**The City of Provo**

**Department of Energy**

**Minutes of the Provo City Energy Board Meeting**

**February 5, 2024**

**City Staff & Administration**

Travis Ball

Charlie Little

Jenna Li

Becky Hunt

**Energy Board Members**

Gary Winterton

Ned Hill

Julie Rash

Erin Hernandez

Carol-Lyn Jardine

Cheryl Taylor

Julie Radle

**Municipal Council & Staff**

Becky Bogdin

Craig Christensen

Katrice MacKay

Tad Smallcomb

Matt Griffiths

Scott Bunker

**Welcome & Introduction**

Vice-Chair Cheryl Taylor conducted the meeting.

**Approval of Minutes**

Ned Hill motioned to approve the minutes from January 8, 2024; Carol-Lyn seconded, all approved. (4:0)

Board members in attendance: Ned Hill, Carol-Lyn Jardine, Julie Rash, Cheryl Taylor, Erin Hernandez, and Julie Radle

**Public Meeting Training**

Matt Griffiths presented the City Boards Training. This is required by the state for city boards, including the Energy Board. This training sets out the standards for term length, appointment, and purposes of city boards. As part of this training, Matt also presented a video about guidelines for open and public meetings. The board and the staff passed their training quiz.

**Financial Report**

Charlie Little presented the Fund Summary report up through December 2023. With the new work order inventory system in Milsoft, the materials and products being purchased for our capital improvement projects were being purchased through Cayenta (our financial software) and weren’t being assigned to the project in Milsoft. Charlie and her team are working with the city’s finance department to ensure that this is correct in the future. Lines 36-41 will be updated for the entirety of FY24 soon. These numbers should only be off by about 15% and will be corrected soon.

Provo Power is still posting a surplus (line 55) even though this is the second month in a row of a deficit from buying power from UMPA. This year’s power spending is about $4 million less than last year and we received money from UMPA for offline power sales which has allowed us to continue posting a surplus. Additionally, Charlie Little confirmed that the telecom debt charge is confirmed to be coming off in May. Customers will no longer be charged by the city for Google Fiber payments.

Travis Ball also mentioned that UMPA changed their system of paying out for offline sales. We used to get transfers every month for the offline sales, however, profits are now being held in a rate stabilizing fund.

**KPI Report**

Charlie Little presented the KPI report from October 2023 to December 2023. Our unrestricted fund balance and our net balance have gone down as we have had our first 2 months with a deficit for the financial year, but we are still well above our benchmark for both categories. There were also two vehicle accidents toward the end of 2023. Everything else is on track.

**CIP Budget FY24 Review**

Tad Smallcomb presented on CIP projects. Currently, the big project is rebuilding the Gillespie substation at the mouth of Provo Canyon. The large transformers for the substation are on a 4-year delay from the supplier, but the remainder of the project is going well. A replacement transformer on Draper Lane substation, will be ordered this spring and will probably be replaced in about 3 years. At Tanner substation, Provo Power is updating breakers, relays, and adding a new control building. Additionally, there will be feeder upgrades on substation 4, adding capacity to pick up more customers from other substations in case of an outage. Poles in this area will also get redone if needed. Along University Ave there is a stretch of overhead lines that will be upgraded and moved underground.

There are also city-wide improvements which will be yearly costs in the next few years; buying our own substation communication system, distribution automation, substation security, metering, distribution upgrades, new development fees (reimbursed as the developers pay us), street lighting, city projects (like the regional sports park), and updating SCADA.

**Manager Report**

Travis Ball gave time for the board and the staff to introduce themselves to the new city council members. Travis also asked the board members to let us know if they are attending the UMPA conference in March to learn more about generation and other aspects of Provo Power.

Erin Hernandez followed up on the new EV charging rate mentioned in the previous meeting’s minutes. This rate passed and a few customers have already switched over to the new rate.

Erin will be attending the APPA conference in June; we are looking for one other board member interested in attending.

**Calendaring and Scheduling**

Next meeting: March 4, 2024

There will be no board meeting on April 1 as previously scheduled.

Meeting adjourned at 5:14 pm