

**REGULAR MEETING of the Board of Directors of the
Peninsula Clean Energy Authority (PCEA)
Thursday, February 25, 2021
6:30 pm**

PLEASE NOTE: for Video conference: <https://meetings.ringcentral.com/j/1483686564>

for Audio conference: dial 1-623-404-9000, or 1-773-231-9226,

then enter the Meeting ID: 148 368 6564 followed by #

You will be instructed to enter your participant ID followed by #.

NOTE: Please see attached document for additional detailed teleconference instructions.

PCEA shall make every effort to ensure that its video conferenced meetings are accessible to people with disabilities as required by Governor Newsom's March 17, 2020 Executive Order N-29-20. 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 PCEA to make best efforts to reasonably accommodate accessibility to this meeting and the materials related to it.

If you wish to speak to the Board, please use the "Raise Your Hand" function on the Ring Central platform. If you have anything that you wish to be distributed to the Board and included in the official record, please send to abartoletti@peninsulacleanenergy.com.

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 shall be given an opportunity to do so by the Board Chair during the videoconference meeting. 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. Audit and Finance Committee Report (Discussion)
5. Selection of Chair and Vice Chair (Action)
6. Selection of Citizens Advisory Committee Recruitment Committee (Action)
7. Review Strategic Budget Priorities (Discussion)
8. Approve Revised Policy 18 Financial Reserves Policy (Action)
9. Approve Revised Policy 1 on legislative initiatives and adopt PCE legislative platform for CY (Calendar Year) 2021 (Action)
10. Approve Revised Policy 16 Selection of the Chair and Vice Chair and appointment to the Executive Committee and other standing Board Committees (Action)
11. Board Members' Reports (Discussion)

CONSENT AGENDA

12. Approval of the Minutes for the January 28, 2021 Meeting (Action)
13. Approve JPA (Joint Powers Authority) Voting Shares (Action)
14. Approval of the Contract with Grid Alternatives for the Used EV (Electric Vehicle) program (Action)
15. Approve Amendment to the Resolution Establishing the Peninsula Clean Energy Authority Citizens Advisory Committee (Action)

INFORMATION ONLY REPORTS

16. Marketing and Outreach Report
17. Regulatory and Legislative Report

18. Community Energy Programs Report

19. Procurement Report

20. Resiliency Strategy Report

21. Report on California Community Power (CCP) Joint Powers Authority on Board Meeting held on February 17, 2021

22. Financial Reports

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 located at: <http://www.peninsulacleanenergy.com>.

Instructions for Joining a RingCentral Meeting via Computer or Phone

Best Practices:

- Please mute your microphone when you are not speaking to minimize audio feedback
- If possible, utilize headphones or ear buds to minimize audio feedback
- If participating via videoconference, audio quality is often better if you use the dial-in option (Option 1 below) rather than your computer audio

Options for Joining

- A. Videoconference with Phone Call Audio (*Recommended*) – see Option 1 below
- B. Videoconference with Computer Audio – see Option 2 below
- C. Calling in from iPhone using one-tap – see Option 3 below
- D. Calling in via Telephone/Landline – see Option 4 below

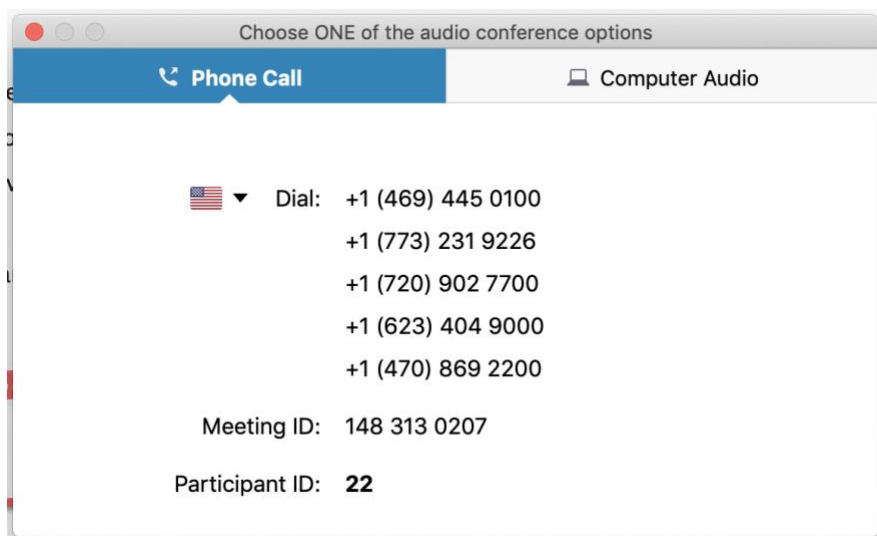
Videoconference Options:

Prior to the meeting, we recommend that you install the RingCentral Meetings application on your computer by clicking here: <https://www.ringcentral.com/apps/rc-meetings>

If you want full capabilities for videoconferencing (audio, video, screensharing) you must download the RingCentral application.

Option 1 Videoconference with Phone Call Audio (Recommended):

1. From your computer, click on the following link:
<https://meetings.ringcentral.com/j/1483686564>
2. The RingCentral Application will open on its own or you will be instructed to Open RingCentral Meetings.
3. After the application opens, the pop-up screen below will appear asking you to choose ONE of the audio conference options. Click on the Phone Call option at the top of the pop-up screen.

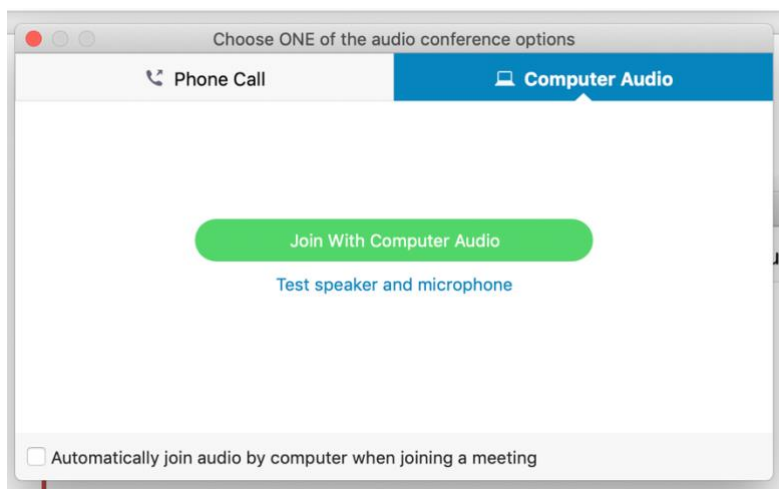


IMPORTANT: Please do not use the Participant ID that is in the picture to the left. Enter the Participant ID that appears on your own personal pop-up.

4. Please dial one of the phone numbers for the meeting (it does not matter which one):
 - +1 (623) 404 9000
 - +1 (469) 445 0100
 - +1 (773) 231 9226
 - +1 (720) 902 7700
 - +1 (470) 869 2200
5. You will be instructed to enter the meeting ID: **148 368 6564 followed by #**
6. You will be instructed to enter in your **Participant ID followed by #**. Your Participant ID is unique to you and is what connects your phone number to your RingCentral account.
7. After a few seconds, your phone audio should be connected to the RingCentral application on your computer.
8. In order to enable video, click on “Start Video” in the bottom left hand corner of the screen. This menu bar is also where you can mute/unmute your audio.

Option 2 Videoconference with Computer Audio:

1. From your computer, click on the following link:
2. <https://meetings.ringcentral.com/j/1483686564>
3. The RingCentral Application will open on its own or you will be instructed to Open RingCentral Meetings.
4. After the application opens, the pop-up screen below will appear asking you to choose ONE of the audio conference options. Click on the Computer Audio option at the top of the pop-up screen.



5. Click the green **Join With Computer Audio** button
6. In order to enable video, click on “Start Video” in the bottom left hand corner of the screen. This menu bar is also where you can mute/unmute your audio.

Audio Only Options:

Please note that if you call in/use the audio only option, you will not be able to see the speakers or any presentation materials in real time.

Option 3: Calling in from iPhone using one-tap

Click on one of the following “one-tap” numbers from your iPhone. Any number will work, but dial by your location for better audio quality:

+1(623)4049000,,1483686564# (US West)

+1(720)9027700,,1483686564# (US Central)

+1(773)2319226,,1483686564# (US North)

+1(469)4450100,,1483686564# (US South)

+1(470)8692200,,1483686564# (US East)

This is the call-in number followed by the meeting ID. Your iPhone will dial both numbers for you.

You will be instructed to **enter your participant ID followed by #**

If you do not have a participant ID or do not know it, you can stay on the line and you will automatically join the meeting

Option 4: Calling in via Telephone/Landline:

Dial a following number based off of your location:

+1(623)4049000 (US West)

+1(720)9027700 (US Central)

+1(773)2319226 (US North)

+1(469)4450100 (US South)

+1(470)8692200 (US East)

You will be instructed to enter the **meeting ID: 148 368 6564 followed by #**

You will be instructed to enter your **participant ID followed by #**.

If you do not have a participant ID or do not know it, you can stay on the line and you will automatically join the meeting.



**PUBLIC COMMENT for Peninsula Clean Energy
Board of Directors**

Fwd: IBEW 617 Letter to Jan Pepper

Bill Nack

Fri, Feb 19, 2021 at 6:15 PM

To: Anne Bartoletti

Cc: David Mauro

Hi Ann,

Please forward this email and the attached letter to the PCE Board.

Thanks you,

Bill Nack

----- Forwarded message -----

From: **Bill Nack**

Date: Fri, Feb 19, 2021 at 6:04 PM

Subject: IBEW 617 Letter to Jan Pepper

To: Jan Pepper

Hi Jan,

On behalf of IBEW 617 I have attached a letter expressing IBEW 617's appreciation for your comments and support of our policies at the CCP JPA Board Meeting held on February 17, 2021.

We are optimistic that San Mateo County's values will prevail as up-front policies adopted by the CCP JPA.

We are looking forward to working in partnership with you and PCE on this effort.

Regards,

--

Bill Nack

IBEW LOCAL



UNION 617

1701 LESLIE STREET
SAN MATEO, CA 94402

POWERING SAN MATEO COUNTY
SINCE 1908

(650) 574-4239
FAX (650) 574-1408

February 19, 2021

Jan Pepper, CEO
Peninsula Clean Energy
2075 Woodside Road
Redwood City, CA 94061

Dear Ms. Jan Pepper and Peninsula Clean Energy Board Members:

I am writing on behalf of International Brotherhood of Electrical Workers Local Union 617, San Mateo, California, to express our thanks for your support that you expressed at the February 17, 2021 CCP JPA Board Meeting to move forward with establishing labor, equity and environmental policies by the CCP JPA as upfront policies that will guide the development of all projects under the CCP JPA. We were encouraged to hear that most Board Members attending the February 17, 2021 meeting are in support of your position.

As stated in our letter to you dated February 15, 2021, we are asking all CCA's who are members of the CCP JPA to support the adoption of formal CCP JPA policies to ensure that the CCP JPA will seek to award contracts and negotiate contract terms that support local hire, support local business, support union labor and apprenticeship programs that create employment opportunities, support maintaining area construction wage standards, and support inclusive business practices. We also support having the CCP JPA adopt upfront policies not to negotiate agreements for unbundled renewable energy credits and to ensure that siting of new power plants resulting from CCP-negotiated power purchase agreements fully consider environmental and equity impacts.

We are very pleased that you have been appointed to the Ad Hoc Committee tasked with drafting a recommendation on this issue to be brought back to the full Board on March 17, 2021.

We urge the CCP JPA Ad Hoc Committee recommend labor, equity and environmental policies and goals adopted by the CCP JPA apply to all projects developed or negotiated by the CCP JPA.

International Brotherhood of Electrical Workers

Local Union Six Sebenteen



Specifically, we urge the CCP JPA Ad Hoc Committee recommend adoption of the following policies to the full Board:

A. Sustainable Workforce Policy. The CCP JPA shall use best efforts to ensure each construction contractor or subcontractor performing work on any CCP JPA project utilize local businesses, union labor, local apprenticeship, and fair compensation practices in program implementation including proper assignment of work to crafts that traditionally perform the work. CCP JPA projects shall include, but not be limited to, power purchase agreements, energy storage agreements, or energy efficiency program agreements developed or negotiated by the CCP JPA and entered into by more than one of the CCP JPA's individual CCA members. The CCP JPA shall collect information from respondents to any bidding and/or RFO/RFP/RFQ process regarding past, current and/or planned efforts by project developers and their contractors to:

- Employ workers and use businesses from the service territories of the CCP JPA members.
- Employ properly licensed (A, B, C10, C7, C46) contractors and California Certified electricians.
- Utilize multi-trade project labor agreements on the proposed project or any prior project developments.
- Utilize local apprentices, particularly graduates of local pre-apprenticeship programs.
- Pay workers the correct prevailing wage rates for each craft, classification and type of work performed.
- Display a poster at jobsites informing workers of prevailing wage requirements.
- Provide workers compensation coverage to on-site workers.
- Support and use State of California approved apprenticeship programs.

Relevant information submitted by proposers will be used to evaluate potential workforce impacts of proposed projects with the goal of promoting fair compensation, fair worker treatment, multi-trade collaboration, and support of the existing wage base in local communities where contracted projects will be located.

International Brotherhood of Electrical Workers

Local Union Six Sebenteen



B. Prevailing Wage Policy: The CCP JPA shall require bidders on all CCP JPA projects to pay prevailing wages for construction work, including any construction work contracted by third parties in order to fulfill the terms of the CCP JPA project. CCP JPA projects shall include, but not be limited to, power purchase agreements, negotiated by the CCP JPA and entered into by more than one of the CCP JPA's individual CCA members.

C. Project Labor Agreement Policy. CCP-developed projects that will be jointly-owned by more than one CCA member shall be constructed through a multi-trade project labor agreement or through multiple such agreements. Each construction contractor or subcontractor performing work on any CCP JPA member-owned project shall use a combination of local labor, union labor and apprenticeship programs, and shall follow fair compensation practices including proper assignment of work to crafts that traditionally perform the work.

D. Unbundled Renewable Energy Credits (RECs) Policy. The CCP JPA shall not pursue projects involving the use of unbundled renewable energy credits (RECs) for meeting its members' renewable energy goals.

E. Environmental and Environmental Justice Policy. The CCP JPA shall avoid or mitigate, to the extent feasible, potential environmental and environmental justice impacts of projects, and shall seek to ensure sustainable siting of renewable energy projects as part of the procurement process

F. Geographical Preference Policy. The CCP JPA shall first give a preference to projects that are located in a county or city that receives electric service from one or more of the CCP JPA member CCAs, then to projects that are located in Northern California, and then to projects that are located within California.

G. Public Advisory Committee Policy. The CCP JPA shall form a public advisory committee, including labor, environmental and equity representatives, to ensure transparency and public engagement in CCP's operations and procurement practices.

IBEW Local Union 617 supports and recommends adoption of the above labor, equity and environmental policies by the CCP JPA as upfront policies that will guide the development of all projects under the CCP JPA.

International Brotherhood of Electrical Workers
Local Union Six Sebenteen



By adopting clear policies now, CCP JPA will ensure that our community values regarding support of labor, local businesses, environmental values, and inclusive business practices will be infused in all CCP JPA projects.

IBEW 617 looks forward to partnering with you and other members of CCP JPA. Again, thank you for your continued support of our community and our values.

If we can be of assistance to you on this or any other issue, please do not hesitate to call.

Sincerely,

A handwritten signature in blue ink that reads "Dave Mauro". The signature is fluid and cursive, with the first and last names being clearly legible.

Dave Mauro, Business Manager
IBEW Local 617

cc: Peninsula Clean Energy Board Members

**PENINSULA CLEAN ENERGY AUTHORITY
Board Correspondence**

DATE: February 19, 2021
BOARD MEETING DATE: February 25, 2021
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: None

TO: Honorable Peninsula Clean Energy Authority (PCE) Board of Directors
FROM: Jan Pepper, Chief Executive Officer
SUBJECT: CEO Report

REPORT:

Staffing Updates:

PCE is currently recruiting for two positions, which can be found [here](#) on our website:

- Community Outreach Manager for Los Banos
- Legislative Analyst

Impact of COVID-19 on PCE Load

Attached to this report are summary graphs of the impact of COVID-19 on PCE's load. The first graph, "Monthly Load", shows the change in monthly load on a monthly basis, February through January. The January 2021 load was 4% less than the January 2020 load. The second graph, "Monthly Load Changes by Customer Class", shows that commercial classes have recovered from their lows in April 2020 and that while residential load is still higher than pre-pandemic, the magnitude of that increase is less. The third graph, "Load Shapes (PCE)", shows the change overall in our load on an hourly basis.

Reach Codes

Attached to this report is an updated table showing the status of Reach Code adoption by PCE jurisdictions. The new item is that San Carlos is expecting to pass their reach codes on Monday, February 22.

Other Meetings and Events Attended by CEO

I attended the first board meeting of CC Power, the new JPA which currently consists of 8 CCAs. The notes from this first meeting are found in agenda item 22.

I participated in the "Go-Green Radio Show" along with SVCE, SJCE and EBCE on Friday morning, February 19. The podcast from this show, which covers a variety of CCA issues, can be found on their website:

<https://www.voiceamerica.com/show/1303/go-green-radio>.

Participated in weekly and monthly CalCCA Board, Executive Committee, and Legislative Committee meetings

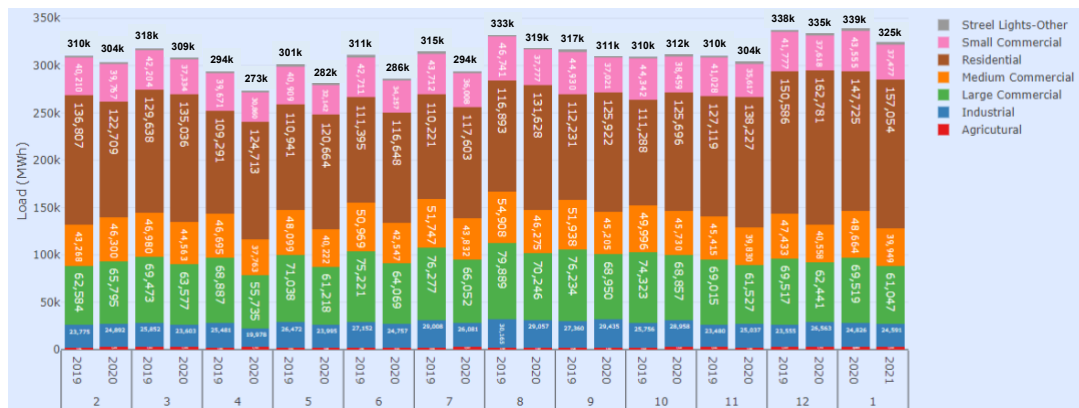
Participated in SV5 (formerly called MAG5) meetings

COVID-19 Load Impact Analysis

02/18/2021

Monthly Load

- 7% decrease in PCE's monthly load in the first few months after COVID (March through July of 2020 compared to same months in 2019)
- Only 2% decrease in August-December of 2020 (compared to same months in 2019)
- 4% decrease in January 2021 compared to January 2020



Peninsula Clean Energy

2

Monthly Load Changes by Customer Class

- Decrease in C&I load, increase in residential load in each month compared to same month in the previous year. (For months 2-12, the heatmap shows how much load in 2020 was lower/higher compared to same month in 2019. For month 1, it shows how much load in 2021 was lower/higher compared to month 1 in 2020).

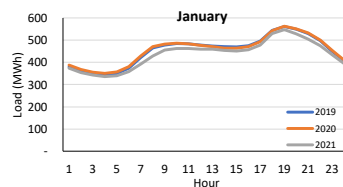
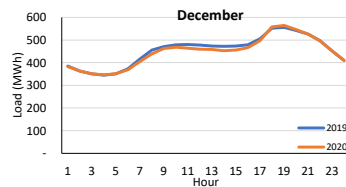
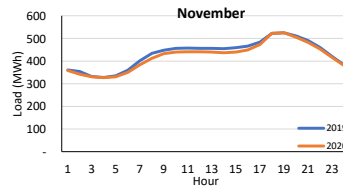
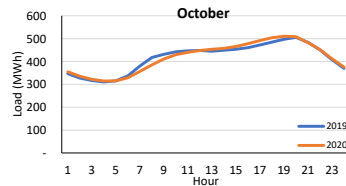
Agricultural	11%	13%	17%	-6%	16%	13%	-1%	2%	10%	-8%	-7%	-8%
Industrial	5%	-9%	-22%	-9%	-9%	-10%	-4%	8%	12%	7%	13%	-1%
Small Commercial	-1%	-12%	-22%	-21%	-20%	-18%	-19%	-18%	-13%	-13%	-10%	-14%
Medium Commercial	7%	-5%	-19%	-16%	-17%	-15%	-16%	-13%	-9%	-12%	-14%	-18%
Large Commercial	5%	-8%	-19%	-14%	-15%	-13%	-12%	-10%	-7%	-11%	-10%	-12%
Residential	-10%	4%	14%	9%	5%	7%	13%	12%	13%	9%	8%	6%
Street Lights-Other	3%	-1%	-2%	-1%	0%	2%	0%	0%	0%	-1%	-1%	0%
PCE	-2%	-3%	-7%	-6%	-8%	-7%	-4%	-2%	1%	-2%	-1%	-4%
Month	2	3	4	5	6	7	8	9	10	11	12	1

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3

Load Shapes (PCE)

- November, December: 2020 PCE load shapes (orange lines) have scaled down compared to 2019 shapes (blue lines)
- October: 2020 load marginally higher than 2019 load
- January: 2021 load lower than 2019 and 2020 load



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4

San Mateo County Status – Reach Codes

Member Agency	Reach Code Status	Building (proposed)	EV
Brisbane	Adopted	All-electric w/ exceptions	MUD 1xL2/ unit
Burlingame	Adopted	All-electric w/ exceptions	PCE model code (variant)
East Palo Alto	Adopted	All-electric w/ exceptions	PCE model code (variant)
Millbrae	Adopted	All-electric w/ exceptions	PCE model code (variant)
Menlo Park	Adopted	All-electric w/ exceptions	(existing EV code)
Pacifica	Adopted	All-electric w/ exceptions	(existing EV code)
County of San Mateo	Adopted	All-electric w/ exceptions	PCE model code
Redwood City	Adopted	All-electric w/ exceptions	PCE model code
San Mateo	Adopted	All-electric w/ exceptions (updated)	Increase EV capable
San Carlos	Adopted	All-electric w/ exceptions (updated)	PCE model code
Portola Valley	1 st reading TBD	(All-electric w/ exceptions)	(existing EV code)
South SF	Study Session 1/27		
Belmont, Daly City	Scheduling study session		
Colma, Foster City, Half Moon Bay, Hillsborough, San Bruno	Letter of Intent, Staff discussions or Council briefing done		
Atherton, Woodside	Declined		

Santa Clara County
Adopted: 12
In-Progress: 3



| 1

**PENINSULA CLEAN ENERGY
JPA Board Correspondence**

DATE: February 12, 2021
BOARD MEETING DATE: February 25, 2021
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: None

TO: Honorable Peninsula Clean Energy Authority Board of Directors

FROM: Andy Stern, Chief Financial Officer, Peninsula Clean Energy

SUBJECT: Review financial operating priorities recommended by Strategic Budget Priorities Subcommittee

BACKGROUND:

Staff presented a financial forecast to the Executive Committee at its meeting on January 11, 2021. Following a review of the forecast, the Executive Committee established the Strategic Budget Priorities Subcommittee and asked the Staff to present ideas for cost savings. Staff met with that Subcommittee on January 22, 2021 and February 1, 2021 and presented options for consideration.

The preferred options were then presented to the Executive Committee and Audit and Finance Committee at their meetings on February 8, 2021. Both committees supported the proposed changes.

Staff will provide a summary of those changes to the Board at its meeting on February 25, 2021. The changes fall into 2 primary categories and are summarized below:

Primary categories:

- Adjustment of expense forecast to reflect the updated timing of spending expectations
 - Internal policy adjustments to energy procurement
1. Revised plans for certain PPA project implementations.
 - a. Updated PPA assumptions based on projects shortlisted in the Fall 2020 RFO and optimized based on timing and cost.
 - b. Estimated savings of revised PPA project plan over a 5-year period ending June 2025 is \$8.3 million
 2. Eliminated Interim Annual Renewable Targets
 - a. Budget had assumed that Renewables Target was 50% through December 31, 2024, then 100% starting in CY 2025

- b. Staff had planned to implement “Stair-Step” Renewables Targets:
 - 60% in 2021
 - 70% in 2022
 - 80% in 2023
 - 90% in 2024
 - 100% in 2025 (unchanged from Budget since this was assumed)
- c. Shortfalls would have been made up by purchase of RECs
- d. Estimated savings of eliminating the stair-step approach over a 5-year period ending June 2025 is \$28.0 million
- 3. RA Penalty – Change in PCE’s Internal Policy to choose the least costly option
 - a. CPUC and CAISO have rules that impose penalties for not meeting RA requirements
 - b. CPUC has imposed penalties on CCAs
 - c. CAISO has rarely imposed them, but has the authority to do so
 - d. To date, PCE’s standard position has been to pay market prices for RA even if the cost is greater than the penalties
 - e. Other CCAs have adopted a practice to choose the least costly option
 - f. Estimated savings of revised internal policy over a 5-year period ending June 2025 is \$4.4 million
- 4. Energy Program Implementation Timing Adjustments
 - a. Reduction in current fiscal year expectations
 - b. Delays in timing of expected spend on programs as a result of
 - i. Reduced uptake assumptions (EVs, water heaters)
 - ii. Updated timing of EV charging incentive disbursements
 - iii. Eliminated future EV incentives for new vehicles
 - iv. Delayed Curbside, EV Workforce
 - c. Estimated savings of revised timing over a 5-year period ending June 2025 is \$11.0 million
- 5. Delayed implementation of Future Energy Resilience Programs
 - a. Continued implementation of current programs (i.e no impact)
 - i. Power on Peninsula Medical Resilience
 - ii. Power on Peninsula
 - iii. DER Evaluation for Municipal Facilities
 - b. Delay in Marketing programs for above programs
 - c. Reduction in non-specific Innovation program spending
 - d. Estimated savings of revised timing over a 5-year period ending June 2025 is \$6.9 million

**PENINSULA CLEAN ENERGY
JPA Board Correspondence**

DATE: February 25, 2021
BOARD MEETING DATE: February 25, 2021
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: Majority Present

TO: Honorable Peninsula Clean Energy Authority Board of Directors
FROM: Andy Stern, Chief Financial Officer, Peninsula Clean Energy
SUBJECT: Revise Policy 18: Financial Reserves Policy

RECOMMENDATION:

Approve revised Policy 18: Financial Reserves Policy.

BACKGROUND:

Peninsula Clean Energy (PCE) adopted its initial Financial Reserves Policy on June 28, 2018 and the Board adopted a revision on February 27, 2020. At the time of the last policy revision, PCE's total cash balance was approximately \$180 million representing an estimated 250 days of cash on hand under the policy the revised policy.

The current policy (adopted on February 27, 2020) is summarized as follows:

PCE will maintain the reserves at the following funding levels:

- *Operating / Working Capital Reserve equal to one hundred eighty (180) days of total operating expenses (including power supply expenses) held as unrestricted cash. Unrestricted cash is equal to total cash less:*
 - *cash held in restricted accounts (as collateral or by covenant), and*
 - *estimated future fiscal year commitments for Community Energy programs that have been approved by the Board*

The current policy requires staff to review the policy annually. Staff recently reviewed provided a financial update that included comparison of the reserve policies of other CCAs. Reviews were conducted with the Executive Committee (February 9, 2021), the Audit and Finance Committee (February 9, 2021), and the Strategic Budget Priorities Committee.

As part of that review, all 3 committees concluded that the current reserve policy, that deducts the estimated future commitments for energy programs, was more conservative

than most other CCAs and more conservative than the methodology used by various ratings agencies that PCE relies on for its investment grade ratings. The Executive Committee and the Audit and Finance Committees both voted in favor of recommendations of approval to PCE's Board. **NOTE: The proposed policy shown below is slightly edited for clarity from what was approved by those committees.**

The proposed new policy would be shortened and simplified as follows:

PCE will maintain an Operating / Working Capital Reserve equal to one hundred eighty (180) days of total operating expenses (including power supply expenses) held as unrestricted cash. Unrestricted cash is equal to total cash less cash held in accounts that are restricted from use (due to collateral or by covenant).

NOTE: THE PROPOSED POLICY ABOVE IS SLIGHTLY EDITED FROM WHAT WAS APPROVED BY THE EXECUTIVE COMMITTEE AND AUDIT & FINANCE COMMITTEE.

FISCAL IMPACT:

No immediate fiscal impact although, in the event that PCE's cash reserves dipped below the target level of 180 days at a future date, the Board may need to consider adjustments to PCE's operating procedures to maintain the required level.

STRATEGIC PLAN:

The Financial Reserves Policy addresses the following objectives and key tactics in Peninsula Clean Energy's strategic plan:

- Financial Stewardship Goal 5: Employ sound fiscal strategies to promote long-term organizational sustainability
 - Objective C: Financial Sustainability: Practice strategies to ensure long-term financial sustainability
 - Key Tactic 2: Maintain unrestricted financial reserves of at least 180 days cash to mitigate unexpected power cost fluctuations and economic downturns

ATTACHMENTS

- A. Redlined Current Policy 18
- B. Proposed Revised Policy 18

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

* * * * *

APPROVE REVISED POLICY 18 FINANCIAL RESERVES POLICY

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, the Board approved the initial PCEA reserves policy on June 28, 2018 and approved a revision on February 27, 2020; and

WHEREAS, the policy requires an annual review to ensure that the policy meets PCEA’s needs; and

WHEREAS, the Executive Committee and the Audit and Finance Committee reviewed the existing policy and considered alternatives and comparisons to other CCAs at their meetings on February 9, 2021 and both voted to recommend approval of the revised policy to the full Board.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Board approves the revised PCEA Financial Reserves Policy dated February 25, 2021.

* * * * *

[CCO-113499]



Policy Number: 18

Original Adoption Date:

June 28, 2018

Revised: February 27, 2020

Subject: Financial Reserves Policy

Purpose: Peninsula Clean Energy (PCE) will maintain Financial Reserves as described in this policy to:

- Meet PCE's strategic objectives
- Secure favorable commercial terms with vendors, including power producers
- Secure future stand-alone PCE credit rating
- Provide a contingency to provide rate stability for PCE customers
- Provide a source of funds for unanticipated expenditures

Policy Guidelines: PCE will maintain the reserves at the following funding levels:

- Operating / Working Capital Reserve equal to one hundred eighty (180) days of total operating expenses (including power supply expenses) held as unrestricted cash. Unrestricted cash is equal to total cash less:
 - cash held in restricted accounts (as collateral or by covenant), and
 - estimated future fiscal year commitments for Community Energy programs that have been approved by the Board

Spending Authority: Authority to spend from the reserves must align with Board approved budgets and must be approved by the Board.

Review of Policy: PCE staff will review the Reserve Policy annually to ensure it meets the needs of the agency.



Policy Number: 18
Original Adoption Date:
June 28, 2018
Revised: February 27, 2020
Revised: February 25, 2021

Subject: Financial Reserves Policy

Purpose: Peninsula Clean Energy (PCE) will maintain Financial Reserves as described in this policy to:

- Meet PCE's strategic objectives
- Secure favorable commercial terms with vendors, including power producers
- Secure future stand-alone PCE credit rating
- Provide a contingency to provide rate stability for PCE customers
- Provide a source of funds for unanticipated expenditures

Policy Guidelines: PCE will maintain an Operating / Working Capital Reserve equal to one hundred eighty (180) days of total operating expenses (including power supply expenses) held as unrestricted cash. Unrestricted cash is equal to total cash less cash held in accounts that are restricted from use (due to collateral or by covenant).

Spending Authority: Authority to spend from the reserves must align with Board approved budgets and must be approved by the Board.

Review of Policy: PCE staff will review the Reserve Policy annually to ensure it meets the needs of the agency.

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Spending Authority: Authority to spend from the reserves must align with Board approved budgets and must be approved by the Board.

Review of Policy: PCE staff will review the Reserve Policy annually to ensure it meets the needs of the agency.

**PENINSULA CLEAN ENERGY
JPA Board Correspondence**

DATE: February 17, 2021
BOARD MEETING DATE: February 25, 2021
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: Majority Present

TO: Honorable Peninsula Clean Energy Authority Board of Directors

FROM: Jan Pepper, CEO, Peninsula Clean Energy Authority

SUBJECT: Approve Revised Policy 1 on legislative initiatives and adopt the PCE legislative platform for CY (Calendar Year) 2021 (Action)

RECOMMENDATION:

Approve Revised Policy 1 on legislative initiatives and adopt the PCE Legislative Platform for CY (Calendar Year) 2021.

BACKGROUND:

On June 23, 2016 the Peninsula Clean Energy Authority Board of Directors adopted Policy 1 Legislative Policy. At that time a complementary legislative platform document did not yet exist, so the Policy included general criteria for its application. Policy 1 enables the Chief Executive Officer (CEO) of Peninsula Clean Energy Authority to take expedient action in support of or opposition to legislation or other initiatives related to the agency's mission. The authority is delegated pursuant to Policy 1 when certain conditions are met.

DISCUSSION:

Peninsula Clean Energy Authority staff have identified the need to update Policy 1. This revised policy 1 and an associated Legislative Platform to reflect PCE's positions for calendar year 2021 have been drafted. These were presented to the board Legislative Subcommittee in January, which proposed some modifications. The modified policy and legislative platform were presented to the PCE Executive Committee on February 8. The PCE Executive Committee recommends adoption of the revised Policy 1 and the Legislative Platform for 2021 by the full PCE board.

FISCAL IMPACT:

There is no fiscal impact currently associated with this report.

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

* * * * *

APPROVE REVISED POLICY 1 (LEGISLATIVE POLICY)
AND ADOPT CY 2021 LEGISLATIVE PLATFORM

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, the Board approved a PCEA legislative policy on June 23, 2016 (Policy 1);

WHEREAS, the Board has been presented a proposed revision to Policy 1 and a calendar year 2021 Legislative Platform, reference to which is hereby made for further particulars, that reflects current recommended policy priorities;

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Board approves the Revised Policy 1 Legislative Policy dated February 25, 2021 and adopts the calendar year 2021 Legislative Platform.

* * * * *

[CCO-113499]



Policy Number: 1

Adoption Date: June 23, 2016

[Revised:](#)

Subject: Delegation of authority to Chief Executive Officer to take action to [publicly](#) support or oppose legislation or other initiatives

Purpose: On occasion, the Chief Executive Officer is approached with a time-sensitive request to sign a [public](#) 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) [so long as such position is consistent with](#) Peninsula Clean Energy's [Board-adopted Legislative Platform](#).

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 [Board-approved Legislative Platform](#).
- 2) 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.
- 3) The Chief Executive Officer has conferred with the [staff legislative lead and both agree that the position that the Chief Executive Officer intends to take is consistent with the Legislative Platform adopted by the Board of Peninsula Clean Energy](#).
- 4) [If a subject comes before the Chief Executive Officer or staff legislative lead that the Legislative Platform does not cover, the Chief Executive Officer shall confer with the legislative subcommittee, time permitting, with the Chair of the Board of Directors, or the Vice-Chair, if the Chair is unavailable, prior to taking any position on the matter. If both the Chief Executive Officer and the Chair, Vice-Chair, or legislative subcommittee, as relevant based upon availability and timing, agree that: \(a\) the position that the Chief Executive Officer intends to take is consistent with the Legislative Platform or the mission of Peninsula Clean Energy, then the Chief Executive Officer may take the position.](#)

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Because of time constraints, bringing the matter to the Board of Directors at its next scheduled meeting is not practical. ¶

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Calling a special meeting to address the matter is neither practical nor appropriate under the circumstances. ¶

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Deleted: 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

Deleted: without a vote of the Commission is appropriate under the circumstances.

The Chief Executive Officer or staff legislative lead shall report any position taken pursuant to this policy at the next regularly scheduled Board of Directors meeting as part of the Chief Executive Officer Report or as part of the report prepared by the staff legislative lead. The Chief Executive Officer or staff legislative lead shall also ensure that the Board of Directors is provided with a copy of the letter or document communicating Peninsula Clean Energy's position on the legislation or initiative.

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Delegation of Authority to Indicate Support or Opposition Policy

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

Purpose: On occasion, the Chief Executive Officer is approached with a time-sensitive request to sign a public 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) so long as such position is consistent with Peninsula Clean Energy's Board-adopted Legislative Platform.

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 Board-approved Legislative Platform.
- 2) 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.
- 3) The Chief Executive Officer has conferred with the staff legislative lead and both agree that the position that the Chief Executive Officer intends to take is consistent with the Legislative Platform adopted by the Board of Peninsula Clean Energy.
- 4) If a subject comes before the Chief Executive Officer or staff legislative lead that the Legislative Platform does not cover, the Chief Executive Officer shall confer with the legislative subcommittee, time permitting, with the Chair of the Board of Directors, or the Vice-Chair, if the Chair is unavailable, prior to taking any position on the matter. If both the Chief Executive Officer and the Chair, Vice-Chair, or legislative subcommittee, as relevant based upon availability and timing, agree that: (a) the position that the Chief Executive Officer intends to take is consistent with the Legislative Platform or the mission of Peninsula Clean Energy then the Chief Executive Officer may take the position.

The Chief Executive Officer or staff legislative lead shall report any position taken pursuant to this policy at the next regularly scheduled Board of Directors meeting as part of the Chief Executive Officer Report or as part of the report prepared by the staff legislative lead. The Chief Executive Officer or staff legislative lead shall also ensure that the Board of Directors is provided with a copy of the letter or document communicating Peninsula Clean Energy's position on the legislation or initiative.

Delegation of Authority to Indicate Support or Opposition Policy



Peninsula Clean Energy Authority 2021 Legislative Platform

Overview and Purpose

Peninsula Clean Energy Authority's (PCE's) Legislative Policy Platform (Platform) serves as a guide to the PCE Board of Directors and PCE staff in their advocacy efforts and engagement on policy matters of interest to PCE. The Platform allows both Board members and staff to pursue actions at the local, regional, state and federal legislative levels in a consistent manner and with the understanding that they are pursuing actions in the best interest of the organization and its mission, its member agencies, and its customers. The Platform also enables the organization to move swiftly to respond to issues before Legislature and Executive Branch agencies including California Public Utilities Commission, the California Energy Commission, California Independent System Operator, and the Air Resources Board so that PCE's views can be heard on important matters in a timely fashion. The Platform also provides guidance to the Chief Executive Officer on support or oppose positions that should be taken on legislative matters identified by the staff legislative lead and the California Community Choice Association (CalCCA) Board of Directors.

I. Governance and Authority

- a. Oppose legislation that limits the local decision-making authority for CCAs, including rate-setting authority and procurement of energy and capacity to serve their customers.
- b. Oppose legislation that limits PCE's ability to effectively serve its customers.
- c. Support legislation that makes it easier for other cities and counties to form a CCA, become members of PCE or other CCAs, and oppose legislation that restricts that ability.

II. Decarbonization

- a. Advocate for and support legislative efforts to accelerate decarbonization of the energy sector, transportation and the built environment
- b. Advocate for and support legislative efforts to support and expand access to transportation and building electrification
- c. Advocate for and support efforts to ensure flexibility in program design so that local data and local needs directly inform program offerings
- d. Support state funding for electric vehicle infrastructure grant programs.
- e. Support legislative efforts to incentivize the delivery of carbon-free energy on a 24-7 basis.
- f. Advocate for and support legislative efforts to provide incentives to support underserved communities achieving decarbonization.

III. IOU Charges and Exit Fees (Power Charge Indifference Adjustment (PCIA))

- a. Support efforts that seek to eliminate exit fees including the PCIA or wind down exit fees within a reasonable time frame.

- b. Support efforts to minimize the cost of the PCIA generally and minimize its impact on PCE's rates.
- c. Support CalCCA efforts to increase the transparency of IOU electricity contracts that provide the basis for PCIA charges.
- d. Support legislation that would bring stability to the PCIA and/or provide new mechanisms for CCAs to securitize PCIA charges.
- e. Oppose legislation that would increase or expand exit fees on CCA customers.

IV. Resource Adequacy

- a. Support legislation by CalCCA to implement the recommendations from Working Group 3 via statute.
- b. Oppose legislation that would supplant CCAs' procurement authority for Resource Adequacy.
- c. Support reform of the CPUC resource adequacy program to allow for stability in the resource adequacy value of existing resources.
- d. Advocate for and support efforts to remove barriers to demand response, microgrids and behind the meter resources to provide Resource Adequacy.

V. Environmental Justice

- a. Support legislation that supports the ability of underserved communities in the PCE service territory to have affordable, reliable and clean energy.
- b. Support legislation that strengthens the resilience of vulnerable communities to the impacts of climate change.
- c. Support legislation that enables all communities, including emerging and historically marginalized communities in California, to participate in decarbonization efforts.

VI. Community Resilience

- a. Advocate for and support funding for programs implemented by CCAs and their member jurisdictions to increase community resilience to wildfires, PSPS events and other potential service disruptions.
- b. Support legislation that reduces barriers to microgrid development by CCAs.
- c. Oppose legislation that would enable IOUs to be the only developer of microgrids.
- d. Support legislation that increases development of community-level resources and distributed energy resources that increase resilience and reduce the need for new transmission and distribution infrastructure.

VII. Local Economic Development

- a. Support legislation that is consistent with PCE's commitment to a sustainable workforce.
- b. Support legislation that enhances opportunities for CCAs to promote local economic development through locally designed programs that meet the unique needs of their member agencies, communities, and customers.
- c. Support efforts to enhance development of local and regional sources of renewable energy.

- d. Support legislation that enables CCAs to collaborate with their member jurisdictions on local energy resources and projects to advance environmental objectives.
- e. Advocate for and support efforts to direct federal economic stimulus/recovery funding to CCAs to deliver local energy resources and projects, as appropriate.

VIII. California Energy Market Structure

- a. Oppose legislation that expands direct access or the ability or economic incentives for electric service providers to selectively recruit CCA or IOU customers.
- b. Support legislation that would create renewable content and environmental standards for electric service providers to match the products offered by CCAs.
- c. Support legislation that changes California's market structures towards innovative models that reduce costs of energy service and supports the expansion of carbon-free resources.

**PENINSULA CLEAN ENERGY AUTHORITY
JPA Board Correspondence**

DATE:	February 17, 2021
BOARD MEETING DATE:	February 25, 2021
SPECIAL NOTICE/HEARING:	None
VOTE REQUIRED:	Majority Present

TO: Honorable Peninsula Clean Energy Authority Board of Directors

FROM: Jan Pepper, CEO, Peninsula Clean Energy Authority

SUBJECT: Revision to Policy 16 - Board Officers & Committee Appointments

RECOMMENDATION:

Approve revised policy on the selection of the Chair and Vice Chair and appointment to the Executive Committee and other standing Board Committees.

BACKGROUND:

Peninsula Clean Energy Authority (PCE) was formed in February 2016 by the County of San Mateo and all twenty cities within the County. In March 2016, the PCE Board elected its first Chair (Dave Pine) and Vice Chair (Jeff Aalfs). In January 2018, the PCE Board adopted Policy 16 to govern the "Selection of the Chair and Vice Chair and appointment to the Executive Committee and other standing Board Committees." In February 2018, the PCE Board elected its second Chair (Jeff Aalfs) and Vice Chair (Rick DeGolia).

The PCE Board has established two committees:

- In April 2016, the PCE Board formed and appointed an Executive Committee made up of eight members.
- In April 2017, the PCE Board formed and appointed an Audit and Finance Committee made up of four members.

Policy 16 currently provides for a process that results in selection of these Committees in March.

In addition, from time to time, the CEO has requested that members of the Board serve on committees to provide her advice and counsel, often with respect to power purchase agreements. The policy described below and attached hereto is not intended to inhibit that practice. However, it is of note that those advisory groups will not be convened with a quorum of Executive Committee members or Audit and Finance Committee Members.

On January 24, 2019, in order to ease the Executive Committee and Audit and Finance

Committee's ability to reach a quorum, Policy 16 was revised to allow "up to nine members" on the Executive Committee, and "up to five members" on the Audit and Finance Committee.

DISCUSSION:

After the elections in November of 2020, the Executive Committee lost two members which reduced membership to seven. The reduction in the size of the Executive Committee inherently reduced the number of Board members who could participate on committees without reaching a quorum of the Executive Committee. Staff recommends adjusting Policy 16 to enable the newly elected Chair and Vice Chair to make appointments to the Executive Committee and other standing Board Committees in February rather than in March, to reduce the length of time the Executive Committee would function with reduced membership and participation.

RESOLUTION NO. _____

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

* * * * *

**RESOLUTION APPROVING REVISED POLICY ON THE SELECTION OF THE CHAIR
AND VICE CHAIR AND APPOINTMENT TO THE EXECUTIVE COMMITTEE AND
OTHER STANDING BOARD COMMITTEES**

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

WHEREAS, the Board of the Peninsula Clean Energy Authority approved a policy on the selection of the Chair and Vice Chair and appointment to the Executive Committee and other standing Board Committees on January 25, 2018, identified as Policy #16, and

WHEREAS, the Board of the Peninsula Clean Energy Authority elected its second Board Chair and Vice Chair on February 22, 2018, and

WHEREAS, the Board of the Peninsula Clean Energy Authority approved modifications of Policy #16 on January 24, 2019, increasing membership of the Executive Committee and Audit and Finance Committee to ease the Board Committees' ability to reach a quorum; and

WHEREAS, Policy 16 currently provides for a process that results in selection of these Committees in March; and

WHEREAS, Council-members are often elected in November; and

WHEREAS, modifications of Policy #16 are advised to enable Committee appointments to be made sooner to avoid lengthy periods where the Committees operate with less than a full complement of members.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Board approves the revised policy on the Selection of the Chair and Vice Chair and appointment to the Executive Committee and other standing Board Committees dated February 25, 2021.

* * * * *



Policy Number: 16
Original Adoption Date:
January 25, 2018
Revised: January 24, 2019

Subject: Selection of the Chair and Vice Chair and appointment to the Executive Committee and other standing Board Committees.

Policy: Policy governing: (i) the appointment of the Chair and Vice-Chair; (ii) the make up of, and appointment process for, the Executive Committee, the Audit Committee, and the Finance Committee; and (iii) the maximum term length, if any, of the Chair, Vice-Chair, and members the Executive Committee, and the Audit and Finance Committee.

Chair and Vice-Chair

The Chair and Vice-Chair will be elected by the Board to serve one year terms. The Chair and Vice-Chair will each be subject to a consecutive term limit of three years. That means that a member may serve as Chair for up to three consecutive one-year terms. However, after a break in service, a member may again serve as Chair. The same rules apply to the position of Vice-Chair. A member may consecutively serve three years as Vice-Chair and then three years as Chair. There is a general expectation that Vice-Chairs will serve as Chair following their term as Vice-Chair. However, ultimately, the decision whom to elect is at the discretion of the Board.

With respect to the process and timing for nomination and election of the Chair and Vice-Chair, every January the Chair will appoint an *ad hoc* nominating committee made up of between three and five Board members, each of whom has indicated to the Chair an intention not to seek the positions of Chair or Vice-Chair. At the January meeting of the Board, the Chair will inform the Board of the composition of the nominating committee and invite interested members to notify the nominating committee of their desire to serve as either Chair or Vice-Chair. Prior to the February meeting of the Board, the nominating committee shall confer and prepare a recommendation regarding who should serve as Chair and Vice-Chair for that year. At the February Board meeting, that recommendation shall be submitted to the Board and the Board shall take action thereon.

Executive Committee

The Executive Committee will consist of up to nine members, two of whom will be the Chair and Vice-Chair and up to seven of whom will be separately elected by the Board to serve one-year terms. The Chair of the Board shall also serve as the Chair of the Executive Committee. The Vice-Chair of the Board shall also serve as the Vice-Chair of the Executive Committee. Members of the Executive Committee will not be subject to term limits.

Members interested in serving on the Executive Committee will submit their letter of interest to the ~~then~~ current Chair, Vice Chair, and nominating committee ~~at least two weeks prior to the February board meeting.~~ The nominating committee will share these letters of interest with the members recommended by the nominating committee to serve as Chair and Vice Chair for the forthcoming year. After election as chair at the February board meeting, the new Chair will recommend to the Board at ~~the February~~ meeting a slate of up to seven additional Executive Committee members. The Board will be asked to cast a vote either for or against the entire slate. In the event the Board does not approve the slate, any Board members may nominate individual members to the Executive Committee ~~for the election at the February meeting in order to fill out the Executive Committee.~~

Audit and Finance Committee

The Audit and Finance Committee will consist of up to five members elected by the Board to serve one-year terms. Members of the Audit and Finance Committee will not be subject to term limits.

Members interested in serving on the Audit and Finance Committee will submit their letter of interest to the ~~then~~ current Chair, Vice Chair, and nominating committee ~~at least two weeks prior to the February board meeting.~~ The nominating committee will share these letters of interest with the members recommended by the nominating committee to serve as Chair and Vice Chair for the forthcoming year. After election as chair at the February board meeting, the new Chair will recommend to the Board at ~~the February~~ meeting a slate of up to five Audit and Finance Committee members. The Board will be asked to cast a vote either for or against the entire slate. In the event the Board does not approve the slate, any Board members may nominate individual members to the Audit and Finance Committee ~~for election at the February meeting.~~ Annually, the Audit and Finance Committee will elect a Chair of the Audit and Finance Committee at their first meeting following the election of the slate.

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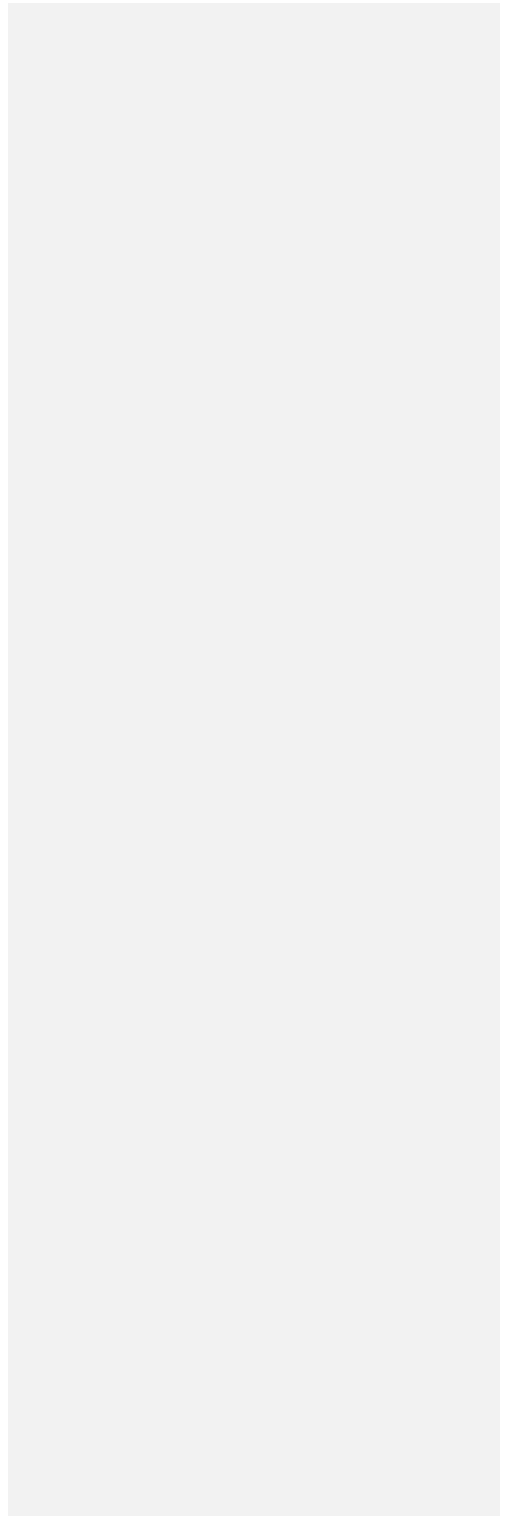
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Subject: Selection of the Chair and Vice Chair and appointment to the Executive Committee and other standing Board Committees.

Policy: Policy governing: (i) the appointment of the Chair and Vice-Chair; (ii) the make up of, and appointment process for, the Executive Committee, the Audit Committee, and the Finance Committee; and (iii) the maximum term length, if any, of the Chair, Vice-Chair, and members the Executive Committee, and the Audit and Finance Committee.

Chair and Vice-Chair

The Chair and Vice-Chair will be elected by the Board to serve one year terms. The Chair and Vice-Chair will each be subject to a consecutive term limit of three years. That means that a member may serve as Chair for up to three consecutive one-year terms. However, after a break in service, a member may again serve as Chair. The same rules apply to the position of Vice-Chair. A member may consecutively serve three years as Vice-Chair and then three years as Chair. There is a general expectation that Vice-Chairs will serve as Chair following their term as Vice-Chair. However, ultimately, the decision whom to elect is at the discretion of the Board.

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Executive Committee

The Executive Committee will consist of up to nine members, two of whom will be the Chair and Vice-Chair and up to seven of whom will be separately elected by the Board to serve one-year terms. The Chair of the Board shall also serve as the Chair of the Executive Committee. The Vice-Chair of the Board shall also serve as the Vice-Chair of the Executive Committee. Members of the Executive Committee will not be subject to term limits.

Members interested in serving on the Executive Committee will submit their letter of interest to the then current Chair, Vice Chair, and nominating committee at least two weeks prior to the February board meeting. The nominating committee will share these letters of interest with the members recommended by the nominating committee to serve as Chair and Vice Chair for the forthcoming year. After election as chair at the February board meeting, the new Chair will recommend to the Board at the February meeting a slate of up to seven additional Executive Committee members. The Board will be asked to cast a vote either for or against the entire slate. In the event the Board does not approve the slate, any Board members may nominate individual members to the Executive Committee for the election at the February meeting in order to fill out the Executive Committee.

Audit and Finance Committee

The Audit and Finance Committee will consist of up to five members elected by the Board to serve one-year terms. Members of the Audit and Finance Committee will not be subject to term limits.

Members interested in serving on the Audit and Finance Committee will submit their letter of interest to the then current Chair, Vice Chair, and nominating committee at least two weeks prior to the February board meeting. The nominating committee will share these letters of interest with the members recommended by the nominating committee to serve as Chair and Vice Chair for the forthcoming year. After election as chair at the February board meeting, the new Chair will recommend to the Board at the February meeting a slate of up to five Audit and Finance Committee members. The Board will be asked to cast a vote either for or against the entire slate. In the event the Board does not approve the slate, any Board members may nominate individual members to the Audit and Finance Committee for election at the February meeting. Annually, the Audit and Finance Committee will elect a Chair of the Audit and Finance Committee at their first meeting following the election of the slate.



**REGULAR MEETING of the Board of Directors of the
Peninsula Clean Energy Authority (PCEA)
Thursday, January 28, 2021
MINUTES**

Peninsula Clean Energy
Video conference and teleconference
6:30 p.m.

CALL TO ORDER

Meeting was called to order at 6:32 p.m.

ROLL CALL

Present: Dave Pine, County of San Mateo
Carolyn Bloede, County of San Mateo
Jeff Aalfs, Town of Portola Valley, *Chair*
Rick DeGolia, Town of Atherton, *Vice Chair*
Julia Mates, City of Belmont
Coleen Mackin, City of Brisbane
Donna Colson, City of Burlingame
Raquel "Rae" Gonzalez, Town of Colma
Roderick Daus-Magbual, City of Daly City
Carlos Romero, City of East Palo Alto
Sam Hindi, City of Foster City
Harvey Rarback, City of Half Moon Bay
Laurence May, Town of Hillsborough
Tom Faria, City of Los Banos
Betsy Nash, City of Menlo Park
Ann Schneider, City of Millbrae
Tygarjas Bigstych, City of Pacifica
Giselle Hale, City of Redwood City
Marty Medina, City of San Bruno
Laura Parmer-Lohan, City of San Carlos
Rick Bonilla, City of San Mateo
James Coleman, City of South San Francisco
Pradeep Gupta, Director Emeritus
John Keener, Director Emeritus

Additional Board Members Present:

Michael Smith, City of Redwood City
John Dugan, City of San Carlos

Absent: Town of Woodside

Staff: Jan Pepper, Chief Executive Officer
 Andy Stern, Chief Financial Officer
 Leslie Brown, Director of Customer Care
 Rafael Reyes, Director of Energy Programs
 Phillip Kobernick, Programs Manager
 Joseph Wiedman, Director of Legislative and Regulatory Affairs
 Jeremy Waen, Manager of Regulatory Affairs
 KJ Janowski, Director of Marketing and Community Affairs
 Kirsten Andrews-Schwind, Senior Manager of Community Relations
 Carlos Moreno, Outreach Specialist
 Darren Goode, Media Relations
 Siobhan Doherty, Director of Power Resources
 Dave Fribush, DER (Distributed Energy Resources) Technical Advisor
 Sara Maatta, Renewable Energy and Compliance Analyst
 Sapna Dixit, Strategic Accounts Manager
 Jennifer Stalzer Kraske, Deputy County Counsel
 Shayna Barnes, Administrative Assistant
 Anne Bartoletti, Board Clerk/Office Manager/Executive Assistant to the CEO

A quorum was established.

PUBLIC COMMENT:

Tim Strinden, Belmont Resident, Comments included in the Agenda Packet
 Jim Evangelist, San Bruno, CA, Comments included in the Agenda Packet
 Bruce Karney, Mountain View, CA, Comments included in the Agenda Packet

Jennifer Stalzer Kraske—Deputy County Counsel—presided over the official swearing-in of new Board members Raquel “Rae” Gonzalez—Town of Colma, Michael Smith—City of Redwood City, John Dugan—City of San Carlos, and James Coleman—City of South San Francisco.

ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA ITEMS

Motion Made / Seconded: Bonilla / Parmer Lohan

Motion passed 21-0

Resolutions 01-28-21 (4), (5), (6)

JURISDICTION	NAME	YES	NO	ABSTAIN	ABSENT
County of San Mateo	Director Pine	X			
County of San Mateo	Alternate Bloede	X			
Town of Atherton	Director DeGolia				X
City of Belmont	Director Mates	X			
City of Brisbane	Director Mackin	X			
City of Burlingame	Director Colson	X			
Town of Colma	Alternate Gonzalez	X			

City of Daly City	Director Daus-Magbual	X			
City of East Palo Alto	Director Romero	X			
City of Foster City	Director Hindi	X			
City of Half Moon Bay	Director Rarback	X			
Town of Hillsborough	Director May	X			
City of Los Banos	Director Faria	X			
City of Menlo Park	Director Nash	X			
City of Millbrae	Director Schneider	X			
City of Pacifica	Alternate Bigstyk	X			
Town of Portola Valley	Director Aalfs	X			
City of Redwood City	Director Hale	X			
City of San Bruno	Director Medina	X			
City of San Carlos	Director Parmer-Lohan	X			
City of San Mateo	Director Bonilla	X			
City of South San Francisco	Alternate Coleman	X			
Town of Woodside					X
	Totals	21			2

BOARD COMMENT ON CONSENT ITEM 10

Ann Schneider—City of Millbrae—discussed local hiring preference.

REGULAR AGENDA

1. CHAIR REPORT

Jeff Aalfs—Chair—reviewed Policy 16 procedures for nominating the Chair and Vice Chair, and making appointments to the Executive Committee. Jeff reported the new Chair and Vice Chair will be nominated and approved in February, and appointments to the Executive Committee will be made and approved in March. Jeff announced the Nominating Committee will be Dave Pine, Rick Bonilla, and Larry May. He asked those interested in the Chair, Vice Chair, and Executive Committee positions to contact Dave Pine.

2. CEO REPORT

Jan Pepper—Chief Executive Officer—provided a staffing update and welcomed new Board members. Jan reviewed the COVID-19 Load Impact Analysis, and provided an update on reach code adoption in San Mateo County.

3. CITIZENS ADVISORY COMMITTEE REPORT

Ray Larios—Citizens Advisory Committee Vice Chair—reported that the Citizens Advisory Committee (CAC) approved a recommendation on Equity, which is being brought to the Board tonight. He also

reported the CAC received a presentation from Joe Fullerton on resiliency at the San Mateo Community College.

4. APPROVE PENINSULA CLEAN ENERGY GENERATION RATE CHANGES

Leslie Brown—Director of Customer Care--reported that PG&E had a rate change on January 2, 2021, but details on components of the rate change weren't published until December 30, 2020. She reported that PG&E's rates have already been adjusted, but PCE's rates haven't been adjusted yet to accommodate a higher PCIA (Power Charge Indifference Adjustment) and lower PG&E generation rates.

Leslie reviewed PCE's rate making methodology, changes in PG&E's generation rates and the PCIA, and she reported more rate changes are expected in March 2021. She reviewed the staff recommendation that the Board authorize rate adjustments to maintain PCE's net 5% discount on ECOplus compared to PG&E, to go into effect on February 1, 2021, and that staff will return to the Board with additional recommendations when details of the March rate adjustments are released.

Board members discussed the CPUC's (California Public Utility Commission) approval process for PG&E's rates, PCE's rate making methodology, the impact of higher PCIA, PCE's commitment to providing a discount compared to PG&E's rates, customer awareness of utility rates, and the rate practices of other CCAs (Community Choice Aggregators).

The Resolution for this item states: Resolution authorizing the Chief Executive Officer to adjust Peninsula Clean Energy's rates in order to maintain a 5% discount in generation charges as compared to PG&E. Staff recommends that the Board authorize rate adjustments now to PCE ECOplus rates to reinstate the net 5% discount to all customers. If approved, new rates are expected to go into effect Feb 1, 2021. When details of the March rate adjustments are released staff will review impacts and return to the board with additional recommendations.

Motion Made to approve staff's recommendation / Seconded: DeGolia / Bonilla

Motion passed 21-0

Resolution No. 01-28-21 (1)

JURISDICTION	NAME	YES	NO	ABSTAIN	ABSENT
County of San Mateo	Director Pine	X			
County of San Mateo	Alternate Bloede	X			
Town of Atherton	Director DeGolia	X			
City of Belmont	Director Mates	X			
City of Brisbane	Director Mackin				X
City of Burlingame	Director Colson	X			
Town of Colma	Alternate Gonzalez	X			
City of Daly City	Director Daus-Magbual	X			
City of East Palo Alto	Director Romero	X			
City of Foster City	Director Hindi	X			

City of Half Moon Bay	Director Rarback	X			
Town of Hillsborough	Director May	X			
City of Los Banos	Director Faria	X			
City of Menlo Park	Director Nash	X			
City of Millbrae	Director Schneider	X			
City of Pacifica	Alternate Bigstyk	X			
Town of Portola Valley	Director Aalfs	X			
City of Redwood City	Director Hale	X			
City of San Bruno	Director Medina	X			
City of San Carlos	Director Parmer-Lohan	X			
City of San Mateo	Director Bonilla	X			
City of South San Francisco	Alternate Coleman	X			
Town of Woodside					X
	Totals	21			2

5. APPROVE PENINSULA CLEAN ENERGY PARTICIPATION IN CALIFORNIA COMMUNITY POWER (CC POWER) JOINT POWERS AUTHORITY AND DELEGATE AUTHORITY TO THE CHIEF EXECUTIVE OFFICER TO EXECUTE THE CC POWER JOINT POWERS AUTHORITY AGREEMENT

Jan Pepper outlined nine CCAs (Community Choice Aggregators) planning to participate in the Joint Powers Authority (JPA), and reported on a Study Session that took place on January 12, 2021, to address questions posed by the Board. She reported that CCA CEOs met on January 20, 2021 and discussed that, when the CC Power members meet in February, they will discuss developing a set of principles on labor, environment, and diversity, and that specific policies will be developed on a project-by-project basis. Jan outlined the CC Power JPA approval status, the benefits of joint action through CC Power, and reviewed the JPA agreement, governance, costs, project development, and timeline.

PUBLIC COMMENT

James Ruigomez, San Mateo County Building Trades Council
Tom Enslow, IBEW Local 617
Michael Closson, Menlo Park, CA
Alex Lantsberg, SF Electrical Construction Industry
Steven Booker, Political Director, IBEW Local 617
Mark Roest, Sustainable Energy Inc.

Board members discussed the JPA agreement as being separate from policies created by the CC Power Board, and PCE's commitment to support and promote PCE's Policy 10 Inclusive and Sustainable Workforce Policy to CC Power. Board members also discussed environmental sustainability, environmental protection, and wildlife protection.

Rick Bonilla—City of San Mateo—offered a motion with an amendment as direction to staff:

"I move to amend the proposed approval to include direction to staff that their first and continuing order of business at the CCP will be to propose and lobby for the adoption of formal CCP policies to

ensure that it will seek to award contracts and negotiate contract terms consistent with our values and goals regarding environmental sustainability, local hire, support of local business, support for union labor and apprenticeship programs that create employment opportunities, support for maintaining area construction wage standards, support for the use of a skilled and trained workforce, and support for inclusive business practices.”

Motion Made with Direction to Staff / Seconded: Bonilla / Romero

Motion passed 22-0

Resolution No. 01-28-21 (2)

JURISDICTION	NAME	YES	NO	ABSTAIN	ABSENT
County of San Mateo	Director Pine	X			
County of San Mateo	Alternate Bloede	X			
Town of Atherton	Director DeGolia	X			
City of Belmont	Director Mates	X			
City of Brisbane	Director Mackin	X			
City of Burlingame	Director Colson	X			
Town of Colma	Alternate Gonzalez	X			
City of Daly City	Director Daus-Magbual	X			
City of East Palo Alto	Director Romero	X			
City of Foster City	Director Hindi	X			
City of Half Moon Bay	Director Rarback	X			
Town of Hillsborough	Director May	X			
City of Los Banos	Director Faria	X			
City of Menlo Park	Director Nash	X			
City of Millbrae	Director Schneider	X			
City of Pacifica	Alternate Bigstyk	X			
Town of Portola Valley	Director Aalfs	X			
City of Redwood City	Director Hale	X			
City of San Bruno	Director Medina	X			
City of San Carlos	Director Parmer-Lohan	X			
City of San Mateo	Director Bonilla	X			
City of South San Francisco	Alternate Coleman	X			
Town of Woodside					X
	Totals	22			1

6. PRESENTATION ON SMC (SAN MATEO COUNTY) CLIMATE ALLIANCE

Dave Pine—Supervisor, County of San Mateo—introduced a collaborative effort between the Office of Sustainability (OOS), PCE, and cities in San Mateo County committed to combating climate change. Dave described the climate alliance as providing leadership to drive coordinated regional action, overcome significant barriers, pioneer new ideas and set examples, and demonstrate

feasibility for broad adoption. Dave reported the alliance members would commit to adopt a Climate Emergency Resolution, and one high impact climate measure per year.

Ray Mueller—Councilmember, City of Menlo Park—reported on challenges cities face taking on strong climate policies alone or doing an EIR (Environmental Impact Report) and outlined the power of groups of cities working together. Carolyn Bloede—Director, OOS—described the Climate Alliance as jurisdictions working together to test and prove high impact strategies and climate solutions. Jeff Aalfs reported that Diane Bailey of Menlo Spark has been instrumental in coordinating this alliance.

PUBLIC COMMENT

Mark Roest, Sustainable Energy Inc.

Daniel Yost, Woodside, CA

Board members discussed the potential for the alliance to provide leadership and support for resiliency sequestration projects, trees initiatives, addressing heat islands and noise pollution, working with students, sea level rise, microgrids, reach codes, equity and climate justice.

7. DISCUSSION AND ACTION RE: CITIZENS ADVISORY COMMITTEE STATEMENT ON EQUITY

Ray Larios requested the Board accept the recommendation on the draft equity statement from the CAC Equity and Inclusion Working Group. Ray reviewed the background on the CAC's 2020 workplan, and the development of the statement by the CAC Equity Working Group in response to the Black Lives Matter protests. He reported that at the January 14, 2021, meeting, the CAC unanimously approved the statement and recommended it to the Board. Ray read the preamble to the draft equity statement and the statement itself, describing the importance of the wording and explaining that the statement is a living document.

Board members thanked the CAC for the research, time, and effort they put forth to create the draft equity statement. The Board discussed the difference between equality and equity, environmental justice, how to engage with communities, and having a Board subcommittee work with the CAC and community members to build on the draft equity statement and create a DEAI (Diversity, Equity, Accessibility, and Inclusion) Policy and an action plan.

Motion Made / Seconded: Colson / Romero

Motion passed 19-0

Resolution No. 01-28-21 (3)

JURISDICTION	NAME	YES	NO	ABSTAIN	ABSENT
County of San Mateo	Director Pine	X			
County of San Mateo	Alternate Bloede	X			
Town of Atherton	Director DeGolia	X			
City of Belmont	Director Mates	X			
City of Brisbane	Director Mackin	X			
City of Burlingame	Director Colson	X			

Town of Colma	Alternate Gonzalez				X
City of Daly City	Director Daus-Magbual	X			
City of East Palo Alto	Director Romero	X			
City of Foster City	Director Hindi	X			
City of Half Moon Bay	Director Rarback				X
Town of Hillsborough	Director May	X			
City of Los Banos	Director Faria	X			
City of Menlo Park	Director Nash	X			
City of Millbrae	Director Schneider	X			
City of Pacifica	Alternate Bigstyk	X			
Town of Portola Valley	Director Aalfs	X			
City of Redwood City	Director Hale	X			
City of San Bruno	Director Medina	X			
City of San Carlos	Director Parmer-Lohan	X			
City of San Mateo	Director Bonilla	X			
City of South San Francisco	Alternate Coleman	X			
Town of Woodside					X
	Totals	20			3

Volunteers for the DEAI Subcommittee:

Board members (10-11):

Donna Colson - Burlingame (Lead/Chair)

Roderick Daus-Magbual - Daly City

Sam Hindi - Foster City

Betsy Nash - Menlo Park

Jeff Aalfs - Portola Valley (offered to assist)

Michael Smith - Alternate Redwood City

Marty Medina - San Bruno

Laura Palmer-Lohan - San Carlos

James Coleman - Alternate South San Francisco

Rick Bonilla - San Mateo (offered to serve as an Alternate)

Carlos Romero - East Palo Alto (awaiting confirmation)

CAC Members (2):

Ray Larios - Burlingame

Terri Givens - Menlo Park

Community Members – TBA

8. BOARD MEMBERS' REPORTS

Ann Schneider—City of Millbrae—thanked PCE staff, and she announced that Millbrae's reach codes were officially adopted by the CEC (California Energy Commission) today.

ADJOURNMENT

Meeting was adjourned at 10:06 p.m.

**PENINSULA CLEAN ENERGY AUTHORITY
Board Correspondence**

DATE: February 16, 2021
BOARD MEETING DATE: February 25, 2021
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 (Joint Powers Authority) Weighted Voting Shares Allocation

RECOMMENDATION:

Approve recalculated weighted voting shares based on 2020 annual energy consumption.

BACKGROUND:

As the Board is aware, the Joint Powers Authority (JPA) Agreement creating Peninsula Clean Energy includes a “weighted” voting option. The voting procedure is as follows: votes are first taken by simple majority vote. Voting automatically ends if the majority votes against an agenda item. However, if there is a majority vote for approval of an agenda item, a “weighted” vote by shares can be called by any Board member. Weighted votes are covered by Section 3.7 of the Joint Powers Authority:

3.7 Voting In general, as described below in Section 3.7.3, action by the Authority Board will be taken solely by a majority vote of the Directors present. However, as described below in Section 3.7.4, upon request of a Director, a weighted vote by shares will also be conducted. When such a request is made, an action must be approved by both a majority vote of Directors present and a majority of the weighted vote by shares present. No action may be approved solely by a vote by shares.

Specifically, sections 3.7.1, 3.7.2, 3.7.3 and 3.7.4 state the following:

3.7.1 Voting Shares

Each Director shall have a voting share as determined by the following formula: (Annual Energy Use/Total Annual Energy) multiplied by 100.

3.7.2. Exhibit Showing Voting Shares. The initial voting shares will be set forth in Exhibit D. Exhibit D shall be revised no less than annually as necessary to account for changes in the number of Parties and changes in the Parties' Annual Energy Use. Exhibit D and adjustments shall be approved by the Board.

3.7.3. Approval Requirements Relating to CCA Program. Except as provided in Sections 3.7.4 and 3.7.5 below, action of the Board shall require the affirmative vote of a majority of Directors present at the meeting.

3.7.4. Option for Approval by Voting Shares. Notwithstanding Section 3.7.3, any Director present at a meeting may demand that approval of any matter related to the CCA Program be determined on the basis of both voting shares and by the affirmative vote of a majority of Directors present at the meeting. If a Director makes such a demand with respect to approval of any such matter, then approval of such matter shall require the affirmative vote of a majority of Directors present at the meeting and the affirmative vote of Directors having a majority of voting shares present, as determined by Section 3.7.1 except as provided in Section 3.7.5.

If, pursuant to the weighted vote of the present members, the item is rejected or approved, the weighted vote prevails. In other words, the weighted vote can serve as a possible veto of the simple majority vote.

DISCUSSION:

Staff has recalculated the weighted shares based on usage from 2020 and prepared revised Exhibits C and D to be attached to the Joint Powers Authority. The JPA states that the values for Annual Energy Use will be designated in Exhibit C and shall be adjusted annually as soon as reasonably practicable after January 1, but no later than March 1 of each year. These adjustments shall be approved by the Board. The Exhibits C and D Annual Energy Use and Voting Shares were last updated and approved by the Board on February 27, 2020.

The table below includes the weighted shares for each service territory or member of the JPA based on data sourced from billing data provided by PCE's Data Management Provider, Calpine Energy Solutions, based on billing records for 2020. New to the table this year is Los Banos as they officially joined PCE at the end of 2020, however since PCE is not yet delivering power to Los Banos they are not yet eligible for a proportional weighted voting share. Staff is requesting Board approval of this revised schedule:

2021 Peninsula Clean Energy Voting Shares Distribution	
Service Territory	Distribution Weight (%)
SO SAN FRANCISCO INC	14.5%
REDWOOD CITY INC	13.1%
SAN MATEO INC	12.6%
MENLO PARK INC	8.0%
DALY CITY INC	7.2%
UNINC SAN MATEO CO	6.6%
FOSTER CITY INC	5.5%
BURLINGAME INC	5.4%
SAN CARLOS INC	4.7%
SAN BRUNO INC	3.5%
PACIFICA INC	2.9%
BELMONT INC	2.6%
MILLBRAE INC	2.1%
ATHERTON INC	1.9%
EAST PALO ALTO INC	1.9%
BRISBANE INC	1.8%
HILLSBOROUGH INC	1.7%
HALF MOON BAY INC	1.6%
WOODSIDE INC	1.2%
PORTOLA VALLEY INC	0.7%
COLMA INC	0.5%
LOS BANOS	N/A
Grand Total	100%

Exhibits C and D
Annual Energy Use and Voting Shares

ANNUAL ENERGY USE WITHIN PENINSULA CLEAN ENERGY JURISDICTIONS AND VOTING SHARES	
Twelve Months Ended December 2020	
<u>Party</u>	<u>Voting Share</u>
SO SAN FRANCISCO INC	14.5%
REDWOOD CITY INC	13.1%
SAN MATEO INC	12.6%
MENLO PARK INC	8.0%
DALY CITY INC	7.2%
UNINC SAN MATEO CO	6.6%
FOSTER CITY INC	5.5%
BURLINGAME INC	5.4%
SAN CARLOS INC	4.7%
SAN BRUNO INC	3.5%
PACIFICA INC	2.9%
BELMONT INC	2.6%
MILLBRAE INC	2.1%
ATHERTON INC	1.9%
EAST PALO ALTO INC	1.9%
BRISBANE INC	1.8%
HILLSBOROUGH INC	1.7%
HALF MOON BAY INC	1.6%
WOODSIDE INC	1.2%
PORTOLA VALLEY INC	0.7%
COLMA INC	0.5%
LOS BANOS	N/A
Grand Total	100%

RESOLUTION NO. _____

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

* * * * *

**RESOLUTION ADOPTING AN UPDATED WEIGHTED VOTING SHARES
ALLOCATION FOR EXHIBITS C AND D TO THE JOINT POWERS AUTHORITY
(JPA) AGREEMENT BASED ON 2020 ENERGY USAGE**

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

WHEREAS, the JPA creating Peninsula Clean Energy Authority includes a weighted voting option; and

WHEREAS, the voting share allocation shall be updated annually based on energy usage: and

WHEREAS, Peninsula Clean Energy Authority staff has re-calculated the weighted voting allocation based on 2020 energy usage.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Board adopt the updated voting shares allocation and replace the existing Exhibits C and D to the Joint Powers Authority (JPA) Agreement with the revised Exhibits C and D prepared by Peninsula Clean Energy staff.

* * * * *



**PENINSULA CLEAN ENERGY
JPA Board Correspondence**

DATE: February 19, 2020

BOARD MEETING DATE: February 25, 2021

SPECIAL NOTICE/HEARING: None

VOTE REQUIRED: Majority Present

TO: Honorable Peninsula Clean Energy Authority Board of Directors

FROM: Jan Pepper, Chief Executive Officer, Peninsula Clean Energy
Rafael Reyes, Director of Energy Programs

SUBJECT: Contract with GRID Alternatives for Administration of Used Electric Vehicle Incentive Program

RECOMMENDATION

Delegate authority to the Chief Executive Officer to execute contract with GRID Alternatives up to \$180,000 over 3 years to administer the Used Electric Vehicle Incentive Program.

BACKGROUND

Peninsula Clean Energy's mission is to reduce greenhouse gas (GHG) emissions in San Mateo County. California's goal is to be carbon neutral by 2045, which PCE aims to support through investment in local community programs. On-road transportation emissions account for 61% of direct emissions within the County and are still increasing. Half (54%) of transportation emissions are from personally owned vehicles such as sedans, light-duty trucks, and SUVs. There are approximately 650,000 personal vehicles registered in San Mateo County, of which only 4% are full battery electric vehicles (BEVs) or plug-in hybrid electric vehicles (PHEVs). Increasing EV adoption is critical to achieve deep decarbonization in San Mateo County. The up-front cost of EVs is one of the key barriers to adoption thus incentive programs remain important to continue to encourage EV adoption.

In April 2018, the Board approved the first phase of EV programs, including a pilot for New EV incentives, Used EV incentives for low income residents, and EV Ride & Drive events. In September 2018, the Board approved the PCE Program Roadmap, which identifies programs for 2019 and beyond including transportation electrification measures, such as new and used vehicle purchase incentives, a multi-year electric vehicle (EV) infrastructure program, fleets, and shared mobility. In March 2019, PCE launched the low income Used EV incentive program which provides incentives up to \$4,000 for income-

qualified (based on 400% of Federal Poverty Level) San Mateo County residents to purchase used PHEVs or BEVs. The program has operated in partnership with the community service organization Peninsula Family Service which provides vehicle loans and financial coaching to help participants purchase used vehicles.

PCE's incentive may be combined with other income-qualified EV incentive programs such as the Clean Cars for All Program from the Bay Area Air Quality Management District or the state-wide Clean Vehicle Assistance Program. When combined with another program, the PCE incentive is \$2,000; when not combined it is \$4,000. PCE provides robust EV education and personalized assistance to all participants, typically by phone. The program is under continuous operation and as of February 3, 2021 has provided incentives to 85 residents.

Because the economic downturn is anticipated to shift more buyers to the used car market and the general lack of incentives for used EVs, staff proposed to offer Used EV incentives to non-income-qualified residents in addition to the larger incentive for income-qualified residents. The used vehicle market is roughly 3 times the size of the new vehicle market; however, used EV sales in 2019 were roughly half of that of new EVs. Additionally, there are no "general" incentive programs for used EVs (i.e. that aren't limited to households with low-income) so PCE's incentive will be the only incentive available to non-income-qualifying residents. In October 2020, the Board approved an updated three-year budget (FY21-22 through FY 23-24) for new and used vehicle incentives, including the expansion of the Used EV program to include not only income-qualifying incentives (revising and extending the current program), but also incentives for non-income-qualifying residents.

DISCUSSION

Following Board approval, a competitive process was run in late 2020 for a program administrator for the expanded Used EV program. The selected administrator would be tasked with managing all program applications; however, a primary focus of their scope would be to provide one-on-one education and assistance to income-qualified residents as the current program does and lead outreach for the program outreach targeting income-qualified and underserved communities.

PCE received proposals from two vendors and their corresponding bid partners. With the assistance from a member of the Citizens Advisory Committee (CAC), staff interviewed and evaluated both proposing teams. GRID Alternatives was selected as the preferred vendor due to their experience working with low-income and underserved communities and familiarity and experience with other income-qualifying EV incentive programs, including leading the outreach and case management for the Bay Area Air Quality Management District Clean Cars for All program.

As part of the contract, GRID Alternatives would:

- Set up a dealerships network whereby PCE could offer its incentive to customers at point of sale

- Lead outreach targeting income-qualified and underserved communities
- Provide one-on-one support, education, and case management for income-qualified applicants
- Review and approve all program applications

The proposed contract with GRID Alternatives is an amount not to exceed \$180,000 for three years. As with the current program, PCE would continue to issue the customer incentive payments directly, thus the incentive budget for the Used EV program is not included as part of this contract. It is expected that with an EV incentives budget of \$450,000 per year, PCE could support 250-300 used EV incentives and aim for at least half to go to income-qualified residents. Peninsula Family Service (PFS) will continue to be a partner in the program in a more focused role to provide promote and provide referrals to the PCE program through its DriveForward vehicle loan program.

This revamped program would have a “base” incentive available to any resident and an “add on” for income-qualified residents (400% of Federal Poverty Level). The program would retain the current incentive levels for income-qualified residents for BEVs but reduce it by \$300 for PHEVs. The incentive levels would be as follows:

- Base incentive: \$700 for PHEVs or \$1,000 for BEVs
- Income-qualified add on: +\$1,000 if stacking with another program OR +\$3,000 if not, which would result in \$1,700 or \$3,700 for PHEVs (changed offering) or \$2,000 or \$4,000 for BEVs (same offering)

The incentive will be offered both at point of sale through a the PCE dealership network or as a post-purchase mail-in rebate. Participants must be residents of San Mateo County and will be required to apply and be approved prior to purchasing a vehicle. As with the current program, participants could purchase their vehicle at an in-county or out-of-county dealership of their choice, but no private sales would be allowed. Additional vehicle eligibility requirements would be introduced, including a price cap of \$25,000 on eligible vehicles and potential vehicle age and electric range requirements. PCE would finalize its eligibility requirements and update any processes and policies from the current program in collaboration with GRID Alternatives.

The current income-qualified Used EV program would continue to run until the new expanded Used EV program is launched. If approved, GRID Alternatives would begin its start-up tasks, including setting up the dealership network, in March and staff would aim for a Q2 2021 program launch.

PCE staff is recommending for approval the attached draft contract with GRID Alternatives pending refinement by the CEO and General Counsel.

RESOLUTION NO. _____

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

* * * * *

**RESOLUTION DELEGATING AUTHORITY TO THE CHIEF EXECUTIVE OFFICER
TO EXECUTE AN AGREEMENT WITH GRID ALTERNATIVES TO ADMINISTER THE
USED ELECTRIC VEHICLE INCENTIVE PROGRAM IN AN AMOUNT NOT TO
EXCEED \$180,000 OVER THREE YEARS**

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

WHEREAS, PCE was formed on February 29, 2016; and

WHEREAS, reducing greenhouse gasses to reduce the adverse public wellbeing and economic impacts of climate change is an organizational priority for PCE; and

WHEREAS, on-road transportation emissions account for 60% of directly inventoried GHG emissions within the County; and

WHEREAS, supporting electric vehicles ("EVs") are an important mechanism for reducing greenhouse gas emissions and improving the local economy; and

WHEREAS, vehicle incentives are important in reducing the high cost barrier for customers and increasing sales above business as usual; and

WHEREAS, electrifying all powered modes of transportation to reduce greenhouse gasses is part of PCE's program roadmap as approved by this Board; and

WHEREAS, PCE has been running a Used EV incentive program for income-qualifying residents since March 2019 with Board approval; and

WHEREAS, in October 2020, the PCE Board approved the extension of the program for three additional years and its expansion to offer incentives to non-income-qualified residents in addition to the larger incentives for income-qualified residents; and

WHEREAS, PCE issued a request for proposals on October 27, 2020 seeking proposals to provide administration for the Used EV program, including outreach and case management for income-qualified residents and application review for all program participants; and

WHEREAS, GRID Alternatives was selected for their experience with low income and underserved communities and familiarity with other income-qualifying EV incentive programs available in the region; and

WHEREAS, PCE staff and GRID Alternatives have negotiated and agreed on the core terms of an agreement to be effective from approximately April 2021 through July 2024 in an amount not to exceed \$180,000;

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Board delegates authority to the Chief Executive Officer to finalize and execute the agreement with GRID Alternatives in an amount not to exceed \$180,000 over three years and in a form approved by the General Counsel.

* * * * *



AGREEMENT BETWEEN THE PENINSULA CLEAN ENERGY AUTHORITY AND GRID ALTERNATIVES, INC.

This Agreement is entered into this [day] of March, 2021, by and between the Peninsula Clean Energy Authority, a joint powers authority of the state of California, hereinafter called "PCEA," and GRID Alternatives, hereinafter called "Consultant."

* * *

Whereas, pursuant to Section 6508 of the Joint Exercise of Powers Act, PCEA may contract with independent contractors for the furnishing of services to or for PCEA; and

Whereas, it is necessary and desirable that Consultant be retained for the purpose of administering a used electric vehicle incentive program.

Now, therefore, it is agreed by the parties to this Agreement as follows:

1. Exhibits and Attachments

The following exhibits and attachments are attached to this Agreement and incorporated into this Agreement by this reference:

Exhibit A—Services

Exhibit B—Payments and Rates

2. Services to be performed by Consultant

In consideration of the payments set forth in this Agreement and in Exhibit B, Consultant shall perform services for PCEA in accordance with the terms, conditions, and specifications set forth in this Agreement and in Exhibit A.

3. Payments

In consideration of the services provided by Consultant in accordance with all terms, conditions, and specifications set forth in this Agreement and in Exhibit A, PCEA shall make payment to Consultant based on the rates and in the manner specified in Exhibit B. PCEA reserves the right to withhold payment if PCEA determines that the quantity or quality of the work performed is unacceptable. In no event shall PCEA's total fiscal obligation under this Agreement exceed one hundred and eighty thousand dollars (\$180,000). In the event that the PCEA makes any advance payments, Consultant agrees to refund any amounts in excess of the amount owed by the PCEA at the time of contract termination or expiration.

4. Term

Subject to compliance with all terms and conditions, the term of this Agreement shall be from March 1, 2021, through June 30, 2024.

5. Termination; Availability of Funds

This Agreement may be terminated by Consultant or by the Chief Executive Officer of the PCEA or his/her designee at any time without a requirement of good cause upon thirty (30) days' advance written notice to the other party. Subject to availability of funding, Consultant shall be entitled to receive payment for work/services provided prior to termination of the Agreement. Such payment shall be that prorated portion of the full payment determined by comparing the work/services actually completed to the work/services required by the Agreement.

PCEA may terminate this Agreement or a portion of the services referenced in the Attachments and Exhibits based upon the unavailability of Federal, State, or PCEA funds by providing written notice to Consultant as soon as is reasonably possible after PCEA learns of said unavailability of outside funding.

6. Intellectual Property and Ownership of Work Product

PCEA shall and does own all titles, rights, and interests in all materials, tangible or not, created in whatever medium pursuant to this Agreement, including without limitation publications, promotional or educational materials, reports, manuals, specifications, drawings and sketches, computer programs, software and databases, schematics, marks, logos, graphic designs, notes, matters and combinations therefore, and all forms of intellectual property ("Work Products") created by Consultant and any subcontractors under this Agreement. Consultant hereby assigns all titles, rights, and interests in all Work Products to PCEA. At the end of this Agreement, or in the event of termination, all Work Products shall be promptly delivered to PCEA.

Consultant may not sell, transfer, or permit the use of any Work Products without the express written consent of PCEA. Consultant shall not dispute, directly or indirectly, PCEA's exclusive right and title to the Work Products, nor the validity of the intellectual property embodied therein.

Consultant may (1) retain its rights to and ownership of pre-existing or open-source materials and/or (2) retain one copy of Work Products for archival use, but in either instance must notify PCEA and identify any such materials in writing prior to the commencement of work under this Agreement.

7. Relationship of Parties

Consultant agrees and understands that the work/services performed under this Agreement are performed as an independent Consultant and not as an employee of PCEA and that neither Consultant nor its employees acquire any of the rights, privileges, powers, or advantages of PCEA employees.

8. Hold Harmless

a. General Hold Harmless

Consultant shall indemnify and save harmless PCEA and its officers, agents, employees, and servants from all claims, suits, or actions of every name, kind, and description resulting from this Agreement, the performance of any work or services required of Consultant under this Agreement, or payments made pursuant to this Agreement brought for, or on account of, any of the following:

- (A) injuries to or death of any person, including Consultant or its employees/officers/agents;
- (B) damage to any property of any kind whatsoever and to whomsoever belonging;
- (C) any sanctions, penalties, or claims of damages resulting from Consultant's failure to comply, if applicable, with the requirements set forth in the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and all Federal regulations promulgated thereunder, as amended; or
- (D) any other loss or cost, including but not limited to that caused by the concurrent active or passive negligence of PCEA and/or its officers, agents, employees, or servants. However, Consultant's duty to indemnify and save harmless under this Section shall not apply to injuries or damage for which PCEA has been found in a court of competent jurisdiction to be solely liable by reason of its own negligence or willful misconduct.

The duty of Consultant to indemnify and save harmless as set forth by this Section shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

9. Assignability and Subcontracting

Consultant shall not assign this Agreement or any portion of it to a third party or subcontract with a third party to provide services required by Consultant under this Agreement without the prior written consent of PCEA. Any such assignment or subcontract without PCEA's prior written consent shall give PCEA the right to automatically and immediately terminate this Agreement without penalty or advance notice.

10. Payment of Permits/Licenses

Consultant bears responsibility to obtain any license, permit, or approval required from any agency for work/services to be performed under this Agreement at Consultant's own expense prior to commencement of said work/services. Failure to do so will result in forfeit of any right to compensation under this Agreement.

11. W-9 Form and Submission of Invoices

Invoices shall only be submitted by electronic form by sending an email to the **PCEA project contact's email address**. Consultant shall submit a completed W-9 form electronically to the same email addresses. Consultant understands that no invoice will be paid by PCEA unless and until a W-9 Form is received by PCE.

12. Insurance

a. General Requirements

Consultant shall not commence work or be required to commence work under this Agreement unless and until all insurance required under this Section has been obtained and such insurance has been approved by PCEA, and Consultant shall use diligence to obtain such insurance and to obtain such approval. Consultant shall furnish PCEA with certificates of insurance evidencing the required coverage, and there shall be a specific contractual liability endorsement extending Consultant's coverage to include the contractual liability assumed by Consultant pursuant to this Agreement. These certificates shall specify or be endorsed to provide that thirty (30) days' notice must be given, in writing, to PCEA of any pending change in the limits of liability or of any cancellation or modification of the policy.

b. Workers' Compensation and Employer's Liability Insurance

Consultant shall have in effect during the entire term of this Agreement workers' compensation and employer's liability insurance providing full statutory coverage. In signing this Agreement, Consultant certifies, as required by Section 1861 of the California Labor Code, that (a) it is aware of the provisions of Section 3700 of the California Labor Code, which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of the Labor Code, and (b) it will comply with such provisions before commencing the performance of work under this Agreement.

c. Liability Insurance

Consultant shall take out and maintain during the term of this Agreement such bodily injury liability and property damage liability insurance as shall protect Consultant and all

of its employees/officers/agents while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all claims for property damage which may arise from Consultant's operations under this Agreement, whether such operations be by Consultant, any subcontractor, anyone directly or indirectly employed by either of them, or an agent of either of them. Such insurance shall be combined single limit bodily injury and property damage for each occurrence and shall not be less than the amounts specified below:

Yes	Comprehensive General Liability (Applies to all agreements)	\$1,000,000
Yes/No	Motor Vehicle Liability Insurance (Yes, if motor vehicle is used in performing services)	\$1,000,000
Yes/No	Professional Liability Insurance (Yes, if Consultant is a licensed professional)	\$1,000,000

PCEA and its officers, agents, employees, and servants shall be named as additional insured on any such policies of insurance, which shall also contain a provision that (a) the insurance afforded thereby to PCEA and its officers, agents, employees, and servants shall be primary insurance to the full limits of liability of the policy and (b) if the PCEA or its officers, agents, employees, and servants have other insurance against the loss covered by such a policy, such other insurance shall be excess insurance only.

In the event of the breach of any provision of this Section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, PCEA, at its option, may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend all further work and payment pursuant to this Agreement.

13. Compliance With Laws

All services to be performed by Consultant pursuant to this Agreement shall be performed in accordance with all applicable Federal, State, County, and municipal laws, ordinances, and regulations, including but not limited to the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Federal Regulations promulgated thereunder, as amended (if applicable), the Business Associate requirements set forth in Attachment H (if attached), the Americans with Disabilities Act of 1990, as amended, and Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of disability in programs and activities receiving any Federal or County financial

assistance. Such services shall also be performed in accordance with all applicable ordinances and regulations, including but not limited to appropriate licensure, certification regulations, provisions pertaining to confidentiality of records, and applicable quality assurance regulations. In the event of a conflict between the terms of this Agreement and any applicable State, Federal, County, or municipal law or regulation, the requirements of the applicable law or regulation will take precedence over the requirements set forth in this Agreement.

Consultant will timely and accurately complete, sign, and submit all necessary documentation of compliance.

14. Non-Discrimination and Other Requirements

a. General Non-discrimination

No person shall be denied any services provided pursuant to this Agreement (except as limited by the scope of services) on the grounds of race, color, national origin, ancestry, age, disability (physical or mental), sex, sexual orientation, gender identity, marital or domestic partner status, religion, political beliefs or affiliation, familial or parental status (including pregnancy), medical condition (cancer-related), military service, or genetic information.

b. Equal Employment Opportunity

Consultant shall ensure equal employment opportunity based on objective standards of recruitment, classification, selection, promotion, compensation, performance evaluation, and management relations for all employees under this Agreement. Consultant's equal employment policies shall be made available to PCEA upon request.

c. Section 504 of the Rehabilitation Act of 1973

Consultant shall comply with Section 504 of the Rehabilitation Act of 1973, as amended, which provides that no otherwise qualified individual with a disability shall, solely by reason of a disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination in the performance of any services this Agreement. This Section applies only to contractors who are providing services to members of the public under this Agreement.

d. Employee Benefits

With respect to the provision of benefits to its employees, Consultant shall ensure that employee benefits provided to employees with domestic partners are the same as those provided to employees with spouses.

e. Discrimination Against Individuals with Disabilities

The nondiscrimination requirements of 41 C.F.R. 60-741.5(a) are incorporated into this Agreement as if fully set forth here, and Consultant and any subcontractor shall abide by the requirements of 41 C.F.R. 60-741.5(a). This regulation prohibits discrimination against qualified individuals on the basis of disability and requires affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified individuals with disabilities.

f. History of Discrimination

Consultant must check one of the two following options, and by executing this Agreement, Consultant certifies that the option selected is accurate:

☒ No finding of discrimination has been issued in the past 365 days against Consultant by the Equal Employment Opportunity Commission, Fair Employment and Housing Commission, or any other investigative entity.

☐ Finding(s) of discrimination have been issued against Consultant within the past 365 days by the Equal Employment Opportunity Commission, Fair Employment and Housing Commission, or other investigative entity. If this box is checked, Consultant shall provide PCEA with a written explanation of the outcome(s) or remedy for the discrimination.

g. Reporting: Violation of Non-discrimination Provisions

Consultant shall report to the Chief Executive Officer of PCEA the filing in any court or with any administrative agency of any complaint or allegation of discrimination on any of the bases prohibited by this Section of the Agreement or Section 13, above. Such duty shall include reporting of the filing of any and all charges with the Equal Employment Opportunity Commission, the Fair Employment and Housing Commission, or any other entity charged with the investigation or adjudication of allegations covered by this subsection within 30 days of such filing, provided that within such 30 days such entity has not notified Consultant that such charges are dismissed or otherwise unfounded. Such notification shall include a general description of the circumstances involved and a general description of the kind of discrimination alleged (for example, gender-, sexual orientation-, religion-, or race-based discrimination).

Violation of the non-discrimination provisions of this Agreement shall be considered a breach of this Agreement and subject the Consultant to penalties, to be determined by the Chief Executive Officer, including but not limited to the following:

- i. termination of this Agreement;
- ii. disqualification of the Consultant from being considered for or being awarded a PCEA contract for a period of up to 3 years;

- iii. liquidated damages of \$2,500 per violation; and/or
- iv. imposition of other appropriate contractual and civil remedies and sanctions, as determined by the Chief Executive Officer.

To effectuate the provisions of this Section, the Chief Executive Officer shall have the authority to offset all or any portion of the amount described in this Section against amounts due to Consultant under this Agreement or any other agreement between Consultant and PCEA.

15. Retention of Records; Right to Monitor and Audit

(a) Consultant shall maintain all required records relating to services provided under this Agreement for three (3) years after PCEA makes final payment and all other pending matters are closed, and Consultant shall be subject to the examination and/or audit by PCEA, a Federal grantor agency, and the State of California.

(b) Consultant shall comply with all program and fiscal reporting requirements set forth by applicable Federal, State, and local agencies and as required by PCEA.

(c) Consultant agrees upon reasonable notice to provide to PCEA, to any Federal or State department having monitoring or review authority, to PCEA's authorized representative, and/or to any of their respective audit agencies access to and the right to examine all records and documents necessary to determine compliance with relevant Federal, State, and local statutes, rules, and regulations, to determine compliance with this Agreement, and to evaluate the quality, appropriateness, and timeliness of services performed.

16. Merger Clause; Amendments

This Agreement, including the Exhibits and Attachments attached to this Agreement and incorporated by reference, constitutes the sole Agreement of the parties to this Agreement and correctly states the rights, duties, and obligations of each party as of this document's date. In the event that any term, condition, provision, requirement, or specification set forth in the body of this Agreement conflicts with or is inconsistent with any term, condition, provision, requirement, or specification in any Exhibit and/or Attachment to this Agreement, the provisions of the body of the Agreement shall prevail. Any prior agreement, promises, negotiations, or representations between the parties not expressly stated in this document are not binding. All subsequent modifications or amendments shall be in writing and signed by the parties.

17. Controlling Law; Venue

The validity of this Agreement and of its terms, the rights and duties of the parties under this Agreement, the interpretation of this Agreement, the performance of this

Agreement, and any other dispute of any nature arising out of this Agreement shall be governed by the laws of the State of California without regard to its choice of law or conflict of law rules. Any dispute arising out of this Agreement shall be venued either in the San Mateo County Superior Court or in the United States District Court for the Northern District of California.

18. Notices

Any notice, request, demand, or other communication required or permitted under this Agreement shall be deemed to be properly given when both: (1) transmitted via facsimile to the telephone number listed below or transmitted via email to the email address listed below; and (2) sent to the physical address listed below by either being deposited in the United States mail, postage prepaid, or deposited for overnight delivery, charges prepaid, with an established overnight courier that provides a tracking number showing confirmation of receipt.

In the case of PCEA, to:

Name/Title: Jan Pepper, Chief Executive Officer
Address: 2075 Woodside Road, Redwood City, CA 94061
Telephone: 650-260-0100
Email: jpepper@peninsulacleanenergy.com

In the case of Consultant, to:

Name/Title:
Address:
Telephone:
Email:

19. Electronic Signature

PCEA and Consultant wish to permit this Agreement, and future documents executed pursuant to this Agreement, to be digitally signed in accordance with California law. Any party that agrees to allow digital signature of this Agreement may revoke such agreement at any time in relation to all future documents by providing notice pursuant to this Agreement.

20. No Recourse Against PCEA's Member Agencies

Consultant acknowledges and agrees that PCEA is a Joint Powers Authority, which is a public agency separate and distinct from its member agencies. All debts, liabilities, or obligations undertaken by PCEA in connection with this Agreement are undertaken

solely by PCEA and are not debts, liabilities, or obligations of its member agencies. Consultant waives any recourse against PCEA's member agencies.

* * *

In agreement with this Agreement's terms, the parties, by their duly authorized representatives, affix their respective signatures:

PENINSULA CLEAN ENERGY AUTHORITY

By: _____

Chief Executive Officer, Peninsula Clean Energy Authority

Date: _____

GRID Alternatives

Consultant's Signature

Date: _____

Exhibit A

In consideration of the payments set forth in Exhibit B, Consultant shall provide the following services:

Overview

Peninsula Clean Energy's (PCE) mission is to reduce greenhouse gas (GHG) emissions and reinvest in the communities it serves: San Mateo County and, starting 2022, the City of Los Banos. Since 2019, PCE has been running a used electric vehicle (EV) incentive program for income-qualified San Mateo County residents. The program provides incentives of up to \$4,000 for income-qualifying residents to purchase used plug-in hybrid electric vehicles (PHEVs) or all battery electric vehicles (BEVs). PCE will be expanding and modifying this program by offering smaller incentives (\$700 - \$1,000) to non-income-qualified residents, setting up a dealership network for customers to receive the incentive at point of sale, and making modification to the customer and vehicle eligibility criteria.

The Consultant will be administering the revamped PCE used EV program. Consultant tasks include leading the set-up process for the dealership network, leading outreach to income-qualified residents once the program is launched, providing one-on-one support and case management to income-qualified customers, and reviewing and approving all program applications. PCE will lead the broad-based marketing for the program and payment of approved incentives. The Consultant tasks are described in more detail below.

Objectives

1. Reach at least 6,000 likely income-qualified individuals via mailers, partner organization referrals, up to 2 in-person events (conditions-permitting), and cross-referrals with other income-qualified program Consultant supports.
2. Respond to all interest forms received within 3 business days.
3. Aim to issue at least 150 incentives to income-qualified individuals and 150 to non-income-qualified individuals annually.
4. Aim for the majority of income-qualified customers to stack PCE's incentive with another income-qualified program.
5. Deliver program customer satisfaction of 90% or higher based on post-purchase surveys.

Consultant Tasks

1 Administrative Tasks

Consultant shall provide the following:

1.1 Kickoff Meeting

Participate in a kickoff meeting with PCE to review objectives, budget, timeline, and administrative processes at a mutually determined time following contract execution. The kickoff shall include a detailed project plan prepared by the Consultant.

1.2 Monthly Progress Report & Call

Provide a monthly 1-2 page report and associated call with the designated PCE contract administrator by the 5th of each month. Report may include, program process, challenges encountered, and objectives for the next month.

1.3 Expense Report

Provide a monthly expense report documenting expenses such as labor (hours, rate, total) and direct marketing costs (with receipts). The expense report must include the total expenditures for the month and running expense total.

1.4 Annual Report

Provide an annual report (appropriate for public distribution) within 1 month after each calendar year end. Annual report must provide both annual and cumulative data and include the following:

- 1.4.1 Executive summary
- 1.4.2 Itemized description of outcomes for each objective
- 1.4.3 Itemized description of any additional accomplishments
- 1.4.4 Evaluated conclusions drawn including lessons learned and recommendations for program adjustments, if any
- 1.4.5 Financial summary comparing expenditures to the project budget

2 Program Start-up Tasks

2.1 Program Refinement and Design

Consultant will assist PCE in refining its current program and laying out a plan for the launch of the expanded program. Consultant will:

- 2.1.1 Develop a detailed project plan prior to kick-off meeting.
- 2.1.2 Jointly define detailed program objectives.
- 2.1.3 Provide input in program's eligibility requirements, including income requirements and vehicle requirements.
- 2.1.4 Jointly refine program policies and procedures.
- 2.1.5 Jointly produce a Terms & Conditions document that outlines program eligibility requirements, policies, and procedures.

2.2 Outreach Plan & Materials

Once the program launches, Consultant will lead outreach to income-qualified segment. PCE will lead the broad-based marketing for the program. To prepare for launch, Consultant will:

- 2.2.1 Jointly characterize the target customer base based on public and/or purchased data.
- 2.2.2 Develop a program outreach and marketing plan to income-qualified segment and if requested, provide input on PCE-led broad-based marketing plan. Outreach plan will be refined during this process but may include mailers, emails, outreach to community-based organizations, in-person community events (conditions-permitting), and cross referrals from other income-qualified programs.
- 2.2.3 Develop program outreach materials, such as flyers and mailers, as mutually determined with PCE. Materials shall be produced in both English and Spanish, and other languages depending on Consultant's capabilities.
- 2.2.4 Jointly refine program application, forms, and documents to be used for the program, including EV education content and FAQs.

2.3 Dealership Network Set-Up

Consultant will lead the establishment of the PCE point of sale dealership network. Consultant will:

- 2.3.1 Assist PCE in drafting a dealership agreement to be executed between the participating dealerships and PCE.
- 2.3.2 Recruit dealerships that sell used EVs to enroll into the dealership network.
- 2.3.3 Once enrolled, train dealerships on the program procedures, requirements, and guidelines.
- 2.3.4 After the program is launched with the first initial set of dealerships (between 3-5 as mutually determined with PCE), continuously recruit and enroll new dealerships.

2.4 Program Coordinator Training

Consultant will hire a dedicated Program Coordinator ("Coordinator") to lead administration, including outreach, case management, and application review, for the program. Consultant will:

- 2.4.1 Train Coordinator on EVs, including types of vehicles available, price points, charging, and other relevant EV information.

- 2.4.2 With PCE, train Coordinator on all other EV incentive programs available to PCE customers, including program eligibility requirements, processes, and how they relate to each other.
- 2.4.3 If Coordinator is not onboarded by the Program Refinement and Design phase (task 2.1), train Coordinator on the PCE program requirements, policies, procedures, and expectations.
- 2.4.4 With PCE, train Coordinator and, if necessary as mutually determined with PCE, other Consultant staff members on how to use PCE's PowerPath platform to manage applications.

2.5 Deliverables

- 2.5.1 Detailed project plan
- 2.5.2 Program Terms & Conditions document
- 2.5.3 Income-qualified residents outreach plan
- 2.5.4 Program outreach materials, including but not limited to a program flyer and mailers
- 2.5.5 Enrollment of at least 3-5 dealerships into point of sale dealership network
- 2.5.6 Hiring, onboarding, and training of Coordinator

3 Ongoing Program Tasks

3.1 Outreach and Education

Marketing and outreach tasks for the program will be shared by PCE and the Consultant. PCE will lead broad-based marketing of the program and Consultant will lead outreach specifically targeting the income-qualified resident segment. Once the program launches, Consultant will:

- 3.1.1 Conduct targeted outreach to likely income-qualified residents as outlined in the outreach and marketing plan developed in Task 2.2.2.
- 3.1.2 Host at least two virtual or in person (conditions-permitting) events on the program.

3.2 Customer Intake Management

The program will have an interest form which interested customers must fill out prior to applying for the program. The goal of the interest form is to categorize customers and provide them with information and next steps for their application accordingly.

Customers will be required to submit an interest form and apply before purchasing a vehicle. Customers who have already purchased a vehicle prior to submitting an interest form and applying will not be eligible for the incentive. Consultant will:

- 3.2.1 Review and categorize interest forms and follow up with customers within 3 business days, in the following manner:
 - 3.2.1.1 If customer is not income-qualified, Consultant will provide information about incentive options (point of sale or rebate) and link to the application via email.
 - 3.2.1.2 If customer is income-qualified, Consultant will follow up with the customer as described in Task 3.3.
- 3.2.2 Manage all applicant communications for the program. Consultant must clearly identify the program as a PCE program.
- 3.2.3 Explore with PCE adding an in-bound customer phone number for the program.

3.3 Income-Qualified Applicant Support

Income-qualified residents are eligible for other income-qualified EV incentive programs, in addition to Peninsula Clean Energy's incentive, such as the Clean Vehicle Assistance Program (CVAP), Driving Clean Assistance Program (DCAP), and Clean Cars for All (CC4A). PCE wants to ensure income-qualified residents are aware of those programs and are encouraged to apply. Consultant will:

- 3.3.1 Schedule a phone call with the resident and:
 - 3.3.1.1 Inform resident of all programs they are eligible for and based on their situation, recommend which program(s) to apply for, and offer optional assistance applying for such programs.
 - 3.3.1.2 Explain the application process for PCE's incentive and options (point of sale or rebate) and how it relates to the other program's process.
 - 3.3.1.3 Offer education and answer questions regarding EVs as guided by the EV content and FAQs developed in Task 2.2.4.
- 3.3.2 If the resident wants assistance applying for the recommended program, assist them throughout the process which may include assistance in gathering documents and filling out applications forms.

3.4 Application Review

Consultant will review and process all customer applications for the program. Customers will be required to submit an interest form and apply before purchasing a vehicle. Customers who have already purchased a vehicle prior to submitting an interest form and applying will not be eligible for the incentive. Consultant will review the application submitted prior to purchase and the documentation provided post purchase. The process will be as follows:

- 3.4.1 Customers will fill out an application prior to purchasing. Application will include information about the customer. For income-qualified customers, customer must provide proof of income eligibility for the increased incentive. Customers stacking with another income-qualified program such as those listed in Task 3.3 can provide an approval/award letter to meet this requirement. For customers not stacking, income documents shall be provided and reviewed by the Consultant as mutually determined with PCE.
- 3.4.2 Once approved, customer will be issued an approval letter and will have two options for how to claim the incentive:
 - 3.4.2.1 Dealership network: to receive the incentive at point of sale, customer may take approval letter to a participating dealership and claim the incentive. Dealership will email a copy of the purchase contract to the Consultant for the Consultant to verify. Once verified, PCE will issue a payment to the dealership for the complete transactions.
 - 3.4.2.2 Rebate: if customer purchases a vehicle outside of the dealership network, customer must submit purchase contract to the Consultant for the Consultant to verify. Once verified, PCE will issue rebate payment to participant.

3.5 Deliverables

- 3.5.1 Targeted outreach to likely income-qualified residents
- 3.5.2 Follow up to customer interest forms within 3 business days
- 3.5.3 Phone call and one-on-one support for income-qualified residents
- 3.5.4 Application review and management
- 3.5.5 Monthly report on program progress, including number of interest forms, approved customers, and processed incentives and others program datapoints as mutually determined

Exhibit B

In consideration of the services provided by Consultant described in Exhibit A and subject to the terms of the Agreement, PCEA shall pay Consultant based on the following fee schedule and terms:

Category	Amount (\$)	Payment Schedule
Start-up tasks (task 2)	\$10,000	Invoiced after kick-off meeting (task 1.1)
Program Coordinator time	24 hours/week at \$38/hour Additional hours must be approved by PCE	Invoiced with monthly report
Marketing direct costs	As mutually determined, up to \$10,000	Invoiced with monthly report

**PENINSULA CLEAN ENERGY AUTHORITY
JPA Board Correspondence**

DATE: February 12, 2021
BOARD MEETING DATE: February 25, 2021
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: Majority Present

TO: Honorable Peninsula Clean Energy Authority Board of Directors

FROM: Kirsten Andrews-Schwind, Senior Manager of Community Relations

SUBJECT: Amendment to the Citizens Advisory Committee (CAC) Resolution

BACKGROUND:

On February 23, 2017, the PCE Board of Directors approved a proposal and a resolution approving the formation of a Citizens Advisory Committee (CAC), and outlined the structure and objectives for the CAC. The initial resolution had 13 items describing the structure of the CAC:

1. The CAC shall comply with the requirements of the Ralph M. Brown Act.
2. The members of the CAC are subject to all applicable conflict of interest laws, and shall avoid impropriety and the appearance of impropriety, and shall not use their position to further their own pecuniary gain or for any other purpose not directly related to the governmental function which they have been appointed to perform.
3. The CAC shall act as a liaison to the community, in furtherance of PCE's mission.
4. The CAC may provide input on both specific PCE Board agenda items as well as on PCE's general policy and operational objectives.
5. The CAC may engage in outreach to the community, including encouraging ratepayers to opt up to ECO100 (PCE's 100% renewable energy product offering) and implement other carbon reducing practices.
6. The CAC may assist with legislative advocacy.
7. The CAC shall provide a forum for community discussions on a wide variety of strategies to reduce carbon emissions.
8. The CAC shall be made up of 11 to 15 members drawn from the community and appointed by the PCE board. Although some members may be affiliated with a community group, such members would not formally represent that group on the CAC.
9. CAC members shall be appointed by the PCE Board through an application process that shall include review and recommendation by an ad-hoc committee of the PCE Board. The PCE Board will seek to create a CAC whose membership represents geographically diverse areas of San Mateo County.
10. The CAC members serve at the pleasure of the PCE Board and any member may be removed by a majority vote of the PCE Board.

11. CAC members must either reside or be employed in San Mateo County, and should have relevant backgrounds or expertise related to the electricity field and/or community outreach and engagement. CAC members should have the capability to build connections to local communities to encourage adoption of ECO100 and other carbon reducing practices. CAC members must demonstrate and maintain a personal commitment of time and energy to attending CAC and PCE meetings and to helping the organization attain its full potential.
12. The general term for CAC members shall be three years. However, initial CAC members shall be appointed for staggered terms of one year, two years, or three years. CAC members may serve no more than three terms.
13. The CAC shall meet on a monthly basis, typically one week prior to PCE's monthly Board meeting. The CAC shall choose a Chair from among its membership. The CAC Chair, or the Chair's designee, shall provide a report to the PCE Board at each PCE Board meeting.

DISCUSSION:

The initial resolution that created the Citizens Advisory Committee requires that CAC members must either live or work in San Mateo County. Peninsula Clean Energy plans to begin offering service to the City of Los Banos in 2022 and seeks to recruit new CAC members from Los Banos starting in 2021. The amended resolution accompanying this memo replaces "San Mateo County" in items 9 and 11 of the initial resolution with "PCE's service territory," to more accurately reflect the geographic focus of the Committee.

Items 5 and 11 emphasize promoting PCE's ECO100 product. When the CAC was formed in 2017, ECO100 was PCE's only customer offering beyond our default product. PCE has since launched a number of customers programs which are a high priority for community outreach and education. Peninsula Clean Energy staff asks the Board to amend items 5 and 11 as well, replacing reference to ECO100 with broader references to customer offerings and programs to reflect updated outreach priorities.

Item 13 in the initial resolution also states that "the CAC shall meet on a monthly basis, typically one week prior to PCE's monthly Board meeting." Beginning in calendar year 2019, the CAC has elected to meet two weeks before PCE Board meetings. Peninsula Clean Energy staff asks the Board to amend item 13 as well, removing "typically one week prior to PCE's monthly Board meeting," to more accurately reflect the CAC's current meeting schedule two weeks prior to PCE's monthly board meeting, as well as allowing flexibility to the CAC to amend this schedule in the future.

The recommended edits are as follow:

5. *The CAC may engage in outreach to the community, including encouraging ratepayers to opt up to ECO100 (PCE's 100% renewable energy product offering)*

participate in PCE offerings and programs, and implement other carbon reducing practices.

9. CAC members shall be appointed by the PCE Board through an application process that shall include review and recommendation by an ad-hoc committee of the PCE Board. The PCE Board will seek to create a CAC whose membership represents geographically diverse areas of ~~San Mateo County~~ *PCE's service territory*.
11. CAC members must either reside or be employed in ~~San Mateo County~~ *PCE's service territory*, and should have relevant backgrounds or expertise related to the electricity field and/or community outreach and engagement. CAC members should have the capability to build connections to local communities to encourage ~~adoption of ECO100~~ *participation in PCE's offerings, programs*, and other carbon reducing practices. CAC members must demonstrate and maintain a personal commitment of time and energy to attending CAC and PCE meetings and to helping the organization attain its full potential.
13. The CAC shall meet on a monthly basis, ~~typically one week prior to PCE's monthly Board meeting~~. The CAC shall choose a Chair from among its membership. The CAC Chair, or the Chair's designee, shall provide a report to the PCE Board at each PCE Board meeting.

RESOLUTION NO. _____

PENINSULA CLEAN ENERGY AUTHORITY, COUNTY OF SAN MATEO,

STATE OF CALIFORNIA

* * * * *

**RESOLUTION AMENDING THE RESOLUTION ESTABLISHING THE PENINSULA
CLEAN ENERGY AUTHORITY CITIZENS ADVISORY COMMITTEE (CAC)**

RESOLVED, by the Peninsula Clean Energy Authority of the County of San Mateo, State of California (“Peninsula Clean Energy” or “PCE”), that

WHEREAS, PCE was formed on February 29, 2016; and

WHEREAS, Section 3.5 of the PCE Joint Powers Agreement states that the “Board may establish any advisory commissions, boards, and committees as the Board deems appropriate to assist the Board”; and

WHEREAS, PCE believes that establishment of an advisory committee, made up of members drawn from the community, would assist PCE in carrying out its mission; and

WHEREAS, the Board approved the creation of a Citizens Advisory Committee (“Committee” or “CAC”) on February 23, 2017, and outlined the structure and objectives for the Committee in 13 items in its resolution; and

WHEREAS, item 9 of that resolution states that “[t]he PCE Board will seek to create a CAC whose membership represents geographically diverse areas of San

Mateo County” and item 11 of that resolution states that “CAC members must either reside or be employed in San Mateo County,” and item 13 of that resolution states that “the CAC shall meet on a monthly basis, typically one week prior to PCE’s monthly Board meeting,” and

WHEREAS, the PCE Board of Directors approved Addendum No.1 to the Community Choice Aggregation Plan and Statement of Intent to Address PCE Expansion to the City of Los Banos, California at its meeting on December 17, 2020; and

WHEREAS, PCE plans to begin offering service to the City of Los Banos in 2022; and

WHEREAS, the CAC has preferred to meet two weeks in advance of the monthly Board meetings since calendar year 2019 and may wish to adjust their monthly meeting schedule in the future; and

WHEREAS, Peninsula Clean Energy has significantly expanded its programs and customer offerings since 2016 and disseminates a wide range of messages to the public beyond promoting ECO100; and

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Board amends the resolution creating the Citizens Advisory Committee to be structured as follows:

1. The CAC shall comply with the requirements of the Ralph M. Brown Act.

2. The members of the CAC are subject to all applicable conflict of interest laws, and shall avoid impropriety and the appearance of impropriety, and shall not use their position to further their own pecuniary gain or for any other purpose not directly related to the governmental function which they have been appointed to perform.
3. The CAC shall act as a liaison to the community, in furtherance of PCE's mission.
4. The CAC may provide input on both specific PCE Board agenda items as well as on PCE's general policy and operational objectives.
5. The CAC may engage in outreach to the community, including encouraging ratepayers to participate in PCE offerings and programs, and implement other carbon reducing practices.
6. The CAC may assist with legislative advocacy.
7. The CAC shall provide a forum for community discussions on a wide variety of strategies to reduce carbon emissions.
8. The CAC shall be made up of 11 to 15 members drawn from the community and appointed by the PCE board. Although some members may be affiliated with a community group, such members would not formally represent that group on the CAC.
9. CAC members shall be appointed by the PCE Board through an application process that shall include review and recommendation by an

ad-hoc committee of the PCE Board. The PCE Board will seek to create a CAC whose membership represents geographically diverse areas of PCE's service territory.

10. The CAC members serve at the pleasure of the PCE Board and any member may be removed by a majority vote of the PCE Board.
11. CAC members must either reside or be employed in PCE's service territory, and should have relevant backgrounds or expertise related to the electricity field and/or community outreach and engagement. CAC members should have the capability to build connections to local communities to encourage participation in PCE's offerings, programs, and other carbon reducing practices. CAC members must demonstrate and maintain a personal commitment of time and energy to attending CAC and PCE meetings and to helping the organization attain its full potential.
12. The general term for CAC members shall be three years. However, initial CAC members shall be appointed for staggered terms of one year, two years, or three years. CAC members may serve no more than three terms.
13. The CAC shall meet on a monthly basis. The CAC shall choose a Chair from among its membership. The CAC Chair, or the Chair's designee, shall provide a report to the PCE Board at each PCE Board meeting.

* * * * *

**PENINSULA CLEAN ENERGY AUTHORITY
JPA Board Correspondence**

DATE: February 12, 2021

BOARD MEETING DATE: February 25, 2021

SPECIAL NOTICE/HEARING: None

VOTE REQUIRED: None

TO: Honorable Peninsula Clean Energy Authority Board of Directors

FROM: Karen Janowski, Director of Marketing and Community Affairs &
Leslie Brown, Director of Customer Care

SUBJECT: Update on Marketing, Outreach Activities, and Customer Care

BACKGROUND:

The Marketing, Community Affairs, and Customer Care Teams are responsible for enhancing Peninsula Clean Energy's brand reputation, educating and engaging customers, driving participation in programs, and ensuring customer satisfaction and retention. Tactics include community outreach, content creation and storytelling through owned (e.g. online, social media), earned (e.g. public relations), and paid media (advertising), school engagement programs, and customer care.

DISCUSSION:

The following is an update of activities that are currently underway. See "Strategic Plan" section below for how these activities support Peninsula Clean Energy's strategic plan objectives.

Energy Programs Bulletin

Peninsula Clean Energy emailed its third Energy Programs Bulletin on February 10, 2021 to all residential customers (~180,000) highlighting current programs and incentives. The email had an open rate of 31% reaching 55,735 customers. The Energy Programs Bulletin has been one of the most successful tactics to reach customers.

Heat Pump Water Heater (HPWH) Incentive Program

Media kits have been developed for our partners to support the launch of the incentive. Marketing is supporting the program goal to install 200 heat pump water heaters in the first two years. As of February 11, 2021, we have generated over 3,300 unique pageviews of the HPWH incentive page through owned media (email) and paid digital advertising, including ads (starting 1/29/21) that are part of the "Switch is On" campaign.

Power On Peninsula Resilience Program

Power On Peninsula is the innovative Peninsula Clean Energy program that is helping residents maintain power during grid outages. It provides portable batteries to medically

vulnerable residents in areas at high risk for power shutoffs and, through our relationship with Sunrun, offers grid storage that helps reduce greenhouse gas emissions and move Peninsula Clean Energy toward its goal of 100% renewable energy.

Power On Peninsula – Medically Vulnerable

As of February 9, Senior Coastsiders and Puente de la Costa Sur have captured information from 373 customers interested in the “Power On Peninsula” program. 137 batteries have been approved and delivered. We are preparing a [customer satisfaction survey of battery recipients](#). Results will contribute to overall project evaluation and recommended next steps.

Building Electrification Awareness Program

Applications for the All-Electric Awards have been reviewed and winners have been selected by the Awards Committee. Winners will be announced on May 14, 2021 at the annual Sustainable San Mateo County event. The program description is available at PenCleanEnergy.com/all-electric.

Peninsula Clean Energy is supporting the statewide “[Switch is On](#)” campaign through our owned media (social media accounts, newsletter) and paid media, including supporting advertising on KQED radio. This campaign is focused on spreading awareness of the adverse effects of using methane gas in homes and encouraging the switch to all-electric homes.

News & Media

Peninsula Clean Energy issued one news release in the past month announcing [the formation of California Community Power](#). Full coverage of Peninsula Clean Energy in the news can be found on our newly designed [News & Media](#) webpage. We secured placement in CalMatters of an OpEd regarding [equitable EV-related green building codes](#) co-authored by Jeff Aalfs and Carole Groom.

Hiring

Marketing is recruiting a [Community Outreach Manager](#) to be the principal representative of Peninsula Clean Energy as we launch our service and programs in the City of Los Banos

ENROLLMENT UPDATE:

ECO100 Statistics

Total ECO100 accounts at end of January:	6,183
ECO100 accounts added in the month:	50
ECO100 accounts dropped in the month:	39
Total ECO100 accounts at the end of December:	6,172

Enrollment Statistics

Opt-outs increased from December 2020 (62) to January 2021 (80). The opt-out rate adjusted for move-in/move-outs is 2.75%, and our overall participation rate is 97.12% of eligible accounts.

Opt-Outs by City

CITY	Eligible Acct:	Total	TOTAL OPT OUT
ATHERTON INC	2,726	47	1.72%
BELMONT INC	11,957	327	2.73%
BRISBANE INC	2,530	60	2.37%
HALF MOON BAY I	4,983	158	3.17%
COLMA INC	770	11	1.43%
SAN BRUNO INC	16,520	709	4.29%
EAST PALO ALTO I	7,915	334	4.22%
FOSTER CITY INC	14,866	313	2.11%
SO SAN FRANCISCO	25,231	999	3.96%
HILLSBOROUGH IN	4,062	95	2.34%
MENLO PARK INC	15,792	256	1.62%
MILLBRAE INC	9,338	304	3.26%
PACIFICA INC	15,475	611	3.95%
PORTOLA VALLEY I	1,691	112	6.62%
REDWOOD CITY IN	35,185	860	2.44%
BURLINGAME INC	15,438	360	2.33%
SAN CARLOS INC	14,661	398	2.71%
DALY CITY INC	34,187	1257	3.68%
UNINC SAN MATEO	24,614	766	3.11%
SAN MATEO INC	44,494	1257	2.83%
WOODSIDE INC	2,291	46	2.01%
Grand Total	304,726	9,280	3.05%

Table reflects data as of 2/11/2021

In addition to the County of San Mateo, there are a total of 15 ECO100 cities. The ECO100 towns and cities as of February 11, 2021, include: Atherton, Belmont, Brisbane, Burlingame, Colma, Foster City, Half Moon Bay, Hillsborough, Menlo Park, Millbrae, Portola Valley, Redwood City, San Carlos, San Mateo, and Woodside.

The opt-up rates below include municipal accounts, which may noticeably increase the rate in smaller jurisdictions.

Active Accounts by City and ECO100 Opt-Up Rate

City	Active Accounts	ECO100 Opt-Up %
Atherton	2,658	2.22%
Belmont	11,646	1.61%
Brisbane	2,472	3.56%

Burlingame	15,079	2.23%
Colma	759	3.95%
Daly City	33,052	0.27%
East Palo Alto	7,594	0.34%
Foster City	14,575	2.26%
Half Moon Bay	4,800	2.25%
Hillsborough	3,962	1.82%
Menlo Park	15,500	3.29%
Millbrae	9,059	1.14%
Pacifica	14,906	1.13%
Portola Valley	1,588	93.70%
Redwood City	34,356	2.10%
San Bruno	15,860	0.59%
San Carlos	14,285	2.24%
San Mateo	43,332	1.58%
So. San Francisco	24,278	0.47%
Uninc. San Mateo Co	23,720	2.54%
Woodside	2,241	2.54%
Grand Total	295,722	2.09%

Table reflects data as of 2/05/2021

STRATEGIC PLAN:

This section describes how the above Marketing and Community Care activities and enrollment statistics relate to the overall goal and objectives laid out in the strategic plan. The table indicates which objectives and particular Key Tactics are supported by each of the Items/Projects discussed in this memo. The strategic goal for Marketing and Customer Care is: Develop a strong brand reputation that drives participation in Peninsula Clean Energy's programs and ensures customer satisfaction and retention.

Item/Project	Objective A: Elevate Peninsula Clean Energy's brand reputation as a trusted leader in the community and the industry	Objective B: Educate and engage stakeholders in order to gather input, inspire action and drive program participation	Objective C: Ensure high customer satisfaction and retention
Switch is On Campaign		KT*5: Provide inspirational, informative content that spurs action to reduce emissions	

HPWH Incentive		KT6: Promote programs and services, including community energy programs and premium energy services	
Power on Peninsula Resilience Program		KT6 (see above)	
Building Electrification Awareness Program		KT6 (see above)	
News and Media Announcements	KT1: Position leadership as experts on CCAs and the industry KT2: Cultivate relationships with industry media and influencers KT3: Tell the story of Peninsula Clean Energy through diverse channels		
ECO100 and Enrollment Statistics			Reports on main objective C

* "KT" refers to Key Tactic

**PENINSULA CLEAN ENERGY AUTHORITY
Board Correspondence**

DATE: February 12, 2021
BOARD MEETING DATE: February 25, 2021
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: None

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

FROM: Jeremy Waen, Director of Regulatory and Legislative Affairs
Doug Karpa, Senior Regulatory Analyst
Matthew Rutherford, Regulatory Analyst

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

SUMMARY:

Despite Joe Wiedman's recent departure from the agency, the Regulatory and Legislative team remains busily engaged across state agencies to affect PCE's objectives. Doug remains integrally involved in policy forums debating the future of the state's electricity portfolio and its near- and longer-term implications on grid reliability and affordability. Matthew continues to support the growth and advancement of PCE's programmatic aspirations through policy support. Jeremy continues to guide strategic engagement of CalCCA and Joint CCA ventures across cases that relate to PG&E's Power Charge Indifference Adjustment (PCIA) and other rates. Jeremy has also been promoted to department director, and he steps into this role with an initial focus on refining the team's operations to better serve the needs of PCE at large.

DEEPER DIVE:

Regulatory Advocacy and Outreach

Power Charge Indifference Adjustment (PCIA)

As mentioned last month, the Commission issued an Amended Scoping Memo and Ruling on December 16, 2020 within the long-running PCIA Order Instituted Rulemaking R.17-06-012 seeking questions from parties on several narrowly focused issues, including whether to "remove or modify the [PCIA] cap" and whether to modify the proceeding processes for the utilities' annual Energy Resource Recovery Account (ERRA) cases where IOUs' PCIA and generation rates are established and adjusted. CalCCA submitted comments on January 22, 2021 and reply comments on February 5, 2021. Jeremy helped to steer CalCCA's opening and reply comments to focus on specific ERRA process improvements, particularly on how to improve the end-of-year sprint to inform the next year's January 1 rate change. Interestingly the Investor-Owned Utilities jointly recommended delaying these annual rate changes to a later date, such as March 1. At Jeremy's urging, CalCCA's reply comments reinforced how a March 1 rate change would allow for a more robust, efficient, and transparent rate setting process.

(Public Policy Objective A, Key Tactic 1)

Transportation and Building Electrification

Matthew continues to lead PCE's policy advocacy to support PCE's programmatic objectives to enable electrification. The Commission's Transportation Electrification Framework proceeding remains quite active even while the verdict on whether CCAs can administer ratepayer funded programs under this framework remains pending. One area of activity focuses on the potential EV Advanced Load Management (ALM) technologies. On January 29, 2021 Commission staff convened a workshop to discuss these technologies and how they should be implemented as part of ratepayer-funded Transportation Electrification (TE) programs. Due to previously submitted comments by PCE on these matters, Phillip Kobernick (of PCE's programs team) was asked to serve on a panel to present PCE's experience with ALM deployment as a means to limit the need for grid upgrades to serve electric vehicle supply equipment (EVSE). Phillip's presentation also highlighted low-power solutions that use existing wiring and circuitry in the customer's home to provide adequate overnight charging capacity to meet typical EV driver needs and also avoid costly utility upgrades. The presentation emphasized how these approaches are critical to deploying EVSE in multi-unit dwellings (MUDs) such as those found throughout San Mateo County and to provide EV charging access to those communities who otherwise have limited options for EV charging at their residences without costly upgrades. Phillip's participation in this panel provided PCE with another high visibility opportunity to demonstrate its leadership in both thought and action within the EV space.

Another area of recent case activity focused on the implementation of recent legislation, Assembly Bill 841 (Ting, 2020), focused on authorizing the continued socialization of grid infrastructure upgrade costs through broader residential rates to enable installation of EVSE. On February 5, 2021, PCE filed opening comments with the Commission in response to a ruling facilitating the implementation of this new statute. PCE's comments focused on promoting the socialization of such costs for the installation of EVSE at MUDs as a means to overcoming present barriers identified by PCE's programs team's in-the-field experiences while also remedying regressive implications of the Commission's current rules for socializing EVSE-related costs. PCE also proposed that ratepayer-funded TE programs for long-dwell sites with multiple charging ports such as MUDs should be required to offer ALM as a means to limit the cost of EVSE deployment and the costs that would be borne by ratepayers. Matthew also convened and led conversations with ratepayer advocacy groups including The Utility Reform Network (TURN) and California Public Advocates Office (CalPA) to gather support for PCE's positions on these matters

A third area of activity focuses on the Commission's continuing consideration of Vehicle Grid Integration (VGI) technologies. PCE and the CCAs engaged in this docket met with Energy Division staff and staff from PG&E on February 10, 2021 to discuss coordination among the groups in the deployment of VGI technologies. The emphasis of the conversation was on the need for shared grid data from PG&E to enable CCAs to design VGI programs that can help reduce EV charging strain on the grid and reduce the cost of charging for EV drivers by shifting the charging load. Matthew Rutherford presented to the group on PCE's existing EV Managed Charging pilot and ALM deployment as part of PCE's EV Ready infrastructure program. Matthew also emphasized the need for data, such as existing utility transformer capacity serving a customer, to identify prime candidates for such programs that are designed to provide EVSE while avoiding costly grid upgrades.

(Public Policy Objective A, Key Tactic 1, Key Tactic 2 and Key Tactic 3)

Integrated Resource Planning & Resource Adequacy

Doug Karpa continues to lead PCE's engagement in the Commission's Integrated Resource Plan (IRP) and Resource Adequacy (RA) efforts on several fronts. First, in the Commission proceeding to bring resources online for the summer 2021, PCE worked with CalCCA to present legal and policy arguments that any new resources procured for the summer must be justified with robust analytics before any decisions are made since formal evidentiary hearings were deemed unnecessary by the Commission. Second, the Commission adjusted the portfolios to be sent to the CAISO as the basis for its Transmission Planning Process (TPP) to align much more closely with the lower 38 MMT carbon emissions target as PCE had strongly advocated. This will help align transmission planning with PCE's procurement plans going forward. Third, in the resource adequacy space, Dr. Karpa participated in a series of workshops at the CPUC including on the joint Southern California Edison and CalCCA proposal to rework the RA framework to better accommodate renewables and hourly load accounting. Although some proposals raise significant concerns, the leading proposals are broadly compatible with improving the accounting for the contributions of renewables and solar to reliability.

(Public Policy Objective A, Key Tactic 1 and Key Tactic 3 & Public Policy Objective C, Key Tactic 3)

CAISO Engagement

The California Independent System Operator has continued with ongoing work to revised CAISO's resource adequacy rules with comments submitted by CalCCA on January 29, 2021 largely supporting new methodologies for addressing outages while seeking more accurate treatment of hybrid resources. CAISO also launched a new stakeholder process on the needs for the summer of 2021, which CalCCA offered comments on CAISO's proposals on February 3, 2021.

(Public Policy Objective A, Key Tactic 3 and Public Policy Objective C, Key Tactic 3)

Stakeholder Outreach

Doug Karpa also hosted the bi-weekly call with Environmental stakeholders on January 20 and February 3, 2021 where staff from CCAs, various environmental groups, and the CPUC's Public Advocates office discussed issues related to the 2021 Extreme Weather procurement discussed above. In addition, Dr. Karpa participated in the CPUC's workshop on the Environmental Justice Action Plan on February 3 and 4, 2021.

(Public Policy Objective A, Key Tactic 2)

Legislative Advocacy and Outreach

Though the legislative season remains early, PCE staff is aware of two proactive bills being prepared by the broader CCA community this legislative season: 1) one bill being led by CalCCA aims to address PCIA-related matters, and 2) another bill led by a smaller coalition of CCAs relates to preexisting state-directed biomass procurement. Because the deadline to introduce bills isn't until February 17, 2021, we will provide greater insight into both of these bills later in the legislative season.

In the meantime, for the CalCCA bill, CalCCA is seeking aid from its members to cultivate support for its bill with both additional legislators' offices and with other key stakeholders. As such, PCE staff will be asking for board member support in these efforts and will arrange for further discussion with individual staff members.

Regarding the CCA coalition bill, staff will explore the board's appetite for supporting a bill focused on biomass-related issues, even if PCE's board does not intend for the agency to procure biomass resources as part of its generation portfolio. As with the prior bill, PCE staff will arrange for further discussion with the board.

FISCAL IMPACT:

Not applicable.

PENINSULA CLEAN ENERGY
JPA Board Correspondence

DATE: Feb. 12, 2021
BOARD MEETING DATE: Feb. 25, 2021
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: None

TO: Honorable Peninsula Clean Energy Authority Board of Directors

FROM: Jan Pepper, Chief Executive Officer, Peninsula Clean Energy
Rafael Reyes, Director of Energy Programs

SUBJECT: Community Programs Report

SUMMARY

The following programs are in progress, and detailed information is provided below:

1. Building and EV Reach Codes
2. Existing Building Electrification
3. “EV Ready” Charging Incentive Program
4. Low-Income Used EV Program
5. New EV Program
6. EV Ride & Drives/Virtual Engagement
7. E-Bikes Rebate Program
8. Municipal Fleets Program
9. Ride-Hail Electrification Pilot
10. MUD Low-Power EV Charging Pilot
11. EV Managed Charging Pilot
12. Curbside Charging Pilot

In addition to the Community Energy Programs highlighted in this report, we also have several energy resilience initiatives that are either in development or currently active. These are led by Power Resources. Those initiatives include:

1. Public Facility Resilience
2. San Mateo County Facilities DER Evaluation
3. Power on Peninsula – Homeowner
4. Power on Peninsula – Medical

You can learn more about those programs in the monthly Energy Resiliency Strategy Report.

DETAIL

1. Building and EV Reach Codes

Background: In 2018 the Board approved a building “reach code” initiative to support local governments in adopting enhancements to the building code for low-carbon and EV ready buildings. The initiative is a joint project with Silicon Valley Clean Energy (SVCE). The program includes small grants to municipalities, technical assistance, and tools, including model codes developed with significant community input. The tools and model code language are available on the project website (www.PeninsulaReachCodes.org).

In PCE territory, Burlingame, Brisbane, E. Palo Alto, Menlo Park, Millbrae, Pacifica, Redwood City, San Mateo and San Mateo County have adopted reach codes. In addition, San Mateo updated their reach code to align with the “all-electric” approach taken by other agencies. A number of additional agencies are in progress including Belmont, Daly City, San Bruno, San Carlos, and Portola Valley. Across San Mateo and Santa Clara Counties, 20 agencies have adopted some kind of reach code. Below is a sampling of agencies across PCE and SVCE territories:

City	Buildings			Electric Vehicles
	Choice All-Electric or High Efficiency Mixed-Fuel	All-Electric with Limited Gas Usage	Natural Gas Ban	
County of San Mateo		ADOPTED		EV Ready code (PCE model)
Brisbane		ADOPTED		Aggressive EV Ready code
Burlingame		ADOPTED		EV Ready code (similar to PCE model)
Menlo Park		ADOPTED		Increase chargers & EV Capable (2018)
Milpitas	ADOPTED			Increase chargers & EV Capable
Morgan Hill			ADOPTED	
Mountain View		ADOPTED		Aggressive EV Ready code
Pacifica		ADOPTED		Increase chargers (2017)
Palo Alto		ADOPTED		Aggressive EV Ready code
Redwood City		ADOPTED		EV Ready code (PCE model)
San Mateo		ADOPTED		Increase chargers & EV Capable
San Jose		ADOPTED	ADOPTED (low rise)	Increase chargers & EV Capable

In addition, in January 2020 the Board approved an extension of the reach code technical assistance plus additional elements:

- Education and training for developers and contractors. To date, two developer round tables and one contractor training has been completed. The third developer round table is being planned for March 2021.
- Consumer education program on the benefits of all-electric buildings

This technical assistance is now publicly available at www.AllElectricDesign.org. We have had 23 unique technical assistance requests, of which 12 have been resolved.

Lastly in December 2020, the Board approved the draft contract amendment with TRC Engineers to extend the scope to include technical assistance for developing policy language for existing buildings.

Status:

- **Half Moon Bay:** On Feb. 2nd, Council directed staff to develop reach codes.
- **Portola Valley:** PCE staff have been in dialogue with city staff which is anticipating scheduling a Council meeting soon.
- **San Carlos:** On January 25th, Council approved the first reading of their reach codes.
- **South San Francisco:** On January 27th, Council directed staff to develop residential reach codes.
- **Menlo Park:** PCE staff is working with city staff on finalizing the consultant's scope of work to include assistance for developing replicable policies and tools for existing building electrification.

Strategic Plan:

Goal 3 – Community Energy Programs, Objective A:

- Key Tactic 3: Ensure nearly all new construction is all-electric and EV ready
- Key Tactic 4: Establish preference for all-electric building design and appliance replacement among consumers and building stakeholders

2. Existing Building Electrification

Background: In May 2020, the Board approved a 4-year, \$6.1 million program for electrifying existing buildings. This program includes a number of elements including rebates for appliance replacements, a low-income home upgrade program, technology pilots and research. In June 2020, the Board approved the draft contract with CLEAResult for the appliance rebate program which is to be integrated with the existing BayREN Home+ program for a streamlined customer experience. In November 2020, the Board approved the draft contract with Harvest Thermal for a combined space and water heating technology pilot.

Status: The heat pump water heater (HPWH) rebate program was launched on January 01, 2021. PCE rebates are offered in partnership with BayREN's Home+ program. Customers are required to install the HPWH through a BayREN participating contractor. BayREN offers a rebate of \$1,000 and PCE offers an additional rebate of \$1,500 for methane gas to HPWH or \$500 for electric resistance to HPWH. PCE also offers a bonus rebate for CARE/FERA customers of \$1,000 and \$1,500 for electrical panel updates of up to 100 amps and \$750 for up to 200 amps. The total rebate amount cannot exceed the project cost. Currently three San Mateo County contractors and nine contractors outside the county are enrolled in the program. A digital ad campaign promoting the program along with building electrification awareness was launched on Jan 29th (further detail on the awareness campaign can be found in the Marketing memo).

In addition, staff released a Request for Proposals (RFP) for a program implementer of the low-income home upgrade program and received three proposals. Following interviews with all three proposers, staff has selected a program implementer and has

begun the contracting process. The contract for the expected implementer will be brought to the Board at a later date. It is anticipated that the program will enter a design phase in Q1 and be ready for public launch in Q3 2021. Lastly, the contract with Harvest Thermal has been executed and the kick-off meeting for the project was completed. The Harvest Thermal team is currently working on technology improvements and home recruiting criteria. Recruitment for the program will begin in Q2 2021.

The Existing Building initiatives are associated with the Building Electrification Awareness Program that is led by the Marketing team.

Strategic Plan:

Goal 3 – Community Energy Programs, Objective A:

- Key Tactic 4: Establish preference for all-electric building design and appliance replacement among consumers and building stakeholders

Goal 3 – Community Energy Programs, Objective B:

- Key Tactic 1: Invest in programs that benefit underserved communities
- Key Tactic 3: Support workforce development programs in the County

Goal 3 – Community Energy Programs, Objective C:

- Key Tactic 1: Identify, pilot, and develop innovative solutions for decarbonization

3. “EV Ready” Charging Incentive Program

Background: In December 2018 the Board approved \$16 million over four years for EV charging infrastructure incentives (\$12 million), technical assistance (\$2 million), workforce development (\$1 million), and administrative costs (\$1 million). Subsequent to authorization of funding, PCE successfully applied to the California Energy Commission (CEC) for the CEC to invest an additional \$12 million in San Mateo County for EV charging infrastructure. That application was in conjunction with agencies in Santa Clara County.

Of PCE’s \$12 million in incentives, \$8 million will be administered under the CEC’s California Electric Vehicle Incentive Project (CALeVIP) and \$4 million under a dedicated, complementary PCE incentive fund. The dedicated PCE incentives will address critical market segments not addressed by CALeVIP including Level 1 charging, assigned parking in multi-family dwellings, affordable housing new construction, public agency new construction, and charging for resiliency purposes.

Status: PCE’s technical assistance and outreach is ongoing. In total 57 different locations are in the technical assistance process requesting over 700 charging ports. PCE’s dedicated incentives launched on September 16th and have received 4 applications for funding for a total of 148 ports. CALeVIP applications opened on December 16th and 244 applications were received across DCFC and L2 projects, oversubscribing all funds. PCE provided CALeVIP pre-application and day-of phone support to all technical assistance customers and hosted a webinar for local governments interested in submitting an

application and pursuing an EV charging project. PCE will follow-up with all applicants in San Mateo County to offer technical assistance support to facilitate rapid and efficient deployment of ports.

Strategic Plan:

Goal 3 – Community Energy Programs, Objective A:

- Key Tactic 1: Drive personal electrified transportation to majority adoption
- Key Tactic 5: Support local government initiatives to advance decarbonization

Goal 3 – Community Energy Programs, Objective B:

- Key Tactic 3: Support workforce development programs in the County

4. Used EV Program (Low-Income)

Background: Launched in March 2019, the Used EV Program (formerly referred to as “DriveForward Electric”) provides an incentive up to \$4,000 for the purchase of used plug-in hybrid electric vehicles (PHEVs) and full battery electric vehicles (BEVs) to income-qualified San Mateo County residents (those making 400% of the Federal Poverty Level or less). The incentives may be combined with other state-funded income-qualified EV incentive programs. When combined with another program, PCE offers \$2,000 as a follow-on rebate. In October 2020, the Board approved expanding the program to offer used EV incentives to all San Mateo County residents, while maintaining the increased incentives for income-qualified residents.

Status: The current income-qualified program is under continuous operation and as of February 3, 2021 has provided rebates to 85 residents. A separate memo and draft contract are included in this agenda packet on the administration contract for this program for FY21-22 through FY23-24.

Strategic Plan:

Goal 3 – Community Energy Programs, Objective A:

- Key Tactic 1: Drive personal electrified transportation towards majority adoption

Goal 3 – Community Energy Programs, Objective B:

- Key Tactic 1: Invest in programs that benefit underserved communities

5. New EV Program

Background: This program provides time-limited incentives on electric vehicles (EVs), \$700 for plug-in hybrid EVs and \$1,000 for all-battery EVs, during the fourth quarter of the year to address the up-front cost which is one of the key barriers to EV adoption. In addition, the program provides a “hook” for broad based marketing across the county, intended to not only motivate immediate purchases but also increase awareness and interest in EVs to foster future purchases. In previous years, 2018 and 2019, the PCE incentive was only available through participating dealerships which were selected

annually through a competitive process in which dealers were eligible to apply by offering discounts below the Manufacturer's Suggested Retail Price (MSRP) on their EVs. Vehicles sold/leased through the program were 120 in 2018 and 167 in 2019. To address low uptake and improve additionality, the program was restructured for the 2020 cycle. Notable modifications to the program include:

- Available to vehicles purchased in-county *and* out-of-county dealerships and online retailers (still only for San Mateo County residents)
- Only for vehicles with a vehicle cash price of \$45,000 or less, before taxes
- Targeted to "first time" EV buyers; past PCE EV incentive recipients will be ineligible for another incentive
- Only for purchases, not leases

Additionally, in October 2020, the Board approved the restructured program model for the following three years (2021-2023) and an approximate budget of \$2M over the three years.

Status: The 2020 program ran from on October 1 to December 31, 2020. 137 applications were received, 99 of which were approved to receive the rebate (the 38 were denied for various reasons including purchases outside of the program period and ineligible vehicles). Staff anticipates obtaining San Mateo County 2020 vehicle sales data in March and will be evaluating the 2020 New EV program results along with the overall market data. Additionally, as one of the main objectives of the program is to increase EV awareness through broad based marketing, the annual market survey results will also play a role in evaluating the program impact. It is anticipated that this year's market survey will be released in early Q2 2021.

Separately, it was recently announced that the statewide Clean Vehicle Rebate Project (CVRP), which has offered rebates for new EV purchases since 2010, will be ending this year. It is estimated that funding for the base incentive and increased income-qualified incentive will run out in April and October 2021, respectively. Governor Newsom's proposed state budget includes \$1.5 billion to achieve the state's zero-emission vehicle goals, including the goal to have all new vehicle sales be zero-emissions by 2035. While this budget includes funding for the state's clean transportation equity programs, such as the income-qualified (defined as 400% of the Federal Poverty Level or less) Clean Cars for All program and Clean Vehicle Assistance Program that applies to both new and used vehicles, it did not include renewed funding for CVRP. Once CVRP is phased out, the only incentive available to middle-income Californians on the purchase of new EVs will be the up to \$1,500 incentive from the Clean Fuel Reward program, which replaced the \$800 rebate offered by PG&E through the end of 2020. Additionally, the federal tax credit on EVs up to \$7,500 no longer applies to major EV manufacturers Tesla and General Motors.

The available EV incentives budget will prioritize the Used EV program, which staff is planning to expand in Q2 2021 to reach wider audience but maintain its focus on low-income communities. Due to low uptake with PCE's New EV program, the same program will not be run in 2021 while other approaches are considered.

Strategic Plan:

Goal 3 – Community Energy Programs, Objective A:

- Key Tactic 1: Drive personal electrified transportation towards majority adoption

6. EV Ride & Drives / Virtual Engagement

Background: In February 2019, the Board approved continuation of the EV Ride & Drive program over three years (2019-2021) following a 2018 pilot. It provides for community and corporate events in which community members can test drive a range of EVs. The program generated 14 events and 1,879 experiences in 2019 and a total of 19 events and 3,033 experiences since inception in 2018. Events have included pre-test drive, post-test drive, and six-month trailing surveys to document changes in customer perception towards EVs and actions taken after the EV experience. Event surveys indicate that the ride and drive was the first EV experience for 64% of participants and 87% report an improved opinion of EVs. Trailing surveys 6 months or more after events have yielded a 33% response rate and 17% of respondents indicate they acquired an EV after the event.

Status: Due to the COVID-19 pandemic, ride & drive events have been paused. As a result, staff developed a suite of virtual EV engagement pilot programs that replaced the in-person ride & drive events, all of which launched in October 2020. The new engagement programs aimed to provide a platform for residents to learn about EVs and opportunities to experience driving an EV as a way to increase overall awareness and interest in EVs to increase adoption. These programs included:

- **1-on-1 Dealer Test Drives:** partner with local dealerships who offer ‘at-home’ test drives and serve as a liaison between the resident and the dealership scheduling the test drive.
- **EV Rental Rebate:** provide a rebate (up to \$200) for residents to rent an EV through rental platforms. Launched on October 1 and as of January 19, 32 rental rebates have been approved.
- **EV Info Line & Chat Box:** a platform to enable residents to speak to an EV Specialist or chat through the PCE website to get information about EVs and get questions answered.
- **Virtual EV Forums:** partner with San Mateo County corporate partners/large employers to offer virtual forums/webinars to their employees on EVs.

Staff evaluated these pilots in January and has decided to phase out some due to low uptake and to prioritize limited funding (taking into account prospective budget cuts) for the most successful programs. The EV info line & chat box and 1-on-1 dealer test drives will be phased out and the Virtual EV Forums will continue through the end of FY20-21. The EV Rental Rebate, which as of February 3, 2021 has issued 34 rebates, has seen good uptake and shown positive impact in participant’s opinions of EVs and likeliness to get an EV as their next vehicle. As a result, most of the FY21-22 EV Ride & Drive/Engagement budget will be dedicated to the EV Rental Rebate, until ride & drive events become feasible again.

Strategic Plan:

Goal 3 – Community Energy Programs, Objective A:

- Key Tactic 1: Drive personal electrified transportation towards majority adoption

7. E-Bikes Rebate Program

Background: The Board approved the E-Bikes Rebate program in July 2020. This program will run three years for a total budget of \$300,000, which will provide approximately 300 rebates of up to \$800 to residents with low to moderate incomes over the course of the program. Silicon Valley Bicycle Coalition is under contract to PCE as an outreach and promotional partner.

Status: The program is under development with an expected launch in Q2 2021.

Strategic Plan:

Goal 3 – Community Energy Programs, Objective A:

- Key Tactic 1: Drive personal electrified transportation to majority adoption

Goal 3 – Community Energy Programs, Objective B:

- Key Tactic 1: Invest in programs that benefit underserved communities

8. Municipal Fleet Program

Background: The Board approved the Municipal Fleet Program in November 2020. This program will run for three years with a total budget of \$900,000 and is comprised of three components to help local agencies begin their fleet electrification efforts: hands-on technical assistance and resources, gap funding, and a vehicle to building resiliency demonstration that will assess the costs and benefits of utilizing fleet EVs as backup power resources for agencies in grid failures and other emergencies.

Status: The program is under development with an expected launch in early to mid 2021. An RFP will be released to hire a consulting team to work with PCE on providing detailed technical assistance to agencies, including project cost estimations and EV infrastructure designs.

Strategic Plan:

Goal 3 – Community Energy Programs, Objective A:

- Key Tactic 2: Bolster electrification of fleets and shared transportation
- Key Tactic 5: Support local government initiatives to advance decarbonization

Goal 3 – Community Energy Programs, Objective C:

- Key Tactic 1: Identify, pilot, and develop innovative solutions for decarbonization

9. Ride-Hail Electrification Pilot

Background: This pilot, approved by the Board in March 2020, is PCE's first program for the electrification of new mobility options. The project partners with Lyft and FlexDrive, its rental-car partner, to test strategies that encourage the adoption of all-electric vehicles in ride-hailing applications.

Status: The pilot formally kicked off in December 2020 and PCE staff are coordinating with Lyft on development. Vehicles are anticipated to become available in mid-2021.

Strategic Plan:

Goal 3 – Community Energy Programs, Objective A:

- Key Tactic 2: Bolster electrification of fleets and shared transportation

Goal 3 – Community Energy Programs, Objective C:

- Key Tactic 1: Identify, pilot, and develop innovative solutions for decarbonization

10. MUD Low-Power EV Charging Pilot

Background: This project was initially approved by the Board in 2018. Energy Solutions was selected as the consultant partner as part of a competitive bid process and the project was kicked off in August 2019. This pilot program has completed a needs assessment among various multi-unit dwelling (MUD) ownership types as well as a review of various low-power charging technology solutions. 13 Plugzio devices (smart outlets) have been installed at 3 MUDs in Millbrae and Foster City. Lessons learned from this pilot are already informing inclusion of low-power charging solutions in PCE's EV Ready Program and may result in featuring additional technology solutions.

Status: The project team selected Plugzio, an internet-connected 120V outlet, as the pilot technology for the first round of testing. Installations have been successfully completed at the three sites and the team is evaluating the possible inclusion of one additional site with Orange Outlet, a similar technology. A cost-efficiency analysis found that the project saved nearly \$180,000 in costs at one MUD alone, compared to the cost of traditional Level 2 charging (40 amps of power to each station), which would have triggered the need for significant upgrades. Installing L2 instead of L1 would have been over 4X more expensive in these cases. New regulations from the California Department of Food and Agriculture (CDFA), which regulates fuel measurement, have created potential uncertainty regarding requirements for digital displays on EV fuel dispensers which may impact Plugzio and other smart plug technologies which are not compliant. PCE staff is researching the CDFA issue.

Strategic Plan:

Goal 3 – Community Energy Programs, Objective A:

- Key Tactic 1: Drive personal electrified transportation to majority adoption

Goal 3 – Community Energy Programs, Objective B:

- Key Tactic 1: Invest in programs that benefit underserved communities

Goal 3 – Community Energy Programs, Objective C:

- Key Tactic 1: Identify, pilot, and develop innovative solutions for decarbonization

11. EV Managed Charging Pilot

Background: PCE contracted with startup FlexCharging to test managed charging through vehicle-based telematics. The system utilizes existing Connected Car Apps and allows PCE to manage EV charging via algorithms as a non-hardware-based approach to shift more charging to occur during off-peak hours.

Status: Phase 1 of the project, which tested basic functionality of the App and connectivity with Tesla and Nissan vehicles, ran from January - August 2020 and was a successful proof of concept, though certain technical limitations were discovered with Nissan and other vehicle automakers, which limited the pilot to Tesla vehicles. PCE was able to analyze incoming data from this pilot and gather lessons learned from a vehicle-based approach to managed charging. Further, PCE was able to verify that these data could be utilized in the monetization of Low Carbon Fuel Standard Credits, which PCE is exploring.

Staff is now developing the approach for Phase 2. PCE is collaborating with an academic team from the University of California, Davis' Davis Energy Economics Program (DEEP) and the University of Chicago's Harris School of Public Policy to develop an incentive structure experiment that will be used to inform PCE's Managed Charging Program design. Staff anticipates coming to the board with a proposal soon.

Strategic Plan:

Goal 3 – Community Energy Programs

- Implement robust energy programs that reduce greenhouse gas emissions, align energy supply and demand, and provide benefits to community stakeholder groups

Goal 3 – Community Energy Programs, Objective C:

- Key Tactic 1: Identify, pilot, and develop innovative solutions for decarbonization

12. Curbside Charging Pilot

Background: Curbside charging has the potential benefit of bringing new charging solutions to current or potential EV drivers that lack residential charging such as many residents of MUDs and other renters. Originally approved in 2018 but delayed for various reasons, this pilot will first assess the cost effectiveness of curbside charging in various scenarios, including streetlight-mounted stations, and potential technical and policy barriers that need to be addressed prior to installation. The first phase will also analyze the scaling potential, costs, and feasibility of curbside charging. If the assessment phase

shows curbside charging to be viable, PCE will facilitate pilot installations in 1-2 cities in the second phase.

Status: PCE has contracted with Arup to provide technical assistance in the first phase of this project and is gathering information from agencies that have expressed interest in partnering with PCE on feasibility assessments, including South San Francisco, Burlingame, Redwood City, and San Mateo. The team began these assessments in December 2020, which will last through the first half of 2021.

Strategic Plan:

Goal 3 – Community Energy Programs, Objective A:

- Key Tactic 1: Drive personal electrified transportation to majority adoption
- Key Tactic 5: Support local government initiatives to advance decarbonization

Goal 3 – Community Energy Programs, Objective B:

- Key Tactic 1: Invest in programs that benefit underserved communities

Goal 3 – Community Energy Programs, Objective C:

- Key Tactic 1: Identify, pilot, and develop innovative solutions for decarbonization

**PENINSULA CLEAN ENERGY
JPA Board Correspondence**

DATE: February 12, 2021
BOARD MEETING DATE: February 25, 2021
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: None

TO: Honorable Peninsula Clean Energy Authority Board of Directors

FROM: Jan Pepper, Chief Executive Officer

SUBJECT: Energy Supply Procurement Report –February 2021

BACKGROUND:

This memo summarizes energy procurement agreements entered into by the Chief Executive Officer since the last regular Board meeting in January. 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 Policy Number 15 (discussed below) since the last board meeting.

Execution Month	Purpose	Counterparty	Term
January	Purchase of Carbon-free large hydro	Pacific Gas & Electric Co.	11 months
January	Purchase of System Resource Adequacy	California Choice Energy Authority	1 month
January	Purchase of System Resource Adequacy	Clean Energy Alliance	1 month
January	Purchase of System Resource Adequacy	Calpine Energy Services, L.P.	1 month
February	Purchase of System Resource Adequacy	Calpine Energy Services, L.P.	1 month
February	Purchase of System Resource Adequacy	Pacific Gas & Electric Company	1 month
February	Amendment to EEI Collateral Annex	Southern California Edison Company	N/A
February	Purchase of System Resource Adequacy	Central Coast Community Energy	1 month
February	Sale of System Resource Adequacy	Central Coast Community Energy	1 month

In January 2020, 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:

- a. Chief Executive Officer has authority to approve Energy Procurement contracts with terms of twelve (12) months or less, in addition to contracts for Resource Adequacy that meet the specifications in section (b) and in Table 1 below.
- b. Chief Executive Officer has authority to approve Energy Procurement contracts for Resource Adequacy that meet PCE’s three (3) year forward capacity obligations measured in MW, which are set annually by the California Public Utilities Commission and the California Independent System Operator for compliance requirements.

Table 1:

Product	Year-Ahead Compliance Obligation	Term Limit
Local Resource Adequacy	In years 1 & 2, must demonstrate capacity to meet 100% of monthly local obligation for years 1 and 2 and 50% of monthly local obligation for year 3 by October 31 st of the prior year	Up to 36 months
System Resource Adequacy	In year 1, must demonstrate capacity to meet 90% of system obligation for summer months (May – September) by October 31 st of the prior year	Up to 12 months
Flexible Resource Adequacy	In year 1, must demonstrate capacity to meet 90% of monthly flexible obligation by October 31 st of the prior year	Up to 12 months

- c. Chief Financial Officer has authority to approve any contract for Resource Adequacy with a term of twelve (12) months or less if the CEO is unavailable and with prior written approval from the CEO.
- d. 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, the Board Chair, and other members of the Board as CEO deems necessary, has the authority to approve Energy Procurement contracts with terms greater than twelve (12) months but not more than five (5) years, in

addition to Resource Adequacy contracts as specified in Table 1 above. 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.
- 4) **Amendments to Agreements:** Chief Executive Officer, in consultation with the General Counsel and the Board Chair, or Board Vice Chair in the event that the Board Chair is unavailable, has authority to execute amendments to Energy Procurement contracts that were previously approved by the Board.

STRATEGIC PLAN:

The contracts executed in October support the Power Resources Objective A for Low Cost and Stable Power: Develop and implement power supply strategies to procure low-cost, reliable power.

**PENINSULA CLEAN ENERGY AUTHORITY
JPA Board Correspondence**

DATE: February 12, 2021
BOARD MEETING DATE: February 25, 2021
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: None

TO: Honorable Peninsula Clean Energy Authority Board of Directors

FROM: Jan Pepper, Chief Executive Officer
Siobhan Doherty, Director of Power Resources
Peter Levitt, Associate Manager, Distributed Energy Resources (DER)
Strategy
Dave Fribush, DER Technical Advisor

SUBJECT: Update on Energy Resiliency Strategy Implementation

SUMMARY

On January 23, 2020, the Peninsula Clean Energy Board of Directors approved staff's three-year, \$10 million strategy to deploy local electricity resiliency programs in San Mateo County. Each month, staff will provide an update report to the Board on the status of the programs deployed under this strategy. Any actual budget commitments would need to be approved by Peninsula Clean Energy's Board in accordance with our policies. The full Energy Resiliency Strategy is available on Peninsula Clean Energy's website: https://www.peninsulacleanenergy.com/wp-content/uploads/2020/02/Resiliency-Strategy_January.pdf

Below is a list of goals associated with each program, and progress towards each of those goals.

Program as specified in Resiliency Strategy	Initial Goal (MW)	Initial Goal (Customers Served) ¹	Updated Goal (MW)	Updated Goal (Customers Served)	MW Installed to Date	Customers Served to Date
Medically Fragile Customers	4 MW Solar / 16 MWh Storage	675	0.2 MW solar / 0.45 MWh storage ²	136	0.06 MW solar / 0.41 MWh storage	122
Municipal Community Resilience Centers (CRCs)	5.8 MW Solar / 23 MWh Storage	9,000 – 18,000	5.8 MW Solar / 23 MWh Storage	9,000 – 18,000	0	0
Distributed Resource Adequacy (RA)	40 MWh Storage	900	2.3-12.8 MW Solar / 8-44 MWh Storage	400-2,200	0.04 MW Solar / 0.08MWh storage	6

The following programs are in progress, and detailed information is provided below:

1. Public Facility Resilience
2. San Mateo County Facilities DER Evaluation
3. Power on Peninsula – Homeowner
4. Power on Peninsula - Medical

STRATEGIC PLAN

The activities and programs described below support the following objectives and key tactics in Peninsula Clean Energy's strategic plan:

- Power Resources Goal 1: Secure sufficient, low-cost, clean sources of electricity that achieve Peninsula Clean Energy's priorities while ensuring reliability and meeting regulatory mandates
 - Objective C Local Power Sources: Create a minimum of 20 MW of new power sources in San Mateo County by 2025

¹ This figure refers to customers served directly and indirectly

² The wide difference in the initial goals and the updated goals for this program is due to a change in program direction, and due to the Distributed RA program serving a significant portion of medically vulnerable customers

- Key tactic 2: Implement Board-approved strategy to increase community resilience.
- Key tactic 3: Work with local government partners to identify and catalog opportunities for distributed energy resources across San Mateo County.

DETAIL

1. Public Facility Resilience (under Municipal CRCs Program)

Background

Peninsula Clean Energy, in partnership with East Bay Community Energy and under a grant from Bay Area Air Quality Management District, engaged with municipalities to evaluate critical facilities to evaluate the viability of deploying solar+storage to provide energy resilience. This achieved the following two objectives: 1) identified a subset of critical facilities in San Mateo counties that can serve as community shelters and/or emergency response hubs during power outages related to Public Safety Power Shutoff events or natural disasters (e.g. police and fire depts, recreation centers, libraries, etc); and 2) narrowed that list to select priority sites based on site hazards, proximity to population, and location in a disadvantaged community or low income zone. Out of approximately 150 candidate buildings, 32 passed initial viability screens to receive a detailed preliminary analysis of solar + storage systems based on the assumptions that critical loads represented 25% of the normal facility load and backup power would be required for multiple days. This analysis was done remotely, and the next step in the project is to validate assumptions with on-site evaluations with a goal of assembling a portfolio of DER projects that could then be aggregated into an RFP that vendors would find more attractive – and price more competitively – than if each facility was a one-off project. Additionally, the efforts made by the project team in customer acquisition, vetting of sites, and sizing of DERs might further reduce risks and costs to vendors and subsequently reduce DER installation costs.

Current Status

Utilizing the budget approved by the Board at the October 2020 meeting for DER Site Evaluation Services, we are conducting on-site DER evaluations for 10 municipal facilities that received a preliminary screen in the above-referenced BAAQMD/Arup project. These 10 were selected from the 32 that received a preliminary screen and we have allotted 1 facility to each of the 10 municipalities that had a site on that list.

We began site visits in January 2021 and have to date completed visits for the following sites:

- Fair Oaks Community Center, Redwood City
- San Carlos Youth Center, San Carlos
- Mission Blue Center, Brisbane
- Public Works Yard, Hillsborough

- Chetcuti Building and Surrounding Complex, Millbrae
- Colma Community Center, Colma
- City Hall and Police Station, Belmont

At these site visits, McCalmont personnel examine and take note of specifications for the electrical panels and configurations, available space for interconnection and new equipment, roof and parking lot potential for solar (along with obstructions and tree shading issues), and other relevant information to inform DER potential and sizing. They will then provide us a preliminary report from which we will iterate with the site owners and McCalmont to reach a final system configuration that could be part of an aggregated procurement. Note that our funding at this stage will cover on-site evaluation and preparation of materials for an equipment solicitation but does not include funding for the procurement of equipment.

One initial finding from site visits to date is that many of the sites have existing fossil fuel backup generators for critical loads and in many cases are large enough to back up the entire facility. It is unlikely that, due to space constraints, we could deploy a large enough solar + storage system to replace these generators. We will be exploring the costs and trade-offs for potential use of solar + storage as a secondary backup that might reduce the use of fossil generation under some circumstances.

2. San Mateo County Facilities DER Evaluation:

RFP for DER Site Evaluation and Engineering Services (will inform Municipal CRC program, but funded separately)

Background

In coordination with San Mateo County facilities personnel, Peninsula Clean Energy identified a number of San Mateo County-owned facilities as candidates for DER systems. An RFP was run to contract with an engineering services firm to conduct site evaluations for these sites to develop documentation for DER projects and McCalmont Engineering was selected. The documentation will also form the basis for an RFP for project developers to bid on constructing DERs at these sites. The documentation will include analysis of critical loads, structural integrity, interconnection options, and other drawings, diagrams, notes, and report(s) that characterize the proposed DER deployment and provides sufficient information for a DER vendor to provide a high confidence bid on the project. While this RFP is not specifically focused on resiliency, we will be looking at resiliency options as part of the site evaluations and DER sizing recommendations. We expect that lessons learned and evaluation processes developed for these projects can inform future DER deployments, including those with a goal of providing resiliency.

The current site list for evaluation is:

- Half Moon Bay Airport

- HSA/Fair Oaks Medical
- Pescadero Landfill
- San Carlos Airport
- San Mateo County Events Center
- San Mateo County Youth Services/Camp Kemp/Fire Station
- San Mateo Election Building

All sites will be considered for solar and energy storage, though the characteristics of each site will determine what equipment can actually be deployed.

Current Status

3. Power on Peninsula – Homeowner (Distributed RA Program)

Background

Power on Peninsula – Distributed Energy Storage (formerly referred to as Distributed Resource Adequacy) is an energy resiliency program run by Peninsula Clean Energy stemming from the energy resiliency strategy published by staff in January 2020, and the joint solicitation for Resource Adequacy Capacity with three other Load-Serving Entities (LSEs) in November 2019. Under this solicitation, Peninsula Clean Energy, East Bay Community Energy, Silicon Valley Clean Energy, and Silicon Valley Power are utilizing LSEs' connections to our customers and RA purchasing obligations to motivate new solar+storage systems to provide energy resiliency throughout the Bay Area.

In June, the Board approved and staff executed a Distributed Energy Storage Agreement, Customer Data Sharing Non-Disclosure Agreement, and a Co-Marketing Agreement with Sunrun. Under the Distributed Energy Storage Agreement, Sunrun will install 1 – 5 MW (4 – 20 MWh) of battery energy storage systems on single family and multi-family residences in San Mateo County, with a minimum of 10% installed for low income customers, customers on CARE, FERA or Medical Baseline rates, or located in a disadvantaged community. Staff is still evaluating options for a similar contract structure targeting commercial customers.

We launched a new section of the Peninsula Clean Energy website that highlights this program - <https://www.peninsulacleanenergy.com/pop-homeowner/>. Board members are encouraged to point their customers to this webpage. Peninsula Clean Energy customers who sign up for this program may receive an incentive between \$500 - \$1,250.

In November- December 2020, Peninsula Clean Energy and Sunrun continued to implement the activities related to the **Co-Marketing Agreement** including a launch on Facebook after the end of the election blackout period, the “swap out” of existing Sunrun ads in Peninsula Clean Energy territory to Peninsula Clean Energy-Sunrun co-marketing ads and posting banners in Home Depot stores. These efforts helped generate over 200,000 impressions. While those impressions will usually develop into

many new leads, we are learning that marketing solar services during the winter yields fewer leads and sales than from marketing during other seasons.

Sunrun's product team is in the process of developing details about Sunrun's **Retrofit Program**, which will target existing Sunrun solar customers for the battery program. Currently there are 50+ customers on the retrofit waiting list.

For the **Multifamily Program**, Sunrun and Peninsula Clean Energy are working to develop an engagement strategy for this customer segment. Additionally, Peninsula Clean Energy is working with other CCAs on the launch of a coordinated multifamily property developer outreach effort.

Sunrun continues to install solar PV and battery storage systems at customer sites. Key program results will continue to be tracked in the Summary section of this Energy Resiliency Strategy Implementation report.

Current Status

Key activities and accomplishments during the month of January are as follows:

Peninsula Clean Energy, Sunrun, and TerraVerde continued to review reporting metrics and performance against program targets. In January, Sunrun rolled out an improved Reporting Dashboard that tracks leads, opportunities, sales, installations, and SGIP status in greater detail.

Sunrun and TerraVerde began the process of integrating customer data into Peninsula Clean Energy's internal Powerpath data system. Sunrun and TerraVerde formed a database of customer data that was uploaded onto a secure, shared file server. Sunrun also uploaded a sample of customer documents (contracts, drawings, permits, photos, etc.) to validate contract execution, design, permitting, and installation activity. This information upload will occur monthly, as new customers sign onto the Power on Peninsula program.

Peninsula Clean Energy and Sunrun continued to implement the Co-Marketing Plan for the "Power On Peninsula" program, though January marketing activity was light, due to the small number of marketing campaigns that were live this month. Peninsula Clean Energy continued to test boosted Facebook posts and began testing Adwords as well.

For the Multifamily Program, Sunrun provided Peninsula Clean Energy with a pipeline of potential multifamily projects. Sunrun and Peninsula Clean Energy began the process of combining Peninsula Clean Energy program offerings to multifamily customers.

TerraVerde focused its efforts on facilitating Sunrun's reporting improvements and conducting reviews of Sunrun's customer data uploads. TerraVerde also assisted Peninsula Clean Energy with Sunrun contract compliance tracking.

Sunrun has achieved permission to operate from PG&E for six solar PV + battery storage systems, and has over 60 customers with signed contracts in the pipeline.

4. Power on Peninsula – Medical (Medically Fragile Customers Program)

Background

Grid outages can be life threatening for people that depend on electricity to power medical equipment. Clean backup power can help customers that depend on medical equipment to remain in their homes during a power outage and continue to have access to electricity. This could also reduce power outage-related calls to emergency services from these customers.

For renters and homeowners of condos or mobile homes where it is difficult to install solar, staff is implementing a program to donate portable backup batteries targeting customers that are currently on or eligible for the Medical Baseline rate tariff and live in high fire-threat districts³ or areas that were impacted by two or more PSPS events in 2019 (mostly the coast from Montara south to the County border and unincorporated rural mountainous areas). The Medical Baseline program is an assistance program for residential customers with special energy needs due to medical conditions. Enrollment in this program provides a lower rate on energy bills and extra notifications in advance of PSPS events.^{4,5} This portable battery donation program provides a long-term solution to increase safety, resilience, and independence for medically vulnerable residents.

In July, the Board approved a budget of \$750,000 for this program. Peninsula Clean Energy signed a contract with a local hardware store, Hassett Hardware, for purchase, storage, delivery, and customer training for Yeti 3000x batteries and Boulder 200 Briefcase foldable solar panels.

Peninsula Clean Energy has contracted with two non-profit community organizations – Senior Coastsiders and Puente de la Costa Sur—to educate customers regarding the PG&E Medical Baseline Rate, disaster preparedness planning, and this battery donation program. These two organizations are also helping us identify the customers who meet the eligibility criteria identified above.

The initial batch of batteries were received August 19th, and Hassett started delivering to high-priority customers immediately.

Current Status

³ CPUC Fire Map: <https://ia.cpuc.ca.gov/firemap/#>

⁴ “Apply for the Medical Baseline Program”: https://www.pge.com/en_US/residential/save-energy-money/help-paying-your-bill/longer-term-assistance/medical-condition-related/medical-baseline-allowance/medical-baseline-allowance.page?WT.mc_id=Vanity_medicalbaseline

⁵ “Medical Baseline”: <https://www.cpuc.ca.gov/medicalbaseline/>

As of mid-February, Hassett has delivered 135 Yeti 3000x batteries to a total of 123 medically vulnerable Peninsula Clean Energy customers.⁶ In addition Hassett has delivered 31 units of Boulder 200 Briefcase foldable solar panels to medically vulnerable Peninsula Clean Energy customers.

Hassett Hardware and Peninsula Clean Energy will continue to deliver the remaining Yeti 3000x batteries and Boulder 200 Briefcase solar panels to customers throughout the first half of 2021.

Staff is hosting weekly coordination calls among the following organizations:

- Senior Coastsiders;
- Puente de la Costa Sur;
- City of Half Moon Bay (Public Works and Emergency Services);
- Center for Independence for Individuals with Disabilities; and
- Central Coast Energy Services.

All these organizations are actively working on backup battery solutions for medically vulnerable residents in areas most likely to be impacted by future Public Safety Power Shutoff (PSPS) events.

⁶ Customers with certain medical equipment may require more than one battery to provide the appropriate amount of backup power.

CA Community Power

TO: CC Power Board of Directors

DATE: 2/18/21

FROM: Jim Shetler – Interim General Manager

SUBJECT: Report on CC Power Board of Directors Meeting – 2/17/21

The CC Power Board of Directors held its initial formation meeting on Wednesday, 2/17/21, via Zoom. Details on the Board packet, presentation materials, and public comment letters can be found under the Meetings tab at the CC Power website: <https://cacomunitypower.org>

Highlights of the meeting included the following:

- Selection of Board Chair, Vice-chair, and Secretary
 - Chair: Girish Balachandran (Silicon Valley Clean Energy)
 - Vice-chair: Dawn Weisz (Marin Clean Energy)
 - Secretary: Tony Braun (BBSW)
- Selection of Interim General Manager and General Counsel: The Board Chair noted that he intends to assemble an *ad hoc* subgroup to initiate a Board driven selection process for a General Manager and General Counsel. The goal is to have the selection completed to allow a decision at the May Board meeting. In the meantime, the recommendation was made, which the Board approved, to appoint the below consultants on an interim basis:
 - Interim General Manager: Jim Shetler (Adirondack Power Consulting)
 - Interim General Counsel: Tony Braun (BBSW)
- Interim General Manager's Report: Mr. Shetler provided an overview of the formation efforts that will be discussed during the meeting, an update on the process for moving forward with the Long Duration Storage (LDS) Project, and an update on the status of the LDS Project RFO evaluation process. The slides for this update are included at the website noted above.
- Approval of the Initial Board Meeting schedule for 2021: The Board approved the following dates for the meeting calendar:
 - February 17
 - March 17
 - April 21
 - May 19
 - August 18
 - September 15
 - November 10

The meetings will be held at 1:00 pm. It was noted that these dates and meeting times may change, if necessary, to support Agency activities.

- Appointment of the Treasurer/Controller, Approval of Contract for Accounting Services, and Designation of Business Address: One of the members, Central Coast Community

Energy (3CE), has offered to provide treasurer/controller services for CC Power and to serve as the business address for CC Power. 3CE has also developed a contract with Maher Accounting services on behalf of CC Power. The resolution appointing Tiffany Law (3CE) as Treasurer/Controller, designating the business address, and approving the Maher Accountancy, which is attached to the resolution, are included in the Board packet at the website noted above.

- Designation of the Fiscal Year and Approval of the 2021 Budget and Initial Cost Allocation Methodology and Authorizing the Treasurer to Make Initial Cash Calls: The detailed budget document which is attached to the resolution for this action and the presentation materials used at the Board meeting are both provided at the website noted above. The Board took the following actions:
 - Approved establishing the Fiscal Year as January 1 – December 31
 - Approved the proposed General Budget for March 1 – December 31, 2021 in the amount of \$101,500.
 - Approved a portion of the proposed LDS Project Budget from March 1 – September 30, 2021, in the amount of \$362,110 (as opposed to full year estimate of \$406,030).
 - Approved the cost allocation methodologies:
 - General Budget: Equal share per member
 - LDS Project Budget: Percentage share of identified target capacity for each participant.
 - Authorized the Treasurer to make initial 6-month cash calls of the eight current members and seven LDS Project participants in the total amount of \$363,870.

It was further discussed and understood that the budget allocation for each member will be adjusted based upon the expected addition of two new members and one new LDS Project participant and final decisions on LDS project participation, which would include determining funding for the remainder of 2021.
- Selection and Approval of Consulting Services for Negotiations of Potential Long-term Duration Storage Projects: Representatives from Gridwell Consulting and Keyes & Fox have been working under the original members funding agreement for evaluation of the LDS Project RFOs. It is recognized that the representatives from both firms bring a wealth of knowledge and experience in negotiating these types of contracts and have gained knowledge about the potential projects that would be hard to replace. As a result, it was recommended, and the Board concurred, that we enter into contractual arrangements with each of these firms for continued support of this effort. The resolution and engagement agreements with each firm are included in the Board packet which is provided at the website noted above.
- Delegation of Authority to Board Chair/Vice-chair for Approval of Invoices for Payment of Budgeted Items: The Board discussed this item with respect to whether it was more appropriate to delegate this authority to the Chair/Vice-chair or to the General Manager. There was general concurrence that the normal and more efficient practice would be for this delegation to be provided to the General Manager. However, due to the fact that CC Power is in a “startup” mode and the General Manager is serving on an interim basis, it was agreed that the proposal made the best sense initially, which the


Board approved. It was also discussed that this should be revisited once a permanent General Manager is selected. The resolution for this item is included in the Board packet which is provided at the website noted above.

- Discussion on Development of Policies for CC Power: This was a discussion item for the Board and was not agendized for Board action. Prior to formation of CC Power, potential JPA members had discussed the development of policies for the new organization. As a result of these discussions, staff agreed to develop some options for consideration, which included:
 - Option 1: Development of High-level Policy Principles to guide the organization and focus on policies that would support the LDS project
 - Option 2: Adopt a Formal Policy Statement on key issues and move forward with development of detailed policy statements
 - Option 3: Hybrid – Adopt a Formal Policy Statement on key issues and focus on policies that would support the LDS project.

These options are described in more detail in a white paper included in the Board agenda which is provided at the website noted above.

There was also significant public comment on how CC Power should proceed with policy development. This included four written letters (which are provided at the website noted above) and oral comments during the Board meeting. The comments were generally supportive of an approach similar to Option 2. Based upon these discussions, the Chair announced his intention to assemble an *ad hoc* Policy Development Committee to review the options and comments received and bring back a recommendation to the full Board for consideration in a timeframe that would support expected LDS project negotiations.

Please feel free to contact me if you have any questions on this report.

A handwritten signature in black ink, reading "Jim Mettler". The signature is written in a cursive style with a horizontal line underneath the name.

Peninsula Clean Energy
Performance at a Glance
Results for the Fiscal Quarter Ended
December 31, 2020
(\$000s)

Peninsula Clean Energy
Performance at a Glance
Results for the Fiscal Quarter Ended
December 31, 2020
(\$000s)

Net Position Balance

<u>Fiscal Year</u>	<u>Actual/Budget</u>	<u>Amount</u>
June 30, 2016	Audited	(\$1,044)
June 30, 2017	Audited	\$21,711
June 30, 2018	Audited	\$85,365
June 30, 2019	Audited	\$140,139
June 30, 2020	Audited	\$189,072
December 31, 2020	Unaudited Actual	\$200,187
June 30, 2021	Budget	\$186,927

Unrestricted Cash/Investments Balance

<u>Fiscal Year</u>	<u>Actual/Budget</u>	<u>Amount</u>
June 30, 2016	Audited	\$2,333
June 30, 2017	Audited	\$17,382
June 30, 2018	Audited	\$64,889
June 30, 2019	Audited	\$114,069
June 30, 2020	Audited	\$178,176
December 31, 2020	Unaudited Actual	\$191,117
June 30, 2021	Budget	\$181,528

Change in Net Position

<u>Fiscal Year</u>	<u>Actual/Budget</u>	<u>Amount</u>
FY2015-2016	Audited	(\$1,044)
FY2016-2017	Audited	\$22,755
FY2017-2018	Audited	\$63,655
FY2018-2019	Audited	\$54,774
FY2019-2020	Audited	\$48,933
December 31, 2020	Unaudited Actual	\$11,115
FY2020-2021	Budget	(\$8,531)

Cost of Electricity

<u>Fiscal Year</u>	<u>Actual/Budget</u>	<u>Amount</u>
FY2015-2016	Audited	\$0
FY2016-2017	Audited	\$64,501
FY2017-2018	Audited	\$170,135
FY2018-2019	Audited	\$194,035
FY2019-2020	Audited	\$216,066
December 31, 2020	Unaudited Actual	\$117,939
FY2020-2021	Budget	\$197,445

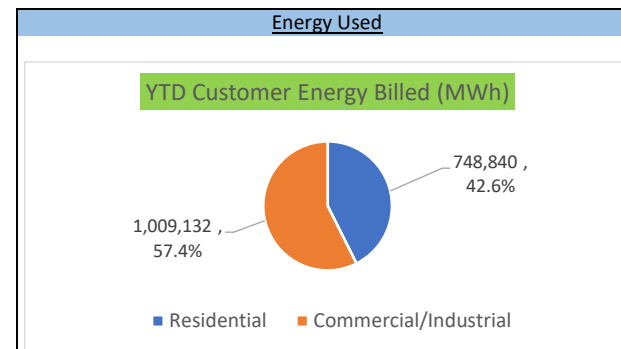
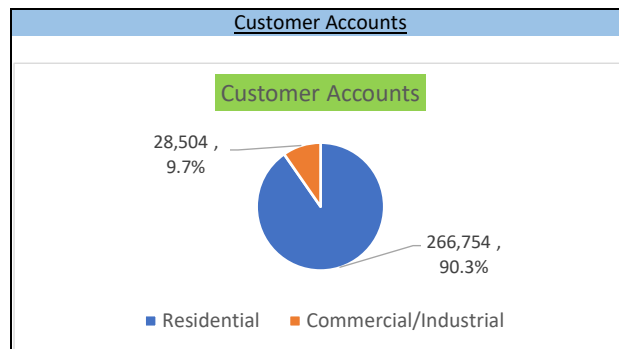
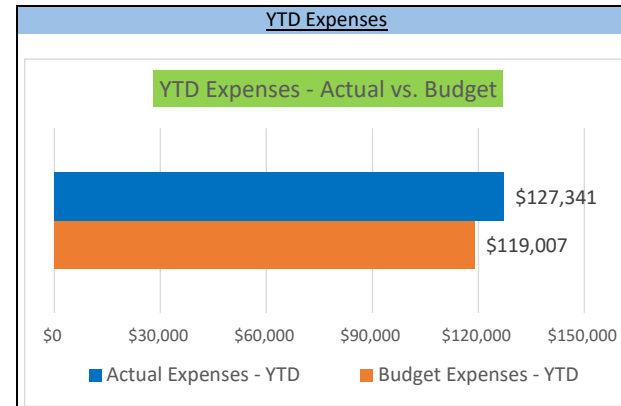
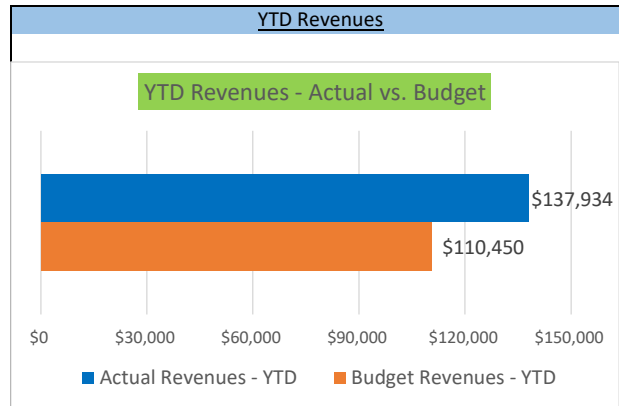
Revenues

<u>Fiscal Year</u>	<u>Actual/Budget</u>	<u>Amount</u>
FY2015-2016	Audited	\$0
FY2016-2017	Audited	\$93,129
FY2017-2018	Audited	\$244,738
FY2018-2019	Audited	\$259,782
FY2019-2020	Audited	\$278,093
December 31, 2020	Unaudited Actual	\$137,934
FY2020-2021	Budget	\$215,703

Total Operating Expenses

<u>Fiscal Year</u>	<u>Actual/Budget</u>	<u>Amount</u>
FY2015-2016	Audited	\$1,041
FY2016-2017	Audited	\$70,104
FY2017-2018	Audited	\$180,970
FY2018-2019	Audited	\$206,952
FY2019-2020	Audited	\$231,337
December 31, 2020	Unaudited Actual	\$127,341
FY2020-2021	Budget	\$225,642

Peninsula Clean Energy
Performance at a Glance
Results for the Fiscal Quarter Ended
December 31, 2020
(\$000s)



NOTE: FINANCIAL STATEMENTS ARE PRELIMINARY UNTIL THE ANNUAL AUDIT IS COMPLETED.

- **Revenues** were \$21.7 MM above Budget in Q2 as a result of two major factors:

- (a) Energy load was approximately 11% higher than budgeted mostly in non-residential use. The Budget was very conservative, especially for commercial use expectations; and (b) the PCIA Trigger, which was expected to have a significant negative impact on Q2 revenues was delayed until January 1, 2021.
- Q3 and Q4 revenues are expected to be below Budget as a result of the delay into CY2021.

- **Total Expenses** were \$1.3 MM below budget in Q2 - most categories were either below or near budget. Cost of energy was just slightly above budget (less than 1%) although YTD expense are \$11.6 MM above as a result of 2 significant/historic heat waves in August and September that created significant price imbalances in the market during Q1.

Peninsula Clean Energy
Performance at a Glance
Results for the Fiscal Quarter Ended
December 31, 2020
(\$000s)

	Year-to-date				Full Year (FY 2020-2021)		
	Actual	Budget	Variance: Favorable / (Unfavorable)	YTD Actual as % of YTD Budget	Budget	YTD Actual as % of Full Year Budget	Prior Year Actual (YTD)
OPERATING REVENUES							
Electricity Sales, net	\$ 136,568	\$ 109,377	\$ 27,192	124.9%	\$ 213,553	64.0%	\$ 84,646
Green electricity premium	1,366	1,074	292	127.2%	2,151	63.5%	693
Total Operating Revenues	\$137,934	\$110,450	\$27,484	124.9%	\$215,703	63.9%	\$85,338
OPERATING EXPENSES							
Cost of energy	117,939	106,372	(11,567)	110.9%	197,445	59.7%	54,749
Staff compensation	2,717	3,002	284	90.5%	6,237	43.6%	904
Data Manager	1,689	1,710	21	98.8%	3,420	49.4%	950
Service Fees - PG&E	626	630	4	99.4%	1,260	49.7%	313
Consultants/Professional Svcs	1,304	1,622	318	80.4%	3,068	42.5%	69
Legal	786	867	82	90.6%	1,708	46.0%	268
Communications/Noticing	601	1,644	1,043	36.6%	2,873	20.9%	230
General and Administrative	794	916	122	86.6%	1,947	40.8%	326
Community Energy Programs	837	2,180	1,344	38.4%	7,550	11.1%	308
Depreciation	48	62	14	76.8%	133	35.8%	22
Total Operating Expenses	127,341	119,007	(8,334)	107.0%	225,642	56.4%	58,141
Operating Income (Loss)	\$10,593	(\$8,556)	\$19,150	-123.8%	(\$9,939)	-106.6%	\$27,197
Total Nonoperating Inc/(Exp)	522	704	(182)	74.2%	1,408	37.1%	601
CHANGE IN NET POSITION	\$11,115	(\$7,852)	\$18,968		(\$8,531)	130.3%	\$27,798

PENINSULA CLEAN ENERGY AUTHORITY

STATEMENT OF NET POSITION

As of December 31, 2020

ASSETS

Current assets

Cash and cash equivalents	\$ 21,060,571
Accounts receivable, net of allowance	21,750,123
Accrued revenue	12,761,888
Investments	25,892,905
Other receivables	986,011
Prepaid expenses	1,974,609
Deposits	2,106,250
Restricted cash	31,717,560
Total current assets	<u>118,249,917</u>

Noncurrent assets

Capital assets, net of depreciation	386,179
Investments	143,614,133
Deposits	281,840
Total noncurrent assets	<u>144,282,152</u>
Total assets	<u>262,532,069</u>

LIABILITIES

Current liabilities

Accrued cost of electricity	28,027,172
Accounts payable	680,081
Accrued payroll	470,725
Other accrued liabilities	332,637
Supplier deposits - energy suppliers	30,373,713
User taxes and energy surcharges due to other governments	867,103
Total current liabilities	<u>60,751,431</u>

Noncurrent liabilities

Supplier deposits - energy suppliers	<u>1,593,433</u>
Total liabilities	<u>62,344,864</u>

NET POSITION

Investment in capital assets	386,179
Restricted for security collateral	4,949,194
Unrestricted	<u>194,851,832</u>
Total net position	<u>\$ 200,187,205</u>

PENINSULA CLEAN ENERGY AUTHORITY

**STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN NET POSITION**

July 1, 2020 through December 31, 2020

OPERATING REVENUES

Electricity sales, net	\$ 136,568,161
Green electricity premium	1,365,820
Total operating revenues	<u>137,933,981</u>

OPERATING EXPENSES

Cost of electricity	117,938,747
Contract services	5,116,002
Staff compensation and benefits	2,717,349
General and administration	1,470,988
Depreciation	47,724
Total operating expenses	<u>127,290,810</u>
Operating income (loss)	<u>10,643,171</u>

NONOPERATING REVENUES (EXPENSES)

Interest and investment income (loss)	568,302
Charitable contributions	(50,000)
Finance costs	(46,000)
Nonoperating revenues (expenses), net	<u>472,302</u>

CHANGE IN NET POSITION

	11,115,473
Net position at beginning of period	<u>189,071,732</u>
Net position at end of period	<u>\$ 200,187,205</u>

PENINSULA CLEAN ENERGY AUTHORITY

STATEMENT OF CASH FLOWS

July 1, 2020 through December 31, 2020

CASH FLOWS FROM OPERATING ACTIVITIES

Receipts from customers	\$ 142,353,478
Receipts from supplier security deposits	2,096,200
Payments to suppliers for electricity	(118,884,231)
Payments to suppliers for other goods and services	(6,564,083)
Payments for staff compensation and benefits	(2,656,034)
Payments of taxes and surcharges to other governments	(2,271,477)
Payments of charitable contributions	(50,000)
Net cash provided (used) by operating activities	<u>14,023,853</u>

CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES

Finance costs paid	(46,000)
Deposits and collateral paid	<u>(2,253,250)</u>
Net cash provided (used) by non-capital financing activities	<u>(2,299,250)</u>

CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES

Payments to acquire capital assets	<u>(21,385)</u>
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CASH FLOWS FROM INVESTING ACTIVITIES

Proceeds from investment sales	93,558,686
Investment income received	639,912
Purchase of investments	<u>(101,561,361)</u>
Net cash provided (used) by investing activities	<u>(7,362,763)</u>

Net change in cash and cash equivalents	4,340,455
Cash and cash equivalents at beginning of period	<u>48,437,676</u>
Cash and cash equivalents at end of period	<u><u>\$ 52,778,131</u></u>

Reconciliation to the Statement of Net Position

Cash and cash equivalents (unrestricted)	\$ 21,060,571
Restricted cash	<u>31,717,560</u>
Cash and cash equivalents	<u><u>\$ 52,778,131</u></u>

PENINSULA CLEAN ENERGY AUTHORITY

STATEMENT OF CASH FLOWS (continued)
July 1, 2020 through December 31, 2020

**RECONCILIATION OF OPERATING INCOME (LOSS) TO NET
CASH PROVIDED (USED) BY OPERATING ACTIVITIES**

Operating income (loss)	\$ 10,643,171
Adjustments to reconcile operating income to net cash provided (used) by operating activities	
Depreciation expense	47,724
Revenue adjusted for uncollectible accounts	442,806
Charitable contributions considered an operating activity for cash flow purposes only	(50,000)
(Increase) decrease in:	
Accounts receivable	715,663
Accrued revenue	979,837
Other receivables	751,856
Prepaid expenses	1,714,749
Increase (decrease) in:	
Accrued cost of electricity	(808,365)
Accounts payable	(514,513)
Accrued payroll and related	112,511
Other accrued liabilities	(1,373,500)
User taxes and energy surcharges due to other governments	9,714
Supplier security deposits	1,352,200
Net cash provided (used) by operating activities	<u>\$ 14,023,853</u>



PENINSULA CLEAN ENERGY - PFM

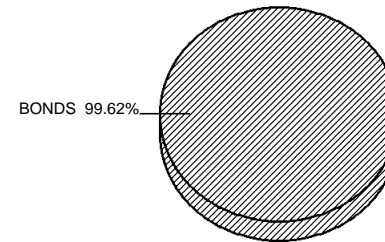
Page 3 of 32
Period from December 1, 2020 to December 31, 2020

MARKET VALUE RECONCILIATION

	CURRENT PERIOD 12/01/2020 TO 12/31/2020	YEAR TO DATE 07/01/2020 TO 12/31/2020
Beginning Market Value	90,191,976.11	82,435,172.65
Receipts		
Cash Receipts	.00	7,500,000.00
Non-Cash Receipts	.00	650,064.00
Total Receipts	.00	8,150,064.00
Disbursements		
Cash Disbursements	- 5,000,000.00	- 5,000,000.00
Non-Cash Deliveries	.00	- 649,818.00
Total Disbursements	- 5,000,000.00	- 5,649,818.00
Asset Activity		
Taxable Interest	80,726.14	653,581.60
Realized Gain/Loss	- 2,882.91	- 34,619.34
Change In Unrealized Gain/Loss	25,080.86	- 173,193.30
Assets Received Or Delivered Adjustment	.00	- 246.00
Total Adj Change In Unrealized Gain/Loss	25,080.86	- 173,439.30
Change In Accrued Income	16,573.36	- 69,468.05
Total Asset Activity	119,497.45	376,054.91
Net Change In Market Value	- 4,880,502.55	2,876,300.91
Ending Market Value	85,311,473.56	85,311,473.56

ASSET SUMMARY

ASSETS	12/31/2020 MARKET VALUE	% OF MARKET
Cash And Equivalents	48,798.17	0.06
U.S. Government Issues	68,116,843.70	79.85
Corporate Issues	9,641,613.75	11.30
Municipal Issues	7,228,287.60	8.47
Total Assets	85,035,543.22	99.68
Accrued Income	275,930.34	0.32
Grand Total	85,311,473.56	100.00



MARKET VALUE RECONCILIATION

	CURRENT PERIOD 12/01/2020 TO 12/31/2020	YEAR TO DATE 07/01/2020 TO 12/31/2020
Beginning Market Value	89,998,912.38	82,391,646.51
Receipts		
Cash Receipts	.00	7,500,000.00
Total Receipts	.00	7,500,000.00
Disbursements		
Cash Disbursements	- 5,020,236.44	- 5,051,200.18
Total Disbursements	- 5,020,236.44	- 5,051,200.18
Asset Activity		
Taxable Interest	19,708.18	347,402.61
Realized Gain/Loss	- 25,805.28	- 58,481.78
Change In Unrealized Gain/Loss	- 48,849.46	- 172,244.80
Change In Accrued Income	105,767.13	72,374.15
Total Asset Activity	50,820.57	189,050.18
Net Change In Market Value	- 4,969,415.87	2,637,850.00
Ending Market Value	85,029,496.51	85,029,496.51

ASSET SUMMARY

ASSETS	12/31/2020 MARKET VALUE	% OF MARKET
Cash And Equivalents	9,234,821.54	10.86
U.S. Government Issues	50,770,471.51	59.71
Corporate Issues	24,751,057.29	29.11
Total Assets	84,756,350.34	99.68
Accrued Income	273,146.17	0.32
Grand Total	85,029,496.51	100.00

