

City of Gainesville

*City Hall
200 East University Avenue
Gainesville, Florida 32601*



Meeting Agenda

July 19, 2017

3:00 PM

MODIFIED AGENDA

City Hall Auditorium

Utility Advisory Board

*Annie Orlando
Darin Cook
David Denslow
Robert Walpole
Mary Alford
Sandra Campbell
Michael Selvester*

Persons with disabilities who require assistance to participate in this meeting are requested to notify the Office of the Equal Opportunity at 334-5051 or call the TDD phone line at 334-2069 at least two business days in advance.

CALL TO ORDER**ROLL CALL****ADOPTION OF THE AGENDA****APPROVAL OF MINUTES**[170220.](#)**Minutes of the UAB 6/14/17 Regular Meeting, 7/5/17 Workshop, 7/5/17 Special Meeting, and 7/12/17 Special Meeting (B)****RECOMMENDATION**

Approve the minutes of the 6/14/17 regular meeting, the 7/5/17 workshop, the 7/5/17 special meeting and the 7/12/17 special meeting as drafted.

[170220 UAB 6-14-17 Meeting Minutes 20170719](#)

[170220 UAB 7-5-17 Special Meeting Minutes 20170719](#)

[170220 UAB 7-5-17 Workshop Minutes 20170719](#)

[UAB 7-12-17 Special Meeting Minutes](#)

CITIZEN COMMENT**STATE OF THE UTILITY**[170221.](#)**GRU Operational Update for June 2017 (B)****RECOMMENDATION**

Receive a report from staff.

[170221 Ops Update FY17June - All Depts 20170719](#)

OLD BUSINESS

170235.

City Commission Votes on GRU Budget (NB)

Explanation: At their July 18, 2017 special meeting, the Commission voted on various aspects of GRU's proposed FY2018 budget. The approvals were:

- *Keep proposed base rate increase at 2% for Electric*
- *Keep fuel adjustment at 70 Mills (Will review FA charge in 3 mos.)*
- *Increase in the communications budget by \$150,000.*

RECOMMENDATION

Discuss.

[170236.](#)**GRU Governance Discussion with City Commission (NB)**

Explanation: At the July 18, 2017 joint meeting between the UAB and the City Commission, the issue of GRU governance was discussed, including the UAB's drafting of an ordinance and their roles as a board. The two bodies agreed to hold a joint workshop in September 2017 to discuss the existing ordinance that created the UAB and examine possible changes to the board's role and to make the board more effective.

RECOMMENDATION Discuss the outcome of the GRU governance discussion with the City Commission.

[170236 Ordinance No 140384 20170719](#)

NEW BUSINESS[170196.](#)**Bid Award - External Cost of Service and Utility Rates Study (B)**

Explanation: GRU staff periodically performs cost-of-service studies for the electric, gas, water and wastewater utility systems. Revenue requirements and rate designs are also developed by GRU staff and presented to the City Commission during the annual budget process. The last external cost-of-service and utility rate study was performed in 2014.

The purpose of the current cost-of-service and rate study is to evaluate electric, water, wastewater, and the gas system. This study will provide information regarding the adequacy of current rate structures and propose the most appropriate structure for utility rates assessed by GRU.

GRU Purchasing issued a Request for Proposals (RFP) for the cost-of-service and utility rate studies to prospective firms and posted the RFP to GRU's web page. Six responses were received, two as no bids. Proposals were evaluated based on criteria set forth in the RFP: understanding and approach, company qualifications and experience, proposed method, fees and expenses, project manager and resources, local preference and small business or disabled veteran enterprise. Willdan Financial Services submitted the highest evaluated proposal. A tabulation of the scoring is attached for your reference.

Fiscal Note: Funds for this service have been included in the FY18 budget.

RECOMMENDATION The Utility Advisory Board review and recommend that the City Commission: 1) authorize the General Manager, or his designee, to negotiate and execute a contract with Willdan Financial Services for the provision of cost-of-service and utility rate studies, subject to approval of the City Attorney as

to form and legality; and 2) approve the issuance of a purchase order in the amount of \$99,380 pending final appropriation of funds.

[170196 Bid Tab COS - Util Rates Study 20170719](#)

MEMBER COMMENT

CITIZEN COMMENT

NEXT MEETING DATE

August 10, 2017 @ 5:30 p.m.

ADJOURNMENT