



**REGULAR MEETING of the Board of Directors of the
Peninsula Clean Energy Authority (PCEA)
Thursday, March 22, 2018**

Peninsula Clean Energy, 2075 Woodside Road,
Redwood City, CA 94061
6:30 p.m.

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact Anne Bartoletti, Board Clerk, at least 2 working days before the meeting at abartoletti@peninsulacleanenergy.com. Notification in advance of the meeting will enable the PCEA to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Attendees to this meeting are reminded that other attendees may be sensitive to various chemical based products.

If you wish to speak to the Board, please fill out a speaker's slip located on the tables as you enter the Board meeting room. If you have anything that you wish to be distributed to the Board and included in the official record, please hand it to a member of PCEA staff who will distribute the information to the Board members and other staff.

CALL TO ORDER / ROLL CALL

PUBLIC COMMENT

This item is reserved for persons wishing to address the Board on any PCEA-related matters that are as follows: 1) Not otherwise on this meeting agenda; 2) Listed on the Consent Agenda and/or Closed Session Agenda; 3) Chief Executive Officer's or Staff Report on the Regular Agenda; or 4) Board Members' Reports on the Regular Agenda. Public comments on matters not listed above shall be heard at the time the matter is called.

As with all public comment, members of the public who wish to address the Board are requested to complete a speaker's slip and provide it to PCEA staff. Speakers are customarily limited to two minutes, but an extension can be provided to you at the discretion of the Board Chair.

ACTION TO SET AGENDA and TO APPROVE CONSENT AGENDA ITEMS

This item is to set the final consent and regular agenda, and for the approval of the items listed on the consent agenda. All items on the consent agenda are approved by one action.

REGULAR AGENDA

1. Chair Report (Discussion)
2. CEO Report (Discussion)
3. Citizens Advisory Committee Report (Discussion)
4. Marketing and Outreach Report (Discussion)
5. Regulatory and Legislative Report (Discussion)
6. Appointments to the Executive Committee and other Standing Board Committees (Action)
7. Presentation on CAM (Cost-Allocation Mechanism) and RA (Resource Adequacy) (Discussion)
8. Board Members' Reports (Discussion)

CONSENT AGENDA

9. Approval of the Minutes for the February 22, 2018 Meeting (Action)
10. Update JPA Voting Shares (Action)
11. Approve Resolution adopting State Disability Insurance (SDI) benefits for PCE staff (Action)
12. Approve Resolution adopting the required Non-Corporate Resolution establishing an Investment Account with First Republic Investment Management (Action)
13. Energy Supply Procurement Report (Information Only)

Public records that relate to any item on the open session agenda for a regular board meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Board. The Board has designated the Peninsula Clean Energy office, located at 2075 Woodside Road, Redwood City, CA 94061, for the purpose of making those public records available for inspection. The documents are also available on the PCEA's Internet Web site. The website is located at: <http://www.peninsulacleanenergy.com>.



**PENINSULA CLEAN ENERGY AUTHORITY
Board Correspondence**

DATE: March 13, 2018

BOARD MEETING DATE: March 22, 2018

SPECIAL NOTICE/HEARING: None

VOTE REQUIRED: None

TO: Honorable Peninsula Clean Energy Authority (PCE) Board of Directors

FROM: Kirsten Andrews-Schwind, Communications and Outreach Manager, and
Leslie Brown, Director of Customer Care

SUBJECT: Update on PCE's Marketing and Outreach Activities

BACKGROUND:

The marketing team has been busy doing outreach, managing our online presence, responding to customer requests, and preparing future campaigns.

DISCUSSION:**Recent and Upcoming Outreach Events**

PCE's outreach team continues to expand its activities. If you are aware of an event that would benefit from a PCE presence, please let us know.

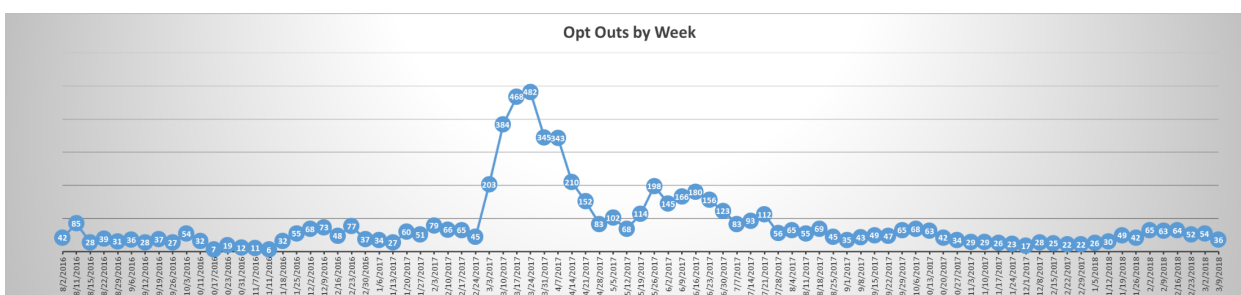
28-Feb	Presentation at Midcoast Community Council
1-Mar	Presentation at OOS Sustainability Academy
1-Mar	Presentation with Foster City Cub Scouts Order of the Arrow
3-Mar	Table at Daly City Fun, Health & Safety Fair
4-Mar	San Mateo STEM Science Fair
6-Mar	Presentation at San Carlos Adult Center
8-Mar	STEM Fair Award Presentation
8-Mar	Networking Mixer with Millbrae Chamber of Commerce
9-Mar	Tabling at South San Francisco Senior Fair
15-Mar	Presentation at Career Day, Taylor Middle School in Millbrae
15-Mar	Presentation at Senior Coastsiders in HMB
21-Mar	Table at San Carlos State of the City at Devils Canyon
23-Mar	Foster City Rotary Healthy Aging Education Day
23-Mar	Tabling at Belmont Senior Fair
27-Mar	PCE Volunteer Appreciation Event and Earth Day Outreach Training
29-Mar	Sustainable San Mateo County Award Ceremony, College of San Mateo
31-Mar	Table at District 5 Together in Daly City
4-Apr	Presentation at Woodside/Portola Valley Rotary
7-Apr	Launch of San Mateo Hispanic Chamber of Commerce
14-Apr	Tabling at Marine Science Earth Day in Redwood City
14-Apr	Table at Business Expo Tanforan Mall in San Bruno
18-Apr	Table at San Mateo College Earth Day
20-Apr	Table at Colma Earth Day
21-Apr	Table Daly City Earth Day
21-Apr	Table at Pacifica Earth Day
21-Apr	Table Belmont Earth Day
21-Apr	Table at Earth Day at Shoreway in San Carlos
26-Apr	SSF Chamber of Commerce Higher Education Scholarship Luncheon
27-Apr	State of the County Address
28-Apr	Table at Portola Valley Earth Day*

28-Apr	STEAM Fest in Redwood City
29-Apr	Kermes Dia del Niño NFO
12-May	Redwood City Almost Mothers Day Concert*
19-May	Daly City Shine Family Day*
24-May	Daly City Senior Fitness & Resource Event*

*Pending registration

Enrollment Statistics

Weekly opt-outs have decreased from 5 weeks of 50+ opt-outs. Two cities had "0" opt-outs in February: Atherton, and Colma. Our overall opt-out rate is approximately 2.36%.



CITY	Eligible Accts	Total	TOTAL OPT OUT %
PORTOLA VALLEY INC	1,670	93	5.57%
SAN BRUNO INC	16,338	553	3.38%
SO SAN FRANCISCO INC	24,707	761	3.08%
PACIFICA INC	15,414	473	3.07%
DALY CITY INC	33,846	924	2.73%
MILLBRAE INC	9,340	237	2.54%
HALF MOON BAY INC	4,939	121	2.45%
UNINC SAN MATEO CO	24,370	592	2.43%
EAST PALO ALTO INC	7,765	181	2.33%
BELMONT INC	11,837	265	2.24%
SAN CARLOS INC	14,365	319	2.22%
SAN MATEO INC	43,796	969	2.21%
BRISBANE INC	2,468	50	2.03%
HILLSBOROUGH INC	4,036	79	1.96%
REDWOOD CITY INC	34,593	638	1.84%
BURLINGAME INC	15,399	284	1.84%
FOSTER CITY INC	14,571	253	1.74%
WOODSIDE INC	2,277	37	1.62%
ATHERTON INC	2,686	41	1.53%
COLMA INC	792		1.39%
MENLO PARK INC	15,530	208	1.34%
Grand Total	300,739	7,089	2.36%

There are now 4,944 accounts in ECO100, with a total number of ECO100 cities at 15 (plus the County). The ECO100 towns and cities as of March 15 include Atherton,

Belmont, Brisbane, Burlingame, Colma, Foster City, Half Moon Bay, Hillsborough, Menlo Park, Millbrae, Portola Valley, Redwood City, San Carlos, San Mateo, Woodside, and the County of San Mateo.

ACTIVE ACCTS BY CITY	Eligible Accts	March			
CITY	Full Territory	RES ACT	COM ACT	ACTIVE	ECO100
ATHERTON INC	2,686	2,377	217	2,594	55
BELMONT INC	11,837	10,511	924	11,435	144
BRISBANE INC	2,468	1,896	503	2,399	74
BURLINGAME INC	15,399	12,985	1,953	14,938	295
COLMA INC	792	501	276	777	
DALY CITY INC	33,846	30,738	1,960	32,698	52
EAST PALO ALTO INC	7,765	7,087	440	7,527	16
FOSTER CITY INC	14,571	13,258	809	14,067	114
HALF MOON BAY INC	4,939	4,143	585	4,728	42
HILLSBOROUGH INC	4,036	3,757	144	3,901	57
MENLO PARK INC	15,530	13,438	1,711	15,149	404
MILLBRAE INC	9,340	8,372	661	9,033	86
PACIFICA INC	15,414	13,962	858	14,820	112
PORTOLA VALLEY INC	1,670	1,417	142	1,559	1,457
REDWOOD CITY INC	34,593	30,141	3,372	33,513	610
SAN BRUNO INC	16,338	14,540	1,110	15,650	79
SAN CARLOS INC	14,365	11,693	2,163	13,856	236
SAN MATEO INC	43,796	38,352	3,884	42,236	560
SO SAN FRANCISCO INC	24,707	20,570	3,224	23,794	68
UNINC SAN MATEO CO	24,370	20,505	2,868	23,373	432
WOODSIDE INC	2,277	1,979	215	2,194	47
Unallocated				-	
Unallocated (cust type)				241	
Grand Total	300,739	262,222	28,019	290,482	4,944

Lower Your Bill Resources Now on PCE Web Page

PCE has added a page to our website outlining resources for customers to lower their bills. It features links to local discount and energy efficiency programs. Check it out at www.peninsulacleanenergy.com/lowerbill.

PCE Science Fair Special Award Winners

PCE's Marketing and Outreach staff participated in the 31st annual San Mateo County Office of Education STEM Fair as a Partner, and Special Award Judge. As a Partner, PCE had a "Make Your Own Clean Energy Pinwheel" table for students and parents to make a PCE pinwheel, create their own wind energy, and learn about PCE as their official electricity provider.

Additionally, PCE presented two Special Awards recognizing 7th graders Georgia Hutchinson and Charlotte Sullivan for their renewable energy-related projects. Georgia designed a data-driven dual-axis solar tracker to compare the energy transfer to that of a fixed solar panel. Charlotte tested the power generated by adding solar panels to a windmill, and compared the optimal power producing scenario.



**PENINSULA CLEAN ENERGY AUTHORITY
Board Correspondence**

DATE: March 15, 2018

BOARD MEETING DATE: March 22, 2018

SPECIAL NOTICE/HEARING: None

VOTE REQUIRED: None

TO: Honorable Peninsula Clean Energy Authority (PCE) Board of Directors

FROM: Joseph Wiedman, Director of Regulatory and Legislative Affairs
Jeremy Waen, Senior Regulatory Analyst

SUBJECT: Update on PCE's February and March Regulatory and Legislative Activities

BACKGROUND:

The end of February and early March were very busy on a number of matters both legislative and regulatory. As discussed in more detail below, PCE submitted two pleadings, and, as part of various coalitions, submitted five pleadings at the California Public Utilities Commission (CPUC). PCE staff attended four other stakeholder meetings.

DISCUSSION:**Regulatory Outreach****R.14-07-002 (NEM 2.0)**

On Tuesday, March 13th, Jan Pepper, Jeff Aalfs and Joseph Wiedman attended an All-Party Meeting in R.14-07-002 to present our views on the recently issued proposed decision and alternate proposed decision which establish renewable energy programs designed to serve disadvantaged communities (DACs) as required by AB 327. The CPUC asked parties to focus their oral comments on ways to improve the community solar program, the proposed Disadvantaged Communities -Single family Affordable Solar Homes program (called DAC-SASH) and the DAC-Green Tariff programs that are under consideration. Jan Pepper presented on behalf of PCE generally supporting the opportunity for CCAs to offer a DAC-Green Tariff and/or community solar programs with funding support on the same terms as the investor-owned utilities. Ms. Pepper noted that the current limits on where community solar facilities could be located would effectively prohibit PCE from offering the program and suggested one modest change to the Alternate Decision to allow PCE to offer the program. Ms. Pepper also discussed our concerns with the need for clarity on funding support for CCA program offerings to avoid anticompetitive impacts from the DAC-Green Tariff program. The need for these changes is discussed below.

On Tuesday, March 13th, Jan Pepper and Joseph Wiedman attended an ex parte meeting with Joanna Grubman, energy advisor to CPUC Commissioner Randolph to provide the office with PCE's views on the PD and APD issued in R.14-07-002. PCE discussed our support for the Alternate Proposed Decision and the changes we believe are necessary to support CCAs adopting DAC-Green Tariffs and/or community solar programs. Ms. Grubman did not ask any questions.

On Tuesday, March 13th, Jeff Aalfs and Joseph Wiedman attended an ex parte meeting with Yulia Schmidt, energy advisor to Commissioner Rechtschaffen to provide the office with PCE's views on the PD and APD issued in R.14-07-002. PCE discussed our support for the Alternate Proposed Decision and the changes we believe are necessary to support CCAs adopting DAC-Green Tariffs and/or community solar programs. Ms. Schmidt asked generally clarifying questions regarding PCE's concerns.

On Wednesday, March 14th, Jan Pepper and Joseph Wiedman attended an ex parte meeting with Shannon O'Rourke, energy advisor to Commissioner Peterman to provide the office with PCE's views on the PD and APD issued in R.14-07-002. PCE provided an update to Ms. O'Rourke regarding PCE's efforts to date to serve our customers. We also discussed our support for the Alternate Proposed Decision and the changes we believe are necessary to support CCAs adopting DAC-Green Tariffs and/or community solar programs. Ms. O'Rourke asked questions concerning PCE's ability to offer a green tariff already and some of the ideas we have for creating a holistic

program that can serve our community across a number of variables: bill savings, resiliency, microgrids, and other concepts.

Regulatory Advocacy

R. 17-06-026 – PCIA Order Instituting Rulemaking – On Wednesday, February 7th, CalCCA filed a motion requesting an extension of time to file opening testimony in the PCIA docket. On February 20th, CPUC Administrative Law Judge Roscow granted the motion in part which established the due date for testimony as April 2nd and adjusted subsequent dates accordingly. Members of CalCCA continue to meet weekly to work with our experts and attorney on the development of testimony.

R. 12-02-009 – Order Instituting Rulemaking to Implement SB 790 – On January 30th, the IOUs filed a Petition for Modification of D.12-12-036 which established the CPUC's Code of Conduct covering utility CCA marketing and lobbying. On March 1st, CalCCA filed a response to the petition arguing that the Petition was deficient insofar as it did not establish facts necessary to prove that the IOUs were being harmed by the Code of Conduct, that the Code's prohibitions on lobbying were narrower than the IOU's describe, that the First Amendment does not require revision or wholesale elimination of the prohibition on "lobbying" and, finally, that allowing the IOUs to lobby local elected officials using ratepayer funds would violate ratepayers right to be free from compelled speech. Responses were also filed by WRCOG/LACCE/DCE, CCSF, Shell Energy, AReM/DACC, ORA, CUE and the City of San Diego. Only CUE supported the IOUs' position. The IOUs filed a reply to CalCCA's response on March 12th. The matter remains before the Commission for resolution.

R. 17-09-020 - Resource Adequacy (RA) – On January 30th, CCA parties, including PCE, filed comments on the Scoping Memo issued on January 18th. The CCAs generally advocated that the docket should cover the issues covered in Resolution E-4907 and should be the venue for resolving those matters. The CCAs also advocated for consideration of revisions to Cost Allocation Mechanism (CAM) treatment as part of discussions on multi-year resource adequacy and centralized buying of resource adequacy. The Commission chose to divide this proceeding into three tracks. Track 1 is narrowly defined to address issues that need resolution by mid 2018. Track 2 is defined to address issues needing resolution by end of 2018. Track 3 will serve as a catch all for remaining items.

RA Track 1 - On February 16th, the CCA parties submitted comments describing proposals for resolving E-4907 implementation matters, while keeping the door open for proposals on addressing backstop procurement later within the proceeding. On February 22nd and 23rd, the Commission held workshops to explore parties' proposals during which Jeremy Waen presented on the CCAs' concerns with proposed "central buying" of local RA products, such as via CAM. On March 7th, the CCA parties presented comments further responding to parties' proposals and issues raised at these workshops. On March 16th, the CCA parties provided reply comments on these matters as well. A Proposed Decision on Track 1 issues is expected in May or June.

AB 1110 Implementation (Docket 16-OIR-05): On February 23rd, CalCCA filed [comments](#) on Staff's [Draft Proposal](#) released January 6th. CalCCA pushed back hard on the draft proposal's idea to calculate the GHG emissions of PCC2 products utilizing the energy underlying the PCC2 transaction rather than the REC. CalCCA argued that such a framework was inconsistent with the contractual realities of PCC2 products and treatment of PCC2 products elsewhere within California; such a proposal would likely violate the dormant commerce clause as it would treat out of state PCC2 products differently than in-state PCC2 products; treatment the way staff proposes was not required by statute and is inconsistent with other state programs; and that staff's proposed treatment would lead to customer confusion.

R. 14-02-007 - NEM 2.0 – On February 20th, a [Proposed Decision](#) (PD) and an [Alternate Proposed Decision](#) (APD) were filed in the NEM 2.0 docket. Both decisions adopt programs designed to increase adoption of solar resources in disadvantaged communities (DACs). The PD adopts two programs to serve DACs: an expansion of the successful Single-family Affordable Solar Homes (SASH) program which will be called by the acronym DAC-SASH and a subsidized IOU green tariff product with the acronym DAC-Green Tariff. The APD adopts both the DAC-SASH and DAC-Green Tariff programs but also adopts a community solar program. The community solar program will utilize virtual net metering to bring bill savings to customers who enroll in the program. Virtual net metering is very similar to net metering in so far as solar-generated kWh are used to offset energy consumed by a household via bill credits. However, instead of the system being located on a customer's rooftop, the system is located offsite and the net billing occurs "virtually." PCE filed comments on both the PD and APD on March 12 which generally supported the APD but requested clarifications designed to ensure CCAs have clear opportunities to offer a DAC-Green Tariff or a community solar program with funding support from the Commission. Those clarifications included small changes to the location of community solar facilities so that PCE could participate in the program and providing guidance to the Commission on how to develop funding mechanisms for the DAC-Green Tariff that would be acceptable to CCAs in order to prevent anti-competitive impacts. PCE filed reply comments on March 19th which defended the implementation of the community solar program.

Legislative Advocacy

February 16th was the last day for bills to be submitted. The CalCCA Legislative Committee is analyzing and monitoring numerous bills for impacts on CCAs. At present, CalCCA has not identified any bills that are specifically focused on CCAs or a high threat to CCAs (unlike previous legislative sessions). [AB 813](#) (Holden) is seeking to kick off consideration of regionalization (expansion of the CalISO). CalCCA is also reviewing [SB 1399](#) (Wiener) which would authorize virtual net metering for nonresidential customers of the electrical corporation. [SB 1136](#) (Hertzberg) is a spot bill that will likely focus on resource adequacy. CalCCA is engaging on all three bills.

FISCAL IMPACT:

Not applicable.



PENINSULA CLEAN ENERGY
JPA Board Correspondence

DATE: March 14, 2018
BOARD MEETING DATE: March 22, 2018
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: Majority Present

TO: Honorable Peninsula Clean Energy Authority Board of Directors

FROM: Jeff Aalfs, Chair, Peninsula Clean Energy Authority

SUBJECT: Appointments to the Executive Committee and other Standing Board Committees

BACKGROUND:

As discussed earlier this year, we agreed that the Chair and Vice-Chair of the Board would propose a slate of Board Members annually for our two standing committees.

DISCUSSION:

Working closely with Vice Chair Rick DeGolia, and former Chair Dave Pine, I have solicited volunteers from the Board, and we now propose the following Committee rosters:

<u>Executive Committee:</u>	<u>Audit and Finance Committee:</u>
Jeff Aalfs, Chair	Donna Colson, Chair
Rick DeGolia, Vice-Chair	Larry May
Dave Pine	Carlos Romero
Pradeep Gupta	
Wayne Lee	
Gary Pollard	
Rick Bonilla	
Catherine Carlton	
Donna Colson	

The addition of Board members Bonilla, Carlton and Colson brings the Executive Committee to nine members; there was one empty seat, we are adding a seat, and Commissioner Groom has agreed to step down from the Committee. Thank you to Commissioner Groom for her service, and to Board Members Bonilla, Carlton and Colson for volunteering.

Our original plan was to expand the Audit and Finance Committee to 5 members, but there was not sufficient interest among Board members. Please consider joining the Audit and Finance Committee if you're looking to learn more about PCE's operations; there are many important, and interesting, questions we are currently working to address.

The makeup of both committees could change going forward, subject to the agreement of Committee members, but we will continue to seek Board approval of the membership annually, and if significant changes are made between annual appointments.

Respectfully submitted,

Jeff Aalfs, Chair, Board of Directors



**PENINSULA CLEAN ENERGY AUTHORITY
Board Correspondence**

DATE: March 13, 2018

BOARD MEETING DATE: March 22, 2018

SPECIAL NOTICE/HEARING: None

VOTE REQUIRED: None

TO: Honorable Peninsula Clean Energy Authority (PCE) Board of Directors

FROM: Jeremy Waen, Senior Regulatory Analyst

SUBJECT: Resource Adequacy (RA) and the Cost Allocation Mechanism (CAM)

BACKGROUND:

PCE staff will be providing a brief presentation on the Cost Allocation Mechanism (CAM) and its relationship to Resource Adequacy (RA) requirements for CCAs.

FISCAL IMPACT:

Not applicable.



**REGULAR MEETING of the Board of Directors of the
Peninsula Clean Energy Authority (PCEA)
Thursday, February 22, 2018
MINUTES**

Peninsula Clean Energy
2075 Woodside Road, Redwood City, CA 94061
6:30 p.m.

CALL TO ORDER

Meeting was called to order at 6:36 p.m.

ROLL CALL

Present: Dave Pine, County of San Mateo, *Chair*
Jeff Aalfs, Town of Portola Valley, *Vice Chair*
Rick DeGolia, Town of Atherton
Greg Scoles, City of Belmont
Madison Davis, City of Brisbane
Michael Brownrigg, City of Burlingame
Raymond Buenaventura, City of Daly City
Carlos Romero, City of East Palo Alto
Gary Pollard, City of Foster City
Harvey Rarback, City of Half Moon Bay
Laurence May, Town of Hillsborough
Wayne Lee, City of Millbrae
John Keener, City of Pacifica
Ian Bain, City of Redwood City
Marty Medina, City of San Bruno
Daniel Yost, Town of Woodside

Absent: County of San Mateo
Town of Colma
City of Menlo Park
City of San Carlos
City of San Mateo
City of South San Francisco

Staff: Jan Pepper, Chief Executive Officer
Jay Modi, Director of Finance and Administration
Siobhan Doherty, Director of Power Resources
Leslie Brown, Director of Customer Care

Jeremy Waen, Senior Regulatory Analyst
TJ Carter, Marketing Associate
Charlsie Chang, Outreach Fellow
David Silberman, General Counsel
Anne Bartoletti, Board Clerk/Executive Assistant to the CEO

A quorum was established.

PUBLIC COMMENT:

No public comment.

ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA ITEMS

Motion Made / Seconded, as modified: Lee / May

Motion passed unanimously 15-0 (Absent: County of San Mateo, Colma, Half Moon Bay, Menlo Park, San Carlos, San Mateo, South San Francisco.)

CLOSED SESSION

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Chief Executive Officer

2. RECONVENE OPEN SESSION AND REPORT OUT OF CLOSED SESSION

No reportable action taken.

REGULAR AGENDA

3. CHAIR REPORT

Dave Pine—Chair—reported that he and Jan spoke at the rally and press conference at the CPUC (California Public Utilities Commission) on Thursday, February 8, 2018, relating to CPUC Resolution E-4907, which would have delayed the launching of new CCAs (Community Choice Aggregation).

4. CEO REPORT

Jan Pepper—Chief Executive Officer—reported that she and staff are interviewing candidates for Power Resources Manager and Energy Programs Manager/Director. She announced that Peninsula Clean Energy (PCE) staff will attend the Sustainable San Mateo County awards on March 29th, when PCE and Joe Fullerton from the Citizens Advisory Committee (CAC) will receive the 2018 Sustainability Award. Board members are invited to attend as well.

5. CITIZENS ADVISORY COMMITTEE REPORT

Michael Closson—Chair of the Citizens Advisory Committee (CAC)—reported on discussions that took place at the last CAC meeting, including the process to fill vacancies on the committee, and results of a poll of CAC members on their areas of interest. Michael reported that the top three areas of interest were DER (Distributed Energy Resources), regulatory and legislative issues, and education.

6. AUDIT AND FINANCE COMMITTEE REPORT

Laurence May—Audit and Finance Committee Member—reported that the Committee reviewed and provided feedback on financial statements, a draft Credit Card Policy, and a draft Disbursement Policy.

7. MARKETING AND OUTREACH REPORT

TJ Carter—Marketing Associate—announced that an online application has been launched for PCE's Community Outreach Small Grant Pilot, that will provide grants for a six-month outreach collaboration. He reviewed reports outlining Opt-ups, Opt-outs, the Chambers of Commerce that PCE has joined, and PCE's recent and upcoming outreach events.

TJ reported that PCE will present two awards during San Mateo County's STEM (Science, Technology, Engineering, Math) fair on March 4th.

8. REGULATORY AND LEGISLATIVE REPORT

Jeremy Waen—Senior Regulatory Analyst—reported on CalCCA's (California Community Choice Association) advocacy work in Sacramento on January 24-25, reviewed PCE's recent filings, and reported that PCE staff held meetings with CPUC (California Public Utility Commission) Commissioner Peterman, Commissioner Randolph, Commissioner Guzman Aceves, and the Energy Advisor to CPUC President Picker, to discuss the Commission's IRP (Integrated Resources Plan) docket.

9. SELECTION OF CHAIR AND VICE CHAIR

Dave Pine reported that, at the January Board meeting, the Board of Directors adopted a policy outlining the process for selecting the Chair, Vice Chair, and making appointments to Committees. The Board appointed Wayne Lee, Ian Bain, Marty Medina, and Donna Colson to the Ad Hoc Nominating Committee.

Wayne Lee—Chair of the Nominating Committee—made a motion to give Dave Pine the official title of Founding Chair.

Motion Made / Seconded: Lee / Davis

The consensus of the Board was that the title was earned and well deserved. Dave Pine remarked that it has been a privilege to work with this team, and Chairing PCE's Board has been a highlight of his years of public service. Board members expressed their gratitude to Founding Chair Pine for his leadership.

Wayne Lee reported that the Nominating Committee created an application process, and he announced that the Nominating Committee nominated Jeff Aalfs for Chair, and Rick DeGolia for Vice Chair, and a motion to adopt the Committee's recommendation.

Motion Made / Seconded: Lee / Brownrigg

Motion passed unanimously 16-0 (Absent: County of San Mateo, Colma, Menlo Park, San Carlos, San Mateo, South San Francisco.)

10. UPDATE JPA VOTING SHARES

Leslie Brown—Director of Customer Care—reported that a provision in the Joint Powers Authority (JPA) allows the Board to have a weighted vote to act as a veto, and that the weighted voting shares need to be recalculated each year based on each jurisdiction's annual kWh (kilowatt hour) consumption. The Board reviewed the updated voting shares memo and exhibits. Daniel Yost noted that the Town of Woodside was missing from the exhibit in the version that was published in the packet. Accordingly, staff was directed to place the revised shares on the consent agenda for the March meeting

11. APPROVE ENDORSEMENT OF THE CITIZEN'S CLIMATE LOBBY'S CARBON FEE AND DIVIDEND PROPOSAL

Gary White—Group Leader of the San Mateo chapter of the Citizen's Climate Lobby (CCL)—reported that the CCL's proposal would place a fee on fossil fuels at the source and return the fees to American households on a per-capita basis as a monthly dividend. Gary reviewed a short PowerPoint presentation that included anticipated benefits of the proposal, and a draft Community Leader's Letter to Congress.

Carlos Romero and Michael Brownrigg requested clarification regarding a border adjustment tax. Gary clarified that the border adjustment tax would be assessed on goods made from fossil fuels. Gary offered to adjust the Community Leader's Letter to Congress to clarify the border adjustment tax. Ian Bain requested to amend the motion to have the letter include Gary's clarification. Gary reported he would make the change.

Motion Made / Seconded, as modified: Bain / Yost

Motion passed 11-0 (Absent: County of San Mateo, Colma, Menlo Park, San Carlos, San Mateo, South San Francisco. Abstain: Atherton, Burlingame, Half Moon Bay, Hillsborough, San Bruno)

12. REVIEW INSURANCE COVERAGE

Jan Pepper introduced Scott Johnson—Risk Manager of the County of San Mateo, Human Resources Department—who reviewed a summary of PCE’s current insurance policies that cover PCE’s Board, staff, and visitors, including Excess Liability, Directors and Officers Liability, and Workers’ Compensation. He reported that renewals will come due in July 2018, and additional insurance options will be researched.

13. CREATE A NEW RESIDENTIAL TIME-OF-USE, TOU-C, ELECTRIC RATE

Leslie Brown reported that PG&E is launching a new residential Time of Use rate (TOU-C) on April 1, 2018, that will be offered to 150,000 PG&E bundled customers via an opt-out enrollment process. Although PCE customers will not be automatically offered this rate, she requested that PCE create a similar rate to maintain consistency, and to minimize potential confusion and billing errors.

PUBLIC COMMENT:

Mark Roest, SeaWave Battery
James Tuleya, Sunnyvale
Ted Howard, PCE Citizens Advisory Committee

Motion Made / Seconded: Pollard / Lee

Motion passed unanimously 14-0 (Absent: County of San Mateo, Belmont, Colma, Daly City, Menlo Park, San Carlos, San Mateo, South San Francisco.)

14. PCE RATE CHANGE UPDATE

Leslie Brown reported that PG&E’s Advice Letter was released on February 16th with the latest rate information for their March 1, 2018 rate increase, and that PCE’s rate adjustments will be implemented shortly after PG&E’s rates go into effect. She reported that PCE’s new rates will maintain a 5% discount compared to PG&E. She reviewed PCE’s new rates.

15. UPDATE ON 2018 RFO FOR RENEWABLE AND STORAGE RESOURCES

Siobhan Doherty—Director of Power Resources—reviewed details of the RFO (Request for Offers) Process, evaluation criteria, and provided a statistical summary of the 113 unique offers PCE received. She reported that PCE Staff is evaluating proposals, and the evaluation and notification of short-listed offerors is expected to be completed by March 9, 2018.

PUBLIC COMMENT:

Mark Roest, SeaWave Battery

16. BOARD MEMBERS' REPORTS

None.

ADJOURNMENT

Meeting was adjourned at 9:39 p.m.



**PENINSULA CLEAN ENERGY AUTHORITY
Board Correspondence**

DATE: March 13, 2018
BOARD MEETING DATE: March 22, 2018
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: Majority Present

TO: Honorable Peninsula Clean Energy Authority Board of Directors

FROM: Leslie Brown, Director of Customer Care, Peninsula Clean Energy Authority

SUBJECT: JPA Weighted Vote Allocation

RECOMMENDATION:

Approve recalculated weighted voting shares based on annual energy consumption from 2017.

BACKGROUND:

As the Board is aware, the Joint Powers Agreement creating Peninsula Clean Energy has a “weighted” voting option. Votes are first taken by simple majority vote. Voting can stop there (and does stop there if the vote is AGAINST the item). However, if an item is APPROVED, a “weighted” vote can be called. If, pursuant to the weighted vote, the item is rejected, the weighed vote prevails. In other words, the weighted vote can serve as a possible veto. But to date, no weighted vote has ever been called. This is all covered by Section 3.7 of the Joint Powers Agreement.

Section 3.7 also provides for how the weighted voting strength of each member is calculated by taking that member’s jurisdiction’s annual electricity use and dividing that number by the total annual electricity use of all members’ jurisdictions. So, for example, at inception, the largest weighted share was South San Francisco’s at 15.18%. In any event, Section 3.7.2 requires that shares be revised annually.

DISCUSSION:

Staff has recalculated the shares based on usage from 2017 and prepared a revised Exhibit to be attached to the Joint Powers Agreement. Below is the energy consumption and weighted shares based on data received from PG&E's Item 16 report for 2017.

Usage Per City

City	Annual kWh	
ATHERTON	62,664,288	1.80%
BELMONT	88,333,458	2.54%
BRISBANE	57,469,444	1.65%
BURLINGAME	202,761,927	5.83%
COLMA	20,071,085	0.58%
DALY CITY	240,149,652	6.90%
EAST PALO ALTO	67,751,822	1.95%
FOSTER CITY	177,259,733	5.10%
HALF MOON BAY	55,749,795	1.60%
HILLSBOROUGH	55,357,571	1.59%
MENLO PARK	266,754,006	7.67%
MILLBRAE	75,810,842	2.18%
PACIFICA	97,630,827	2.81%
PORTOLA VALLEY	22,162,037	0.64%
REDWOOD CITY	464,545,460	13.35%
SAN BRUNO	133,176,510	3.83%
SAN CARLOS	152,028,851	4.37%
SAN MATEO	457,510,644	13.15%
SOUTH SAN FRANCISCO	516,696,376	14.85%
UNINCORPORATED	224,953,843	6.47%
WOODSIDE	39,684,206	1.14%
Grand Total	3,478,522,377	

Exhibits C and D
Annual Energy Use and Voting Shares

ANNUAL ENERGY USE WITHIN PCE JURISDICTIONS AND VOTING SHARES		
Twelve Months Ended December 2017		
<u>Party</u>	<u>Total kWh</u>	<u>Voting Share</u>
ATHERTON	62,664,288	1.80%
BELMONT	88,333,458	2.54%
BRISBANE	57,469,444	1.65%
BURLINGAME	202,761,927	5.83%
COLMA	20,071,085	0.58%
DALY CITY	240,149,652	6.90%
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SOUTH SAN FRANCISCO	516,696,376	14.85%
UNINCORPORATED	224,953,843	6.47%
WOODSIDE	39,684,206	1.14%
Total		100 %



**PENINSULA CLEAN ENERGY
JPA Board Correspondence**

DATE: March 14, 2018
BOARD MEETING DATE: March 22, 2018
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: Majority Present

TO: Honorable Peninsula Clean Energy Authority Board of Directors
FROM: Jay Modi, Director of Finance & Admin, Peninsula Clean Energy
SUBJECT: State Disability Insurance for Peninsula Clean Energy Staff

RECOMMENDATION:

Adopt State Disability Insurance (SDI) benefits for Peninsula Clean Energy Staff.

BACKGROUND:

Peninsula Clean Energy (PCE) has been making SDI payments to the Employment Development Department (EDD) as of 1/1/2017 but the payment hasn't been applied as PCE's SDI account wasn't established. Once the SDI account is established, PCE will be elected to register in to SDI retroactive to 1/1/2017.

DISCUSSION:

To proceed with establishing the SDI account, PCE is requesting to approve the Form DE 1378M (Application for elective coverage) and adopt SDI benefits for PCE staff.

FISCAL IMPACT:

No fiscal impact

ATTACHMENTS

A. Form DE 1378M

RESOLUTION NO. _____

**PENINSULA CLEAN ENERGY AUTHORITY, COUNTY OF SAN MATEO, STATE OF
CALIFORNIA**

* * * * *

**RESOLUTION ADOPTING STATE DISABILITY INSURANCE BENEFITS FOR
PENINSULA CLEAN ENERGY AUTHORITY STAFF**

RESOLVED, by the Peninsula Clean Energy Authority of the County of San Mateo, State of California, that

WHEREAS, the Peninsula Clean Energy Authority (“PCEA”) was formed on February 29, 2016 as a Community Choice Aggregation program (“CCA”); and

WHEREAS, since January 1, 2017, PCEA has been making regular payments for State Disability Insurance (SDI) to the Employment Development Department (EDD); and

WHEREAS, the payments have not been applied by EDD because PCEA has not established an SDI account; and

WHEREAS, PCEA needs to submit form DE 1378M (Application for elective coverage) to establish the SDI account; and

WHEREAS, PCEA is requesting approval of form DE 1378M to adopt SDI benefits for PCEA staff.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Board of Directors hereby approves the filing of said form DE 1378M and adoption of SDI benefits for Peninsula Clean Energy Authority staff.

* * * * *

[CCO-113499]

APPLICATION FOR ELECTIVE COVERAGE OF STATE DISABILITY INSURANCE* ONLY LOCAL PUBLIC ENTITIES AND INDIAN TRIBES

Reference: Section 709 of the California Unemployment Insurance Code (**CUIC**)

IMPORTANT

*Do not complete this form unless you wish to apply for State Disability Insurance only under Section 709 for **ALL** of your employees (excluding elected officials and appointees by the Governor). Coverage under this section of the CUIC **does not** make provision for Unemployment Insurance benefits.*

FOR DEPARTMENT USE ONLY

EMPLOYER ACCOUNT NUMBER		STATISTICAL CODE	
EFFECTIVE DATE		DATE EMPLOYER NOTIFIED	
APPROVED BY		DATE APPROVED	
SEND		NUMBER OF EMPLOYEES	

PLEASE TYPE OR PRINT

1. Name of Government Entity or Indian Tribe	Business Phone				
2. Business Address (Number, Street, City, County, State, ZIP Code)					
3. Mailing Address (Number, Street, City, County, State, ZIP Code)					
4. Type of Local Public Entity <input type="checkbox"/> County <input type="checkbox"/> City <input type="checkbox"/> Indian Tribe <input type="checkbox"/> Other (Specify) _____					
5. Law under which agency was established: (Complete a, b, c, or d; does not apply to Indian Tribes.)					
a. California Tax Law	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Title of Act</td> <td>Number</td> <td>Date</td> </tr> </table>	Title of Act	Number	Date	
Title of Act	Number	Date			
b. California Codes	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Title of Code</td> <td>Division</td> <td>Part</td> <td>Chapter</td> </tr> </table>	Title of Code	Division	Part	Chapter
Title of Code	Division	Part	Chapter		
c. Charter	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Title of Charter</td> <td>Date</td> </tr> </table>	Title of Charter	Date		
Title of Charter	Date				
d. Ordinance	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Title of Ordinance</td> <td>Date</td> </tr> </table>	Title of Ordinance	Date		
Title of Ordinance	Date				
6. Members of governing body of local public entity or Indian Tribe, such as Board of Supervisors, City Council, District Directors, Tribal Council, etc.					

Name	Title	Residence Address	Phone	Social Security Number

NOTE: If your application is approved, the elective coverage agreement will be subject to all of the requirements and conditions outlined in *Information Concerning Elective Coverage Under Section 709 of the California Unemployment Insurance Code (CUIC)*, **DE 1378L**. Please retain your copy of the DE 1378L for reference.

* Includes Paid Family Leave (PFL).

7. Appointive Positions: (These persons are eligible for coverage unless appointed by the Governor.)

Title of Position	Number of Positions in This Category	By Whom Appointed	Number of Persons Desiring Coverage

8. Total number of employees to be covered, excluding elected officers and those appointed by the Governor: _____

9. On what date do you wish elective coverage to commence? Keep in mind that the commencement date of an elective coverage agreement shall not be prior to the first day of the calendar quarter in which the application is filed, nor later than the first day of the following calendar quarter.

☐ First day of current quarter ☐ First day of next quarter

NOTE: Deductions should not be made from your employee's wages for the purpose of paying employee contributions required under the CUIC until your election is approved.

Attach a copy of the resolution in which the governing body described in Item 6 approved the filing of an application for elective coverage under Section 709 of the CUIC.

The governmental or tribal entity described in Item 1 hereby files its application under Section 709 of the CUIC to become an employer subject to the CUIC. It is understood that upon approval of the election by the Director, the governmental or tribal entity will be an employer subject to the CUIC for State Disability Insurance purposes only to the same extent as other employers as of the date specified in the approval, and will remain a subject employer for at least **two complete calendar years**. Thereafter, this election may be terminated as provided by the CUIC.

I certify that this application has been examined by me, and to the best of my knowledge and belief, it is true and correct and made in good faith under the provisions of the CUIC.

This certificate must be signed by one or more of the persons listed under Item 6.

Signature	Title	Date

Return completed application to:

Employment Development Department
Analysis Resolution and Correspondence Organization
PO Box 2068
Rancho Cordova, CA 95741-2068

Questions may be directed to the above address or call 888-745-3886.

The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Requests for services, aids, and/or alternate formats need to be made by calling 888-745-3886 (voice) or TTY 800-547-9565.



**PENINSULA CLEAN ENERGY
JPA Board Correspondence**

DATE: March 14, 2018

BOARD MEETING DATE: March 22, 2018

SPECIAL NOTICE/HEARING: None

VOTE REQUIRED: Majority Present

TO: Honorable Peninsula Clean Energy Authority Board of Directors

FROM: Jay Modi, Director of Finance & Admin, Peninsula Clean Energy

SUBJECT: Investment Account for Peninsula Clean Energy

RECOMMENDATION: Approve Resolution adopting the required Non-Corporate Resolution establishing an Investment Account with First Republic Investment Management.

BACKGROUND:

As Peninsula Clean Energy (PCE) has been in operation for over one year, PCE has increased its financial net position. During PCE's initial start-up phase, the focus was on setting up standard operating procedures with less focus on earning a return on accumulated funds. At this point, with the accumulation of substantial unrestricted funds in the operating account, it is financially prudent for PCE to earn a return on these funds.

PCE's Audit and Finance Committee has suggested that PCE invest the current funds into short-term (less than six month) Treasury bills so that a small return can be earned, in a safe investment vehicle, while a more comprehensive investment policy is developed. With the concurrence of the Audit and Finance Committee, PCE is working with NFP Retirement to draft the long-term Investment Policy. Thus PCE would like to establish an investment account at First Republic Bank to invest the current funds in short-term treasury bills.

DISCUSSION:

To proceed with establishing the investment account, First Republic Bank requires adoption of a Non-Corporate Resolution. It is recommended that the board adopt the attached Non-Corporate Resolution.

FISCAL IMPACT:

No fiscal impact

ATTACHMENTS

A. Non-Corporate Resolution

RESOLUTION NO. _____

**PENINSULA CLEAN ENERGY AUTHORITY, COUNTY OF SAN MATEO, STATE OF
CALIFORNIA**

* * * * *

**RESOLUTION ADOPTING THE REQUIRED NON-CORPORATE RESOLUTION
ESTABLISHING AN INVESTMENT ACCOUNT WITH FIRST REPUBLIC
INVESTMENT MANAGEMENT**

RESOLVED, by the Peninsula Clean Energy Authority of the County of San Mateo, State of California, that

WHEREAS, the Peninsula Clean Energy Authority (“PCEA”) was formed on February 29, 2016 as a Community Choice Aggregation program (“CCA”); and

WHEREAS, PCEA has engaged NFP Retirement to draft the long-term Investment Policy Statement (IPS); and

WHEREAS, before the long-term IPS is ready, PCEA would like to establish an investment account with First Republic Investment Management; and

WHEREAS, PCEA intends to invest in short-term (less than six months) Treasury bills with this investment account; and

WHEREAS, the bank requires adoption of the Non-Corporate Resolution to establish an investment account; and

WHEREAS, PCEA requests adoption of said Non-Corporate Resolution.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Board of Directors hereby adopts said Non-Corporate Resolution for and on behalf of the Peninsula Clean Energy Authority, and authorizes and directs the CEO to execute said Non-Corporate Resolution and any necessary ancillary documents.

* * * * *

[CCO-113499]

Non-Corporate Resolution

STEP 1. IDENTIFICATION OF QUALIFIED INTERMEDIARY/WITHHOLDING ENTITY

Legal Name of Organization Peninsula Clean Energy Authority	
Type of Organization Government Agency	Account Number (if assigned) —

Be it resolved that each of the following has been duly elected or appointed and is now legally holding the title set opposite his/her name.

Name of Authorized Person Janis Pepper	Title Chief Executive Officer
Name of Authorized Person Jay Modi	Title Director of Finance and Administration
Name of Authorized Person	Title

STEP 2. CERTIFICATION

I HEREBY CERTIFY that at a meeting, duly called, of the Board of Directors of Peninsula Clean Energy Authority, a Organization, at which said meeting a quorum was present and acting throughout, the following preamble and resolution was adopted and ever since has been and now is in full force and effect.

WHEREAS this Organization is duly authorized and permitted by its Charter and Bylaws to:

- Engage in any and all transactions authorized by California Government Code Sections 53600, et seq.
- Receive on behalf of the Organization or deliver to the Organization or third parties, including but not limited to the President, Vice President, Treasurer or any other authorized officer or person listed in Step 3 below giving such instruction, monies, stocks, bonds, and other securities. To sell, assign, and endorse for transfer, certificates representing stocks, bonds, or other securities now registered or hereafter registered in the name of the Organization.
- Establish and maintain an asset management account with debit card, check writing and margin privileges, from which account funds are directly spent, the responsibility for which is entirely that of the Organization.
- Borrow money or make any contract the effect of which is to borrow money, and secure such obligations by mortgages or other liens upon Organization property; borrow, guarantee and/or pledge any Organization assets as collateral, as the case may be, with respect to a loan; guarantee a borrowing of money or to make any contract the effect of which is to guarantee a borrowing, and secure such obligations by mortgages or other liens upon any Organization property.

Unless indicated otherwise here, the Organization will be assumed to have all powers listed above.

LIST ANY POWERS NOT AUTHORIZED HERE: _____

NOW THEREFORE BE IT RESOLVED that this Organization opened an account or accounts in its name with

First Republic Investment Management

Name of Introducing Firm

and that the individuals named in Step 3 below ("Authorized Person") or any one of them acting individually, may, on behalf of this Organization, be and they hereby are and each of them hereby is authorized and empowered to (1) give written or oral orders in the said account or accounts for the purchase, sale, or other disposition of stocks, bonds, and other securities, (2) deliver to and receive from Pershing LLC (Pershing), on behalf of this Organization monies, stocks, bonds, and other securities, (3) establish and maintain an asset management account with debit card, check writing and margin privileges from which account funds are directly spent with each authorized person as indicated in the separate asset management account agreement having check writing and debit card privileges, (4) order the transfer or delivery of funds, monies or securities to any other person whatsoever, including the President, Vice President, Treasurer or any other authorized officers or persons indicated below giving such instructions, (5) sign acknowledgements of the correctness of all statements of accounts, and (6) make, execute, and deliver under the organizational seal any and all written endorsements, releases and documents necessary or proper to effectuate the authority hereby conferred; the within authorization to each of said officers to remain in full force and effect until written notice of the revocation thereof shall have been received by

First Republic Investment Management

Name of Introducing Firm

and Pershing.



STEP 3. CERTIFICATION AND SIGNATURES

I FURTHER CERTIFY that the following are the names, titles and signatures of the officers (or others) authorized by the foregoing resolution to act for this Organization:

Printed Name Janis Pepper	Date - -
Title Chief Executive Officer	
Signature X	

Printed Name	Date - -
Title	
Signature X	

Printed Name	Date - -
Title	
Signature X	

Printed Name	Date - -
Title	
Signature X	

Printed Name	Date - -
Title	
Signature X	


IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal, if any, of said Organization

this _____ day of _____, 20_____.

[AFFIX COMPANY SEAL HERE IF
ORGANIZATION USES A SEAL]

Principal Signer of Certification

This individual may or may not be listed in the authorized persons box above.

Printed Name Janis Pepper	Date - -
Title Chief Executive Officer	
Signature 	

If the Principal Signer above is empowered to act for the Organization pursuant to these resolutions and certifications, but is not a Managing Member, a Managing Member of the Organization as set forth above must fill in and execute the Additional Certification in Step 4 below.


If the Organization has only one sole Managing Member, that Managing Member must make the certification immediately above indicating his or her company title in addition to filling in and executing the Additional Certification in Step 4 below.

STEP 4. ADDITIONAL CERTIFICATION

A Managing Member to complete only if the Principal Signer in Step 3 above is authorized to act pursuant to the foregoing resolutions, but is not a Managing Member, or if the Organization has only one Managing Member.

Check one:

- ☐ I FURTHER CERTIFY that the Principal Signer in Step 3 above is authorized by the foregoing resolutions and its operating documents to act hereunder.
- ☐ I FURTHER CERTIFY that the Organization has only one sole Managing Member and that I am that sole Managing Member and authorized to execute legal and binding documents in the name of and on behalf of the Organization pursuant to its governing documents.

Managing Member Printed Name	Date - -
Title	
Signature 	



PENINSULA CLEAN ENERGY
JPA Board Correspondence

DATE: March 13, 2018
BOARD MEETING DATE: March 22, 2018
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: Majority Present

TO: Honorable Peninsula Clean Energy Authority Board of Directors

FROM: Jan Pepper, Chief Executive Officer

SUBJECT: Energy Supply Procurement Report – March 2018

BACKGROUND:

This memo summarizes agreements entered into by the Chief Executive Officer since the last regular Board meeting in February. This summary is provided to the Board for information purposes only.

DISCUSSION:

The table below summarizes the contracts that have been entered into by the CEO in accordance with the following policy since the last board meeting.

Execution Month	Purpose	Counterparty	Term
March 2018	Purchase of Resource Adequacy	San Francisco Public Utilities Commission	1 month
March 2018	Purchase of Resource Adequacy	PG&E	<1 month

In December 2017, the Board approved the following Policy Number 15 – Energy Supply Procurement Authority.

Policy: “Energy Procurement” shall mean all contracting for energy and energy-related products for PCE, including but not limited to products related to electricity, capacity, energy efficiency, distributed energy resources, demand response, and storage. In

Energy Procurement, Peninsula Clean Energy Authority will procure according to the following guidelines:

- 1) **Short-Term Agreements:** Chief Executive Officer has authority to approve energy procurement contracts with terms of twelve (12) months or less. The CEO shall report all such agreements to the PCE board monthly.
- 2) **Medium-Term Agreements:** Chief Executive Officer, in consultation with the General Counsel, has the authority to approve energy procurement contracts with terms greater than twelve (12) months but not more than five (5) years. The CEO shall report all such agreements to the PCE board monthly.
- 3) **Intermediate and Long-Term Agreements:** Approval by the PCE Board is required before the CEO enters into energy procurement contracts with terms greater than five (5) years.