



## CITY LIGHT REVIEW PANEL MEETING

Wednesday, January 15, 2025

9:00 – 12:00 P.M.

In Person - SMT 3204

—or—

Microsoft Teams Meeting

### Proposed Agenda

<u>Item</u>	<u>Lead</u>
1. Welcome (10 min.)	Julie Ryan, Facilitator
a. Introduction of new members (Ryan Monson, Toyin Olowu and Bruce Flory)	
b. Council appointments on 1/17/25	
c. Panel departure, Amy Altchuler	
2. Public Comment (5 min.)	
3. Standing Items: (5 min.)	
a. Chair's Report (Leo Lam)	
b. Review of agenda (Julie Ryan)	
c. <b>Action:</b> Review and approval of meeting minutes of Oct. 16, 2024	
d. Communications to Panel (Leigh Barreca)	
4. General Manager Update (20 min.)	Dawn Lindell
5. Panel Charter Update (5 min.)	Julie Ryan
6. SWOT Exercise (120 min.)	
a. Overview	Leigh
b. Exercise	Kristina Pham/All
7. Discuss February agenda (10 min.)	Leigh/Angela Bertrand
8. Adjourn	

Next meeting: February 19, 2025



## City Light Review Panel Meeting Meeting Minutes

**Date of Meeting: October 16, 2024 | 9:00 – 11:00 AM**

**Meeting held in SMT 3204 and via Microsoft Teams “Draft”**

MEETING ATTENDANCE					
<b>Panel Members:</b>					
Mikel Hansen	✓	Leo Lam	✓	Oksana Savolyuk	✓
Joel Paisner	✓	Amy Altchuler	✓	Bruce Florey ( <i>appointment pending</i> )	✓
Kerry Meade	✓	Thien-Di Do			
Dawn Lindell ( <i>GM</i> )	✓	Jen Chan		Julie Ryan (Consultant /RP Facilitator)	✓
Mike Haynes	✓	Andrew Strong	✓	Craig Smith	✓
Kirsty Grainger		DaVonna Johnson		Maura Brueger	✓
Julie Moore	✓	Chris Ruffini	✓	Leigh Barreca	✓
Greg Shiring	✓	Carsten Croff	✓	Angela Bertrand	✓
Eric McConaghy		David Logsdon		Brian Taubeneck	✓
Jeff Wolf		Caia Caldwell		Bridget Molina	✓
Siobhan Doherty	✓	Karin Estby	✓	Nina Park	
Marcus Jackson	✓	Melissa Bookwalter	✓	Brittney Garcia Stubbs	✓
Grant Emery (resident)	✓				

**Welcome and Introductions.** The meeting was called to order at 9:03 a.m.

**Public Comment.** There was no public comment.

### Standing Items:

**Chair’s Report.** There was no report.

**Review Agenda.** Julie Ryan reviewed the agenda.

**Approval of September 25, 2024, Meeting Minutes.** Minutes were approved as presented.

**Communications to Panel.** There was no communication to the Panel.

**General Manager’s Update.** GM Dawn Lindell presented.

1. Cruise ship Electrification – In late September, we saw another milestone in a multi-year project to bring shore power to Pier 66, allowing cruise ships to turn off their diesel-powered engines while at berth and plug into the local electrical grid. The Port of Seattle completed the first full



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commissioning shore power connection of a cruise ship at Pier 66. The Port estimates that each ship on shore power reduces diesel emissions by 80% and greenhouse gas emissions at berth by 66% on average. To put things into perspective, a ship connected to shore power eliminates the emissions equivalent of an average car driving round trip from Seattle to New York 30 times.

Earlier in the month, City Light provided initial energization for the project, which includes a Port-owned, one-mile submarine cable under Elliott Bay stretching from Terminal 46 to Pier 66, the first of its kind in City Light's service area. Pier 66 is the final of 3 three cruise ship terminals in Seattle to offer shore power. In an email update to stakeholders, the Port's project manager gave shout outs to the various partners, including this one for City Light: "...the dedicated support of Seattle City Light staff from the project manager to design staff to field crews. They are to be commended for their commitment to the work and problem-solving attitude to find a way to get it done."

2. Transportation Electrification - The week of September 27<sup>th</sup> – October 6<sup>th</sup> was National Drive Electric Week, an annual celebration to raise awareness of the benefits of all-electric mobility solutions. This annual campaign to increase education and awareness about electric vehicles (EVs) kicked off in 2011. Back then, early models like the Nissan Leaf and the Chevy Volt were among the few EVs available, with only 22,000 EVs on U.S. roads. Today, more than 3 million EVs are driving across the nation, and by the end of this year, consumers will have 134 different EV models to choose from.

In Seattle, EV adoption exceeds the national average, thanks to affordable carbon-neutral energy, supportive state and regional policies, and the customer education and incentives provided by Seattle City Light. One in four (26.2%) new vehicles sold in Seattle is a plug-in electric. Our service area includes more than 40,000 EVs, with the count projected to climb to more than 200,000 EVs by 2030.

We strengthened our support of our customers and communities in their transportation electrification journey following the Seattle City Council's approval of City Light's Transportation Electrification Strategic Investment Plan (TESIP) in October 2020. Under this plan we support all sectors of transportation electrification through community outreach and engagement, partnerships, incentive programs, charging infrastructure, process improvements, and investments to upgrade and modernize the grid. The Transportation Electrification team is currently deep in the thick of working with local community organizations to update and revise TESIP for City Council review later this year.

The 200,000 EVs is why we did a study on how many EV chargers we need in the city. The first study said we needed 8,000. That seemed like a lot, so we did another and that one said we needed 11,000. That is why we have a goal to increase the number of chargers in our service territory.

3. USDOE Hydropower Incentive Grants Update: On October 3rd, City Light successfully submitted 4 negotiation packages for capital improvement projects at Ross, Diablo, Cedar Falls and Boundary



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dams. Due to the \$5M cap per hydropower project (facility) we decided not to pursue the dam safety project at Cedar Falls and prioritized the following projects:

- a. Powerhouse Automation Project at Cedar Falls Dam
- b. Station Service Transformer Replacement Project at Boundary Dam
- c. AC/DC Upgrade at Ross Dam
- d. Powerhouse Roof and HVAC Replacement at Diablo

We hope to have final agreements with USDOE in Q1 2025.

4. Green Jobs: Seattle City Light participated in the second annual Green Jobs, Green Futures Summit in late September, engaging with dozens of attendees, including college students and adults interested in green career opportunities. Our team highlighted electrification as a critical climate solution, explaining how the growing need for EV chargers and heat pump installations will create numerous jobs in the region. Many attendees were excited about the career paths in electrification, with questions focused on the training required to become an electrician and how these jobs support Seattle's climate goals. We also showcased demo EV chargers, giving participants a hands-on look at the technology they could soon be installing.
5. Customer Commitment – Earlier this month, City Light, in partnership with Seattle Public Utilities, published a customer commitment pledge. The principles guiding our service have long been at the heart of Seattle City Light and Seattle Public Utilities, and we are excited to bring them to the forefront by emphasizing our dedication to delivering exceptional service every day. A copy of this is included in the meeting notes below:

**"Our Commitment to You"** is not just a statement—it's a promise to our customers. It reflects our dedication to providing the highest level of service, ensuring we meet their needs with accuracy, reliability, and respect. This commitment includes:

**Accurate, Timely Billing and Support:** We promise to deliver accurate bills, flexible payment options, and responsive support whenever customers need it.

**Helping Customers Manage and Reduce Utility Costs:** We offer programs and resources, such as our Utility Assistance Programs and energy efficiency solutions, to help customers manage costs and contribute to environmental conservation.

**Reliable and Accessible Customer Service:** We are ready to assist through multiple channels, whether online, by phone, or in person, to ensure customers promptly get the help they need.

**Support in Many Languages and Formats:** We provide resources and assistance in many languages to meet the diverse needs of our communities, including free interpretation services and support for deaf or hard-of-hearing customers.

**Transparent and Responsible Service:** We commit to managing ratepayer funds responsibly and keeping customers informed with clear, transparent communication.

**Building a Respectful and Trustworthy Relationship:** We promise to be a partner our customers can trust by fostering a community where respect and helpfulness are paramount.



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**Q: Is there any concern at City Light or the City in general about the grants you have received or the validity of the grants, if there is a change in administration?**

**A:** That's always a concern. I know they are working to get the funds out this year. We will continue to pursue the individual grants as well as the group grant for the advanced distribution management system. These are infrastructure investments, that are part of the bipartisan Infrastructure Bill.

**Review Panel Charter updates.** Julie Ryan led this discussion. The charter will be amended as agreed. Leigh Barreca will ask Jeff Wolf to review the proposed updates as a next step. The Panel will have another opportunity to review the edited Charter at the November or January meeting.

**Customer Assistance Program Updates.** Marcus Jackson and Melissa Bookwalter presented. Presentation materials are included in the meeting packet.

**Q: Where does the eligibility number come from?**

**A:** We used to use census data, but we've been partnering with BlastPoint to access their data sources to estimate 113,000 eligible households.

**Q: There's an increase in utilization of Emergency Bill Assistance (EBA) this year. Have you analyzed why?**

**A:** The increase this year results from the resumption of disconnection policy. This spring we re-started this, after 6+ years of not sending notices. When customers receive those notices, they seek bill assistance. We expect the numbers to grow more as we return to our usual collection practices.

**Q: How is Project Share different than EBA?**

**A:** People who do not qualify for EBA qualify for Project Share. The maximum income range for EBA is the minimum for Project Share. Also, the funds available are limited to \$250 per year. This is also entirely customer donated funds; it's the last bucket of available assistance money to access for customer needs.

**C: The three agencies have had contracts since May, and it has taken time to stand up the new SHEAP program.**

**Q: Is there a timeline for the redesign of the discount programs?**

**A:** We are beginning work on this now and there are deliverables to meet in the Strategic Plan. We will deliver a workplan to the City Council in December. There is a second milestone of a more comprehensive -re-design due in April. We are starting the work now and are focusing on increasing enrollment. We will release updates over time, with core work starting in 2025 and increasing enrollment goals for 2025 and 2026.

**Q: Will we also change the discount design?**

**A:** Yes, possibly. We are shifting from a 70% state median income (SMI) to an 80% of the area median income (AMI) threshold. This could increase the eligible number of customers from 113,000 to 200,000. If all eligible customers participate in the program, it will be very expensive at the current 60% discount. We will look for ways to mitigate the impact on rates. For example, we are looking at a tiered program.



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Right now, all UDP participants get a 60% discount. We may offer a larger discount for lower-income customers and a smaller discount for those who qualify with higher incomes.

**Q: Has there been a look at auto-enrolling all LIHEAP participants from other agencies?**

**A:** Yes, we are tackling this from multiple directions, and we are ready to continuously learn and improve. Auto-enrollment is a great way to reach people we have not reached before. We are working with the Department of Neighborhoods to help connect communities where we have not had as much outreach. When customers are struggling, it is very hard for them to fill out paperwork over and over.

**Q2 & Q3 2024 Strategic Plan Report.** Leigh Barreca presented. Presentation materials are included in the meeting packet.

**Q: Of the 20 programs that are delayed, what percentage do you estimate are due to macroeconomic or supply chain issues?**

**A:** We would say about half. Permit delays also make up a portion. We also anticipate recent major storms, and geopolitical conflicts will exacerbate existing shortages, especially for transformers.

**November 20<sup>th</sup> Agenda** – Julie proposed that next month's meeting be held in person and be extended to three hours. During this meeting the panel will participate in a SWOT exercise; the results of which will inform the 10-year planning process that the utility began in October. There may be time for one other topic. The Panel agreed with this proposal.

Dawn assigned optional homework for the panel for them to think through our internal strengths and external opportunities and threats. Panel members will receive the 2023 Landscape Analysis and recommended pre-reading articles before the November 20<sup>th</sup> meeting.

**Adjourn.** The meeting was adjourned at 10:43 a.m.

**Next meeting:** November 20, 2024, 9:00 – 12:00 p.m.

## SEATTLE CITY LIGHT REVIEW PANEL CHARTER

Originally adopted June 12, 2010; amended October 13, 2015, and June 25, 2019.

The Seattle City Light Review Panel, created by City Ordinance 123256, as amended by Ordinance 124740, adopts the following Charter to guide the Panel's operations and decision-making processes, consistent with the authority and responsibility granted to the Review Panel by the creating ordinances.

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.
  - D. Review changes to City Light's rates not already authorized by the Seattle Municipal Code and provide an opinion on the adequacy and prudence of such rate changes in light of adopted planning assumptions and financial policies.
  - ~~E.~~ E. After the adoption of each update to the strategic plan, work closely with City Light staff ~~designated by the Mayor and the Council~~ to propose, in writing, a biennial work ~~plan~~program to the Mayor and Council. Work ~~plan~~program items may include, but are not limited to, financial policies, cost allocation, rate design, operational efficiency, issues requesteds by the Mayor or the Council, and issues the Panel believes the Mayor and the Council should consider.

**Commented [JR1]:** In practice, the Panel does not send the workplan to the mayor and council. However, it is shared during Panel meetings, where mayor and council staff are present.

E. 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.

F. Observe and follow the City's Code of Ethics, as they apply to citizen review panels;  
A. Code of Ethics SMC 4.16  
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## 2. MEMBERSHIP.

A. SIZE OF REVIEW PANEL. The Review Panel shall consist of nine (9) members drawn from among City Light's customers, occupying numbered positions #1 through #9, with qualifications for each numbered position as described in City Ordinance 123256.

B. SELECTION OF REVIEW PANEL. Per Ordinance 123256, the Mayor shall appoint the odd-numbered positions (1,3,5,7,9) and the Council shall appoint the even-numbered positions (2,4,6,8). All Panel Members shall be confirmed by the City Council.

C. REVIEW PANEL MEETING ATTENDEES. City Light staff, Council staff, City Budget Office staff, and Mayor staff will be invited to attend Review Panel meetings.

D. TERMS OF REVIEW PANEL MEMBERS. Appointments to the Review Panel shall be in general for three years, except that at the Panel's inception, Positions 1, 2 and 3 shall be appointed for a one-year term, and Positions 4, 5 and 6 shall be appointed for a two-year term. A member whose term has expired will continue to serve until a successor has been confirmed by Council.

E. RESIGNATION. Any member of the Review Panel may resign at any time by delivering written notice to the Mayor, City Council, Chair and/or Vice-Chair of the Review Panel. A resignation shall be effective when the notice is delivered unless the notice specifies a later date.

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**Commented [JR2]:** In practice, the council staff and mayoral staff are invited to attend all the Panel meetings. Therefore, notifications to Council and the Mayor in some parts of the original charter can be removed since their representatives attend meetings.

**Commented [JR3]:** In practice, more recent Panel departures have begun with a notice to the internal City Light lead, the facilitator, and the Panel chair. Their resignations have been announced at RP meetings, where members from the council staff and mayor's office participate.



~~FE.~~ DISMISSAL. Any member of the Review Panel may be removed from the Review Panel by the majority vote of the Panel for three consecutive unexplained absences. The Panel must advise the Member to be dismissed ~~, the Council and the Mayor~~ in writing at least five days before taking the action.

~~GF.~~ APPOINTMENT OF REPLACEMENT MEMBER. Upon the dismissal, resignation or incapacity of a Member of the Panel, the appointing authority for that Position may appoint a replacement to serve the remainder of the Member's term without confirmation by the Council.

~~HG.~~ APPOINTMENT OF SUBCOMMITTEES. The Review Panel may approve creation of subcommittees composed of less than a quorum of duly appointed and serving Panel Members to provide advice to the Review Panel on specific issues within the scope of the Panel's general responsibilities. Subcommittees shall be governed by the same rules regarding meetings, voting, notice, waiver of notice and quorum as apply to the Review Panel.

3. CHAIR AND VICE CHAIR TERM OF OFFICE. A Chair and Vice-Chair of the Review Panel shall be elected by the members of the Review Panel from the Review Panel membership. The term of the Chair and Vice-Chair shall be for one year commencing on May 1st of each year. The Chair and Vice-Chair shall have the duties set forth in Section 6.

4. COMPENSATION. No compensation shall be paid by City Light for any service as a member of the Review Panel or as its Chair or Vice-Chair. Panel Members will be provided with a parking pass for use in attending Review Panel meetings at City facilities.

5. MEETINGS OF THE REVIEW PANEL.

A. REGULAR AND SPECIAL MEETINGS. Regular meetings of the Review Panel shall be held at least quarterly at such times and places as may be determined from time to time by the Review Panel. Special meetings of the Review Panel may be held at any time and place, whenever called by the Review Panel Chair. Panel members may participate in meetings via conference call but are encouraged to attend each meeting in person or by videoconferencing.

B. NOTICE OF MEETINGS. Notice of all meetings of the Review Panel shall be given by the Review Panel Chair or his/her designee in writing by electronic mail or personal delivery to all Review Panel members at least seven (7) days prior to the date on which the

meeting is to be held; Provided, however, three (3) days' notice may be given in the case of a special meeting. Any notice shall specify the date, time and place of the meeting; Provided, however, notice may be waived in writing signed by the person or persons entitled to such notice, whether before or after the time at which the notice is required to be given, shall be equivalent to the giving of such notice.

C. AGENDAS. Prior to each regularly scheduled meeting, the Review Panel, ~~the~~ Chair shall establish an agenda for the meeting, based on discussion and direction from the Review Panel at the previous Review Panel meeting. At the beginning of the meeting any Review Panel member may request that the Chair add an item to the agenda. The decision whether to add an item shall be made by the Chair. Agendas will be made available to the Panel Members electronically (by email) at least 3 days prior to the meeting. Staff supporting the Review Panel shall make best efforts to provide all meeting materials to the Panel at least 1 day prior to the meeting date.

D. QUORUM. A quorum at any meeting shall consist of Review Panel members who represent a simple majority.

~~E. PARTICIPATION BY TELEPHONE. Review Panel members may participate in meetings via telephone conference call but are encouraged to attend each meeting in person.~~

Commented [JR4]: This is duplicative text to A. above

~~F.~~ E. 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.

~~G.~~ F. RULES OF ORDER. All meetings of the Review Panel shall be conducted in accordance with the latest edition or revision of Robert's Rules of Order, except as otherwise provided in this Charter.

~~H.~~ G. MEETINGS TO BE PUBLIC. All meetings of the Review Panel shall be open to the public, except that meetings may be closed if Chapter 42.30 RCW [the Open Public Meetings Act] would have allowed it to be closed had the Panel been subject to that law. (See Attachment A).

H.I. MINUTES. Summary minutes shall be kept of Review Panel meetings, recording attendance, general discussion items, decisions and votes (where taken). Minutes shall be available to the public.

I.I. 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.

K.J. PUBLIC COMMENT. The Review Panel is not required to take public comment at its meetings but may elect to do so at any time. If the Review Panel determines to take public comment at a meeting, Panel rules for managing such comment shall be as follows:

1. Comments shall be limited to two minutes per person, unless an extension is granted by the Chair.
2. Comments shall be limited to items on the agenda or within the purview of the Panel.
3. Any individual wishing to provide public comment shall sign up on the register provided by staff. If attending ~~by~~ videoconference, members of the public will be asked to provide their name and their organization. If they are attending as a member of the general public (not as a company representative), they may indicate that.
4. Total public comment time shall not exceed 15 minutes unless extended by the Chair.
5. When recognized by the presiding officer, the individual wishing to offer comment shall state the individual's name for the record, and identify the item to which the individual shall speak. At the presiding officer's discretion, this Rule may be waived in the interest of personal safety of the person speaking.
6. Disruptions of Panel meetings are prohibited. Disruptions include but are not limited to the following:
  - a. Failure of a speaker to comply with the allotted time established for the individual speaker's public comment;
  - b. Outbursts from members of the public who have not been recognized by the presiding officer for public comment;
  - c. Comments that are not in compliance with K.2;

**Commented [JR5]:** The Panel's practice has been to invite anyone from the public that attends the videoconference to introduce themselves upon entry. This text formalizes that procedure.

- d. Delaying the orderly conduct or progress of the public comment period, including a failure to respect the process of accommodating individuals who wish to provide public comment;
  - e. Use of an allotted individual comment period for purposeful delay, including remaining silent or engaging in other activity without conveying a discernible message;
  - f. Holding or placement of a banner or sign in meeting room in a way that endangers others or obstructs the free flow of pedestrians or the view of others attending the meeting;
  - g. Behavior that intentionally disrupts, disturbs, or otherwise impedes attendance or participation at a Panel meeting;
  - h. Failure to follow the direction of the Chair or a security official related to disruptions described above.
7. The Chair shall preserve the order and decorum of a Panel meeting at all times. If an individual fails to comply with Rule K.6, any Panel Member or the Facilitator or General Manager may issue an oral or written warning to the individual that the individual's behavior is out of order. An oral or written warning may be issued based on an individual's prior conduct at a Panel meeting. If the individual continues to engage in activity that violates Rule K.6, the Chair may:
- a. Terminate the individual's comment period;
  - b. Direct security staff to assist an individual to the individual's seat; or
  - c. Direct security staff to remove the individual from the meeting room.
  - d. Mute the speaker's microphone or terminate the speaker's connection to the meeting, if they are participating by videoconference or telephone.
8. Any individual ordered to be removed from a meeting pursuant to Rule K.6 shall be excluded from returning to that same meeting from which the individual was removed.
9. If an individual fails to comply with the requirements of Rule K.6 over the course of multiple Panel meetings, the Chair may coordinate with building security to exclude the individual from participation in future public comment periods before the Panel, or exclude the individual from attendance at future committee meetings.
10. The decision of the Chair to impose a sanction or exclusion for disruptive activity may be overruled by a majority vote of those Panel members in attendance either at the meeting where the disruption took place or at the next regularly scheduled Panel meeting.
11. The enforcement provisions of these rules are in addition to any and all other rules of the City regarding building safety and conduct in city facilities.

12. It is the responsibility of the presiding officer to maintain order and adjourn any meeting as the presiding officer deems necessary.
  - a. If a meeting is interrupted by any person or by a group or groups of persons so as to render the orderly conduct of the meeting not feasible, and order cannot be restored by the removal of individuals who are interrupting the meeting, the members of the Panel may order the meeting room cleared and continue in session, or may adjourn the meeting and re-convene at another location selected by majority vote of the Panel members present. In such a session, final disposition may be taken only on matters appearing on the agenda. Representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this Rule K.12.
  - b. The Panel may establish procedures for re-admitting an individual or individuals not responsible for disturbing the orderly conduct of the meeting.
  - c. If a meeting is adjourned due to an interruption, Panel members and staff may leave the meeting room until the meeting is reconvened.

L-K. PUBLIC COMMUNICATIONS. Review Panel members may be called on from time to time to comment about the activities of the Panel or on the subject matter under deliberation. In such communications, Panel members will take care to distinguish official Panel positions from individual member positions.

6. CHAIR OF THE REVIEW PANEL.

- A. DUTIES OF CHAIR. The Chair of the Review Panel shall preside at all meetings of the Review Panel and shall have the following responsibilities:
  1. Preside at regular and special meetings and may call regular and special meetings of the Review Panel;
  2. Select the site and agenda for all meetings;
  3. Act as spokesperson for the Review Panel and execute documents on behalf of the Review Panel;
  4. Transmit to the Mayor and City Council the various reports and recommendations of the Review Panel; and
  5. Such other duties as may be delegated from time to time by the Review Panel.
- B. VICE-CHAIR. In the case of the absence or inability of the Chair, the Vice-Chair shall assume the powers and duties of the Chair.

- C. ABSENCE OR INABILITY OF CHAIR AND VICE-CHAIR. In the case of the absence or inability of the Chair and Vice-Chair to act, the Review Panel may, from time to time, delegate the powers and duties of the Chair to any other Review Panel member.
- D. VACANCY. Any vacancy in the post of Chair or Vice-Chair of the Review Panel may be filled by the Review Panel upon a vote taken at the meeting following the meeting at which nominations to fill such vacancy are made.

7. STAFFING AND SUPPORT FOR THE PANEL.

- A. The Executive shall provide logistical and staff support to the Panel and each year, funding for the Review Panel shall be determined by the Office of the Mayor in consultation with City Light and the City Budget Office.
- B. City Light shall make all reasonable efforts to address Review Panel requests for information or analysis pertinent to the issues under consideration by the Panel and to do so in a timely manner.
- C. Staff designated to provide support to the Review Panel shall be responsible for the maintenance and circulation of the minutes and agendas of the meetings of the Review Panel, maintenance of the Review Panel website, and preparation and mailing or delivery of all meeting notices, agendas and materials to Review Panel members.

8. AMENDMENTS. This Charter may be amended upon a vote of the Review Panel provided that no amendment may be approved that is inconsistent with Ordinance 123256 as amended by Ordinance 124740, or as later amended.

## Attachment A:

**Note:** per Ordinance 123256 and Section 5.H of the Charter, if the Panel wishes to conduct a closed meeting, it may do so only to for purposes allowed under this statute:

### **42.30.110 RCW Executive sessions.**

(1) Nothing contained in this chapter may be construed to prevent a governing body from holding an executive session during a regular or special meeting:

- (a) To consider matters affecting national security;
- (b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price;
- (c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public;
- (d) To review negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause a likelihood of increased costs;
- (e) To consider, in the case of an export trading company, financial and commercial information supplied by private persons to the export trading company;
- (f) To receive and evaluate complaints or charges brought against a public officer or employee. However, upon the request of such officer or employee, a public hearing or a meeting open to the public shall be conducted upon such complaint or charge;
- (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public;
- (h) To evaluate the qualifications of a candidate for appointment to elective office. However, any interview of such candidate and final action appointing a candidate to elective office shall be in a meeting open to the public;
- (i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

This subsection (1)(i) does not permit a governing body to hold an executive session solely because an attorney representing the agency is present. For purposes of this subsection (1)(i), "potential litigation" means matters protected by RPC 1.6 or RCW 5.60.060(2)(a) concerning:

- (A) Litigation that has been specifically threatened to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party;
  - (B) Litigation that the agency reasonably believes may be commenced by or against the agency, the governing body, or a member acting in an official capacity; or
  - (C) Litigation or legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency;
- (j) To consider, in the case of the state library commission or its advisory bodies, western library network prices, products, equipment, and services, when such discussion would be likely to adversely affect the network's ability to conduct business in a competitive economic climate. However, final action on these matters shall be taken in a

meeting open to the public;

(k) To consider, in the case of the state investment board, financial and commercial information when the information relates to the investment of public trust or retirement funds and when public knowledge regarding the discussion would result in loss to such funds or in private loss to the providers of this information;

(l) To consider proprietary or confidential nonpublished information related to the development, acquisition, or implementation of state purchased health care services as provided in RCW [41.05.026](#);

(m) To consider in the case of the life sciences discovery fund authority, the substance of grant applications and grant awards when public knowledge regarding the discussion would reasonably be expected to result in private loss to the providers of this information.

(2) Before convening in executive session, the presiding officer of a governing body shall publicly announce the purpose for excluding the public from the meeting place, and the time when the executive session will be concluded. The executive session may be extended to a stated later time by announcement of the presiding officer.



# SWOT Analysis

*City Light Review Panel*

*January 15, 2025*



# What is SWOT Analysis

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## **Strengths**

Internal factors  
that give it an  
advantage

## **Weaknesses**

Internal factors  
that put it at a  
disadvantage

## **Opportunities**

External factors  
it can leverage  
for growth

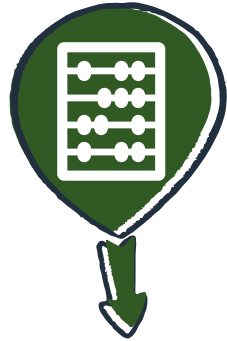
## **Threats**

External factors  
that could hinder  
its success

# How to Use a **SWOT** Analysis



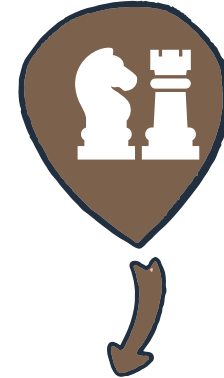
**Identify**  
items in  
each  
SWOT  
category



**Evaluate**  
their  
potential  
impact



**Prioritize**  
their  
significance



**Develop  
Strategies**  
to leverage or  
mitigate that  
impact

# Consider Strengths

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- 1 Core Competencies
- 2 Internal Innovation
- 3 SCL Reputation

# Consider Weaknesses

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- 1 Operational Inefficiencies
- 2 Financial Vulnerabilities
- 3 Organizational Challenges

# Consider Opportunities

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- 1 Technological Advancements
- 2 Economic Factors
- 3 Market Trends

# Consider Threats

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- 1 Supply Chain Issues
- 2 Environmental Backlash
- 3 Climate Change



# Thank you!



Seattle City Light





# Mission, Vision & Values

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## Mission

Seattle City Light provides our customers with affordable, reliable and environmentally responsible energy services.

## Vision

Create a shared energy future by partnering with our customers to meet their energy needs in whatever way they choose.

## Values



**Customers First**



**Environmental Stewardship**



**Equitable Community Connections**



**Operational and Financial Excellence**



**Safe and Engaged Employees**



**Seattle City Light**

WE POWER SEATTLE