



**City Light Review Panel Meeting
Meeting Minutes**

**Date of Meeting: March 11, 2021 | 10:00 AM – 12:00PM |
Meeting held via Microsoft Teams “Final”**

MEETING ATTENDANCE					
Panel Members:					
Names		Name		Name	
Gail Labanara		John Putz		Mikel Hansen	√
Sara Patton	√	Anne Ayre		Leon Garnett	√
Scott Haskins	√				
Staff and Others:					
Debra Smith	√	Jen Chan	√	Karen Reed (Consultant /RP Facilitator)	√
Kirsty Grainger	√	Mike Haynes		Tom DeBoer	√
Jim Baggs	√	DaVonna Johnson	√	Craig Smith	√
Kalyana Kakani		Emeka Anyanwu	√	Michelle Vargo	√
Julie Moore		Chris Ruffini	√	Maura Brueger	√
Greg Shiring	√	Carsten Croff	√	Leigh Barreca	√
Eric McConaghy	√	Toby Thaler	√	Angela Bertrand	
Kathryn Aisenberg		Chris Tantoco	√	Jenny Levesque	√
Tim Skeel	√	Zana Jones	√	Hillary Winchester	√

Welcome\Introductions. Tim Skeel joined the meeting; his appointment is pending at Council to fill the Economist position on the Panel (Position 1). Panel members introduced themselves and welcomed Tim.

Public Comment. There was no public comment.

Standing Items:

Review Agenda. Karen Reed reviewed the agenda.

Approval of February 25, 2021 Meeting Minutes. Minutes were approved as submitted.

Chair’s Report. No report.

Communications to Panel/Panel Member Recruitment. Leigh Barreca noted that two letters of interest were received for the two vacant panel positions—one applicant per vacancy. The vacant positions are Suburban Franchise City and Residential Customer representatives.

General Manager’s update. Debra Smith reported.

2021-2022 Rate Ordinance – The Rate Ordinance has been transmitted to Council for action. It includes replacing two 1.5% Rate Stabilization Account (RSA) surcharges with an equivalent rate increase in 2021 and confirmed the previously scheduled 2022 rate increase of 3.9% (effective January 2022). Anticipated BPA cost reductions are expected to reduce net rate increase in 2022 to 2.4 – 2.5%. An RSA policy



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update will be developed after the Strategic Plan is adopted later this year.

Q. When will the two RSA surcharges roll off?

A. The first one in Q1 and we have not identified the second one yet, potentially May 1st. We are committed to resizing the RSA considering current market prices for wholesale power are much lower than they were when the RSA policies were adopted.

Q. Is the role of the advisory committee to comment if rate increases are not aligned with Strategic Plan?

A. Yes, it is appropriate for panel to advise on the rate increases.

Q. Are you still considering new rate design strategies?

A. Yes. The proposed rate design will allow customers to have more control on consumption. City Light is currently drafting a detailed memo on this topic. ***We will share this with the Panel.***

Q: When is rate design being implemented?

A: It has been slowed down from the prior 1/1/21 goal. We are working on a strategy now. The Automated Metering Infrastructure (AMI) system is not yet ready to fully deploy new time-of-use rates. We are expecting an update the next phase of AMI implementation will be completed by Veteran's day; rate re-design implementation will follow.

We will be undertaking a new cost of service study in connection with rate redesign later this year and bring that forward to the Panel as well.

Skagit Relicensing Media – We are completing the preliminary list of studies we have proposed in connection with the relicensing. The list is being developed in coordination with FERC, our relicensing consultants, government relations with the tribes and regulatory organizations. We will bring this topic back to the Panel in mid-April as this is an evolving situation, including many parties and concerns.

SCL has recently changed the legal team supporting this effort. There is a big learning curve for Debra and all in the new FERC process. SCL needs a water quality certificate from the State before we can get the FERC relicense.

Q. Is it useful for the Utility for the advisory committee to be involved, or comment on this process?

A. Fine with that, however we want to be careful since this is a regulatory and rule-based process. Our current timeline is very aggressive, so we are not able to seek Panel input at this time. The process steps are non-negotiable.

Q. Can we have a presentation on Skagit relicensing?

A. Not enough time to get feedback before the upcoming deadline ***but we will be able to provide updates beginning mid-April.***

Road to Recovery – This is the work necessary to adjust our financial policies as we come out of COVID. SCL has not cut off customer power for non-payment since 2016, so returning to that policy needs to be done thoughtfully. There have been no significant changes to our receivables balance in the last month.



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We will work with customers that are behind in payments to help them establish payment plans. Our goal will never be to shut people off, but to work with them.

Q. Will you be writing these costs off? Are you identifying this as a liability?

A. We are including this consideration in our Road to Recovery planning.

Apprenticeship & Workforce Diversity. [Presentation held until 3/35/21 meeting.]

2022 – 2026 Strategic Plan. Leigh presented the Strategic Plan timeline and schedule which is included in member packets.

Jenny Levesque presented the plan for completing outreach to stakeholders in advance of the Plan's submittal.

Q. Are tribal interest organizations included in your outreach meetings?

A. That is a great suggestion. We will look into that.

Q. Does City Light have a Financial Advisor to support this strategic plan, or is it our panel group?

A. The Strategic Plan is a planning document and does not utilize a financial advisor. There is a financial document supporting the proposed rate path that is attached to the Plan. This is prepared in house by Kirsty Grainger and her staff. The Panel has previously seen a draft.

Q. What is the date to wrap up outreach?

A. We are aiming for April, but are also establishing relationships for ongoing, longer-term outreach. A summary of the outreach will also be attached to the Plan.

Q. Do you have a date for the Town Hall session?

A. *We are looking at the second week of April and will inform the panel when it is confirmed.*

Business Strategy Presentation: Leigh and Officers Craig Smith, Emeka Anyanwu and Kirsty Grainger presented the Business Strategy, Objectives, Success Criteria and Project/Initiative/Activity (PIA) document [Included in member packets.] The purpose of the discussion was to highlight the proposed PIAs to accompany each Business Strategy.

Q. How will you keep the customer involved, and what are you going to do with the information you gather as part of Voice of the Customer?

A. We will integrate customer voices as we develop program offerings. Likewise, we will look to improve existing services. i.e., billing and payment, using important feedback from our customers.

Q. Will you be planning any activities that will report back to customers?

A. Depending on the service type, journey mapping and focus groups will share information back to customers.



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Q: What is the timing for adopting metrics related to customer centric culture?

A: We are working on an Executive Dashboard. Many of the business strategy measures will be included there but will also form the basis for division-level operational reporting. It is anticipated that operational dashboards will be implemented in Q4 2021 – Q2 2022.

Q: How will you balance energy efficiency goals and electrification goals? There is a natural conflict here. Where is the balance?

A: It is something we will work on.

C: The NW Power Planning Council needs leadership from City Light. Glad to see the PIA on leadership and collaboration.

C: Implementing Technology roadmap will require both Organizational Change Management as well as Business Process Management.

A: That is a very good and accurate point. This speaks to the business transformation we want to undertake as an organization.

Q: Will the metrics associated with the PIAs be rolled up to the operational dashboards?

A: Each PIA will have its own performance metrics dashboard. Some of the metrics will also be included in these operational dashboards (noted under We Power Seattle objective). Completion of all these dashboards is a longer-term proposal.

Leigh will send all Panel members the Strategic Plan document that was discussed today. Members are encouraged so send comments, questions or concerns re: the draft PIAs before the next Panel meeting.

Adjourn: Meeting adjourned at 12:15pm.

Next meeting: March 25, 2021