

Subject: Delegation of authority to Chief Executive Officer to take action to support or oppose legislation or other initiatives

Purpose: On occasion, the Chief Executive Officer is approached with a time-sensitive request to sign a letter of support for (or opposition to) legislation or other initiatives related to Peninsula Clean Energy's mission. This policy is intended to delegate authority to the Chief Executive Officer to take necessary action to provide that support (or opposition) consistent with the Peninsula Clean Energy mission when certain conditions are met.

Policy: Peninsula Clean Energy hereby delegates its authority to the Chief Executive Officer to sign documents or other materials on behalf of Peninsula Clean Energy, when all of the following conditions are met:

- 1) The legislation or other initiative is directly related to, and consistent with Peninsula Clean Energy's mission.
- 2) Because of time constraints, bringing the matter to the Board of Directors at its next scheduled meeting is not practical.
- 3) Calling a special meeting to address the matter is neither practical nor appropriate under the circumstances.
- 4) The Chief Executive Officer has investigated the positions of (1) other California CCAs; (2) state and federal legislators representing San Mateo County and its cities; and (3) the County of San Mateo and its cities, understands the range of opinions on the legislation or initiative and has considered those opinions in determining whether and how to take a position.
- 5) The Chief Executive Officer has conferred with the Chair of the Board of Directors and both the Chief Executive Officer and the Chair agree that: (a) the position that the Chief Executive Officer intends to take is consistent with the mission of Peninsula Clean Energy; (b) bringing the matter to the Commission at its next scheduled meeting or at a special meeting is not practical or appropriate under the circumstances; and (c) taking the position without a vote of the Commission is appropriate under the circumstances.
- 6) The Chief Executive Officer reports any position taken pursuant to this policy at the next regularly scheduled Board of Directors meeting as part of the Chief Executive Officer Report.