

Minutes of the Regular Meeting
Utility Advisory Board
Council Work Session Room, City hall
November 10, 2009
6:00 p.m.

1. Welcome/Roll Call

Attendance: Lowell Hyatt, Lee Alewine, Linda Kirk Campbell, Chris Luna, Gary Pickens, Billy Thompson, Tony Torres

Staff: Greg Vetrano, Tom Hancock, Aubrey Harris, René Dowl

2. Consider Approval of the Minutes from the Regular Meeting of October 27, 2009

Chairman Hyatt requested changes or revisions to the October 27, 2009, minutes. No changes or revisions were requested.

--Motion by Mr. Torres to accept the minutes as written; seconded by Mr. Luna. Motion unanimously passed.

3. Introduction of GP&L Staff (formerly #4 on the Agenda)

Staff members Aubrey Harris and Tom Hancock introduced themselves with a short explanation of their job function(s).

4. Consideration of Excusing Absences for UAB Members (formerly #3 on the Agenda)

Ms. Campbell's absence from the October 27, 2009, meeting was considered.

--Motion by Mr. Thompson to approve Ms. Campbell's absence as an excused absence. Motion was seconded by Mr. Pickens. Motion passed unanimously.

5. Written Briefing – Service Provider Listing

The Board agreed that the SPL would be included in the packet each month. No action was taken regarding this item.

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6. Briefing by Mr. Torres on his analysis of data provided by a citizen relating to GP&L financial information for the 2000-01 fiscal year thru the 2009-10 proposed budget.

Mr. Torres provided a written summary of the information forwarded to him by a citizen, sighting the following issues as areas for focus:

The Return on Investment Methodology

GP&L expenses relative to revenue flattening out/regression

GP&L residential KWH rates

Credit Suisse agreement cancellation

7. Review revised draft of policy for UAB members to be place items on meeting agendas.

Messrs. Luna and Thompson presented the revised policy to be approved by the Board.

--Motion was made by Mr. Thompson to approve the policy. Motion was seconded by Mr. Luna. Motion passed unanimously.

8. Report UAB Accomplishments to Council (Formerly Possible update of UAB Accomplishments)

The Board unanimously agreed to maintain a record of accomplishments and to meet with Council bi-annually to present the report.

--Action Mr. Luna would maintain the on-going record of accomplishments

9. Schedule next UAB self-appraisal

The Board agreed to continue conducting the self-appraisal on an annual basis. Format for the existing appraisal will be reviewed and/or revised by Mr. Alewine in May 2010. Members will submit appraisals in July to present to Council in August. Ms. Dowl agreed to place the May 2010 date on her follow-up file.

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10. Determine date of next UAB briefing to Council and frequency of briefings.

The Board agreed to move this to Future Items. No action was taken at this time.

11. Discuss approach UAB will use in its review of the upcoming CIP budget (formerly item #12 on the Agenda)

After extensive discussion the Board agreed that it would be beneficial to have GP&L staff present the 2010 Preliminary CIP and address the Preliminary CIP as it relates to GP&L's overall strategic planning.

--Action GP&L staff will brief UAB on the preliminary budget when the city manager authorizes release of the budget to UAB.

--Action Mr. Hyatt will email the City Manager requesting release of the CIP to the Board at the earliest possible date.

12. Consider the following item as a project for UAB: (Formerly #11 on the Agenda)

Review the functions enumerated in Section 10.32 City of Garland Code of Ordinances as the "Duties and authority of the UAB" to confirm the Council has on a consistent and timely basis the information it needs to fulfill its role as the Board of Directors of GP&L with respect to those functions.

The Board wants to ensure that Council receives information in a timely manner. An agreement was reached to form a subcommittee to review the process.

--Action A subcommittee consisting of Messrs. Alewine, Hyatt, and Torres will present to the Board its recommendations for addressing this project.

13. Citizen's Comments

There were no citizens present.

14. Date of next meeting

A Tentative date of December 17, 2009, 6:00 p.m. was set for the next meeting. If the preliminary copy of the GP&L portion of the CIP budget is not available by that date, the next meeting will be in January 2010. The date of that meeting will be determined by when the budget becomes available to the UAB.

15. Future Items

Develop an orientation plan for new UAB members (Hyatt)

--Action Mr. Thompson will construct the manual and present for review at a future date

Consider UAB doing an overview of GP&L for individuals who become first-time Council members in 2010 (Hyatt)

Consider UAB doing overviews of GP&L to entities such as the Garland Chamber of Commerce. (Hyatt)

The possibility of adding a streamer on the city TV channel about the meeting dates of the UAB. This would be an avenue of getting the attention of more citizens that there is a Utility Advisory Board and the meeting dates of the board. I have observed that there are other boards that have the streamer letting the general public know about their meeting dates. (Thompson)

Consider adding pictures of the individual board members to the UAB website. Once again this would be another avenue of letting the public know who we are and what we are attempting to do for the community. (Thompson)

--Action Ms. Campbell and Mr. Pickens were assigned to the subcommittee which will review suggestions and/or procedures for communicating with the public and provide recommendations.

16. Agenda Items for Next Meeting

- Call to Order
- Consider Approval of the Minutes for November 10, 2009
- Consideration of Excusing Absences for UAB Members
- Introduction of GP&L Staff
- Written Briefing
- Briefing by staff on the GP&L portion of the proposed 2009-10 CIP budget
- Briefing by staff as to whether or not GP&L has considered “aggregation” as another possible revenue stream
- Committee Reports:
 - Review of consistency and timeliness of information provided to the Council (Alewine, Hyatt and Torres)
 - Form of UAB communicating with public (Campbell and Thompson)
 - Develop manual for policies adopted by UAB (Thompson)
- Citizen’s Comments
- Future Items
 - Determine date of next UAB briefing to Council and frequency of briefings

17. Adjourn (formerly #16 on the Agenda)

The meeting was adjourned by Chairman Hyatt at 7:56 p.m.