



SUMMARY MINUTES

ABAG Power Executive Committee Meeting 99-08

August 18, 1999

Metro Center 101 8th Street, Oakland CA 94607

WELCOME AND INTRODUCTIONS

Ken Blackman opened the meeting with introductions at 12:08 p.m.

Committee Representatives Present

Ken Blackman
Kathy Brown
John de Russy
Robert Fugle
Wayne Green
Alan Nadritch

Jurisdictions

City of Santa Rosa
County of Contra Costa
City of San Mateo
Golden Gate Bridge District
City of Salinas
City of Benicia

Staff Present

Eugene Leong
Christine Cleary
Elena Schmid
Dave Finigan
Ken Moy
Joseph Chan
Dan Eeds
Kathy Mendoza

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Committee Representatives Absent

Ross Hubbard
Mark Lewis
Michael Garvey

Town of Moraga
City of Union City
City of San Carlos

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES

It was moved by Fugle/S/Nadritch/C/ with Green and Brown abstaining to approve both the June 23, 1999 and July 14, 1999 minutes.

APPROVAL OF CORRECTION TO MINUTES OF JANUARY 20, 1999

It was moved by de Russy/S/Brown/C/ to change item # 5, line number 5 on the January 20, 1999 minutes to the correct price per MWH at the PX.



REPORT ON ELECTRIC ENERGY PURCHASE FOR AUGUST 1999

For the month of August, the best proposal came from the PG&E Energy Services

REPORT ON ELECTRIC BILLING ACTIVITIES

Christine Cleary reported that RFP for a billing agent was sent out to between 10-12 different companies. The deadline for submitting bids is August 27, 1999. The cost of the new billing agent is expected to increase. Cleary also gave a positive report on the July true-up. After a labor-intensive audit by APS of daily meter data for members' accounts from April, 1998 to June, 1999 the true-up reconciled all meter data issues. Based on recommendations from the billing Ad-Hoc committee, the true-up included four parts: the true-up itself, payments made, accounts deposits, and meter reading fees. The first "actual billing" was sent to members in August. Cleary reports there were few member calls regarding the true-up and positive feedback on the August bill.

REPORT ON CALPINE'S CONTRACT AND CALIFORNIA ENERGY COMMISSION'S RENEWABLE PROGRAM

Schmid reported that there was excellent press coverage concerning ABAG POWER providing green energy at a saving to local governments. Schmid also reviewed some details of the Calpine contract. The power pool will receive a refund for green energy usage from the California Energy Commission.

APPROVAL OF FINANCIAL REPORTS FOR JANUARY 1999 AND FEBRUARY 1999

Joe Chan reviewed the February 1999 financial reports. For the period April 1, 1998 through February 28, 1999, total revenues for the Electricity Pool amounted to approximately \$17.4 million. The deficit decreased to about \$776,000 from \$1 million in January. The Natural Gas Pool has a deficit of approximately \$237,000 as of February 28. This deficit condition in the Gas Pool is primarily caused by the seasonal pattern of energy and transportation costs and will recover over the next few months. Motion was made by de Russy/S/Fugle/C/ to approve the financial statements.

REPORT ON NATURAL GAS PROGRAM

Dave Finigan reviewed the changes made to the Natural Gas Sales and Aggregation Agreement. Finigan also mentioned he is contacting electric pool members and recruiting new members to join the natural gas program. With the three-year program extension, Finigan expects the program to secure lower prices this fall for a longer period.

APPROVAL OF POLICY FOR IMPOSING LATE PAYMENT CHARGES OF THE DIRECT ACCESS ELECTRIC AGGREGATION AGREEMENT

Elena Schmid presented a four-step late payment policy for the electric pool program. Once our billing agent identifies an account that is 31 days past due, ABAG POWER will take the following steps:

1. Notify the contact person in the city by phone that their payment is past due. Identify any issues that have delayed the payment. Define an acceptable payment plan. Payment should be received within 10 working days from the date the phone call was placed.



2. If the payment has not been received within the time period agreed to during the first phone call, ABAG POWER staff will call again. If there are extenuating circumstances that make it difficult for the member to pay, ABAG POWER will give the member another 7 working days. If staff agrees that there are no extenuating circumstances, ABAG POWER staff will proceed to Step 3 without granting an additional 7-day period.
3. If payment is not received during the extension period (either the 10 working days or the additional 7-day period), ABAG POWER will notify the contact person and the City Manager and/or the Finance Director in writing (or e-mail) that payment has not been received by the original due date, the account is past due, and an extended grace period has been granted. Staff will inform the manager that if payment is not received immediately (3 to 5 working days), a 1.5% fee, compounded daily, will be calculated and imposed beginning on the date of the 31st day of the original invoice date through the date of payment.
4. If payment is still not received, ABAG POWER Executive Committee will formally send a letter to the City Manager and/or Finance Director indicating the amount of the late charge and asking for the total payment plus late charge. The final late charge will appear on the following month's invoice.

Motion was made by de Russy/S/Nadritch/C/ to approve the late payment policy.

STATUS REPORTS OF CELLNET METER INSTALLATION

Dave Finigan reported that most CellNet meters are now installed. There are 255 CellNet orders: 5 new orders and orders without P.O.'s, 4 that need customer action, 31 scheduled for installation within 45 days and 215 meters installed. Finigan will work with members to resolve issues in order to install the remaining meters.

PROGRAM MANAGER'S REPORT

Elena Schmid gave handouts of the ISO annual report, the Power Exchange annual report and the power conference on October 28, 1999. At this conference the ABAG POWER Board of Directors will hold their annual meeting at 1:30p.m. Schmid also stated a rate expert would review the electric programs rate classes.

ADJOURN

1:20 p.m.