

Community Renewable Energy Agency Board Meeting Minutes

The Community Renewable Energy Agency Board met in a regular public meeting on **Monday, January 9, 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 City*
Emily Quinton, *Summit County*
Christopher Thomas, *Salt Lake City*

Electronic

Randy Aton, *Springdale*
Holly Smith, *Holladay City*
Elissa Martin, *Grand County*
Pamela Gibson, *Castle Valley*
Chris Cawley, *Alta*
Luke Cartin, *Park City*
Kalen Jones, *Moab*
Ann Granato, *Salt Lake County*
Samantha DeSeelhorst, *Cottonwood Heights*
Joe Frazier, *Oakley*
Patrick Schaeffer, *Kearns Metro Township*
David Brems, *Emigration Canyon Township*
Alexi Lamm, *Moab*
Roger Armstrong, *Summit County*

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

Electronic Attendees: Bob Davis, *Division of Public Utilities*; Brenda Salter, *Division of Public Utilities*; Phillip Russell, *attorney*; Jeremy Shinoda, *Ogden resident*; Taylor Hill, *Salt Lake City staff*; Sara Montoya, *Salt Lake City staff*; Eliza Cowie, *O2 Utah*; Lisa Yoder, *Salt Lake City resident*; Juan Martinez, *Salt Lake City Dept of Airports*

Minutes by Alex Wendt, Millcreek Deputy Recorder.

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**

- 2. Business Matters**

2.1 Approval of December 5, 2022, Board Meeting Minutes

Board Member Quinn moved to approve the December 5, 2022, 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 Quinton gave the report. The only payment the Board has not received is Grand County's anchor payment, that is due at the end of January.

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

Board Member Cawley gave the Communication report. The Communication Committee met two times in December and once in January. In the December 15th meeting they reviewed the responses to the RFP for a communication consultant. The January 3rd meeting, they continued to discuss the consultant procurement. Only 1 response was received. After reviewing and discussing the response, the committee decided not to hire the respondent. The committee intends to continue pursuing a procurement, will work with Millcreek to identify next steps: activate a state of Utah cooperative contract, or issue another RFP. January communication activities include updates on ordinance finalization, and low-income strategies. They will continue working with Millcreek to explore consultant procurement options, meeting with o2 Utah and the Sierra Club. The Communication Committee will prepare and distribute the January newsletter. Monthly meetings will be changed to the second Friday of each month. Board Member Quinton asked if the Communication Committee felt they had the bandwidth to navigate the Utah cooperative contract system. Board Member Cawley said that in his experience it really depends on what group you wish to contract with and that they feel prepared.

Board Member DeSeelhorst gave the Low-Income Plan Committee update. Board Member DeSeelhorst reviewed why the Low-Income Plan Committee exists, a low-income plan is required by law. Each community needs to have a low-income plan, each community can use the template, and the Board has determined the template should include different strategies. Strategies are built into the program design, strategies focus on communicating program details, and elective strategies may be used locally. At the December 2022 Board Meeting the Agency adopted two Programmatic Strategies, these are the enhanced monthly bill credit and the termination fee waiver. At the same time the Agency adopted a resolution stating its support for a future elective donation program via Rocky Mountain Power's (RMP) online billing platform. Following the Board vote, the Committee has updated each community low-income plan template. Additionally, the Committee is working on verbiage updated to convey the purpose of low-income plans more clearly, within the introductory paragraph listed in each template.

A previous timeline projected the Program Application being submitted during December 2022. This has been moved to March 2023. With a few more months of preparation time available they have extended the deadline for each community to finalize their outreach strategies and elective strategy sections. If communities plan to provide outreach to organizations they have never worked with, it may be good to initiate contact early on,

prior to formal outreach taking place.

Board Member Thomas gave the Program Design Committee update. They formed a small coordination group to help on remaining program design topics. Mr. Thomas said the utility agreement draft has been sent to RMP. The Committee hopes to present a near final version of the utility agreement on February 6th. The Program Design Committee hopes there will be a vote to approve the Utility Agreement at a Special Board Meeting on February 27th. They hope to bring additional Program Design issues to the Board for consideration at the regular meeting on March 6th and a special meeting on March 27th.

Mr. Thomas said that Monica O'Malley, Salt Lake City staff, helped with new maps and jurisdictional area maps. Some communities have geographic space that is in their boundary, but they do not have jurisdiction over them. Some communities need to be careful about jurisdictional areas and some do not. Rocky Mountain Power uses a tax ID code to distinguish between Federal and non-federal customer accounts and this code will likely determine who becomes automatically enrolled in the program.

Communities need to prepare to budget for opt-out noticing. State law requires that communities cover the cost to mail two-opt out notices to customers within their boundaries. These are the last costs they envision participating communities will need to appropriate; future costs should be paid through program rates. They envision opt-out noticing beginning sometime between December 2023 and March 2024. Cities and towns should budget these costs for fiscal year 2024. If possible, counties should budget these costs for fiscal year 2023. But if not, please budget for fiscal year 2024. A community only needs to pay for the noticing costs if it passes the ordinance to finalize participation.

Today the Board will be voting on comments to be sent to the EPA regarding Climate Pollution Reduction Grants. Mr. Thomas requested that communities request time for their council agenda in March on the utility agreement and be ready to get input from your municipal attorney. Board Member Quinton said the last time the Board went through the utility agreement was October, maybe there should be a review. Mr. Thomas said there will be a review in February, and people can begin asking questions now.

2.4 Public Comments

There were no public comments.

2.5 Discussion and Consideration of Resolution 23-01, Resolution of the Board Approving Model Ordinance Language

Phil Russell, outside Counsel for the Board, explained this is the draft ordinance that will be attached to the application and is intended to be a template. Each community will make conforming changes to the style of it. Because it is a template, there are things that may need to be changed, but it must adopt the community renewable energy program. The ordinance needs to have the start date and who will participate in the program. Section 2 describes who will participate and how they can opt out. Section two also talks about the communication people will receive from RMP. Section 3 addresses termination fees. Section 4 talks about the acquisition of renewable energy sources. The Program Design Committee has talked about getting new resources on behalf of the program.

Section 5 addresses rates and rate adjustments. Section 6 reviews utility billing for participating customers, section 7 addresses community ongoing participation in the program. Chair Dugan said again this is a template and only certain things can be altered.

Board Member Quinn moved to approve Resolution 23-01, Resolution of the Board Approving Model Ordinance Language. Board Member DeSeelhorst seconded the motion. Board Member Dugan asked for the vote. All members voted yes. The motion passed unanimously.

2.6 Discussion and Consideration of Resolution 23-02 Resolution of the Board Approving Climate Pollution Reduction Grant Comments

Chair Dugan said that these are comments in the Board Packet created by Board Member Thomas and Secretary Quinton. These will be submitted to the EPA.

Board Member Quinn moved to approve Resolution 23-02, Resolution of the Board Approving Climate Pollution Reduction Grant Comments. Board Member Aton seconded the motion. Board Member Dugan asked for the vote. All Board Members voted yes. The motion passed unanimously.

2.7 Discussion and Consideration of holding Special Board Meetings on February 27, 2023, and March 27, 2023, commencing at 1pm at Millcreek City Hall for review, discussion, and consideration of Program Application Elements.

Chair Dugan asked board members to put the dates of February 27 and March 27, 2023, on their calendar for potential special meeting dates. As the board gets closer to these meetings the Board will decide to hold them or not.

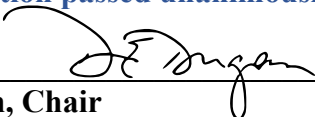
2.8 Board Member Comments

Secretary Quinton said she will be sending new calendar notifications. Chair Dugan welcomed Summit County Council Member Roger Armstrong.

2.9 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 DeSeelhorst moved to adjourn the meeting at 2:05 p.m. Board Member Schaeffer seconded. Chair Dugan called for the vote. All Board Members voted yes. The motion passed unanimously.

APPROVED:  Date
Dan Dugan, Chair

ATTEST: 
Emily Quinton, Secretary