

**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF DIRECTORS OF UNITED POWER, INC.
WEDNESDAY, JULY 28, 2021**

GENERAL

Chairman Ursula Morgan called the regular meeting of the United Power Board of Directors to order at 9:03 a.m. on July 28, 2021. The meeting was held at United Power's Carbon Valley Service Center in Longmont, CO and via Zoom teleconference. Present were Directors Keith Alquist, Ginny Buczek, Brad Case, Tim Erickson, Beth Martin, Ursula Morgan, Dave Rose, James Vigesaa, Tamra Waltemath and Steve Whiteside. Director Brian McCormick was present via teleconference.

President & Chief Executive Officer Mark Gabriel, Chief Operating Officer Bryant Robbins, Chief Financial Officer Laurie Burkhart, Chief Energy Resource Officer Dean Hubbuck, Human Resources Director Erin Hane, Risk & Compliance Director Ken McFadden, Marketing & Communications Manager Heidi Storz, Executive Administrative Assistant Cheri Simmons and Cooperative Administrative Assistant Ana Pollack were also present at the Longmont location; all abided by the Colorado Department of Health's social distance guidelines. Information Services Director Alie Beauchamp joined the meeting via teleconference.

INVOCATION/PLEDGE

Director Buczek gave the invocation and led in the Pledge of Allegiance.

SAFETY MINUTE

Risk & Compliance Director McFadden provided an update on United Power's safety activities.

PUBLIC COMMENT

Member Steve Douglas was present for the meeting, addressing the Board during the Public Comment section.

NEW EMPLOYEES

Financial Analyst II Connor Hill, IT End User Support Technician Dona Walker, Apprentice Lineworker Shawn Fulk, and Apprentice Lineworker Callum Marshall were introduced to the Board, via photograph.

CONSENT AGENDA

The following items were listed on the consent agenda

- Approval of Agenda
- Approve June 23, 2021 Regular Board Meeting Minutes

Director Martin made a motion, which was seconded, and carried, to approve the consent agenda as presented.

STAFF REPORTS

The following reports were discussed and updated by President & CEO Gabriel and Staff

- President & Chief Executive Officer
- Chief Financial Officer
- Chief Operating Officer

Following discussion, **Director Martin made a motion**, which was seconded, and carried, to approve the construction contract for the Davis Substation, which will exceed \$1,000,000.

- Governmental & Regulatory Relations Officer
- Chief Energy Resource Officer

A brief recess was called at 10:53 a.m., with the meeting reconvening at 11:05 a.m.

STAFF REPORTS continued

- Risk & Safety
- Human Resources
- Information Services

DACONO FRANCHISE EXTENSION

Director Vigesaa made a motion, which was seconded, and carried to adopt the following resolution.

RESOLUTION TO APPROVE 120 DAY EXTENSION OF ELECTRIC FRANCHISE AGREEMENT WITH THE CITY OF DACONO

WHEREAS, United Power, Inc., has a long history of serving reliable and affordable electric power to the citizens and businesses in the City of Dacono, Colorado; and
WHEREAS, the existing 10-year franchise will expire on August 5, 2021; and

WHEREAS, United Power and the City of Dacono mutually intend to complete franchise negotiations and renewal within the next 120 days.

NOW THEREFORE, BE IT RESOVED that the Board of Directors of United Power, Inc. hereby authorizes the President and Chief Executive Officer to sign the Dacono municipal franchise extension.

JUNE 25TH INCIDENT SAFETY REVIEW

Risk & Compliance Director McFadden answered the Board's questions regarding the June 25, 2021 safety incident involving a contractor's employee.

The Board recessed for lunch at 11:59 a.m., reconvening at 12:59 p.m.

Survey & Ballot Systems' Matthew Fiala joined the meeting via teleconference at 1:00 p.m.

EXECUTIVE SESSION

Director Alquist made a motion, which was seconded, and carried, to enter Executive Session at 1:00 p.m. to review proprietary information and contract issues. HR Director Hane, Risk & Compliance Director McFadden, Engineering Director Maxwell and Member Douglas were excused from the meeting at this time. **Director Erickson made a motion**, which was seconded, and carried, to end Executive Session at 2:11 p.m.

A brief recess was called at 2:13 p.m., with the meeting reconvening at 2:20 p.m. HR Director Hane, Risk & Compliance Director McFadden, Engineering Director Maxwell and Member Douglas returned to the meeting at this time; MCM Storz left the meeting at this time.

ANNUAL FIRE MITIGATION PLAN REVIEW

At 2:24 p.m., Operations Vegetation/Construction Project Specialist Holly Woodings joined the meeting to present United Power's fire mitigation plan to the Board. Woodings and COO Robbins answered the Board's question.

Director Martin left the meeting at 2:26 p.m.

Operations Vegetation/Construction Project Specialist Woodings left the meeting at 3:10 p.m.

POLICY C-03 DEBT SERVICE RESERVE

Director Vigesaa made a motion, which was seconded, and carried, to approve Policy C-03 as presented.

POLICY C-13 INFORMATION SYSTEMS, CYBERSECURITY AND USE OF TECHNOLOGY

Director Buczek made a motion, which was seconded, and carried, to approve Policy C-13 as presented.

CREA REPORT

Directors Buczek updated the Board on CREA activities.

WUE REPORT

Director Alquist updated the Board on WUE activities.

TRI-STATE REPORTS

Director McCormick recapped his Tri-State report and answered the Board's questions, followed by Chief Energy Resource Officer Hubbuck's Tri-State recap.

A brief recess was called at 3:52 p.m., with the meeting reconvening at 4:05 p.m. Member Douglas left the meeting and Director Martin returned to the meeting at this time.

LITIGATION/EXECUTIVE SESSION

At 4:06 p.m. **Director Alquist made a motion**, which was seconded, and carried, to enter Litigation/Executive Session to discuss contract issues. The Board, President & CEO Gabriel, COO Robbins, CERO Hubbuck, CFO Burkhart, EAA Simmons and CAA Pollack were present. Director McCormick was excused from the meeting, via teleconference, at this time. **Director**

Martin made a motion, which was seconded, and carried, to end Executive/Litigation Session at 4:56 p.m.

EXECUTIVE SESSION

At 4:57 p.m. **a motion was made by Director Vigesaa**, which was seconded, and carried, to enter Executive Session to discuss legal interpretation. Director McCormick rejoined the meeting at this time, via teleconference. The entire Board, President & CEO Gabriel, COO Robbins, CFO Burkhart, CERO Hubbuck, EAA Simmons and CAA Pollack were present. **Director Martin made a motion**, which was seconded, and carried to end Executive Session at 5:10 p.m.

EXECUTIVE SESSION

At 5:11 p.m. **a motion was made by Director Martin**, which was seconded, and carried, to enter Executive Session to discuss personnel issues. The entire Board was present; Staff was excused. **Director Alquist made a motion**, which was seconded, and carried to end Executive Session at 5:21 p.m.

A brief recess was called at 5:21 p.m., with the meeting reconvening at 5:25 p.m., with the Board, President & CEO Gabriel, COO Robbins, CERO Hubbuck, CFO Burkhart, EAA Simmons and CAA Pollack returning to the room.

ADJOURNMENT

Chairman Morgan declared the meeting adjourned at 5:27 p.m.

MEETING SCHEDULE

The next regular Board meeting is scheduled Wednesday, August 25, 2021 at 9:00 a.m. at United Power's Carbon Valley Service Center, 9586 E I-25 Frontage Road, Longmont, CO.



Cheri Simmons, Recording Secretary