



APPROVED 12-16-15

MINUTES  
City of Tacoma  
Public Utility Board Study Session  
November 18, 2015  
3:00 p.m.

Mr. Flint called the Public Utility Board study session to order at 3:00 p.m. at the Public Utilities Administration Building.

Present: Bryan Flint, Woodrow Jones, Mark Patterson, Monique Trudnowski, Karen Larkin

**Storm Response Update**

Impacts, responses, outages, and restoration resulting from the November 17 wind storm on power and water operations were provided by Dolores Stegeman, T&D Manager, and Linda McCrea, Water Superintendent, respectively.

**Quarterly Financial Outlook**

Tacoma Water: Linda McCrea, Water Superintendent, detailed the forecast assumptions, summary of outlook, water retail sales and revenues, revenue and expense summary, and concluded with the estimated current fund cash projections for the third quarter for Tacoma Water.

Chris Robinson, Power Superintendent, detailed the forecast assumptions, summary of outlook, electric retail sales and revenues, wholesale sales and revenues, revenue and expense details, current outlook versus the previous quarter projections, and concluded with the projected liquidity balance for the third quarter for Tacoma Power.

Dale King, Rail Superintendent, detailed the summary of budget assumptions, summary of financial analysis, intermodal and commercial volumes, 2015/2016 adjusted estimates, quarter-to-quarter forecast comparisons, and concluded with the biennium cash projection for the third quarter for Tacoma Rail.

**Tacoma Power: Integrated Resource Plan**

Cam LeHouillier, Integrated Resource Plan Manager, summarized Tacoma Power's Integrated Resource Plan (IRP) as planning for the future. The IRP provides a snapshot of current resources and factors that may impact the utility, a forecast of future customer needs for the next 20 years, and an evaluation of resources to meet that need. The Board was provided a copy of the IRP in advance of the study session and

staff provided clarification upon Board request. This item will be brought forward to Board approval at the December 16, 2015 Board meeting.

### **Utility Bill Redesign**

Chris Gleason, Community and Media Services Manager, provided a snapshot of the current utility bill and outlined issues that have led to suggested changes. The current adobe technology is no longer supported, updates require significant technical work, and is challenging to read. Ms. Gleason shared an example of the suggested updated bill that addresses these issues. Focus group participants expressed positive responses regarding the new design. John Hoffman, Customer Service Operations Manager, reviewed the scope of the project to migrate forms and other additional features were detailed. An RFP process to select the recommended vendor was utilized. The project cost breakdown was detailed. This item will go to the Board for review at the December 16 Board meeting. The anticipated project completion date is the end of 2016.

### **TPU Legislative Policies**

Bob Mack, Deputy Director for Public Affairs, introduced Government Analysts Lisa Rennie and Clark Mather. Mr. Mack provided an update on election results concerning TPU from the November 3 election. Mr. Mack then walked through the legislative policy document, which was adopted by the Board earlier in the year. Issues that may be of importance to TPU in the upcoming legislative session were summarized.

### **Miscellaneous**

Board Member Flint updated Board Members on conversations he's had with the Mayor, Council, Internet Service Providers, and other stakeholders, regarding the process going forward regarding Click! and communicated their desire to see a resolution by the end of the year. A special meeting, with public comment, will be scheduled for Thursday, December 3, 2015. The resolution would go to the Council for first reading on December 8 and second reading on December 15. Notification to stakeholders advertising the process would be provided.

### **Adjournment**

The study session was adjourned at 5:59 p.m. until the next regularly scheduled study session on Wednesday, December 16, 2015 at 3:00 p.m.

Approved:

Approved:

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Bryan Flint, Chair

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Monique Trudnowski, Secretary