

**APPROVED**

**JUN 16 2016**

**MCE BOARD MEETING MINUTES  
Thursday, May 19, 2016  
7:00 P.M.  
THE CHARLES F. MCGLASHAN BOARD ROOM  
1125 TAMALPAIS AVENUE, SAN RAFAEL, CA 94901**

**MARIN CLEAN ENERGY**

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**Roll Call:** Director Kate Sears called the regular Board meeting to order at 7:08 p.m. An established quorum was met.

**Present:** Tom Butt, Vice Chair, City of Richmond  
Sloan Bailey, Town of Corte Madera  
Barbara Coler, Town of Fairfax  
Josh Fryday, Alternate, City of Novato  
Ford Greene, Town of San Anselmo  
Greg Lyman, City of El Cerrito  
Bob McCaskill, City of Belvedere  
Andrew McCullough, City of San Rafael  
Alan Schwartzman, City of Benicia  
Kate Sears, Chair, County of Marin  
Carla Small, Town of Ross  
Ray Withy, City of Sausalito

**Absent:** Genoveva Calloway, City of San Pablo  
Kevin Haroff, City of Larkspur  
Sashi McEntee, City of Mill Valley  
Emmett O'Donnell, Town of Tiburon  
Brad Wagenknecht, County of Napa

**Staff:** Sarah Estes-Smith, Director of Internal Operations  
John Dalessi, Operations & Development  
Kirby Dusel, Resource Planning & Renewable Energy Programs  
Katie Gaier, Human Resources Manager  
Darlene Jackson, Board Clerk  
Elizabeth Kelly, General Counsel  
David McNeil, Finance and Project Manager  
Justine Parmelee, Administrative Assistant  
Dawn Weisz, Chief Executive Officer

**1. Board Announcements (Discussion)**

There were no announcements.

## **2. Public Open Time (Discussion)**

There were no speakers.

## **3. Report from Chief Executive Officer (Discussion)**

Dawn Weisz, Executive Officer reported on the following:

- Thanks to MCE staff and Board members who participated in making MCE's April 22<sup>nd</sup> Earth Day Event a huge success.
- Buck Institute Ribbon Cutting was held on May 12<sup>th</sup>.
- Marin IJ coverage on College of Marin battery program.
- Three Ad Hoc Committee meetings were held: Ratesetting Committee, Contracts Committee, and Audit Committee. Some of the outcomes from those meetings will be discussed later in the agenda.
- Due to the increase in MCE's service area, CPUC voted on May 12<sup>th</sup> to increase MCE's EE funding by 30%.
- City of San Pablo has decided to use their award funding from the Cool California Challenge to purchase Deep Green electricity at City Hall starting in July 2016, after the funds are received. These funds will allow the City to purchase 100% renewable electricity for approximately 1 year.
- Urgency item regarding MCE's Solar One Project was introduced and the Board voted to add it to the agenda.

ACTION: It was M/S/C (Lyman/Greene) to approve adding urgency item to the Board agenda regarding MCE's Solar One Project and payment of associated costs. (Absent: Calloway, Haroff, McEntee, O'Donnell, and Wagenknecht).

## **4. Consent Calendar (Discussion/Action)**

- C.1 4.21.16 Meeting Minutes
- C.2 Approved Contracts Update
- C.3 Monthly Budget Report

Chair Sears opened the public comment period and there were no speakers.

ACTION: It was M/S/C (Lyman/Greene) to approve Consent Calendar Items C.1 through C.3. Motion carried by 10-2 roll call vote: (Abstain on C.1: Coler and Small) (Absent: Calloway, Haroff, McEntee, O'Donnell, and Wagenknecht).

## **5. Procurement Authority for Electricity Supply to New Communities (Discussion/Action)**

Dawn Weisz, CEO, introduced this item.

John Dalessi, Operations and Development Consultant, presented additional information directly related to the Economic Impact Analysis and addressed questions from Board members.

Chair Sears opened the public comment period and there were no speakers.

**ACTION:** It was M/S/C (Bailey/Greene) to Authorize CEO and Board Chair to enter into power purchase agreements to satisfy electricity supply needs for the new MCE communities in alignment with the Integrated Resource Plan, and within limits of projected revenue: (Absent: Calloway, Haroff, McEntee, O'Donnell, and Wagenknecht).

**6. Preliminary Proposed Rate Adjustment for FY 2016-17 (Discussion/Action)**

John Dalessi, Operations and Development Consultant, presented this item and addressed questions from Board members.

Chair Sears opened the public comment period and there were no speakers.

**ACTION:** It was M/S/C (Greene/Bailey) to accept proposal to reduce MCE rates effective September 1, 2016 to achieve a targeted contribution to reserves for FY 2016-17 of 4% of annual revenue, and prepare final rates for approval at the June Board meeting. Motion carried by unanimous roll call vote. (Absent: Calloway, Haroff, McEntee, O'Donnell, and Wagenknecht).

**7. Preliminary Proposed Budget Amendment for FY 2016-17 (Discussion)**

David McNeil, Finance and Project Manager, presented this discussion item and addressed questions from Board members.

Chair Sears opened the public comment period and there were no speakers.

**ACTION:** No action required

**8. MCE Standing Committee Overview and Scope (Discussion/Action)**

Dawn Weisz, CEO, presented this item and addressed questions from Board members.

Chair Sears opened the public comment period and there were no speakers.

**ACTION:** It was M/S/C (Greene/Lyman) to approve Executive Committee and Technical Committee Overview and Scope documents for general use, and direct staff to update as needed. Motion carried by unanimous roll call vote. (Absent: Calloway, Haroff, McEntee, O'Donnell, and Wagenknecht).

**9. Resolution 2016-02 Approving Amendment 11 to the MCE Joint Powers Authority Agreement Authorizing Multi-Jurisdictional Board Representation (Discussion/Action)**

Dawn Weisz, CEO, introduced this item and addressed questions from Board members.

Chair Sears opened the public comment period and there were no speakers.

ACTION: It was M/S/C (Bailey/Greene) to adopt Resolution No. 2016-02 Approving Amendment 11 to the MCE Joint Powers Authority Agreement Authorizing Multi-Jurisdictional Board Representation. Motion carried by unanimous roll call vote. (Absent: Calloway, Haroff, McEntee, O'Donnell, and Wagenknecht).

**10. Amendment to the Non-Revolving Credit Agreement with River City Bank (Discussion/Action)**

David McNeil, Finance and Project Manager presented this item and addressed questions from Board members.

Chair Sears opened the public comment period and there were no speakers.

ACTION: It was M/S/C (Schwartzman/McCullough) to 1) Adopt Resolution No. 2016-03 Approving the Second Amendment to the Non-Revolving Credit Agreement with River City Bank and, 2) Adopt Resolution No. 2016-04 regarding Authority to Execute Credit Agreement. Motion carried by unanimous roll call vote. (Absent: Calloway, Haroff, McEntee, O'Donnell, and Wagenknecht).

**11. Creation of MCE Power Settlements Analyst Position (Discussion/Action)**

Katie Gaier, Human Resources Manager, presented this item and addressed questions from Board members.

Chair Sears opened the public comment period and there were no speakers.

ACTION: It was M/S/C (Greene/McCaskill) to approve the position of Power Settlements Analyst with the attached job description at a salary range of \$65,000 - \$109,250, with the exact compensation to be determined by the Chief Executive Officer. Motion carried by unanimous roll call vote. (Absent: Calloway, Haroff, McEntee, O'Donnell, and Wagenknecht).

**12. Supplemental Proposed Budget Amendment to the Renewable Energy Reserve Fund for FY 2016-17 and Authorization Related to the MCE Solar One Project (Discussion/Action)**

David McNeil, Finance and Project Manager, presented this item and addressed questions from Board members.

Chair Sears opened the public comment period and there were no speakers.

ACTION: It was M/S/C (Greene/Schwartzman) to 1) Approve the proposed Budget Amendment to the Renewable Energy Fund for FY 2016-17, and 2) Authorize the CEO and Board Chair to make payments (including permitting and deposit costs) and enter into contracts necessary and convenient to ensure the continued development of the MCE Solar One Project not to exceed \$939,850. Motion carried by unanimous roll call vote. (Absent: Calloway, Haroff, McEntee, O'Donnell, and Wagenknecht).

**13. Board Member & Staff Matters (Discussion)**

There were none.

**14. Adjournment**

The Board of Directors adjourned the meeting at 8:45 p.m. to the next Regular Board Meeting on June 16, 2016.

  
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Kate Sears, Chair

Attest:

  
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Dawn Weisz, Secretary

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