

MCE  
EXECUTIVE COMMITTEE MEETING  
Friday, March 2, 2018  
12:00 P.M.

APPROVED

APR 06 2018

MARIN CLEAN ENERGY

One Concord Center  
2300 Clayton Road, Room 650  
Concord, CA 94520

MCE, Barbara George Conference Room  
1125 Tamalpais Avenue  
San Rafael, CA 94901

Marten Law, PLLC  
555 Montgomery Street, Suite 820  
San Francisco, CA 94111

**Roll Call**

**Present:** Tom Butt, City of Richmond, Committee Chair (*San Rafael*)  
Barbara Coler, Town of Fairfax (*San Rafael*)  
Tim McGallian, Alt. City of Concord (*Concord*)  
Ford Greene, Town of San Anselmo (*San Rafael*)  
Kevin Haroff, City of Larkspur (*San Francisco*)  
Bob McCaskill, City of Belvedere (*San Rafael*)  
Kate Sears, County of Marin (*San Rafael*)  
Dave Trotter, Town of Moraga (*Concord*)

**Absent:** Denise Athas, City of Novato  
Sloan Bailey, Town of Corte Madera  
Lisa Blackwell, Town of Danville  
Federal Glover, Contra Costa County

**Staff:** Sarah Estes-Smith, Director of Internal Operations (*San Rafael*)  
Jessica Flores-Brooks, Board Assistant (*San Rafael*)  
Darlene Jackson, Board Clerk (*San Rafael*)  
Sam Kang, Resource Planning (*Concord*)  
Elizabeth Kelly, General Counsel (*San Rafael*)  
Justin Kudo, Deputy Director of Account Services (*San Rafael*)  
David McNeil, Manager of Finance (*San Rafael*)  
Justine Parmelee, Internal Operations Manager (*Concord*)  
Dawn Weisz, CEO (*San Rafael*)

Quorum was established and the regular Executive Committee meeting was called to order at 12:03 P.M. by Chair Tom Butt.

### **Agenda Item #03 – Report from the Chief Executive Officer (Discussion)**

CEO Dawn Weisz shared with the Committee information regarding the following:

- Remote location participants joining from the Concord location.
- Meeting participants were reminded to state their name when speaking.
- PG&E filed their 2018 rate change which increased their generation rates. This results in MCE costs being even lower by comparison than before. MCE customers are now paying 2-5% less than they would pay with PG&E generation service. The Ad Hoc Ratesetting Committee will meet later this month to discuss any potential next steps.
- Open Season bids were due on March 1 for renewable energy. Storage and local renewable energy bids will be due in April and May.
- MCE is working with CalCCA to develop PCIA testimony that is due on April 2.
- The new Concord Office is under construction and in the meantime, we now have free use of a temporary space in the same building. Approximately 5 staff members are using the temporary space, primarily for community outreach activities. Construction includes improvements to the lighting, flooring, and some wall removal. Move in is expected on May 1.
- How we handle paper copies at meetings was revisited. It was suggested by Kate Sears that consent items be removed from the packet of printed material.

### **Agenda Item #04 – Consent Calendar (Discussion/Action)**

- C.1 Approval of 2.2.18 Meeting Minutes
- C.2 Monthly Budget Update
- C.3 Sixth Agreement with Braun Blaising Smith & Wynne, P.C.
- C.4 Fourth Agreement with Davis Wright Tremaine LLP
- C.5 Seventh Agreement with Jay Marshall
- C.6 Tenth Agreement with Maher Accountancy
- C.7 Eighth Agreement with Niemela Pappas & Associates
- C.8 Sixth Agreement with Troutman Sanders, LLP
- C.9 Second Agreement with Keyes & Fox, LLP
- C.10 Fifth Agreement with North Bay Office Furniture LLC

Chair Butt asked for public comment and there was none.

**ACTION:** It was M/S/C (Greene/Sears) to **approve Consent Calendar items C.1-C.5 and C.7-C.10.** Item C.6 was removed from the Consent Calendar to be brought to a future meeting. Motion carried by unanimous roll call vote. (Absent: Directors Athas, Bailey, Blackwell, and Glover.)

### **Agenda Item #05 – Proposed Time of Use Rates (Discussion/Action)**

Justin Kudo, Deputy Director of Account Services, introduced this item and addressed questions from the Committee. Chair Butt asked for public comment and there was none.

**ACTION: It was M/S/C (Coler/McCaskill) to recommend that the Board adopt the Time of Use generation rates set forth in the presentation, retroactive to March 1, 2018. Motion carried by unanimous roll call vote. (Absent: Directors Athas, Bailey, Blackwell, and Glover.)**

**Agenda Item #06 – MCE Compensation Study Adjustments (Discussion/Action)**

Sarah Estes-Smith, Director of Internal Operations, presented this item and addressed questions from the Committee. Following a request by Kate Sears, the meeting moved to closed session. Chair Butt asked for public comment and there was none.

**ACTION: No action was taken. Staff was directed to present item to the Executive Committee at a future meeting.**

**Agenda Item #07 – MCE New Staff Positions (Discussion/Action)**

Sarah Estes-Smith, Director of Internal Operations, presented this item and addressed questions from the Committee. Chair Butt asked for public comment and there was none.

**ACTION: It was M/S/C (Sears/Greene) to 1) approve the proposed Marketing Manager I and II job description, and salary range for the Marketing Manager I, and 2) approve the proposed Power Settlements Analyst I and II job descriptions and salary ranges for the positions. Motion carried by unanimous roll call vote. (Absent: Directors Athas, Bailey, Blackwell, and Glover.)**

**Agenda Item #08 – Updating Procurement Authorities (Discussion/Action)**

Elizabeth Kelly, General Counsel, presented this item and addressed questions from the Committee. Chair Butt asked for public comment and there was none.

**ACTION: It was M/S/C (Sears/Greene) to 1) adopt proposed Resolution No. 2018-03 Rescinding Resolution No. 2017-02 and Delegating Energy Procurement Authority, and 2) adopt proposed Resolution No. 2018-04 Designating the Chief Executive Officer as Purchasing Agent and Delegating Purchasing Agent Authority. Motion carried by unanimous roll call vote. (Absent: Directors Athas, Bailey, Blackwell, and Glover.)**

**Agenda Item #09 – MCE Joint Powers Agreement and Local Planning Obligations (Discussion)**

Elizabeth Kelly, General Counsel, presented this item and addressed questions from the Committee. Chair Butt asked for public comment and there was none.

**ACTION: No action required.**

**Agenda Item #10 – Review Draft 3.15.18 Board Agenda (Discussion)**

Chair Butt asked for public comment and there was none.

ACTION: No action required.

The meeting was adjourned at 1:58 P.M. to the next scheduled Executive Committee Meeting on April 6, 2018.



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Tom Butt, Executive Committee Chair

ATTEST:



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Dawn Weisz, Chief Executive Officer