and Battery Heights.

The storms also brought lightning strikes to the City's high-voltage equipment. However, the City's lightning arrestors and surge protection equipment successfully dissipated the energy from the strikes, preventing further damage or major outages

It may be helpful to understand our electrical operation protocols during a storm event. The City's electrical system is designed to respond to abnormal operating conditions triggered by a storm event in the following manner; specifically, these flickers (blinks) originate from either a transmission line or a distribution (feeder line) operation.

Most electric utilities employ what is referred to as a re-closing scheme on overhead Transmission Line. Basically, meaning it allows the system to automatically restore and return to normal conditions following a temporary disturbance on the overhead lines e.g. animals, storms, branches, lighting, ...etc. The City electrical distribution system utilizes this technology for its overhead distribution feeders. The system is given an opportunity to automatically return to normal if the disturbance is not a permanent fault.

**BUDGET/FISCAL IMPACT:** N/A

**CONTACT PERSON:** Tony Dawood, Director of Utilities  
703-257-8382; [tdawood@manassasva.gov](mailto:tdawood@manassasva.gov)