

February 11, 2020 Panel Meeting

Panel Discussion: The Upcoming Panel Letter Commenting on the 2021-2026 Strategic Plan: Panel Charge, History, Process going forward

Review Panel Charter Excerpts Relating to Letter on Strategic Plan

Section 1. RESPONSIBILITIES OF REVIEW PANEL. The Review Panel shall be generally responsible for providing advice and recommendations to the Mayor and City Council on the City Light strategic plan and City Light's rates. Specifically, per City Ordinances 123256 and 124740, the Panel shall:

- A. Review and assess City Light's strategic plan and provide an opinion on the merits of the plan and future revisions to it. The strategic plan will at a minimum consider long term strategies to rehabilitate and maintain City Light's infrastructure, provide for labor-force continuity, maintain a portfolio of resources adequate to meet the needs of its customers, and ensure continued regulatory compliance.
- B. Advise the Council as to other issues that should be included as part of City Light's strategic planning framework, in addition to those issues outlined in item 1.A.
- C. Assist the Mayor and Council in engaging rate payers in discussions of the merits and implications of the strategic plan and revisions thereto.
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- F. Provide the Mayor and the Council with analysis and recommendations on significant elements of the strategic plan including, but not limited to financial policies, cost allocation, rate design, and operational efficiency. Any such recommendations shall be submitted to the Mayor and Council; in the event a collective recommendation cannot be reached, the Review Panel shall submit a recommendation indicating the majority and minority positions and the rationales for those positions.

Section 5. MEETINGS OF THE REVIEW PANEL.

- F. VOTING. The Review Panel shall attempt to make decisions by consensus. Upon request of any member, a vote will be taken, in which case each Review Panel member shall be entitled to cast one vote. Votes may not be made by proxy. A motion will be approved by a simple majority of all votes cast. The minutes shall reflect the votes of each member.
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- J. FINDINGS, REPORTS AND RECOMMENDATIONS. The findings recommendations and reports of the Review Panel shall be made public. At the request of a member dissenting with a recommendation of the Panel, reports of the Review Panel shall include minority reports.

Past Panel Letters have addressed topics including:

- Overall statement re: endorsement of Plan, rate path, contents
- Strategic Plan process overview
- Overview of Review Panel structure, role, process in reviewing the plan
- Comment on public outreach included in plan development
- Progress of SCL since last Plan
- Assessment of City Light's current situation, challenges, opportunities
- Comments on Strategic Plan priorities strategic initiatives
- Comments on baseline spending and efficiencies
- Comments on Strategic Plan 6-year rate path
- Other points of interest/concern/suggestions from Panel for action by City or SCL

How long have the letters been?

2018 letter: 8 pp. (plus 2 pp. of attachments)

2014 letter: 6 pp.

2016 letter: 6 pp. (plus 1 p. of attachments)

2012 letter: 6 pp.

Recent Panel correspondence:

The Panel has sent 5 letters to Council/Mayor since submitting its comments on the 2019-2024 Plan:

1. Letter to Mayor Durkan supporting sale of surplus City Light property at 8th & Roy (March 2018)
2. Letter to Mayor Durkan commenting on 2018 strategic plan (May 2018)
3. Letter to CM Mosqueda commenting on Mayor's changes to 2018 strategic plan (June 2018)
4. Letter to CM Mosqueda presenting revised scope of work and plan for rate design study requested by Council (August 2018)
5. Rate Plan Report Cover letter (jointly submitted by Panel and General Manager) (April 2019)

Process:

The process to develop the Strategic Plan comment letter has in the past involved discussion with Panel on the topic list above, securing initial comments; reviewing a draft letter prepared by the facilitator based on those initial comments; Panel revising and finalizing letter together.

Schedule, Major Data to be reviewed:

The Panel letter will be due to the Mayor's office in early May. Between now and then, SCL will present to the Panel the proposed strategic initiatives, updated rate path and revenue requirement, and a draft of the strategic plan.

Attachments:

- Links to PDFs of Panel letters
- Template Outline of letter topics for notetaking

Template: Draft List of Topics for Panel Letter on 2021-2026 Strategic Plan

Overall statement re: endorsement of Plan, rate path, contents

Strategic Plan process overview

Overview of Review Panel structure, role, process in reviewing the plan

Comment on public outreach included in plan development

Progress of SCL since last Plan

Assessment of City Light's current situation, challenges, opportunities

Comments on Strategic Plan priorities and strategic initiatives

Comments on baseline spending and efficiencies

Comments on Strategic Plan 6-year rate path

Other points of interest/concern/suggestions from Panel for action by City or SCL