

**STUDY SESSION**

The HBPW Board of Directors met  
**January 22, 2018**  
at 4:00 p.m.  
in the Service Center Board Room  
625 Hastings Ave.  
Holland, Michigan

**Chair Hemingway called the meeting to order at 4:02 p.m.**

**Members Present:** Tim Hemingway, Diane Haworth, Phil Miller, Sue Franz, and Ex Officio Members Bob Shilander and Greg Robinson

**Members Absent:** Jim Storey, Brian Lynn

**Staff Present:** Dave Koster, Janet Lemson, Ted Siler, Chuck Warren, John Van Uffelen, Becky Lehman, Joel Davenport, Chris Van Dokkumburg, Tracy Jousma, Barry Rutherford, Amy Yost, Pete Hoffswell, Alison El-Cassabgui, Ashley Kimble, Anne Saliers, Jon Hofman, Tamara Black

18.111 **Communications from the Audience**

Jeff Raywood, 630 Columbia Ave. in Holland.  
Electric vehicle owner who drives a Chevrolet Volt. He spoke against the BPW considering charging for plugging into the Charge Point chargers throughout Holland. He feels strongly it is an incentive and forward thinking to provide this service free-of-charge.

18.112 **Electric Vehicle Charging Strategic Review**

HBPW received 17 electric vehicle charging stations in 2011 as part of the Department of Energy American Reinvestment & Recovery Act. These charging stations are beginning to fail. As electric home-chargers are introduced into the HBPW service territory, it became apparent that a strategic evaluation of electric vehicles is necessary. This tactical action focuses on the opportunities to grow a new demand sector for electricity by taking some of the market share from gasoline through rates and incentives.

Staff has prepared a PowerPoint to be presented at the Monday, January 22 meeting.

*Study Session topic. No Board action required.*

18.113 **Capital and Debt Structure For the Electric Utility**

PFM Financial Advisors is the nation's leading independent municipal financial advisor in terms of the total dollar amount and number of issuances of municipal debt. PFM was engaged to review the current financial and capital structure of the HBPW electric utility. The goal is to recommend a structure that ensures flexibility to respond to market conditions, provide for future capital improvement needs, and prudent use of cash and debt.

*Study Session topic. No Board action required.*

18.114 **Refuse Customer Service and Billing**

The BPW performed customer service and billing functions for the City's refuse program between 1993 and 2013. In 2013, the City assigned those functions to the contractor. With the current contract expiring on July 1, 2018, the City is preparing to solicit new proposals for a long-term

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refuse service contractor and has requested the HBPW consider resuming the customer service and billing functions.

BPW staff has participated in development of the RFP to address concerns relating to managing the contractor's work and complaint resolution. A scope and terms of service has been prepared, along with authorities and expectations for the relationship between the City, the contractor, the customers, and the HBPW.

Start up and ongoing costs have been determined and allocated by number of utility service accounts.

*Study Session topic. No Board action required.*

18.115 **Top Issues Discussion for Fiscal Year 2019**

Staff will present a discussion of issues for fiscal year 2019. What follows is an initial list of issues developed by executive staff.

- Bargaining unit contract renewal, wages, retention, attraction
- Broadband growth
- Rate recommendations for electric
- James DeYoung site visioning and framework
- Refuse billing/customer service/admin
- Distributed generation
- Biosolids disposal cost mitigation

After a review of these items, input from the Board of Directors is requested.

*Study Session topic. No Board action required.*

**ANNOUNCEMENTS**

*Reminder: Next BOD meeting is February 19, 2018, (one meeting only in February, no February 26)  
Later in February, there will be a Board Budget Subcommittee meeting; joint Study Session w/Council is scheduled for February 28 (5:30 p.m.); topic: Community Energy Plan.*

*An HEP visit/tour with Council and Townships—potentially including Grand Haven--received favorably by the Board (late Spring)*

**ADJOURNMENT**

A motion to adjourn the meeting of *January 22, 2018*, was made by *Miller* supported by *Haworth* and agreed upon by the Board of Directors present.

The Board Meeting of January 22, 2018, adjourned at *6:59 p.m.*

Minutes respectfully submitted by,

Janet Lemson, Secretary to the Board

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