



**Silicon Valley Clean Energy Authority
Board of Directors Special Meeting**

Wednesday, August 10, 2016

7:00 pm

Cupertino Community Hall

10350 Torre Avenue

Cupertino, CA

MEETING MINUTES

Call to Order

Vice Chair Rennie called the meeting to order at 7 p.m.

Roll Call

Present:

Vice Chair Rob Rennie, Town of Los Gatos
Director Jeannie Bruins, City of Los Altos
Director John Harpootlian, Town of Los Altos Hills
Director Burton Craig, City of Monte Sereno
Director Steve Tate, City of Morgan Hill
Director John McAlister, City of Mountain View
Alternate Director Darcy Paul, City of Cupertino
Director Joe Simitian, County of Santa Clara
Director Howard Miller, City of Saratoga
Alternate Director Tara Martin-Milius, City of Sunnyvale
Director Liz Gibbons, City of Campbell
Director Daniel Harney, City of Gilroy

Absent:

None

Vice Chair Rennie announced the Closed Session regarding property negotiations that was previously on the agenda was cancelled as the property is no longer available, and announced that Item 4, discussion of the that lease, is also cancelled.

Public Comment on Matters Not Listed on the Agenda

Mike Balma, Carbon Free Mountain View Board, stated Peninsula Clean Energy looked at the net energy metering process quickly and spoke in support of putting net energy metering on the SVCEA agenda so that it is not left to the last minute.

Director Harpootlian provided information regarding the Town of Los Altos Hills resolution that was provided to the Board in advance of the meeting. CEO Tom Habashi stated staff will review the resolution and get back to the Board in September with more information.

Ron Swenson spoke regarding consideration of the purchase of power from established locations already purchasing renewable energy, and new generation capacity. Swenson offered his assistance on a volunteer basis to help establish policies that would be favorable to getting additional generation within the territory of the authority.

Consent Calendar

Vice Chair Rennie opened public comment.
No speakers.
Vice Chair Rennie closed public comment.

MOTION: Director Miller moved and Director Bruins seconded the motion to approve the Consent Calendar.
The motion carried 11 – 0 – 1 (Alternate Director Paul abstained)

1a) Approve Minutes of the July 13, 2016, Board of Directors Meeting

Regular Calendar

2) Executive Committee Report

Vice Chair Rennie stated the Executive Committee met on July 26 and discussions included the review of prospective properties for office space, job classifications and the SVCEA employee handbook. Vice Chair Rennie stated the Executive Committee met on August 4 and discussions included a proposal to hire an HR consulting firm, a compensation schedule, and review of the latest cash flow plans. Director Miller provided additional information regarding the review of the funding/financing model.

Vice Chair Rennie opened public comment.
No speakers.
Vice Chair Rennie closed public comment.

3) CEO Report

CEO Habashi provided the CEO Report and responded to Board questions. Habashi announced the Board workshop has been scheduled for August 27 and reported that a Request for Proposals for the power supply for the next five years and a Request for Proposals for data management will be going out in August, and those contracts are anticipated to be entered into in November and December. Habashi reported he made contact with ISO and PG&E in order to sign agreements in preparation for certification with CPUC, Habashi noted the community outreach report in the packet which will be provided once per month. Habashi reported regarding office space that he has connected with brokers regarding potential properties near light rail or train stations.

Vice Chair Rennie stated the executive committee discussed the importance of the SVCEA offices being close to transit and in one of the cities in the JPA.

Director Gibbons commented on the outreach program and suggested compiling a running list of events and suggested the Campbell, West Valley College and De Anza College Farmer's Markets as potential outreach locations. Gibbons also recommended making a presentation to local real estate associations.

Communications Manager Misty Mersich responded to Board questions regarding outreach.

Vice Chair Rennie opened public comment.

Mike Balma, Carbon Free Mountain View Board, inquired if the Board workshop will be open to the public. CEO Habashi confirmed the workshop will be open to the public.

Vice Chair Rennie closed public comment.

4) Discussion of Office Lease and Authorization to Chief Executive Officer to Negotiate and Execute Lease Agreement - ITEM CANCELED

Vice Chair Rennie reiterated his announcement at the beginning of the meeting that Item 4 has been cancelled.

5) Adopt Resolution Approving SVCEA Organizational Structure, Job Classifications and Salary Schedule

CEO Habashi introduced the item and responded to Board questions. Operations Manager Melody Tovar provided the staff report and responded to Board questions.

Vice Chair Rennie invited Executive Committee members to provide additional information from the Executive Committee meeting on the subject.

Executive Committee Members Director Miller, Vice Chair Rennie, Director Gibbons, Director McAlister and Director Gibbons provided additional information regarding the discussions of the Executive Committee.

Director Gibbons suggested Human Resources be reflected as contract support on the organizational chart.

Vice Chair Rennie opened public comment.

Mike Balma, Carbon Free Mountain View Board, provided comments regarding the timing of the hiring of the Director of Power Resources.

Vice Chair Rennie closed public comment.

Director Gibbons and Director Miller provided comments regarding the requirement for staff to file the Form 700 Statement of Economic Interests.

MOTION: Director Tate moved and Director McAlister seconded the motion to adopt a resolution approving the organizational structure, job classifications and salary schedule for SVCEA, authorizing the CEO to develop and update job classification descriptions as needed and authorizing the CEO to initiate recruitments; with an addition to the organizational chart to add Human Resources Management as contract support.

FRIENDLY AMENDMENT: Director Miller offered a friendly amendment to add to the motion a statement of fiscal prudence on the part of the CEO in hiring. Director Tate accepted the friendly amendment.

Following discussion, Director Miller withdrew the friendly amendment.

The motion carried unanimously.

6) Update on Banking and Credit Services

Treasurer Tim Kirby provided an update on the procurement of banking and credit services and a timeline, and responded to Board questions.

Vice Chair Rennie opened public comment.

No speakers.

Vice Chair Rennie closed public comment.

Board Member Announcements

Director Miller requested information at a future meeting regarding rooftop solar, and requested feedback regarding the potential tagline, "100% greenhouse gas free and cheaper than PG&E."

Director Gibbons provided information regarding State legislation regarding JPAs and the appointment of alternates; reiterated her request for a copy of the Marin survey from Godbe; stated it would be helpful to have an outreach timeline; suggested leveraging money with Peninsula Clean Energy for joint TV or radio ads; suggested the use of Nixle for outreach; and provided comments regarding electric charging stations used by municipalities.

Alternate Director Martin-Milius requested a common set of core PowerPoint slides for Board members asked to speak at meetings of professional organizations.

Adjourn

Vice Chair Rennie adjourned the meeting at 8:28 p.m.