



**MEETING MINUTES
Denver Public Schools**

NOVEMBER 6, 2003

Present

Douglas County-Bill Chambers, Jeffco-Wayne Benbow, Jim Faes, & Joe DeMers, St. Vrain-Ralph Bozella, Bennett School Dist.-E.J. Underwood, Mapleton-John Kreutzer, Cherry Creek-Richard Collier, Colorado Springs District 11-Thomas Fernandez, Denver Public Schools-Larry Vair, Adams 12-Jack Dempsey & Sam Crispin, Poudre-Jerry Garretson & Stu Reeve, Xcel Energy-Don Basler, Melanie Newman, Lou Severino, & Lori Van West, Tiger Natural Gas-Anthony Ciaflone

Welcome/Minutes

Bill Chambers, CASDEM Chairperson, welcomed everyone to the meeting and distributed the meeting agenda. Bill distributed the meeting minutes from the September 19, 2003 meeting and the meeting minutes were approved by those in attendance. The current CASDEM membership list was distributed and updated.

Xcel Energy

Don Basler and Lori Van West responded to several questions/issues that our CASDEM group provided in advance to Xcel regarding the Western Natural Gas (WNG) bankruptcy. Our main goal was to have Xcel address changes that would increase our level of comfort in purchasing wholesale natural gas. Don and Lori did an excellent job of establishing an open dialog between school districts and Xcel. Xcel distributed handouts regarding monthly gas cost adjustments, historical monthly natural gas index costs from October 1999 to October 2003, updated Gas Transportation Service web site information, explanation/examples of gas balancing procedures, and regional examples of natural gas use by WNG during December of 2000. Highlights of Xcel's changes are;

1. Hired an outside risk management firm to provide independent audits of the financial stability of wholesale gas suppliers. And monitor these suppliers on a regular basis.

2. A more stringent procedure for balancing gas supplies and penalties has been implemented.
3. Several Tariff changes have been approved by the PUC to address the lessons learned from the WNG bankruptcy.
4. Xcel now has a web site with a bulletin board to address transport gas issues. (<http://www1.xcelenergy.com/web/bb/html/GasIndex.asp>)
5. Making efforts to have current contact information for school district's on file with Xcel's Natural Gas Services department.
6. Don and Lori will check into direct contact to school district's regarding financial audit results or concerns and will continue to improve communications between school districts and the transport gas-metering department.

We also discussed our options to change Peak Day Quantity amounts. Two options are available. (1) Never used the amount set or (2) new equipment changes (boiler, insulation, etc) will reduce the amount of gas used on a permanent basis. The building must be on transport gas for at least one year to determine monthly gas use base for a twelve-month period. We requested better communications between Xcel's metering department and our school district's regarding meter problems and phone line failures. Don and Lori plan to take our questions/concerns back to Xcel and respond to us soon.

Melanie Newman updated us on a modification in phase two of the current rate negotiations with the PUC. Seasonal demand rates and the removal of demand ratchets are being discussed. Good news for us. The final results are scheduled to go into effect in March of 2004.

Energy Standards for New Schools

Mike Arnold was not able to make this meeting. This will be an agenda item for our January 8, 2004 meeting.

CASDEM Membership

The agenda item was postponed due to lack of time and is under consideration for our January meeting agenda.

CASDEM Attendance

Bill encouraged us all to invite other Energy Managers to our meetings. The success of our CASDEM organization has always revolved around the opportunities to share information and learn from each other.

Next Meetings

January 8, 2004	Thompson Valley
March 4, 2004	Jefferson County
May 6, 2004	Summit County