



DATE: January 14, 2019

AGENDA ITEM # 4

**TO:** Environmental Commission

**FROM:** Sarah Henricks, Interim Staff Liaison

**SUBJECT:** Receive report and updates on Silicon Valley Clean Energy Authority (SVCEA)

**RECOMMENDATION:**

Receive reports and updates on SVCEA Board of Directors and standing committee meetings;  
Provide direction/input on priority programs for MAWG

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**BACKGROUND**

State and Local Mandates  
Community Choice Energy  
Council Actions  
Implementation of SVCEA in the Los Altos Community  
SVCEA Structure  
SVCEA Sustainability Managers Roundtable updates (September 2017 to April 2018)

For a full review of the topics above, please access the following link

[https://www.losaltosca.gov/sites/default/files/fileattachments/environmental\\_commission/meeting/43111/5\\_svcea\\_2018.pdf](https://www.losaltosca.gov/sites/default/files/fileattachments/environmental_commission/meeting/43111/5_svcea_2018.pdf)

To review **SVCEA Member Agency Working Group updates (May 2018 to December 2018)**, please access the following link:

[https://www.losaltosca.gov/sites/default/files/fileattachments/environmental\\_commission/meeting/43119/item\\_3\\_svcea.pdf](https://www.losaltosca.gov/sites/default/files/fileattachments/environmental_commission/meeting/43119/item_3_svcea.pdf)

**DISCUSSION**

The MAWG did not meet in December 2018. City staff will attend the SVCE County-wide Reach Code Working Group Launch on January 15, 2019 to learn more about the Reach Code project described above. Members of the City Manager’s Office and Community Development Department will be in attendance.

Staff will provide an update on the monthly MAWG meetings; Chair Weiden will provide an update on the CPAG meetings. Monthly SVCEA Board of Directors’ meeting agenda and selected materials will be reviewed and discussed.

Attachments:

A. January 9, 2019 SVCE BOD meeting agenda packet – selected materials



**Silicon Valley Clean Energy Authority**  
**Board of Directors Meeting**  
 Wednesday, January 9, 2019  
 7:00 pm

Cupertino Community Hall  
 10350 Torre Avenue  
 Cupertino, CA

City of Campbell

City of Cupertino

City of Gilroy

City of Los Altos

**AGENDA**

Town of Los Altos Hills

Call to Order

Town of Los Gatos

Roll Call

City of Milpitas

Public Comment on Matters Not Listed on the Agenda

City of Monte Sereno

*The public may provide comments on any item not on the Agenda. Speakers are limited to 3 minutes each.*

City of Morgan Hill

Consent Calendar (Action)

City of Mountain View

1a) Approve Minutes of the December 12, 2018, Board of Directors Meeting

1b) Receive November 2018 Treasurer Report

1c) **Appoint SVCE Treasurer/Auditor and Board Secretary for 2019**

County of Santa Clara

1d) Approve Amended Energy Risk Management Policy

City of Saratoga

1e) Approve Amendment to Financial Policy 6 - Purchasing Policy to Grant the Authority of the CEO to Execute Contracts Implementing the Decarbonization Strategy and Programs Roadmap

City of Sunnyvale

Regular Calendar

2) CEO Report (Discussion)

3) **Elect a Chair and Vice Chair of the SVCE Board of Directors for 2019 (Action)**

**svcleanenergy.org**

4) **Appoint Directors to the SVCE Executive Committee for 2019 (Action)**

333 W El Camino Real

Suite 290

Sunnyvale, CA 94087

5) Executive Committee Report (Discussion)

6) Finance and Administration Committee Report (Discussion)



- City of Campbell
  - 7) Legislative Ad Hoc Committee Report (Discussion)
  - 8) Audit Committee Report (Discussion)
- City of Cupertino
  - Board Member Announcements and Direction on Future Agenda Items
- City of Gilroy
  - Public Comment on Closed Session
- City of Los Altos
  - The public may provide comments regarding the Closed Session item(s) just prior to the Board beginning the Closed Session. Closed Sessions are not open to the public.*
- Town of Los Altos Hills
  - Convene to Closed Session (Community Hall Kitchen)
  - Conference with Legal Counsel – Anticipated Litigation
  - Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2)
  - One Potential Case
- Town of Los Gatos
- City of Milpitas
  - Report from Closed Session
- City of Monte Sereno
  - Adjourn
- City of Morgan Hill
- City of Mountain View
- County of Santa Clara
- City of Saratoga
- City of Sunnyvale

[svcleanenergy.org](http://svcleanenergy.org)

333 W El Camino Real  
Suite 290  
Sunnyvale, CA 94087



## Staff Report – Item 1c

To: Silicon Valley Clean Energy Board of Directors

From: Girish Balachandran, CEO

**Item 1c: Appoint SVCE Treasurer/Auditor and Board Secretary for 2019**

Date: 1/9/2019

### **RECOMMENDATION**

Appoint Don Eckert, SVCE Director of Finance and Administration, as the Board Treasurer/Auditor and Andrea Pizano, SVCE Board Clerk/Executive Assistant, as the Board Secretary for 2019.

### **BACKGROUND**

Pursuant to Section 4.11.3 of the Joint Powers Agreement, the Board shall appoint a qualified person to act as Treasurer and a qualified person to serve as Auditor. The Board may appoint a qualified person to serve as both Treasurer/Auditor. The Treasurer/Auditor acts as the depository of the Authority's funds and has custody of all of the money of the Authority. The Treasurer/Auditor reports directly to the Board in the performance of his or her duties as Treasurer/Auditor and must comply with the requirements for treasurers of general law cities. Government Code Section 6505.5 and Section 6 of the Joint Powers Agreement further specifies the duties and obligations of the Treasurer/Auditor.

Pursuant to Section 4.11.2 of the Silicon Valley Clean Energy Authority Joint Powers Agreement, the Board of Directors of the Authority shall appoint a Secretary. The Secretary is responsible for keeping the minutes of all Board meetings (that is, ensuring the minute meetings are completed and retained) and keeping other official records of the Authority. The secretary does not have to be a member of the Board.

### **ANALYSIS & DISCUSSION**

SVCE's Director of Finance and Administration Don Eckert and SVCE Board Clerk/Executive Assistant Andrea Pizano have served as the Board Treasurer/Auditor and Board Secretary, respectively, since 2017. Given their knowledge and experience gained in these roles, staff would recommend that they continue serving in this capacity for 2019.

### **STRATEGIC PLAN**

N/A

### **ALTERNATIVE**

The Board can elect to appoint other individuals for the position of Board Treasurer/Auditor and/or Board Secretary.

### **FISCAL IMPACT**

No fiscal impact as a result of the appointments.



**Staff Report – Item 3**

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To: Silicon Valley Clean Energy Board of Directors

From: Girish Balachandran, CEO

**Item 3: Elect a Chair and Vice Chair of the SVCE Board of Directors for 2019**

Date: 1/9/2019

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**RECOMMENDATION**

Staff recommends that the Board elect a Chair and Vice Chair of the Silicon Valley Clean Energy Board of Directors to serve for 2019.

**BACKGROUND**

Section 4.11.1 of the SVCEA Joint Powers Agreement specifies that the Directors shall select, from among themselves, a Chair who shall be the presiding officer of all board meetings, and a Vice Chair, who shall serve in the absence of the Chair. The Agreement also specifies that the term of office continues for one year and there is no limit on the number of terms held by either office.

**ANALYSIS & DISCUSSION**

The Directors listed below have formally expressed interest in serving as Chair or Vice Chair of the Board:

Chair

Director Abe-Koga, City of Mountain View

Vice Chair

Director Miller, City of Saratoga

Director Smith, City of Sunnyvale

These letters of interest are attached to the report.

**STRATEGIC PLAN**

The recommendation supports SVCE’s overall strategic plan.

**ALTERNATIVE**

N/A

**FISCAL IMPACT**

There is no fiscal impact to the agency as a result of selecting a Chair and Vice Chair of the board.

**ATTACHMENTS**

1. Director Statement of Interest

December 26<sup>th</sup>, 2018

Dear Colleagues,

I write to respectfully request your appointment as Chairperson for the 2019 Silicon Valley Clean Energy Board.

It has been an honor to work with all of you on the SVCE Board since 2017. Having been a part of the early beginnings of the SVCE in 2014, when I championed Mountain View's leadership in forming SVCE, and because of Mountain View's large share in the organization, I have endeavored to take an active role on the Board of Directors.

I have served on the Executive Committee and appreciated the in depth discussions we had on upcoming agenda items and major issues, especially as we navigated through program roll out. I would like to continue this work as we confront new challenges and revise our strategy, to adjust to the changing landscape.

Last year, I volunteered and served on the searching/hiring subcommittee, and I am thrilled with our choice in Girish Balachandran, who, I believe has taken SVCE to the next level.

Our greatest challenges have come from the legislative and regulatory front, and I have actively engaged on the Ad Hoc Legislative Committee, offering my experience working in the State Legislature and the networks I've built over the years to advocate for SVCE's interests. I believe we need to continue in this regard, and strengthen our voice by building coalitions with other constituencies that share our interests and work together to advance issues of mutual concern. I've already begun outreach efforts to such groups as business and labor, and believe that being Chair will help in those endeavors.

Having worked closely with Chair Corrigan this past year as her Vice-Chair, I believe I have the experience and knowledge base to serve as Chair, and would be honored to have your vote.

Sincerely,

Margaret Abe-Koga  
SVCE Board Vice-Chairperson, Mountain View Representative

**Andrea Pizano**

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**From:** Howard Miller  
**Sent:** Wednesday, January 2, 2019 4:16 PM  
**To:** Andrea Pizano  
**Cc:** Girish Balachandran  
**Subject:** Re: Reminder: SVCE - Chair/Vice Chair and Executive Committee Selection Process (January BOD Meeting)

I was out of town for a few days...and just saw this. So here is by belated letter (It is too late, I can do it at the meeting...let me know):

I am applying as Vice Chair for SVCE. I have been heavily involved with SVCE since the JPA was formed. I have served on both CEO search committees, service on the original executive and continue to serve on the risk oversight and finance committees. I was heavily involved in recruiting Milpitas to join SVCE, including attending several of their council meetings. As an engineering I have a background and interest to understand some of the complex technical issues. And as elected officials we are all aware of the extreme challenges we face in the ever changing legislative landscape. My background and experience position me to be able to help lead SVCE through the coming challenges.

Thanks!

Howard...

On Dec 24, 2018, at 2:01 PM, Andrea Pizano <[Andrea.Pizano@svcleanenergy.org](mailto:Andrea.Pizano@svcleanenergy.org)> wrote:

Hello Directors,

Merry Christmas Eve! Sending a reminder to please submit letters of interest for the position of Chair/Vice Chair to me by this Friday, 12/28, for inclusion in our Board packet for the January 9th meeting.

Hope you all have a safe and happy holiday.

Best,

Andrea

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Andrea Pizano  
Board Clerk/Executive Assistant  
(408) 721-5301 x1005  
<image002.jpg>  
[SVCleanEnergy.org](http://SVCleanEnergy.org) | Follow us [@SVCleanEnergy](https://twitter.com/SVCleanEnergy)

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**From:** Andrea Pizano  
**Sent:** Friday, December 14, 2018 2:06 PM  
**To:** Andrea Pizano <[Andrea.Pizano@svcleanenergy.org](mailto:Andrea.Pizano@svcleanenergy.org)>



456 West Olive Avenue  
Sunnyvale, CA 94088-3707

408-730-7473  
TDD/TYY 408-730-7501  
sunnyvale.ca.gov

**This letter was sent and delivered by email**

December 27, 2018

Andrea Pizano  
Board Clerk/Executive Assistant  
Silicon Valley Clean Energy  
333 W. El Camino Real, Suite 290  
Sunnyvale, CA 94087

Dear Ms. Pizano,

I'm writing to let you know of my interest in seeking the position of Vice Chair of the Board of Silicon Valley Clean Energy. My commitment and experience would serve the organization well.

Glenn Hendricks  
Mayor

During my first year of service on the SCVE Board, I worked hard on the Legislative Action committee to advocate for the interests of not just the local agency, but CCAs throughout the state. Also, I succeeded in building connections between CalCCA and state municipal leaders through the California League of California Cities Conference last September. As often as possible, I work to help SVCE in its role to reduce GHG emissions while providing benefits to our customers and community.

Gustav Larsson  
Vice Mayor

Jim Griffith  
Councilmember

Larry Klein  
Councilmember

Nancy Smith  
Councilmember

Russ Melton  
Councilmember

Michael S. Goldman  
Councilmember

Examples of my executive and leadership accomplishments over the years show I am no stranger to Board leadership. While acting as Chair of the Santa Clara Valley Water District Environmental and Water Resources Board, I took advantage of a change in Board Policy to create working groups to allow committee members to meet on topics of interest. My efforts resulting in several policy changes benefiting endangered salmonid populations and management of creeks impacted by homeless people. I've helped found numerous companies and non-profits, including the Third Street Community Center in San Jose.

If the other members of the Board of Directors of Silicon Valley Clean Energy elect me as Vice Chair, I would be honored as I continue to commit enthusiasm and experience to service of SVCE and it's mission.

Yours in service,

Nancy Smith

cc: Kent Steffans, City Manager, City of Sunnyvale





**Staff Report – Item 4**

To: Silicon Valley Clean Energy Board of Directors

From: Girish Balachandran, CEO

**Item 4: Appoint Directors to the SVCE Executive Committee for 2019**

Date: 1/9/2019

**RECOMMENDATION**

Staff recommends that the Board select and appoint SVCE’s Executive Committee for 2019.

**BACKGROUND**

The SVCEA Joint Power Agreement Section 4.6 specifies that the Board may establish an executive committee consisting of a smaller number of Directors and that the Board may delegate to the executive committee such authority as the Board might otherwise exercise, subject to limitations specified in the Agreement or in the Operating Rules and Regulations.

The duties of the Executive Committee will continue to be to review and provide advice to the Chief Executive Officer and the entire Board on policy, operational and organizational matters and perform such other responsibilities, tasks or activities as delegated to it by the Board.

**ANALYSIS & DISCUSSION**

Following is a snapshot of the 2018 Executive Committee as well as members who have expressed interest in serving for 2019:

<b>Frequency of Meetings</b>	<b>Composition</b>	<b>Current Members</b>	<b>Directors who have Expressed Interest for 2019</b>
<ul style="list-style-type: none"> <li>Monthly, Currently Fourth Tuesday</li> </ul>	<ul style="list-style-type: none"> <li>Chair</li> <li>Vice Chair</li> <li>Three Additional Board members (5 total)</li> </ul>	<ul style="list-style-type: none"> <li>Chair Corrigan</li> <li>Vice Chair Abe-Koga</li> <li>Director Gibbons</li> <li>Director Sinks</li> <li>Director Smith</li> </ul>	<ul style="list-style-type: none"> <li>Chair Corrigan</li> <li>Vice Chair Abe-Koga</li> <li>Director Gibbons</li> <li>Director Sinks</li> <li>Director Smith</li> </ul>

**STRATEGIC PLAN**

The recommendation supports SVCE’s overall strategic plan.

**ALTERNATIVE**

N/A

**FISCAL IMPACT**

There is no fiscal impact to the agency as a result of selecting members of the Executive Committee.