

## **Energy Partnership Advisory Panel**

### **Guiding Document**

#### **Purpose/Scope**

The Energy Partnership Agreement dated August 27, 2020 and approved by the voters on November 3, 2020 between the city and Xcel Energy (“Partnership Agreement”) provides for the formation of an Advisory Panel to ensure the activities being undertaken as part of the Partnership Agreement support the vision, guiding principles and goals of the Partnership Agreement and result in the use of energy resources to bridge the gap between Xcel Energy-Colorado’s 2030 goal of an 80% reduction in carbon emissions for 2005 levels, and Boulder’s 2030 goal of 100% renewable electricity within the city.

The Advisory Panel shall review and discuss energy-related issues of shared importance to Xcel Energy- Colorado and Boulder, including but not limited to decarbonization of Boulder’s electricity supply, energy efficiency and demand-side management programs for Boulder customers, and other local and state-wide initiatives that are related to the goals set forth within the Partnership Agreement to advise the Project Oversight Team.

The Panel is to serve as the touchpoint to the community to make sure that anticipated effects of projects on various customers within the city are considered and evaluated prior to a decision by the Project Oversight Team on a particular project. The Advisory Panel is not a decision-making body, nor can it direct staff. The Advisory Panel is not intended to be composed of experts in electric utility operations or energy technology, but rather a representative customer base for services provided by the electric and gas utility and of residents and businesses impacted by electric and gas utility operations. Its purpose is to assimilate information from various sectors of the community to make recommendations after considering varying viewpoints that inform the final decision on the projects identified by the Project Oversight Team for which it seeks input by the Advisory Panel.

The City and Xcel will each appoint appropriate staff liaisons to the Advisory Panel. The Panel will work with the appointed staff to advise the Project Oversight Team on the impacts of each proposal on the various communities of the city and suggested revisions to eliminate disparity and negative impacts among the various communities within the City. As necessary, subject matter experts may be requested by city staff to advise the Panel. The Project Oversight Team may consider, and the Advisory Panel may suggest, that other parties advise the Project Oversight Team separately from the Advisory Panel on particular projects.

#### **Membership**

The panel is to consist of 6-15 members to include designated representatives from the business and residential communities of Boulder and the University of Colorado, all of whom will be appointed by the City Manager and coordinated with Xcel Energy-Colorado

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Panel members shall be appointed for three-year terms, but the initial terms shall be shorter so that no more than one-third of the terms of members of the Advisory Panel shall expire in the same year. Members may serve for up to two full terms (Members initially appointed for less than a three-year term may serve two full terms in addition to the initial term).

The portion of the community represented by each member are identified in the attached document. The members shall represent the racially and economically diverse users of electricity in the city. The members are not intended to be subject matter experts. The members are to represent the customer-side of the proposals being considered by the Project Oversight Team. Advisory panel members representing homeowners and residential rental customers must reside in the City of Boulder. Representatives for businesses, non-profits and institutions must represent a business licensed in the City of Boulder. Members are to represent the interests of the portion of the Boulder community for the seat on the panel for which appointed. If an entity is appointed as a member, the entity may designate the individual and an alternate to represent the entity on the Panel. The members shall be appointed by the City Manager and coordinated with Xcel Energy- Colorado.

### **Work Product**

The Advisory Panel shall determine its charter consistent with this Guiding Document.

The Panel may determine whether its advice on a particular project shall be by majority vote of the Panel, or consensus, or include majority and minority reports.

The advice provided by the Advisory Panel on a particular project shall be in writing and address, at a minimum, each of the customer classes effected by the proposed project and the recommendations for the project to provide for equitable participation in products programs and services and the benefits produced.

### **General Requirements**

1. All meetings of the Advisory Panel shall be open to the public. Public notice of the date, time, and electronic and/or physical place of each meeting shall be provided on the webpage for the Advisory Panel at least five days before each meeting.
2. The Advisory Panel will evaluate the projects it reviews for racial and economic equities.
3. The Advisory Panel will meet at least quarterly.
4. The Advisory Panel will determine how to obtain input from the public.