



**REGULAR MEETING of the Citizens Advisory Committee of the
Peninsula Clean Energy Authority (PCEA)
Thursday, October 20, 2016**

400 Harbor Blvd.
Building B, Bali Room
Belmont, CA 94002
7:00 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 Committee, please fill out a speaker's slip located on the tables as you enter the meeting room. If you have anything that you wish to be distributed to the Committee and included in the official record, please hand it to a member of PCEA staff who will distribute the information to the Committee members and other staff.

WELCOME

ROLL CALL

PUBLIC COMMENT

This item is reserved for persons wishing to address the Committee on any PCEA-related matters that are as follows: 1) Not otherwise on this meeting agenda; 2) Chief Executive Officer's of Staff Report on the Regular Agenda; 3) Committee 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 Committee 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 Committee Chair.

ACTION TO SET AGENDA AND APPROVE THE CONSENT AGENDA

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

REGULAR AGENDA

1. Updates from PCEA Staff (Discussion)
2. Marketing and Outreach (Discussion)
3. Identify Committee Member(s) to Report to the Board (Action)
4. Future Role and Membership of Citizens Advisory Committee (CAC) (Discussion)
5. Provide Input on the Draft Board Agenda for October 27, 2016 (Discussion)
6. Provide Input on the Draft PCEA Board Retreat November 12, 2016 (Discussion)

Public records that relate to any item on the open session agenda for a regular Committee 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 Committee. The Office of Sustainability, located at 455 County Center, 4th Floor, Redwood City, CA 94063, has been designated 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>.

CONSENT AGENDA

7. Approve the minutes for the August 4th, 2016 meeting (Action)



PENINSULA CLEAN ENERGY
JPA Citizens Advisory Committee Correspondence

DATE: October 18, 2016
BOARD MEETING DATE: October 20, 2016
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: Majority Present

TO: Honorable Peninsula Clean Energy Authority Citizens Advisory Committee
FROM: Jan Pepper, Chief Executive Officer, Peninsula Clean Energy
SUBJECT: Identify Committee Member(s) to Report to the Board (Action)

RECOMMENDATION:

Identify one or two members of the Citizens Advisory Committee (CAC) to report Committee activities and provide feedback to the Board of Directors at the Board meeting that follows the CAC meeting.

BACKGROUND:

The Board of Directors voted to extend the CAC meetings through the end of 2016, moving the meeting date to the Thursday before the Board meeting so the CAC can provide input on the Board agenda. The Board of Directors has added a standing agenda item for a CAC member to report to the Board starting at the October 27 Board of Directors meeting. The future, purpose, and direction of the CAC beyond 2016 is yet to be determined.

DISCUSSION:

Having the CAC report to the Board should improve communication between the CAC and the Board, and will create a formal opportunity for the CAC to provide feedback to the Board.

FISCAL IMPACT:

There is no fiscal impact.



PENINSULA CLEAN ENERGY
JPA Citizens Advisory Committee Correspondence

DATE: October 18, 2016
BOARD MEETING DATE: October 20, 2016
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: None

TO: Honorable Peninsula Clean Energy Authority Citizens Advisory Committee
FROM: Jan Pepper, Chief Executive Officer, Peninsula Clean Energy
SUBJECT: Future Role and Membership of Citizens Advisory Committee (Discussion)

BACKGROUND:

The Citizens Advisory Committee (CAC) was originally formed as an ad-hoc committee to provide recommendations to the Peninsula Clean Energy (PCE) Board of Directors until PCE's launch. Therefore, the CAC was to be dissolved in October 2016. The Board of Directors voted to extend the CAC meetings through the end of 2016 and moved the meeting date to the Thursday before the Board meeting. A standing agenda item was added to the Board of Directors meeting for the CAC to report to the Board. The future, purpose, and direction of the CAC beyond 2016 is yet to be determined. Organizations that currently serve on the CAC are as follows:

- Burlingame Citizens Environmental Council
- International Brotherhood of Electrical Workers, Local 1245
- MenloSpark
- Pacifica Climate Committee
- San Mateo Community Choice
- San Mateo County Association of Realtors
- San Mateo County Central Labor Council
- San Mateo County Economic Development Association
- San Mateo County League of Women Voters
- San Mateo County School Boards Association
- San Mateo Special Districts Association
- San Mateo County Transit District
- Sierra Club Loma Prieta Chapter

DISCUSSION:

The PCE Executive Committee discussed the current composition of the CAC membership, the role of the CAC in 2016, and what the role might be in the future. Some of the questions the Executive Committee discussed include:

- What is the definition of “Citizens Advisory”?
- Who should participate on the CAC?
- Should membership in a group be required for CAC membership, or just individual representation?
- Should potential CAC members be required to apply for membership?
- What should the role of the CAC be – to have an advisory role within PCE’s JPA, or to have an ambassador/advocate role within the community?

The PCE staff and the Board of Directors seek input from the Citizens Advisory Committee on the future role of the CAC. This would include when and where the CAC should meet, topics for discussion, the number of seats, the definition of “Citizens Advisory”, the selection process, and selection criteria for membership on the CAC.

FISCAL IMPACT:

The fiscal impact of continuation of the CAC is staff time to prepare for and conduct the CAC meetings.



**REGULAR MEETING of the Citizens Advisory Committee
of the Peninsula Clean Energy Authority (PCEA)
Thursday, August 4, 2016
MINUTES**

400 Harbor Blvd, Belize Room, Belmont CA 94002
7:00pm

CALL TO ORDER

Meeting was called to order at 7:08 pm.

WELCOME

ROLL CALL

Present: Landis Marttila, IBEW Local 1245
Michael Closson, MenloSpark
Janet Creech, San Mateo Community Choice
Amanda Borsum, San Mateo County Economic Development Association
Susie Raye, San Mateo County League of Women Voters
Harvey Rarback, San Mateo County Special Districts Association
Michelle Senatore, San Mateo County Transit District
Sue Chow, Sierra Club Loma Prieta Chapter

Absent: Mike McCord, Burlingame Citizens Environmental Council
Kirsten Schwind, Pacifica Climate Committee
Judy Taylor, San Mateo County Association of Realtors
James Ruigomez, San Mateo County Central Labor Council
Hector Camacho, San Mateo County School Boards Association

Staff: Jan Pepper, Chief Executive Officer
David Silberman, General Counsel
Kirsten Pringle, Office of Sustainability

A quorum was established.

PUBLIC COMMENT

There was no public comment on items not on the regular agenda.

REGULAR AGENDA

1. ACTION TO ADOPT REGULAR MEETING SCHEDULE AND APPROVE CONSENT AGENDA OF THE CITIZEN’S ADVISORY COMMITTEE

Motion to set the agenda and approve the consent agenda – Made / Seconded: Rarback/Raye

Motion passed 8-0. (Absent: McCord, Schwind, Taylor, Ruigomez, Camacho).

2. UPDATES FROM COUNTY STAFF

Jan Pepper—Chief Executive Officer of Peninsula Clean Energy— gave the Citizens Advisory Committee (CAC) an update on the status of PCE’s implementation and actions taken by the Board of Directors (Board). Ms. Pepper informed the CAC about the number of cities who have opted up their municipal accounts to ECO100; status of the enrollment notices and website and call center. Ms. Pepper also announced that Peninsula Clean Energy is hiring.

There was a question from the public regarding how municipal accounts fit into the load for the first phase of enrollment.

3. MARKETING AND OUTREACH

Kirsten Pringle—Office of Sustainability—gave an update on marketing and outreach for Peninsula Clean Energy. Ms. Pringle provided an overview of the residential and commercial outreach plans and reported metrics from the advertising campaign and website.

There were questions regarding the customer notification letter, status of the call center and number of opt-outs.

4. NET ENERGY METERING RATE AND PHASE-IN SCHEDULE

Ms. Pepper gave an overview of the net energy metering rate and phase-in schedule approved by the Peninsula Clean Energy Board of Directors. Ms. Pepper provided an overview of net energy metering; compared net energy metering to feed-in tariff programs; outlined the key features of Peninsula Clean Energy’s net energy program and explained the adopted phase-in schedule.

There were questions regarding a potential local solar program; feed-in tariff programs; how Peninsula Clean Energy’s net-energy metering program compares to other net energy programs; rate schedules; a potential cap on annual pay-outs for net energy metering customers; marketing for the net energy metering program and PG&E’s SmartDays program.

There were public comments regarding the features of Peninsula Clean Energy’s net energy metering program and a California Public Utilities Commission decision regarding customers with solar panels.

ADJOURNMENT

The CAC members suggested future agenda topics.

There was a public comment regarding the Power Charge Indifference Adjustment.

Meeting was adjourned.