

# RECORD OF PROCEEDINGS

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## MINUTES OF THE SPECIAL MEETING OF COLORADO ELECTRIC TRANSMISSION AUTHORITY HELD APRIL 28, 2023

The Special Meeting of the Board of Directors (“Board”) of the Colorado Electric Transmission Authority (“Authority”) was held via Zoom at Meeting Id: 839 3766 4291 Passcode: 829453 or by phone at: 719-359-4580 on April 28, 2023 at 1:00 p.m.

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### ATTENDANCE

#### Directors in Attendance Were:

Christopher Caskey  
Tom Figel  
Roger Freeman  
Leia Guccione  
Nate Gutierrez  
Keith Hay  
Karl Rábago  
Kathleen Staks  
Michelle Zimmerman

#### Also in Attendance:

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

#### Members of the Public:

Steve Beuning  
Cathy Boies  
Chris Gilden  
John Parks  
Amy Robertson  
Ronnie Schinker  
Veronica Torok  
Sydney Welter

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### 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->

# RECORD OF PROCEEDINGS

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[commissions/colorado-electric-transmission-authority](#). The notice also included the agenda items.

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JANUARY 18, 2023  
MEETING MINUTES

The Board considered the Minutes of the January 18, 2023 Special Board meeting. After discussion and upon motion duly made by Director Gutierrez, seconded by Director Caskey and unanimously carried, the Minutes of the January 18, 2023 Board meeting were approved as presented.

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FEBRUARY 17, 2023  
MEETING MINUTES

The Board considered the Minutes of the February 17, 2023 Special Board meeting. After discussion and upon motion duly made by Director Figel, seconded by Director Gutierrez and unanimously carried, the Minutes of the February 17, 2023 Board meeting were approved as presented.

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FEBRUARY 20, 2023  
MEETING MINUTES

The Board considered the Minutes of the February 20, 2023 Special Board meeting held at 11:00 am. After discussion and upon motion duly made by Director Gutierrez, seconded by Director Freeman and unanimously carried, the Minutes of the February 20, 2023, 11:00 am Board meeting were approved as presented.

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FEBRUARY 20, 2023  
MEETING MINUTES

The Board considered the Minutes of the February 20, 2023 Special Board meeting held at 12:30 am. After discussion and upon motion duly made by Director Zimmerman, seconded by Director Caskey and unanimously carried, the Minutes of the February 20, 2023, 12:30 am Board meeting were approved as presented.

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PURCHASING POLICY

The Purchasing Policy was not available for the meeting, but Mr. Galbraith led a discussion regarding the need for one so the Authority could run more efficiently. Mrs. Winn also mentioned the Board should authorize Mr. Galbraith to pay current bills by June 30<sup>th</sup> to align with the State's budget year, and she would work on a formal Purchasing Policy

## RECORD OF PROCEEDINGS

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for the Board to approve. It was also discussed that the officer designation might need to be revisited after the purchasing policy is finalized.

A motion was made by Director Guccione to give the Executive Director the authorization to pay bills and make purchases up to \$10,000, larger purchases will be brought before the Board for approval and pay all current bills as soon as possible to be submitted for reimbursement from the State. The motion was seconded by Director Freeman and unanimously carried. A more formal Purchasing Policy will be presented to the Board for approval at a future meeting.

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### CETA FUNDING UPDATE

Mr. Galbraith discussed the draft Intergovernmental Agreement submitted by the Department of Regulatory (“DORA”). Several concerns were mentioned, including the template suggested for requests. Comments were submitted to DORA on April 24<sup>th</sup>. No response has been received to date. This will be an ongoing agenda item until approved and executed by the Board. No further action was necessary at this time.

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### ROCKY MTN REGION TRANSMISSION GRANT APPLICATION – CETA PARTICIPATION

Mr. Galbraith explained to the Board general information regarding the opportunity for CETA to participate as a sub-recipient. CETA’s roll and responsibilities would include lead stakeholder engagement and direct technical analysis of transmission routes in the focus areas. The Grant Application is due in May. It was determined in the concept paper the Energy Office will head up submittal and no final review is needed for the application packet.

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### TRANSMISSION PRIORITIES AND NEXT STEPS

Mr. Galbraith discussed preliminary thoughts of transmission priorities and possible next steps to accomplish CETA’s goals, including hiring a consultant to review existing transmission plans, studies and suggest other projects. This consultant could also assist with identifying factors or criteria for prioritizing projects. The Board discussed the possibly of setting up a committee structure to accomplish prioritizing projects and Authority needs.

## RECORD OF PROCEEDINGS

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In addition, a brief legislative update was discussed, including adjusting the Authority's fiscal year to align with the State. If this happens the Authority will need to consider amendment of its budget and the possible need to higher an accountant. It was requested that legal counsel send possible references to Mr. Galbraith.

Currently, the main priority is to seek stakeholder engagement.

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### OTHER MATTERS

Director Freeman discussed CETA need to outline its specific roles, directions, and priorities.

It was also noted the Board should add public comment to its agenda and asked the public if there were any comments. There were no public comments.

It was also discussed the next meeting should be in person or at least have an in-person and virtual option. A doodle poll will be sent out to determine the date and time of the next meeting. The location will also be determined later.

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### ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned.

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Crystal Schott, Secretary for the Meeting