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MINUTES OF THE C-CUBED (Customer Consultation Committee) MEETING HELD ON APRIL 24, 2017

PRESENT: Thomas Chenal, APA Legal Counsel
Heather Cole, APA Executive Secretary
Dennis Delaney, K.R. Saline & Associates
Todd Dillard, R.S. Lynch
Ed Gerak, Executive Director
Brittany Johnson, Somach Simmons & Dunn (via telephone)
R.D. Justice, Electrical District #7
Gary Kern, APA Financial Administrator
Douglas Milligan, Salt River Project
Jay Moyes, Moyes Sellers & Hendricks, Ltd.
Paul Orme, Electrical District #3, #4
Ken Saline, KR Saline & Associates
Linda Sullivan, APA Senior Rates Analyst
Sheryl Sweeney, Ryley, Carlock & Applewhite
John Underhill, APA Interim Deputy Director
Brian Young, Central Arizona Project

CALL TO ORDER: The meeting was called to order at 9:00 a.m. at the Arizona Power Authority.

ROLE CALL: Everyone introduced themselves and the company/organization they represent.

BUSINESS ITEMS:

- **APA Calendar/Timeline:** The APA Calendar/Timeline has been updated and can be found on the APA Website. A discussion was held about the timing of future meetings. It was proposed that the C-Cubed committee could meet from 9:00am – 9:45am prior to the Commission Meetings each month to reduce travel. The APA will evaluate this approach at the next meeting and continue or revert back, depending on how things work out.
- **Strategic Plan Customer Survey:** The Survey has been completed and was sent via Survey Monkey. The survey will be open for 30 days and results will be brought back to this committee prior to being presented to the Commission. Please contact the APA office if you did not receive the survey.

- **Financial Advisor RFP:** The APA is currently under contract with J. Donald Porter for Financial Services through December 31, 2017. The APA Procurement Policy requires that an RFP for Bond Advisor needs to be submitted. Executive Director Ed Gerak will have discussion with Don to determine what needs to be included in the RFP with regard to knowledge and requirements needed moving forward. He will also look into the possibility of contracting on an hourly basis versus a retainer.
- **Draft Agreements (to be effective October 1, 2017):** The following documents need to be drafted and executed:
 - Scheduling Entity Agreement – agreements are needed between APA and those entities using the customer’s rights to a dynamic signal. Brittany Johnson has a current draft that she will get to AEPCO, CAP and SRP attorney so that work can get started on getting these agreements put together
 - Power Pooling Program – A draft power pooling agreement has been developed to provide guidelines for how Post-2017 pools could be formed. The commissioners previously extended the existing pooling program, formally known as the Resource Exchange Program to September 30th. With the new allocation process, a new pooling program will need to be formally approved by the commissioners, for Post-2017 customers.
 - This document will need to be flexible since future events cannot be predicted. Sheryl Sweeney and Dennis Delaney will work on Exhibit A and get a draft to Ed Gerak for review. The document will allow for multiple pools.
- **Identify Bill Crediting Customers:** APA will need to receive copies of any and all bill credit agreements that customers have signed with their host utility. Dennis Delaney will provide a sample letter and annual report to APA staff. These documents may be useful in modifying the APA requirements. It is critical that the APA has a way to verify that Hoover power was delivered to each customers. Tracking data from the Scheduling Entity will report to the APA what was delivered. It is the Customer’s responsibility to make sure they are getting power and receiving bill credits.
- **Status of APA Website Upgrades:** Robert updated the attendees on the current status of the website update project. He also asked customers to let him know what kind of reports they will need. Robert will provide screen shots and templates and will have a report by the May meeting. There will be a separate C-Cubed meeting to review programming reports and essentially train customers on the use of the new system.
- **Hoover Presentation:** Ed Gerak has put together a Hoover Presentation that includes the history of Hoover as well as the History of the APA. It includes the Law of the Colorado River and will be used for onboarding of new APA Staff and Commissioners as well as to educate legislators. Ken Saline commented that the presentation should include a discussion about water, how it flows through Hoover and in addition, water risk. Since this is a foundational document it should include best and worst case scenarios. This presentation will be added to the website. Ed Gerak asked the customers to review it at their convenience, and provide feedback

- **Draft Scheduling Entity RFP:** Brittany explained that modifications have been included to the draft RFP based on the feedback received from attorneys group that has been meeting. Doug Milligan asked that any documents received from SRP may be used as samples by the APA when creating the agreements, however, he asked that these documents not be sent to any customers or companies as examples. With regard to advertisement of the RFP it was discussed that it be placed on the APA website, sent to Interested Parties distribution list, sent to any party that has requested information and possibly the APPA website. APA staff will look into APPA posting the RFP.

NEXT C-CUBED MEETING – Tuesday, May 16, 2017 @ 9:00am – 9:45am.