

**MINUTES OF THE REGULAR MEETING
UTILITY ADVISORY BOARD
MAYOR'S CONFERENCE ROOM
4TH FLOOR CITY HALL
JULY 21, 2009
6:00 P.M.**

1. Welcome/Roll Call

Present: Lowell Hyatt, Linda Kirk Campbell, Chris Luna, Billy Thompson,
Tony Torres, and Gary Pickens

Absent: Lee Alewine

Staff Present: Art Martinez and René Dowl

2. Consider Approval of the Minutes from the Regular Meeting of June 23, 2009

Chairman Hyatt asked for changes or revisions to the June 23, 2009, minutes. No changes or revisions were requested.

--Motion by Mr. Luna to accept the minutes as written; seconded by Mr. Pickens. The motion unanimously passed.

3. Consideration Excusing Absences for UAB Members

Ms. Campbell's absence from the June 23, 2009, meeting was considered as excused and documented by her email stating that she was ill.

4. Preparation for August 3rd UAB Briefing to Council

Chairman Hyatt said he sent an email to the Mayor a few days prior to the Council's July 6th work session and asked that a UAB briefing be placed on the agenda of the August 17th Council work session. During the July 6th work session, Council asked that the briefing be done during the August 3rd work session.

The Board decided to have each member speak to the Council up to one (1) minute explaining major accomplishments reached during the past year.

--Action - The Board agreed that the following packet would be provided to the Council:

- Letter to Council regarding Expiration of Terms of Office for two UAB Members Messrs. Pickens and Torres

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- UAB Self-Assessment Tool Results
- Rules of Procedure
- UAB Annual Report of Accomplishments

The Board agreed that questions from the Council regarding the briefing on these items will be deferred to the Board member(s) who worked on the specified Committee Report(s).

Mr. Torres will address the Council regarding Future Items. The upcoming briefing by GP&L staff on the 10-yr plan will determine future direction of UAB responsibilities.

-- Action The Board members signed the Rules of Procedure and Annual Report of Accomplishments.

--Action Chairman Hyatt asked the Secretary to contact Mr. Alewine to obtain his signature on the documents before submitting them for the Council packet.

--Action Secretary will submit the executed original of the Rules of Procedure to the City Secretary.

5. Approval of final draft of letter to Council regarding reappointment of two (2) UAB Members

--Action Chairman Hyatt read aloud the Letter to Council regarding Expiration of Terms of Office. The Board unanimously agreed to sign and submit the letter to Council. With the exception of Messrs. Tony Torres and Gary Pickens, all members signed the letter to the Council.

6. Committee Reports (formerly #7)

The Board members were pleased with their overall progress during the past year and expressed that the Self-Assessment Tool and Annual Report would provide insight into the knowledge gained regarding the complexity of the electric industry, dedication of the GP&L staff, and future direction of the Board.

7. Discuss UAB members' actions in response to comments from citizens (formerly #6)

The Board agreed responses will be handled in two (2) ways:

- 1) The Board member who receives the citizen comment will acknowledge receipt of the comment and inform the citizen of the disposition which will be made of the comment.
- 2) Comments relating to technical matters will be forwarded to the UAB secretary who will then forward them to the appropriate staff person and copy UAB members on the action taken. The staff person will respond to the citizen. UAB members will be informed of the action taken with respect to the citizen comment.
- 3) Comments relating to policy matters will be placed on the agenda of the next UAB meeting. The Board will then decide what action is appropriate for each of those comments.

8. Future Items

Chairman Hyatt confirmed that the briefing on the 10-year plan would be presented at the UAB meeting on August 25, 2009, by GP&L staff. The Board agreed it would take more responsibility for understanding and educating itself on the 10-year plan and Annual Report once the briefing was completed.

The Board agreed that an online resource library would be a helpful tool for existing and future UAB members. The Secretary will work with appropriate GP&L staff to see if this can be accomplished.

--Action Secretary is to obtain an electronic version of the APPA publication on the Electric Utility Basics

The Board will consider assigning one (1) UAB member to keep current on TPPA matters and brief the Board.

--Action Chairman Hyatt suggested that the first and second Vice Chairman, Messrs. Luna and Thompson, participate in the future preparation of the agenda and review of pertinent documents. All members agreed this should be done going forward.

9. Citizen's Comments

No comments were presented at this meeting.

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10. Adjourn

The meeting was adjourned by Chairman Hyatt at 7:45 p.m.

Submitted by:

Approved by:

E. René Dowl, Secretary

Lowell Hyatt, Chairman