

City of Gainesville

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



Meeting Agenda

May 4, 2016

5:00 PM

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**[150967.](#)**Minutes of the April 12, 2016 UAB Meeting (B)****RECOMMENDATION***Approve minutes as drafted.*[150967 Minutes 4-12-16 UAB 20160504](#)**UNFINISHED BUSINESS**[150907.](#)**Establish Rules of Order and Procedures for Board (B)**

Explanation: At the April 12, 2016 board meeting, the board elected a chair and vice-chair, and voted to use a modified version of Robert's Rules of Order. There are still some procedural logistics that need to be discussed, including but not limited to:

Meeting schedule - The board agreed that meetings will be held twice a month on Wednesdays and suggested but did not confirm that meetings be staggered at 1:00 p.m. and 5:00 p.m. May and June meeting dates have been established already.

Rules - Discuss draft rules provided by Utilities Attorney and accept as is or revise.

Rules of Order - Discuss draft rules of order provided by staff and accept as is or revise.

Board Recommendations to City Commission - Discuss the process that will be used for giving the Board's recommendations on GRU agenda items to the City Commission.

RECOMMENDATION

The board: 1) confirm meeting schedule; 2) discuss the draft rules and accept or revise; 3) discuss the draft rules of order and accept or revise; 4) decide on a process for giving the Board's recommendations on GRU agenda items to the City Commission.

[150907 Board Logistics Matrix 20160412](#)

[150907 UAB Draft Rules 20160504](#)

[150907 UAB Rules of Order - Draft 20160504](#)

NEW BUSINESS

[150971.](#)

AMEND THE RETENTION LETTER WITH WINSTON & STRAWN LLP TO CONTINUE REPRESENTATION OF THE CITY IN THE REVIEW OF ISSUES RELATED TO THE BIOMASS POWER PURCHASE AGREEMENT (NB)

Explanation: In 2015, the City Attorney's Office assisted the General Manager for Utilities, in confirming the qualifications of Winston & Strawn LLP, an international firm with depth of qualified personnel and experience in renewable energy power purchase agreements, to assist the City d/b/a GRU in the review of issues related to the Biomass PPA as requested by the new General Manager for Utilities. On August 6, 2015, the City Commission approved the retention of Winston & Strawn LLP to represent the City d/b/a GRU in the review of the Biomass PPA with a cap of \$100,000 in legal fees. Since the City d/b/a GRU is approaching the \$100,000 cap, the General Manager and City Attorney request approval to amend the retention letter to allow for the expenditure of up to an additional \$100,000 in legal fees related to the review of the GREC PPA.

Fiscal Note: The rates quoted by Winston Strawn, LLP are hourly rates of \$880 for Ms. Cottle. It is unknown at this time exactly how many hours of work will be requested of outside counsel. The additional amount of up to \$100,000 will be paid either from GRU budgeted funds for legal expenses or from unanticipated cost savings that GRU realizes.

RECOMMENDATION

The Board: 1) recommend that the City Commission authorize the Office of the City Attorney, on behalf of the General Manager for Utilities, to amend the retention letter with Winston & Strawn LLP for the representation of the City d/b/a in the review of issues related to the Biomass PPA to reflect a maximum cap of \$200,000 in legal fees; or 2) provide an alternative recommendation.

[150966.](#)

Residential Billing Cycle and Disconnections (B)

*****This item is for informational purposes.*****

Explanation: At the April 12, 2016 Utility Advisory Board meeting, questions arose regarding GRU's disconnect policy and the number of delinquent

disconnections. The General Manager told the Board that he would have our Chief Customer Officer give a presentation on the topic at the next meeting.

RECOMMENDATION

Hear a presentation from Chief Customer Officer Bill Shepherd.

[150966 UAB Disconnects-Customer Assistance 20160504](#)

[150910.](#)

State of the Utility (NB)

Explanation: To keep the Board apprised of the state of the utility, GRU staff will provide monthly reports from each of the administrative and operational divisions.

*General Manager
Chief Operations Officer
Chief Financial Officer
Chief Change Officer
Chief Information Officer*

CITIZEN COMMENT

BOARD COMMENT

NEXT MEETING DATE

May 18, 2016 at 1:00 PM

ADJOURNMENT