

**VML/VACo APCo Steering Committee  
Minutes of the Committee  
February 26, 2025, via Zoom**

**Members participating:**

Carol Davis, Chair; Jeff Shawver, Vice Chair; Laura Carini and Tim Castillo, Executive Board; Antonia Arias-Magallon, Town of Vinton; Metchi Braun, City of Lynchburg; Mike Cochran, Town of Abington; Heather Damron, Dickinson County; Chris Dye, Russell County PSA; Donte Harris, Montgomery County Public Schools; Ashley King, Roanoke County; Kasey Newsome, Dickenson County; Linda Millsaps, County of Floyd; Scott Shirley, Western Virginia Water Authority; Debbie Thomas, Town of Narrows; Richie Weaver, Henry County Public Schools; Randy Wingfield, Town of Christiansburg; Robert Wood, Town of Rocky Mount; Scott Woodrum, County of Montgomery

Additional participants: Michelle Gowdy, VML; Sandy Harrington, VML support; John Walker, Steering Committee Attorney.

Carol Davis convened the meeting at 3:03 p.m. and welcomed everyone, introduced the Executive Committee member and the Steering Committee Attorney, John Walker. Ms. Davis reviewed the agenda and invited any new members to introduce themselves. Ms. Davis presented a brief overview of the purpose of the VML/VACo APCo Steering Committee.

**Approval of Prior Meeting Minutes**

Ms. Davis referred to the draft June 5, 2024 meeting minutes which were sent via email. Tim Castillo made a motion to approve the minutes, seconded by Scott Shirley. The motion was unanimously approved.

**Election of Officers**

Ms. Davis stated the current officers have indicated a willingness to continue serving the board. Ms. Davis invited any other members to join the Executive Board. Ashley King volunteered to join the Executive Board. Tim Castillo made a motion to accept the nominations, Ms. King seconded the motion and the motion was unanimously approved.

**Legal and Regulatory Updates**

John Walker provided an overview of (a) the purpose, the scope of activities, and the financial benefits of the Steering Committee, (b) Steering Committee activity in APCo rate cases before the State Corporation Commission ("SCC") in 2023 and 2024 with emphasis on the 2024 Biennial Review, (c) overarching issues and trends relating to the SCC, (d) the recently enacted APCo Rate Reduction Act, (e) expected APCo case activity in the SCC in 2026, and (f) the process and the timeline for negotiating a new contract with APCo on behalf of the public authorities in APCo's Virginia service area.

### **Budget and Future Assessment**

Ms. Davis discussed the budgeting for future Steering Committee assessments, which will be voted on at the April 10, 2025 in person meeting. Projected expenses for future administrative, legal and consulting expenses and assuming a carryover \$75,000, in addition to a historical 19% non-payment rate, the recommended assessment for this assessment cycle is \$295,000. The Executive Committee will make an effort to reach out to those not paying entities and reduce the non-payment rate. The assessments will be determined based on each public authority's electricity usage in 2024 and the factor applied to such usage in determining each public authority's pro rata share will increase from .04 to .05 (it was noted this factor had not been increased for at least 10 years). Ms. Davis directed members to reach out to her, Jeff Shawver, or Sandy Harrington regarding any questions related to assessments. Ms. Davis asked for any discussion regarding the proposed assessment and there was none.

Ms. Davis indicated that the proposed assessment will be presented for approval at the in-person Steering Committee meeting April 10, 2025.

### **Electronic Meetings Policy**

Laura Carini indicated that she worked with the Executive Committee and Michelle Gowdy from the Virginia Municipal League on a proposed electronic meeting policy for the Steering Committee. Ms. Carini explained that the Virginia Code section regarding electronic meetings has changed but allows for groups like the Steering Committee to meet electronically provided that a policy allowing such meetings is approved at an in-person meeting. Ms. Carini reviewed the proposed policy, which will be presented at the in-person meeting of the Steering Committee on April 10, 2025.

### **Open Discussion**

Ms. Davis noted that APCo had converted a locality's street lights to LED luminaires without the consent of the locality. Ms. Davis inquired if any other locality had a similar experience, none of those participating expressed having this experience. Additionally, there was some general discussion about the future of net metering.

### **Adjournment**

Ms. Davis thanked everyone for their time and adjourned the meeting at 4:00 p.m.