

**Minutes for the  
Board of Lowell Light & Power's  
Regular Meeting – July 9, 2024**

**I. CALL TO ORDER AND ROLL CALL:**

The meeting was called to order by Chairperson Beachum at 6:00 p.m., and General Manager West called the roll.

**Present:** Perry Beachum, Craig Fonger, Tina Cadwallader, and Andrew Schrauben

**Absent:** Daniel Crawford

**Also Present:** General Manager Charlie West, City Council Liaison Jim Salzwedel, Distribution Manager Ryan Teachworth, Generation Superintendent Casey Mier, and Financial Analyst Megan Mora

It was MOVED BY SCHRAUBEN, SUPPORTED BY FONGER, to excuse Daniel Crawford's absence.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

**II. APPROVAL OF AGENDA:**

It was MOVED BY FONGER, SUPPORTED BY CADWALLADER, to approve the agenda as presented.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

**III. APPROVAL OF MINUTES:**

It was MOVED BY CADWALLADER, SUPPORTED BY FONGER, to approve the June 11, 2024 Regular Board Meeting Minutes.

Yea: 4      Nay: 0      Absent: 1      Motion Carried

**IV. SAFETY MOMENT:**

Financial Analyst Mora presented a safety moment about grilling safety.

**V. PUBLIC COMMENTS (for items not on the agenda):**

There was no public comment.

**VI. ACTION ITEMS:**

**A. Fiscal Year 2024 Write-Offs for FYE June 2023:**

At the end of each year, LL&P writes off the balances from accounts that have been closed, collections attempted, and/or liened, and that have had no activity since June of the previous year.

The current write-off amount for 2024 is \$110.42, which is 0.00112% of FY 2023's total electric sales and late fees. Compared to last year, this write-off amount decreased \$100.04, a 48% improvement.

The board highly praised the customer service and office staff for such a small amount and all of their hard work! Over the past ten years, the write off amount has steadily decreased.

It was MOVED BY CADWALLADER, SUPPORTED BY FONGER, to approve the Fiscal Year 2024 Write-offs for Fiscal Year ending June 2023 in the amount of \$110.42.

Yea: 4          Nay: 0          Absent: 1          Motion Carried

**VII. INFORMATIONAL ITEMS:**

- A. **2023 Actuarial Evaluation:** West reported on the MERS Annual Actuarial Valuation Report.
- B. **Renewable Energy Credit (REC) Review:** West presented a review of Renewable Energy Credits.
- C. **Performance Data:** West reported on the June 2024 data.
- D. **Monthly Outage Report:** Teachworth reported on the 8 outages in the month of June.
- E. **Income Statement:** West reported on the June 2024 Income Statement.
- F. **Capital Projects Report:** West reported on the June 2024 Capital Projects Report.
- G. **APPA National Conference:** West and Beachum reported on the APPA National Conference attended in June.
- H. **Manager's Report:** West provided written updates to the Board on the following items:
  - MPPA/MMEA/APPA Update
  - Distribution Department Update
  - Generation Department Update
  - Safety Update
  - Facility Projects
  - Lineshack
  - IT Update
  - Business-to-Customer Payments
  - GIS Update
  - Cash Levels/MERS Surplus/Equipment Replacement
  - Staffing Update
  - Community Benefit Analysis
  - MPPA Energy Services Project Working Capital Requirement
  - 2024 Customer Satisfaction Survey
  - Board Member Reappointment
  - Energy Saving Trees Program
  - Company Picnic

- Safety Town
- Storytime
- Work Anniversaries
- Payables

I. **Schedule of Meetings:** July/August was presented.

J. **Supplemental Information:** West provided supplemental information to the Board on the following items:

- Sales and Cash & Investments Performance Data Charts
- Benevolence Report
- Full Income Statement
- June Payables

VIII. **NEXT REGULAR LL&P BOARD MEETING:** Scheduled for Tuesday, August 13, 2024 at the Energy Center.

IX. **BOARD COMMENT:**

Fonger thanked staff and crew for their hard work. Schrauben expressed appreciation for the staff quotes and for Ryan’s great work for LL&P. Cadwallader expressed gratitude to the staff for another great write off amount, thanked and congratulated Charlie (and supporting staff) for his presentation at the APPA National Conference, appreciated the staff quotes, expressed gratitude for experiences and takeaways from conferences, and thanked Ryan for giving LL&P a transition period. Beachum mentioned the Light Up the Navajo Nation, highlighted Pink Arrow events, expressed appreciation for the tree program, and thanked Ryan for the positive culture he created at LL&P.

X. **ADJOURNMENT**

It was MOVED BY FONGER, SUPPORTED BY SCHRAUBEN to adjourn the Regular Board Meeting at 8:03 p.m.

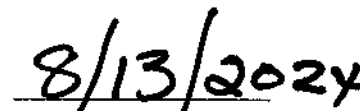
Yea: 4

Nay: 0

Absent: 1

Motion Carried

  
 Chairperson Beachum

  
 Date