

AGENDA
UTILITY ADVISORY BOARD
City of Garland
Mayor's Conference Room, 4th Floor
200 Fifth Street, Garland, TX
6:00 p.m., March 23, 2010

1. Welcome/Roll Call

The meeting was called order by Chairman Hyatt at 6:01 p.m.

Attendance: Lowell Hyatt, Lee Alewine, Linda Kirk Campbell, Billy Thompson

Staff: Greg Vetrano, René Dowl

Absent: Gary Pickens, Tony Torres

2. Consider Approval of the Minutes for February 23, 2010

Chairman Hyatt requested comments or changes to the February 23, 2010 minutes.

There were no comments or changes.

--Motion by Mrs. Campbell to accept the minutes; seconded by Mr. Thompson. The motion was unanimously passed.

3. Consideration of Excusing Absences for UAB Members

There were no absences to consider from February 23, 2010

4. Staff briefing on current GP&L and electric industry events

No action on this item

5. Written Briefing – Residential Rate Comparison Graph

For information purposes only – no action taken on this item

6. UAB External Communication Policy & Procedures (Campbell/Pickens)

The following forms of communication were discussed:

- Creating a banner message on the GCTV video stream with date, time, and location of meetings
- The Board had an extensive discussion regarding the content of presentations that might be given to outside groups; agreeing that any presentation would require the approval of Council and staff. Staff would attend these presentations to observe. Some topics under consideration:
 - Explain UAB Members' role and purpose (focus on the group)
 - Regulatory Agencies

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6. UAB External Communication Policy & Procedures (Campbell/Pickens) cont'd

- Cooperatives, Municipal and IOU Electric entities
- History of GP&L
- Power sources for GP&L
- The Board discussed the following groups to present to:
 - Chamber of Commerce
 - Mayor's Town Meeting
 - Noon Exchange Club
 - Sr. Citizen's Centers
 - City Council Town Meetings
 - GISD
 - Rotary Club

Mr. Alewine suggested the development of a policy statement to be approved by Council and staff.

--Action Mrs. Campbell will consult with Chairman Hyatt on constructing the policy and procedures. The Board plans to finalize the statement by the next regular meeting and forward for comments.

8. Develop manual for policies adopted by UAB (Thompson)

--Action Mr. Thompson developed the hard copy manual comprising 17 pertinent Board policies. The secretary provided electronic copies for all the Board. Updates and corrections to the manual will be sent to the secretary by Mr. Thompson.

9. Review UAB listing of accomplishments for signature (Board)

--Action Mr. Thompson report that the Semi-Annual listing of accomplishments was complete and signed by former Board member Mr. Luna. Mrs. Campbell read the list of eight (8) accomplishments aloud. Board members present signed and agreed the document should be sent to Council for review.

--Action Secretary will contact Messrs. Pickens and Torres to obtain their signatures before forwarding to Council.

10. Discuss plans for orientation of a new UAB member (Alewine)

Mr. Alewine reviewed presentations used by staff to educate the current Board and extracted information to include in the new member orientation (UAB bios, contact information, staff presentation, etc.)

--Action Mr. Alewine will complete the packet by the next regular meeting on April 27, 2010.

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10. Discuss plans for orientation of a new UAB member (Alewine) cont'd

--Action Chairman Hyatt suggesting having a special meeting with the new member and GP&L staff. The Board unanimously agreed to conduct an additional meeting for introducing the new member and will consult with Mr. Schwertner, GP&L Managing Director, on this matter.

11. Preparation for UAB review of GP&L 2010-2011 O&M Operating Budget (Alewine/Torres)

Mr. Alewine discussed his meeting(s) with Mr. Bryan Bradford and Greg Vetrano and a subsequent meeting with Messrs. Hyatt, Torres, and Vetrano where the group received detailed information regarding the budget and tools to assist the UAB in reviewing it.

--Action Mr. Vetrano will develop spreadsheets relating to past performances and how they relate to GP&L goals and strategies. Messrs. Torres, Alewine, and Hyatt will meet with Mr. Vetrano to review spreadsheets.

12. Discuss with staff development of policy for UAB receiving and distributing data

No action was taken on this item. It will be on the next agenda to discuss with Mr. Schwertner.

13. Review UAB's presentation to Council related to UAB proposed projects (Hyatt)

Chairman Hyatt requested through the Mayor, an opportunity to make a presentation to Council listing their accomplishments.

--Action the Board agreed to send the UAB the Semi-Annual report in lieu of meeting with Council

14. Discuss proposed name change for the UAB (Board)

In an email Mr. Pickens suggesting changing the Board name to the following:

- UAB Electric or Electric UAB

Chairman Hyatt requesting suggestions from the members present and they were in agreement with Mr. Pickens' choice(s). Chairman Hyatt proposed changing the name to Electric Advisory Board; the group unanimously agreed that this would be the change.

--Action Chairman Hyatt will ask the Mayor to present this request to Council for approval.

15. Staff briefing on GP&L CREZ matter

Mr. Vetrano gave a brief overview of what the Competitive Renewable Energy Zone (CREZ) is and suggested that the matter be further discussed with Mr. Schwertner and/or the Compliance Director to gain in-depth information.

--Action the Board agreed to discuss this matter in Executive Session prior to the regular meeting on April 27, 2010.

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16. Citizen's Comments

There were no citizens present

17. Agenda items for April 27, 2010, meeting

- Call to Order
 - Consider approval of the Minutes for March 23, 2010
 - Briefing by staff on Smart meter use by GP&L
 - Written Briefing
- Residential Rate Comparison Graph
- UAB External Communications Policy & Procedures (Campbell/Pickens)
 - Discuss plans for orientation of a new UAB member (Alewine)
 - Preparation for UAB review of GP&L 2010-2011 O&M Operating Budget (Alewine/Torres)
 - Discuss with staff development of policy for UAB receiving and distributing data
 - Discuss proposed name change for UAB
 - Executive Session: Staff briefing on GP&L CREZ matter
 - Citizen's comments
 - Agenda items for next meeting
 - Future Item(s)

Annual overview of the TMPA year-end report (January)

- Adjourn

18. Adjourn

The meeting was adjourned by Chairman Hyatt at 7:03 p.m.

Eloyce René Dowl, Secretary

Lowell Hyatt, Chairman