



**Silicon Valley Clean Energy  
Audit Committee Meeting**

Wednesday, January 16, 2019  
10:00 am

City of Campbell

City of Cupertino

City of Gilroy

City of Los Altos

Town of Los Altos Hills

Town of Los Gatos

City of Milpitas

City of Monte Sereno

City of Morgan Hill

City of Mountain View

County of Santa Clara

City of Saratoga

City of Sunnyvale

Silicon Valley Clean Energy Office  
Conference Room  
333 W El Camino Real, Suite 290  
Sunnyvale, CA

**AGENDA**

Call to Order

Roll Call

Public Comment on Matters Not Listed on the Agenda

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

Consent Calendar (Action)

- 1) Approve Minutes of the December 5, 2018, Audit Committee Meeting

Regular Calendar

- 2) Approve February Meeting Date and Time of the SVCE Audit Committee (Action)
- 3) Report from the External Auditor on the Status of the FY 2017-18 Financial Audit (Discussion)

Committee/Staff Remarks

Adjourn

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

333 W El Camino Real  
Suite 290  
Sunnyvale, CA 94087



Courtenay C. Corrigan, Chair  
Town of Los Altos Hills

Margaret Abe-Koga, Vice Chair  
City of Mountain View

Liz Gibbons  
City of Campbell

Rod Sinks  
City of Cupertino

Daniel Harney  
City of Gilroy

Jeannie Bruins  
City of Los Altos

Rob Rennie  
Town of Los Gatos

Marsha Grilli  
City of Milpitas

Burton Craig  
City of Monte Sereno

Steve Tate  
City of Morgan Hill

Dave Cortese  
County of Santa Clara

Howard Miller  
City of Saratoga

Nancy Smith  
City of Sunnyvale

**Silicon Valley Clean Energy  
Audit Committee Meeting**

Wednesday, December 5, 2018  
2:00 pm

Silicon Valley Clean Energy Office  
Conference Room  
333 W El Camino Real, Suite 290  
Sunnyvale, CA

**DRAFT MINUTES**

**Call to Order**

Chair Corrigan called the meeting to order at 2:06 p.m.

**Roll Call**

**Present:**

Chair Courtenay Corrigan, Town of Los Altos Hills  
Director Jeannie Bruins, City of Los Altos

**Absent:**

Director Marsha Grilli, City of Milpitas

**Public Comment on Matters Not Listed on the Agenda**

No public speakers.

The group briefly discussed including the appointment of an Audit Committee member to replace the vacancy of Director Grilli's seat at the December 12, 2018 Board of Directors meeting.

**Regular Calendar**

**1) Financial Audit Kick-off (Discussion)**

Director of Finance and Administration Don Eckert introduced Brett Bradford, Partner of Pisenti & Brinker LLP, participating by phone, and Michael Maher of Maher Accountancy.

Bradford provided information about the upcoming financial audit of SVCE and an overview of what would be reviewed. The group discussed scheduling a follow up meeting for Bradford and Audit Committee members.

Maher provided additional information regarding the upcoming financial audit.

**2) Overview of Annual Information Technology Audit (Discussion)**



Courtenay C. Corrigan, Chair  
Town of Los Altos Hills

Director of Finance and Administration Eckert introduced the item. Nikolas Zanutto, Management Analyst, presented a PowerPoint presentation and responded to committee member questions.

Margaret Abe-Koga, Vice Chair  
City of Mountain View

Committee members were in consensus to request staff develop a policy stating how often a new financial auditor will be selected to perform the annual financial audit.

Liz Gibbons  
City of Campbell

**Committee/Staff Remarks**

Committee members provided availability for an Audit Committee meeting on February 4, 2019, and a call with the independent auditor in mid-January.

Rod Sinks  
City of Cupertino

**Adjournment**

Daniel Harney  
City of Gilroy

Chair Corrigan adjourned the meeting at 2:46 p.m.

Jeannie Bruins  
City of Los Altos

Rob Rennie  
Town of Los Gatos

Marsha Grilli  
City of Milpitas

Burton Craig  
City of Monte Sereno

Steve Tate  
City of Morgan Hill

Dave Cortese  
County of Santa Clara

Howard Miller  
City of Saratoga

Nancy Smith  
City of Sunnyvale



**Staff Report – Item 2**

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To: Silicon Valley Clean Energy Audit Committee

From: Girish Balachandran, CEO

**Item 2: Approve February Meeting Date and Time of the SVCE Audit Committee**

Date: 1/16/2019

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**This item will be addressed in the form of an oral discussion to confirm the February meeting date of the Audit Committee.**



**Staff Report – Item 3**

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To: Silicon Valley Clean Energy Audit Committee

From: Girish Balachandran, CEO

**Item 3: Report from the External Auditor on the FY 2017-18 Financial Audit**

Date: 1/16/2019

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**This item will be addressed in the form of an oral report from the external auditor.**