

DRAFT
Water and Light Advisory Board
March 6, 2013

A meeting of the Water and Light Advisory Board was held Wednesday, March 6, 2013 at 8:05 a.m. in Water and Light Conference Room 4A, 701 E. Broadway. The meeting was attended by:

John Conway, Chair
Tom O'Connor, Member
Hank Ottinger, Member
Dick Parker, Vice Chair
Bob Roper, Member, absent
Tad Johnsen, Water and Light Director
Ryan Williams, Assistant Director of Water and Light
Christian Johannningmeier, Power Production Superintendent
Jim Windsor, Manager, Rates and Fiscal Planning
William Strawn, Water Distribution Superintendent
Connie Kacprowicz, Communications and Marketing Supervisor
Rose Wibbenmeyer, Assistant City Counselor
Win Colwill, League of Women Voters
Monta Welch, Columbia Climate Change Coalition and Peoples' Visioning
Tracy Frevert, Administrative Support Assistant

APPROVAL OF THE FEBRUARY 6, 2013 MEETING MINUTES

The February 6, 2013 meeting minutes were approved by voice vote on a motion by Hank Ottinger and a second by Dick Parker.

FINANCIAL REPORT

Tad Johnsen reviewed the Water and Electric Utility Fund Estimated Unaudited Preliminary Draft Balance Sheet for the four months ended January 31, 2013 and 2012. Cash reserves are holding steady compared to last year. Revenue bond accounts have decreased compared to last year, while Capital Improvement Cash has increased. He noted that the Nearman contract will end in late April, which will have an impact on future financial statements.

At the February meeting, Dick Parker asked if year-to-date actual sales figures for electric and water consumption could be added to the financial report. Jim Windsor indicated that Staff can provide the information, however figures will not be exact because metering is over cross months rather than month to month.

NEW BUSINESS

a) Window Air Conditioning Exchange – Tad Johnsen summarized the program. Dick Parker made a motion, seconded by Hank Ottinger, to approve the Window Air Conditioner Exchange Program and continuing partnership with Columbia Voluntary Action Center to administer the program for the Columbia Water and Light and Boone Electric Cooperative utilities. Motion passed.

Dick Parker noted that the memorandum to the Board stated the program has successfully distributed 361 units since its inception, while the fiscal year 2012 Demand Side Management

and Demand Response Report lists the figure as 316. Staff will confirm that the correct number of units distributed is 316.

b) Load Shedding Ordinance Changes – Tad Johnsen explained two proposed changes to the ordinance: 1) allow the aggregation of loads so that a customer with multiple small locations can participate in the program; and, 2) providing clarification for summers in which the electric utility does not call on the load shedding program. Dick Parker made a motion, seconded by Hank Ottinger, to recommend to City Council the approval of the proposed ordinance changes.

OLD BUSINESS

a) Renewable Energy Report – Connie Kacprowicz reviewed report revisions, including updates to the figures used for the Crystal Lake Wind Energy section, and the graph depicting Average Monthly Wind Speed at Each Anemometer was moved to the appendix as there is no current data.

Discussion followed concerning the projected amount of energy delivered by the Crystal Lake contract, and how deemed energy is charged.

John Conway asked about the status of Free Power’s photovoltaic installations, which Tad Johnsen reported were gradually progressing. Dick Parker suggested issuing a Request for Proposal for 150 megawatts of solar energy. He also noted that the Renewable Energy Report states that Solar One produced 46.2 megawatt hours of electricity and Free Power 241.6 megawatt hours of electricity, which does not match the Portfolio Overview Solar MWH figure of 271. Jim Windsor said that the Portfolio Overview figure does not include the megawatt hours produced at the Bernadette site. Mr. Parker expressed his concern about the lack of clarity of the calculations used in base load costs.

Tad Johnsen noted that the Renewable Energy Report has been publicly released on the city website, but has not yet been reviewed by the Environment and Energy Commission.

Dick Parker made a motion, seconded by Tom O’Connor, to recommend to the City Council approval of the Renewable Energy Report after a public hearing. Motion passed.

b) Demand Side Management Report – Connie Kacprowicz summarized the Fiscal Year 2012 Demand Side Management and Demand Response Report. She noted that overall, participation numbers remain strong even though there was a slight decrease in home performance numbers due to the warm weather. Discussion followed on marketing strategies.

Hank Ottinger asked if customer bills could be modified to include a comparison of energy usage from year to year. Jim Windsor replied that the new billing system may be able to do this. Connie Kacprowicz noted that utility customers are able to access their consumption history when using the on-line payment system.

Tom O’Connor recommended sending graphs illustrating the average monthly residential water use in CCF and average monthly residential kWh use to the Council with the Demand Side Management Report. Tad Johnsen said the graphs will be included with the report.

DIRECTOR’S REPORT

a) Distribution Space Needs Analysis – Tad Johnsen introduced William Strawn, Water Distribution Superintendent, who is the project manager for the site analysis and usage plan for the distribution complex. He and Ryan Williams, Assistant Director of Water and Light, summarized the site analysis and usage plan prepared by Yaeger Architecture.

The specific scope of services included an analysis of current facilities, current and future needs assessments, recommendation for renovation or reconfiguration, need for new construction of facilities on existing property, and need for new construction of facilities on consultant identified property. Based upon the evaluation of the site and the data collected, recommendations included a 20 year, six phase plan to:

- Construct a 2,500 square foot EPA storage building for the storage and containment of transformers.
- Consolidate all warehouse/storage operations to a centralized location with adequate vehicle access for deliveries and distribution. New building to be 41,250 square feet.
- Consolidate all administrative, staff, and training to one location anticipating future growth. New consolidated facility will be 24,000 square feet.
- Construct vehicle storage buildings to adequately cover and store vehicles and equipment.
- Consolidate vehicle maintenance with Public Works maintenance.
- Provide outdoor recycle area accessible to warehouse that is secure and concealed from view.
- Provide sufficient employee and visitor parking.
- Provide storm water detention on site.

b) Prairie States Meeting – Tad Johnsen encouraged the Board to attend the Prairie State Energy Campus' Inaugural Meeting and Business Review in May. He will bring additional information to the April Board meeting. Dick Parker indicated that he would like to attend.

Mr. Johnsen noted that the April agenda will include introduction of the Integrated Resource Plan. He also urged Board members to attend the Advancing Renewables in the Midwest Conference on March 28, 2013. All Board members present indicated that would like to attend. Tracy Frevert will register them.

CHAIRMAN'S REPORT

a) Annual Water & Light Advisory Board Report to Council - John Conway reviewed the annual report, and noted that it will be presented at the next Council meeting. Dick Parker noted some minor modifications to make.

Dick Parker had questions about the Power Plant cooling towers, which initiated a discussion of natural gas contracts. He also requested the figures used in base load costs in the Renewable Report, which Staff will provide.

Noted at the February Board meeting was that Bob Roper and Tad Johnsen would be meeting with Finance Director John Blattel to discuss the amount of outstanding loans. They will summarize the meeting at a future Board meeting.

Mr. Parker stated that the City Council and asked the Environment and Energy Commission to review the renewable energy ordinance. He suggested that Board review the ordinance also.

Hank Ottinger requested the status of the Mill Creek Substation and 161 kV Line Routing project. Tad Johnsen said a report will go to Council in April, followed by a public hearing in late April or early May. John Conway suggested putting the transmission line report on the April Board agenda.

b) APPA Webinar – Since the March 28, 2013 webinar is the same day as the Advancing Renewables in the Midwest Conference, John Conway recommended canceling the webinar.

Monta Welch, Columbia Climate Change Coalition and Peoples' Visioning, thanked the Board for all of their hard work, and commented on the Source Water Protection Plan.

The next regularly scheduled meeting is April 3, 2013.

The meeting adjourned at 10:22 a.m.

Respectfully submitted,