



**City Light Review Panel Meeting  
Meeting Minutes  
DRAFT**

**Date of Meeting: September 13, 2016**

<b>MEETING ATTENDANCE</b>					
<b>Panel Members:</b>					
<b>Name</b>		<b>Name</b>		<b>Name</b>	
David Allen	✓	Julie Ryan	✓	Sara Patton	✓
Tom Lienesch	✓	Sue Selman	x	Gail Labanara	x
<b>Staff and Others:</b>					
Larry Weis	✓	Tony Kilduff	✓		
Paula Laschober	✓	Ellen Javines	✓		
Calvin Chow	✓	Mike Jones	✓		
Kelly Enright	✓	Karen Reed	✓		
Greg Shiring	✓	Leigh Barreca	✓		
Kirsty Grainger	✓				
<b>Guest:</b>					
Roland Fatland	✓				

Call to Order: The meeting was convened at 11:05 a.m. Karen Reed reviewed the agenda.

Introduction: Karen led a round of introductions. Mike introduced Leigh Barreca, Strategic Advisor reporting to Mike in the Power Supply and Strategic Planning Business Unit.

Meeting Minutes: Meeting minutes from 7/28/16 were approved, with a correction that the availability rate for City Light area Diversity is based on all of Western Washington instead of King County area.

Agenda Review: Karen reviewed the agenda.

Public Comment:

- Roland Fatland expressed concern about the lack of action by the City Council to fill Panel vacancies.

Other Communications: Tom Lienesch agreed to raise the issue of Panel appointments during the public comments portion of the Council’s Energy Committee meeting today. The group noted the importance of getting new members seated so they can participate in the new work plan. Julie Ryan said she will be vacating her position next May. Staff



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will be working to schedule meeting times for the Panel through the end of the year and hopes to fix meeting dates through 2017.

Chair's Report: Work plan development is going along well. Updates will be made to include Larry's inputs.

Communications to Panel:

- Mark Stepper, Seattle Office of City Auditor, had some questions regarding the City Light Strategic Plan. Karen has spoken with Mark. Tony Kilduff has also talked with Marc and provided him with the information he requested as well as an update on Review Panel involvement.
- Jonathan Putz expressing interest in volunteering for one of the vacant positions the Review Panel.

**Action Item:** Tony Kilduff will bring up to council.

- Noel Heskett complaining about a driver of a City Light truck. **Response:** The truck was from a different City department. Staff forwarded to the correct department's for follow up
- Jon Morgan expressed interest in applying for the Low Income Customer Representative position. Noted that the Mayor has already selected an individual for this seat

Follow up Information: CR8 (Enhanced Environmental Leadership) in-service date was incorrectly marked as delayed in previous documents. The original scope was expanded to include development of ecological management plans for two sites rather than one.

Strategic Plan Q2 2016 Update:

- Retail revenue is coming in lower than expected, as is wholesale revenue. City Light is estimating 1.6 debt service coverage for the year (policy goal is 1.8). The Panel discussed the potential impact of the lower debt service on the revenue forecast and City Light bond ratings.
- Baseline Items –
  - The new Customer Information System implementation is going well. An initial error that allowed a small number of e-billing customers to see



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other customers' bills was corrected quickly. No financial or sensitive customer data was impacted.

- Total efficiencies through the second quarter are \$10,474,262. This is more than half way of the \$18.8 million goal.
- The Compliance Tracking System implementation and energization of the Denny Substation dates have been extended. The Human Resources Pay for Performance program has been delayed as has the Technical Training Center along with the Duwamish Training Center.

2016 Q2 Strategic Plan Update: The Strategic Plan Update has been approved by Council. Tony noted that Council included an amendment requested that City Light explore revenue recovery issues and options to address these. The group discussed "lessons learned" from the most recent strategic plan update process. Comments included:

- The Review Panel needs more time to review the final document before sending it forward to Council.
- The next Panel letter should explicitly mention the rate path.
- Contents of the plan are more important than the final presentation of the contents.

**Action Item:** Approving Proposed Review Panel Work Plan 2017 and Transmittal Letter to Mayor and Council. The Panel discussed and approved adjustments to the proposed work plan. Karen will incorporate in the document. Panel members then reviewed the proposed transmittal letter and offered comments. Karen will work with Tom to finalize and will share with Panel before the letter is sent.

Western Energy Imbalance Markets (EIM): Mile Jones presented. He noted that the Utility will need to decide soon whether to participate in the EIM. [Seattle City Lights EIM](#)

Major Initiative Update: Automated Metering Infrastructure (AMI): Kelly Enright presented. [AMI Presentation](#)



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Load Forecast Methodology: Mike Jones presented. [2016 Load Forecast](#)

Adjournment: There being no further business, the meeting was adjourned at 2:00 p.m.