

Regular Meeting of the Audit and Finance Committee of the Peninsula Clean Energy Authority (PCEA)

Monday, August 9, 2021 8:30 a.m.

Zoom Link: https://pencleanenergy.zoom.us/j/98689312288
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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 to participate in this meeting, or who have a disability and wish to request an alternative format for the meeting materials should contact Nelly Wogberg, Board Clerk, at least 2 working days before the meeting at nwogberg@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 Audit and Finance Committee, please use the "Raise Your Hand" function in the Zoom platform or press *6 if you phoned into the meeting. If you have anything that you wish to be distributed to the Audit and Finance Committee and included in the official record, please send to nwogberg@peninsulacleanenergy.com.

CALL TO ORDER / ROLL CALL

PUBLIC COMMENT

This item is reserved for persons wishing to address the Committee on any PCEA-related matters that are not otherwise on this meeting agenda. Public comments on matters listed on the agenda shall be heard at the time the matter is called. Members of the public who wish to address the Committee are customarily limited to two minutes per speaker. The Committee Chair may increase or decrease the time allotted to each speaker.

ACTION TO SET AGENDA and to APPROVE CONSENT AGENDA ITEMS

Approval of the Minutes for the June 14, 2021 Meeting (Action)

REGULAR AGENDA

- 2. Chair Report (Discussion)
- 3. Staff Report (Discussion)
- 4. Review Financial Reports and Investment Summary for Fourth Quarter FY 2020-2021 (Discussion)
- Investment Managers Review (Discussion)
- 6. Committee Members' Reports (Discussion)

ADJOURNMENT

Public records that relate to any item on the open session agenda are available for public inspection. The records are available at the Peninsula Clean Energy offices or on PCEA's Website at: https://www.peninsulacleanenergy.com.

Instructions for Joining a Zoom 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- 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

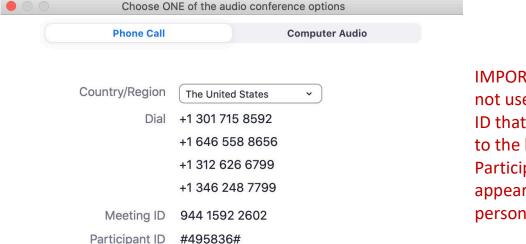
Videoconference Options:

Prior to the meeting, we recommend that you install the Zoom Meetings application on your computer by clicking here https://zoom.us/download

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

Option 1 Videoconference with Phone Call Audio:

- From your computer, click on the following link that is also included in the PCE Citizens
 Advisory Committee Meeting Calendar Invitation:
 https://pencleanenergy.zoom.us/j/98689312288
- 2. The Zoom Application will open on its own or you will be instructed to Open Zoom.
- 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.

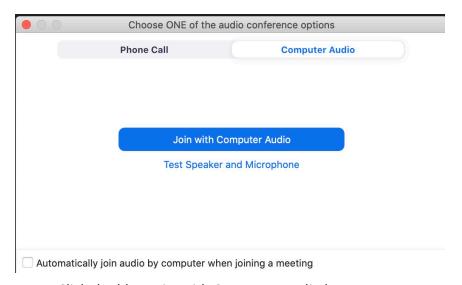


IMPORTANT: Please do not use the Participant ID that is in the picture to the left. Enter the Participant ID that appears on your personal pop-up.

- 4. Please dial one of the phone numbers for the meeting (it does not matter which one):
 - +1 312 626 6799
 - +1 301 715 8592
 - +1 646 558 8656
 - +1 253 215 8782
 - +1 346 248 7799
 - +1 669 900 9128
- 5. You will be instructed to enter the meeting ID: 986-8931-2288 followed by #
- 6. You will be instructed to enter in your participant ID. Your participant ID is unique to you and is what connects your phone number to your Zoom account.
- 7. After a few seconds, your phone audio should be connected to the Zoom 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:

- From your computer, click on the following link that is also included in the PCE Citizens
 Advisory Committee Meeting Calendar Invitation:
 https://pencleanenergy.zoom.us/j/98689312288
- 2. The Zoom application will open on its own or you will be instructed to open Zoom.
- 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 Computer Audio option at the top of the pop-up screen.



- 4. Click the blue Join With Computer Audio button
- 5. 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:

- +16699009128,,98689312288# US (San Jose)
- +12532158782,,98689312288# US (Tacoma)

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

- +1 669 900 9128 US (San Jose)
- +1 346 248 7799 US (Houston)
- +1 253 215 8782 US (Tacoma)
- +1 646 558 8656 US (New York)
- +1 301 715 8592 US (Washington DC)
- +1 312 626 6799 US (Chicago)

You will be instructed to enter the meeting ID: 986-9831-2288 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 press # to stay on the line.

You will be instructed to enter the meeting passcode 459033 followed by pound



REGULAR MEETING of the Audit and Finance Committee of the Peninsula Clean Energy Authority (PCEA) Monday, June 14, 2021 MINUTES

2075 Woodside Road, Redwood City, CA 08:30 a.m.

CALL TO ORDER

Meeting was called to order at 8:39 a.m.

ROLL CALL

Present: Laurence May, Town of Hillsborough, *Chair*

Donna Colson, City of Burlingame Carlos Romero, City of East Palo Alto Jeff Aalfs, Town of Portola Valley John Keener, Director Emeritus Pradeep Gupta, Director Emeritus

Absent: Carole Groom, County of San Mateo

Staff: Jan Pepper, Chief Executive Officer

Andy Stern, Chief Financial Officer Shayna Barnes, Operations Specialist

Marc Hershman, Director of Government Affairs Rafael Reyes, Director of Energy Programs Jennifer Stalzer Kraske, Deputy County Counsel

A quorum was established.

PUBLIC COMMENT

No public comment.

ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA ITEMS

Motion Made / Seconded: Aalfs / Colson

Motion passed 4-0 (Absent: Groom)

REGULAR AGENDA

1. CHAIR REPORT

No report.

2. STAFF REPORT

Andy Stern, *CFO*, provided an update to the Committee on the contract renewal with Maher Accountancy and noted that presentations from our investment managers have been scheduled for the August 9th Audit and Finance Committee Meeting. Andy also informed the Committee that Peninsula Clean Energy will be moving from RingCentral to Zoom for videoconferencing.

3. RECOMMEND APPROVAL OF FISCAL YEAR 2021-2022 BUDGET

Andy Stern gave a presentation on the proposed budget for fiscal year 2021-2022 and noted that there was little change from last month's presentation to the Committee on the draft budget for fiscal year 2021-2022. Andy answered questions from Committee members about uncertainty in forecasts for PCIA (Power Charge Indifference Adjustment), rates, and energy cost prices. Andy asked the Committee to recommend approval of the proposed budget to the Board of Directors.

Motion Made/Seconded: Aalfs /Romero

Motion passed 4-0 (Absent: Groom)

4. **COMMITTEE MEMBERS' REPORTS**

No reports.

ADJOURNMENT

Meeting was adjourned at 9:14 a.m.

Preliminary Results

Peninsula Clean Energy
Performance at a Glance
Results for the Fiscal Quarter Ended
June 30, 2021
(\$000s)

Peninsula Clean Energy Performance at a Glance Results for the Fiscal Quarter Ended June 30, 2021 (\$000s)

	Net Position Balance	
<u>Fiscal Year</u>	Actual/Budget	<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
June 30, 2021	Unaudited Actual	\$178,433
June 30, 2021	Budget	\$186,927

<u>Unrestri</u>	cted Cash/Investments Bala	ance_
<u>Fiscal Year</u>	Actual/Budget	Amount
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
June 30, 2021	Unaudited Actual	\$166,171
June 30, 2021	Budget	\$181,528

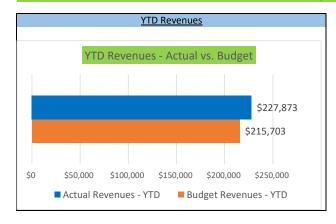
	Change in Net Position	
<u>Fiscal Year</u>	Actual/Budget	<u>Amount</u>
FY2015-2016	Audited	(\$1,044)
FY2016-2017	Audited	\$22,755
FY2017-2018	Audited	\$63,655
FY2018-2019	Audited	\$54,774
FY2019-2020	Audited	\$48,933
June 30, 2021	Unaudited Actual	(\$10,638)
FY2020-2021	Budget	(\$8,531)

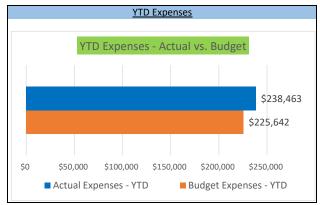
	Cost of Electricty	
Fiscal Year	Actual/Budget	<u>Amount</u>
FY2015-2016	Audited	\$0
FY2016-2017	Audited	\$64,501
FY2017-2018	Audited	\$170,135
FY2018-2019	Audited	\$194,035
FY2019-2020	Audited	\$216,066
June 30, 2021	Unaudited Actual	\$216,109
FY2020-2021	Budget	\$197,445

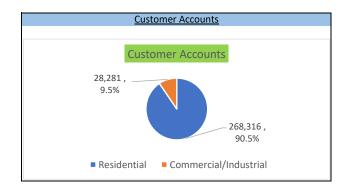
	<u>Revenues</u>	
Fiscal Year	Actual/Budget	<u>Amount</u>
FY2015-2016	Audited	\$0
FY2016-2017	Audited	\$93,129
FY2017-2018	Audited	\$244,738
FY2018-2019	Audited	\$259,782
FY2019-2020	Audited	\$278,093
June 30, 2021	Unaudited Actual	\$227,873
FY2020-2021	Budget	\$215,703

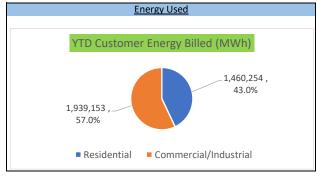
<u>Total Operating Expenses</u>			
<u>Fiscal Year</u>	Actual/Budget	<u>Amount</u>	
FY2015-2016	Audited	\$1,041	
FY2016-2017	Audited	\$70,104	
FY2017-2018	Audited	\$180,970	
FY2018-2019	Audited	\$206,952	
FY2019-2020	Audited	\$231,337	
June 30, 2021	Unaudited Actual	\$238,463	
FY2020-2021	Budget	\$225,642	

Peninsula Clean Energy Performance at a Glance Results for the Fiscal Quarter Ended June 30, 2021 (\$000s)









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

- Revenues were \$11.9 MM below Budget in Q4, finally showing the results of increased PCIA starting on March 1.
 That change had been budgeted to start in October 2020. In addition, PG&E lowered their generation rates which resulted in lower PCE rates also impacting revenues negatively.
 Revenues had been expected to be \$7.3 million below Budget in Q4. Revenues were still well above budget for the full year.
 The changes are expected to have a significant impact on PCE's revenue for the next 2-3 years.
- Total Expenses were \$5.2 MM above Budget in Q4 most categories were below Budget except Energy Costs and Energy Programs. Cost of energy was \$4.3 million above budget and \$18.6 million above Budget for YTD. Significant heat waves and fires last Summer created significant price spikes. February also saw significant price increases although much of those increases were mitigated by hedging strategies. Similarly, prices were higher and volatile in Q4 as a result of unexpected heat waves.

Peninsula Clean Energy Performance at a Glance Results for the Fiscal Quarter Ended June 30, 2021 (\$000s)

		Year-t	o-date		Full Year (F	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	\$ 225,224	\$ 213,553	\$ 11,671	105.5%	\$ 213,553	105.5%	\$ 275,534	
Green electricity premium	2,650	2,151	499	123.2%	2,151	123.2%	2,559	
Total Operating Revenues	\$227,873	\$215,703	\$12,170	105.6%	\$215,703	105.6%	\$278,093	
OPERATING EXPENSES								
Cost of energy	216,109	197,445	(18,664)	109.5%	197,445	109.5%	216,066	
Staff compensation	5,637	6,237	600	90.4%	6,237	90.4%	4,522	
Data Manager	3,385	3,420	35	99.0%	3,420	99.0%	3,580	
Service Fees - PG&E	1,255	1,260	5	99.6%	1,260	99.6%	1,255	
Consultants/Professional Svcs	1,980	3,068	1,088	64.5%	3,068	64.5%	725	
Legal	1,372	1,708	337	80.3%	1,708	80.3%	1,309	
Communications/Noticing	1,360	2,873	1,513	47.3%	2,873	47.3%	1,116	
General and Administrative	1,653	1,947	294	84.9%	1,947	84.9%	1,318	
Community Energy Programs	5,622	7,550	1,928	74.5%	7,550	74.5%	1,352	
Depreciation	91	133	42	68.2%	133	68.2%	93	
Total Operating Expenses	238,463	225,642	(12,821)	105.7%	225,642	105.7%	231,337	
Operating Income (Loss)	(\$10,590)	(\$9,939)	(\$651)	106.5%	(\$9,939)	106.5%	\$46,755	
Total Nonoperating Inc/(Exp)	(49)	1,408	(1,457)	-3.5%	1,408	-3.5%	2,177	
CHANGE IN NET POSITION	(\$10,638)	(\$8,531)	(\$2,107)		(\$8,531)		\$48,933	

STATEMENT OF NET POSITION As of June 30, 2021

ASSETS

Current assets		
Cash and cash equivalents	\$	11,703,060
Accounts receivable, net of allowance		18,410,728
Accrued revenue		10,955,011
Investments		14,801,754
Other receivables		1,935,771
Prepaid expenses		3,571,212
Deposits		3,781,893
Restricted cash		4,449,194
Total current assets		69,608,623
Noncurrent assets	·	
Capital assets, net of depreciation		343,640
Investments		139,145,642
Deposits and other assets		248,976
Total noncurrent assets		139,738,258
Total assets		209,346,881
LIABILITIES		
Current liabilities		
Accrued cost of electricity		23,624,482
Accounts payable		1,129,297
Other accrued liabilities		1,081,988
Supplier deposits - energy suppliers		2,735,397
User taxes and energy surcharges due to other governments		748,987
Total current liabilities		29,320,151
Noncurrent liabilities		
Supplier deposits - energy suppliers		1,593,433
Total liabilities		30,913,584
NET POSITION		
Investment in capital assets		343,640
Restricted for security collateral		4,449,194
Unrestricted		173,640,463
Total net position	\$	178,433,297

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

July 1, 2020 through June 30, 2021

OPERATING REVENUES	
Electricity sales, net	\$ 225,223,526
Green electricity premium	 2,649,803
Total operating revenues	227,873,329
OPERATING EXPENSES	
Cost of electricity	216,108,674
Contract services	10,359,754
Staff compensation	5,637,448
General and administration	6,216,264
Depreciation	 90,940
Total operating expenses	238,413,080
Operating income (loss)	(10,539,751)
NONOPERATING REVENUES (EXPENSES)	
Interest and investment income (loss)	40,816
Charitable contributions	(50,000)
Finance costs	(89,500)
Nonoperating revenues (expenses), net	(98,684)
CHANGE IN NET POSITION	(10,638,435)
Net position at beginning of period	189,071,732
Net position at end of period	\$ 178,433,297

STATEMENT OF CASH FLOWS July 1, 2020 through June 30, 2021

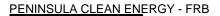
CASH FLOWS FROM OPERATING ACTIVITIES	
Receipts from customers	\$ 239,213,434
Receipts from supplier security deposits	2,727,450
Payments to suppliers for electricity	(251,739,721)
Payments to suppliers for other goods and services	(16,502,292)
Payments for staff compensation	(5,460,308)
Payments of taxes and surcharges to other governments	(4,163,928)
Payments of charitable contributions	(50,000)
Net cash provided (used) by operating activities	(35,975,365)
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES	
Finance costs paid	(89,500)
Deposits and collateral paid	 (6,143,217)
Net cash provided (used) by non-capital	 _
financing activities	 (3,985,529)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES Payments to acquire capital assets	 (22,064)
CASH FLOWS FROM INVESTING ACTIVITIES	
Proceeds from investment sales	140,659,234
Investment income received	1,686,468
Purchase of investments	(134,648,166)
Net cash provided (used) by investing activities	7,697,536
Net change in cash and cash equivalents	(32,285,422)
Cash and cash equivalents at beginning of period	 48,437,676
Cash and cash equivalents at end of period	\$ 16,152,254
Reconciliation to the Statement of Net Position	
Cash and cash equivalents (unrestricted)	\$ 11,703,060
Restricted cash	4,449,194
Cash and cash equivalents	\$ 16,152,254

STATEMENT OF CASH FLOWS (continued) July 1, 2020 through June 30, 2021

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

Operating income (loss)	\$ (10,539,751)
Adjustments to reconcile operating income to net	
cash provided (used) by operating activities	
Depreciation expense	90,940
Revenue adjusted for allowance for uncollectible accounts	996,256
Charitable contributions considered an operating	
activity for cash flow purposes only	(50,000)
(Increase) decrease in:	
Accounts receivable	3,501,608
Accrued revenue	2,786,714
Other receivables	(226,047)
Prepaid expenses	118,146
Increase (decrease) in:	
Accrued cost of electricity	(5,211,053)
Accounts payable	(65,297)
Other accrued liabilities	(982,363)
User taxes and energy	
surcharges due to other governments	(108,402)
Supplier security deposits	(26,286,116)
Net cash provided (used) by operating activities	\$ (35,975,365)







Page 3 of 27 Period from April 1, 2021 to June 30, 2021

MARKET VALUE RECONCILIATION

	CURRENT PERIOD 04/01/2021 TO 06/30/2021	YEAR TO DATE 07/01/2020 TO 06/30/2021
	•	
Beginning Market Value	84,522,136.19	82,391,646.51
Receipts		
Cash Receipts	.00	7,500,000.00
Total Receipts	.00	7,500,000.00
Disbursements		
Cash Disbursements	- 6,269,017.48	- 11,339,349.30
Total Disbursements	- 6,269,017.48	- 11,339,349.30
Asset Activity		
Taxable Interest Realized Gain/Loss Change In Unrealized Gain/Loss Change In Accrued Income	391,643.65 - 107,409.81 - 2,000.16 - 74,533.81	964,943.92 - 186,321.59 - 948,642.00 78,541.04
Total Asset Activity	207,699.87	- 91,478.63
Net Change In Market Value	- 6,061,317.61	- 3,930,827.93
Ending Market Value	78,460,818.58	78,460,818.58



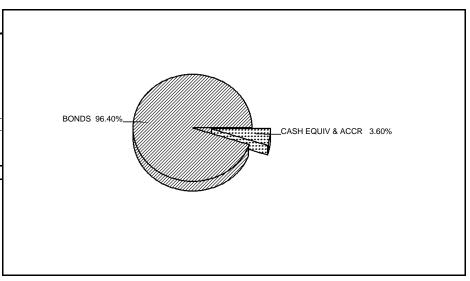
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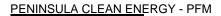
Page 5 of 27 Period from April 1, 2021 to June 30, 2021

ASSET SUMMARY

ASSETS	06/30/2021 MARKET VALUE	% OF MARKET
Cash And Equivalents	2,549,269.00	3.24
U.S. Government Issues	52,339,325.00	66.71
Corporate Issues	23,292,911.52	29.69
Total Assets	78,181,505.52	99.64
Accrued Income	279,313.06	0.36
Grand Total	78,460,818.58	100.00









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MARKET VALUE RECONCILIATION

	CURRENT PERIOD 04/01/2021 TO 06/30/2021	YEAR TO DATE 07/01/2020 TO 06/30/2021
Beginning Market Value	84,907,857.10	82,435,172.65
Receipts		
Cash Receipts Non-Cash Receipts	.00 .00	7,500,000.00 650,064.00
Total Receipts	.00	8,150,064.00
Disbursements		
Cash Disbursements Non-Cash Deliveries	- 6,270,295.05 .00	- 11,270,295.05 - 649,818.00
Total Disbursements	- 6,270,295.05	- 11,920,113.05
Asset Activity		
Taxable Interest Realized Gain/Loss	283,659.61 - 105,673.31	1,222,906.33 - 244,546.30
Change In Unrealized Gain/Loss Assets Received Or Delivered Adjustment Total Adj Change In Unrealized Gain/Loss	957.35 .00 957.35	- 746,715.81 - 246.00 - 746,961.81
Change In Accrued Income	- 23,718.30	- 103,734.42
Total Asset Activity	155,225.35	127,663.80
Net Change In Market Value	- 6,115,069.70	- 3,642,385.25
Ending Market Value	78,792,787.40	78,792,787.40



PENINSULA CLEAN ENERGY - PFM



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ASSET SUMMARY

ASSETS	06/30/2021 MARKET VALUE	% OF MARKET
Cash And Equivalents	235,963.96	0.30
U.S. Government Issues	59,541,358.30	75.57
Corporate Issues	11,624,780.47	14.75
Municipal Issues	7,149,020.70	9.07
Total Assets	78,551,123.43	99.69
Accrued Income	241,663.97	0.31
Grand Total	78,792,787.40	100.00

