

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF COLORADO ELECTRIC TRANSMISSION AUTHORITY HELD JUNE 14, 2023

The Special Meeting of the Board of Directors (“Board”) of the Colorado Electric Transmission Authority (“Authority”) was held at BOK Financial Building, 1600 Broadway, 5th Floor Conference Room, Denver, CO 80202 and via Zoom at Meeting Id: 852 8416 5363 Passcode: 137719 or by phone at: 719-359-4580 on June 14, 2023 at 10:30 a.m.

ATTENDANCE

Directors in Attendance Were:

Christopher Caskey, via Zoom
Tom Figel, arrived 10:55 a.m.
Roger Freeman
Leia Guccione, via Zoom
Nate Gutierrez
James Lester
Karl Rábago
Kathleen Staks
Michelle Zimmerman, via Zoom

Also in Attendance:

Maury Galbraith, the Authority’s Executive Director
Allison C. Ulmer of Collins Cole Flynn Winn & Ulmer (“CCFWU”)
Crystal Schott of CCFWU

Members of the Public in Person:

Kyle Haas, 1898 & Co./Burns & McDonnell
Russell Kemp, Ireland Stapleton

Members of the Public via Zoom:

Eusebio Arballo, EDF Renewables
Casey Baker
Kate French
Chris Gilden, Tri-State GT
Jeff Hanson, CSU
Sarah Judkins, Kaplan Kirsch & Rockwell LLP
James Killean, Ireland Stapleton

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Mike Korhonen, Western Area Power Administration
Ron Lehr, Western Grid Group
Emilie Olson, Advanced Energy United
John Parks, Colorado Energy Office
Susan Perkins, PerkinsAA Energy Law
Jason Plautz, Energy and Environment News
Kevin Quinn, Invenergy
Amy Robertson, Tri-State GT
Elena Santarella, BlueGreen Alliance
Cody Stickler, Tri-State GT
Sam Stookesberry, GBSM, Inc.
Danielle Tavel, GridLiance
Scott Weiser, The Denver Gazette
Phone Number 303-981-8332, Unknown

NOTICE

It was noted that Notice had been properly posted at least twenty-four hours prior to the meeting at <https://energyoffice.colorado.gov/boards-commissions/colorado-electric-transmission-authority>. The notice also included the agenda items.

APRIL 28, 2023

MEETING MINUTES

The Board considered the Minutes of the April 28, 2023 Special Board meeting. After discussion and upon motion duly made by Director Freeman, seconded by Director Gutierrez and unanimously carried, the Minutes of the April 28, 2023 Board meeting were approved as presented.

PUBLIC COMMENT

There were members of the public present, but no comments were brought to the Board.

IGA WITH THE STATE OF COLORADO

Mr. Galbraith presented an overview of the Intergovernmental Agreement with the State of Colorado for Funding of CETA's administrative expenses. After discussion and upon motion duly made by Director Freeman, seconded by Director Zimmerman and unanimously carried, the Intergovernmental Agreement with the State of Colorado was approved as presented and the Executive Director was authorized to execute the Agreement on behalf of the Authority.

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INSURANCE UPDATE Mrs. Schott updated the Board on the directors' bond and workers' compensation insurance that has been obtained. She is still working on obtaining general liability insurance for the Authority. An update will be provided at the next meeting. No further action was needed.

PURCHASING POLICY Mr. Galbraith presented and explained the summary of purchasing thresholds of the Purchasing Policy. There was brief discussion by the Board. A motion was made by Director Rábago, seconded by Director Gutierrez and unanimously carried to adopt the Purchasing Policy as presented.

RECORDS RETENTION RESOLUTION Mrs. Schott presented to the Board the need formally adopted the Colorado State Archivist's Colorado Special District Records Management Manual. She noted that the Resolution would be then sent to the State Archivist's Office together with a Records Management Manual Approval Request Form. Once that form is approved by the State Archivist, the Authority can then start retaining/destroying documents in accordance with the Manual. After a brief discussion, a motion was made by Director Gutierrez, seconded by Director Guccione, and unanimously carried to adopt the Resolution for the Colorado State Archivist's Records Management Manual, and submittal of the same.

In addition, Director Rábago mentioned that the Board should be reminded once a year to send any substantive emails or correspondence they have sent or received throughout the year to Mr. Galbraith for safe keeping with Authority records.

OPEN MEETINGS LAW RESOLUTION Mr. Galbraith explained that since the Authority now has its own website, meeting notices can be posted on the website, instead of the Colorado Energy Office's website. Mrs. Schott presented the Resolution designating the location to post the 24-hour agenda notice as required by statute and mentioned there will be a link from the Colorado Energy Office's website to the Authority's website. Upon motion duly made by Director Gutierrez, seconded by Director Freeman and unanimously carried, the Board adopted the Resolution designating

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<https://www.cotransmissionauthority.com> as the online location and the Colorado Energy Office, 1600 Broadway, Suite 1960, Denver, CO 80202 as the physical location to post such notice.

BOARD OFFICERS

Mr. Galbraith opened the discussion regarding Board officers, reminded the Board what the current officer designations were, the terms for officer designations and that any changes to office designations only need to be noted in the minutes. The discussion was then passed to Director Freeman. Director Freeman noted his understanding that the current designations were only temporary to assist with the startup of the Authority and once an Executive Director was hired the Board would revisit the matter. Directed Staks and the Board also agreed that was the general understanding but felt that it should be revisited later after committees were discussed and designated. It was also mentioned that a Vice Chair/President should be appointed when the officer designations are addressed. This matter was tabled for a later meeting and no action was taken at this time.

Mr. Galbraith then acknowledged Director Figel and his recent change in employment. Director Figel explained to the Board his new employer and job. Director Figel also submitted a new conflicts of interest questionnaire.

Mrs. Schott then mentioned the Executive Director of the Colorado Energy Office has appointed a new designee to the Board. Director Staks administered the Oath of Office for James Lester with the Colorado Energy Office. Mrs. Schott will file the Oath with the appropriate entity. No further action was needed at this time.

COMMITTEE FORMATION & MEMBERSHIP

Mr. Galbraith walked through his PowerPoint presentation mentioning the need for certain Standing Committees and the title, general purposes and tasks of each Committee, which consisted of Finance, Audit and Budget Committee, Transmission Planning Committee, and Partnership Development Committee. There was an extensive discussion regarding each Committee. Directors Guccione, Figel and Stakes individually added additional input regarding their thoughts on roles for committees, including community information/engagement, developer interactions and stakeholder engagement and how each Committee might have overlapping matters. The Committee will be designed to not have any decisions

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making authority, rather they would bring suggestions to the Board for approval. Director Rábago also expressed a need for a feedback process from the Board and that legal counsel should probably be drafting the Non-Disclosure Agreement instead of the Committees.

It was discussed that Mr. Galbraith should create some type of list for committee selection. The Board should send to Mr. Galbraith any interest they might have in a specific Committee or officer designation. In addition, the Board should review and provide comments to the Committee Charters previously sent to the Board in the meeting packet. Election of Officers and Committee members will be on the agenda for the next meeting. No further action was taken at this time.

NIETC CORRIDOR DESIGNATION

PROCESS

Mr. Galbraith directed the Board to the memorandum in the meeting packet regarding draft comments. He discussed the need and short timeframe for the President and the Executive Director, in consultation with any interested Board members, to finalize and submit comments from the Authority on the designation of National Interest Electric Transmission Corridors to the U.S. DOE Grid Development Office. The comments are due by June 29, 2023. It was briefly discussed as to whether the Authority should submit their comments jointly with the Colorado Energy Office. It was decided that the comments should be submitted separately from the Energy Office but could mention endorsing their comments. After discussion, a motion was made by Director Freeman, seconded by Director Lester to authorize the Executive Director and President of the Board to finalize and submit comments by June 29th. Any Board members that wish to provide input, must do so by Friday, June 23, 2023. The motion passed unanimously.

ROCKY MTN REGION TRANSMISSION COALITION

GRANT APPLICATION

UPDATE

Mr. Galbraith presented an overview of the Rocky Mountain Region Transmission Grant. John Parks, with the Colorado Energy Office, provided additional information and update. No further action was needed at this time.

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SB 23-016 AND CETA STUDY

Mr. Galbraith explained to the Board the passage of Senate Bill 23-016 and the impact of the Bill on the Authority. Section 25 of the Bill requires that the Authority to submit an initial report on or before September 1, 2024, that outlines the need for expanded transmission capacity in the State, including construction of new transmission lines, improvement of existing transmission lines, and connections to organized wholesale markets. The final report is due to the Joint Legislative Committees on or before January 31, 2025. This discussion led to why the Authority needs to complete a transmission priorities study it has been discussing. Director Freeman also had questions as to how the study would fit in with the Authority's Committees. There was no action taken at this time.

PARTNERSHIP DEVELOPMENT

Mr. Galbraith provided a quick overview of Partnership Development policies, including Confidentiality and Non-Disclosure, Eminent Domain and Project Selection. He explained these policies were also discussed previously during the Committees discussion. Director Rábago mentioned a statement of principles for design criteria should be created for each policy. It was also pointed out that the Non-Disclosure Agreement would be created by legal counsel. No action was taken at this time.

NEXT MEETING LOCATION

There was a brief discussion regarding the next meeting location. The Colorado Energy Office, Mrs. Schott and Mr. Galbraith will review options to see if there is an in-person location that can be utilized for the next meeting.

OTHER MATTERS

Director Freeman stated he is still the attorney of record on the SLV docket and by July the Authority should state their interest in this matter. No action was taken at this time.

Director Staks mentioned the Board and anyone interested should review the RETA's, the New Mexico Renewable Energy Transmission Authority, website for their policies and information on how they have tackled transmission and renewable energy matters.

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ADJOURNMENT

There being no further business to come before the Board at this time, a motion was made by Director Freeman, seconded by Director Figel and unanimously carried to adjourn the meeting.

Crystal Schott

Crystal Schott, Secretary for the Meeting