

**COOS-CURRY ELECTRIC COOPERATIVE, INC.**  
**Minutes of the Regular Meeting of the Board of Directors**  
**December 21, 2023**

**I. PRELIMINARY**

The regular meeting of the Board of Directors of Coos-Curry Electric Cooperative, Inc. (CCEC) was called to order at 10:03 a.m. on Thursday, December 21, 2023, by President Kolen, in the conference room at CCEC's Brookings office, Brookings, Oregon.

Director Herzog called roll and stated a quorum was present, including Directors Cockerham, Kolen, Loshbaugh, McMahan, and Radabaugh. Also present was Chief Executive Officer (GM/CEO) Brent Bischoff, Chief Financial Officer (CFO) Paul Keeler, Marketing & Member Services Manager (MMSM) Keith Buchhalter and Executive Assistant (EA) Marie Coleman. General Legal Counsel Tyler Pepple was in attendance via Webex video conference.

A motion was made and seconded to approve, as amended, the regular Board meeting agenda and the motion carried unanimously.

A motion was made and seconded to approve, as presented, the minutes of the November 16, 2023, regular meeting of the Board of Directors. The motion carried unanimously.

**II. MEMBER PARTICIPATION**

**A. Open Comment Period**

No members were present for the open comment period.

**Member Request to Present**

No members requested to present to the board.

**III. CONSENT AGENDA**

A motion was made and seconded to approve Items A through E under the consent agenda, to-wit: the list of new members for 11/2023; the members purge list for 12/2023, the write off report for 11/2023, the GM/CEO's & Directors' expenses for 11/2023, and the attorney's invoice. The motion carried unanimously.

#### **IV. MANAGER'S REPORT**

Chief Financial Officer (CFO) Keeler briefly reviewed the Financial Report for October 2023 and then reviewed the November 2023 Financial Report. Year-to-date operating revenues are ahead of budget and higher than the prior year. The cost of purchased power is higher than budgeted and higher than the prior year. Year-to-date operating expenses are under budget this month and higher than the prior year. Year-to-date net margins are ahead of budget. Mr. Keeler answered questions and concluded the report.

The December safety report was reviewed. GM/CEO Bischoff reported on one member incident for the month of November.

GM/CEO Bischoff gave his CEO Report. Topics included wholesale power, the power system, Curry County, grant opportunities, and personnel.

GM/CEO Bischoff reviewed the current Strategic Plan Action Matrix for staff goals. There has been some reprioritization, but good progress has been made throughout the year.

A member information request (P#300-040) was received from Fran Chambers. As requested, a copy of the current Franchise agreement with the City of Brookings, a copy of the streetlight rate schedule and a summary of Franchise fees paid to the City of Brookings since the start of the new Franchise was provided to Ms. Chambers.

#### **V. ITEMS OF BUSINESS**

##### **A. Committee Reports**

Policy Committee – Director McMahan advised that earlier in the committee meeting, the committee decided to postpone discussion on Policy #300-030 Attendance at Board Meetings by Members until the January 2024 board meeting. This will allow time to consider a member code of conduct as part of the policy.

Audit Committee – During the audit committee meeting the audit timeline was discussed.

Communication Specialist (CS) Kelsey Bozeman and Member Services Supervisor (MSS) Sonya Billington joined the meeting in person at 10:49 a.m.

**B. 2024 Rate Design Discussion**

CFO Keeler presented the Board with information on the process and calculations involved in determining the necessary rate increase and how management developed the options for implementing the proposed 2024 average overall rate increase of 4.95% across all accounts to be effective with power bills issued on or after March 1, 2024. The proposed rate increase includes a minimal amount of rebalancing between rate classes to serve the dual purposes of more closely matching the cost to serve each rate class as determined in the Cost of Service Analysis (COSA) while mitigating excessive rate increases to individual rate classes. Rebalancing between rate classes was designed so no single rate class experiences an increase of less than 3.95% or more than 5.95%. The Board discussed the benefits and risks of each of the options presented. A motion was made and seconded to approve the revised rate schedule summary (attached) as recommended by management. Discussion followed, a vote was had, and the motion carried unanimously.

**C. 2024 Rate Increase Communications**

CCEC Communication Specialist, Kelsey Bozeman, presented a communications strategy related to the 2024 rate increase. Topics included communications goal, message focus, communications materials, and timeline.

Kelsey Bozeman and Sonya Billington left the meeting at 11:45 a.m.

**D. Travel Reimbursement**

A revision to the existing travel reimbursement section from the 2023 CCEC Employee Handbook was presented. The proposed revision adopts the General Services Administration (GSA) rates for personally owned vehicle (POV), automobile, motorcycle, or airplane, travel reimbursement and determination of per diem amounts. After discussion, a motion was made and seconded to approve the revised travel reimbursement guidelines as presented, and the motion carried unanimously.

**E. Open Discussion**

None.

**F. Miscellaneous**

1. NRECA 2024 Voting Delegate – the board selected Dan Loshbaugh as the voting delegate and GM/CEO Bischoff as the alternate.
2. CRC 2024 Voting Delegate – the board selected GM/CEO Bischoff as the voting delegate and Dan Loshbaugh as the alternate.
3. NRTC 2024 Voting Delegate – the board selected Dan Loshbaugh as the voting delegate.

**G. Board Self Evaluation Results – General Legal Counsel Pepple**

Staff departed at 11:53 a.m. and the board, including Director Cockerham, and GLC Pepple held an exclusive session to discuss the results of the board self-evaluation. Staff returned at 12:12 p.m.


**VI. EXECUTIVE SESSION**


Following a lunch break, the Board went into an executive session at 12:36 p.m. to discuss member issues, contract matters and employee issues. The regular meeting reconvened at 1:23 p.m.

**VII. ADJOURN**

The next regular meeting of the Board of Directors is scheduled for Thursday, January 25, 2024, at CCEC's office in Port Orford, Oregon.

The meeting adjourned at 1:24 p.m.

  
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John Herzog, Secretary

**ATTEST:**  
  
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Jim Kolen, President

**Coos-Curry Electric Cooperative, Inc.  
RATE SCHEDULE SUMMARY  
Effective March 1, 2024**



**RESIDENTIAL SERVICE**

**15**

ENERGY CHARGE 9.56 ¢ per kWh  
BASE CHARGE \$34.65 per month

**GENERAL SERVICE (less than 30kW)**

**34, 36**

ENERGY CHARGE 9.95 ¢ per kWh  
BASE CHARGE Single Phase: \$45.36 per month  
Three Phase: \$58.61 per month  
MINIMUM CHARGE Base Charge or as established in a contract for electric service

**PREPAY SERVICE**

**16, 35**

ENERGY CHARGE The member will be billed an energy charge equal to the rate class of the prepay service.  
BASE CHARGE The member will be billed a monthly base charge equal to the basic charge for the rate class of the prepay service. The monthly base charge will be annualized then divided by 365 days to determine the daily billing charge.

**SMALL COMMERCIAL (30kW to 1000kW demand)**

**44, 46**

ENERGY CHARGE Single Phase: 6.89 ¢ per kWh  
Three Phase: 7.00 ¢ per kWh  
BASE CHARGE Single Phase: \$74.50 per month  
Three Phase: \$128.00 per month  
DEMAND CHARGE Single Phase: \$9.68 per kW  
Three Phase: \$9.62 per kW  
MINIMUM CHARGE Base Charge or as established in a contract for electric service

**LARGE POWER (over 1000kW demand)**

**48**

ENERGY CHARGE 6.25¢ per kWh  
BASE CHARGE Three Phase: \$500.00 per month  
DEMAND CHARGE \$10.06 per kW  
MINIMUM CHARGE Base Charge, plus the greater of the Demand Charge or \$4.08 per kVA of required transformer capacity. Minimum kVA charge shall be \$122.40.

**COMMERCIAL HIGH LOAD FACTOR 90% or GREATER (100kW TO 10MW demand)**

**40**

ENERGY CHARGE Three Phase: 3.84¢ per kWh  
BASE CHARGE Three Phase: \$66.12 per month  
DEMAND CHARGE Three Phase: \$21.98 per kW  
MINIMUM CHARGE Base Charge, plus the greater of the Demand Charge or the kVA charge. The kVA charge is \$4.20 per kVA per month of required transformer capacity, or as established in a contract for electric service.

**IRRIGATION SERVICE**

**25, 26**

ENERGY CHARGE Single Phase: 8.31 ¢ per kWh  
Three Phase: 8.71 ¢ per kWh  
BASE CHARGE Single Phase: \$29.61 per month  
Three Phase: \$50.10 per month  
DEMAND CHARGE \$8.85 - per kW of demand greater than 30 kW per month

**PRIVATE YARD OR SECURITY LIGHTING & PUBLIC STREET LIGHTING SERVICE**

51

MONTHLY RATE

**Private Yard or Security Lighting**

1 - 100 watt. ....	\$19.11
2 - 175 watt. ....	\$19.11
3 - 200 watt. ....	\$25.48
4 - 250 watt. ....	\$25.48
5 - 400 watt. ....	\$25.48

**Public Street Lighting**

11- 100 watt. ....	\$19.11
12- 175 watt. ....	\$19.11
13- 200 watt. ....	\$25.48
14- 250 watt. ....	\$25.48
15- 400 watt. ....	\$25.48

**NON-METERED ACCOUNTS**

56

MONTHLY RATE

\$132.96 flat charge

**NET-METERING SERVICE**

70, 72, 73, 74, 75, 77, 78

ENERGY CHARGE

Net-meter energy is the total electrical energy supplied to CCEC by a qualifying net-metering facility subtracted from the total amount of energy supplied from CCEC to the net-metering facility over a given billing period. If the amount of energy generated is greater than the amount of energy delivered, the difference in kilowatt-hours shall be defined as excess energy. Excess energy shall be banked and used to offset future consumption.

BASE CHARGE

The Member-generator will be billed the monthly Base Charge equal to the rate class of the net metered service.

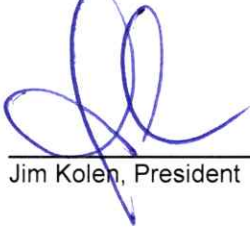
DEMAND CHARGE

The Member-generator will be billed the Demand Charge (kW) equal to the rate class of the net metered service for energy supplied by the Cooperative. No demand charge credits will be given to the Member-generator for energy generated by the Member-generator.

  
John Herzog, Secretary

12-21-23  
Date

ATTEST:

  
Jim Kolen, President

12-21-23  
Date