

Community Renewable Energy Agency Board Meeting Minutes

The Community Renewable Energy Agency Board met in a special public meeting on **Monday, July 17, 2023**, at Millcreek City Hall, located at 3330 S. 1300 E., Millcreek, UT 84106 and participated electronically via GoToMeeting.

PRESENT:

Board Members

In person

Dan Dugan, Chair, *Salt Lake City*
Drew Quinn, *Holladay*
Emily Quinton, *Summit County*
Jeff Silvestrini, *Millcreek*

Electronic

Christopher Thomas, *Salt Lake City*
Samantha DeSeelhorst, *Cottonwood Heights*
Pamela Gibson, *Castle Valley*
Chris Cawley, *Alta*
Joe Frazier, *Oakley*
Luke Cartin, *Park City*
Randy Aton, *Springdale*
Alexi Lamm, *Moab*
Emily Paskett, *Salt Lake County*
Holly Smith, *Holladay*
David Brems, *Emigration Canyon Township*
Suzanne Harrison, *Salt Lake County*

In Person Attendees: Kurt Hansen, *Millcreek*; Alex Wendt, *Millcreek*

Electronic Attendees: Phil Russell, *attorney*; Bob Davis, *Division of Public Utilities*; Doug Wheelwright, *Division of Public Utilities*; Brenda Salter, *Division of Public Utilities*; Gordon Bennett, *Emigration Canyon Township*; Eliza Cowie, *O2 Utah*; Emma Johnson, *Salt Lake City Staff*; Lorenzo Long, *Ogden City Staff*; Monica O'Malley, *Salt Lake City Staff*; Kellen Hunnicutt, *Salt Lake City Staff*; Iris Tang, *Salt Lake City Staff*; Nikki Emam, *Energy Strategies*; Charles Bonkowsky, *Salt Lake City Staff*; Ian Harris, *Cottonwood Heights Staff*

Minutes by Alex Wendt, Millcreek Deputy Recorder.

REGULAR MEETING – 1:00 p.m.

TIME COMMENCED: 12:59 p.m.

- 1. Welcome, Introduction, and Preliminary Matters**
 - 1.1 Purpose and Overview of Meeting**
 - 1.2 Current Participation Percentages included in Board Packet**

2. Business Matters

2.1 Approval of June 5, 2023, Board Meeting Minutes

Board Member Silvestrini moved to approve the June 5, 2023, Board Meeting Minutes. Board Member Quinton seconded. Chair Dugan called for the vote. All Board Members voted yes. The motion passed unanimously.

2.2 Treasurer Report (Year-to-Date Contributions and Expenses)

Board Member Silvestrini said all revenue anticipated have been collected. The only funds spent have been for legal counsel and Penna Powers.

2.3 Reports From Committees (Program Design, Low-Income Plan, Communications)

Board Member Chris Cawley gave the update from the Communications Committee. The committee met three times since the last board meeting and has been working with Penna Powers on logo, name, branding concept iterations. Penna Powers communications audit found that changing some elements of agency identity is important. The Utah 100 name is catchy, but name recognition is low. The name also performs poorly in internet searches. The committee is proposing to change the brand name to Utah Renewable Communities: 100% Committed to Clean Energy. Mr. Cawley explained how the old logo has a limited color palate without graphic elements linked to renewable energy. The new logo would have a more diverse color palate and can create more opportunities for use across platforms. The Communication Committee recommends adopting “Utah Renewable Communities” as the informal, public-facing name of the Community Renewable Energy Agency/Program, as well as the associated tagline and logo via Resolution 23-05. The legal name will remain Community Renewable Energy Agency (CREA). Their work to date billing amount to Penna Powers is \$15,829.25. The not to exceed estimate is \$93,500. State contract hourly rate for public relations is \$125 per hour. Penna Powers is working on a brand voice document with a new mission statement and vision statement. The Communication Committee is working on opt out letter recommendations and social media strategy. Board Member Silvestrini said he likes the new logo and thanked the Communication Committee for their work.

Board Member Samantha DeSeelhorst gave the update from the Low-Income Plan Committee. They have been working with Penna Powers and the Communication Committee to develop outreach materials including an outreach poster. They are also coordinating with communities on outreach including emails summarizing their outreach duties. Each community has been sent an outreach email with an attached letter about the outreach strategies section of their Low-Income plan. These emails summarize which organizations from a community’s outreach list will be contacted by the low-income plan committee, which can be reached in collaboration with another community, and which organizations are the responsibility of the community. Please read through your outreach email and review the organizations. Please also contact other communities that share groups to collaborate. The Low-Income Plan Committee will reach out again to talk about how outreach efforts are going. If a community decides to start outreach earlier, remember that program details are still being determined. Keep your outreach general.

Board Member Christopher Thomas gave the update from the Program Design

Committee. The Utility Agreement requirements are set in Utah Code. The Program Design Committee feels comfortable recommending to the Board that it approve and give the ability of the Chair to sign the Utility Agreement. The committee met three times since the last Board Meeting. The Program Design Committee feels that the language of the Utility Agreement is near final. Resolution 23-04 would authorize the Board Chair to sign the agreement on behalf of the Agency. Approving this resolution would still allow for any remaining non-substantive changes identified by the attorneys to be made prior to Board Chair signature. If approved, member communities are requested to execute the agreement by September 1, 2023. Optional template slides and memo will be provided. Program Design Committee members are available to provide briefings as needed. Consultants used by the Division of Public Utilities and Office of Consumer services will be paid for by communities (already covered by Agency Funds not to exceed \$200k). Communities agree to reimburse RMP for the cost of two opt out notices. The Utility Agreement must address how any unpaid termination costs will be handled. And the Utility Agreement must determine whether the communities propose to accelerate paying down the costs of existing coal and gas plants, “replaced assets”.

Mr. Thomas spoke about opt-out notices. RMP is revising the cost estimate to allow for the second notice to be an email instead of a letter for the subset of customers who have requested paperless billing. To reduce costs, the Committee does not currently envision mailing opt out notices with pre-paid envelopes; there will be online and phone options. It will be expensive for Rocky Mountain Power to update its systems to track a person’s opt-out decision from one address to the next. The language of the opt-out notice is being reviewed by Penna Powers. Mr. Thomas reviewed the updated budget guidance for 2023-2024 noticing costs.

Switching topics, Mr. Thomas spoke about resource procurement. The Agency submitted an expression of interest in renewable energy projects bid into PacifiCorp’s 2022 All-Sour Request for Proposals. They pitched an idea to host an open house for renewable energy developers to learn about the program and gauge their interest.

Next steps include requests for member communities - if the Board approves the Utility Agreement, please prepare to seek signature from your community by September 1, 2023. Optional template slides and a memo explaining the agreement will be provided.

2.4 Public Comments

There was no public comment.

2.5 Closed Session (If needed): The Board may convene in a closed session to discuss items as provided by Utah Code Ann. 52-4-205

Board Member Cawley made the motion to convene a closed session per Utah State Code Ann, 52-4-205. Board Member Brems seconded the motion. Chair Dugan conducted a roll call vote. Alta, yes, Castle Valley, yes, Coalville absent, Cottonwood Heights, yes; Emigration Canyon Township yes; Franics, absent; Grand County absent, Holladay, yes; Kearns, absent; Millcreek excused; Moab yes; Oakley absent; Ogden, absent; Salt lake City yes; Salt Lake County, yes; Park City yes; Springdale yes; Summit County, yes. The motion passed unanimously. The Board entered

Closed session at 1:44 pm.

The Board left closed session and entered open session at 2:17 pm.

2.6 Discussion and Consideration of Resolution 23-04, Resolution of the Board Authorizing the Chair to Sign the Utility Agreement

Secretary Quinton asked if Board Member Thomas could give a quick reminder of this resolution. Board Member Thomas said the resolution gives the Chair the ability to sign the Utility Agreement if there are no material changes. By voting yes, it does not mean there cannot be changes to the Utility Agreement. When the Board Chair signs the agreement, it kicks off the process for Agency communities to sign the agreement by September 1, 2023.

Board Member Quinn moved to approve Resolution 23-04, Resolution of the Board Authorizing the Chair to sign the Utility Agreement. Board Member Brems seconded the motion. Chair Dugan asked for the vote. All Board Members voted yes. The motion passed unanimously.

2.7 Discussion and Consideration of Resolution 23-05, Resolution of the Board Adopting Agency Logo, Informal Name, and Tagline

Board Member Quinton moved to approve Resolution 23-05, Resolution of the Board Adopting Agency Logo, Informal Name, and Tagline. Board Member Quinn seconded the motion. Chair Dugan asked for the vote. All Board Members voted yes. The motion passed unanimously.

2.8 Discussion and Consideration of Resolution 23-06, Resolution of the Board Addressing Agency Withdrawal and Re-Entry

Board Member Thomas said there are 18 member communities, and they have all paid their share. The power to withdraw depends on the setup of the Agency's legislative body. If a community were to withdraw and later rejoin after paying their share of fees they could return with no penalty. Per this resolution a community may leave and request to come back but can only do that before the commission would approve the program. The entity that withdraws would need to provide written notice to the Board Secretary that they wish to rejoin. If the Utility Agreement has been executed by Rocky Mountain Power and one or more communities, the withdrawn party would need to sign the Utility Agreement and give that to the secretary. The board would then vote to readmit the entity or not. Only then if the Commission grants that request and votes would the withdrawn party be allowed to re-enter.

Board Member Quinn moved to adopt Resolution 23-06, Resolution of the Board Addressing Agency Withdrawal and Re-Entry. Board Member Quinton Seconded the motion. Chair Dugan asked for the vote. All Board members voted yes. The motion passed unanimously.

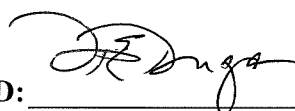
2.9 Board Member Comments

Secretary Quinton noted that the Communication Committee has put on hold the monthly

e-newsletter while they were working with Penna Powers. Secretary Quinton asked that the Communication Committee resume the e-newsletter to send out news that the Chair will be signing the Utility Agreement. Chair Dugan asked that the language be cleared with counsel.

3. Adjournment

Board member DeSeelhorst moved to adjourn the meeting. Board Member Quinn seconded. Chair Dugan asked for the vote. All Board members voted yes. The meeting adjourned at 2:32 pm.

APPROVED:  7 Aug 2023 Date
Dan Dugan, Chair

ATTEST:


Emily Quinton, Secretary

