

# Community Renewable Energy Agency Board Meeting Agenda

Public Notice is hereby given that the Community Renewable Energy Agency Board will assemble in a public meeting on February 5<sup>th</sup>, 2024, at the Millcreek City Hall located at 1330 East Chambers Avenue (3205 South), 84106 Millcreek UT, commencing at 1:00 p.m. The Board will convene in an electronic meeting. Board members may participate from remote locations. Board members will be connected to the electronic meeting by GoToMeeting, Zoom or telephonic communications. The anchor location will be Millcreek City Hall. Members of the public who are not physically present at the anchor location may attend the meeting remotely by electronic means at <https://global.gotomeeting.com/join/890138285>.

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## REGULAR MEETING of the Board:

### 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 January 8, 2024 Board Meeting Minutes
- 2.2 Treasurer Report (year-to-date contributions and expenses)
- 2.3 Reports from committees (Communications, Low-Income Plan, Program Design)
- 2.4 Informational item: Board Resource – Public Service Commission process
- 2.5 Public Comments

*Audience members may bring any item to the Board's attention. Comments are subject to the Public Comment Policy and Procedure set forth below.*

- 2.6 Board member comments
- 2.7 Closed Session (if needed): the Board may convene in a closed session to discuss items as provided by Utah Code Ann. §52-4-205

### 3. Adjournment

In accordance with the Americans with Disabilities Act, the Board will make reasonable accommodation for participation in the meeting. Individuals may request assistance by contacting [adainfo@millcreek.us](mailto:adainfo@millcreek.us) at least 48 hours in advance of the meeting.

Public Comment Policy and Procedure: The purpose of public comment is to allow citizens to address items on the agenda. Citizens requesting to address the Board may be asked to complete a written comment form and present it to the Millcreek City Recorder. In general, the Chair will allow an individual two minutes to address the Board. At the conclusion of the citizen comment time, the Chair may direct staff or Board members to assist the citizen on the issue presented; direct the citizen to the proper entity; or take no action. This policy also applies to all public hearings. Citizens may also submit written requests (outlining their issue) for an item to be considered at a future council meeting. The Chair may place the item on the agenda under citizen comments; direct staff or Board members to assist the citizen; direct the citizen to the entity; or take no action.

THE UNDERSIGNED HEREBY CERTIFIES THAT A COPY OF THE FOREGOING NOTICE WAS EMAILED OR POSTED TO:

Millcreek City Hall

Utah Public Notice Website

<http://pmn.utah.gov>

DATE: 2/1/24

Emily Quinton

Alex Wendt

Note agenda items may be moved in order, sequence, and time to meet the needs of the Board.

**This meeting will be live streamed via <https://millcreek.us/373/Meeting-Live-Stream>.**

# Participation Percentages

								Weighted Votes Occuring After July 31, 2022						
Signed Agreement to Secretary	Date Deemed Withdrawn	Listed Entities:	Phase 1 Initial Payments (Schedule 1, column D)	Phase 1 Anchor Payment Max (Schedule 2, column D)	Phase 2 Initial Payments (Schedule 1, column E)	Phase 2 Anchor Payment Max (Schedule 2, column G)	Aggregate Total of Actual Phase 1 Initial, Phase 2 Anchor, and Phase 2 Initial Payments	Phase 2 Anchor Proportionate Shares, based on Max Anchor Payments	Phase 2 Remaining Balance Distributed Proportionally Among Anchors (Phase 2 Anchor Payment)	Total Phase 1 and 2 Payment Obligations as of Meeting Date Above	Participation Percentage for Weighted Votes After July 31 2022	Yes vote on Resolution XX-XX Weighted Vote?	Total Yes Percentage on Resolution XX-XX	
1	7/1/2021	Grand County	2,109.37	3,110.81	2,109.37	3,110.81	\$ 6,364.78	1.49%	\$ 1,692.07	\$ 8,056.85	1.15%		0.00%	
2	10/1/2021	Salt Lake County	11,570.26		11,570.26		\$ 23,140.52	0.00%	\$ -	\$ 23,140.52	3.31%		0.00%	
3	7/1/2021	Summit County	10,759.97	15,868.33	10,759.97	15,868.33	\$ 32,466.94	7.61%	\$ 8,631.28	\$ 41,098.22	5.87%		0.00%	
4	7/1/2021	Town of Alta	218.93		218.93		\$ 437.86	0.00%	\$ -	\$ 437.86	0.06%		0.00%	
5		Bluffdale City	11,088.57		11,088.57		\$ -	0.00%	\$ -	\$ -	0.00%		0.00%	
6	7/1/2021	Town of Castle Valley	106.74	157.42	106.74	157.42	\$ 322.08	0.08%	\$ 85.63	\$ 407.71	0.06%		0.00%	
7	4/28/2022	Coalville City	562.99		562.99		\$ 1,125.98	0.00%	\$ -	\$ 1,125.98	0.16%		0.00%	
8	7/1/2021	Cottonwood Heights	10,942.10		10,942.10		\$ 21,884.20	0.00%	\$ -	\$ 21,884.20	3.13%		0.00%	
9	6/13/2022	Emigration Canyon Township	456.22		456.22		\$ 912.44	0.00%	\$ -	\$ 912.44	0.13%		0.00%	
10	8/3/2021	Francis City	421.54		421.54		\$ 843.08	0.00%	\$ -	\$ 843.08	0.12%		0.00%	
11	7/1/2021	City of Holladay	9,387.72		9,387.72		\$ 18,775.44	0.00%	\$ -	\$ 18,775.44	2.68%		0.00%	
12		Kamas City	743.49		743.49		\$ -	0.00%	\$ -	\$ -	0.00%		0.00%	
13	7/13/2021	Kearns	9,606.01		9,606.01		\$ 19,212.02	0.00%	\$ -	\$ 19,212.02	2.74%		0.00%	
14	7/1/2021	Moab City	2,237.95	3,300.43	2,237.95	3,300.43	\$ 6,752.75	1.58%	\$ 1,795.21	\$ 8,547.96	1.22%		0.00%	
15	7/1/2021	Millcreek	18,421.40	27,167.05	18,421.40	27,167.05	\$ 55,584.39	13.03%	\$ 14,777.00	\$ 70,361.39	10.05%		0.00%	
16	4/28/2022	Oakley City	520		520		\$ 1,040.00	0.00%	\$ -	\$ 1,040.00	0.15%		0.00%	
17	7/28/2021	Ogden City	35,737.26		35,737.26		\$ 71,474.52	0.00%	\$ -	\$ 71,474.52	10.21%		0.00%	
18		City of Orem	31,019.52		31,019.52		\$ -	0.00%	\$ -	\$ -	0.00%		0.00%	
19	7/13/2021	Park City	6,742.38	9,943.35	6,742.38	9,943.35	\$ 20,344.33	4.77%	\$ 5,408.50	\$ 25,752.83	3.68%		0.00%	
20	7/1/2021	Salt Lake City	101,050.33	149,024.48	101,050.33	149,024.48	\$ 304,907.42	71.45%	\$ 81,059.05	\$ 385,966.47	55.14%		0.00%	
21	7/1/2021	Town of Springdale	481.26		481.26		\$ 962.52	0.00%	\$ -	\$ 962.52	0.14%		0.00%	
22		West Jordan City	37,916.77		37,916.77		\$ -	0.00%	\$ -	\$ -	0.00%		0.00%	
23		West Valley City	47,899.22		47,899.22		\$ -	0.00%	\$ -	\$ -	0.00%		0.00%	
	<b>7/1/2021</b>		<b>350,000.00</b>	<b>208,571.87</b>	<b>350,000.00</b>	<b>208,571.87</b>	<b>586,551.27</b>	<b>100.00%</b>	<b>113,448.73</b>	<b>\$ 700,000.00</b>	<b>100%</b>		<b>0.00%</b>	

# Community Renewable Energy Agency Board Meeting Minutes

The Community Renewable Energy Agency Board met in a regular public meeting on **Monday, January 8, 2024**, at Millcreek City Hall, located at 1330 E. Chambers Avenue, Millcreek, UT 84106 and participated electronically via GoToMeeting.

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## **PRESENT:**

### **Board Members**

#### ***In person***

Angela Choberka, Vice Chair, *Ogden*

Drew Quinn, *Holladay*

Emily Quinton, *Summit County*

Jeff Silvestrini, *Millcreek*

Christopher Thomas, *Salt Lake City*

#### ***Electronic***

Randy Aton, *Springdale*

Pamela Gibson, *Castle Valley*

Chris Cawley, *Alta*

Luke Cartin, *Park City*

Patrick Schaeffer, *Kearns Metro Township*

David Brems, *Emigration Canyon Township*

Emily Paskett, *Salt Lake County*

Alexi Lamm, *Moab*

Samantha DeSeelhorst, *Cottonwood Heights*

Roger Armstrong, *Summit County*

Kyla Topham, *Springdale*

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

**Electronic Attendees:** Bob Davis, *Division of Public Utilities*; Brenda Salter, *Division of Public Utilities*; Sara Montoya, *Salt Lake City staff*; Samantha Pensari, *O2 Utah*; Lorenzo Long, *Ogden City staff*; Sam Owen, *Salt Lake City staff*; Carmen Valdez, *HEAL Utah*; Jeanne Evenden, *Ogden Resident*; Joan Entwistle, *Park City Resident*

Minutes by Alex Wendt, Millcreek Deputy Recorder.

**REGULAR MEETING – 1:00 p.m.**

**TIME COMMENCED: 1:08 p.m.**

## **1. Welcome, Introduction, and Preliminary Matters**

### **1.1 Purpose and Overview of Meeting**

**Vice Chair Angela Choberka called the meeting to order at 1:08 p.m.**

## 1.2 Current Participation Percentages included in Board Packet

## 2. Business Matters

### 2.1 Approval of December 4, 2023, Board Meeting Minutes

**Board Member Silvestrini made the motion to approve the December 4, 2023, Board Meeting Minutes. Board Member Quinn seconded. Vice Chair Choberka asked 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 the report is in the packet, the only change has been a couple bills paid to the communication consultant and legal counsel.

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

Board Member Chris Cawley gave the update for the Communication Committee. The Communications Committee held an open house style meeting. Participants from more than half the Agency communities attended the meeting. Collaboration with Penna Powers on social media, newsletters, and content drafting is going well. The next committee meeting is on January 12<sup>th</sup>. Communications channel performance trends are trending upwards but still low. 52% of the budget is expended as of December 7<sup>th</sup>, 2023. Not to exceed cost is \$93,500. The contract expires on June 30<sup>th</sup>. The Board will need to discuss if they wish to extend the contract with Penna Powers. Some options include reducing Penna Powers time with newsletter drafting, which would save \$7,000. Another option is to reduce their involvement with social media. During the next Communications Committee meeting we will discuss scope adjustment with Penna Powers, strategize press releases, develop newsletter content, and coordinate with other committees.

Board Member DeSeelhorst gave the update from the Low-Income Plan Committee. They will work on polishing materials for the Low-Income Plan outreach. More updates are coming in February.

Board Member Thomas gave the Program Design Committee update. Mr. Thomas added three new rows to the Program Application checklist. They are proposed program solicitation rules, proposed resource contracting provisions, and proposed agency resource solicitation documents. The Program Design Committee met twice in December; the small group met twice as well. They drafted a resolution regarding using remaining funds for program design and resource solicitation. They also worked with the Millcreek City Attorney to draft a resolution that would amend the Agency's financial administration policy with respect to program resources.

As discussed previously, PacifiCorp suspended their 2022 All Source RFP. The Agency had hoped to review pricing and select a resource from this solicitation. The Program Design Committee discussed hosting our own Agency solicitation. The Agency had earmarked \$300,000 for legal and analytical consulting expenses. As of December 31<sup>st</sup>, there is \$41,288.25 left. There is also \$106,5000 that is not obligated for any purpose.

Resolution 24-01 would approve the use of the remaining funds totaling \$147,788.35 for legal and analytical expenses. Board Member Silvestrini said that because there have been delays from Rocky Mountain Power, The Resource Solicitation Rough timeline is as follows. Rocky Mountain power should file the proposed solicitation rules, solicitation documents, and template resource contracts with the Utah Public Service Commission (PSC). In April, Rocky Mountain Power should file the remaining Program Application documents with the PSC. In June, if the PSC approves the February filing, Millcreek can publish a resource solicitation on behalf of the Agency. In September: the Agency could select a resource and ask PacifiCorp to sign a Power Purchase Agreement, contingent on the Program Application being approved and the resource being approved by the PSC.

Resolution 24-02 would amend the Agency's financial administration policy to allow Millcreek to host a solicitation for Program Resources. This allows for the development of program resource bid documents and allows for a bid fee to be collected for program resource bids like how PacifiCorp/Rocky Mountain Power charges bid fees to offset costs. The resolution also allows for resource bids to be submitted directly to a third party. The invitation for resource bids will follow Millcreek's process for acquisition of services and supplies. If the resolution passes, the committee will work on creating solicitation bid documents and template contracts to be ready to submit to the Utah PSC by the end of February.

Board Member Silvestrini said that these resolutions clean up items flagged by the Millcreek City Attorney. The bid fee is not uncommon in the realm of energy procurement. Board Member David Brems asked who is liable if something goes wrong if Rocky Mountain Power is not involved. Board Member Thomas said that the Agency has been in contact with RMP. The ultimate contract would be signed with RMP on behalf of the Agency and a 3<sup>rd</sup> party developer. Board Member Brems asked why would RMP be willing to sign this contract? Board Member Thomas said that state law allows program resources to be procured this way. The Board does not have a specific reason to think that RMP would not do this. Board Member Silvestrini said that there would be language deflecting liability from the Agency. Board Member Brems said that he is worried that misunderstandings in a bidding process could lead the Agency to be caught up in a dispute with energy developers. Board Member Thomas said that wording could be added that says the Agency does not have to select a winning bidder. This would help mitigate risk, but risk cannot be removed entirely. Board Member Brems said that he would like each community legal counsel to review the documents to consider risk.

#### **2.4 Public Comments**

There were no public comments.

#### **2.5 Discussion and Consideration of Resolution 24-01, Resolution of the Board Approving Unobligated Funds for Program Design and Resource Solicitation**

**Board Member Silvestrini made the motion to approve Resolution 24-01, Resolution of the Board Approving Unobligated Funds for Program Design and Resource Solicitation. Board Member Armstrong seconded the motion. Vice Chair Choberka asked for the vote. All Board Members voted yes. The motion passed unanimously.**

**2.6 Discussion and Consideration of Resolution 24-02, Resolution of the Board Amending the Financial Administration Policy**

Board Member Silvestrini made the motion to approve Resolution 24-02, Resolution of the Board Amending the Financial Administration Policy. Board Member Quinn seconded the motion. Vice Chair Choberka asked for the vote. All Board Members voted yes. The motion passed unanimously.

**2.7 Board Member Comments**

Secretary Quinton welcomed the new Board Members from Springdale and in the future Moab.

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

**3. Adjournment**

Board Member Quinn made the motion to adjourn the meeting at 1:46 p.m. Board Member Silvestrini seconded. Vice Chair Choberka called for the vote. All Board Members voted yes. The motion passed unanimously.

**APPROVED:** \_\_\_\_\_ **Date**  
Dan Dugan, Chair

**ATTEST:**  
\_\_\_\_\_  
Emily Quinton, Secretary

Community Renewable Energy Agency Board

Treasurer's Report for 2/5/24 Meeting

**Billing report (p. 1 of 2)**

For Date Range: 09/01/2021 - 01/31/2024

**CRE - CRE MEMBERSHIP**

<b>Date Billed</b>	<b>Name</b>	<b>Account Name</b>	<b>Amount</b>
9/15/2021	GRAND COUNTY	Membership Fee - Phase I Initial Payment	2,109.37
9/15/2021	SUMMIT COUNTY	Membership Fee - Phase I Initial Payment	10,759.97
9/15/2021	TOWN OF ALTA	Membership Fee - Phase I Initial Payment	218.93
9/15/2021	TOWN OF CASTLE VALLEY	Membership Fee - Phase I Initial Payment	106.74
9/15/2021	COTTONWOOD HEIGHTS	Membership Fee - Phase I Initial Payment	10,942.10
9/15/2021	FRANCIS CITY	Membership Fee - Phase I Initial Payment	421.54
9/15/2021	CITY OF HOLLADAY	Membership Fee - Phase I Initial Payment	9,387.72
9/15/2021	KEARNS	Membership Fee - Phase I Initial Payment	9,606.01
9/15/2021	MOAB CITY	Membership Fee - Phase I Initial Payment	2,237.95
9/15/2021	MILLCREEK	Membership Fee - Phase I Initial Payment	18,421.40
9/15/2021	OGDEN CITY	Membership Fee - Phase I Initial Payment	35,737.26
9/15/2021	PARK CITY	Membership Fee - Phase I Initial Payment	6,742.38
9/15/2021	SALT LAKE CITY	Membership Fee - Phase I Initial Payment	101,050.33
9/15/2021	SPRINGDALE CITY	Membership Fee - Phase I Initial Payment	481.26
10/19/2021	SALT LAKE COUNTY	Membership Fee - Phase I Initial Payment	11,570.26
11/10/2021	GRAND COUNTY	Anchor Payment - Phase I	2,146.04
11/10/2021	SUMMIT COUNTY	Anchor Payment - Phase I	10,947.00
11/10/2021	TOWN OF CASTLE VALLEY	Anchor Payment - Phase I	108.60
11/10/2021	MOAB CITY	Anchor Payment - Phase I	2,276.85
11/10/2021	MILLCREEK	Anchor Payment - Phase I	18,741.59
11/10/2021	PARK CITY	Anchor Payment - Phase I	6,859.57
11/10/2021	SALT LAKE CITY	Anchor Payment - Phase I	102,806.76



## Billing report (p. 2 of 2)

4/12/2022 GRAND COUNTY	Membership Fee - Phase II Initial Payment	2,109.37
4/12/2022 SUMMIT COUNTY	Membership Fee - Phase II Initial Payment	10,759.97
4/12/2022 TOWN OF ALTA	Membership Fee - Phase II Initial Payment	218.93
4/12/2022 TOWN OF CASTLE VALLEY	Membership Fee - Phase II Initial Payment	106.74
4/12/2022 COTTONWOOD HEIGHTS	Membership Fee - Phase II Initial Payment	10,942.10
4/12/2022 FRANCIS CITY	Membership Fee - Phase II Initial Payment	421.54
4/12/2022 CITY OF HOLLADAY	Membership Fee - Phase II Initial Payment	9,387.72
4/12/2022 KEARNS	Membership Fee - Phase II Initial Payment	9,606.01
4/12/2022 MOAB CITY	Membership Fee - Phase II Initial Payment	2,237.95
4/12/2022 MILLCREEK	Membership Fee - Phase II Initial Payment	18,421.40
4/12/2022 OGDEN CITY	Membership Fee - Phase II Initial Payment	35,737.26
4/12/2022 PARK CITY	Membership Fee - Phase II Initial Payment	6,742.38
4/12/2022 SALT LAKE CITY	Membership Fee - Phase II Initial Payment	101,050.33
4/12/2022 SPRINGDALE CITY	Membership Fee - Phase II Initial Payment	481.26
4/12/2022 SALT LAKE COUNTY	Membership Fee - Phase II Initial Payment	11,570.26
5/4/2022 COALVILLE CITY	Membership Fee - Phase I Initial Payment	562.99
5/4/2022 OAKLEY CITY	Membership Fee - Phase I Initial Payment	520.00
5/4/2022 COALVILLE CITY	Membership Fee - Phase II Initial Payment	562.99
5/4/2022 OAKLEY CITY	Membership Fee - Phase II Initial Payment	520.00
6/15/2022 EMIGRATION CANYON METRO TOWNSHIP	Membership Fee - Phase I Initial Payment	456.22
6/15/2022 EMIGRATION CANYON METRO TOWNSHIP	Membership Fee - Phase II Initial Payment	456.22
9/27/2022 GRAND COUNTY	Anchor Payment - Phase II	1,692.06
9/27/2022 SUMMIT COUNTY	Anchor Payment - Phase II	8,631.28
9/27/2022 TOWN OF CASTLE VALLEY	Anchor Payment - Phase II	85.62
9/27/2022 MOAB CITY	Anchor Payment - Phase II	1,795.21
9/27/2022 MILLCREEK	Anchor Payment - Phase II	14,777.01
9/27/2022 PARK CITY	Anchor Payment - Phase II	5,408.50
9/27/2022 SALT LAKE CITY	Anchor Payment - Phase II	81,059.05

\*Grand County Invoice resent on February 7, 2023

**Total Billed \$ 700,000.00**

## Revenue report (p. 1 of 2)

For Date Range: 09/01/2021 - 01/31/2024

## CRE - CRE MEMBERSHIP

Post Date	Receipt Name	Account Number	Account Name	Amount
9/24/2021	TOWN OF ALTA	701-3450-0000	Membership Fee - Phase I Initial Payment	218.93
9/24/2021	KEARNS -GREATER SALT LAKE MUNICIPAL SERVICES	701-3450-0000	Membership Fee - Phase I Initial Payment	9,606.01
9/24/2021	TOWN OF CASTLE VALLEY	701-3450-0000	Membership Fee - Phase I Initial Payment	106.74
9/27/2021	CITY OF HOLLADAY	701-3450-0000	Membership Fee - Phase I Initial Payment	9,387.72
9/27/2021	SUMMIT COUNTY	701-3450-0000	Membership Fee - Phase I Initial Payment	10,759.97
9/29/2021	COTTONWOOD HEIGHTS	701-3450-0000	Membership Fee - Phase I Initial Payment	10,942.10
9/30/2021	MILLCREEK	701-3450-0000	Membership Fee - Phase I Initial Payment	18,421.40
10/4/2021	CITY OF MOAB	701-3450-0000	Membership Fee - Phase I Initial Payment	2,237.95
10/4/2021	OGDEN CITY	701-3450-0000	Membership Fee - Phase I Initial Payment	35,737.26
10/4/2021	SALT LAKE CITY	701-3450-0000	Membership Fee - Phase I Initial Payment	101,050.33
10/8/2021	FRANCIS CITY	701-3450-0000	Membership Fee - Phase I Initial Payment	421.54
10/8/2021	TOWN OF SPRINGDALE	701-3450-0000	Membership Fee - Phase I Initial Payment	481.26
10/28/2021	PARK CITY	701-3450-0000	Membership Fee - Phase I Initial Payment	6,742.38
11/10/2021	GRAND COUNTY	701-3450-0000	Membership Fee - Phase I Initial Payment	2,109.37
11/23/2021	PARK CITY	701-3450-0000	Anchor Payment - Phase I	6,859.57
11/23/2021	SUMMIT COUNTY	701-3450-0000	Anchor Payment - Phase I	10,947.00
11/23/2021	SALT LAKE CITY	701-3450-0000	Anchor Payment - Phase I	102,806.76
11/29/2021	MILLCREEK	701-3450-0000	Anchor Payment - Phase I	18,741.59
11/29/2021	TOWN OF CASTLE VALLEY	701-3450-0000	Anchor Payment - Phase I	108.60
11/29/2021	CITY OF MOAB	701-3450-0000	Anchor Payment - Phase I	2,276.85
12/7/2021	SALT LAKE COUNTY	701-3450-0000	Membership Fee - Phase I Initial Payment	11,570.26
2/17/2022	GRAND COUNTY	701-3450-0000	Anchor Payment - Phase I	2,146.04
4/18/2022	COTTONWOOD HEIGHTS	701-3450-0000	Membership Fee - Phase II Initial Payment	10,942.10
4/21/2022	KEARNS -GREATER SALT LAKE MUNICIPAL SERVICES	701-3450-0000	Membership Fee - Phase II Initial Payment	9,606.01
4/21/2022	TOWN OF ALTA	701-3450-0000	Membership Fee - Phase II Initial Payment	218.93
4/25/2022	TOWN OF CASTLE VALLEY	701-3450-0000	Membership Fee - Phase II Initial Payment	106.74
4/25/2022	PARK CITY	701-3450-0000	Membership Fee - Phase II Initial Payment	6,742.38
5/2/2022	SUMMIT COUNTY	701-3450-0000	Membership Fee - Phase II Initial Payment	10,759.97
5/10/2022	GRAND COUNTY	701-3450-0000	Membership Fee - Phase II Initial Payment	2,109.37
5/19/2022	OAKLEY CITY	701-3450-0000	Membership Fee - Phase I Initial Payment	520.00
6/1/2022	COALVILLE CITY	701-3450-0000	Membership Fee - Phase I Initial Payment	562.99
6/1/2022	SPRINGDALE CITY	701-3450-0000	Membership Fee - Phase II Initial Payment	481.26
6/21/2022	SALT LAKE COUNTY	701-3450-0000	Membership Fee - Phase II Initial Payment	11,570.26
6/27/2022	EMIGRATION CANYON METRO TOWNSHIP	701-3450-0000	Membership Fee - Phase I Initial Payment	456.22
6/27/2022	EMIGRATION CANYON METRO TOWNSHIP	701-3450-0000	Membership Fee - Phase II Initial Payment	456.22

## Revenue report (p. 2 of 2)

7/7/2022 MILLCREEK	701-3450-0000	Membership Fee - Phase II Initial Payment	18,421.40
7/19/2022 SALT LAKE CITY	701-3450-0000	Membership Fee - Phase II Initial Payment	101,050.33
7/27/2022 OGDEN CITY	701-3450-0000	Membership Fee - Phase II Initial Payment	35,737.26
7/27/2022 CITY OF HOLLADAY	701-3450-0000	Membership Fee - Phase II Initial Payment	9,387.72
7/29/2022 COALVILLE CITY	701-3450-0000	Membership Fee - Phase II Initial Payment	562.99
7/29/2022 FRANCIS CITY	701-3450-0000	Membership Fee - Phase II Initial Payment	421.54
7/29/2022 CITY OF MOAB	701-3450-0000	Membership Fee - Phase II Initial Payment	2,237.95
8/8/2022 OAKLEY CITY	701-3450-0000	Membership Fee - Phase II Initial Payment	520.00
10/6/2022 SUMMIT COUNTY	701-3450-0000	Anchor Payment - Phase II	8,631.28
10/6/2022 SALT LAKE CITY	701-3450-0000	Anchor Payment - Phase II	81,059.05
10/6/2022 CITY OF MOAB	701-3450-0000	Anchor Payment - Phase II	1,795.21
10/17/2022 MILLCREEK	701-3450-0000	Anchor Payment - Phase II	14,777.01
10/27/2022 TOWN OF CASTLE VALLEY	701-3450-0000	Anchor Payment - Phase II	85.62
11/16/2022 PARK CITY	701-3450-0000	Anchor Payment - Phase II	5,408.50
3/3/2023 GRAND COUNTY	701-3450-0000	Anchor Payment - Phase II	1,692.06

**Total Received \$ 700,000.00**

## Accounts payable report (p. 1 of 2)

For Date Range: 09/01/2021 - 01/31/2024

Post Date	Vendor	Account Number	Account Name	Amount
12/21/2021	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	2,425.50
1/25/2022	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	5,184.00
3/8/2022	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	6,615.00
3/29/2022	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	15,481.35
4/12/2022	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	23,526.27
6/21/2022	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	20,222.91
6/30/2022	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	6,242.87
8/9/2022	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	9,643.00
10/11/2022	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	26,701.25
10/25/2022	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	15,702.75
11/8/2022	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	2,320.25
12/13/2022	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	9,047.50
1/10/2023	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	11,118.50
2/14/2023	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	11,243.25
3/7/2023	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	18,049.50
5/2/2023	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	11,833.50
5/16/2023	PENNA POWERS, INC.	701-7110-3100	Professional Services	562.50
5/16/2023	PENNA POWERS, INC.	701-7110-3100	Professional Services	1,312.50
5/31/2023	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	3,096.00
6/21/2023	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	12,683.00
6/21/2023	PENNA POWERS, INC.	701-7110-3100	Professional Services	7,375.00
7/18/2023	PENNA POWERS, INC.	701-7110-3100	Professional Services	5,766.75
7/26/2023	PENNA POWERS, INC.	701-7110-3100	Professional Services	812.50
7/26/2023	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	7,818.50
8/31/2023	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	8,926.00
9/19/2023	PENNA POWERS, INC.	701-7110-3100	Professional Services	13,312.50
10/3/2023	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	11,549.25
10/17/2023	PENNA POWERS, INC.	701-7110-3100	Professional Services	6,812.50
10/31/2023	JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	10,727.00
11/14/2023	PENNA POWERS, INC.	701-7110-3100	Professional Services	8,943.74

Accounts payable report (p. 2 of 2)

12/5/2023 JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	8,554.50
12/27/2023 PENNA POWERS, INC.	701-7110-3100	Professional Services	4,500.00
1/3/2024 JAMES DODGE RUSSELL & STEPHENS, P.C.	701-7110-3100	Professional Services	17,269.50
1/23/2024 PENNA POWERS, INC.	701-7110-3100	Professional Services	1,588.75
<b>Total Paid</b>			<b>\$ 326,967.89</b>
<b>Balance Unspent</b>			<b>\$ 373,032.11</b>

Community Renewable Energy Agency Budget Status

Budget usage	Vendor	Budget	Spent	Remaining
Legal & technical	<a href="#">James Dodge Russell &amp; Stephens P.C.</a>	\$406,500	\$275,981.15	\$130,518.85
Communications	<a href="#">Penna Powers</a> (not to exceed)	\$93,500	\$50,986.74	\$42,513.26
Division of Public Utilities and Office of Consumer Services	<a href="#">Third-party consultants</a> (not to exceed)	\$200,000	\$0.00	\$200,000.00
<b>Total</b>		<b>\$700,000</b>	<b>\$326,967.89</b>	<b>\$373,032.11</b>

# Agenda Item 2.3 Communications Committee Update

Community Renewable Energy Board Meeting  
February 2024

*Committee Membership: Salt Lake City, Cottonwood  
Heights, Alta, Holladay, Moab*

# Recent Committee Activity

- January 12th Committee Meeting
  - Discussed scope of work adjustment
- Renewed engagement and collaboration with o2 Utah and Heal Utah
- Ongoing committee member collaboration with Penna Powers on social, newsletter content drafting, review and posting
- Next Committee Meeting: Friday February 9th 10 AM

# Recent Communications Activity

- Bi-weekly social media posts, January Newsletter on 1/8/24
- Comms channels performance trends are very good, absolute numbers still low
  - We are improving program awareness and broadening our audience
  - IG > FB, Video > still photo content
- [Penna content performance metrics report](#)
- Numerous inquiries via website



# Recent Communications Activity



utahrenewablecommunities

utahrenewablecommunities The 2024 legislative session is now underway as of January 16th, and will go through March 1st. So far, there are 7 bills that address energy, 6 bills that address air quality, and more that can impact our environment and wellbeing. Our friends at @utahcleanenergy @healutah @sierraclubutah @o2utah have legislative digests you can receive via email, bill trackers on their websites, and alerts on their social media channels so you and your family can stay updated on what's going on at the hill!

The more you know, the more you can be part of the process by contacting representatives and participating in community lobbying.

gram at  
(or link in bio)

ovation #UtahEnergy  
vable #URC  
renewable #RenewableCommunity

Post

POSTS REELS TAGGED

15 0

**SPARK**  
A CONVERSATION:  
SIGN UP FOR OUR  
NEWSLETTER

Net-100% Renewable Electricity  
Working Together for a Sustainable Future

TOWN OF ALTA  
STATE OF UTAH

Clearing the Air: Strategies to Combat Inversion in Utah

View this email in your browser

**UTAH  
RENEWABLE  
COMMUNITIES**

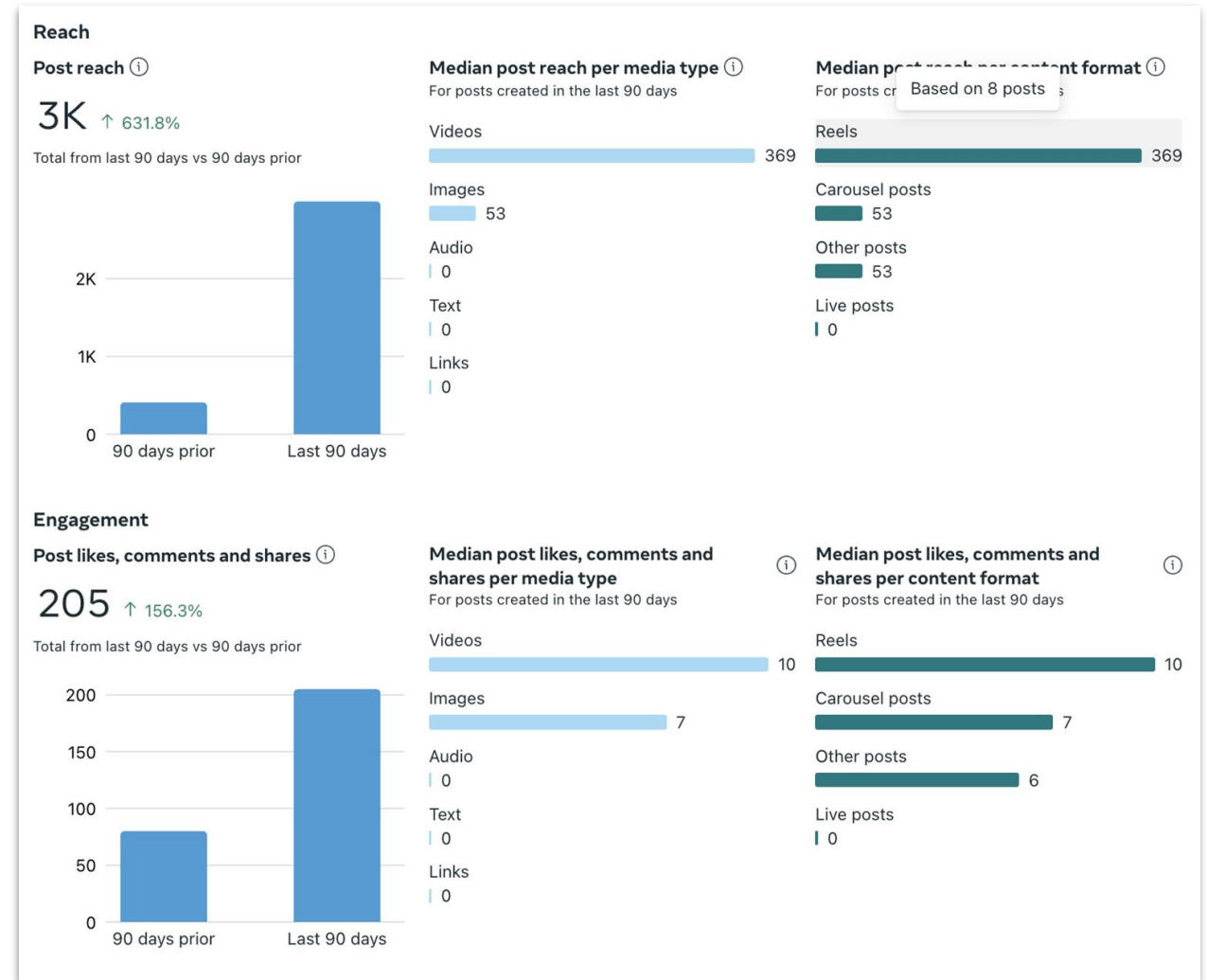
100% Committed to Clean Energy

Image by Bailey Edelstein

**Clearing the Air: Strategies to  
Combat Inversion in Utah**

# Recent Communications Activity

- [Penna content performance metrics](#)
- Fewer posts in January=less activity
- Posts performed well
- Trends still positive



# Scope of Work and Cost Estimate

- Total billed to-date: \$50,335.49
- 53% of budget expended as of January 8th; began billing in April 2023
- Not-to-exceed cost estimate: \$93,500
- State contract hourly rate for “public relations”: \$125/hr
- Contract expires June 30



TASKS	Cost Estimate	Estimated Hours	Billed July	Billed August	Billed September	Billed October	Billed November	Billed December	Total Billed To Date	Total Hours To Date	Percentag of Budge	Budget Remaining
<b>STRATEGY, PLANNING, &amp; MGMT</b>												
Project Meetings	\$10,000	80.00	\$593.75	\$125.00	\$562.50	\$375.00	\$31.25	\$343.75	\$4,156.25	33.25	42%	\$5,843.75
Communications Audit	\$7,500	60.00	\$187.50	\$31.25					\$7,329.25	58.63	98%	\$170.75
Phase 2 Preparation	-	-							\$93.75	0.75	-	
Opt-Out Letter	\$250	2.00		\$187.50					\$218.75	1.75	88%	\$31.25
Website (Program Description/FAQ)	\$2,000	16.00	\$375.00	\$93.75					\$1,906.25	15.25	95%	\$93.75
Decision Prep	-	-	\$31.25	\$31.25	\$125.00	\$125.00			\$312.50	2.50	-	
Revise Logo	\$8,000	64.00	\$1,906.25	\$437.50	\$125.00	\$156.25	\$406.25		\$6,468.75	51.75	81%	\$1,531.25
Refresh Website	\$15,000	120.00	\$1,968.75	\$2,875.00	\$2,937.50	\$2,730.00	\$218.75	\$307.50	\$11,230.00	89.84	75%	\$3,770.00
Monthly Newsletter Content (+ Template)	\$7,000	56.00	\$500.00	\$62.50		\$500.00	\$1,343.75	\$125.00	\$3,281.25	26.25	47%	\$3,718.75
Social Media Content	\$23,000	184.00	\$2,125.00	\$1,750.00	\$3,062.50	\$4,338.74	\$2,375.00	\$687.50	\$14,869.99	118.96	65%	\$8,130.01
Ordinance Adoption Prep	-	-	\$31.25						\$31.25	0.25		
Assistance Poster	\$2,750	22.00				\$625.00	\$125.00	\$125.00	\$875.00	7.00	32%	\$1,875.00
Phase 3 Preparation	-	-				\$93.75			\$156.25	1.25		
<b>Total Estimated Cost</b>												
<b>Total Amount Billed Per Month</b>			\$7,718.75	\$5,593.75	\$6,812.50	\$8,943.74	\$4,500.00	\$1,588.75	\$50,335.49	407.43	53.83%	

# Scope Adjustment

- Penna will off-load aspects of social media program to committee members, reduce involvement in newsletters
- Moving \$5,000 from newsletter budget line item to social media, increasing social budget \$18,000 to \$23,000
- Social: 65% of the way through ~\$23,000 budget line item
- 6 months left under contract; will we extend given program application timeline?

# Next Steps

- *Committee meeting*
  - *Public Relations planning: press releases*
- *Continue developing and posting social/newsletter content*
- *Coordination with Low Income Plan, Program Design Committees to understand and support upcoming milestones and communications priorities*

# Low-Income Plan Committee Update

Community Renewable Energy Board Meeting  
February 2024



Today's Topic:

Outreach Reminder Emails

# Outreach Reminder Emails

## WHO?

- Sent by Samantha, on behalf of the Low-Income Plan Committee to Board Members from each community
- Didn't receive the email, but should've? Let Samantha know!

## WHAT?

- The email is a reminder about the outreach we've each committed to in our Low-Income Plans
- Specifically written to remind communities which organizations they're responsible to perform outreach to, and what the outreach needs to consist of

## WHEN?

- Sent at the beginning of January 2024



Here is a quick overview of the content of these emails, using Salt Lake City's as an example...

**Samantha DeSeelhorst**

---

**From:** Samantha DeSeelhorst  
**Sent:** Thursday, January 4, 2024 12:56 PM  
**To:** Dugan, Dan; Christopher Thomas  
**Subject:** Reminder: Steps for Salt Lake City's Low-Income Plan Outreach  
**Attachments:** SALT LAKE CITY.pdf

Chair Dugan and Christopher,

As you'll recall from recent board meetings, I'm following up to remind each community about the outreach they'll need to do per their Low-Income Plan. I've attached a copy of your Low-Income Plan to this email as reference and have summarized the logistics of completing the outreach below.

The Low-Income Plan Committee will handle the outreach for organizations that were listed by the majority of Agency communities. Any remaining organizations from a community's Low-Income Plan are that community's responsibility to cover outreach to, with the option to collaborate with another community if they also listed it.

Looking at Salt Lake City's plan, a good portion of the organizations listed were listed by the majority of other communities, and will be covered by the Committee. The only organizations from your plan which were not listed by the majority, and are thus Salt Lake City's responsibility to cover, are:

1. Alliance House
2. Salt Lake City Landlord/Tenant Initiative (Good Landlord Program)
3. Utah Division of Services for Blind and Visually Impaired
4. Utah Division of Services for the Deaf and Hard of Hearing
5. Utah Rental Housing Association

Please note that for the organizations which are your community's responsibility to contact, the outreach must include the following:

1. Contact the organization to offer a 1:1 meeting to answer their questions about the Program.
  - a. This needs to be completed within one year of the Program being approved by the Public Service Commission.
2. Provide the organization with final copies of the informational Program poster they can display in their office and an informational email template they can share with clientele who ask them about the Program. Organizations may also use this template in any electronic newsletters.
  - a. These materials are still being developed. Once complete, they will be sent to you for sharing.
  - b. The poster and email template need to be shared with organizations by the time the initial opt-out period closes for customers to exit the Program.

To assist you in contacting these organizations, we've prepared a Contact Information Appendix which can be viewed [here](#).

Please let me know if you have any questions about this outreach, and if there's anything you need support with to complete it. Please respond to this email so that I know it's been received.

Your Low-Income Plan is attached to the email. You can pull it up to see the full list of organizations that you specified you'll conduct outreach to.

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Out of the list of organizations you put on your Low-Income Plan, the Committee will take care of outreach to any that were listed by the majority of communities!

That means you, as a community, will only be responsible for outreach to the remaining organizations from your list, that weren't included by the majority of communities.

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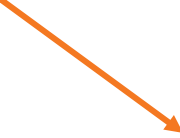
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Please let me know if you have any questions about this outreach, and if there's anything you need support with to complete it. Please respond to this email so that I know it's been received.

This is where those organizations, that are your responsibility, are specified!



Remember, these came from your Low-Income Plan. It just looks like a smaller list, because we've removed any organizations from your plan that are going to be covered by the Committee.



**Samantha DeSeelhorst**

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Please let me know if you have any questions about this outreach, and if there's anything you need support with to complete it. Please respond to this email so that I know it's been received.

This is where we specify what the outreach needs to include, for the organizations that are your responsibility, including when the outreach needs to be done by.



**Samantha DeSeelhorst**

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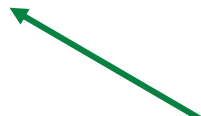
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Please let me know if you have any questions about this outreach, and if there's anything you need support with to complete it. Please respond to this email so that I know it's been received.

This is where we mention the Contact Information Appendix, which is a master list of contact information for all the organizations listed across all 18 plans.

When you start your outreach, if you need contact information for an organization, you can check this spreadsheet.



## Let's recap!

As a community, you are responsible for outreach to any organizations from your Low-Income Plan that were not listed by the majority of communities.

This outreach doesn't need to start immediately, but as we look ahead to next steps, please review these informational emails so you are prepared!

Contact the Low-Income Plan Committee with  
any questions.

Samantha DeSeelhorst  
Email: [sdeseelhorst@ch.utah.gov](mailto:sdeseelhorst@ch.utah.gov)  
Office Cell: 385-630-6042





# UTAH RENEWABLE COMMUNITIES

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100% Committed to Clean Energy

# Agenda Item 2.3 Program Design Committee Update

Utah Renewable Communities (URC) Board Meeting  
February 2024



**UTAH**  
**RENEWABLE**  
**COMMUNITIES**

100% Committed to Clean Energy

# Program Design Committee Membership

- Summit County
- Holladay
- Millcreek
- Ogden
- Park City
- Salt Lake City
- Springdale

[Resolution 21-05](#)

[Resolution 21-06](#)

# Program Application – Required Items 9/28

	Agency Working Committee	Rocky Mountain Power	Board
Name and boundary map for each eligible community	Drafted and Sent <b>4/27</b>	Accepted <b>8/7</b>	N/A
Proposed ordinance language	Recommended	--	Approved
Customer count by schedule, monthly load by class	Reviewing data	Provided data	
10-year load forecast by class	Awaiting 8/3	Complete <b>4/28</b>	N/A
Projected program rates for each customer class		Assigned <b>3/21</b>	
Process for periodic rate adjustment filings		Assigned <b>3/21</b>	
Proposed tariff changes		Drafting <b>3/21</b>	
Utility Agreement	Approved <b>10/2</b>	Approved <b>10/2</b>	Approved
Governance Agreement	Complete		
Plans for low-income assistance (Programmatic)	Recommended	Reviewed	Approved
Proposed program solicitation rules (NEW)	Revised and sent <b>2/1/24</b>	Reviewing <b>2/1/24</b>	
Proposed resource contracting provisions (NEW)	Reviewing <b>1/24/24</b>	Drafted and Sent <b>1/24/24</b>	
Proposed Agency resource solicitation documents (NEW)	Drafting <b>1/17/24</b>		
Proposed form of opt-out notices	Revised and sent <b>2/1/24</b>	Reviewing <b>2/1/24</b>	
Projected implementation date	Conceptual Discussions		
Other informational materials	Not Started		
Explanation how other customers and utility not subject to costs	Conceptual Discussions		

# Key Activities

- Committee met three times in January
- Small group met three times to discuss resource valuation, procurement, and financial backstop
- Phil Russell continued work on program solicitation rules
- Phil Russell started drafting solicitation documents
- Requested Rocky Mountain Power estimate program administration costs to help with program rate design and reserves

# Topics

- Agency resource solicitation updates
- Update on select Utah legislature energy bills
- Updates on EPA's Climate Pollution Reduction Grants
  - Salt Lake City submitted a "letter of intent" for a grant to support the URC program
    - Letters of intent from all URC member communities is requested
  - The State of Utah's Beehive Emissions Reduction Plan (BERP)

# Agency resource solicitation update

- Solicitation rules are almost complete
- The main solicitation narrative document has been drafted but requires more work
  - Will ask Energy Strategies to help draft appropriate minimum qualifications to ensure we receive high quality proposals that have a high likelihood of being built on time
  - Will try to have a complete draft by mid-to-late February to distribute to Millcreek's attorney and all other community attorneys for review
  - Hope to request a vote at the Board meeting on **March 4**
- Rocky Mountain Power suggested contracting provisions that would be required for power purchase agreements and the Program Design committee is reviewing

# Energy Bills

- [HB 241](#) – Update on Rep. Albrecht’s Clean Energy Amendments
- [HB 374](#) – Rep. Jack’s State Energy Policy Amendments
- Unnumbered bill request – Senator Hinkins’s Community Renewable Energy Amendments



# HB 241 Clean Energy Amendments

- Eliminates the term “renewable energy” from most of state code and the Community Renewable Energy Act
- Preserves the term in reference to the resolutions our communities adopted in 2019

2586 **54-17-903. Program requirement for a municipality or county.**

2587 (1) (a) As used in this section, “renewable energy resource” means the same as the term

2588 “clean energy resource” is defined in Section 54-17-902.

2589 (b) Customers of a qualified utility may be served by the community [renewable] clean  
2590 energy program described in this part if the municipality or county satisfies the requirements of  
2591 Subsection (2).

2592 (2) The municipality or county in which the customer resides shall:

2593 (a) adopt a resolution no later than December 31, 2019, that states a goal of achieving  
2594 an amount equivalent to 100% of the annual electric energy supply for participating customers  
2595 from a renewable energy resource by 2030;

2596 (b) enter into an agreement with a qualified utility:

2597 (i) with the stipulation of payment by the municipality or county to the qualified utility  
2598 for the costs of:

# HB 241 Clean Energy Amendments (cont.)

- Makes additional resources eligible for the program under a new term, “clean energy resource”
- Will likely require updating the program’s administrative rules and amending the Utility Agreement

2518       (3) "Clean energy resource" means:  
2519       (a) electric energy generated by a source that is naturally replenished and includes one  
2520       or more of the following:  
2521       (i) wind;  
2522       (ii) solar photovoltaic or thermal solar technology;  
2523       (iii) a geothermal resource; or  
2524       (iv) a hydroelectric plant including a pumped storage hydropower facility;  
2525       (b) use of an energy efficient and sustainable technology the commission has approved  
2526       for implementation that:  
2527       (i) increases efficient energy usage;  
2528       (ii) is capable of being used for demand response;  
2529       (iii) facilitates the use and development of clean generation resources through electrical  
2530       grid management or energy storage; or  
2531       (iv) uses carbon capture utilization and sequestration; or  
2532       (c) energy derived from nuclear fuel.

# HB 374 State Energy Policy Amendments

- Creates a new prioritization list for Utah energy resources
- Deprioritizes “affordable” and “clean” energy
- No mention of water consumption

138        (a) (i) Utah will develop its energy resources and plan its energy future with a focus on  
139 human well-being and quality of life, recognizing that reliable access to energy is vital for  
140 human health, adaptation, economic growth, and prosperity;

141        (ii) Utah shall have energy resources that have the following attributes, listed in order  
142 of priority:

143        (A) adequate;

144        (B) reliable;

145        (C) dispatchable;

146        (D) affordable;

147        (E) sustainable;

148        (F) secure; and

149        (G) clean; and

150        (iii) Utah shall encourage the construction and use of electricity systems that balance  
151 the criteria described in Subsection (1)(a)(ii) while giving priority to the criteria in the order

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152 they are listed in Subsection (1)(a)(ii);

# HB 374 State Energy Policy Amendments

- Dispatchable is defined as “natural gas, coal, oil, and hydroelectric” with no mention of batteries (which are dispatchable as long as they are charged)
- Subjects the Public Service Commission and governmental entities to the prioritization
- Not clear what effect this has on URC program development

158        (A) dispatchable energy resources, including natural gas, coal, oil, and hydroelectric;

220        (2) Governmental entities, the Public Service Commission, electric corporations, and  
221 gas corporations shall conduct activities consistent with Subsection (1).

222        (3) A person may not file suit to challenge a state agency's action that is inconsistent  
223 with Subsection (1).

# CPRG implementation grant letter of intent

- SLC submitted a non-binding optional letter of intent to EPA on Jan 31 for a CPRG implementation grant to support the URC program
- **~\$45million request** (Tier D up to \$50million), modeled as
  - Participant support cost to cover the net-cost assigned to the URC program for the output of two 100 MW Utah solar farms online in 2027
  - Participant support cost to cover required RMP administration costs
  - Four energy navigator positions for three years to provide education and outreach in communities with areas identified by the grant as “disadvantaged”
    - Provisionally, positions could be located in: Salt Lake City / Salt Lake County, Grand County, Summit County, Ogden
    - Meeting with staff from these communities on **Feb 5** to gauge interest
- Amount can be revised before the grant application is submitted on **Apr 1**
- Calculated emissions reduced (using AVERT and downscaling tons over time with falling estimated marginal emissions rate):
  - 1.2 million metric tons of CO2 by Dec 2030 (\$37.17 per ton reduced)
  - 5.2 million metric tons of CO2 by Dec 2050 (\$8.60 per ton reduced)

# CPRG Grant – Letters of Support Request

- For coalition applications, every municipality submits a letter of intent to sign a memorandum of agreement connected with the grant
- Would all 18 member communities be willing to sign a letter of intent and return it to Christopher by **Mar 12**?
- Christopher will email the Board a template letter with a request for each community to please put it on their letterhead and sign it
- EPA requires that coalition partners enter a Memorandum of Agreement related to a prospective grant by **July 1, 2024**; this memo lists each partner agency and describes roles and responsibilities
- EPA plans to announce grant selection decisions in **July 2024** and issue awards by **October 2024**

# Beehive Emissions Reduction Plan (BERP) update

- The Utah Division of Air Quality (DAQ) released its draft Priority Climate Action Plan and asked for comment by Feb 9
- The Utah Renewable Communities program is listed as a measure in the draft plan but more information is requested
- Christopher and Emily are developing a response to submit back to the DAQ by the deadline

# Next Steps

- Please look for an email requesting a signed letter of intent related to Salt Lake City's application for funds to support the URC program
- Please look for a draft solicitation document for review by municipal attorneys later this month



### What is the Utah Public Service Commission and what does it have to do with the Utah Renewable Communities Program?

“The Public Service Commission of Utah (the Commission) is an independent agency. It is responsible for setting rates and tariffs for public utilities in Utah. The Commission also evaluates utility resource plans, assesses the reliability and quality of utility service, responds to customer complaints and addresses other requests related to the public utilities it regulates. The Commission balances lack of market competition produced by certificated monopoly providers of electricity, natural gas, water, sewer, and telecommunications by regulating utility rates and services<sup>1</sup>.”

H.B.411 The Community Renewable Energy Act enacted in the Public Utilities Code outlines the role and rulemaking authority of the Commission in approving a community renewable energy program (the URC Program). **The URC Program must be approved by the commission under Section 54-17-904.** To do so, the “Program Application” must be filed by Rocky Mountain Power (RMP) with the Commission seeking approval of the Program. When the Application is filed, the Commission will open a “Docket” where all filings related to the Application will be kept.

Please note that statutory language uses the term community renewable energy program while the public facing branding of our efforts is Utah Renewable Communities.

### What to Expect of the Commission Proceedings

The Commission proceeding to consider the Program Application is a formal proceeding in which the Commission will consider all evidence submitted and issue a ruling either approving or denying the request for relief in the Application. RMP is expected to file testimony in connection with the Application that supports Commission approval of the Application.

Once the Application is filed with the Commission, the Commission will likely publish a Notice giving the public notice that the application was filed. The Commission will then set a scheduling conference, generally a week or two later. Prior to the Scheduling Conference, the parties to the docket will initiate an email discussion of an appropriate schedule for the matter and will then present the proposal to the Commission at the scheduling conference. Parties who have an interest in the docket typically attend the scheduling conference to address the schedule. The parties to the docket to consider the Application will be RMP, the Division of Public Utilities (the Division), the Office of Consumer Services (the Office), the URC Board (the Agency), each URC participating community, and interested interveners (such as clean energy advocates).

After the scheduling conference the Commission will issue a Scheduling Order which will identify deadlines for discovery and for parties to file testimony, which will proceed in several rounds, including direct, rebuttal, and surrebuttal testimony that will permit all parties to respond to the testimony of all other parties. The Scheduling Order will also set the date for a hearing, usually several months after the Scheduling Order, to allow all parties sufficient time to conduct discovery and develop testimony.

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<sup>1</sup> State of Utah 2023, Public Service Commission website, accessed November 11, 2023, <<https://psc.utah.gov>>

**Utah Renewable Communities Board Resource:  
What happens at the Public Service Commission?**



A hearing date and completion date as early as possible will be sought while allowing sufficient time for the Commission, the Division, the Office, RMP, the Agency, and stakeholders to adequately review and respond to the application.

The Commission may also set one or more technical conference(s), which will allow the parties and the Commission to meet directly to discuss various aspects of the Application. The technical conference provides the opportunity for the Commission and parties to ask technical questions and for all parties to gain a better understanding of the entire application and to identify where disputes might arise. Ultimately, technical conferences allow stakeholders to interact with Commissioners and lead to better-informed discussions during the docket proceedings. We expect the Commission to schedule at least one technical conference due to the complexity and uniqueness of our Program Application. RMP, the Agency, and/or communities may be asked to conduct presentations about certain aspects of the Program Application that need more explanation.

If there is public interest, a public comment period could be scheduled during the Scheduling Conference. If requested and scheduled, members of the public could come and address the Commission directly, rather than through representatives of the communities or agencies. A public hearing may be desirable if negative public comment is anticipated. Since all communities are parties to the filing, all would have the opportunity to respond to public comments and to whatever is presented to the Commission.

Each community is a party to the docket per the Community Renewable Energy Act and as required by Commission Rules. As such, each community will be expected to respond to discovery requests if asked to do so. It is likely that discovery requests will be directed to the URC Board who will either respond directly or submit them to individual communities to provide a response if the request seeks information from an individual community. Most of the discovery requests will likely be aimed at RMP because RMP is the party with the most information and is the party filing the Application.

All witness testimony filed with the Commission before the hearing are typically adopted during the hearing to shorten the proceedings while maintaining a written record available to the public. Pre-filing makes all documents and records available in advance of the hearing and gives everyone time to prepare cross-examination questions. The Commission docket will be open to the public and all documents other than those marked confidential by the parties will be accessible through the Commission's website. The Commission provides an audio stream of hearings from the Commission's YouTube streaming page. Any discussion of confidential material will not be open to the public.

Following the hearing, the Commission will issue an order approving or denying the Application. The Commission may issue an order declining to establish a Program as described in the Application, or an order requiring material modifications to the Program as described in the Application that are not acceptable to Company or Agency, each in its sole discretion.

If the Commission declines to approve the Application, the Utility Agreement will terminate with respect to all Parties and all future obligations of the Parties under the Agreement (other than the provisions which by their terms are intended to survive the termination of this Agreement) shall be terminated without further liability of any Party. Under no circumstances shall any Party have any liability to any other Party due to a Commission order denying the Application.

**Utah Renewable Communities Board Resource:  
What happens at the Public Service Commission?**



**Summary of Expected steps**

- Program Application Filed at Public Service Commission by Rocky Mountain Power
- Docket Number and Hearing Officer Assigned
- Public Notice filed to notify public
- Notice of Scheduling Conference
- Scheduling Conference – parties discuss proposed schedule with Commission
- Commission issues Scheduling Order that may include any or all of the following deadlines:
  - Interventions
  - Technical Conference
  - Testimony – Direct, Rebuttal, and Surrebuttal
  - Discovery
  - Commission Hearing – witness testimony with cross examination
  - Public Hearing – public may address Application with Commission
- Commission Order
- Motions to reconsider/appeals or compliance filings

This URC board resource is based on a presentation provided to the board by Phil Russell in February 2023. A recording of that presentation is [available online](#), starting at the 53:10.