



Annual Report

August 20, 2020

Coalition of Sustainable Communities New Mexico
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1 Introduction

We are pleased to provide you, our Members, with a summary of activities from our past fiscal year.

Fiscal year 2019/2020 has been a year of significant growth, change and challenge. Our staff has grown, our services have expanded, and like everyone, we have struggled with and adapted to our new COVID reality. The Coalition entered its first year with full support from members through dues. We have also recognized the social justice movement and how it needs to be addressed within our equity framework as our policy priorities continue to unfold.

The profile of the Coalition was elevated in the State through our advocacy work and our collaborations, adding our voice and supporting your input into advocating for actions of importance to members. A key value that the Coalition provides is that we can readily represent our membership in advocating for policies for which there is not sufficient time for you to move a resolution through your governing bodies.

We increased our collaborations through working groups formed around areas of interest and in development of roundtable discussions on key issues. Both of those collaborative venues brought to the table potential new members and expanded the participation of current member communities to other elected officials as well as other in-house staff.

We are keeping an eye on a 2021 legislative agenda to pursue in support of your priorities, both recommending to you some key legislative initiatives coming out of committees that we think you will want to add to your priorities, and including your other legislative priorities into our advocacy work.

The Coalition continues to play a leadership role in advancing community solar and feels more confident that this is the year to finally see a community solar bill pass in the upcoming legislative session. The senate memorial (SM63) that created a stakeholder working group to resolve issues is developing well and building trust among a large and representative sample of stakeholders; the political changes in the Roundhouse and renewed legislators' interest should also make passage more likely.

While we work on advancing community solar, we are also developing opportunities for expanding solar access and energy efficiency in our communities within existing frameworks. We are accomplishing this through the Solar and Energy Efficiency Working Group established this year, its related Roundtable discussions on key topics, and the document that we produced

as a roadmap: “Top Twelve Solar and Energy Efficiency Options for New Mexico.” Future work may involve pilot projects to implement some of the options.

New resources were developed to support decision making in our member communities. At the request of members, we added a PRC tool that provides updates on key PRC cases, primarily around electric utilities. Under contract with Las Cruces, we developed a white paper on Building Codes and the need for them to be updated at both local and the state levels. That paper and its related presentation materials were made available to all members and served as the basis for a letter of support to the Construction Industries Commission in a successful ruling on updates to the statewide building energy codes.

The need for decision protocols embedded in our governance was elevated and is under development with members’ staff liaisons to the Coalition. Membership expansion efforts were slowed considerably given our inability to travel, but we are modifying our approach to make better use of virtual meetings. With your assistance, we hope to grow membership in our third year.

Our proposed budget reflects the growth in our professional staff and additional outside expertise. It also reflects a reduction in volunteer time by me as I take on another significant role in the community.

We appreciate your solid support and collaboration, as this is indeed your coalition.

Sincerely,

A handwritten signature in black ink that reads "Beth Beloff". The signature is written in a cursive, flowing style with a long horizontal stroke at the end.

Beth Beloff, Executive Director

2 Advocacy

The Coalition advocates for legislation, regulations, and administrative actions to allow for energy choice, resource conservation, equity, and greater climate action at the local and state level.

2.1 Legislative Session

During the 2020 session the Coalition was an active stakeholder in the development and introduction of community solar legislation, and testified in committees on behalf of Members for several other impactful bills.

2.1.1 Community Solar Act

In 2020, [House Bill 9](#), the Community Solar Act, was sponsored by House Speaker Egolf and Representatives Roybal Caballero and Andrea Romero. The bill was developed through a collaborative process led by several organizations, one of which was the Coalition. Key points of the bill included:

- Setting a 5MW capacity limit on a community solar facility and a 50MW annual capacity limit per year.
- Allowing up to 40% of the community solar facility capacity to go to a single subscriber.
- Allowing Indian nations, tribes, or pueblos, municipalities, counties, for-profit and nonprofit entities to construct, own and operate Community Solar Facilities, with exemptions recognizing their sovereignty;
- Providing subscribers to a community solar facility a “bill credit” on their monthly electricity bills that reflects their portion of solar production;
- Ensuring each utility is able to recover reasonable costs associated with the use of its distribution system, as well as costs for system integration and program administration;
- Requiring 30% of project capacities to be reserved for low income households;
- Allowing a community solar facility to be co-located with energy storage;
- Requiring Rural Electric Cooperatives to opt-out
- Not allowing Investor Owned Utilities to be owners or operators;
- Directing the Public Regulation Commission to create an RFP process to help ensure that the goals of the community solar act are met;
- Directing the Public Regulation Commission to create a low-income subsidy fund, to be used to reduce participation barriers for low income households.

While the bill passed House committees, it didn't pass the full House, failing by a vote of 28-36. Subsequently, Senator Liz Stefanics' Senate Memorial 63 passed, forming a community solar working group to bring stakeholders together to address issues and seek a consensus in preparing legislation for the 2021 legislative session. This supportive step also brings people to the process who haven't had an active prior role, such as tribes and pueblos, state agencies, renewable energy industry, and low-income service providers.

2.1.2 Other Bills Supported by Coalition in Committee Hearings

- SB114, Community Energy Efficiency Development Grant. Called for \$6 million in community block grants for a low-income efficiency program. Stalled in Senate Finance.
- SB2/HB217, EV Income Tax Credit. Called for tax credits for EV purchases and home charging units and an increased EV registration fee. Filibustered on the House floor the last day of the session.

2.1.3 Bills Tracked by Coalition for Information Sharing with Members

- HB233, Energy Grid Modernization. Directed EMNRD to develop a roadmap to update NM's electricity grid and establish a community grant program for grid modernization projects. Passed. Governor signed.
- SB89, Solar Market Development Income Tax Credit. Established tax credits for rooftop solar for home, businesses, and ranches. Passed. Governor signed.
- SB154, Low Income Residential Energy Conservation. Called for \$2 million for low income home weatherization. Stalled in Senate Finance.
- HB173, Gas Taxes, New Funds, and Distribution. Phased gas tax increase (first since 1993) with distribution for roads, clean energy infrastructure, and low-income rebate. Tabled in House Appropriations

2.2 Letters on behalf of Members

The Coalition prepared letters to submit for public comment at key hearings on various topics, on behalf of its Members.

2.2.1 Letter to Regulation and Licensing Division (RLD)

The Coalition submitted a letter for public comment to RLD recommending adoption of the Proposed 2020-5-14 2018 Residential and Commercial Energy Conservation Code, without roll-backs or exemptions. [The letter, in full, can be found here.](#)

Our community members have missed over a decade of energy efficiency gains since the state's building energy codes have been based upon the outdated 2009 IECC. Energy efficiency

continues to be one of the least cost options for reducing utility bills and greenhouse gas emissions. Implementing stricter energy efficiency standards for new and renovated buildings provides well known economic benefits to building occupants, particularly lower income households. Buildings consume almost 40% of the U.S.'s primary energy and emit over 30% of U.S. greenhouse gas emissions, mostly due to natural gas heating and electricity to power air conditioning and appliances. Upfront investment in buildings has long term positive impacts; most buildings have lifetimes of at least 40 years, and the average person spends over 90% of their time inside buildings.

Outcomes: On August 7, 2020, the 2018 Residential and Commercial Energy Conservation Code was adopted in New Mexico by a unanimous vote of the NM Construction Industries Division of the Regulation and Licensing Department.

2.2.2 Letter to PRC regarding San Juan Plant Replacement Power

The Coalition drafted a letter strongly urging the commissioners of the PRC to follow the metrics laid out in New Mexico law under SB 489, choose an all renewable portfolio that will bring greater economic development to hard hit New Mexican communities, and prioritize the health and well-being of future generations by mitigating greenhouse gas emissions, while meeting standards of grid reliability. [The letter, in full, can be found here.](#)

Due to differences of opinion among Members, the letter was not submitted to the PRC.

2.2.3 Input to PNM: Transportation Electrification Filing

New Mexico HB 521 was signed into law in 2019 and requires investor-owned utilities to file an application with the New Mexico Public Regulation Commission (PRC) by January 1, 2021 to expand electrification of the transportation industry (e.g., cars, buses, trains, etc.). This might include investments in electric vehicle charging stations, rate designs, education and outreach programs.

Through several conversations with staff at PNM, discussions with the equity-focused Greenlining Institute, and participation in PNM stakeholder meetings, Coalition staff developed a working paper with recommendations for PNM's draft filing to be modified to provide greater benefits for low-income communities. The paper has been delivered to PNM staff as well as partner NGOs that are working on aspects of energy and equity. [The paper can be found here.](#)

3 Collaboration

The Coalition supports networking, sharing of knowledge and best practices, and development of new policies and collaboration amongst members and other stakeholders through the facilitation of two internal working groups, specialized roundtables, and participation in several external working groups.

3.1 Coalition Working Groups

3.1.1 Solar and Energy Efficiency Working Group

Purpose: Support Coalition Members in expanding use of solar and energy efficiency for its government buildings and community members through the adoption of best practices.

Activities:

- Coalition staff produced [Top Twelve Solar Energy and Energy Efficiency Options for New Mexico](#), which provided examples for setting ambitious goals for clean energy project and program adoption, beyond current levels; eliminating red tape in the solar installation process; and encouraging clean energy projects throughout the community.
- June 15, 2020 Meeting: Member discussion of many of the policies in the Top Twelve Solar and EE document.
- July 9, 2020 Meeting: featured roundtable discussion and presentations by Miguel Yanez of the DC-based Environmental and Energy Study Institute, regarding on-bill financing and green banks; Douglas Campion of the Las Cruces/El Paso–based EnergyWorks, on its contract with the Gas Company NM to make efficiency improvements for homes at San Felipe and Cochiti Pueblos; and Jeremy Lewis of the State Land Office, on SLO’s renewable energy lease program available to local governments.

Upcoming meetings:

Dive into clean energy public financing options, including:

- Existing programs at the New Mexico Finance Authority and the US Department of Agriculture;
- Potential clean energy related federal and state initiatives as part of programs meant to stimulate the economy;
- Proposal for a public bank in New Mexico; and
- How a local government can set up and/or invest in a green bank.

3.1.2 Transportation Working Group

Purpose: Develop strategies to reduce greenhouse gas emissions and increase transportation efficiency and equity by adopting zero/low emission vehicles, multi-modal transit options, planning and management strategies.

Activities:

- January 16, 2020: Discussion of EV procurement for fleets and Atlas Public Policy economic evaluation tool, and telematics for fleet management.
- Development and submission of concept paper for DOE funding for big-data analysis of low-income community vehicle use and pilot project development (not funded).
- Participation in PNM stakeholder meetings for Transportation Electrification filing, and development of a [working paper](#) with recommendations for the filing to be modified to provide greater benefits for low-income communities.
- May 12, 2020: Discussion of recommendations to PNM for Transportation Electrification filing.

Upcoming meetings:

- Need to evaluate direction and priorities with members to determine how this working group can better support Member activities.

3.2 External Working Groups

3.2.1 Community Solar Working Group SM63

Senator Liz Stefanics' [Senate Memorial 63](#) was passed during the 2020 legislative session. It forms a community solar working group to bring stakeholders together to develop community solar legislation for the 2021 legislative session.

Paul Biderman was approved by the Legislative Council to be the working group facilitator, with Ken Hughes in a support role as facilitator. The working group is composed of over ninety participants, representing Native American nations, tribes and pueblos; state agencies; utility companies; rural electric cooperatives; renewable energy industry; environmental organizations; low-income service providers; local governments; and interested community members from throughout the state. The group's virtual meetings occur every other week and commenced on July 30. It will end when the Interim Committees for which it is relevant commence.

The Coalition of Sustainable Communities NM is in a leadership role on the planning team organizing the working group sessions. Beth, Christian and Ken have planning roles in support of Paul Biderman, the lead facilitator.

3.2.2 Soil Carbon Storage Standard Working Group

Since November 2019, the Baker Institute for Public Policy at Rice University has been hosting a working group to develop a United States standard for storage of carbon in the soil. The Coalition of Sustainable Communities NM is a member of that working group, which includes major landowners and ranchers, oil industry executives, agricultural industry leaders, environmental advocacy groups, state agencies, philanthropic foundations and scientists across several key disciplines. This standard will enable the landowners of grasslands in the United States to remove carbon dioxide from the atmosphere and store carbon in their soil. Initial estimates indicate that these ecosystems can remove and store about one billion tons of carbon dioxide. By utilizing this system, ranchers and farmers could be compensated to remove and store carbon, increasing their economic well-being; the industries that emit carbon dioxide could have a viable and relatively inexpensive capture and storage technique; and the robust ecosystem of the native prairie and grasslands could be restored across much of the United States.

3.3 Roundtables

3.3.1 Utility Revenue Decoupling Roundtable

The July 1, 2020 roundtable sought to provide Members with an understanding of revenue decoupling in general, how it has been introduced in NM and other states, and legal opinion of the PNM revenue decoupling filing. The Roundtable was intended to provide enough information for Members to determine whether and how they could respond to a PRC filing.

Topics:

- What is decoupling; How it works in other places; How should it work in terms of the policy mechanisms; How has it been introduced here in NM; Potential impacts of decoupling on other proposals like community solar; and What PNM is proposing through its PRC filing.
- Arguments for and against decoupling were presented.

Overview presentation:

- **Janine L. Migden-Ostrander**, Regulatory Assistance Project (RAP), advises regulators and advocates on regulatory policy. She is the author of numerous articles and has also served as a lecturer and educator on regulatory issues in a variety of forums.

Panelists:

- **Bruce Throne** has been practicing regulatory law before the NMPRC for more than 40 years regarding electric and gas and other utility and telecommunications matters.
- **Tammy Fiebelkorn** has been active in the energy industry since 1994. She is the New Mexico Representative for SWEEP and is the President of eSolved, Inc., an environmental and business consulting firm.
- **Amanda Levin** is a senior policy analyst for the Natural Resources Defense Council (NRDC). Her work focuses on clean energy policy, energy decarbonization modeling, and utility and wholesale market reform.
- **Merrie Lee Soules** is an electrical engineer with a Harvard MBA and a technical background who has become a citizen activist in regulatory and legislative energy policy. She has testified in 11 cases and provided comment in numerous Rulemaking proceedings at the New Mexico PRC.
- **Mariel Nanasi** is the Executive Director of New Energy Economy – a climate justice organization that works to transition New Mexico to a clean energy future. Ms. Nanasi is an attorney who regularly practices in the New Mexico Public Regulation Commission to hold utilities accountable.

Outcomes: The Decoupling Roundtable generated significant interest from people and organizations beyond the Coalition and its members.

- Shared with members the written material on decoupling.
- [RAP decoupling presentation](#).
- Description of PNM’s proposed revenue decoupling mechanism.
- Responses to specific questions posed during the roundtable event.

3.3.2 NM Building Codes Roundtable

The July 20, 2020 roundtable focused on the proposed update to the State’s building energy code. Twenty local government officials from the Coalition founding and prospective members attended the Zoom meeting.

Roundtable panelists:

- Christian Casillas, Coalition Staff
- Stephen Onstad, Managing Member, EverGreen Building Solutions
- Amanda Hatherly, Director of Santa Fe Community College’s EnergySmart Academy and Center of Excellence, Green Building & Energy Efficiency

Topics:

- Casillas gave an overview of the code update process and what the proposed code means for New Mexicans.

- Onstad, who advised the Construction Industries Division on how to bring the code up to date, addressed what the proposed new code means to both the homebuilder and the homebuyer.
- Hatherly explained what one needs to do, whether a homebuilder, energy rater, or local government inspector, in order to become certified to implement the new code.

3.3.3 Public Financing Roundtable

The next roundtable proposed by the Coalition will focus on how to make investments in clean energy using currently available and potential public financing options, including:

- Existing programs at the New Mexico Finance Authority and the US Department of Agriculture (USDA);
- Likely clean energy related federal and state initiatives as part of 2021 programs meant to stimulate the economy;
- Proposal for a Public Bank in New Mexico; and
- How a local government can set up and/or invest in a Green Bank.

Speakers (to be announced) will represent groups such as NM Finance Authority, USDA, Alliance for Local Economic Prosperity, and Coalition for Green Capital.

4 Knowledge Development

The Coalition works to create informational resources, such as white papers and brochures, as well as develop tools that can help Members stay abreast of complex matters that impact their constituencies, like utility regulatory cases.

4.1 PRC Case Updates

The Coalition responded to the request for information regarding PRC cases that may impact Coalition members by contracting Merrie Lee Soules, who has acted as a witness and intervener in PRC utility cases, to provide regulatory and legislative policy consulting services. Merrie Lee created a case tracking spreadsheet and provided *analysis and recommendations* regarding numerous PRC cases.

Case tracking and information clearinghouse

The Coalition established the *PRC Cases Spreadsheet* capturing relevant cases and rulemakings at the New Mexico PRC. The Spreadsheet performs the following functions:

- Identifies cases initiated by PNM and El Paso Electric (EPE).
- Includes Rulemakings that affect electric utilities in NM.
- Archives information on relevant closed cases.
- Provides key snapshot information regarding status, relevance to members, and recommendations.
- It is updated weekly.

Areas in which the Coalition coordinated and shared Member responses to PRC cases

The Coalition performed the following functions:

- Provided a template for ***Comment to the PRC*** regarding the proposed amendments to the PRC's emergency rule prohibiting discontinuation of residential service. The template was structured to allow Coalition members to represent concerns of their residential constituents in comment to the PRC.
- Shared with members the ***Joint Statement of Issues*** related to the constitutionality challenge to the Energy Transition Act at the New Mexico Supreme Court.
- Shared with members the ***Joint Response of Government Entities and Officials*** related to the termination of the Commission rulemaking on procurement practices.
- Provided suggested ***Recommendations to the New Mexico PRC*** regarding the Commission's consideration of San Juan replacement resources. The suggested

recommendations were formatted to serve as talking points for Coalition members or as a written submission.

4.2 Solar Energy and Energy Efficiency Options for New Mexico

Inspired by "Ten Ways Your Community Can Go Solar," published by Environment America in 2020, the Coalition developed [Top Twelve Solar Energy and Energy Efficiency Options for New Mexico](#) as a toolkit for local leaders and engaged citizens. It seeks to complement New Mexico's energy transition and accelerate the deployment of clean energy to capture savings for local governments and households.

The brochure is a first step towards collaborating with Members to tailor and implement policies and projects that will reduce emissions, save money, and benefit disadvantaged communities. The Solar and Energy Efficiency Working Group has already begun exploring the details of some of the ideas in the toolkit, and participated in discussions with professionals who are having impacts in communities by implementing some of these policies. The Coalition hopes to narrow in on one or two high-impact policies in the toolkit and work with members to implement local policies or pilot projects.

4.3 Building Codes White Paper

The Coalition was contracted by the City of Las Cruces to prepare a white paper on building energy codes. The document presents the role that building energy codes play in reducing emissions and saving money on new buildings and renovations, the important equity impacts of building energy codes, and options that local governments can take to implement standards that are more strict than the state codes.

When available for public release, the white paper will be posted on the Coalition's website. Before then, Members wishing to access the white paper can download the document (not currently for distribution) from [this link](#).

5 Policy Priorities

Areas that support Member interests in the upcoming year, using an **equity lens** as a priority in sustainability and climate action policy design and evaluation:

Financing and Pilot Exploration:

- Clean energy financing and potential pilot collaboration;
- Exploration of grant funding for transportation analysis and pilot development;

Legislation and Regulation:

- Community solar legislation and monitoring legislation and providing other bill advocacy;
- Communication and exploration of PRC issues and weekly email updates;

Potential New Developments:

- Understanding Member interest in benchmarking, procurement, investments and waste/recycling.

Areas that the Coalition might best support Member interests in the upcoming year include:

- Using an equity lens in policy design and evaluation;
- Clean energy financing and potential pilot collaboration;
- Community solar legislation and other bill advocacy;
- Exploration of grant funding for transportation analysis and pilot development;
- Communication and exploration of PRC issues and updates;
- Understanding Member interest in benchmarking, procurement, and waste/recycling.

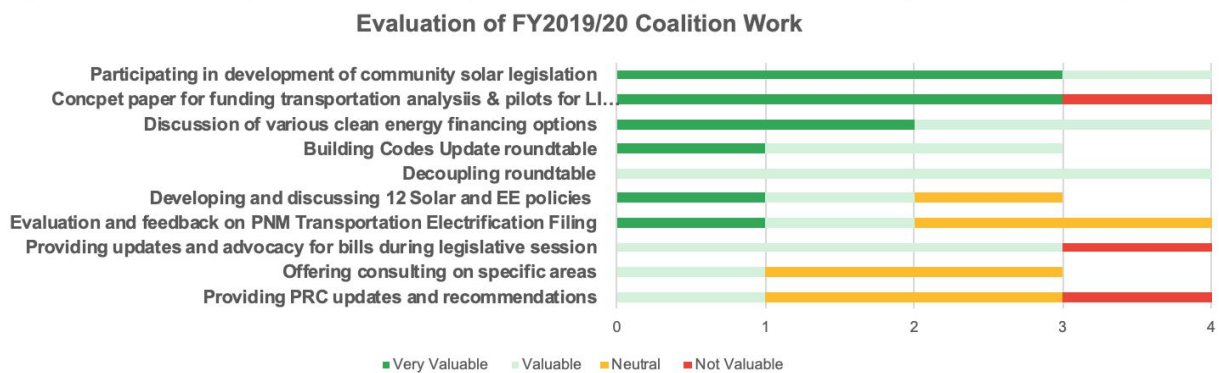
Background and Survey Results: In order to assess policy priorities of the Coalition's Membership, a survey was undertaken. Here we summarize the survey and key findings.

Values: The unfolding events of this past year, catalyzed by the pandemic, have made more visible the inequities in our communities, such as the disproportionate economic and health burdens falling on low income households and communities of color. Climate policies that only focus on carbon mitigation without understanding if or how they impact disadvantaged communities are missed opportunities. More policy makers and organizations focusing on sustainability and decarbonization are recognizing that many areas for deep carbon mitigation, such as reducing energy consumption in buildings and transportation, are also opportunities to restructure our economies to provide greater economic opportunities and reduce cost burdens on some of the poorest households. Understanding climate actions through an equity lens is valued by our Members. The following figure shows how each of the four Member

governments ranked three values that relate to the triple bottom line of society, economy, and the environment.

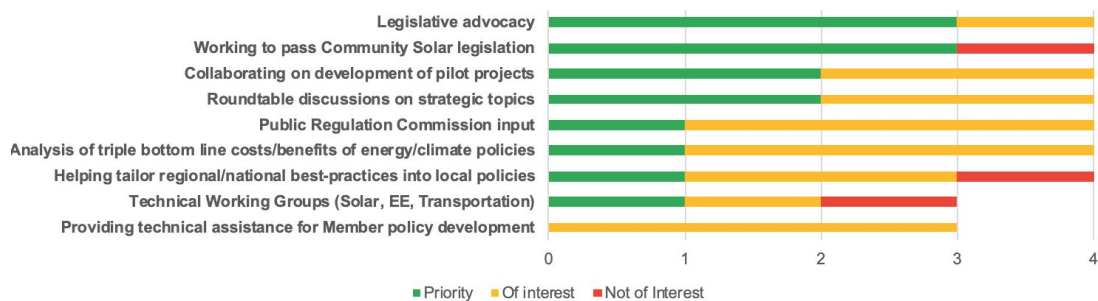


Past Work: From its inception the Coalition has been dedicated to supporting Members in their climate actions through advocacy, collaboration, and solution development. The chart below shows how each of our four members rated the work over the past year. The work that was seen as very valuable or valuable by most members included work on community solar legislation, development of a concept paper on analysis of transportation opportunities for low income (LI) households, discussion of clean energy financing options, legislative advocacy, and several informational roundtables.



Future Work: Many of these same areas (community solar, legislative advocacy, collaborating on pilot project development, and roundtable discussions) were also prioritized by the members for continued work during the upcoming year. The figure below shows member evaluation of work areas for the coming year.

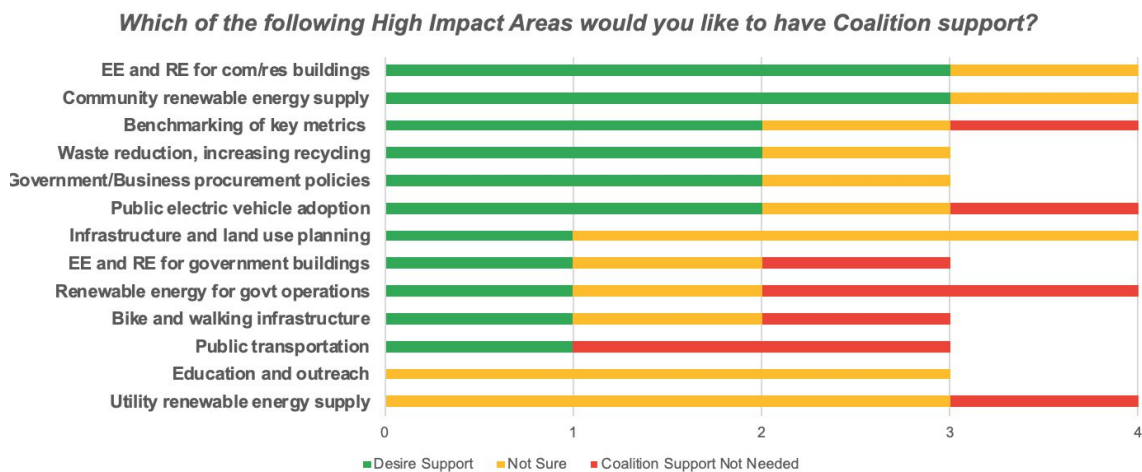
What type of work would you like to see the Coalition carry out during the coming year?



There are also numerous nuances to these responses. Members have communicated that although passing community solar legislation is important, the Coalition should also explore

other options to increase community choices for renewable energy supply. As well, staff from several Members have found Coalition updates about cases and filings in the NM Public Regulation Commission (PRC) valuable, but are also wondering how Coalition action might be made more focused on particular PRC topics while providing communications in a timely manner.

Areas of Interest: Finally, Members were asked “Which of the following High Impact Areas would you like to have Coalition support?” The areas where at least two Members desired support included energy efficiency and renewable energy for buildings, community renewable energy supply, benchmarking key metrics, and two new areas: procurement policies and waste and recycling.



There is consistency in both the conversations that we have had with Members and their survey responses. Work that reduces carbon emissions and provides benefits for lower income and other disadvantaged communities is important, as shown in Member interest in community solar, energy efficiency, and exploring low income transportation projects. These not only target the most critical areas for emission reduction (energy supply, consumption in buildings, and transportation), but they also have the potential to have significant benefits if the policies and programs are designed to reduce costs and increase access to goods and services for low income households.

6 Financial Summary

The following section provides Coalition Members with a financial review of the first two years of operation and the proposed budget for Year 3 (FY2021).

6.1 Budget Summaries: FY2019, FY2020

Year 1 (FY2019)

Coalition was started in the fall of 2018 with grants

- **Revenue:** \$45,000
 - Grants from:
 - Wallace Genetic Fund: \$25,000
 - McCune Foundation: \$5,000
 - Beloff-Geller Family Fund: \$10,000
 - Javier Gonzales remaining campaign fund: \$5,000
- **Cash On-Hand:** \$868
- **Expenses:** \$32,971
 - Two staff (pro-bono)
 - Subcontracting legal advice for Community Solar Act: \$24,660
 - Web development, research, admin, and lobbying: \$5,440
 - Miscellaneous: \$2,531
 - Fiscal Agency Fee for Santa Fe Community Foundation: \$340
- **Net Gain (carryover to 2020):** \$12,896

Year 2 (FY2020)

Coalition transitioned to Membership organization with dues structure approved by the Executive Committee in August 2019.

- **Revenue:** \$68,450
 - City of Albuquerque: \$25,000
 - City of Santa Fe: \$15,000 plus \$3,450 (for legal expenses for Community Solar Act)
 - City of Las Cruces: \$15,000 plus \$8,000 (for FY2021 payment for Building Codes white paper contact)

- Santa Fe County: \$10,000
 - **Cash On-Hand:** \$12,896
 - **Expenses:** \$40,771*
 - Staff and subcontractors
 - 2 part-time staff (mid-year): \$29,246
 - Sub-contractors (legal, technical): \$9,558
 - Miscellaneous: \$898
 - Fiscal Agency fee: \$1,069
- *COVID 19 reduced expenses March – June 2020.
- **Net Gain (carry over to 2021):** \$40,575

YEAR 2 ACTUAL EXPENSES	DESCRIPTION	EXPENSES
President, Beth Beloff	15-30 hours/week	Pro Bono
Research and Technical Advisor, Gary Payton	10 hours/week	Pro Bono
Staff: Christian Casillas, Dir. Policy Development and Research Ken Hughes, Dir. Operations and Development	Independent contractors 2@\$45/hr, including GRT	\$29,246 (CC: \$24,244) (KH \$5,002)**
Sub-contractors	PRC expertise and legal Bruce Throne Merrie Lee Soules	\$9,558 (BT \$8490) (ML \$1068)
Website Developer		\$606
Legal services	In-kind from members	\$0
Virtual office	Virtual officing software products/SFCF space for meetings	\$0*
Business supplies:	Business cards, materials, printing, etc.	\$292*
Travel expenses	5 trips @\$300/trip	\$0
Annual Meeting + Conference	Virtual or Member hosted	\$0*
SUB-TOTAL		\$39,702
Contingency	10%	NA
Fiscal agency fee (SFCF)	8%	\$1,069

TOTAL		\$40,771
* Additional expenses contributed by Pro Bono staff or provided at no cost **KH on staff only since Jan. OVERALL, COVID-reduced expenses		

6.2 Proposed Budget: FY2021

Year 3 Summary (FY2021, July 1, 2020 to June 30, 2021)

- Proposed budget of \$81,540 factoring reduced Pro Bono time from Executive Director Beth Beloff and increased hours of professional staff.
- Anticipated expansion in Membership.
- Members pay FY2021 dues at the level they can and want to pay mindful of COVID financial stress.
- \$40,965 needed in revenue.

Budget Details

Staff Salary - \$67,000 with no benefits

- Intent during FY2021 is to increase the workload of two part-time staff (Christian Casillas and Ken Hughes) as Beth reduces volunteer time.

Sub-contractors - \$5,000

- During FY2021, a need projected for expert consultation to engage in PRC cases.
 - Bruce Throne, an experienced Santa Fe Public Utilities Lawyer, was the “expert witness” for the 2019 Community Solar Act and continues to offer insight into PRC processes.
 - Merrie Lee Soules, consultant and analyst in Las Cruces, created and updates the ongoing PRC case resource shared weekly with Coalition members.

Travel Expenses - \$1,500

- Travel by Coalition staff for Membership expansion was cancelled in FY2020 due to COVID-19.
- Anticipated trips in FY2021 include Dona Ana County, Silver City, Aztec, multiple pueblos, and Rural Electric Cooperatives.

BUDGET CATEGORY	DESCRIPTION	Year 3 Projections
Executive Dir, Beth Beloff	15-30 hours/week	Pro Bono
Research and Technical Advisor, Gary Payton	10 hours/week	Pro Bono
Staff: Christian Casillas, Dir. Policy Development and Research Ken Hughes, Dir. Operations and Development	Independent contractors 2@\$45/hr, including GRT, no benefits. When fully funded, it is expected that this would move to full-time and with benefits.	\$67,000*
Sub-contractors	PRC expertise and legal	\$5,000
Website Developer		\$1,000
Legal services	In-kind from members	\$0
Virtual office	Virtual officing software products/SFCF space for meetings	\$500
Business supplies:	Business cards, materials, printing, etc.	\$500
Travel expenses	5 trips @\$300/trip	\$1,500
Annual Meeting + Conference	Virtual or Member hosted	\$0
SUB-TOTAL		\$75,500
Contingency	10%	NA
Fiscal agency fee (SFCF)	8%	\$6,040
TOTAL	\$40,575 carryover /\$40,965 new revenue needed for 20/21	\$81,540

*This assumes ¾ time for both staffers combined.

7 Governance

7.1 Governance Policies in a time of COVID-19

This section proposes an amendment to the Coalition’s [Governance Policies](#) in light of the impact on Members caused by the COVID-19 pandemic. The Governance Policies of the Coalition were developed for “normal operation” in “normal times” and approved by the Executive Committee in August 2019. In 2020, COVID-19 has disrupted regular operation of each of our Members and our ability to adhere to many provisions of the Policies, such as Member and Affiliate Member status, Executive Committee leadership, membership dues, etc.

Proposed Amendment:

Mayor Webber, Coalition Chair, recognized the impact of COVID-19 on Members and has suggested flexibility under these special conditions. He proposed an amendment to the Governance Policies which suspends certain provisions until Members return to a new normal level of operation. The proposed amendment to Article XI – Severability reads:

“By a vote of the Executive Committee, provisions of the Governance Policies may be suspended for a specified time based upon the disruptive impact on member communities caused by wide scale natural disaster, pandemic, civil unrest, or war. With return to normal member community function, the Executive Committee will vote to return the Coalition to adherence of the Governance Policies.”

Impacts Without the Proposed Amendment

Should the provisions of the Governance Policies be strictly adhered to during this period of COVID-19, the following actions would be called for:

- With reduced membership dues, the City of Albuquerque would move from the status of voting member to affiliate member without vote. (Article II, Section 2)
- With affiliate member status for the City of Albuquerque, Mayor Keller would not be able to serve as Vice Chair of the Coalition. (Article II, Section 2)
- It would not be possible to propose this amendment, as we are inside the 60-day window of proposing amendments to the Steering Committee in advance of the Annual Meeting.

Impact with the Proposed Amendment

Members and Coalition staff recognize the unique nature of the COVID-19 pandemic and move forward with greater flexibility.

7.2 Decision Protocols

Decision-making for the Coalition ultimately rests with the Executive Committee, composed of elected officials from each of the members. Decisions not delegated to the Executive Committee are delegated to the Steering Committee with full participation by the Executive Director.

The Steering Committee, made up of senior staff representatives from the Member communities, shall meet by video or telephonic method on a bi-monthly basis as needed. The meetings may last no more than one hour; should it be necessary to extend the meeting, a majority among the attending members is needed. The meeting just prior to the annual meeting shall serve to help Coalition staff plan the annual meeting.

When an issue arises between meetings and decisions are required, such as whether to testify as the Coalition on a case before the Public Regulation Commission or on a bill before a legislative committee, the Executive Director may communicate by email with the Steering Committee to receive concurrence, opposition or comments on the issue.

The Governance Policies allow for decisions to be made with a majority of members in support. In some cases, however, with respect to the PRC, there has been a majority in concurrence with an action but the minority had sufficient concerns to cause the Coalition to not go forward. The process of seeking majority or unanimity needs to be addressed on a case-by-case basis.

It is considered by the Coalition team and some members that a key service that the Coalition can offer is the ability to act more quickly than governing bodies in addressing issues of importance to the membership. However, how to determine whether that input on issues comes from the Coalition and/or from Coalition members requires a thoughtful decision methodology. A formal Decision Protocol will be developed in the Steering Committee to lay out the ideal process for decision making when short turnaround decisions are required regarding administrative actions. Of particular importance are:

- How should the Coalition interpret a decision to take an action if an elected official approves a decision. Is that decision on behalf of the local government or the person giving the approval?
- When does the senior staff member speak for the elected officials?
- When should the Coalition staff support a member's staff in addressing climate and sustainability issues?

8 Membership Expansion

Membership expansion efforts to other progressive cities and counties have been impacted by the economic downturn affecting local governments. While we are optimistic that another county will soon be joining the Coalition, we look for support from the existing four members to reach out to gain more members.

We are also seeking to determine how to address membership interest by tribal, small towns, and coalitions of local governments within a region. Many of these candidates have a fraction of the population base of the founding four members, however, they likely would enrich the discussions on a variety of sustainability issues.

A final consideration is having city councilors and county commissioners participate in Coalition meetings and decisions. This is already occurring to some degree.