

SCL Review Panel Rate Design Update Proposed Work Plan

Document dated August 21, 2018

The table below shows how the City Light Review Panel proposes to accomplish the Rate Design Update Work Plan established by Council Resolution 31819. The Panel normally meets 1 time per month, but will need to meet more frequently in order to accomplish the work plan outlined by Council.

Blue text notes major deliverables. *Italicized text* highlights stakeholder outreach/engagement work.

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| <p>July 2018 <i>(completed)</i></p> <p><i>1 meeting</i></p> | <ul style="list-style-type: none"> • Review Council resolution on strategic plan, rate design update work plan • Discuss scope and focus of effort • Review draft outline of work plan and offer suggestions • Review 2017 letter from stakeholders • <u>Briefing</u>: Rate Design 101 |
| <p>August</p> <p><i>1 meeting</i></p> | <ul style="list-style-type: none"> • Review schedule and work plan of Utility Discount Program (UDP) interdepartmental team and discuss with them how Panel can best engage • Approve proposed rate design update work plan and transmittal letter to Council, Mayor • Review and discuss current SCL conditions to develop draft problem statement for rate design update work plan • Review and discuss range of goals and objectives related to rate design. • <i>Initial stakeholder outreach conducted by SCL staff on behalf of Panel—informing them of project, goals, timing for input, and seeking feedback</i> • <u>Briefing</u>: Rate Design 201 |
| <p>September</p> <p><i>2 meetings</i></p> | <ul style="list-style-type: none"> • Brainstorming draft goals and objectives related to rate design • Continued discussion, action: adopt draft problem statement • <u>Briefing</u>: Review of major components of rate design alternatives—what are the tools, how they are used, what impacts do these tools have, what are the trade-offs. • Identify list of key questions on which to seek stakeholder input, further information • Confirm scope for SCL’s research on comparable utilities requested by Council as part of the rate design update project • <i>Confirm next steps in stakeholder outreach (who contacted, process for engagement with Panel)</i> |
| <p>October</p> <p><i>2 meetings</i></p> | <ul style="list-style-type: none"> • <i>Two 3-hour sessions where Panel hears from stakeholder group representatives, responding to list of questions in writing and in person.</i> Sessions will be held on October 9 and October 23, from 11:00 a.m. to 2:00 p.m. • Additional written input that cannot fit into these sessions will be taken and considered. |

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| <p>November</p> <p><i>2 meetings</i></p> | <ul style="list-style-type: none"> • <i>Additional stakeholder input session if needed.</i> • Panel discussion: <ul style="list-style-type: none"> ○ Identify key points of agreement/ disagreement amongst stakeholders. ○ Agree upon major takeaways/themes from stakeholder input. • Briefing: review draft of comparative utility rate design report • Consider refinements to draft problem statement based on stakeholder input, comparative utilities rate design report. • Consider refinements to draft goals and objectives statement based on stakeholder input • Discuss/Identify Panel key points of agreement, disagreement, and remaining questions. • Provide direction to staff to prepare interim report to Council. |
| <p>December</p> <p><i>1 meeting</i></p> | <ul style="list-style-type: none"> • Review, edit and approve contents of interim report to Council, to include: <ul style="list-style-type: none"> ○ Report on comparable utilities (prepared by SCL staff) ○ Report on input from stakeholders ○ Draft statement goals and objectives related to SCL rate design ○ Draft problem statement • Deliberations on rate design preferred approaches. |
| <p>January</p> <p><i>1 or 2 meetings</i></p> | <ul style="list-style-type: none"> • Deliberations on rate design preferred approaches • Develop presentation to Council on interim report • <i>Outreach to stakeholders on interim report, process for providing additional input if desired.</i> • [Interim Report Due to Council by January 15] |
| <p>February</p> <p><i>1 or 2 meetings</i></p> | <ul style="list-style-type: none"> • Deliberation on rate design preferred approaches • <i>Opportunity for Additional Stakeholder input to Panel</i> |
| <p>March</p> <p><i>1 or 2 meetings</i></p> | <ul style="list-style-type: none"> • Review draft report to Council and provide direction to finalize. • Develop presentation to Council on Panel recommendations |
| <p>April</p> | <ul style="list-style-type: none"> • Present to Council • [Final Report Due to Council by April 1] |