



**CITY OF BOULDER
ENVIRONMENTAL ADVISORY BOARD MEETING AGENDA**

DATE: November 4, 2015

TIME: 6 pm

PLACE: 1777 Broadway, West Conference Room

- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES**
 - A. The [October 7, 2015](#) Environmental Advisory Board meeting minutes are scheduled for approval.
- 3. PUBLIC PARTICIPATION**
- 4. PUBLIC HEARING ITEMS**
 - A. [Priorities/Letter to Council Discussion](#)
(6-7 – Board)
- 5. DISCUSSION ITEMS**
 - A. [Energy Future Update: Municipalization](#)
(7-8 – Jonathan Koehn)
- 6. OLD BUSINESS/UPDATES**
- 7. MATTERS FROM THE ENVIRONMENTAL ADVISORY BOARD, CITY MANAGER, AND CITY ATTORNEY**
- 8. DEBRIEF MEETING/CALENDAR CHECK**
- 9. ADJOURNMENT**

**CITY OF BOULDER ENVIRONMENTAL ADVISORY BOARD
MEETING GUIDELINES**

CALL TO ORDER

The board must have a quorum (three members present) before the meeting can be called to order.

AGENDA

The board may rearrange the order of the agenda or delete items for good cause. The board may not add items requiring public notice.

PUBLIC PARTICIPATION

The public is welcome to address the board (three minutes* maximum per speaker) during the Public Participation portion of the meeting regarding any item not scheduled for a public hearing. The only items scheduled for a public hearing are those listed under the category PUBLIC HEARING ITEMS on the agenda. Any exhibits introduced into the record at this time must be provided in quantities of eight to the Board Secretary for distribution to the board and admission into the record.

DISCUSSION AND STUDY SESSION ITEMS

Discussion and study session items do not require motions of approval or recommendation.

PUBLIC HEARING ITEMS

A Public Hearing item requires a motion and a vote. The general format for hearing of an action item is as follows:

1. Presentations

- Staff presentation (15 minutes maximum*) Any exhibits introduced into the record at this time must be provided in quantities of eight to the Board Secretary for distribution to the board and admission into the record.
- Environmental Advisory Board questioning of staff for information only.

2. Public Hearing

Each speaker will be allowed an oral presentation (three minutes maximum*). All speakers wishing to pool their time must be present, and time allotted will be determined by the Chair. Two minutes will be added to the pooled speaker for each such speaker's allotted time up to a maximum of 10 minutes total.

- Time remaining is presented by a green blinking light that means one minute remains, a yellow light means 30 seconds remain, and a red light and beep means time has expired.
- Speakers should introduce themselves, giving name and address. If officially representing a group please state that for the record as well.
- Speakers are requested not to repeat items addressed by previous speakers other than to express points of agreement or disagreement. Refrain from reading long documents, and summarize comments wherever possible. Long documents may be submitted and will become a part of the official record.
- Any exhibits introduced into the record at the hearing must be provided in quantities of eight to the Board Secretary for distribution to the board and admission into the record.
- Interested persons can send a letter to the Community Planning and Sustainability staff at 1739 Broadway, Boulder, CO 80302, two weeks before the Environmental Advisory Board meeting, to be included in the board packet. Correspondence received after this time will be distributed at the board meeting.

3. Board Action

Board motion. Motions may take any number of forms. Motions are generally used to approve (with or without conditions), deny, or continue agenda item to a later date (generally in order to obtain additional information).

- Board discussion. This is undertaken entirely by members of the board. Members of the public or city staff participate only if called upon by the Chair.
- Board action (the vote). An affirmative vote of at least three members of the board is required to pass a motion approving any action.

MATTERS FROM THE ENVIRONMENTAL ADVISORYBOARD, CITY MANAGER, AND CITY ATTORNEY

Any Environmental Advisory Board member, City Manager, or the City Attorney may introduce before the board matters which are not included in the formal agenda.

ADJOURNMENT

The board's goal is that regular meetings adjourn by 8 p.m. Agenda items will not be commenced after 8 p.m. except by majority vote of board members present.

*The Chair may lengthen or shorten the time allotted as appropriate. If the allotted time is exceeded, the Chair may request that the speaker conclude his or her comments.

**CITY OF BOULDER, COLORADO
BOARDS AND COMMISSIONS MEETING SUMMARY**

NAME OF BOARD/COMMISSION: Environmental Advisory Board

DATE OF MEETING: October 7, 2015

NAME/TELEPHONE OF PERSON PREPARING SUMMARY: Sandy Briggs/303-441-1931.

NAMES OF MEMBERS, STAFF AND INVITED GUESTS PRESENT:

Environmental Advisory Board Members Present: Steve Morgan, Tim Hillman, Brad Queen, Karen Crofton and Morgan Lommele.

Staff Members Present: Carey Markel, Lesli Ellis, Caitlin Zacharias, Brett KenCairn and Sandy Briggs.

Community Member Present: Richard Green

MEETING SUMMARY:

❖ **Hearing Definition Clarifications**

- The board discussed the “what” versus the “how” of their duties and sought clarification about appropriate interaction with staff, especially in terms of more technical information.
- Because municipalization and climate change don’t fall specifically under the EAB’s authority, or any other board’s authority, it was suggested that this could warrant a request to Council to change and update some language in the bylaws.
- The board discussed how their feedback is communicated to City Council. Some members don’t believe they have enough leeway for their recommendations to get through.
- City attorney Carey Markel noted that by EAB bylaws, any recommendations the Board wants to forward to Council should be developed as part of a public hearing agenda item.
- It was determined in order to be compliant with EAB procedural rules and give the board the opportunity to consider, form and vote on a recommendation, the board chair, staff liaison and board secretary should make clear which items fall under public hearing items versus discussion items as part of the agenda review process that occurs two weeks prior to the full board meetings.
- Staff informed the board of several staff-level changes that have been made in order to produce information to the board in a more organized and timely manner.

❖ **Boulder Valley Comprehensive Plan Update**

- The board made the following suggestions to staff regarding the BVCP:
 - Update the BVCP to be less of a set of best practices and desired goals and more of a strategic, actionable plan that integrates across departments and between topical areas.
 - Enlist startup communities to be more involved.
 - Change the focus topics for underrepresented communities.
 - Incorporate both qualitative and quantitative analysis of community input.

- Tier community engagement since some people have more background, context and depth on certain topics than others.
- Reflect municipalization, climate commitment and the community's voice in the plan. The entire process should be community led.
- Use the BVCP as an advocacy tool to accomplish goals already put in motion.
- Make a distinction between study and actionable items. Offer more scrutiny to those items with the lowest level of certainty. It's important to know where the plan has succeeded and where it hasn't.
- Enlist neighborhood associations to help synthesize and distribute information.
- In addition to meeting with business owners and managers, go directly to employees to gather their viewpoints, as well.

1. CALL TO ORDER

Environmental Advisory Board Chair **S. Morgan** declared a quorum and the meeting was called to order at 6:02 pm.

2. APPROVAL OF MINUTES

On a motion by **T. Hillman**, seconded by **K. Crofton**, the Environmental Advisory Board voted 4-0 (**M. Lommele** abstained) to approve the September 2, 2015 meeting minutes as amended.

4. PUBLIC PARTICIPATION

None.

5. PUBLIC HEARING ITEMS

None.

6. DISCUSSION ITEMS

A. Hearing Definition Clarifications (Markel)

Senior Assistant City Attorney C. Markel provided legal perspective regarding board process and procedures, roles and responsibilities. She distributed copies of the Procedural Rules of the Environmental Advisory Board, a memo from City Attorney Tom Carr regarding Public Meetings, Open Records and Boulder's Code of Conduct and the ordinance defining the role, responsibility and authority of EAB as set forth in the Boulder Revised Code, 1981 (2-3-16.- Environmental Advisory Board). She outlined the board's authority and historical responsibilities and explained the distinction between advisory board capacity and quasi-judicial proceedings. She also explained that based on the EAB ordinance, prior to making recommendations to Council, the EAB is to conduct a public hearing, allowing for public input. She also suggested that staff input is integral in this process, and explained that conducting a public meeting is not equivalent to a public hearing. She suggested that the EAB consider whether the current EAB procedures and ordinance could bear updating to reflect current issues and become more aligned with the language and vision the board hears from Council. And if so, prior to making any recommendations to Council, the EAB could conduct a public hearing, receive public feedback, and make recommendations to Council concerning any requested changes as to the EAB's role.

She further suggested the option of having staff prepare draft resolutions as part of meeting materials when requesting board approval, instead of having the board write letters of support. As a practical matter, the draft resolution could be included on the agenda and the packet for review and discussed and approved by the EAB during the meeting. Based on feedback Council has provided to other boards and commissions, she relayed that Council has expressed that board feedback could be most efficiently provided in the board's annual letter to Council.

B. Boulder Valley Comprehensive Plan Update (Ellis and Zacharias)

Comprehensive Planning Manager **L. Ellis** and Comprehensive Planning Associate Planner **C. Zacharias** outlined the broad details of the BVCP areas now being identified for further evaluation and the early process stages for updating it. They asked for board feedback regarding appropriate focus areas as relate to the EAB's purview (stewardship & climate action, land use, biodiversity and environmental overlay aspects) and community engagement strategies (a statistically valid survey, focus groups, listening sessions, community organization meetings and a "meeting to go" option).

They informed the board that there are regular meetings with an interdepartmental and cross-organizational process committee and several groups are being tapped as advisory boards including high school students, Growing Up Boulder (elementary school students), bilingual pop up meetings and Intercambio.

They stressed that the BVCP is an assumption driven analysis as opposed to a factual document. While there are many areas of the plan's implementation that are not currently fully known e.g. future population levels, the state of the future economy etc, the goal is a community driven vision that will provide guidance in emphasizing actions intended to make the community more sustainable and resilient.

Board input was also requested about other methods or mechanisms for engagement not yet considered and whether there are relevant organizations or groups staff may not have access to or knowledge of.

7. OLD BUSINESS/UPDATES

None.

8. MATTERS FROM THE ENVIRONMENTAL ADVISORY BOARD, CITY MANAGER AND CITY ATTORNEY

- **B. KenCairn** requested a Climate Commitment Engagement Strategy draft discussion item be added to the agenda for the November meeting. **S. Briggs** will do this.
- **K. Crofton** and **T. Hillman** attended the Access Management and Parking Strategy (AMPS) joint board meeting and found it interesting and informative. They offered additional details if anyone would like to contact them offline.

9. DEBRIEF MEETING/CALENDAR CHECK

- **M. Lommele** requested the December meeting be postponed from the first Wednesday of the month (2nd) to the second (9th). Other board members and staff will check their schedules and inform **S. Briggs** of their availability.

10. ADJOURNMENT

Environmental Advisory Board adjourned at 7:56 pm.

Approved:

Chair Date

DRAFT

Dear Board and Commission Members,

In preparation for the annual retreat on January 22 and 23, 2016, Council invites each board and commission to provide feedback to the following questions. Your responses should reflect the consensus of your board or commission, rather than individual views. Please submit your replies to Lynnette Beck at beckl@bouldercolorado.gov no later than Monday, December 21, 2015.

1. What are your top priorities within the framework of the council work plan adopted at the last city council retreat?
2. What would you like to see done that would further advance the council goals?
3. How can your board or commission specifically help reach the council goals?
4. Are there city policies that need to be addressed that would enable your board or commission to function at a higher level?
5. Are there other items that council should address in the coming year?
6. Are there other priorities outside of the council goals that your board or commission would like to address in the coming year?

Thank you for providing this important information for Council's consideration.

Best regards,

Lynnette

Lynnette Beck, Boulder City Clerk (Incoming)
1777 Broadway - Boulder, Colorado 80302
BeckL@bouldercolorado.gov



To: Boulder City Council
From: Environmental Advisory Board
Date: 2014-12-30

Thank you for this opportunity to provide the Environmental Advisory Board's (EAB) input on the proposed Council work plan for 2015. We are gratified by the scope and ambition the City Council and City Staff have exhibited in 2014 toward our community's environmental objectives. The climate commitment and municipalization effort are prominent in the current work plan and we have been following that work closely. We also appreciate City Staff's proactive recruiting of EAB attendance in the Commercial benchmarking working group.

The board's feedback focuses into three areas:

- 1) New approaches to engagement and implementation**
- 2) Strategic integration and documentation of plans**
- 3) Program priorities (existing and new)**

What are your top priorities within the framework of the council work plan adopted at the last city council retreat?

- As we did at the beginning of 2014, we still agree with the Council's current prioritization of Boulder's Energy Future / the potential municipalization and the related Climate Commitment.
- Commercial Energy Benchmarking program and the Commercial Energy Ordinance
- Zero Waste Master Plan
- Local food

What would you like to see done that would further advance the Council Goals?

1) New approaches to engagement and implementation:

We believe that new approaches for engagement and implementation are warranted for climate action / municipalization, the zero waste strategic plan, and the coming commercial energy ordinance. This is a process issue. Current messaging and engagement exercises could be substantially improved. Boulder residents who stand to benefit from municipalization do not understand the process, and are quick to judge on its merits and process based on what's reported in the news. The City should do a better job of "getting out in front" of these messages and we recommend a campaign to publicize the merits and justification for municipalization.

Regardless of the quality of reasoning and due diligence behind current City initiatives, we see avoidable frustration and ambivalence in all community sectors. The business community feels marginalized, if not coerced, in energy initiatives. Some of this backlash is precipitated by money from outside of our community, but that funding would find less purchase if there were less local dissatisfaction (ideological or not). Drawing out shared objectives between the business community and our City as a whole is a difficult exercise, but negotiation or public debate without agreement on shared objectives is inefficient.

Media coverage of the court battle between the City and Xcel has disengaged much of the general public. Our community needs to stay focused on the economic and resiliency benefits of this effort.

How can your board specifically help reach the council goals?

The EAB would appreciate more explicit direction of how we can be of benefit to staff and Council. Regardless of our knowledge, perfunctory review of materials imminently heading to Council is not necessarily going to provide value to staff. Staff already has substantial environmental technical support from consulting firms who have more specific subject matter expertise and who have spent much more time with the material in question. We could be put to more productive use in community engagement, but we must first be highly fluent in City plans to the point that we can defend and engage the business community, non-profits, political groups, and the general public, where collectively the board has substantial networks. The EAB understands broad community needs and concerns, and can reflect this in our review of City initiatives. Direct feedback from the Council is important in allowing the EAB to properly synchronize our efforts with your goals. We realize that many times priorities can be fluid, so we would appreciate direct feedback, not filtered. In the past when this has happened, this has clarified our energies and efforts.

Are there city policies that need to be addressed that would enable your board to function at a higher level?

More quantitative information, such as the coming update to the City's emissions inventory would be helpful.

Our work would benefit from better articulation of the basis for projected contributions to emissions reductions and sustainability metrics. The board currently has substantial professional experience with emissions modeling, resource metrics, and sustainability program design. Our review process can certainly leverage that knowledge more given a better basis to question.

Are there other items that council should address in the coming year?

2) Strategic integration and documentation of plans

We have reviewed the Boulder Valley Comprehensive Plan and don't find that document to be sufficiently strategic to integrate the City departmental plans. We have asked for other documented locations for strategic integration of plans, but found none. We suggest that a "sustainability framework" be established with the following characteristics:

- "Sustainability" should be formally defined as a local carrying capacity for population, consumption of all resources, and an ecological services balance of trade¹. Our community can still be a net debtor in that ecological balance, but that deficit would need to be defended on some rational basis.
- Integrated modeling is necessary. As municipalization advocates have demonstrated, models that integrate technical factors, resource consumption, waste, and economic drivers are necessary for making decisions about managing complex systems.

¹ Ecological Creditors and Debtors

http://www.footprintnetwork.org/en/index.php/GFN/page/ecological_debtors_and_creditors/

- Proper scoping is very important. Expanding Boulder's economy and acting as a regional jobs center has exported our emissions to neighboring communities and increased transportation impacts.
- Growth needs to be included in that modeling and treated with greater concern. Even with zero emissions energy, unchecked compounded growth would lead to unsustainable consumption of other resources and severe impacts to the quality of life in our community.
- Sustainability / Environmental objectives should have a quantitative basis derived from that integrated modeling. All initiatives should have rough order of magnitude estimates of their potential contributions to plans and cost/benefit basis. As those initiatives progress, their effectiveness should become more accurately discernable or their shortcomings explainable. Adopting initiatives and rating them relative to less than effective actions of other communities does not necessarily advance sustainability in our community.

This resulting framework could then be used as criterion for review of issues before the EAB, such as transportation and livability which have many initiatives that are driven by quality of life, as opposed to primarily environmental issues. For example, our recent review of the proposed expansion of the smoking ban is similarly not primarily an environmental issue.

Are there other priorities outside of the Council Goals that your Board/Commission would like to address in the coming year?

3) Program priorities (new)

- Technology financing innovation: While the Boulder Energy Challenge has allowed for some market innovation, market failures for energy efficiency, waste, and other externalities are more common than efficient market results. Additional tactics to effectively leverage the market are warranted.
- City-wide development needs to have incentive based guidelines to entice the commercial sector to engrain the city values into their values. Likewise, more effective incentives are needed at the individual consumer level to allow Boulder to actually meet the goals they have set, not actually fall further back. This leads to more incentives to weatherize their homes, to use public transportation, and to come up with creative technology-based approaches (which we could financially support) to make greater progress.
- An efficiency policy for owner-occupied residences at time of sale is necessary for addressing the approximately 20,000 existing homes in Boulder that are not subject to SmartRegs.
- Neonicotinoid pesticide (neonics) use is a concern that is extending beyond its collateral impact on bee populations. There is a growing body of science that indicates these compounds are permeating our local ecosystems. Moreover, their slow breakdown is leading to bioaccumulation and impacts to vertebrate species. These impacts in turn threaten the local carrying capacity for our community.

We thank the Council for providing us with this opportunity for feedback on the environmental matters that are so critical to our community. We are honored to be part of this process and gratified to do what we can to support it.

BOARD AGENDA SUBMISSION SHEET

Meeting Date: November 4, 2015

Subject: Energy Future Update: Municipalization

Type: Action (if board needs to vote) _____ Information (If presentation is for information only) X

ACTION ITEMS

Recommended Action (the motion the board will make during the vote):

Example: I move that the Environmental Advisory Board recommend to city council that it [*consider, study, review, adopt*] [*state proposal*] because it furthers the city's [*provide type*] goals.

Public Content (Explain why the board is being asked to take action):

INFORMATION ITEMS

Describe the Information item

Update on Boulder's Energy Future, specifically related to municipalization and on-going energy services.

Public Content (Explain why this matter is an information item; include a timeline if it is to be acted upon in the future):

The last update to the board on municipalization took place in 2014. Municipalization and on-going energy services including pilots and new programs are critical in achieving Boulder's energy and climate goals.

STATUTORY AUTHORITY

Describe how your agenda item furthers board's responsibility areas: waste management and recycling; energy and energy efficiency; environmental risks; or pollution control

Municipalization represents Boulder's most significant opportunity to control the communities decisions related to both short- and long-term energy decisions. This impacts Boulder's ability to significantly reduce carbon and other pollution and stabilize long-term energy costs.

MAJOR ISSUES OR QUESTIONS TO FOCUS BOARD FEEDBACK

Describe the specific issues or questions being presented on which staff wants board feedback.

1. Are you attaching supporting documentation? (**yes/no**) _____

2. Are you using a PowerPoint or other presentation Yes _____
If so, submit it via email or flash drive to **Sandy Briggs** by the submission deadline.
If this isn't possible, please advise when it will be provided. _____

3. Will you have handouts for the presentations? (yes/no) NO _____
If so, please provide 14 copies for the board and executive team and 10 copies for the public no later than the submission deadline. Please note many board members pick up their meeting materials well prior to the meeting.
If this isn't possible, please advise when it will be provided. _____

4. Who will present your agenda item? Jonathan Koehn _____

5. Are other people or organizations taking part in the presentation? If so, please provide their names and titles and confirm that you will coordinate their attendance at the meeting:
NO _____
If non-City personnel will be participating in your presentation, are there any scheduling issues or concerns? _____

Your name: _____

Date: _____

TO: Environmental Advisory Board (EAB)
FROM: Jonathan Koehn, Regional Sustainability Coordinator
DATE: November 4, 2015
PURPOSE: UPDATE ON Boulder's Energy future and related programs

Energy Future and Related Programs

Summary

Work on Boulder's Energy Future is organized into four work areas:

1. Municipalization
2. Resilient Energy Infrastructure Pilot Project
3. Energy Policy Reform Coalition
4. Solar Development

1. Municipalization

The municipalization project began in 2010 as an effort to examine options that could provide Boulder area residents and businesses with electricity that is increasingly clean, reliable and competitively priced while allowing for more local decision-making and control.

As a result of unprecedented analysis since then, the city is currently pursuing municipalization, or the creation of a local electric utility, in order to achieve this goal.

This particular approach was approved by Boulder voters in 2010, 2011 and again in 2013. The approval came with a series of conditions, which are included in the City Charter. City Council has the authority to issue bonds to purchase and operate its own utility, but it must demonstrate that the utility would:

- Offer energy that is as reliable or more so than Xcel Energy (Xcel);
- Charge rates that are better or equal to what Xcel would charge on the day of acquisition;
- Raise enough revenue to cover its costs and its debt plus a margin equal to 25 percent of its annual debt payment;
- Have a plan to reduce greenhouse gas emissions; and,
- Have a plan to increase renewable energy sources.

In addition, city voters in 2013 imposed a limit on costs, saying the city may not spend more than \$214 million to purchase the necessary equipment from Xcel and for any lump-sum payment of what the law calls "stranded costs."

While much of the analysis has focused on legal, financial and technical feasibility of the city operating its own utility, this initiative has been about achieving a variety of community priorities, including: access to affordable energy with high reliability; support of the local economy and green energy industries; and the desire to create a new business model that can serve as an alternative to the current "energy as a commodity" model.

Today's vision of Boulder's Energy Future goes beyond reducing the carbon emissions resulting from Boulder's electricity use; it envisions a fundamental shift, over time, toward a more decentralized, networked and integrated approach to energy generation, use and management. This "energy as a service" model is beginning to emerge as the high costs of the currently inefficient system become more evident, and the reliability of current fuel sources becomes more tentative.

The idea is to evolve from the current unsustainable electric utility business model into the "Electric Utility of the Future" that gives customers a say in their utility's operations; supports distributed generation, renewables and aggressive energy efficiency; and manages the grid to ensure high quality, reliable electricity.

The city has explored alternatives to creating its own utility. Prior to deciding not to renew its 20-year franchise with Xcel—and since then—the city engaged in a series of discussions in hopes of reaching a partnership. Unfortunately, these discussions were not successful. Given the Boulder community's commitment to reducing its carbon footprint, the difficulty of accomplishing this without addressing supply-side (i.e., energy generation) issues, the rapid changes taking place in the energy industry and a number of other issues raised during the franchise discussions of 2010, council decided not to renew the agreement and to spend time considering the community's energy options.

The city subsequently initiated the "Boulder Energy Future" project to clearly articulate the community's energy goals and objectives and to define and analyze options for achieving those goals. This is not the first time the city has considered municipalization. Boulder considered creating its own municipal utility in advance of franchise renewals as early as the late 1890s and several times throughout the years. In each case, the issues that prompted the debate were different. Today, the core issues driving municipalization exploration include:

- The environmental impacts caused by carbon and other pollution associated with energy production;
- Increasing energy costs that are a larger percentage of business and residential budgets;
- Providing access to new products and services that manage or reduce energy use;
- The desire to support local firms and innovators that are responding to a rapidly changing energy market; and,
- Investments in local infrastructure that is more resilient and supports localized generation.

Heather Bailey was hired in 2012 to serve as the executive director of Energy Strategy and Electric Utility Development and is leading this effort.

Status and Potential Next Steps

Since 2011, when Boulder voters approved proceeding with municipalization, staff has accomplished several significant milestones related to the utility's creation and operation. In 2013, staff completed an extensive feasibility analysis that demonstrated that a locally owned utility could be formed while meeting the requirements that Boulder voters placed in the City Charter related to rates, reliability, and renewable energy. The analysis was reviewed by an independent third-party evaluator that affirmed its methodology and findings. In August 2013, council voted to move forward with forming a local electric utility, and authorized staff to proceed with condemnation of Xcel's electric assets.

In April 2014, Boulder City Council passed an ordinance creating a local electric utility. In June 2014, Xcel filed a lawsuit against the city, alleging that City Council's formation of a utility was "premature" and that Boulder failed to meet requirements laid out in the City Charter. In June 2015, a Boulder District Court judge upheld council's 2014 decision to create an electric utility, dismissing the claim that the council decision was unlawful. She also expressly recognized that the Colorado Constitution grants home rule cities, like Boulder, the right to create a utility.

Also in 2014, staff and consultants developed an extensive transition work plan that laid out the significant steps that must be taken in order to operate the utility effectively once the city owns the infrastructure.

For the last year, staff has been carrying out initial tasks from that transition work plan. In recent months, several significant steps have been taken to seek out qualified service providers related to power supply, operations and maintenance, and information technology, as well as to engage a series of community working groups to inform aspects of the transition process.

In July 2015, staff filed an application with the Colorado Public Utilities Commission (PUC) asking for approval to transfer the electric system assets necessary to operate a municipal electric utility, a step that begins a sequential process of legal filings followed by the condemnation process. The next section provides updates on the overall transition work plan, key work areas and potential next steps.

Transition Plan and Legal and Regulatory Update

The original transition work plan (Plan) was developed in 2014 in anticipation of moving forward with acquiring portions of the electric system owned by Xcel through a condemnation petition in Boulder District Court. The Plan serves as a working tool for the city that has been updated on a regular basis as regulatory and legal issues are addressed, tasks are refined, and work is completed. It is designed to manage the risks of acquisition while prioritizing the fundamentals of an electric utility: safety and reliability.

The Plan has been updated based on the the anticipated PUC process to resolve issues related to the transfer of assets from Xcel to the city by February 2015. The task list of the updated Plan has not changed significantly. However, the timing of these tasks has changed based on the current understanding of and approach to regulatory and legal processes. In the original transition schedule, the regulatory filings and condemnation proceedings were assumed to occur on a parallel path (or simultaneously or on an overlapping timeline); since the courts have determined these filings will be sequential, the timeline had to be modified. Based on current budget estimates, existing appropriated funds should be sufficient to support the work plan through 2016. It is currently anticipated that the PUC application process can reasonably be completed by the second quarter of 2016. The next step in the regulatory/legal process will be to re-file a condemnation petition in Boulder District Court. This is anticipated to occur later in 2016 and to conclude in late 2017.

In the near term, significant effort will be expended supporting the PUC process to pursue an application to the Colorado Public Utilities Commission for transfer of assets, responding to answer testimony and discovery requests. At the same time, staff will continue to implement critical Plan activities, including integrating and leveraging existing city resources and procuring necessary external resources.

The following are significant transition plan initiatives underway and continuing in 2016.

Support Services - Information Technology Roadmap (IT Roadmap)

In 2015, Energy Future project staff in partnership with Information Technology staff began work on designing and implementing an IT Roadmap. The purpose of this project was to identify IT systems, infrastructure improvements and staff requirements to ensure the city's capability of owning and operating a municipal electric utility on day one as well as ensuring that the city could transition quickly to a "utility of the future." The city hired Scheider Electric to determine the IT systems that will be necessary for a municipal electric utility, and analyze which of the city's existing IT systems could be leveraged to assist an electric utility. Based on the results of this study, city staff will be working on defining system requirements and upgrades to existing systems, as well as policies and procedures necessary to support an electric utility on Day 1.

Customer Service - Customer Billing and Information System and Key Accounts

Staff has determined the existing customer billing and information system is adequate to support electric utility billing. As a result, consultants have provided a work plan for system modifications that will be initiated in 2016. In addition, the customer service team has been working on a key account program, and policies and procedures to support a customer focused organization.

Operations and Maintenance

In 2015, the city issued a Request for Qualifications for ongoing services and interviewed potential operations service providers. Requests for Proposals for operations of the electric system will be issued in early 2016. The city also hired a consultant, Steve Catanach, to help evaluate engineering options and to develop operations, maintenance, construction, reliability and safety policies, procedures and standards. Staff will continue to meet with the reliability and safety working group to vet these issues.

Power Supply

In 2015, the city issued a Request for Proposal to Xcel Energy (Xcel) for power supply options. Xcel replied affirmatively. Agreement has not been reached on a contract; however, staff and Xcel will continue to work to develop terms and conditions that support a power supply for the city. Staff will continue to meet with the resource working group to monitor current market conditions, explore new resource opportunities and review any potential agreements with power producers.

Energy Services

In 2015, staff evaluated current energy services and focused efforts on areas that further the city's energy goals. In 2016, staff will continue implementation and evaluation of energy services related to solar, electric vehicles and nanogrids. Energy services will continually be coordinated with the city's climate and sustainability work, especially as it relates to meeting the goals of the Climate Commitment. In 2016, staff will continue to meet with the energy services working group in alignment with the transition plan timeline and development of energy services for a new utility.

Finance and Accounting - Cash Flow and Budget Model

In 2015, staff began the development of a cash flow and budget model. This tool will provide staff the ability to analyze the financial picture for a new utility as new information becomes available through the legal and regulatory processes. Eventually, this will serve as the budget tool for a new utility. Staff aims to have an operational model by the beginning of 2016 in order to evaluate changes that arise through the PUC process. Staff will continue to meet with the rates working group to explore methodologies for designing rates for a new utility.

Other Energy Future Areas

Staff met with risk management, safety, finance, accounting, facilities and human resources staff to identify needs and resources to support a robust utility. Work is ongoing, which includes account system modifications, identifying key staff and developing safety and risk management policies and procedures.

2. Resilient Energy Infrastructure Pilot Project

During the first two quarters of 2015, the city staff and external partners collaborated to develop and submit a grant proposal as part of a first-ever solicitation by the Department of Energy titled "The Resilient Electricity Delivery Infrastructure (REDI) program. In August, Boulder was informed that it was one of four projects selected nationally to receive funding. Boulder and its partners requested a total of \$385,614. As part of the grant, the city and its partners are obligated to contribute an equal or greater amount as matching. In-kind (staff time) is allowed as part of the match contribution.

The city will issue an RFP in Q1 of 2016 for proposals to achieve the objectives outlined in the DOE grant. We anticipate initiating action on the project by mid Q2 of 2016. Given the planned upgrading at the Betasso water treatment plant, all critical systems work at the 63rd Street plant will need to be completed by the end of 2016. This may result in a two-phase implementation. If the full project cannot be completed before the Betasso plant recommissioning begins, a subset of the resilient energy system upgrades will be completed in 2016 sufficient to demonstrate the concepts outlined in the grant, with full implementation to take place in late 2017.

Status and Potential Next Steps

Work with DOE to finalize its grant award and establish internal systems for managing the grant. A city staff team including members of the climate, energy and utilities staff groups are finalizing a request for proposals that will guide selection of a private sector partner to assist in project design and implementation.

3. Energy Policy Reform Coalition

The City of Boulder, Boulder County and the Rocky Mountain Climate Organization are engaged in an effort to create what is preliminarily be called a Colorado Climate Future Coalition. As the first well-funded, fully equipped, local-government-centered consortium of Colorado champions for climate action, the coalition would focus primarily on influencing state government actions to both reduce emissions and support local decisions. The founding members of the Coalition, which are still being identified and recruited, would set the initial coalition policy goals on a consensus basis to ensure that the interests of all members are met. As examples, they might include advocating for:

An effective state plan to comply with the federal Clean Power Plan, which will determine the largest emission reductions under state law over the next few years.

- State actions to implement the new Colorado Climate Action Plan now being drafted.
- Effective electricity tiered-rate and time-of-day pricing structures and strong electricity and natural gas demand-side management programs for investor-owned utilities.
- Upgraded electricity transmission networks that can allow full, effective use of clean, renewable energy resources.
- Development of statewide outreach campaigns to encourage businesses and individuals to take voluntary actions to improve energy efficiency.

All policy goals agreed to by the city would be in furtherance of council's direction as captured in its annual State and Federal Legislative Agenda. Funding for this coalition would go primarily towards the expenses necessary to hire professional consultants with expertise in these areas to advocate.

Status and Potential Next Steps

Staff will continue to facilitate meetings and the recruitment of potential members of the Colorado Climate Policy Coalition, along with the creation of the policy agenda. The city will continue to participate in efforts related to the Clean Power Plan, both at the federal and state levels.

4. Solar Development

In 2016, staff will continue to refine the city's solar efforts with development of a comprehensive strategy that organizes existing solar efforts and serves to prioritize new efforts to align with the goals of the climate commitment and energy future work. Significant accomplishments for 2015 include the development of a solar mapping tool (Mapdwell), launching solar benefits Colorado, and the first solar garden awarded that is dedicated to low-income households.

Status and Potential Next Steps

There will be continual evaluation of the current solar initiatives, analyzing results and prioritizing resources as an overall solar strategy is developed and implemented. This will facilitate the prioritization of new solar initiatives and they arise.

Accomplishments (additions to what was included in the 2015 budget):

Legal and Regulatory

- Responded to various motions, and engagement with intervening parties as part of the Colorado Public Utilities Commission Petition for Transfer of Assets

Support Services

- Completed Phase I of the Information Technology roadmap project

Energy Services

- Evaluated energy services options and recommended programs to pursue in 2015-2016 including solar capacity analysis (beginning with the [Mapdwell solar map](#)), Department of Energy grant for nanogrid pilots, community solar options for low-income, and a workplace solar and electric vehicle challenge

Communication

- Communications and outreach work - digital communication and awareness initiative

Finance and Accounting

- Initiated work on developing a model for cash flows and budget model associated with operation of the local electric utility

Customer Service

- Initiated work on developing a key accounts program

**Environmental Advisory Board (EAB)
Agenda Items (January-December 2015)**

STAFF CALENDAR

January 7 Meeting

Public Hearings	Staff
1. ZWSP Work Plan, Community Engagement, Action Plan and on-going ZW program enhancements	Kara Mertz, Environmental Action Project Manager, LEAD/Jamie Harkins, Business Sustainability Specialist, LEAD

Discussion items	Staff
1. Prepare for Board Retreat	Brett KenCairn

NFCH due by 4 pm on Tues, Dec 23 (for Sunday, Dec 28 and Jan 4 paper)
Materials due by **noon on Friday, Jan 2**, emailed to EAB by 3:30 pm
Wednesday Jan 7 - PPTs for meeting due to **Juliet Bonnell** by 4:00 p.m.

January 21 Joint Board Meeting to discuss AMPS

February 4 Retreat

NFCH due by 4 pm on Wednesday, Jan 21 (for Sunday, Jan 25 and Feb 1 paper)
Materials due by **noon on Friday, Jan 30**, emailed to EAB by 3:30 pm
Wednesday Feb 4 - PPTs for meeting due to **Juliet Bonnell** by 2:00, Retreat @ 4 pm

Discussion items	Staff
1. Debrief 2014 Board Accomplishments: successes and lessons learned	Heather/Brett KenCairn
2. Debrief of 2015 City Council Priorities and staff work plan	Susan Richstone
3. Operation issues: Review of Board bylaws and board roles	Heather/All
4. 2015 Board Priorities in relation to Council Priorities and the 2015 Work Plan	Group Discussion
5. Review draft 2015 board calendar	Brett KenCairn

March 4 Meeting (M. Abbott and S. Morgan will be absent)

NFCH due by 4 pm on Wednesday, Feb 18 (for Sunday, Feb 22 and March 1 paper)
Materials due by **noon on Friday, Feb 27**, emailed to EAB by 3:30 pm
Wednesday, March 4 - PPTs for meeting due to **Juliet Bonnell** by 4:00, Meeting @ 6 pm

*Retreat f/u items: citizen email response protocol

Public Hearings	Staff
Commercial & Industrial Energy Efficiency Ordinance Update	Kendra Tupper and Elizabeth Vasatka, LEAD

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Discussion items	Staff

Old Business Updates:

- Boulder Energy Challenge update

April 1 Meeting

NFCH due by 4 pm on Wednesday, March 18 (for Sunday, March 22 and 29 paper)
 Materials due by **noon on Friday, March 27**, emailed to EAB by 3:30 pm
 Wednesday, April 1 - PPTs for meeting due to **Juliet Bonnell** by 4:00, Meeting @ 6 pm

Public Hearings	Staff
Neonic Resolution	Rella Abernathy, CP&S

Discussion items	Staff
Municipalization Update	Heather Bailey, Energy Future

Old Business Updates:

- Plastic Bag ordinance results

Monday, April 27 Joint Meeting with PRAB at 6 p.m. at 3170 Broadway, North Boulder Rec Center to discuss Emerald Ash Borer (coordinate with Sally Dieterich) – CANCELLED!!!

May 6 Meeting – Morgan Lommele absent

NFCH due by 4 pm on Wednesday, April 22 (for Sunday, April 26 and May 3 paper)
 Materials due by **noon on Friday, May 1**, emailed to EAB by 3:30 pm
 Wednesday, May 6 - PPTs for meeting due to **Juliet Bonnell** by 4:00, Meeting @ 6 pm

Public Hearings	Staff

Discussion items	Staff
Greenhouse Gas Inventory Update	Elyse Hottel

Old Business Updates:

- Proposed ZW ordinance (and request for letter of support for ordinance from EAB to share with council)
- Board Protocol for Responses to Public Emails

June 3 Meeting – Steve Morgan absent

NFCH due by 4 pm on Wednesday, May 20 (for Sunday, May 24 and 31st paper)
 Materials due by **noon on Friday, May 29**, emailed to EAB by 3:30 pm
 Wednesday June 3 - PPTs for meeting due to **Juliet Bonnell** by 4:00, Meeting @ 6 pm

Public Hearings	Staff
1. Engagement Strategies re: Municipalization and Climate	Sarah Huntley, Communications Lisa Smith, Communications
2. Climate Commitment	Brett KenCairn, Senior Environmental Planner, CP&S
3. Resilience	Greg Guibert, Chief Resilience Officer and Brett KenCairn, Senior Environmental Planner, CP&S

Discussion items	Staff

July 1 Meeting

NFCH due by 4 pm on Wednesday, June 17 (for Sunday, June 21 and 28 paper)
 Materials due by **noon on Friday, June 26**, emailed to EAB by 3:30 pm
 Wednesday July 1 - PPTs for meeting due to **Sandy Briggs** by 4:00, Meeting @ 6 pm

Public Hearings	Staff

Discussion Items	Staff
A. EAB Rules & Roles	Brett KenCairn/Steve Morgan
B. Climate Commitment	Brett KenCairn

August 5 Meeting

NFCH due by 4 pm on Wednesday, July 22 (for Sunday, July 26 and August 2 paper)
 Materials due by **noon on Friday, July 31**, emailed to EAB by 3:30 pm
 Wednesday August 5 - PPTs for meeting due to **Sandy Briggs** by 4:00, Meeting @ 6 pm

Public Hearings	Staff

Discussion items	Staff
1. Mid-year check-in	Brett KenCairn
2. Building Performance Ordinance	Kendra Tupper

Old Business/ Updates:

- Emerald Ash Borer Update Kathleen Alexander
- Bear-Proof Receptacle Ordinance Valerie Matheson (written update)
- Boulder Energy Challenge Jamie Harkins (written update)

September 2 Meeting

NFCH due by 4 pm on Wednesday, August 19 (for Sunday, August 23 and 30 paper)
 Materials due by **noon on Friday, August 28**, emailed to EAB by 3:30 pm
 Wednesday September 2 - PPTs for meeting due to **Sandy Briggs** by 4:00, Meeting @ 6 pm

Public Hearings	Staff
1.	

Discussion items	Staff
1. Board Protocol	Susan Richstone
2. Mid-Year Check-In	Brett KenCairn

Old Business/ Updates:

October 7 Meeting

NFCH due by 4 pm on Wednesday, September 23 (for Sunday, September 27 and October 4 paper)
 Materials due by **noon on Friday, October 2**, emailed to EAB by 3:30 pm
 Wednesday October 7 - PPTs for meeting due to **Sandy Briggs** by 4:00, Meeting @ 6 pm

Public Hearings	Staff
1.	

Discussion items	Staff
1. Hearing Definition Clarifications	Carey Markel
2. BVCP Update	Lesli Ellis

November 4 Meeting

NFCH due by 4 pm on Wednesday, October 21 (for Sunday, October 25 and November 1 paper)
 Materials due by **noon on Wednesday, October 28** and emailed to EAB by EOB.
 PPTs for meeting due to **Sandy Briggs** by 4:00, meeting @ 6 pm.

Public Hearings	Staff
1.	

Discussion items/updates	Staff
1. Energy Future Update: Municipalization	Jonathan Koehn

2. Priorities/Letter to Council Discussion	Board
3.	
4.	

December 2 Meeting *Rescheduled to December 9*

NFCH due by 4 pm on Wednesday, November 18 (for Sunday, November 22 and 29 paper)

Materials due by **noon on Wednesday, November 25**, emailed to EAB by 3:30 pm

Wednesday December 2- PPTs for meeting due to **Sandy Briggs** by 4:00, Meeting @ 6 pm

Public Hearings	Staff
1. Climate Commitment Community Engagement Strategy	Brett KenCairn
2.	

Discussion items	Staff
1. Priorities/Letter to Council Discussion	Board
2.	