

2025-2026 Franchise Compliance Review Committee Report Draft Outline

Nov. 11, 2025 Draft

Cover Page

- Report Title: [Year] Franchise Compliance Review Committee Report
- Compliance Period: [Date Range]
- Committee Members:
 - [Name], Chair
 - [Name], Vice Chair
 - [Additional Members]

Table of Contents

(Auto-generate after draft completion)

EXECUTIVE SUMMARY

Include key items from report, including recommendations.

INTRODUCTION AND PROCESS

1. Significance
 - a. Broader context and overview
 - b. Why these reviews matter to ratepayers
 - c. What's at stake in franchise agreements
 - d. How public input influences outcomes
2. Overview of the Franchise Agreements and Review Process
 - a. Background on City's franchise agreements with SDG&E
 - b. Current franchise agreement terms and effective dates
 - c. Historical context from previous agreements
 - d. Brief overview of the process that led to current agreements
3. Charge of the Franchise Compliance Review Committee (FCRC)
 - a. Committee's mandate under the franchise ordinances
 - b. Self-identified responsibilities and scope of review
 - c. Timeline and parameters for the committee's work
 - d. Committee composition
4. ACTIVITIES AND PROCESS OF THE FCRC
 - a. Committee Formation and Timeline
 - b. When committee was formed
 - c. Key milestones in the committee work and review process
5. Public Meeting Summary
 - a. Number of public meetings held
 - b. Meeting format (in-person, virtual, hybrid)
 - c. Brown Act compliance measures
 - d. Public accessibility efforts/ how information was made available to the public
 - e. Recording and posting of meetings
6. Information Gathering Activities
 - a. Documents reviewed

- b. Presentations received from:
 - i. SDG&E representatives
 - ii. City staff
 - iii. Independent auditors
 - iv. San Diego Community Power (SDCP)
 - v. Other stakeholders
 - c. Public participation and comments
 - d. Summary of each meeting and key findings/outcomes
-

REVIEW OF INDEPENDENT AUDITOR'S REPORT

- 1. Overview of Audit Scope and Methodology
 - a. Period covered by the audit
 - b. Agreements reviewed (Gas Franchise, Electric Franchise, MOUs, ECA)
 - c. Sample size and approach
 - d. Timeline of audit process
 - 2. Key Findings from the Audit
 - a. Summary of auditor's findings
 - b. Compliance determinations
 - c. Areas of concern identified
 - d. Positive findings
 - 3. Committee's Comments on Audit Findings and Overall Compliance
-

COMMITTEE RECOMMENDATIONS TO CITY COUNCIL

- 1. Agreement-Specific Recommendations
 - a. Administrative MOU
 - b. Utility Underground MOU
 - c. Energy Cooperation Agreement (ECA)
 - 2. Franchise Review Committee Process Improvements
 - 3. Ongoing Oversight Recommendations
 - 4. Recommendations for Future Public Process Improvements
-

RECOMMENDATION ON AUTOMATIC RENEWAL

- 1. Framework for Decision
 - a. Provisions already determined
 - b. Timeline for City Council decision
 - c. Factors to consider in renewal decision
 - 2. Committee's Recommendation
 - a. Whether to allow automatic renewal to proceed
 - b. Conditions or contingencies, if any
 - c. Rationale for recommendation
-

APPENDICES

Appendix A: Public Comment Themes and Written Comments

- Links of written public comments submitted

- Links to recorded public meetings
- Summary of verbal or written comments of interest

Appendix B: Questions for SDG&E and Responses

Appendix C: Questions for SDCP and SDCP Responses/Presentations

Appendix D: Independent Auditor's Report

- Including related documents

Appendix F: Reference Documents

- Franchise agreements
- Other relevant agreements or documents