



Minutes
Utilities Policy Advisory Committee (UPAC)
Wednesday, December 6, 2023
Blue River Boardroom, 5th floor, 121 S. Tejon St., Colorado Springs, CO
and Microsoft Teams Virtual Meeting

Committee members present in the boardroom or via Microsoft Teams: Chair Larry Barrett, Vice Chair Hilary Dussing, Gary Burghart, Scott Smith, Chris Meyer, Katherine Danner, Michael Borden and Scott Callihan

Committee members excused: David Watson

Staff members present in the Boardroom or via Microsoft Teams: Al Wells, Marcela Espinoza, Bethany Schoemer, Tristian Gearhart, Tara McGowan, Nicole Means and Christian Nelson

City of Colorado Springs staff present in the boardroom or via Microsoft Teams: David Beckett and Renee Congdon

1. Call to Order

Chair Larry Barrett called the meeting to order at 8:02 a.m. and called the roll.

2. Approval of October 4, 2023, UPAC Meeting Minutes

Committee Member Scott Smith made a motion to approve the October 4, 2023, meeting minutes and Vice Chair Hilary Dussing seconded the motion. The motion passed unanimously.

3. Selection of UPAC Officers

Vice Chair Dussing made a motion to vote for Mr. Barrett as UPAC Chair and Committee Member Smith seconded the motion. The motion passed unanimously.

Chair Barrett made a motion to vote for Ms. Dussing as UPAC Vice Chair and Committee Member Smith seconded the motion. The motion passed unanimously.

4. Ethics, Open Meetings and Colorado Open Records Act (CORA) Review

Mr. David Beckett, Senior Attorney at the City Attorney's Office, stated the following presentation is given yearly. UPAC members are subject to the City's Code of Ethics to ensure independent, objective judgment and ethical behavior, transparency and honesty. Mr. Beckett provided an overview of the UPAC Bylaws and the City Code of Ethics and explained the responsibilities and morals members are subject to as a part of UPAC.

Mr. Beckett discussed CORA stipulations and explained any records made, maintained

or kept are public record and can be requested by anyone. It is Colorado Springs Utilities' responsibility to manage and retain records in accordance with document retention practices.

Mr. Beckett described open meetings as gatherings discussing UPAC or Utilities' public business with three or more committee members present. Open meetings require a notice to the public no less than 24 hours prior. He stated UPAC has a right to hold closed "Executive Sessions," however, UPAC may not adopt any proposed policy, position, resolution, rule, regulation or other formal actions during these sessions.

5. Citizen Comment

None.

6. Committee Member General Discussion

The committee discussed the Jan. 10, 2024, meeting will be cancelled due to the joint meeting with UPAC and the Utilities Board scheduled for Jan. 16, 2024, to discuss the end of the Cost Recovery Mechanisms Assignment.

7. Adjournment

Chair Barrett adjourned the meeting at 9:01 a.m.

Next meeting: Feb. 7, 2024, at 8:00 a.m.