

Community Renewable Energy Agency (Utah Renewable Communities) Meeting Minutes

The Community Renewable Energy Agency Board met in a regular public meeting on **Monday, August 3, 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*
David Brems, *Emigration Canyon*
Drew Quinn, *Holladay*
Cheri Jackson, *Millcreek*
Glade Sowards, *Salt Lake City*

Electronic

Dave Graf, *Ogden*
Chris Cawley, *Alta*
Kyla Topham, *Springdale*
Luke Cartin, *Park City*
Alexi Lamm, *Moab*
Emily Paskett, *Salt Lake County*
Melodie McCandlass, *Grand County*
Lorenzo Long, *Ogden*
Holly Smith, *Holladay*
Roger Armstrong, *Summit County*
Suzanne Harrison, *Salt Lake County*

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

Electronic Attendees: Monica O'Malley, *Salt Lake City staff*; Jeanne Evenden, *Ogden resident*; Samantha Pensari, *Stewardship Utah*; Steve Burton, *Ogden City staff*; Jeremy Shinoda, *Ogden resident*; Brock Damjanovich, *Salt Lake County staff*; Megan Nick, *Summit County staff*

REGULAR MEETING: 1:00 p.m.

TIME COMMENCED: 1:02 p.m.

1. Welcome, Introduction, and Preliminary Matters

1.1 Purpose and Overview of Meeting

1.2 Current Participation Percentages included in Board Packet

1.3 September Board Meeting to be Held on Second Monday, September 14, Due to Holiday

2. Business Matters

2.1 Approval of July 13, 2026, Board Meeting Minutes

Board Member Jackson moved to approve the July 13, 2026, Board 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).

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

Board Member Chris Cawley gave the update from the Communication Committee. On November 1st the noticing period begins. These will be paper and email notices. Bills will reflect the schedule 100/CCEP surcharge of \$4 per month beginning January 1st. Customers can opt out anytime but must decide by April 30 to avoid paying a program termination fee. URC communities should lead outreach to reach their constituents. A flyer will be approved soon. The top four things that communities can do are: educate elected officials and local staff about program basics and opt-out, low income support details; cross promote URC social media, newsletters, and website content; engage businesses; and consider what nonprofit organizations, environmental groups, or other organizations are active in your community to work with to promote the program. Business engagement will be important as businesses are highly visible and will often market their sustainability investments.

Lorenzo Long, Ogden city staff, gave the update for the Low-Income Plan Committee. They hope to have outreach materials ready by September 14. All communities should review their low-income outreach plans and begin planning to offer virtual meetings with organizations. The Committee will continue preparations to support communities with low-income plan outreach tasks. This includes updating existing assets, posters, and FAQs for distribution to organizations, and working with the Communication Committee on other collateral. The Committee is also updating the low-income listserv to facilitate connections between neighboring communities that can work together.

Board Member Glade Sowards gave the update for the Program Design Committee. The committee met once in July as a full committee, but a subset also meets weekly with the attorney and consulting team. Implementation calls with PacifiCorp continue on an alternating biweekly basis, with attorneys and director level staff present, along with separate alternating calls with the customer service team. Additional calls were held with the company regarding funding flows for the program and updating the Schedule 100 tariff.

PPA negotiations with the final shortlist bidders have continued, including updated valuation and transmission consulting study results which were discussed with the company on July 1st and July 14th, and with final shortlist project bidders on July 2nd.

Ongoing implementation calls with PacifiCorp have also covered updating customer notices, which includes mail and email notices.

The Schedule 100 tariff sheet lays out the charges for both residential and non-residential

customers and the bill credit available for qualifying low-income customers. For residential customers, this includes covering the \$4/month rate which includes the \$0.10 surcharge to fund the low-income offering. Non-residential customers see a rate roughly six tenths of a penny per kilowatt hour plus a monthly 12 cent surcharge to help fund the low-income program. The next section of the tariff sheet explains how program costs will be funded as revenue comes in, similar to a financial waterfall. After that, the tariff sheet covers details on the low-income assistance program and the opt-out process. The opt-out section includes different applicable dates depending on when a customer becomes eligible, since customers eligible upon the Program's initial launch will have different cancellation timelines than those who join Rocky Mountain Power service later.

The tariff sheet also addresses how customer moves are treated and how annexations into and out of participating communities are handled. A section on termination fees spells out the fees for each rate schedule, with residential customers listed first followed by non-residential customers. The street lighting row remains blank for now due to issues with how that charge was represented in the program application, which still needs to be resolved with the PSC. The document closes with what amounts to the program's terms and conditions. Rocky Mountain Power sent its most recent redline version of the tariff sheet to URC, the Utah Division of Public Utilities, and the Office of Consumer Services around July 24th. RMP will take final feedback before filing with the Public Service Commission.

The notice letters, both paper and email versions, need separate wording for initially eligible customers versus customers who become eligible after the program launches. These letters take the information from the Schedule 100 tariff sheet and present it in a more digestible form. An example notice letter was shown, starting with a greeting explaining that the customer's community has joined the program, followed by a section on billing impacts, illustrated using the residential customer example at the four-dollar rate. Then, the notice has a billing impact table showing examples for a low, average, and high usage customer, illustrating how the four-dollar rate charge affects their bill. For residential customers the change is modest since it is a flat charge. The non-residential version is more complex since it is based on kilowatt hour usage, so the examples carry more relevance. The next section of the notice covers termination fees and when they apply, followed by information on opting out. This ties back to HB 238 from the legislative general session to make the opt-out process simple. The letter provides online, mail, and phone options for opting out, along with a tear-off form similar to the one Representative Albrecht shared during discussion of HB 238 third substitute. Customers with multiple meters will see multiple lines to check, and the form will be pre-populated through mail merge with the customer's information.

Board Member Sowards spoke on noticing costs. URC members are required under statute and the Utility Agreement to reimburse Rocky Mountain Power for noticing costs, including printing, postage, and mileage for in-person visits to large customers over a megawatt within their boundaries. These costs were estimated in the program application and shared with communities. An invoice from Rocky Mountain Power is expected around January or February 2027, once the noticing period concludes. URC will need to provide addresses and W9s from the communities to make this process smooth. Noticing costs are the remaining cost committed to but not yet paid. Beyond that, Agency costs will be covered through program rates themselves.

The discussion then shifted to how program revenue will flow once the Community Clean Energy Program begins, with an explanation of the two categories of program costs: administrative costs and resource costs. Program collections are used to fund all program costs and the program costs include the administrative costs for startup, ongoing and reserve, then resource costs, including reserve and ongoing resource costs. Resource costs include the cost of clean energy resources serving the program and a reserve of 12.5 years of net costs per project. Once the program starts, initial program rates are charged to customers. Collection will first payback startup costs, then flow to ongoing administrative costs, followed by filing the administrative reserve. After the administrative reserve is filled the remaining revenue flows to filing the resource reserve, after which funding flows to ongoing resource costs. Total program collections, which depends on customer participation levels and the size and cost of program resources, will influence how many years it takes to reach a point when program rates could possibly go down.

Board Member Sowards gave an update on resource revaluation by PacifiCorp. The company updated the valuation of system benefits which will help inform project selection. Resource valuations are more favorable than December 2025 modeling. There are potential transmission challenges. This work will provide the basis for resource valuation methodology filing with the PSC. URC proposed to remodel one final short list project to include battery storage. The goal is to eliminate transmission upgrade requirements that would otherwise contribute to higher costs. In July 2025, URC received 14 qualifying bids. Through multiple rounds of evaluation, the list has been narrowed down to four finalists. To facilitate the board selection of a project there may need to be a special meeting.

2.4 Public Comment

There was no public comment.

2.5 Discussion and Consideration of Resolution 26-05, Resolution of the Board Updating Committee Membership and Authorizing Additional Appointments to the Communications Committee and the Low-Income Plan Committee

There have been resolutions like this in the past, said Board Member Sowards. This resolution is increasing the number of potential participants in each committee, limited to eight. Salt Lake County and Moab will also be added to the Communications Committee and Salt Lake County to the Low-Income Plan Committee.

Board Member Jackson made the motion to approve Resolution 26-05, Resolution of the Board Updating Committee Membership and Authorizing Additional Appointments to the Communications Committee and the Low-Income Plan Committee. Board Member Brems seconded the motion. Chair Dugan asked for the vote. All Board Members voted yes. The motion passed unanimously.

2.6 Board Member Comments

2.7 Closed Session if needed

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 2:13 p.m.

APPROVED:  Date 9/17/26
Dan Dugan, Chair

ATTEST:


Emily Quinton, Secretary