

MARIN ENERGY AUTHORITY
BOARD MEETING
THURSDAY, March 7, 2013
7:00 P.M.
SAN RAFAEL CORPORATE CENTER, TAMALPAIS ROOM
750 LINDARO STREET, SAN RAFAEL, CA 94901



Roll Call

Present:

Damon Connolly, City of San Rafael, Chair
Kathrin Sears, County of Marin
Tom Cromwell, City of Belvedere
Alexandra Cock, Town of Corte Madera
Larry Bragman, Town of Fairfax
Len Rifkind, City of Larkspur
Denise Athas, City of Novato
Carla Small, Town of Ross
Emmett O'Donnell, Town of Tiburon
Tom Butt, City of Richmond

Absent:

Ken Wachtel, City of Mill Valley
Ford Greene, Town of San Anselmo
Ray Withy, City of Sausalito

Staff:

Dawn Weisz, Executive Officer
Elizabeth Kelly, Legal Director
Beckie Menten, Energy Efficiency Coordinator
Rafael Silberblatt, Program Coordinator
Jamie Tuckey, Communications Director
Alex DiGorgio, Community Affairs Representative
Emily Goodwin, Internal Operations Coordinator
Ben Choi, Account Manager
John Maher, Accountant
Michael Maher, Accountant
Sarah Gardner, Administrative Associate
Darlene Jackson, Clerk

Public Session: 7:10 PM

Agenda Item #1- Board Announcements (Discussion)

Chair Connolly announced that he accepted a Project Merit for Solar Power award presented to MCE in San Diego by the Climate Change Business Journal.

Agenda Item #2 – Public Open Time (Discussion)

Member of the public, Alexander Bennett spoke on the difference in PG&E vs. MEA rates as they relate to the enrollment of Richmond customers. He expressed his concerns over the impact that rate increases would have on the already burdened community and economy and asked MEA to reconsider its rate increase prior to the Richmond enrollment. Chair Connolly explained that the proposed rate increase is in its 60-day public review process and suggested that Mr. Bennett forward his written comments to Executive Officer Weisz who could in turn distribute amongst Board members.

Agenda Item #3 – Report from Executive Officer (Discussion)

Executive Officer Dawn Weisz reported on the following:

- Open Season closed on March 1st, was a big success and, MCE is excited about the proposals received. There were 52 projects submitted to MCE with a range of technology types and competitive pricing. The evaluation process will commence soon.
- Green Power Partnership – all participating cities and towns within MEA's service territory were accepted by the EPA program. All cities and towns receiving MEA power for municipal load will soon be added to the EPA Green Power Partnership website. Road signs have been delivered to MCE for each participating city/town and will be presented in the coming weeks.
- Presentation to the North Bay Leadership Council today went well and was followed by a PG&E presentation. A presentation will be made to the Marin Bar Association at their April luncheon.
- Technical Committee will be held on Monday, March 11th, 9:00AM and the SEED Fund program as well as the local MCE Solar project site determinations will be discussed.

Chair Connolly reminded everyone of the attached Table 4.1 which is a compilation/summary of all contracts appearing on the consent calendar.

Agenda Item #4 – Consent Calendar (Discussion/Action)

- C.1 Minutes from 10.4.12 Board Meeting
- C.2 Monthly Budget Report
- C.3 Third Agreement with APCO Worldwide
- C.4 Second Agreement with CivicActions, Inc.
- C.5 Fourth Agreement with Descom Studios
- C.6 Fourth Agreement with Douglass & Liddell
- C.7 Second Agreement with Ellison, Schneider & Harris
- C.8 Fourth Agreement with Green Ideals
- C.9 Second Agreement with Jay Marshall
- C.10 Second Addendum to Second Agreement with Kames Geraghty
- C.11 First Agreement with Kames & Associates
- C.12 Third Agreement with Katie Gaier
- C.13 Third Agreement with Lehman, Levi Pappas & Sadler
- C.14 Fifth Agreement with Maher Accountancy
- C.15 Fifth Agreement with Milbank, Hadley, Tweed & McCloy
- C.16 Fourth Agreement with Richards, Watson & Gershon
- C.17 Third Agreement with Sam Long

M/s Sears/Athas (Passed 10-0-0) approved all items on the consent calendar. Directors Green, Wachtel and

Withy were absent.

Agenda Item #5 – Resolution 2013-01 of the Board of Directors of the Marin Energy Authority Honoring MEA Board Member Richard Collins (Discussion/Action)

This item was deferred to the April meeting due to the absence of Director Collins.

Agenda Item #6 Resolution 2013-02 of the Board of Directors of the Marin Energy Authority Honoring MEA Board Member Thomas Cromwell (Discussion/Action)

Executive Officer Weisz shared her gratitude and expressed thanks, as did Chair Connolly, for Director Cromwell's years of service on the MEA Board. Director Cromwell explained that his leaving had nothing to do with lack of enthusiasm for the MEA vision but rather an overloaded schedule. He acknowledged his "able replacement", Robert McCaskill.

M/s Athas/Sears (Passed 10-0-0) approved Resolution 2013-02 of the Board of Directors of the Marin Energy Authority Honoring MEA Board Member Thomas Cromwell. Directors Greene, Wachtel and Withy were absent.

Agenda Item #7 – Resolution 2013-03 of the Board of Directors of the Marin Energy Authority Honoring MEA Board Member Jonathan Leone (Discussion/Action)

Director Sears read the Resolution. Director Leone was not present to receive the award.

M/s Bragman/Cromwell (Passed 10-0-0) approved Resolution 2013-03 of the Board of Directors of the Marin Energy Authority Honoring MEA Board Member Jonathan Leone. Directors Greene, Wachtel and Withy were absent.

Agenda Item #8 – Addition of Board Member(s) to the Technical Committee (Discussion/Action)

Executive Officer Weisz explained that due to open seats on the Technical Committee, Directors Carla Small and Emmett O'Donnell have agreed to join the Committee.

M/s Sears/Bragman (Passed 10-0-0) approved Addition of Board Member(s) to the Technical Committee. Directors Greene, Wachtel and Withy were absent.

Agenda Item #9 – Energy Efficiency Program Update (Discussion)

Energy Efficiency Coordinator Beckie Menten presented an Energy Efficiency update. She provided a summary which included program background, 2012 program implementation, and 2013-2014 program implementation. Ms. Menten briefly provided status on:

- Multi-family Program
- Single Family Program
- Launching web portal (soft launch)
- Financing – On Bill Repayment (OBR)
 - Terms sheet signed with River City Bank

Director Sears complimented the staff on how quickly these programs have come together.

Director Cock asked about the CPUC funds allocated to the EE program and how those two sets of funds will work on specific projects.

Director O'Donnell asked if we will see any of the programs being ramped up after 2014.

Ms. Menten explained that currently MCE is working on 42 buildings, 1600 units in the multi-family sector. She also provided a sample door hanger marketing asset for tenant outreach.

Ms. Menten responded to questions from the Board.

Agenda Item #10 Agreement with Rising Sun Energy for Energy Efficiency Services (Discussion/Action)

Ms. Menten presented some EE Program background as well as some benefits of working with Rising Sun:

- Rising Sun has been working within Marin County for a considerable amount of time and during their tenure, established a productive and positive relationship with the County and its constituents.
- Rising Sun would provide MEA with a high quality, youth-based program to deliver direct installation services for the MEA multi-family energy efficiency program in the City of Richmond.

Director Butt asked if during the installation phase of the program, there is a system in place where the field representatives are able to assess the results of their efforts based on predetermined metrics. Youth Program Director Julie Hatton explained that some of the assessment is built into the system that allows for clear evaluation of measurable results.

Ms. Menten responded to questions from the Board.

M/s Small/Butt (Passed 10-0-0) approved Proposed First Agreement between MEA and Rising Sun for Energy Efficiency Services. Directors Greene, Wachtel and Withy were absent.

Agenda Item #11 Agreement with Community Energy Services Corporation for Energy Efficiency Services (Discussion/Action)

Ms. Menten presented some of the benefits of working with Community Energy Services Corporation (CESC):

- CESC would provide MEA with an implementation contractor for the small commercial energy efficiency program
- CESC has been a leading implementer of small commercial direct install programs across the Bay Area, including the County of Marin, for several years
- CESC will serve as the main implementer for the Marin County Energy Watch (MCEW) Partnership program and under the proposed contract would be the lead program implementer for the MEA program as well.

Director Rifkind expressed concerns related to overlapping outreach or marketing efforts that may be duplicative between the MCE and MCEW programs. Ms. Menten explained that there are several layers of checks and balances already built into each independent program and that she would clearly delineate roles/responsibilities for any interested party. MCEW would specifically be responsible for the role of program manager on more standard EE offerings including significant lighting and HVAC upgrade projects. MEA's program would focus on the more complex, whole house projects along with program financing, under Ms. Menten's direction. The programs are audited by the CPUC but there are some built in subsets of standards within the scope of each program. If anyone

within the MCE jurisdictions express interest or have other questions about the collaborative model between MCE and MCEW, they should be directed to Ms. Menten.

Chair Connolly suggested that regular progress updates be provided to the Board.

M/s Sears/Cromwell (Passed 10-0-0) approved Proposed Second Agreement between MEA and Community Energy Services Corporation. Directors Green, Wachtel and Withy were absent.

Agenda Item #12 Communications Update (Discussion)

Communications Director Jamie Tuckey presented on:

- Building strong relationships with Commercial customers, particularly Good Earth Market in Fairfax. There was a major campaign/contest held where 10 MCE Deep Green customers were randomly selected and Good Earth provided \$100 gift certificates to each of the 10 winners. As a result of the campaign, MCE realized a 300% growth in Deep Green opt ups.
- Launch of new MCE website with an enhanced look and feel and user friendly applications as a direct result of 2012 survey APCO facilitated. The new website is compatible with all electronic devices.
- The opt-out plan in addition to notices that will be bi-lingual (Spanish & English), thereby providing a truly inclusive and well-informed constituency during the enrollment process.
- MCE is advertising in the Richmond Pulse, the Richmond Confidential, and the Richmond Post.
- Residential brochures are multi-lingual and will include rate comparison inserts.

Community Outreach Representative, Alex DiGiorgio presented on the following:

- Community Outreach Plan (MCE Richmond) listed upcoming local events and provided a calendar of those events.
- Outreach will be extended to include houses of worship and schools.
- Community Advisory Group will allow at least 2 Town Hall meetings featuring MCE's general presentation, the 1st happening in the spring 2013 and the 2nd in the summer 2013.

Director Butt complimented Mr. DiGiorgio on how well he is handling the community outreach efforts and on his presentation style, demeanor and tact, especially with the occasional difficult or controversial question.

Director Butt indicated that he has not seen any significant opposition with Richmond customers and he continues to be optimistic.

Mr. DiGiorgio and Ms. Tuckey responded to questions from the Board.

Agenda Item #13 MEA Budget for FY14 (Discussion/Action)

In review of the proposed FY 14 budget, supported by the Board in the February Board meeting, Internal Operations Coordinator Emily Goodwin introduced John and Michael Maher from Maher Accountancy to describe a small adjustment to the proposed budget.

Mike Maher spoke on budgetary matters and indicated that aside from the adjustment of \$200K in savings from the Data Management line item (being repurposed in staffing and the Other Services line item) there were no significant changes to the proposed budget.

Director Rifkind asked why it was necessary to spend these savings. Executive Officer Weisz explained that MEA assessed what the biggest needs were as follows:

- Staffing costs and additional staff due to the Richmond rollout
- MEA's interest in developing and possibly funding its own projects (i.e. bond issuance) to establish a credit rating. Need to contract with some legal as well as finance expertise to support credit rating process that should go hand in hand with bond issuance. MEA has been interested in doing the bond issuance but this is the first opportunity to make strides in that effort given the strong financials built over the last few years.

Ms. Weisz responded to questions from the Board.

M/s Butt/Rifkind (Passed 10-0-0) approved MEA Budget for Fiscal Year 2014. Directors Greene, Wachtel and Withy were absent.

Agenda Item #14 Resolution 2013-04 of the Board of Directors of the Marin Energy Authority Authorizing the Executive Officer to Enter Into and Execute Contracts (Discussion/Action)

Legal Director Elizabeth Kelly introduced the resolution and explained the need for it. She also explained that the authorizations would be on a per-contractor basis and not a per-scope of work basis.

Ms. Kelly responded to questions from the Board.

M/s Rifkind/Sears (Passed 10-0-0) approved Resolution 2013-04 of the Board of Directors of the Marin Energy Authority Authorizing the Executive Officer to Enter Into and Execute Contracts. Directors Greene, Wachtel and Withy were absent.

Agenda Item #15 Regulatory Update (Discussion)

Legal Director Beth Kelly provided a brief summary on the Regulatory Resource Adequacy Summit.

- Long Term Procurement Plan – MEA's interest is involvement regarding the cost allocation mechanism (CAM) and related approved decision. Legal Director Kelly noted that there is the need to submit an additional filing that will clarify that the decision relates only to LA Basin. She also discussed the importance of a CAM opt-out for CCAs.
- PG&E Smart Grid Pilot Deployment – A proposed decision has been issued which would appropriately allocate costs for this program.

Director Bragman asked if our agency has looked at the SmartMeter opt-out. Per Ms. Kelly, MEA has not taken a position on that because there has not been a need to do so.

Director Rifkind suggested that the SmartMeter issue raised by Director Bragman be discussed at an upcoming Technical Committee meeting.

Ms. Kelly responded to other questions from the Board.

Agenda Item #16 Board Member & Staff Matters (Discussion)

NONE

Agenda Item #17 – Adjourn

9:13PM

ATTEST:


Dawn Weisz, Executive Officer


Damon Connolly, Chair, Marin Energy Authority

APPROVED
APR 04 2013
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