

Community Renewable Energy Agency Board Meeting Minutes

The Community Renewable Energy Agency Board met in a regular public meeting on **Monday, April 6, 2026**, at Millcreek City Hall, located at 1330 E. Chambers Avenue, Millcreek, UT 84106 and participated electronically via GoToMeeting.

PRESENT:

Board Members

In person

Dan Dugan, *Salt Lake City*
Emily Quinton, *Summit County*
Glade Sowards, *Salt Lake City*
Drew Quinn, *Holladay*
Cheri Jackson, *Millcreek*
Gay Lynn Bennion, *Cottonwood Heights*

Electronic

Lorenzo Long, *Ogden*
Chris Cawley, *Alta*
Brandon Brady, *Coalville*
Randy Aton, *Springdale*
Melodie McCandlass, *Grand County*
Pamela Gibson, *Castle Valley*
Luke Cartin, *Park City*
Alexi Lamm, *Moab*
Dave Graf, *Ogden*
Suzanne Harrison, *Salt Lake County*
Dustin Gettell, *Midvale*
David Brems, *Emigration Canyon*
Chrystal Butterfield, *Kearns*

In Person Attendees: Kurt Hansen, *Millcreek*; Alex Wendt, *Millcreek*; Ellen Birrell, *Cottonwood Heights Council*

Electronic Attendees: Steve Burton, *Ogden City staff*; Jeanne Evenden, *Ogden resident*; Sheldon Howa, *Cottonwood Heights staff*; Glenn Symes, *Ogden City staff*; Jeremy Shinoda, *Ogden resident*; Monica O'Malley, *Salt Lake City staff*; Sophia Nicholas, *Salt Lake City staff*

REGULAR MEETING: 1:00 p.m.

TIME COMMENCED: 1:03 p.m.

1. Welcome, Introduction, and Preliminary Matters

1.1 Purpose and Overview of Meeting

Chair Dan Dugan called the meeting to order, and introduction of attendees was made.

1.2 Current Participation Percentages included in Board Packet

Chair Dugan said that the current percentages are in the packet.

2. Business Matters

2.1 Approval of March 2, 2026, Board Meeting Minutes, and March 26, 2026, Communication Committee Meeting Minutes

Board Member Jackson, moved to approve the March 2, 2026, Board Meeting Minutes, and the March 26, 2026 Communication Committee Meeting Minutes. Board Member Quinn seconded the motion. Chair Dugan 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 Quinton said the only change has been one payment made to the Agency's legal team.

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

Board Member Chris Cawley provided an update from the Communications Committee. He reported that it has been a busy month following the Public Service Commission's approval of the program, including the release of a press release on March 26 that generated media interest and coverage. A special communications meeting was also held that same day with strong participation from representatives of multiple communities and organizations. The meeting included a high-level review of the program, the Public Service Commission order, and the overall communications strategy, with significant discussion focused on key messaging and the communications provisions within the Utility Agreement. Board Member Cawley noted that participating communities are engaged and interested but need additional opportunities to learn about the program, and that there is a growing sense of urgency to communicate accurate information as deadlines approach. He also explained that under the Utility Agreement, the Utah Renewable Communities and Rocky Mountain Power are required to review and approve certain public communications such as press releases and promotional materials, but this requirement does not apply to discussions held in public meetings or directly with constituents.

Mr. Cawley noted that coordination with Rocky Mountain Power on communications remains a work in progress. He reported that staff have been meeting regularly to improve the process for reviewing and approving materials, including an April 1 meeting focused on increasing efficiency and aligning high-level talking points. In the interim, communities are encouraged to rely on previously approved materials, including the March 26 press release and blog post, for public communications.

Board Member Jackson asked whether communications must be approved by Utah Renewable Communities or Rocky Mountain Power and expressed concern that local communications teams are hesitant to share information due to uncertainty about the

approval process while still wanting to remain transparent with residents. Ms. Nicholas responded that communities may submit materials directly to Rocky Mountain Power's communications and program staff for approval, with key staff copied, and noted that additional guidance will be distributed to streamline the process. She reiterated that while certain public-facing materials require mutual review under the Utility Agreement, communities are not restricted from discussing the program in public meetings or with constituents. Mr. Cawley encouraged continued outreach, including promoting newsletters and engaging community organizations, while additional communications materials are being developed and reviewed.

Board Member Cawley also reviewed key messaging points, including that the program is voluntary, supports clean and reliable energy, will cost residential customers \$4 per month, and includes assistance for qualifying low-income customers. He noted that adoption of the program ordinance allows residents the opportunity to choose whether to participate. He concluded by noting ongoing development of communications materials, continued coordination with Rocky Mountain Power, and upcoming committee meetings as outreach efforts continue.

Chair Dugan thanked Board Member Cawley for the update and asked if there were any additional questions. He noted that the Communications Committee has done a strong job advancing messaging but acknowledged that coordination between Rocky Mountain Power and the 19 participating communities can create delays as all parties work to stay aligned. He stated that while the process can be challenging, all parties share the same goals and vision for the program. Chair Dugan emphasized that there are already approved communications materials available, including press releases and blog posts, which communities can use without needing to recreate messaging. He encouraged board members and local officials to rely on those materials and to reach out to staff, including Chris, Emily, and Sophia, with any questions or concerns about communications. He also reminded members that elected officials have the ability to communicate directly with their constituents about the program. Chair Dugan concluded by encouraging continued coordination and timely communication.

Board Member Quinton provided a comment regarding the naming of the program, noting that in materials she previously distributed, including a memo and template slides, she addressed the distinction between the commonly used name Utah Renewable Communities and the official name, the Community Clean Energy Program. Board Member Quinton explained that she included disclaimers indicating that the terms may be used interchangeably during the transition, acknowledging that the change in naming may take some adjustment.

Monica O'Malley, Salt Lake City staff, provided the update for the Low-Income Plan Committee. She reported that the committee met in March and focused on reviewing the Public Service Commission order, particularly as it relates to the low-income strategies included in the program application. She noted that a key takeaway is that customers enrolled in Rocky Mountain Power's Home Electric Lifeline Program or HELP program will be able to participate in the program at no cost, and that communications materials are being updated to reflect this message. Ms. O'Malley stated that the committee is now shifting its focus toward outreach efforts in advance of the June 2 ordinance adoption

deadline. Each participating community has adopted an assistance plan that includes outreach to local organizations, and that outreach responsibilities will be shared between the committee and individual communities. Additional guidance, coordination, and communications resources will be provided following the ordinance adoption phase, with ongoing outreach continuing as the program approaches launch.

Board Member Glade Sowards provided additional clarification on communications and a summary of Program Design Committee activities. Mr. Sowards noted that approval of public communications is handled jointly by the parties to the Utility Agreement, including participating communities and Rocky Mountain Power. While certain materials require approval, communities may still respond to press inquiries, speak in public meetings, and participate in Public Service Commission proceedings without prior approval. The Program Design Committee met twice in March and has been focused on ordinance adoption efforts, including providing template materials and tracking local approval timelines. Meetings have been held with shortlisted project bidders, and modeling work is underway to support final project selection. He also noted participation in regional outreach efforts and presentations to stakeholder groups.

Mr. Sowards reviewed the Public Service Commission's March 4 approval of the program, explaining that while some complex issues, such as resource valuation, were deferred for further discussion, the program was approved and may move forward. He noted that the approval started the timeline for local ordinance adoption, with a June 2 deadline, and that negotiations with developers and coordination with stakeholders will continue. Mr. Sowards summarized key provisions of the order, including approval of the initial program rate of \$4 per month for residential customers, establishment of a two-year reserve balance, and a six-month fee-free opt-out period. Non-residential rates were also established, and certain customer classes, such as those on specific net metering (Schedule 145) schedules are not eligible. The Commission indicated future rates are not expected to increase significantly and may decrease over time as the program is established.

Rocky Mountain Power has requested a startup cost agreement to cover early expenses such as billing system setup, software updates, and staff training prior to revenue collection. He explained that Salt Lake City has initiated a budget request to potentially backstop these costs, and a draft agreement is currently under legal review. Staff previously discussed voluntary side agreements from other participating communities to share in this potential financial responsibility, and an estimate has been prepared based on relative participation shares. Participation would be voluntary and the likelihood of needing to cover these costs is low, but the structure is being developed as a precaution to keep the program moving forward while addressing utility concerns.

Board Member Jackson asked how contributions would be held and reconciled. Mr. Sowards stated that the details have not been finalized, but any arrangement would be defined through future agreements, with the intent of ensuring funds are available if needed without placing sole responsibility on Salt Lake City.

Mr. Sowards also provided updates on contract negotiations, noting that financial modeling is being updated using newly confirmed program rates to refine estimates for

startup costs, reserves, and revenue timing. Rocky Mountain Power expects to complete an optional transmission study around May 5, which will inform final project selection, and bidder responses on contract revisions are still pending. Mr. Sowards reviewed the implementation timeline following the March 4 PSC approval, including a 90-day period leading to the June 2 ordinance deadline, followed by approximately five months for system setup, a two-month noticing period, and more. Some preparatory work may begin earlier if sufficient communities adopt the ordinance. Staff will continue biweekly coordination meetings and develop a clearer summary of PSC-approved provisions to support implementation.

2.4 Public Comment

There were no comments.

2.5 Review of Template Memo and Slides to Support Ordinance Consideration Process

Board Member Emily Quinton reviewed the template memo and slides provided to support the ordinance consideration process. She explained that the materials were distributed on March 25 and are optional resources for board members to use when preparing presentations for their respective councils and commissions. Each of the 19 communities will likely use them differently depending on local process.

Ms. Quinton summarized the memo structure, highlighting a key points section designed to assist with staff reports, followed by background on the 2019 legislation, the formation of the program, and the reasons communities pursued participation in the Utah Renewable Communities effort, including limited existing choice in energy sourcing. She noted that the memo also allows communities to include locally specific background and prior governing body actions, followed by a summary of the Public Service Commission order and current program status. The memo focuses on key confirmed details such as the program rate and opt-out process, while staff continue to review the full order for additional details as needed.

She further described the section addressing the program ordinance, including its development history and recent updates following the PSC approval. Adoption of the ordinance enables participation in the program and provides eligible customers the option to opt in or out of service. The ordinance is more detailed than typical municipal ordinances and may be refined in the future after initial implementation.

Ms. Quinton reviewed the attached materials, including a program development diagram, a termination fee table from the application, and the template ordinance itself. She then summarized the accompanying slide deck, noting that it mirrors the memo content and includes background, program details, the PSC order, and implementation timeline information. The slides are designed to be flexible and may be customized by each community, including branding or consolidation of content as needed. There is an optional policy recommendation slide for presenters who wish to include a formal recommendation in their council presentations. She also emphasized a final slide clarifying the decision point for governing bodies, stating that adoption of the ordinance enables program participation for residents, while non-adoption means the program will not be available in that community. The PowerPoint version includes animation to assist

with presenting the program development process step-by-step, and that the Word version of the memo contains additional helpful comments and references for context.

2.6 Board Member Comments

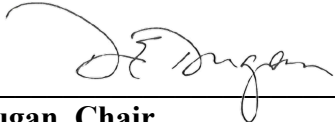
Board Member Bennion said this is her first meeting in person and she is thankful for everyone who has worked on the project over the years.

2.7 Closed Session if needed

There was no closed session.

3. Adjournment

Board Member Jackson moved to adjourn the meeting. Board Member Quinn seconded the motion. Chair Dugan called for the vote. All Board Members voted yes. The meeting adjourned at 2:22 p.m.

APPROVED:  Date 5/11/26
Dan Dugan, Chair

ATTEST:


Emily Quinton, Secretary