



SPECIAL MEETING AGENDA

Date: 11/10/2015
Time: 6:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025
Note change in meeting time

6:00 p.m. Closed Session (City Hall Administration Building, 1st floor conference room)

Public Comment on this item will be taken before adjourning to Closed Session.

- CL1.** Closed Session pursuant to Government Code Section §54957.6 to confer with labor negotiators regarding labor negotiations with the Menlo Park Police Officers' Association (POA)

Attendees: City Manager Alex McIntyre, Interim Administrative Services Director Nick Pegueros, City Attorney Bill McClure, Interim Human Resources Director Dave Bertini, Interim Finance Director Clay Curtin, Labor Counsel Charles Sakai

6:30 p.m. Regular Meeting

A. Call To Order

B. Roll Call

C. Pledge of Allegiance

D. Report from Closed Session

E. Presentations and Proclamations

- E1. Presentation of Green Business certifications to Ducky's Carwash and Heffernan Insurance
- E2. Proclamation expressing appreciation to Menlo Park Police Officer Louis Tommei upon his retirement
- E3. Proclamation recognizing Law Enforcement Records Professionals Day
- E4. Presentation regarding Belle Haven mini grants

7:00 p.m. Study Session

- F1. Provide direction on Peninsula Clean Energy (PCE), a Community Choice Energy (CCE) effort sponsored by San Mateo County (SMC)([Staff Report# 15-172-CC](#))

G. Public Comment

Under “Public Comment,” the public may address the City Council on any subject not listed on the agenda. Each speaker may address the City Council once under Public Comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The City Council cannot act on items not listed on the agenda and, therefore, the City Council cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

H. Consent Calendar

- H1. Award a construction contract for the multiyear sidewalk replacement project to Golden Bay Construction, Inc. and authorize a total construction budget of \$300,000 annually ([Staff Report# 15-166-CC](#))
- H2. Adopt a resolution stating the City Council's support for the concept of expanding the snack bar and storage facility adjacent to the athletic fields at Burgess Park ([Staff Report# 15-173-CC](#))
- H3. Adopt a resolution requesting that the Federal Consumer Financial Protection Bureau, the United States Congress and the California State Legislature take action to protect consumers from usurious payday lenders ([Staff Report# 15-174-CC](#))
- H4. Approve minutes for the City Council meeting of October 20, 2105 ([Attachment](#))

I. Regular Business

- I1. Adopt a resolution to implement a 6-month pilot program to modify downtown parking time limits and appropriate \$65,000 from the Downtown Parking Fund to implement the recommendations ([Staff Report# 15-175-CC](#))
- I2. Appropriate \$200,000 from the General Fund reserves; authorize the City Manager to enter into emergency contracts for the City's Storm Preparedness Plan up to \$200,000; enter into an agreement with the City of Palo Alto; and become a party to the San Francisquito Creek Multi-Agency Coordination Agreement and Operational Plan ([Staff Report# 15-171-CC](#))
- I3. Consider approval of the terms of an agreement between the City of Menlo Park and the Service Employees International Union, Local 521 ([Staff Report# 15-164-CC](#))
- I4. Amend the City Council approved salary schedule ([Staff Report# 15-170-CC](#))

J. Informational Items

- J1. Quarterly review of Taser Program ([Staff Report# 15-169-CC](#))
- J2. Quarterly review of data captured by Automated License Plate Readers (ALPR) for the period beginning July 1, 2015 through October 1, 2015 ([Staff Report# 15-168-CC](#))

J3. Update on reporting of consultant contracts and agreements ([Staff Report# 15-165-CC](#))

K. City Manager's Report

L. Councilmember Reports

M. Adjournment

Agendas are posted in accordance with Government Code Section 54954.2(a) or Section 54956. Members of the public can view electronic agendas and staff reports by accessing the City website at www.menlopark.org and can receive e-mail notification of agenda and staff report postings by subscribing to the "Notify Me" service at menlopark.org/notifyme. Agendas and staff reports may also be obtained by contacting City Clerk at 650-330-6620. (Posted: 11/5/2015)

At every Regular Meeting of the City Council, in addition to the Public Comment period where the public shall have the right to address the City Council on any matters of public interest not listed on the agenda, members of the public have the right to directly address the City Council on any item listed on the agenda at a time designated by the Mayor, either before or during the City Council's consideration of the item.

At every Special Meeting of the City Council, members of the public have the right to directly address the City Council on any item listed on the agenda at a time designated by the Chair, either before or during consideration of the item.

Any writing that is distributed to a majority of the City Council by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available for inspection at the City Clerk's Office, 701 Laurel St., Menlo Park, CA 94025 during regular business hours.

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**STAFF REPORT****City Council****Meeting Date:** 11/10/2015**Staff Report Number:** 15-172-CC**Study Session:****Update on Peninsula Clean Energy, a Community Choice Energy effort sponsored by San Mateo County****Recommendation**

Staff requests that the City Council review and provide direction on Peninsula Clean Energy (PCE), a Community Choice Energy (CCE) effort sponsored by San Mateo County (SMC).

Policy Issues

The Menlo Park 2015 Climate Action Plan (CAP) describes a number of programs that are planned in order to meet the City Council adopted target of 27% reduction in Greenhouse Gas (GHG) by 2020 from 2005 levels. Consider Community Choice Energy (CCE) options to gain additional renewable power in Menlo Park's portfolio is listed in the CAP Community GHG Reduction Strategies for FY 2015-16.

Background

In September 2015, SMC released its draft Technical Feasibility Study (Study) on the CCE (Attachment A), which estimates GHG reductions and costs for three levels of renewable electrical power. The Study provides enough information for the City to begin considering SMC's CCE option, called Peninsula Clean Energy (PCE).

On October 20, 2015, the City Council received an informational item on PCE. The following is a link to the report: <http://www.menlopark.org/DocumentCenter/View/8415>

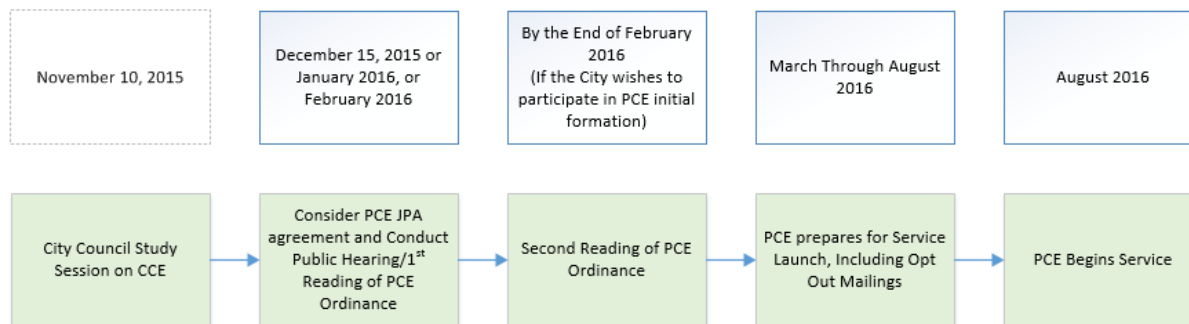
If the City joins PCE residents and businesses within the City will have an option to receive electrical power purchased through PCE and delivered through the Pacific Gas & Electric (PG&E) grid. CCEs by their nature are an opt out process, thus all customers would participate, unless they opt out to stay with PG&E purchased power.

SMC has set a deadline for Cities to join the PCE Joint Powers Authority (JPA) and adopt the PCE ordinance by the end of February to be an initial member. Once the initial member Cities join PCE, they will form the JPA Board and determine the policies of PCE. Attachment B is the current draft JPA agreement and Attachment C shows a model ordinance.

For any Cities that do not meet the February deadline or opt not to participate in PCE formation, there may be an opportunity to join at a later date. However joining later may require a fee to join. Cities that join later will have less influence over the formation of PCE, but they will join with a clearer understanding of the services and rates the PCE will ultimately offer. Once formation is complete, PCE will conduct required noticing to customers regarding the opt out period and then begin providing service.

Timeline for PCE Participation

The graphic below shows a timeline for the City in considering PCE in order to participate in the formation of the PCE. Adoption of an ordinance by the end of February 2016 is critical to participation in formation of the PCE.



State Law and Precedent

In 2002, the State of California enacted AB 117, which enabled Community Choice Aggregation (CCA), also known as Community Choice Energy (CCE). This enables local governments individually or together in a JPA to purchase energy which will then be fed onto the distribution grid. In Menlo Park and San Mateo County, electricity and natural gas are distributed by the Investor Owned Utility (IOU), PG&E.

In California, there are currently three operating CCEs:

- Marin Clean Energy (MCE) began operation in 2010 and serves approximately 80% of businesses and residents in Marin County, the Cities within Marin County, and several Cities outside of Marin County
- Sonoma Clean Power (SCP) began operation in 2012 and serves approximately 80% of businesses and residents in Sonoma County and the Cities within Sonoma County
- Lancaster Choice Energy (LCE) began operation in 2015 and currently serves the City of Lancaster operations and plans to phase in service to businesses and residents in the near future

There are several other CCEs in development within California, including Clean SF, Silicon Valley Community Choice Energy Partnership (member cities include Sunnyvale, Mountain View, and Cupertino), Contra Costa County, and CCE advocacy efforts in Oakland and the Central Coast.

SMC CCE Efforts

The SMC Office of Sustainability established a CCE Community Advisory Committee (CAC) in May 2015, on which Mayor Carlton has served as a member and Heather Abrams, the City's Environmental Programs Manager, has attended as an alternate. More information about the CCE CAC can be found on the County's webpage: <http://green.smcgov.org/san-mateo-county-cce-advisory-committee-page>

SMC has been providing educational information to the community regarding PCE. SMC has made

several public presentations, and once the JPA is established it will launch a full public outreach campaign. Information relative to this effort can be found at SMC's three websites:

<http://green.smcgov.org/outreach-kit>

<http://www.peninsulacleanenergy.com/>

<http://green.smcgov.org/community-choice-energy>

Menlo Park EQC Consideration of CCE

The City's Environmental Quality Commission (EQC) has been investigating CCE options, including a number of presentations from local non-profits regarding CCEs. In August 2015, the EQC hosted a presentation on CCEs by Jim Eggemeyer, SMC Office of Sustainability Director. In September 2015, the EQC had a presentation from PG&E to understand the "base case" of renewable power portfolio options that PG&E provides. The EQC has provided City Council with a letter (Attachment D) regarding the City's Climate Action Plan that emphasizes the GHG reduction benefits of a CCE that purchases 100% renewable power.

On October 28, 2015 the EQC voted to recommend "that Menlo Park pursue participation in the formation of the San Mateo County PCE with the goal of maximizing the environmental and economic interests of Menlo Park. We would like to have the opportunity to continue to review and advise Council on this matter".

Analysis

PCE Draft Technical Feasibility Study (Study)

The Study indicates that PCE would be financially viable, and includes a cost benefit analysis for the entire PCE, a sensitivity analysis to show the range of rates for each of three scenarios, and a risk analysis.

The Study evaluated three main options for renewable power over 1-year and 10-year planning horizons:

- Scenario 1: 35% renewable power portfolio
- Scenario 2: 50% renewable power portfolio
- Scenario 3: 100% renewable power portfolio

Once the JPA is formed, it would establish the specific offerings and its Board of Directors will continue to evaluate the energy portfolio and program offerings. It is expected that PCE would follow the model of MCE and SPC by initially providing a base offering (with an opt out provision) and would expand over time to offer additional options. (For example, MCE and SPC both offer 50% renewable as their base option at slightly lower cost than PG&E. Customers who do not wish to participate can opt out and go back to PG&E without penalty nor disruption of their service. Customers who wish to purchase a higher percentage of renewable power may opt in to a 100% renewable power or a local solar program at prices slightly higher than current PG&E rates).

Table 1 summarizes the Study results comparing each of the three options in the first year of operation:

Table 1: Summary of Scenario Results: Year 1			
Key Considerations	Scenario 1	Scenario 2	Scenario 3
General Environmental Benefits	35% Renewable 35% GHG-Free	50% Renewable 63% GHG-Free	100% Renewable 100% GHG-Free
Rate Competitiveness	Average 6% savings relative to PG&E rate projections	Average 4% savings relative to PG&E rate projections	Average 2% increase relative to PG&E rate projections
Projected Residential Customer Cost Impacts (Average monthly usage for PCE residential customers ≈ 450 kWh)	Average \$5.40 monthly cost savings relative to PG&E rate projections	Average \$4.05 monthly cost savings relative to PG&E rate projections	Average \$1.80 monthly cost increase relative to PG&E rate projections
Assumed PCE Participation	85% customer participation rate assumed across all customer groups	85% customer participation rate assumed across all customer groups	75% customer participation rate assumed for residential and small commercial customers; 50% for all other groups
Comparative GHG Emissions Impacts	0.278 metric tons CO ₂ /MWh emissions rate; additional GHG emissions of ≈136,000 metric tons in Year 1	0.115 metric tons CO ₂ /MWh emissions rate; ≈75,000 metric ton GHG emissions reduction in Year 1	Zero emissions rate; ≈130,000 metric ton GHG emissions reduction in Year 1

Based on Table 1, Scenario 1 does not appear to meet the objective of reducing GHG emissions. Scenario 2 appears to meet the objective of reducing GHG emissions, while reducing costs to customers. Scenario 3 provides a 100% renewable portfolio with no GHG emissions for participating customers; however it comes at a small additional cost (estimated to be 2% above PG&E's current rates). The Study indicates that rates for 100% renewable power may vary from 2.6% lower to 6.9% higher than estimated PG&E rates (see figure 28 of Attachment A).

The CCE CAC has established that it is possible for individual cities within PCE to set a base offering of 100% renewable power, with an individual customer option to opt down to 50% renewable power, or opt out to PG&E.

Risk Analysis

The main risks associated with PCE can be summarized in the following four categories:

1. Rate risk – the risks that PCE rates are higher than PG&E's rates
2. Opt out risk – the risk that the number of opt out electrical customers is higher than expected and PCE is thus not financially viable
3. Operational risk – the risks associated with commodity, credit, vendor default, poor management, and oversight
4. Regulatory risk – the risk that unfavorable state legislation or regulations could disrupt PCE's operation or threaten its viability

The Study provides additional information relative to the Risk Analysis, but finds that the PCE is viable.

If the City joins the PCE, its customers will still have access to PG&E energy efficiency programs, and may have access to additional programs through the PCE. The JPA structure insulates individual cities from the financial risks of PCE's business, and allows public input in the form of a JPA Board of Directors. Based on experience with other California CCEs, there is no additional risk that customers could suffer power outages, switching issues, or customer service degradation by participating in the PCE.

Next Steps

SMC has asked cities to schedule study sessions on the CCE; this study session was scheduled to include a presentation by SMC and to widen the discussion regarding PCE. Important questions that should be asked include:

- What additional information does the City Council need to consider joining PCE?
- Which of the key considerations are most important to the City: energy portfolio mix, GHG reduction potential, cost?
- If the desire is to join PCE, which of the three scenarios (35%, 50% or 100% renewable) would the City be interested in selecting as a base offering?
- Does the City Council anticipate requiring specialized legal or consulting review of PCE agreements?
- Does the City Council want to investigate other CCA options, outside of PCE? If so, what are the main goals in selecting a CCA option?
- Environmental Programs staff work on water conservation, solid waste reduction, climate action planning and other initiatives. Among those priorities is the consideration of PCE a high, medium, or low priority?
- Beyond the County's outreach efforts, what City specific CCE outreach, if any, would the Council envision?

Impact on City Resources

The cost and staff time for consideration of PCE and other CCA options were budgeted in the City's Capital Improvement Program for 2015-2016 as part of the Climate Action Plan Implementation Project. No additional funds are currently being requested.

During the CCE formation City staff and City Council members need to be engaged and staff plans to spend time meeting, analyzing, and reporting on the effort. The City belongs to other JPAs and we can expect that any JPA requires on-going meetings, coordination and some on-going policy, budget, and program support.

Environmental Review

An Environmental Review is not required for this item.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. Draft PCE Technical Study, dated September 18, 2015
- B. PCE Draft JPA agreement
- C. PCE Draft Model Ordinance
- D. EQC letter dated September 30, 2015 regarding the City's Climate Action Plan and the role of 100% renewable power in a CCE in meeting the City's GHG reduction targets

Report prepared by:

Heather Abrams, Environmental Programs Manager

DRAFT PENINSULA CLEAN ENERGY CCA TECHNICAL STUDY

9/18/2015

Prepared by Pacific Energy Advisors, Inc.

This Technical Study was prepared for the County of San Mateo for purposes of understanding the potential benefits and liabilities associated with forming a Community Choice Aggregation (CCA) program, which would provide electric generation service to residential and business customers located within San Mateo County. A detailed discussion of the projected operating results related to the CCA program, which has been named Peninsula Clean Energy, are presented herein.

DRAFT Peninsula Clean Energy CCA Technical Study

PREPARED BY PACIFIC ENERGY ADVISORS, INC.

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EXECUTIVE SUMMARY

This Community Choice Aggregation (“CCA”) Technical Study (“Study”) was prepared by Pacific Energy Advisors, Inc. (“PEA”) for purposes of describing the potential benefits and liabilities associated with forming a CCA program, which would provide electric generation service to residential and business customers located within (i) the twenty (20) municipalities in the County of San Mateo (“County”), and (ii) the unincorporated areas of the County (together, the “San Mateo Communities”). The Study evaluated projected operations of such a CCA program, which has been named Peninsula Clean Energy (“PCE”), over a ten-year planning horizon, drawing from best available market intelligence and PEA’s direct experience with each of California’s operating CCA programs. This information was used to generate a set of anticipated base case assumptions for PCE operations as well as a variety of sensitivities, which were used to demonstrate how certain changes in the base case assumptions would influence anticipated operating results.

For purposes of the Study, PEA and County leadership identified three indicative supply scenarios, which were designed to test the viability of prospective CCA operations under a variety of energy resource compositions. In particular, the three supply scenarios were constructed with the following objectives in mind:

- **Scenario 1:** Maximize PCE rate/cost competitiveness relative to the incumbent investor-owned utility (“IOU”), Pacific Gas & Electric Company (“PG&E”), while ensuring compliance with applicable renewable energy procurement mandates.
- **Scenario 2:** Exceed renewable energy procurement mandates and promote reduced greenhouse gas emissions (“GHGs”) within the electric energy sector through the predominant use of non-polluting generating resources.
- **Scenario 3:** Deliver a 100% bundled renewable energy product to all PCE customers based on prevailing market prices.

When considering the prospective supply scenarios evaluated in this Study, it should be understood that PCE would not be limited to any particular scenario assessed in this Study; the Study’s supply scenarios were developed in cooperation with San Mateo County leadership for the purpose of demonstrating potential operating outcomes of a new CCA program under a broad range of resource mixes, which generally reflect key objectives of the San Mateo Communities. Prior to the procurement of any particular energy products, PCE would have an opportunity to refine its desired resource mix, which may differ from the prospective scenarios reflected herein.

When developing these supply scenarios, PEA was directed to exclude unbundled renewable energy certificates, nuclear generation, which represents a significant portion of PG&E’s energy resource mix¹, and coal generation² from the anticipated resource mix.

Based on current market prices and various other operating assumptions, the Study indicates that PCE would be viable under a broad range of market conditions, demonstrating the potential for customer cost savings and significant GHG reductions. In particular, Scenarios 1 and 2 demonstrate the potential for customer cost savings ranging from 2% to 6%, relative to projected PG&E rates, over the ten-year study period. As expected, increased supply costs associated with the Scenario 3 supply portfolio, which specified the exclusive use of

¹ According to PG&E’s 2013 Power Content Label, 22% of total electric energy supply was sourced from nuclear generating facilities; in 2014, a similar proportion of PG&E’s total electric energy supply was sourced from nuclear generating facilities: 21%, as reflected in PG&E’s Power Source Disclosure Report for the 2014 calendar year.

² According to the California Energy Commission, approximately 6% of California’s total system power mix is comprised of electric energy produced by generators using coal as the primary fuel source: http://energyalmanac.ca.gov/electricity/total_system_power.html.

bundled renewable energy resources for the entirety of PCE's electric supply, resulted in marginally higher customer costs throughout the study period with premiums ranging from 1% to 2% relative to PG&E. As previously noted, none of the prospective supply scenarios include the use of unbundled RECs; renewable energy products will be exclusively limited to "bundled" deliveries produced by generators primarily located within California, the San Mateo Communities and elsewhere in the western United States.

When reviewing the pro forma financial results associated with each of the prospective supply scenarios, as reflected in Appendix A of this Study, line "X" indicates the "Total Change in Customer Electric Charges" during each year of the study period: to the extent that such values are negative, PCE would have the potential to offer comparatively lower customer rates/charges, relative to similar charges imposed by PG&E; to the extent that such values are positive, PCE would need to impose comparatively higher customer charges in order to recover expected costs. Ultimately, the disposition of any projected operating surpluses will be determined by PCE leadership during annual budgeting and ratesetting processes. For example, in the cases of Scenario 1 and Scenario 2, each year of the study period reflects the potential for operating surpluses. Such surpluses could be passed through to PCE customer in the form of comparatively lower electric rates/charges, as reflected in this Study, or PCE leadership could strike a balance between reduced rates and increased funding for complementary energy programs, such as Net Energy Metering, customer rebates (to promote local distributed renewable infrastructure buildout or energy efficiency, for example) as well as other similarly focused programs. PCE leadership would have considerable flexibility in administering the disposition of any projected operating surpluses, subject to any financial covenants that may be entered into by the program.

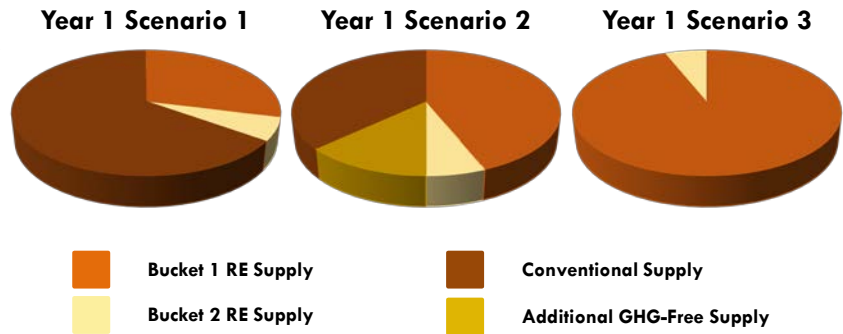
With regard to anticipated clean energy supply and resultant GHG emissions impacts, Scenario 1, which was designed with the primary purpose of minimizing customer costs, resulted in projected emissions *increases* ranging from 136,000 to 488,000 metric tons per year – the noted range of emissions impacts reflects the minimum (occurring in Year 1 of expected PCE operations) and maximum (occurring in Year 10 of expected PCE operations) impacts over the ten-year study period. Conversely, the predominantly carbon-free energy supply associated with Scenario 2 resulted in annual emissions *reductions* ranging from 75,000 (Year 1 impact) to 156,000 (Year 10 impact) metric tons. Scenario 3 yielded the most significant emissions benefits, resulting from a zero portfolio emissions rate – annual projected emissions *reductions* ranged from 130,000 (Year 1 impact) to 266,000 (Year 10 impact) metric tons. With regard to the anticipated GHG emissions impacts reflected under each scenario, it is important to note that such estimates are significantly influenced by PG&E's ongoing use of nuclear generation, which is generally recognized as GHG-free. To the extent that PG&E's use of nuclear generation is curtailed or suspended at some point in the future, PCE's projected emissions reductions would significantly increase.

The various energy supply components underlying each scenario are broadly categorized as:

- Conventional Supply (generally electric generation produced through the combustion of fossil fuels, particularly natural gas);
- "Bucket 1" Renewable Energy Supply (generally renewable generation within CA);
- "Bucket 2" Renewable Energy Supply (renewable generation imported into CA); and
- Additional GHG-Free Supply (generally power from large hydro-electric generation facilities, which are not eligible to participate in California's Renewables Portfolio Standard, or "RPS", certification program).

The following exhibit identifies the projected operating results under each supply scenario in Year 1 of anticipated CCA operation. Additional details regarding the composition of each supply scenario are addressed in Chapter 2.

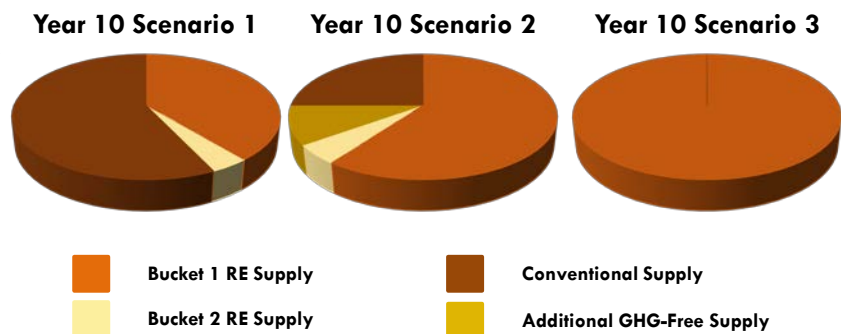
Peninsula Clean Energy Indicative Supply Scenarios: Year 1



Key Considerations	Scenario 1	Scenario 2	Scenario 3
<u>General Environmental Benefits</u> Renewable energy and GHG content	35% Renewable 35% GHG-Free	50% Renewable 63% GHG-Free	100% Renewable 100% GHG-Free
<u>Rate Competitiveness</u> Incremental renewable/clean energy purchases will impose upward pressure on PCE customer rates	Average 6% <u>savings</u> relative to PG&E rate projections	Average 4% <u>savings</u> relative to PG&E rate projections	Average 2% <u>increase</u> relative to PG&E rate projections
<u>Projected Residential Customer Cost Impacts</u> ¹ Resource choices will influence monthly energy costs ¹ Average monthly usage for PCE res. customers ≈ 450 kWh	Average \$5.40 monthly cost <u>savings</u> relative to PG&E rate projections	Average \$4.05 monthly cost <u>savings</u> relative to PG&E rate projections	Average \$1.80 monthly cost <u>increase</u> relative to PG&E rate projections
<u>Assumed PCE Participation</u> Projected rate savings/increases are assumed to impact customer participation levels; medium and large commercial customers are assumed to be highly cost sensitive	85% customer participation rate assumed across all customer groups	85% customer participation rate assumed across all customer groups	75% customer participation rate assumed for residential and small commercial customer groups; 50% participation for all other customer groups
<u>Comparative GHG Emissions Impacts</u> GHG emissions impact relative to assumed PG&E portfolio	0.278 metric tons CO ₂ /MWh emissions rate results in <u>additional GHG emissions</u> of ≈136,000 metric tons in Year 1	0.115 metric tons CO ₂ /MWh emissions rate results in ≈75,000 metric ton <u>GHG emissions reduction</u> in Year 1	Zero emissions rate results in ≈130,000 metric ton <u>GHG emissions reduction</u> in Year 1

The following exhibit identifies the projected operating results under each supply scenario in Year 10 of anticipated CCA operation.

Peninsula Clean Energy Indicative Supply Scenarios: Year 10



Key Considerations	Scenario 1	Scenario 2	Scenario 3
<u>General Environmental Benefits</u> Renewable energy and GHG content	43% Renewable 43% GHG-Free	65% Renewable 75% GHG-Free	100% Renewable 100% GHG-Free
<u>Rate Competitiveness</u> Incremental renewable/clean energy purchases will impose upward pressure on PCE customer rates	Average 4% <u>savings</u> relative to PG&E rate projections	Average 2% <u>savings</u> relative to PG&E rate projections	Average 1% <u>increase</u> relative to PG&E rate projections
<u>Projected Residential Customer Cost Impacts¹</u> Resource choices will influence monthly energy costs ¹ Average monthly usage for PCE res. customers ≈ 450 kWh	Average \$4.95 monthly cost <u>savings</u> relative to PG&E rate projections	Average \$1.80 monthly cost <u>savings</u> relative to PG&E rate projections	Average \$1.35 monthly cost <u>increase</u> relative to PG&E rate projections
<u>Assumed PCE Participation</u> Projected rate savings/increases are assumed to impact customer participation levels; medium and large commercial customers are assumed to be highly cost sensitive	85% customer participation rate assumed across all customer groups	85% customer participation rate assumed across all customer groups	75% customer participation rate assumed for residential and small commercial customer groups; 50% participation for all other customer groups
<u>Comparative GHG Emissions Impacts</u> GHG emissions impact relative to assumed PG&E portfolio	0.243 metric tons CO ₂ /MWh emissions rate results in <u>additional GHG emissions</u> of ≈488,000 metric tons in Year 10	0.066 metric tons CO ₂ /MWh emissions rate results in ≈156,000 metric ton <u>GHG emissions reduction</u> in Year 10	Zero emissions rate results in ≈266,000 metric ton <u>GHG emissions reduction</u> in Year 10

PCE's anticipated long-term power contract portfolio is also expected to generate substantial economic benefits throughout the state as a result of new renewable resource development. The prospective PCE long-term contract portfolio, which is reflected in the anticipated resource mix for each supply scenario, includes approximately 330 MW of new generating capacity (all of which is assumed to be located within California and some of which may be located within the County). Based on widely used industry models, such projects are expected to generate up to 10,000 construction jobs and as much as \$1.3 billion in total economic output. Ongoing operation and maintenance ("O&M") jobs associated with such projects are expected to employ as many as 130 full time equivalent positions ("FTEs") with additional annual economic output up to \$20 million. PCE would also employ a combination of staff and contractors, resulting in additional ongoing job creation (up to 30 FTEs per year) and related annual economic output ranging from \$3 to \$9 million.

Based on the results reflected in this Study and PEA's considerable experience with California CCAs, the PCE program has a variety of electric supply options that are projected to yield both customer rate savings and environmental benefits. To the extent that clean energy options, including renewable energy and hydroelectricity, are used in place of conventional power sources, which utilize fossil fuels to produce electric power, anticipated PCE costs and related customer rates would marginally increase. However, Scenario 3 indicates that ratepayer costs associated with a 100% bundled renewable energy supply scenario generally approach parity with the default supply option offered by PG&E over the ten-year study period.

Ultimately, PCE's ability to demonstrate rate competitiveness (while also offering environmental benefits) would hinge on prevailing market prices at the time of power supply contract negotiation and execution. Depending

on inevitable changes to market prices and other assumptions, which are substantially addressed through the various sensitivity analyses reflected in this Study, PCE's electric rates may be somewhat lower or higher than similar rates charged by PG&E and would be expected to fall within a competitive range needed for program viability.

As with California's operating CCA programs, PCE's ability to secure requisite customer energy requirements, particularly under long term contracts, will depend on the program's perceived creditworthiness at the time of power procurement. Customer retention and reserve accrual, as well as a successful operating track record, will be viewed favorably by prospective energy suppliers, leading to reduced energy costs and customer rates. As previously noted, it is PEA's opinion that PCE would be operationally viable under a range of resource planning scenarios, demonstrating the potential for customer savings as well as reduced GHG emissions.

SECTION 1: INTRODUCTION

In consideration of its response to the County of San Mateo's ("County") Request for Proposals for Services Developing a Technical Study on CCA, PEA was retained by the County to conduct a technical study focused on the prospective formation of a CCA program serving the San Mateo Communities. This Study reflects the results of a comprehensive analysis, which addresses prospective CCA operations under a range of scenarios, including the identification of anticipated rate/cost impacts, environmental benefits, resource composition and economic development among other considerations. When reviewing this Study, it is important to keep in mind that the findings and recommendations reflected herein are substantially influenced by current market conditions within the electric utility industry, which are subject to sudden and significant changes.

PEA is an independent consulting firm specializing in providing strategic advice and technical support to various organizations within the California electricity market, particularly aspiring and operating CCA programs. PEA's consultants have been assisting local governments with the evaluation and implementation of CCA programs since 2004, including each of California's operational CCA programs: Marin Clean Energy ("MCE"), Sonoma Clean Power ("SCP") and Lancaster Choice Energy ("LCE"). This Study reflects operating projections that are based on best available information, utilizing transparent, documented assumptions to provide an objective assessment regarding the prospects of CCA operation in the County. However, due to the dynamic nature of California's energy markets, particularly market prices which are subject to frequent changes, the assumptions and projections reflected in this Study should be revisited prior to taking any action(s) or making any decision(s) that may be predicated on information contained in this Study – to the extent that future market price benchmarks materially differ from any of the assumptions noted in this Study, PEA recommends updating pertinent operating projections to ensure well-informed decision making and prudent action.

This Study addresses the projected benefits and liabilities related to the formation, implementation and operation of a potential CCA program, PCE, which would provide electric generation services to residential and business customers currently served by the incumbent investor-owned utility, PG&E, within the following San Mateo Communities:

Town of Atherton	City of Millbrae
City of Belmont	City of Pacifica
City of Brisbane	City of Portola Valley
City of Burlingame	City of Redwood City
Town of Colma	City of San Bruno
City of Daly City	City of San Carlos
City of East Palo Alto	City of San Mateo
City of Foster City	City of South San Francisco
City of Half Moon Bay	Town of Woodside
Town of Hillsborough	Unincorporated San Mateo County
City of Menlo Park	

Under existing rules administered by the California Public Utilities Commission ("CPUC"), PG&E would use its transmission and distribution system to deliver the electricity supplied by PCE in a non-discriminatory manner, as it currently does for its own "bundled service" customers (i.e., customers who receive both electric generation and delivery services from a single provider) and for "direct access" customers who receive electricity provided by competitive retail suppliers. PG&E would continue to provide all metering and billing services, and customers would receive a single electric bill each month from PG&E – each customer's bill would show PCE charges for generation services as well as charges for PG&E delivery services. Money collected by PG&E on behalf of PCE

would be electronically transferred each day to PCE's designated bank account. Following enrollment in the CCA program, PCE customers would continue to be eligible for programs funded through distribution rates and operated by PG&E, including rebate/subsidy programs focused on energy efficiency and distributed solar generation.

To fulfill the electric energy requirements of its customers and related compliance obligations, PCE would participate in the electricity market to purchase various energy products from generators, brokers, and/or marketers. In the future, PCE may also produce electricity generated by its own power plants, which could be independently developed or acquired by the CCA. Other programs and services may be offered by PCE as well, such as new programs to promote conservation and/or energy efficiency, locally-situated distributed renewable generation (e.g., photovoltaic solar systems that are installed by a customer "behind the meter" to reduce reliance on offsite energy sources and/or reduce overall energy costs), electric vehicle charging, and customer load shifting (also known as "demand response").

PEA's analysis quantifies the expected benefits and liabilities of the CCA program in terms of overall operating margins, ratepayer costs, reductions in emissions of greenhouse gases ("GHGs", which primarily entail carbon dioxide, or "CO₂") from electric generating resources used to supply customers within the San Mateo Communities, and economic development impacts arising from new job creation and local spending. The remaining sections of this report are organized by subject matter as follows:

Section 2: Study Methodology – describes the methodological approach used to conduct the Study.

Section 3: PCE Technical Parameters – describes the electric consumption patterns and electric resource requirements of prospective PCE customers (i.e., electricity customers located within the San Mateo Communities).

Section 4: Cost of Service Elements – explains the various costs that would be involved in providing electric service through a CCA program.

Section 5: Cost and Benefits Analysis – details the estimated benefits and financial liabilities associated with a variety of potential resource scenarios with regard to ratepayer costs, GHG impacts, and local economic development impacts.

Section 6: Sensitivity Analyses – describes the variables that are expected to have the largest impact on customer rates and shows the range of impacts associated with key variables.

Section 7: Risk Analysis – highlights key risks associated with the formation and operation of a CCA program, including recommended mitigation measures for such risks.

Section 8: Fully Outsourced CCA Model Assessment – PEA previously completed and delivered this Assessment to the County of San Mateo; the Assessment is incorporated by reference in this Study but is not attached hereto.

Section 9: CCA Formation Activities – summarizes the steps involved in forming a CCA program.

Section 10: Evaluation and Recommendations – summarizes Study results and provides recommendations based on PEA's analysis.

Appendix A: PCE Pro Forma Analyses – includes pro forma operating projections for each of the three PCE supply scenarios addressed in this Study.

SECTION 2: STUDY METHODOLOGY

The analytical framework for the Study is a cost-of-service model that estimates all costs and anticipated revenues that would be incurred/received in providing CCA services. The Study examines projected economic impacts over a ten-year study period. As detailed in Section 4 (Cost of Service Elements), CCA program costs include those associated with energy procurement as well as administrative, financing and other costs that would be involved in the program's formation and ongoing operation. Total projected costs over each twelve-month period represent the amounts that must be funded through program rates, also known as the "revenue requirement." Average generation rates of the CCA program, which are calculated by dividing total program costs (dollars) by total program electricity sales (kilowatt hours, kWh; or megawatt hours, MWh), were determined for each year as well as the entirety of PCE's ten-year study period (ten-year averages were calculated on a levelized basis, as further described below) to facilitate comparisons among potential electric supply mixes and against projected PG&E rates.

The CCA program would have myriad choices with regard to the types of resources that may comprise its electric supply portfolio. Such choices typically focus on the following portfolio attributes: 1) the proportion of renewable and non-renewable, or conventional, generation sources; 2) specification of a portfolio GHG emissions rate; 3) selection of specific generating technologies (solar photovoltaic, wind, geothermal, etc.); 4) identification of resource locations (local, in-state, regional); 5) preferred power supply structure (power purchase agreement or, potentially, asset development/acquisition); 6) determination of resource scale (larger "utility-scale" projects and/or smaller distributed generating resources); and 7) duration of supply commitments (short-, mid-, long-term). Each of these choices presents economic and/or environmental tradeoffs. Specification of such preferences, which is a fundamental component of the resource planning process, typically occurs during the implementation and operation stages by those charged with leading and overseeing the CCA program. As the CCA continues to operate over time, resource planning will remain an ongoing obligation, enabling the CCA to adapt its planning principles to changing circumstances while promoting the CCA program's overarching policy objectives.

For purposes of this Study, PEA developed three representative supply portfolios that were evaluated on the basis of ratepayer cost, renewable energy content, GHG emissions, and economic development impacts. The objective of evaluating alternative supply scenarios is to obtain a robust set of analytical results that can be used to inform decision-makers of the inherent trade-offs that exist among various resource choices while also illustrating a reasonable range of outcomes that could be achieved through CCA implementation and operation. It should be understood that PCE would not be limited to any particular supply scenario assessed in this Study; the supply scenarios reflected in this Study have been developed for the sake of example, taking into consideration key objectives of the aspiring CCA program.

Supply Scenarios

The following supply scenarios are representative of different choices that could be made by PCE with regard to overall renewable energy content, fuel sources and generator locations (of the electric resources used to supply PCE's customers). Each scenario embodies unique portfolio attributes and related ratepayer impacts. Subject to compliance with prevailing law and applicable regulations, California CCAs have a broad range of options when assembling a supply portfolio. The three scenarios discussed in this Study also reflect the inclusion of power supply from both existing generating sources, which may supply the majority of PCE's early stage energy requirements, and new renewable generation projects developed as a result of long-term power purchase agreements entered into by the CCA program, which may play an increasingly prominent role in PCE's mid- and long-term resource planning efforts. *With regard to specific sources of supply that may be incorporated by PCE, PEA was directed to exclude potential purchases from coal-fired and nuclear generating resources (utilized*

by the incumbent IOU) as well as the procurement of unbundled renewable energy certificates from all prospective supply portfolios. In consideration of this direction, such products were omitted during PCE's portfolio analysis. It is also noteworthy that independent development and ownership of generating resources may also be an available supply alternative for the CCA program over the longer-term planning horizon, following years of successful operations, financial reserve accrual and establishment of general creditworthiness. Because the timing of any significant CCA-sponsored resource development and ownership likely falls outside the planning horizon addressed within this Study, PEA has not incorporated CCA-owned resources as a component of the indicative supply scenarios discussed herein.

With regard to the three prospective PCE supply scenarios addressed in this Study, such scenarios were designed to evaluate a broad range of portfolio characteristics for purposes of demonstrating the inherent tradeoffs that exist when deciding between available resource options. The prospective supply portfolios were also constructed in consideration of certain key objectives that were communicated to PEA on behalf of the San Mateo Communities. These objectives generally focused on the achievement of rate competitiveness, GHG emissions reductions and increased use of renewable energy resources relative to the incumbent utility. For purposes of this Study, each scenario was constructed as follows:

PCE Supply Scenario	Primary Objectives of Supply Portfolio	Total Renewable Energy Content³ as % of Total Supply (Year 1; Year 10)	Anticipated GHG Emissions Savings⁴ (Year 1; Year 10)	Anticipated PCE Customer Cost Impacts⁵ (Year 1; Year 10)
Scenario 1	Cost/rate competitiveness with incumbent utility	YEAR 1 = 35% YEAR 10 = 43%	YEAR 1 = No YEAR 10 = No	YEAR 1 = Moderate Savings YEAR 10 = Moderate Savings
Scenario 2	Above-RPS renewable energy supply plus GHG emissions reductions (relative to incumbent utility)	YEAR 1 = 50% YEAR 10 = 65%	YEAR 1 = Yes (Moderate) YEAR 10 = Yes (Moderate)	YEAR 1 = Minimal Savings YEAR 10 = Minimal Savings
Scenario 3	100% PCC1 (bundled) renewable energy at prevailing market prices	YEAR 1 = 100% YEAR 10 = 100%	YEAR 1 = Yes (Significant) YEAR 10 = Yes (Significant)	YEAR 1 = Increased Costs YEAR 10 = Increased Costs

Under each of the three supply scenarios, the CCA program would cause new renewable generation projects to be developed through long-term power purchase agreements. It should be recognized that developing generation in California is a difficult and time-consuming process, and developing generation within the San

³ All renewable energy volumes are assumed to be eligible for use in California's Renewables Portfolio Standard ("RPS") program.

⁴ Anticipated GHG emissions impacts were determined in consideration of the GHG emissions factor associated with PCE's assumed resource mix as compared to the assumed emissions factor associated with PG&E's supply portfolio, which is expected to decline throughout the ten-year study period.

⁵ Anticipated customer cost impacts were determined in consideration of the projected average PCE customer rate to be paid under each of the three prospective supply scenarios relative to the forecasted average PG&E rate.

Mateo Communities and surrounding areas may be even more difficult than in other parts of the state. Major development challenges include siting, permitting, financing and generator interconnection with the transmission system, all of which may take far longer than originally planned. Suitable sites must be identified and placed under control of the developer, and the required land can be quite significant, particularly for photovoltaic solar projects.⁶ It is also common for proposed generating projects to draw opposition from local residents and interest groups, who may identify various objections to the project (e.g., habitat destruction/displacement, visual impacts and species mortality). Once a suitable site is secured and the necessary permits are in place, the project must be financed, and that financing will primarily depend upon the perceived creditworthiness of the CCA program, which may take several years to build. As previously noted, PEA has assumed that during the ten year study horizon, generation projects would be developed and financed by third parties under long-term power purchase agreements with PCE.

For purposes of this Study, an indicative long-term renewable energy contract portfolio, which emphasizes resource and delivery profile diversity in consideration of reasonably available project opportunities, was assembled for the PCE program. This indicative long-term contract portfolio was applied when analyzing each of the three supply scenarios for purposes of determining the resource planning and financial impacts associated with long-term power supply commitments that could be reasonably pursued by PCE. As reflected in the following table, the indicative supply portfolio phases in a variety of contracting opportunities over time, allowing the CCA program to incrementally increase long-term renewable supply commitments without unnecessarily exposing PCE to renewable energy price risk at a single point in time – this is both a prudent resource and risk management practice in consideration of recent, ongoing price reductions that have been observed by California’s renewable energy buyers. The incremental ramp up in contracted renewable energy volumes will also serve the purpose of mitigating credit concerns that may impact the CCA program during early operations and limit the pace at which new long term resource commitments can be made. Based on PEA’s experience, California’s three operating CCAs, MCE, SCP and LCE, have been successful in pursuing small- (1 to 5 MWs in size) to mid-sized (5-40 MWs in size) renewable energy contracting opportunities during early operations – the developers/owners for such projects have been able to reconcile credit concerns in consideration of the CCA’s projected operating results and/or relatively nominal collateral postings. PEA expects that PCE would have a similar experience when pursuing available renewable project options. For example, prior to commencing operations and in the 24 to 36 months thereafter, it is expected that PCE would be able to secure long-term contract commitments with both small- and mid-sized renewable project opportunities on the basis of PCE’s projected operating results. California’s other operating CCAs have generally been able to pursue similar opportunities with little to no collateral obligations (utilizing the respective CCA’s pro forma operating projections as the basis for creditworthiness). After establishing a successful operating track record, PCE should be effective in pursuing larger-scale project opportunities, which may prove to be more cost competitive. PEA expects that larger-scale projects may be available following the accrual of three or more years of successful operating history, including the accumulation of prudent financial reserves and the demonstration of significant customer retention – in general, the opt-out structure provided for by California’s CCA legislation is viewed as a risk by many prospective project developers and energy sellers; however, the successful operating track record of California’s existing CCAs and the ongoing compilation of data related to customer participation/retention has provided compelling evidence that CCA customer counts and overall program operations will remain stable over time.

The indicative portfolio of long-term renewable energy contracts also reflects a significant commitment to renewable project development within the County – a total of 20 MWs of anticipated feed-in tariff (“FIT”)

⁶ Each MW of PV capacity requires approximately five to eight acres, depending upon the location and installation characteristics.

projects has been included in the Study in consideration of the San Mateo Communities' interest in promoting local renewable infrastructure buildout and economic development. FIT projects are typically smaller-scale renewable development opportunities, ranging from 50 kW to 1.5 MW in size, so PEA has assumed that numerous projects will comprise the 20 MW allocation reflected in the indicative resource mix.

For purposes of the Study, PEA has assumed a uniform portfolio of long-term renewable energy contracts for each of the three indicative supply scenarios. In practical terms, this means that each of the prospective supply scenarios reflects the resource mix described below as well as varying amounts of shorter-term renewable energy purchases to fulfill each scenario's specified renewable resource mix. Assumed prices for such long-term transactions as well as associated capacity factors, which reflect the amount of energy produced by each resource relative to its total, potential generating capacity, were also assembled by PEA in consideration of recent renewable energy transactions and typical operating characteristics associated with the noted renewable resource types. It is also noteworthy that PEA's pricing assumptions reflect significant planned reductions in the federal investment tax credit ("ITC"), which is expected to decrease from 30% to 10% for projects with initial delivery dates occurring after December 31, 2016, as well as growing demand for new renewable energy projects resulting from California's RPS procurement mandate increasing to 50% by 2030⁷ – both of these considerations may impose upward pressure on renewable energy pricing. PEA has addressed this possibility through relatively conservative price assumptions when compared to the current market for renewable energy products. It is possible, of course, that Congress could extend the ITC at its current level, which would mean prices for solar power would be lower than the assumptions used in this study. It is also possible that increased demand, while applying upward pricing pressure in the near term, may promote expanded supply capabilities, which would have the effect of mitigating such price pressures over time. The specific contracting opportunities, which have been incorporated in PCE's indicative long-term renewable energy supply portfolio, are identified in the following table.

Resource Type	Year of First Delivery	Capacity (MW)	Capacity Factor	Assumed Price (\$/MWh)*	Annual Capacity Degradation
Solar PV, utility scale	2019	100	30%	\$65	1%
Solar PV, utility scale	2025	100	30%	\$65	1%
Wind	2020	100	35%	\$70	0%
Landfill Gas to Energy	2020	10	90%	\$80	1%
Geothermal	2018	45	100%	\$80	0%
Solar PV, multiple FIT (local) projects	2018	5	22%	\$100	1%

⁷ On September 11, 2015, the California legislature concurred with proposed amendments to Senate Bill 350, the Clean Energy and Pollution Reduction Act of 2015, and recommended this bill for enrolling. If signed, SB 350 would increase California's RPS to 50% by 2030 amongst other clean-energy initiatives. To enact the provisions of SB 350, Governor Brown must sign the bill by October 11, 2015. If signed, many details regarding implementation of SB 350 will be developed over time with oversight by applicable regulatory agencies.

Resource Type	Year of First Delivery	Capacity (MW)	Capacity Factor	Assumed Price (\$/MWh)*	Annual Capacity Degradation
Solar PV, multiple FIT (local) projects	2020	5	24%	\$90	1%
Solar PV, multiple FIT (local) projects	2021	5	24%	\$90	1%
Solar PV, multiple FIT (local) projects	2022	5	24%	\$90	1%

*Certain pricing assumptions reflect planned reductions to currently applicable incentives, which may result in increased renewable energy prices during the ten-year planning period. To the extent that such incentives are continued at current levels and/or supply significantly increases, actual prices could be lower than reflected herein. It is important to note that a broad range of considerations, including the assumed increase in California's RPS to 50% by 2030, may influence renewable energy pricing and product availability in future years.

When considering the portfolio composition associated with PCE's prospective supply scenarios, it is important to note that several resource types, including clean (e.g., renewable and GHG-free) and conventional (e.g., fossil-fueled, which typically entails the use of natural gas within California) energy sources, would be available to PCE. With regard to renewable energy product options, California's currently effective RPS program allows for the use of three distinct renewable energy products, which are primarily differentiated by uniquely defined delivery attributes. In particular, certain RPS-eligible renewable energy products are referred to as "bundled renewable energy," meaning that the physical electricity and renewable attributes associated with specified quantities of renewable generation are both sold/delivered to the buyer, whereas other RPS-eligible products are referred to as "unbundled," meaning that the renewable attributes are sold separately from the electric commodity. Under the nomenclature of California's RPS, bundled renewable energy products are categorized as Portfolio Content Category 1 ("PCC1" or "Bucket 1") or Portfolio Content Category 2 ("PCC2" or "Bucket 2"). In general terms, PCC1 products are the most costly, least objectionable and offer the most flexibility when complying with California's RPS procurement mandates. Unbundled renewable energy, or Portfolio Content Category 3 ("PCC3" or "Bucket 3"), has usage limitations under the RPS program and is also the subject of ongoing philosophical debate regarding environmental impacts. For purposes of this Study, PEA was advised to exclude unbundled renewable energy products from PCE's prospective supply portfolios. For purposes of this Study, it was assumed that all additional GHG-free energy (i.e., GHG-free energy obtained from sources that are not RPS-eligible due to size limitations) would be produced/delivered by hydroelectric generators. In consideration of these product options, PCE's three prospective supply scenarios were constructed with the following resource preferences.

PCE Supply Scenario	Primary Objectives of Supply Portfolio	Total Renewable Energy Content⁸ as % of Total Supply (Year 1; Year 10)	Total PCC1-Eligible⁹ Renewable Energy Content as % of Total Supply (Year 1; year 10)	Total PCC3-Eligible¹⁰ Renewable Energy Content as % of Total Supply (Year 1; year 10)	Total GHG-Free Energy Content¹¹ as % of Total Supply (Year 1; Year 10)
Scenario 1	Cost/rate competitiveness with incumbent utility	YEAR 1 = 35% YEAR 10 = 43%	YEAR 1 = 29% YEAR 10 = 39%	YEAR 1 = None YEAR 10 = None	YEAR 1 = 35% YEAR 10 = 43%
Scenario 2	Above-RPS renewable energy supply plus GHG emissions reductions (relative to incumbent utility)	YEAR 1 = 50% YEAR 10 = 65%	YEAR 1 = 44% YEAR 10 = 60%	YEAR 1 = None YEAR 10 = None	YEAR 1 = 63% YEAR 10 = 75%
Scenario 3	100% PCC1 (bundled) renewable energy at prevailing market prices	YEAR 1 = 100% YEAR 10 = 100%	YEAR 1 = 94% YEAR 10 = 100%	YEAR 1 = None YEAR 10 = None	YEAR 1 = 100% YEAR 10 = 100%

⁸ All renewable energy volumes are assumed to be RPS-eligible for purposes of this Study.

⁹ Portfolio Content Category 1, or “Bucket 1” eligible renewable energy resources, are typically located within California but may also be located outside California, delivering power to California delivery points via specified energy scheduling protocols.

¹⁰ Portfolio Content Category 3, or “Bucket 3” eligible renewable energy resources, are typically referred to as “unbundled renewable energy certificates” or “unbundled RECs”. Bucket 3 products are produced when metered renewable energy is delivered to the grid and represent the environmental and/or “green attributes” associated with such renewable energy production. However, Bucket 3 products are sold separately from the physical energy commodity without any associated energy delivery obligations for the seller(s) of such products.

¹¹ Total GHG-free content equals the proportion of total supply produced by renewable energy resources plus the proportion of total supply produced by non-GHG emitting generating resources, namely non-RPS qualifying hydroelectric generators.

Scenario 1: Maximize Rate Competitiveness while Minimally Exceeding RPS Mandates

Scenario 1 was structured for the primary purpose of promoting rate competitiveness with PG&E. With regard to renewable energy procurement, resource preferences within Scenario 1 were generally selected to promote compliance with the legal requirements of California's RPS in advance of applicable deadlines.¹² In particular, Scenario 1 incorporates a 35% RPS-eligible renewable energy supply from day one of CCA program operations, incrementally increasing after the 2020 calendar year in consideration of California's transition to a 50% RPS mandate. For purposes of Scenario 1, PCC3 and nuclear volumes were excluded from the renewable energy supply portfolio, replacing such volumes with additional PCC1 and PCC2 products. This substitution has the effect of increasing total renewable energy supply costs but will likely minimize philosophical objections related to the use of unbundled renewable energy products, which have become more prominent in recent years. Additional clean energy purchases, which would have the effect of reducing overall portfolio GHG emissions, were not considered in an effort to hold down costs, and related customer rates, to the lowest possible levels. A supply portfolio reflecting such a resource mix would be expected to offer among the lowest ratepayer costs during the study period but also the lowest level of environmental benefits. The expected clean energy content associated with Scenario 1 is identified in the following tables, which reflect the proportionate share of purchases relative to PCE's expected energy requirements.

Scenario 1: Proportionate Share of Planned Energy Purchases Relative to PCE's Projected Retail Sales

	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6	Yr 7	Yr 8	Yr 9	Yr 10
PCC 1 Supply	26%	26%	26%	33%	32%	32%	31%	31%	38%	38%
PCC 2 Supply	9%	9%	9%	2%	3%	5%	7%	9%	3%	5%
PCC 3 Supply	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total Renewable Energy Supply	35%	35%	35%	35%	35%	36%	38%	40%	42%	43%
Additional GHG-Free Energy Supply	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total Clean Energy Supply	35%	35%	35%	35%	35%	36%	38%	40%	42%	43%

¹² State law requires PG&E to increase its renewable energy content to 33% by 2020. Based on PG&E's recent Power Source Disclosure Report, which addressed power purchases and sales completed by the utility during the 2014 calendar year, its current renewable energy content is approximately 27%. An equivalent renewable supply percentage should be reflected in PG&E's 2014 Power Content Label, which will be provided to customers of the utility later this year.

	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6	Yr 7	Yr 8	Yr 9	Yr 10
Conventional Energy Supply (including CAISO* market purchases)	65%	65%	65%	65%	65%	64%	62%	60%	59%	57%

*"CAISO" refers to the California Independent System Operator, the organization responsible for overseeing operation of California's wholesale electric transmission system and related energy markets.

As previously noted, each indicative supply scenario reflects a uniform portfolio of long-term renewable energy supply contracts, which incorporates a variety of generating technologies and related energy delivery profiles. In consideration of the expected delivery start dates and energy quantities associated with each prospective contract, PCE's portfolio composition will somewhat change over time, reflecting increased resource diversity.

Snapshots of the Scenario 1, Year 1 resource mix as well as the related Year 10 resource mix are shown in the following figures.

Figure 1: Scenario 1 Resource Mix, Year 1

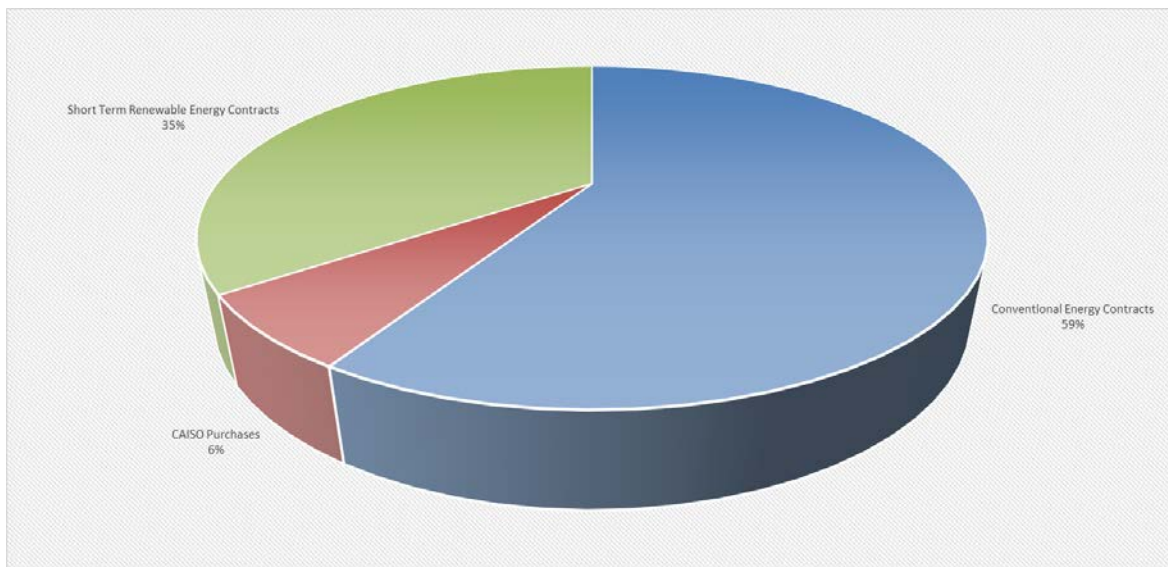


Figure 2: Scenario 1 Resource Mix, Year 10

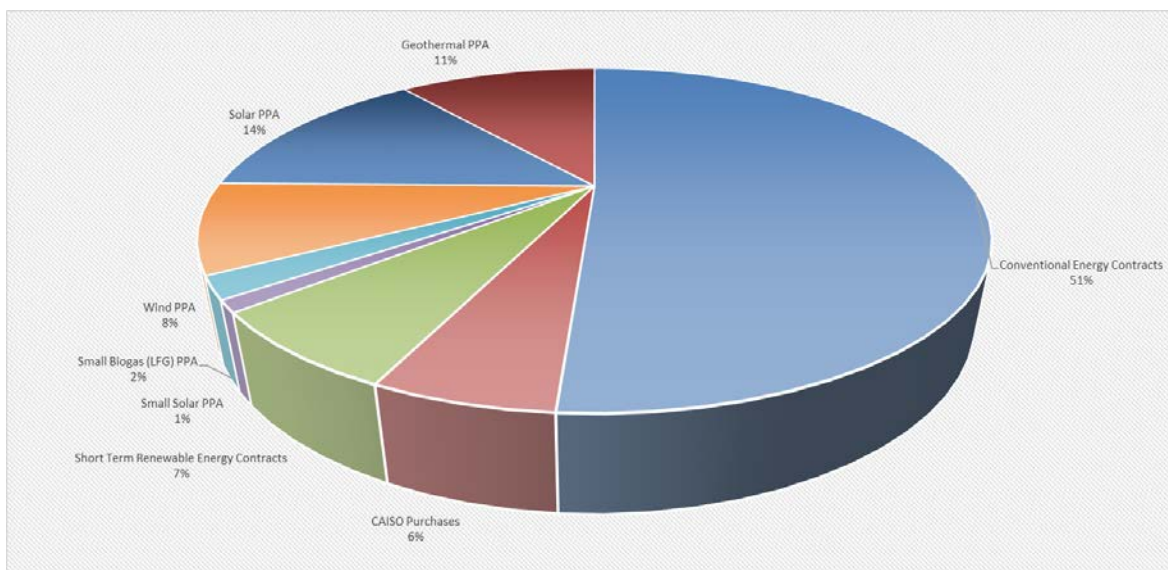
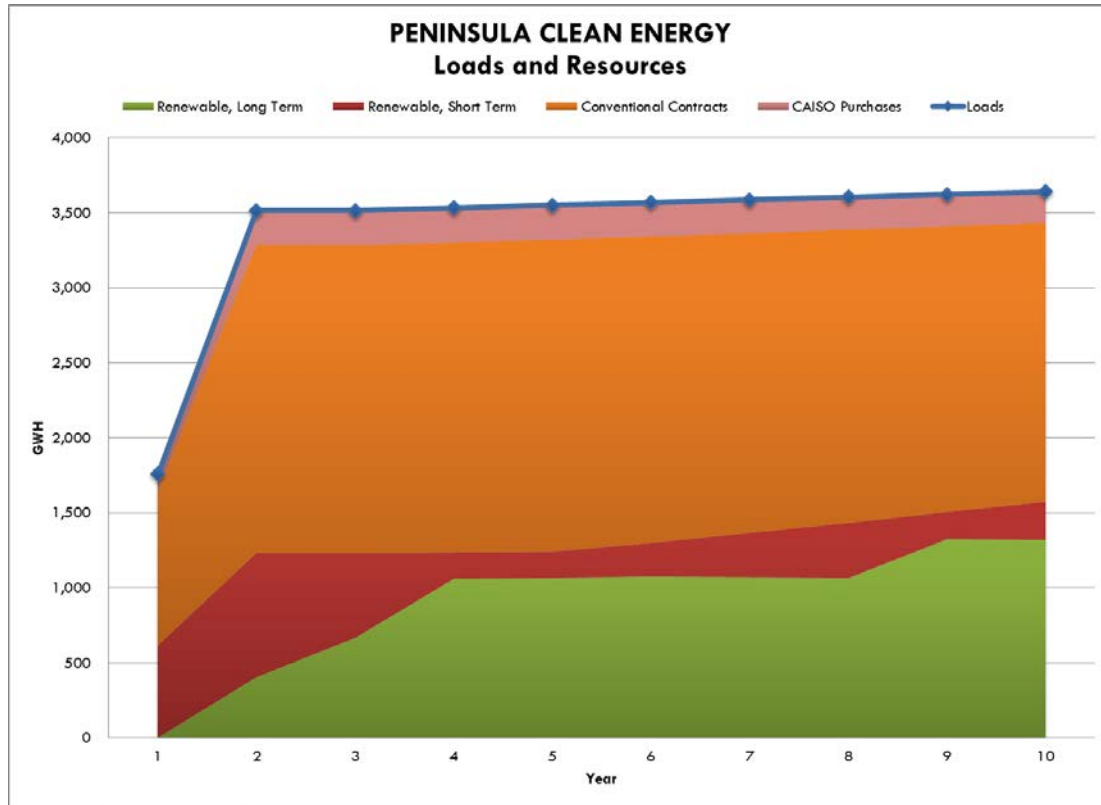


Figure 3 shows how composition of the Scenario 1 supply portfolio changes throughout the study period, reflecting planned diversification of PCE's renewable energy supply portfolio through long-term contracting efforts and local infrastructure build out.

Figure 3: Scenario 1 Load and Resource Projections**Scenario 2: Minimum 50% Renewable Energy Content plus Net GHG Reductions**

Scenario 2 reflects more aggressive procurement of renewable energy resources, starting out at a 50% RPS-eligible renewable energy content, increasing to 65% by Year 10 of program operations. This renewable energy procurement strategy ensures that PCE will continually exceed California's RPS mandate, even following recent adoption of the 50% renewable energy procurement requirement. In addition to the noted renewable energy volumes, Scenario 2 assumes that PCE will procure additional GHG-free energy supply to promote the delivery of a resource mix that demonstrates a projected emissions factor that is below PG&E's projected metrics. As with Scenario 1, the Scenario 2 supply portfolio excludes the use of PCC3 products and nuclear power.

Scenario 2: Proportionate Share of Planned Energy Purchases Relative to PCE's Projected Retail Sales

	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6	Yr 7	Yr 8	Yr 9	Yr 10
PCC 1 Supply	38%	38%	38%	44%	45%	46%	46%	46%	54%	54%
PCC 2 Supply	13%	13%	13%	6%	8%	9%	11%	14%	8%	11%
PCC 3 Supply	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total Renewable Energy Supply	50%	50%	50%	50%	53%	55%	58%	60%	63%	65%

	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6	Yr 7	Yr 8	Yr 9	Yr 10
Additional GHG-Free Energy Supply	23%	25%	28%	29%	28%	26%	25%	23%	21%	20%
Total Clean Energy Supply	73%	75%	78%	79%	80%	81%	82%	83%	84%	85%
Conventional Energy Supply (including CAISO market purchases)	27%	25%	22%	21%	20%	19%	18%	17%	16%	15%

Figure 4: Scenario 2 Resource Mix, Year 1

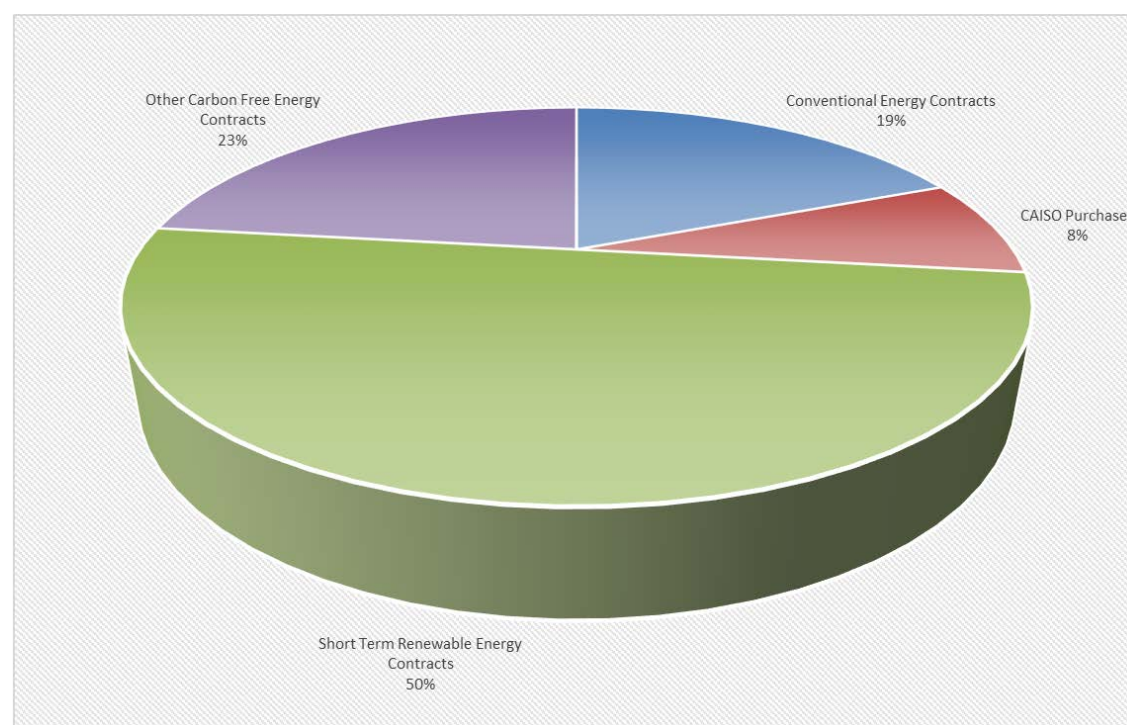


Figure 5: Scenario 2 Resource Mix, Year 10

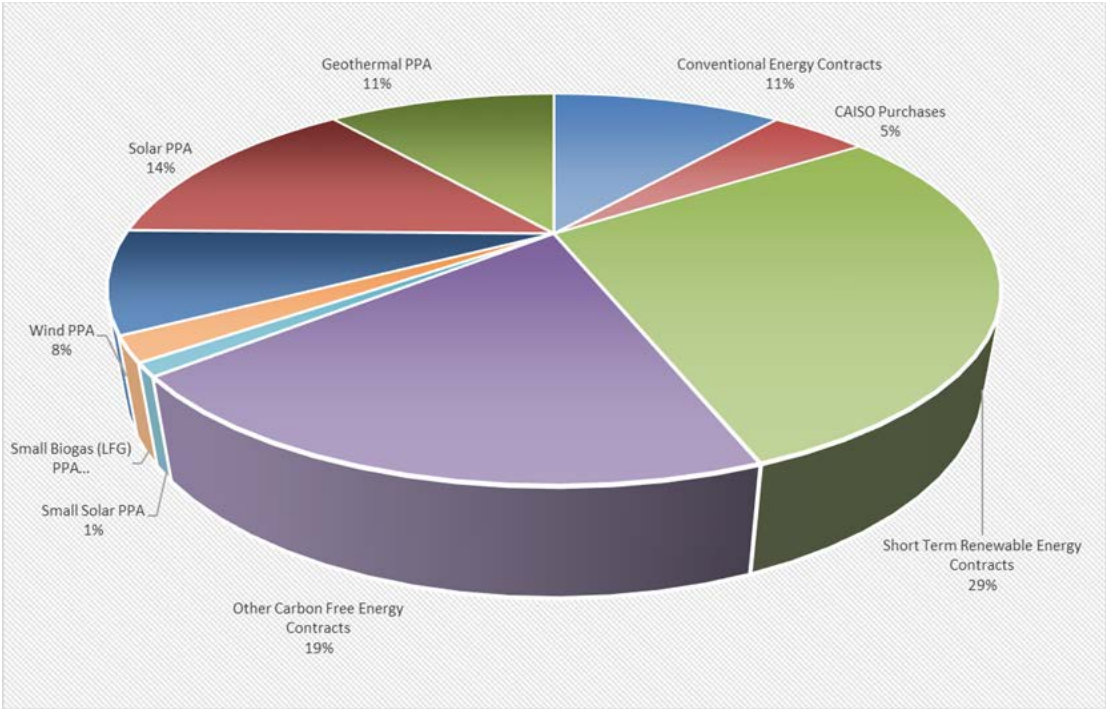
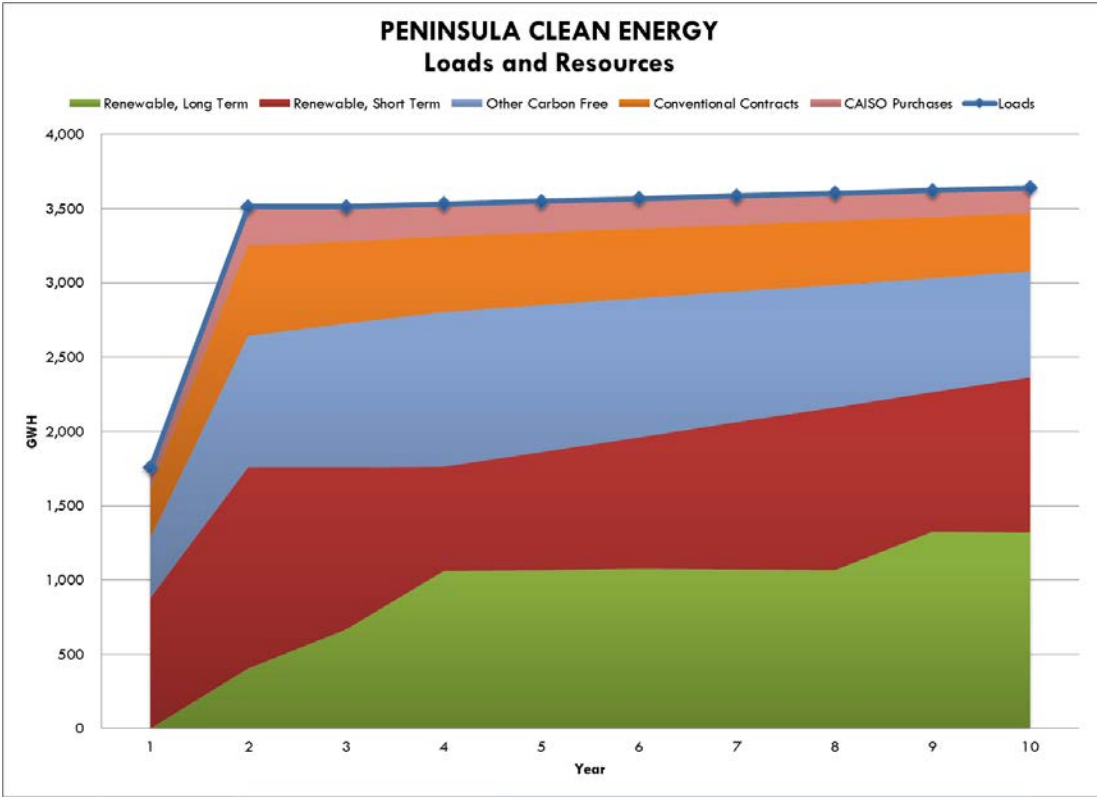


Figure 6 shows how composition of the Scenario 2 supply portfolio changes throughout the study period.

Figure 6: Scenario 2 Load and Resource Projections



Scenario 3: 100% Renewable Energy Content

Scenario 3 represents a supply portfolio that relies entirely on renewable energy throughout the study period, relying on a mix of shorter- and longer-term supply agreements to achieve this objective. PCC3 and nuclear power products are not incorporated in this supply scenario, resulting in the exclusive use of bundled renewable energy products (e.g., PCC1 and PCC2). As a result of this planning strategy, the GHG emissions associated with Scenario 3 are assumed to be zero. It is also noteworthy that the exclusive use of bundled renewable energy products results in comparatively higher costs relative to PG&E, which is expected to reduce customer participation below the assumed levels reflected in Scenario 1 and Scenario 2. As a result of this assumption, annual electric energy requirements of the PCE program fall below similar levels reflected in Scenario 1 and Scenario 2 – in particular, Year 1 energy requirements under Scenario 3 are expected to be approximately 1,000 GWh lower relative to Scenarios 1 and 2; annual energy requirements are also expected to decline over time as customer attrition, following ongoing bill/cost reviews and increased awareness regarding the PCE program, occurs throughout the study period. With regard to Scenario 3, it is also assumed that CARE customers within the San Mateo Communities will continue to receive applicable discounts, as provided through the incumbent utility’s distribution rates. However, the basic generation rate under Scenario 3, which will be subject to the aforementioned CARE discount, will be somewhat higher than PG&E’s projected generation rate, as described below. Based on this observation, PCE may choose to reset applicable CARE rates under Scenario 3 to avoid the imposition of higher costs on this customer group. To the extent that applicable CARE rates are more heavily discounted under Scenario 3, it is assumed that other, non-CARE rates would marginally increase (above projections reflected in this subsection). This expected outcome is illustrated in the following figures.

Scenario 3: Proportionate Share of Planned Energy Purchases Relative to PCE's Projected Retail Sales

	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6	Yr 7	Yr 8	Yr 9	Yr 10
PCC 1 Supply	75%	75%	79%	86%	86%	86%	86%	86%	89%	89%
PCC 2 Supply	25%	25%	21%	14%	14%	14%	14%	14%	11%	11%
PCC 3 Supply	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total Renewable Energy Supply	100 %	100 %	100 %	100 %	100 %	100 %	100 %	100%	100 %	100 %
Additional GHG-Free Energy Supply	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total Clean Energy Supply	100 %	100 %	100 %	100 %	100 %	100 %	100 %	100%	100 %	100 %
Conventional Energy Supply (including CAISO market purchases)	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

Figure 7: Scenario 3 Resource Mix, Year 1

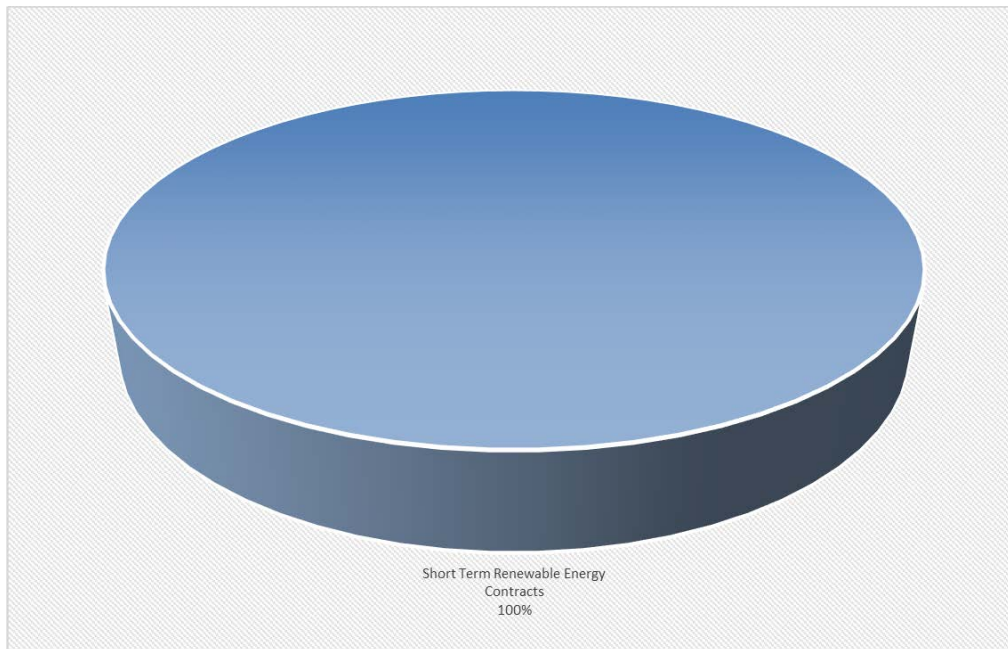


Figure 8: Scenario 3 Resource Mix, Year 10

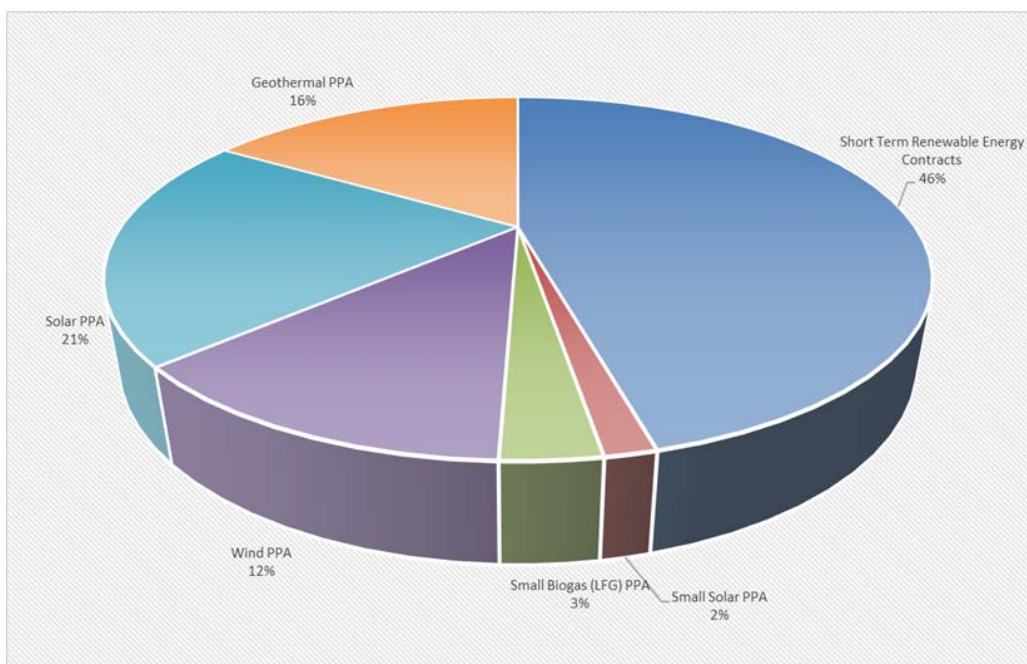
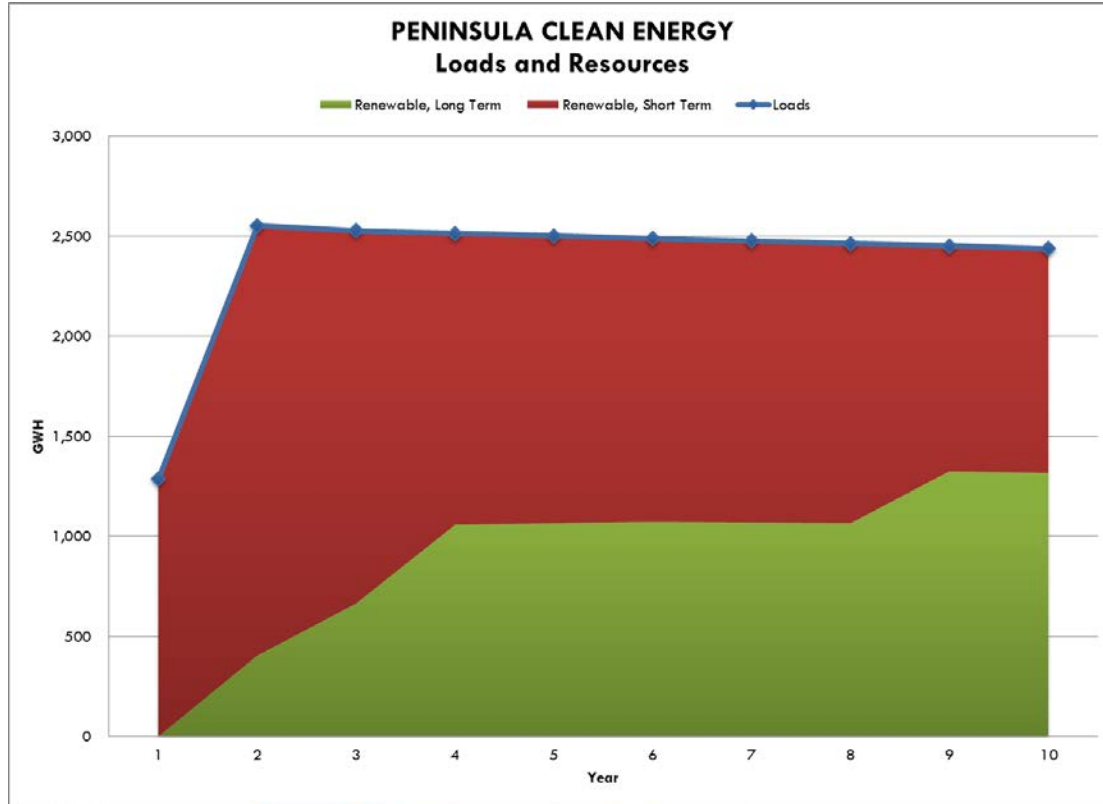


Figure 9 shows how composition of the Scenario 3 supply portfolio changes throughout the study period.

Figure 9: Scenario 3 Load and Resource Projections

Costs and Rates

For each supply scenario, detailed cost estimates were made for the electric power supply costs and all other program costs. Net ratepayer costs or benefits were calculated for each scenario as the difference between the costs ratepayers would pay while taking service under the CCA program and the costs ratepayers would pay under bundled service, as currently provided by PG&E. Competitive rates are a key metric for program feasibility as PCE must offer competitive rates in order to retain customers that are automatically enrolled in the program. Customer retention may also be affected by PCE offering customized rate choices such as voluntary green pricing programs or market based rate options for large end users.¹³ Certain communities may be interested in defaulting customers to a 100% renewable energy supply option with the ability to opt down to the prevailing PCE resource mix. As previously discussed, the anticipated higher costs of a 100% renewable service option may affect customer participation rates. In addition, PCE's administrative costs and communication obligations would likely increase as result of administering two default service offerings.

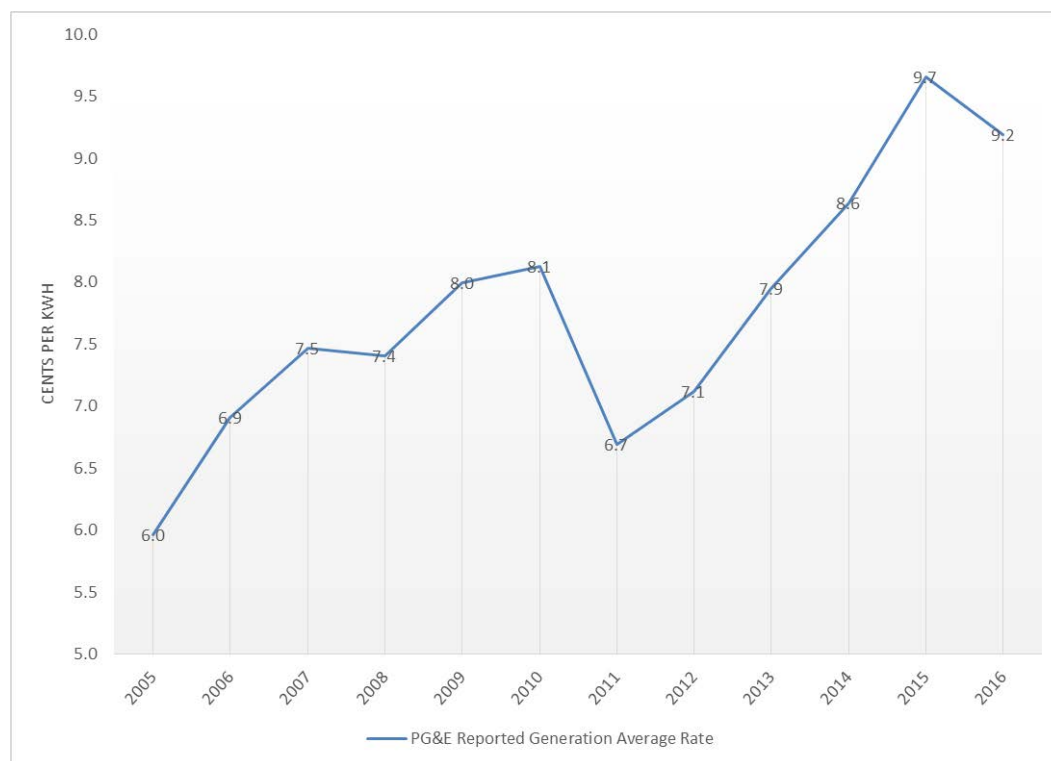
Rate competitiveness is particularly important during the first year, when opt out notices are being provided to eligible customers and initial impressions are being formed in the community. Generally speaking, if the net cost to the customer of PCE service is below what the customer would pay for PG&E bundled service, the PCE program can be considered to offer competitive rates and would be feasible. Rates that provide for a modest

¹³ Such customized rate options would require PCE design and administration, working collaboratively with customers and interested stakeholders. Green pricing participation may also improve PCE's environmental benefits and overall renewable energy content.

cost increase may also be considered competitive, if the attributes of the electric service being offered are perceived as superior to the electric service offered by PG&E. For instance, a materially higher renewable energy content and/or lower carbon intensity for the electricity sold by PCE may justify a higher price, and PCE rates may be competitive if they are within a defined range of PG&E's.

Historically, PG&E generation rates have trended upwards as shown in Figure 10, but the recent decline in wholesale energy costs are expected to result in lower generation rates beginning in 2016. When reviewing the following figure, it is important to note that myriad factors can influence power prices over time, including weather patterns and natural disasters, infrastructure outages, natural gas storage levels and other considerations. All of these factors contribute to the volatile nature of electric power prices.

Figure 10: PG&E System Average Generation Rates



The primary measure of ratepayer costs calculated for this study is the difference in total electric rates between the CCA program and PG&E. This measure examines the change in customers' total electric bills, including PG&E delivery charges and PG&E surcharges (namely, "exit fees" associated with PG&E's uneconomic generation commitments). In order to compare ratepayer costs over the ten-year study period, during which electric rates change from year-to-year, PEA calculated levelized electric rates on a per kWh basis for each PCE supply scenario and for PG&E bundled service. In simple terms, a levelized rate allows for the comparative evaluation of a multi-year period through the use of a single value or metric, which reflects the year-over-year changes that may occur over such period of time. The development of a levelized electric rate utilizes net present value analysis to consolidate rate-related impacts, which occur over time, in a single number. For purposes of this Study, a levelized rate represent the constant electric rate that would yield equivalent revenues (in present value terms) if charged to customers in place of the projected series of annual rates occurring throughout the ten-year study period. Levelized costs are commonly used in the electric utility industry to provide an apples-to-apples comparative basis for projects that have cash flows occurring at different points in time. Comparing levelized total electric rates for the CCA program against levelized total electric rates for PG&E service

provides a simple measure of ratepayer impacts over the entire ten-year study period. Annual impacts are also provided for each scenario and provide a more detailed picture of ratepayer impacts from year to year of program operations.

Greenhouse Gas Emissions

Each supply scenario was evaluated based on the emissions of greenhouse gases associated with electricity production as compared to similar projections prepared by PG&E (for its own supply portfolio). Based on PEA's review of PG&E's projected annual GHG emissions factors, which have been prepared through calendar year 2020, consideration appears to have been given to the impacts of California's increasing RPS procurement mandates. PG&E's projected emissions factor steadily declines through the 2020 calendar year as additional renewable energy purchases and other prospective clean-energy purchases increase with time. PG&E's GHG emissions factor projections for the five-year period beginning in 2016 through 2020 is identified in the following table¹⁴:

Year	Emission Factor (lbs CO ₂ /MWh)	Emission Factor (Metric Tons CO ₂ /MWh)
2016	370	0.168
2017	349	0.158
2018	328	0.149
2019	307	0.139
2020	290	0.131

For the balance of the ten-year study period, PEA assumed incremental emission reductions for the PG&E supply portfolio in consideration of increases to California's RPS procurement mandate and other factors, such as the launch of other California-based CCA programs, which may have the effect of reducing PG&E GHG emissions factor (via reductions in short term conventional energy purchases due to declining retail sales).¹⁵ PEA's assumed annual GHG emissions factors for the PG&E supply portfolio, over the balance of the ten-year study period, are reflected in the following table:

¹⁴ PG&E, Greenhouse Gas Emission Factors: Guidance for PG&E Customers, April 2013.

¹⁵ In practical terms, it is not likely that PG&E would materially adjust renewable energy purchases or reduce carbon-free generation (from its hydroelectric and/or nuclear generators) as a result of customer departure following PCE formation. These carbon-free resources would generally remain in the PG&E supply portfolio without near-term adjustments for departing load. Instead, it is more likely that PG&E would reduce the amount of conventional market purchases with comparatively high emissions intensities, which would have the effect of marginally reducing its portfolio emissions factor following customer departures as the relative proportion of clean energy sources in the PG&E supply portfolio would incrementally increase.

Year	Emission Factor (lbs CO ₂ /MWh)	Emission Factor (Metric Tons CO ₂ /MWh)
2021	280	0.127
2022	272	0.123
2023	264	0.120
2024	256	0.116
2025	248	0.112

The PG&E emission profile was selected as the benchmark for comparison to promote a conservative assessment of direct emissions impacts related to CCA operations (on a head-to-head basis with PG&E's anticipated supply portfolio). The GHG impacts associated with PCE's supply portfolio will likely be evaluated (by members of the public and, potentially, through new emissions reporting requirements that may be incorporated in annual Power Content Label, or "PCL", reporting) relative to the PG&E benchmark, which suggests that the aforementioned comparative methodology is appropriate.

For each supply scenario, the difference in GHG emissions produced by the scenario's assumed resource mix and the otherwise applicable PG&E supply portfolio were quantified during each year as well as the entirety of the ten-year study period. The GHG impacts were quantified in terms of total tons of CO₂ emissions.

Economic Development Impacts

A key potential benefit of a CCA program is its ability to promote economic development through investment in and contracts with locally constructed renewable generating infrastructure. Such projects have the potential to stimulate a significant level of new economic activity within California by creating new jobs and spending activities during generator construction, ongoing operation and maintenance. Economic development impacts may also be significant factors when comparing expected operating costs, including generation costs, of the CCA program to electric generation costs under PG&E service, particularly when initial "head-to-head" cost comparisons are comparable. When performing such comparisons, it is important to acknowledge the difficulty in accurately quantifying actual economic benefits related to local project investment, particularly induced economic impacts resulting from the effects of economic multipliers.

In qualitative terms, it is reasonable to assume that new development projects would stimulate new economic activity. However, as with any capital project, quantifying the specific location in which such economic benefits may occur, including job creation, is challenging due to numerous uncertainties affecting the proportion of expenditures and employment that would occur within discretely defined geographic boundaries. Certain tools, which rely on the application of industry-specific economic multipliers, have been developed to assist in completing these projections, but decision makers should be aware of the broad range of outcomes that may actually apply when interpreting analytical results.

To quantify the economic impacts associated with new renewable generation projects that were incorporated in the indicative long-term renewable energy supply portfolio that was applied in each of the three energy supply scenarios, PEA utilized the National Renewable Energy Laboratory's ("NREL") Jobs & Economic Development Impact ("JEDI") models. NREL is the principal research laboratory for the United States Department of Energy ("DOE") Office of Energy Efficiency and Renewable Energy and also provides research

expertise for the Office of Science, and the Office of Electricity Delivery and Energy Reliability. NREL is operated for DOE by the Alliance for Sustainable Energy, LLC.¹⁶

NREL JEDI models are publicly available, spreadsheet-based tools that were specifically designed to “estimate the economic impacts of constructing and operating power plants, fuel production facilities, and other projects at the local (usually state) level. JEDI results are intended to be estimates, not precise predictions. Based on user-entered project-specific data or default inputs (derived from industry norms), JEDI estimates the number of jobs and economic impacts to a local area that can reasonably be supported by a power plant, fuel production facility, or other project.”¹⁷ Unique JEDI models have been developed for a variety of resource types, including wind, solar, geothermal, biogas and various other generating technologies. Each version of the model may be downloaded free of charge from NREL’s website: <http://www.nrel.gov/analysis/jedi/download.html>.

According to NREL, the JEDI models are peer reviewed and are intended to project gross job estimates. NREL also notes that it “performed extensive interviews with power generation project developers, state tax representatives, and others in the appropriate industries to determine appropriate default values contained within the models.” In PEA’s opinion, NREL’s JEDI models are the appropriate tools to forecast “order of magnitude” local economic development impacts associated with a CCA program serving the San Mateo Communities.

Based on the aforementioned indicative long-term renewable energy contract portfolio that was assumed to exist under each of the three supply scenarios, PEA downloaded, populated and ran the appropriate JEDI models to derive estimates of the anticipated jobs and economic development impacts that could be created in relation to the indicative long-term contract portfolio. PEA utilized each set of economic development projections to assemble an aggregate economic impact analysis for the complete long-term contract portfolio. However, all economic development estimates within this report are presented with the understanding that subtle changes in certain expenditures (and jobs) may result in significant changes to actual economic development impacts.

Key output from the JEDI models is presented within three specific categories: jobs, earnings and economic output. Within each of these broadly defined categories, JEDI models approximate the impacts of economic multipliers by quantifying the “ripple effect” that occurs as a result of new local economic activity. JEDI models initially estimate direct economic impacts at the project site and apply economic multipliers, derived from the U.S. Bureau of Economic Analysis, the U.S. Census Bureau and other sources, to approximate impacts within the supply chain (manufacturing job creation, as an example) as well as induced economic impacts (spending that occurs as a result of activity within the first two categories) related to the project. JEDI models also address job creation and economic impacts on a temporal basis, quantifying related impacts during two specific phases of the project lifecycle: 1) construction; and 2) ongoing operation and maintenance.

Forecasted economic impacts associated with the indicative long-term contract portfolio are presented in aggregate form, inclusive of all anticipated development/contract opportunities, by summing the project-specific impacts calculated by the JEDI models. This approach facilitates a high-level understanding of the prospective economic impacts that could be created through such contracts but does not address temporal nuance related to the timing and receipt of economic benefits associated with specific projects. For example, the unique economic impacts of projects that will begin operation/delivery during the period extending from 2018 through 2025 have been aggregated and presented within a single scenario-specific summary table.

When reviewing economic development projections within this Study, it is important to distinguish between economic impacts related to the construction period and the ongoing operation and maintenance period. All

¹⁶ National Renewable Energy Laboratory website, <http://www.nrel.gov/about/>, September 2, 2015.

¹⁷ National Renewable Energy Laboratory website: http://www.nrel.gov/analysis/jedi/about_jedi.html, September 2, 2015.

job creation estimates are presented as full time equivalent positions ("FTEs"). Projections related to the construction period are intended to capture annual economic benefits received during the defined construction term (24 months, for example). Economic impacts during the ongoing operation and maintenance period are presented on an annual basis and are projected to persist throughout the project lifecycle. Aggregate jobs and economic development impacts associated with the indicative long-term contract portfolio, which would result in the assumed development and construction of approximately 330 MW of new renewable generating capacity within the state are reflected in the following table.

Economic Development Impacts Summary: Indicative Supply Portfolio (Secured via Long-Term Contract)			
	Jobs	Earnings (\$ - Millions)	Output (\$ - Millions)
During Construction Period			
Project Development and Onsite Labor Impacts	3,250 - 4,250	210 - 265	375 - 450
Construction and Installation Labor	1,250 - 1,750	85 - 115	
Construction Related Services	2,000 - 2,500	125 - 150	
Power Generation and Supply Chain Impacts	3,250 - 3,750	175 - 225	550 - 600
Induced Impacts	<u>1,500 - 2,000</u>	<u>75 - 100</u>	<u>225 - 275</u>
Total Construction Period Impacts	8,000 - 10,000	460 - 590	1,150 - 1,325
During operating years (Annual)			
Onsite Labor Impacts	50 - 80	3 - 6	3 - 6
Local Revenue and Supply Chain Impacts	20 - 30	1 - 2	5 - 10
Induced Impacts	<u>10 - 20</u>	<u>0 - 1</u>	<u>2 - 4</u>
Total Operating Impacts (Annual)	80 - 130	5 - 10	10 - 20
Peninsula Clean Energy - Internal Staff	10 - 30	1 - 3	3 - 9
Notes: Earnings and Output values are expressed in million dollar increments (2015). Construction period jobs reflect full-time equivalent (FTE) positions during the duration of the construction period (1 FTE = 2,080 hours). For example, if 10,000 construction jobs are expected over a 24-month construction period, an annual equivalent of 5,000 construction jobs would be created through anticipated development activities. Such jobs will not exist following completion of construction activities. Economic impacts "During operating years" represent annual, ongoing impacts that occur as a result of generator operation and related expenditures. With respect to operating jobs, such statistics represent annual, ongoing FTEs during the entire project lifecycle, which may extend up to thirty (30) years in duration. Totals may not add up due to independent rounding.			

As reflected in the previous table, the indicative long-term contract supply portfolio, which is assumed to exist in each of the CCA program's three planning scenarios, would result in significant economic benefits throughout the state and, potentially, within the San Mateo Communities.

With respect to the prospective generating facilities that have been incorporated in PCE's indicative long-term contract portfolio, PEA assumed that the significant majority of such facilities would be developed in optimal renewable resource areas throughout California. PEA assumed the development of 20 MW of locally situated renewable generating projects during the study period – such projects are discussed below. With regard to anticipated development projects occurring outside of the San Mateo Communities, PEA assumed that virtually

all plant equipment, including turbines and other materials, would be procured outside of the San Mateo Communities. This equipment typically represents the largest single line item expenditure in generator construction. Requisite labor, including general site preparation and ancillary facility construction activities (concrete footings and structures not directly involved in the generation process) would also draw from California's broader regional workforce.

In total, PCE's indicative long-term contract portfolio is projected to result in the creation of approximately 8,000-10,000 new jobs during the aggregate construction period required to complete the assumed 330 MW of new generating projects. During the construction period, individuals working directly on the projects, including electricians, engineers, construction workers and heavy equipment operators, attorneys and permitting specialists, would be responsible for as much as \$450 million in new economic output of which as much as \$265 million would be collected in the form of salaries and wages. Workers involved with supply chain activities, such as turbine manufacturing and assembly, cement producers and heavy equipment rental companies would be responsible for up to \$600 million in new economic activity of which approximately \$225 million would be collected in the form of salaries and wages. Furthermore, spending by the aforementioned individuals (as a result of salary and wage collection) would "induce" other local economic impacts at local businesses, including restaurants, grocery stores, gas stations and other providers of goods and services, totaling as much as \$275 million of which approximately \$100 million would be collected as salaries and wages. In total, the locally developed generation projects identified under PCE's indicative long-term contract portfolio would result in \$1.1 to \$1.3 billion in new economic output throughout the state and local economy during the construction process.

During ongoing operation of the renewable generators, it is projected that as many as 130 new jobs would be created with a total annual economic impact ranging from \$10 to \$20 million. It is anticipated that these jobs would remain effective as long as the generating facilities remain operational, resulting in significant, lasting impacts to San Mateo County's local economy.

Local Economic Development Impact Potential

The primary source of local jobs and economic development impacts would be derived through projects developed under PCE's anticipated Feed-In Tariff ("FIT") program, which would promote the construction of locally situated, smaller-scale (i.e., up to 1 MW of total generating capacity, per project) renewable generating projects over time. For purposes of this Study and in consideration of a similar FIT program offered by MCE, PEA assumed that PCE would eventually (by year five of program operation) support the development of approximately 20 MW of locally situated renewable generating capacity, which will likely utilize the photovoltaic solar generating technology.

Based on applicable JEDI modeling results, the prospective PCE FIT program would result in the creation of approximately 370 local jobs during generator construction with an additional 500 jobs induced (during the construction period) through associated economic activity. As previously noted, these construction jobs are temporary, but there is also a nominal level of ongoing job growth associated with generator maintenance and operation, which is projected to be approximately six full-time equivalent employees during each year of facility operation (which may continue for 25-30 years).

Project development would also generate approximately \$22 million in earnings for those working on the FIT projects, which is expected to create a total economic stimulus approximating nearly \$39 million (in consideration of economic multiplier effects created by the spending of earnings/wages). Supply chain and induced impacts would also be significant totaling approximately \$26 million and \$71 million, respectively.

It is also anticipated that PCE would employ 10 to 30 internal staff, depending on decisions related to outsourcing/insourcing of requisite activities, during program implementation and ongoing operation. These estimates were derived by PEA in consideration of direct experience working with California's operating CCA programs. Depending on staffing levels, aggregate direct salaries for such staff are estimated to range from \$1 to \$3 million per year with a total of \$3 to \$9 million in total annual local economic activity generated by PCE staff.

These local economic development impacts are subsumed in the aggregate economic development impact totals reflected in the previous table.

SECTION 3: PCE TECHNICAL PARAMETERS (ELECTRICITY CONSUMPTION)

Historical and Projected Electricity Consumption

Total electric consumption for eligible customers within the San Mateo Communities was provided by PG&E for the 2013 and 2014 calendar years. The PG&E historical data was used as the basis for the study's customer and electric load forecast. Based on PEA's review of the PG&E data set, there were 298,435 electric customers within the potential CCA service territory. These customers consumed approximately 4,318 million kilowatt-hours of electricity during the 2014 calendar year. It is noteworthy that the aforementioned customer account and usage statistics include approximately 550 accounts, which are currently served through direct access service arrangements with third party suppliers. These customers account for approximately 10% of the aforementioned energy consumption, or approximately 400 million kWh annually, within the San Mateo Communities. Such usage has been excluded from the projections reflected in this Study – under direct access service arrangements, which are no longer available to California consumers¹⁸, individual customers engage in shorter-term contract arrangements for the provision of electric generation service. By enrolling direct access accounts in the PCE program, such customers would be potentially exposed to duplicate generation charges or may be in violation of existing supply agreements. In consideration of these potential issues, direct access accounts have been excluded from PCE's prospective customer base.

Figure 11 shows how potential electric customers are distributed throughout the San Mateo Communities: the largest customer populations within the potential CCA jurisdiction include the City of San Mateo, Daly City, Redwood City, South San Francisco and the unincorporated areas of the County.

¹⁸ Consideration of Senate Bill 286 (Hertberg), which would have expanded eligibility of direct access service within California, subject to the provision of increased levels of renewable energy supply, was recently suspended by the California legislature and is now a two-year bill. In consideration of this suspension, the participatory cap on direct access service remains capped/fixed at current levels, precluding new customer accounts from enrolling in such service options.

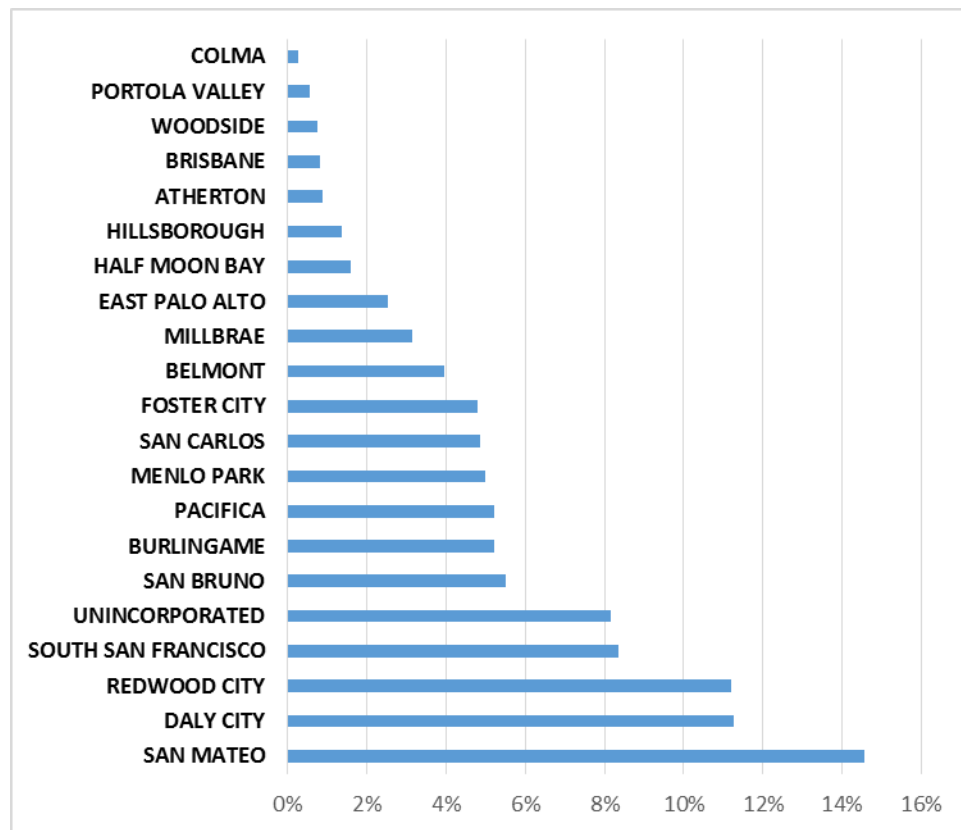
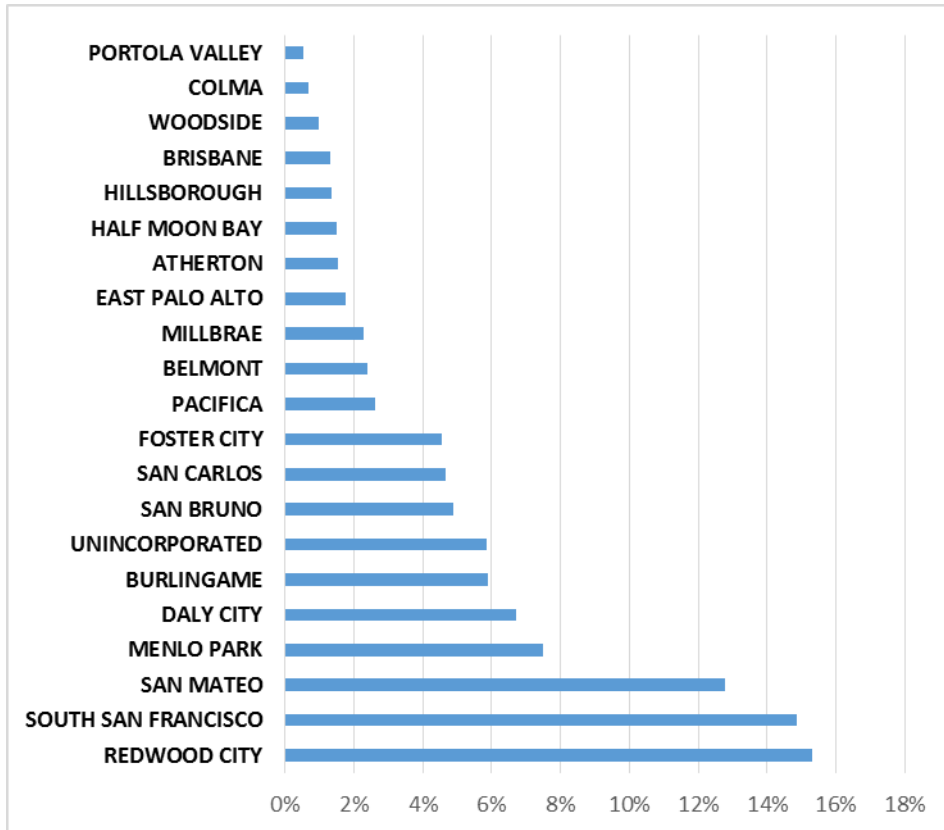
Figure 11: Geographic Distribution of Customers

Figure 12 shows the distribution of electric consumption by municipality. The geographic distribution of energy consumption is somewhat different when compared to the service account data in Figure 11 above, indicating disproportionately higher use in certain San Mateo Communities (as a result of differentiated account composition, particularly higher concentrations of larger commercial and/or industrial account types, within such jurisdictions).

Figure 12: Geographic Distribution of Electric Consumption

In deriving the load projections used for the Study, adjustments to the base forecast were made to remove customers identified as taking service under direct access¹⁹ as it was assumed that direct access customers would remain with their current electric service provider. Further adjustments were made to estimate customer opt-out rates during the statutory customer notification period when eligible customers would be offered CCA service and provided with information enabling them to opt out of the program. PEA assumed a 15% customer opt-out rate, which is generally consistent with the reported opt-out rates observed during recent expansions of the Marin Clean Energy program, when evaluating supply Scenario 1 and supply Scenario 2. For supply Scenario 3, which relies exclusively on bundled renewable energy products to serve the electric energy requirements of PCE customers, expected rate increases (when compared to PG&E) are assumed to drive participation levels down relative to Scenarios 1 and 2. For Scenario 3, PEA assumed more conservative participation levels, incorporating a 25% opt-out assumption for all residential and small commercial customers and a 50% opt-out assumption for all other customers groups, including medium commercial, large commercial, industrial and agricultural customers. Additionally, annual customer attrition for Scenario 3 was assumed at 1%. Sensitivities using different opt-out rates are presented in Section 6.

Going forward, potential customers and energy consumption were projected to increase by 0.5% annually, consistent with statewide projections and reflecting impacts from the significant emphasis being placed on energy efficiency in the state.

¹⁹ Direct access allows customers to choose to receive generation service from competitive electricity providers. Currently, direct access service is not available to new customers within California. Proposed legislation may lead to the reopening of this service option at some point in the future.

Projected Customer Mix and Energy Consumption

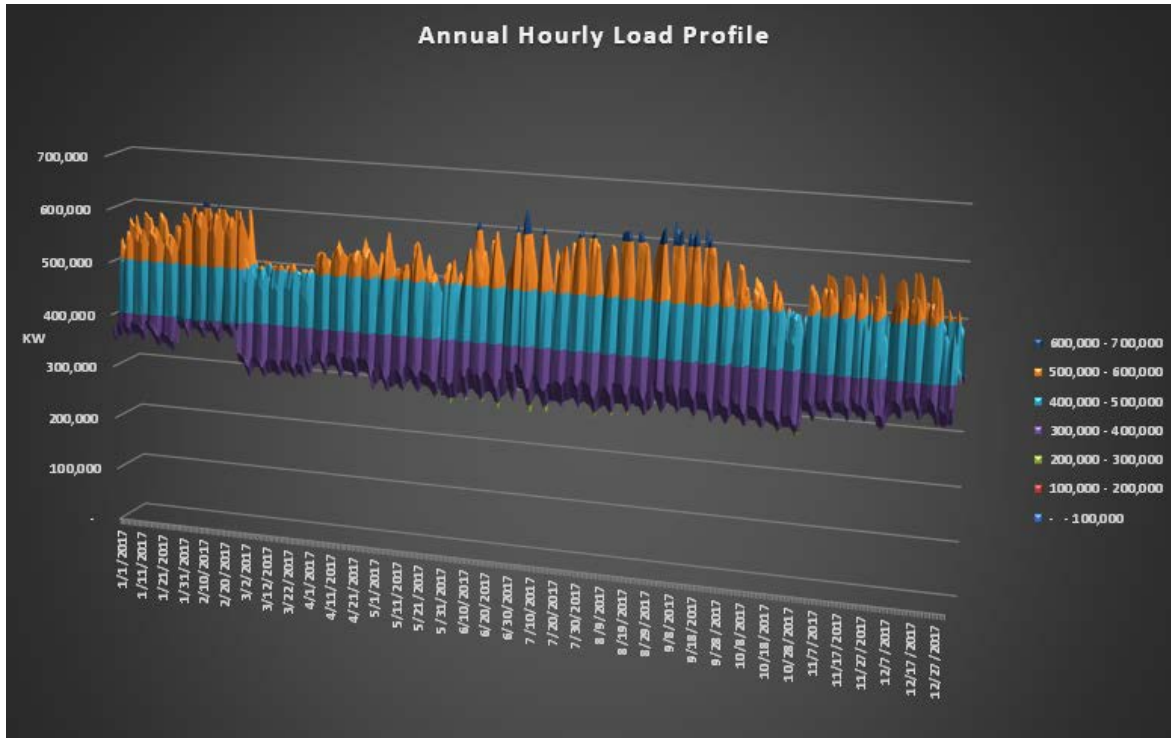
The projections for enrolled customers (excluding direct access customers) and annual electricity consumption for the major customer classifications are shown in the following table. Hourly electricity consumption and peak demand were estimated using hourly load profiles published by PG&E for each customer classification.

Customer Classification	Customer Accounts	Energy Consumption (MWh)	Share of Energy Consumption (%)
Residential	269,061	1,457,637	37%
Small Commercial	23,072	469,021	12%
Medium Commercial	2,665	613,398	16%
Large Commercial	1,333	933,305	24%
Industrial	43	378,422	10%
Ag and Pumping	275	25,095	1%
Street Lighting	1,432	24,052	1%
TOTAL	297,881*	3,900,930*	100%

*These totals exclude accounts that currently receive generation service under direct access arrangements. As a result, the account totals and annual energy consumption statistics reflected in the "Total" line item are slightly less than the overall account totals and energy usage reported at the beginning of Section 3.

The hourly load forecast indicates a peak demand of approximately 682 MW and a minimum demand of approximately 300 MW. The minimum demand establishes the requirement for baseload energy (constant production level), while the difference between the peak demand and the minimum demand would be met by peaking and dispatchable, load following resources.

Figure 13 shows the hourly load projections for the CCA program in Year 1 of program operations.

Figure 13: Hourly Electric Load Profile for San Mateo County

Renewable Energy Portfolio Requirements

Current law requires that specified percentages of annual retail electricity sales be supplied from qualified renewable energy resources. Senate Bill X1 2 (April, 2011) established a 33% Renewables Portfolio Standard by 2020 with certain interim procurement targets applying in each of three “Compliance Periods”: Compliance Period 1 began on January 1, 2011 and concluded on December 31, 2013 (a three-year period); Compliance Period 2 began on January 1, 2014 and will continue through December 31, 2016 (a three-year period; the current compliance period); and Compliance Period 3 (a four-year period), which will commence on January 1, 2017 and conclude on December 31, 2020.

SBX1 2 also specified additional requirements for the types of renewable energy products that may be used to demonstrate compliance with California’s RPS. According to the currently effective RPS program, there are three Portfolio Content Categories (“PCCs” or “Buckets”) that have been defined in consideration of the unique product attributes associated with typical renewable energy products.

- PCC1, or Bucket 1, renewable products are produced by RPS-certified renewable energy generators located within the state or by out-of-state generators that can meet strict scheduling requirements, ensuring deliverability to California. For purposes of demonstrating RPS compliance, there are no limitations with regard to the use of PCC1 products.

- PCC2, or Bucket 2, renewable products are generally “firmed/shaped” transactions through which the energy produced by an RPS-certified renewable energy generator is not necessarily delivered to California, but an equivalent quantity of energy from a different, non-renewable generating resource is delivered to California and “bundled” (or associated via an electronic transaction tracking system) with the renewable attribute produced by the aforementioned RPS-certified renewable generator. As noted, PCC2 products rely on electronic transaction tracking systems to substantiate the delivery of specified quantities of RPS-eligible renewable energy.
- PCC3, or Bucket 3, renewable products refer to unbundled renewable energy certificates, which are sold separately from the associated electric energy (with no physical energy delivery obligations imposed on the seller of such products).

Under RPS rules, limitations apply with regard to the use of PCC2 and PCC3 products. A more detailed description of the renewable product procurement specifications applicable under the currently effective RPS program are described in the following table.

Compliance Period	Calendar Year	Overall Procurement Target (% of Total Retail Sales)	PCC1 Procurement (% of Total RPS Procurement)	PCC2 Procurement (% of Total RPS Procurement)*	PCC3 Procurement (% of Total RPS Procurement)
CP 1	2011	20.0%	≥50.0%	≤50.0%	≤25.0%
CP 1	2012	20.0%	≥50.0%	≤50.0%	≤25.0%
CP 1	2013	20.0%	≥50.0%	≤50.0%	≤25.0%
CP 2	2014	21.7%	≥65.0%	≤35.0%	≤15.0%
CP 2	2015	23.3%	≥65.0%	≤35.0%	≤15.0%
CP 2	2016	25.0%	≥65.0%	≤35.0%	≤15.0%
CP 3	2017	27.0%	≥75.0%	≤25.0%	≤10.0%
CP 3	2018	29.0%	≥75.0%	≤25.0%	≤10.0%
CP 3	2019	31.0%	≥75.0%	≤25.0%	≤10.0%
CP 3	2020	33.0%	≥75.0%	≤25.0%	≤10.0%

*Note that PCC2 products may be used in place of PCC3 products.

Beyond the 2020 calendar year, California’s RPS procurement will likely increase to 50% by 2030, subject to Governor Brown signing SB 350, which is expected to occur no later than October 11, 2015. On September 11, 2015, the California legislature concurred with proposed amendments to Senate Bill 350 (De Leon and Leno), the Clean Energy and Pollution Reduction Act of 2015, and recommended this bill for enrolling. Once signed, there are many details related to SB 350 implementation that will be developed over time with oversight by designated regulatory agencies. However, it is reasonable to assume that interim annual renewable energy procurement targets will be imposed on CCAs and other retail electricity sellers to facilitate progress towards the 50% RPS; PEA also expects that additional detail regarding renewable energy product eligibility, including any restrictions and/or requirements regarding the use of such products, will also become clearer during upcoming implementation efforts.

For purposes of this Study, PEA assumed straight-line progress when moving from the 33% RPS mandate in 2020 to the 50% RPS mandate in 2030, or 1.7% annual increases in California’s renewable energy procurement target during the ten-year transition period. With respect to the applicability of various renewable energy products that may be eligible under the prospective 50% RPS, PEA assumed a similar product mix to that which will be allowed under the current RPS program in calendar year 2020: minimum 75% PCC1 content;

maximum 10% PCC3 content. Again, final details related to the implementation of SB 350 will not be certain until implementation of this legislation commences in coordination with assigned regulatory agencies. With regard to any voluntary (above-RPS) renewable energy procurement activities, PEA has assumed that the CCA program would have discretion in how it meets such voluntary, internally imposed targets reflected in the prospective planning scenarios. The following table illustrates PEA's assumed RPS procurement rules as California transitions to a 50% RPS by 2030.

Compliance Period	Calendar Year	Overall Procurement Target (% of Total Retail Sales)	PCC1 Procurement (% of Total RPS Procurement)	PCC2 Procurement (% of Total RPS Procurement)*	PCC3 Procurement (% of Total RPS Procurement)
TBD	2021	34.7%	≥75.0%	≤25.0%	≤10.0%
TBD	2022	36.4%	≥75.0%	≤25.0%	≤10.0%
TBD	2023	38.1%	≥75.0%	≤25.0%	≤10.0%
TBD	2024	39.8%	≥75.0%	≤25.0%	≤10.0%
TBD	2025	41.5%	≥75.0%	≤25.0%	≤10.0%
TBD	2026	43.2%	≥75.0%	≤25.0%	≤10.0%
TBD	2027	44.9%	≥75.0%	≤25.0%	≤10.0%
TBD	2028	46.6%	≥75.0%	≤25.0%	≤10.0%
TBD	2029	48.3%	≥75.0%	≤25.0%	≤10.0%
TBD	2030	50.0%	≥75.0%	≤25.0%	≤10.0%

Capacity Requirements

The CCA program would be required to demonstrate it has sufficient physical generating capacity to meet its projected peak demand (682 MW) plus a 15% planning reserve margin, in accordance with resource adequacy regulations administered by the CPUC and the CEC. A specified portion of generating capacity must be located within certain local reliability areas and the remaining capacity requirement can be met with generating plants anywhere within the CAISO system. Presently, there are two local reliability areas that would apply to the CCA program: the "Greater Bay Area" and the "Other PG&E Areas". Additionally, the CPUC and CAISO have flexible capacity requirement, which must be satisfied by all California load serving entities, including CCAs, to ensure that certain quantities of reserve capacity are capable of increasing generation levels within specified time periods (to promote system reliability when the production from certain grid-connected generators quickly changes as is becoming increasingly common as a result of California's buildout of intermittent renewable energy resources).

Using the most recent data from the 2015 compliance year, the following resource adequacy capacity requirements were assumed to apply to PCE's CCA program to meet the requirements identified above:

Capacity Type	Percentage of Peak Demand
System	75%
Greater Bay Area	14%
Other PG&E Areas	<u>26%</u>
Total	115%

Accordingly, the total resource adequacy requirement for PCE's first year of operations would be approximately 784 MW, with approximately 95 MW of the total procured from the Greater Bay Area region, 177 MW procured from any other local reliability area in the PG&E service area, and 512 MW procured from anywhere within the CAISO footprint. PCE would also have a flexible resource adequacy requirement, which ensures that adequate generation resources connected to the grid can ramp-up and produce power in a short amount of time in response to the intermittency of California renewable resources. Requisite resource adequacy products are typically procured/secured through one or more of the following arrangements: 1) short- to medium-term contract arrangements with the owners or controllers of qualifying generating capacity; 2) capacity attributes conferred through long-term power purchase arrangements with specified generators – such contracts typically provide the buyer with both energy and capacity products from one or more specific generating resources identified in the purchase agreement; or 3) direct ownership of generating facilities, which may be eligible to provide requisite resource adequacy capacity.

SECTION 4: COST OF SERVICE ELEMENTS

This section summarizes the different types of costs that would be incurred by the CCA program in providing electric service to its customers. For each supply scenario, a detailed pro forma was developed that delineates the applicable cost of service elements. These pro forma are shown in Appendix A.

Electricity Purchases

The CCA program would be financially responsible for supplying the net electric demand of all enrolled customers, and it would be able to source that supply from a variety of markets and/or through the program's own generation resources. Energy requirements are ultimately financially settled by the CAISO. The CAISO plays a critical role in balancing supply and demand on a significant portion of California's electric grid and operates short-term markets for energy as well as real-time balancing services to cover inevitable moment-to-moment fluctuations in electricity consumption (resulting from circumstances including but not limited to weather, unexpected changes in customer energy use, unexpected variances in generator operation, infrastructure outages and other situations). The CCA program would interact with the CAISO through an intermediary known as a "Scheduling Coordinator", periodically reporting usage data for its customers and settling with the CAISO for any imbalances (i.e., instances in which the load forecast and/or the planned generator operation differs from expectations, requiring the CAISO to balance any variances through the operation of other system resources) or transactions in the CAISO markets.

Bilateral markets exist for longer term purchases, which allow hedging (i.e., contractual protection via specified/fixed product pricing over a mutually agreed upon delivery term) against the fluctuations in CAISO market prices. Longer term purchases can span many years, with the most active trading being for contracts with terms of less than three years in duration. Contracts for new generation resources typically have contract term lengths of twenty (20) years or more, allowing the project developer/owner to utilize the contract's expected revenue stream to support project financing.

Electric purchase costs were estimated using the projected energy demand during the industry-defined peak and off-peak time periods. Assumed renewable energy contracts of the CCA, as reflected in the previously described indicative long-term contract portfolio, were subtracted from PCE's expected peak and off-peak energy demands, resulting in a residual energy requirements, or "net short", which was assumed to be met with short and mid-term contract purchases of system energy (produced by conventional generating technologies; within California, the majority of system energy is produced by generators using natural gas as a primary fuel source).

Renewable Energy Purchases

Renewable energy purchases may take two forms: 1) physical electric energy bundled with associated renewable/environmental attributes; or 2) unbundled renewable/environmental attributes, which are sold separately from the physical energy commodity. As described in Section 2, unbundled RECs were not incorporated in any of the supply scenarios addressed in this Study; only bundled renewable energy resources, which were assumed to meet the product delivery specifications associated with the PCC1 and PCC2 product designations were incorporated in the indicative PCE supply portfolios.

Purchases of renewable energy from new resources are typically made under bundled, long-term contract arrangements of 20 years or more. Shorter term purchases are common for existing renewable resources and for unbundled renewable energy certificates.

Renewable energy currently sells for a premium relative to the cost of conventional power. However, when compared to the cost of new, natural gas-fueled generation, renewable resources tend to have lower levelized costs.²⁰

Renewable energy purchase costs were estimated using predominantly long-term contracts for new renewable energy projects as specified in the indicative long-term contract portfolio. Short term market purchases of bundled renewable energy were assumed to fulfill PCE's remaining renewable energy needs.

With regard to the term renewable energy certificates, or "RECs", it is important to understand that a REC is the only mechanism by which ownership of renewable energy can be demonstrated/substantiated. One REC is created for every whole MWh of metered electricity produced by a registered renewable generating facility. Within the Western United States, a tracking system known as the Western Renewable Energy Generation Information System ("WREGIS") has been developed to facilitate the management of RECs, providing a platform through which RECs can be transferred between buyers and sellers of renewable energy products and also "retired" (meaning, removed from the marketplace) for purposes of demonstrating legal/regulatory compliance or achievement of certain voluntary procurement objectives. All renewable energy production is substantiated via the creation of a REC, which occurs following WREGIS' verification of metered energy production by a registered renewable generating resources. Use of the WREGIS system for purposes of REC accounting serves to minimize concerns regarding double-counting during compliance demonstration and public reporting – in the event that a renewable energy buyer does not possess a REC, it cannot make claims with regard to the associated environmental benefits.

Again, some RECs are bundled with the associated electric energy; other RECs are sold apart from the electric commodity – such RECs are appropriately referred to as "unbundled RECs". The transaction documentation associated with each renewable energy purchase should outline applicable product specifications, including whether or not RECs are being sold with or apart from the electric commodity. In selecting its renewable energy product mix, the CCA program should be aware that California law permits the use of a limited quantity of unbundled RECs, or PCC3 product volumes, for purposes of demonstrating RPS compliance – applicable limitations were previously described in Section 3. Such products currently represent lower-cost options when compared to PCC1 and PCC2 products due to the administrative simplicity associated with such transactions.

In recent years, there has been robust philosophical debate regarding the advantages and pitfalls of unbundled REC use, particularly the environmental benefits associated with such products. Significant research and documentation has been prepared regarding this topic, and PCE is encouraged to review such information prior to engaging in unbundled REC transactions. Organizations including the Center for Resources Solutions (the program administrator for the Green-e Energy program), the United States Environmental Protection Agency, the United States Federal Trade Commission and The Climate Registry, amongst others, have all completed research and/or issued positions regarding the use of unbundled RECs. Furthermore, Assembly Bill 1110 (Ting), which was introduced to the California legislature on February 27, 2015 but is now a two-year bill, was intended to promote the inclusion of GHG emissions intensity reporting by retail electricity suppliers (in annual Power Content Label communications). If AB 1110 moves forward next year, it could impose a retail-level emissions calculation methodology that may eliminate all GHG emissions benefits associated with unbundled RECs. This is also an important consideration as PCE assembles its renewable energy supply portfolio, due to the fact that any GHG benefits conferred through unbundled REC transactions would be excluded from customer reporting, resulting in the reporting of higher than anticipated portfolio emission levels for entities that procured such products. In light of the perceived risks and general controversy associated with the use of unbundled

²⁰ See for example, Table 62, Estimated Cost of New Renewable and Fossil Generation in California, California Energy Commission, March 2015.

RECs, leadership within the San Mateo Communities advised PEA to exclude Bucket 3 products from each of the prospective supply scenarios.

Electric Generation

Generation projects developed or acquired by the CCA program could also supplement energy purchases. Generation costs would include development costs, capital costs for land, plant and equipment, operations and maintenance costs, and, if applicable, fuel costs. Capital costs for publicly owned utilities such as a CCA are typically financed with long-term debt, and the annual debt service would be an element of annual CCA program costs. For purposes of this Study, PEA's analysis did not contemplate the utilization of CCA-owned/developed generating resources during the ten-year study period for reasons previously described.

Transmission and Grid Services

The CAISO charges market participants, including CCA (via the CCA's selected scheduling coordinator) for a number of transmission and grid management services that it performs. These include costs of managing transmission congestion, acquiring operating reserves and other "ancillary services", and conducting CAISO markets and other grid operations. The CAISO charges are both directly related to PCE's operations, but there are other grid charges that are shared across all load serving entities on a pro rata basis. These costs would be assessed to the Scheduling Coordinator for the CCA program, and are assumed to be directly passed through to the CCA program with no markup.

Financing Costs

The CCA program would need capital to cover start-up costs, working capital, and any generation or other project financing. The analysis assumes short term financing with the exception of generation projects which would be financed with long term debt.

Start-up costs are estimated at \$2.7 million, which would fund the program for approximately six months prior to commencement of service to customers. Start-up activities include costs for staffing and professional services, security deposits, the CCA bond/financial security requirement, communications and customer notices, data management, and other activities that must occur before the program begins providing electricity to customers. These costs would be recovered from program revenues after service commences. A breakdown of estimated start-up costs is shown in the following table.

Estimated CCA Program Start-Up Costs

Cost Item	Amount
Staff	\$734,000
Consulting and Legal Services	\$600,000
Feasibility Study	\$150,000
JPA Formation/Development	\$50,000
Implementation Plan	\$75,000
Power Procurement Solicitation and Contract	\$75,000
Marketing and Communications	\$337,000
Customer Noticing and Mailers	\$335,00
PG&E Service Fees	\$37,500
Miscellaneous Administrative and General	\$193,000
Financial Security/Bond Carrying Cost	<u>\$115,000</u>
Total	\$2,700,000

Working capital requirements are estimated at \$20 million, which would cover the timing lag between when invoices for power purchases must be paid and other operating expenses incurred prior to when cash is received from customers. Typical invoicing timelines for wholesale power purchase contracts require payment for the prior month's purchases by the 20th of the current month. Customer payments are typically received within sixty to ninety days following electricity delivery. The timing difference between cash outflows and inflows represents the working capital requirement. The possibility exists to negotiate payment timelines with power suppliers in order to reduce the initial working capital requirement. For example, both SCP and LCE have negotiated an additional 30 days in the supplier payment timeline, which would significantly reduce the working capital figure described above.

Billing, Metering and Data Management

PG&E provides billing and metering services for all CCA programs and charges the CCA for such services in accordance with applicable tariffs, which are regulated by the CPUC. PG&E posts the meter data to a data server that the CCA program would be able to access for its power accounting and settlements. PG&E uses systems to exchange billing, payment, and other customer data electronically with competitive retail electric providers such as CCAs. While PG&E issues customer bills and processes customer payments, the CCA program will have a large amount of data to manage and must be able to exchange data with PG&E using automated processes. PEA included costs for third party data management as well as PG&E charges for billing and metering in this cost of service category.

Uncollectible Accounts

CCA rates must account for the small fraction of customers who do not pay their electric bill. PG&E attempts to collect the CCA's charges, but some accounts must be written off as uncollectible. An allowance for uncollectible accounts has been included as a program cost element.

Program Reserves

A reasonable revenue surplus was factored in to estimated CCA program rates to fund a reserve account that would be used for contingencies or as a rate stabilization tool. Financing also requires generation of revenue surpluses that accumulate as reserves, as lenders typically require maintenance of debt service coverage ratios that would necessitate setting rates to yield revenues in excess of program costs.

Bonding and Security Requirements

The CCA program would be required to provide a security deposit to PG&E and post a bond or other form of financial security with the CPUC as part of its registration process. The security deposit covers approximately one month of PG&E charges for billing and metering services. The CCA bond or financial security requirement, which is posted with the CPUC, is intended to cover the potential reentry costs if customers were to be involuntarily returned to PG&E.

The currently effective financial security requirement is \$100,000, but PG&E and other investor owned utilities have advocated changes to the methodology that could, under certain market conditions, result in extremely large financial security requirements. PEA's estimate of the CCA Bond amount reflects the currently applicable specification (\$100,000). However, the CCA program should actively monitor applicable regulatory proceedings, which may result in changes to this bond amount. Risks associated with such changes are discussed in additional detail within Section 7 of this Study.

PG&E Surcharges

CCA customers will pay the CCA's rates for generation services, PG&E's rates for non-generation services (transmission, distribution, public purpose, etc.), and two surcharges that are currently included in PG&E's generation rates: the Franchise Fee Surcharge and the Power Charge Indifference Adjustment ("PCIA"). These surcharges are not program costs per se, but they do impact how a customer's bill will compare between PG&E bundled service and CCA service.

The franchise fee surcharge is a minor charge that ensures PG&E collects the same amount of franchise fee revenues whether a customer takes generation service from a CCA or from PG&E. The PCIA is a substantial charge that is intended to ensure that generation costs incurred by PG&E before a customer transitions to CCA service are not shifted to remaining PG&E bundled service customers (following a customer's departure from PG&E to CCA service). For purposes of this Study, PEA's assumed surcharges reflect the most recent advice provided by PG&E and assumed changes to the PG&E supply portfolio over time.

SECTION 5: COST AND BENEFITS ANALYSIS

This section contains a quantitative description of the estimated costs and benefits for each representative supply scenario. Each scenario was evaluated using the three criteria described in Section II. Ratepayer costs and benefits are evaluated on the basis of the total electric rates customers would pay under CCA service as compared to PG&E bundled service. Total electric rates include the rates charged by the CCA program plus PG&E's delivery charges and other surcharges. Environmental benefits are evaluated on the basis of reductions in GHG (CO₂) emissions relative to the reference case. Local economic benefits are evaluated on the basis of jobs and economic activity created by the CCA program's investments in local generation resources.

When assessing the comparative environmental impacts associated with each of PCE's prospective supply scenarios, it is important to consider the potential changes that could result from PG&E's reduced or discontinued use of nuclear electricity produced by the Diablo Canyon Power Plant ("DCPP"). DCPP currently produces approximately 18,000 GWh, or more than 20% of PG&E's total power content, per year, but licenses for the facility's two reactor units expire in 2024 and 2025, respectively. At this point in time, there is uncertainty regarding PG&E's ability to successfully relicense these units under the current configuration, which utilizes once-through cooling as part of facility operations. Environmental concerns regarding the use of once-through cooling may present relicensing challenges for PG&E, which could result in temporary or permanent discontinued operation of DCPP. Under this scenario, which falls towards the outer years of the study period, PCE's actual GHG emissions impact would dramatically improve under each of the prospective supply scenarios. It is also noteworthy, that discontinued DCPP operation (without the addition of equivalent generating capacity within the region) may also impose upward pressure on market energy prices and resource adequacy products. PEA recommends that the San Mateo Communities continue to monitor the relicensing status of DCPP as expiration of the existing licenses approaches.

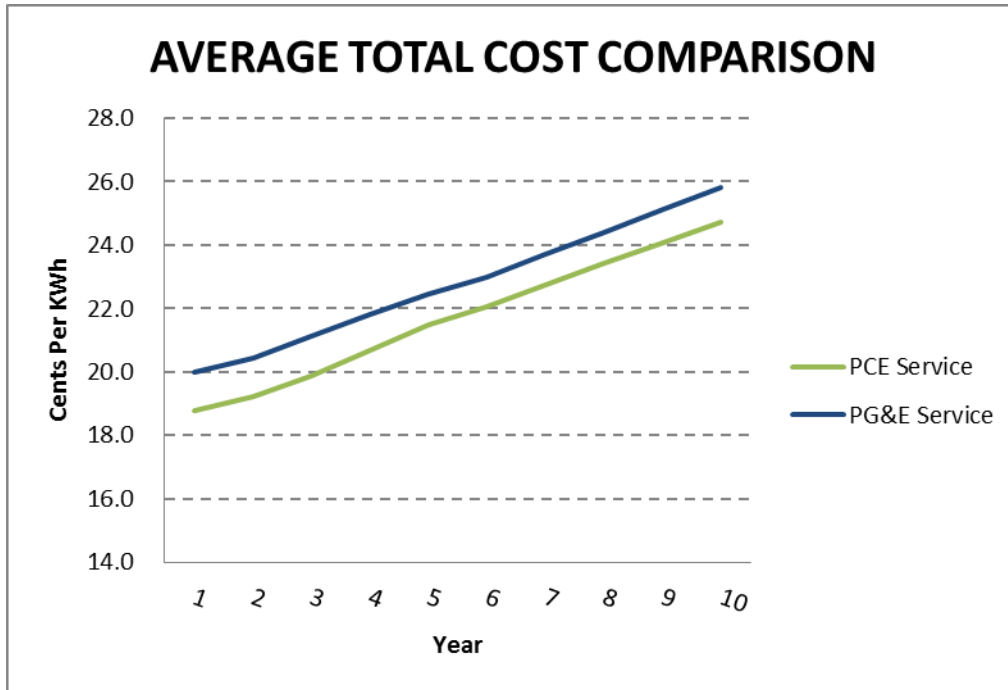
When reviewing PCE's scenario results, it is important to keep in mind the planned phase-in strategy for the prospective CCA customer base, which is expected to occur over a two-year period. Such a strategy will allow the CCA program to "walk before its runs," gaining operational experience while the initial customer base remains relatively small (when compared to the total prospective customer population). This approach will also create an opportunity for the CCA program to debug" potential customer service and billing issues that may arise during initial operations and will also reduce credit/collateral concerns during initial power contracting efforts.

Scenario 1 Study Results

Ratepayer Costs

The primary objective of Scenario 1 is to promote maximum CCA customer savings, if possible, while offering such customers an RPS-compliant resource mix that does not include the use of unbundled RECs. As expected, projected CCA customer rates in Scenario 1 are lower than similar rate projections for PG&E throughout the ten-year study period, with annual comparative benefits ranging from 4% to 6%. Levelized rates over the study period are projected to be 5% lower than projected PG&E rates. For a typical household using 450 kWh per month, a 5% rate difference would result in a cost reduction of approximately \$6.18 per month.

Projected average rates for the PCE customer base are shown in the following figure and table, comparing total ratepayer impacts under the PG&E bundled service and CCA service options.

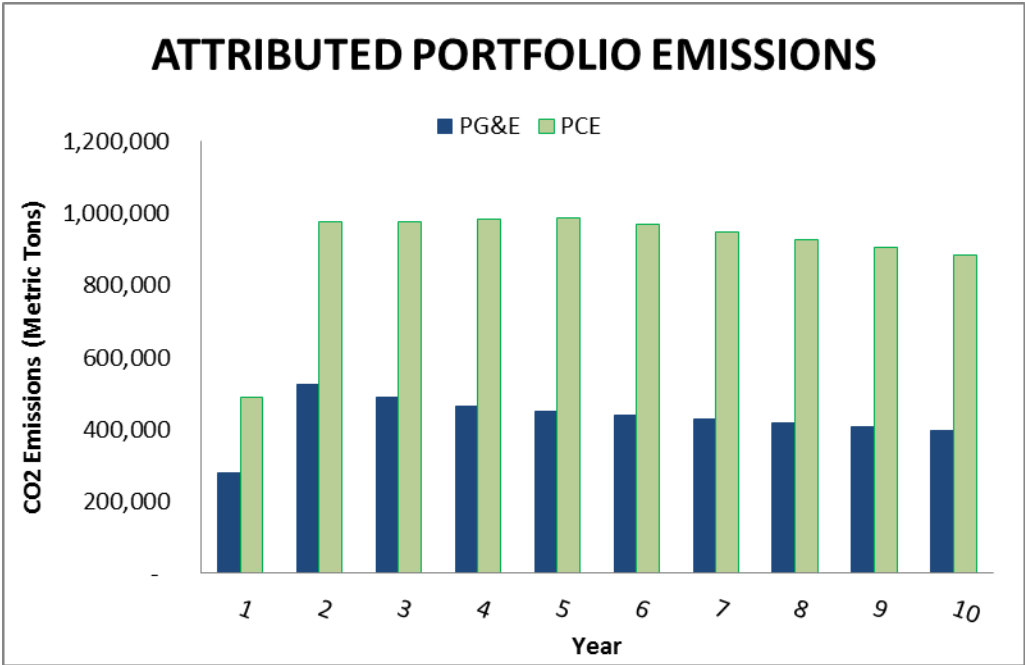
Figure 14: Scenario 1 Annual Ratepayer Costs**Scenario 1: Annual Total Delivered Rate Comparison**

Year	PG&E Total (¢/kWh)	PCE Total (¢/kWh)	Percent Difference
Levelized	22.7	21.6	-5%
1	20.0	18.8	-6%
2	20.4	19.2	-6%
3	21.1	19.9	-6%
4	21.8	20.7	-5%
5	22.5	21.5	-4%
6	23.0	22.0	-4%
7	23.7	22.8	-4%
8	24.4	23.4	-4%
9	25.1	24.1	-4%
10	25.8	24.7	-4%

GHG Impacts

The anticipated GHG impacts associated with Scenario 1 result in relatively significant increases when compared to PG&E’s projected emissions profile. Because the assumed Scenario 1 resource mix includes renewable energy purchases that generally track with RPS procurement mandates but no additional GHG-free purchases (i.e., all non-renewable energy purchases would be sourced from the California market with an attributed emissions profile generally equivalent to a typical natural gas generator). The following figure and table provide additional detail regarding the respective GHG emissions profile associated with the assumed PCE and PG&E supply portfolios.

Figure 15: Scenario 1 – Annual GHG Emissions Comparison

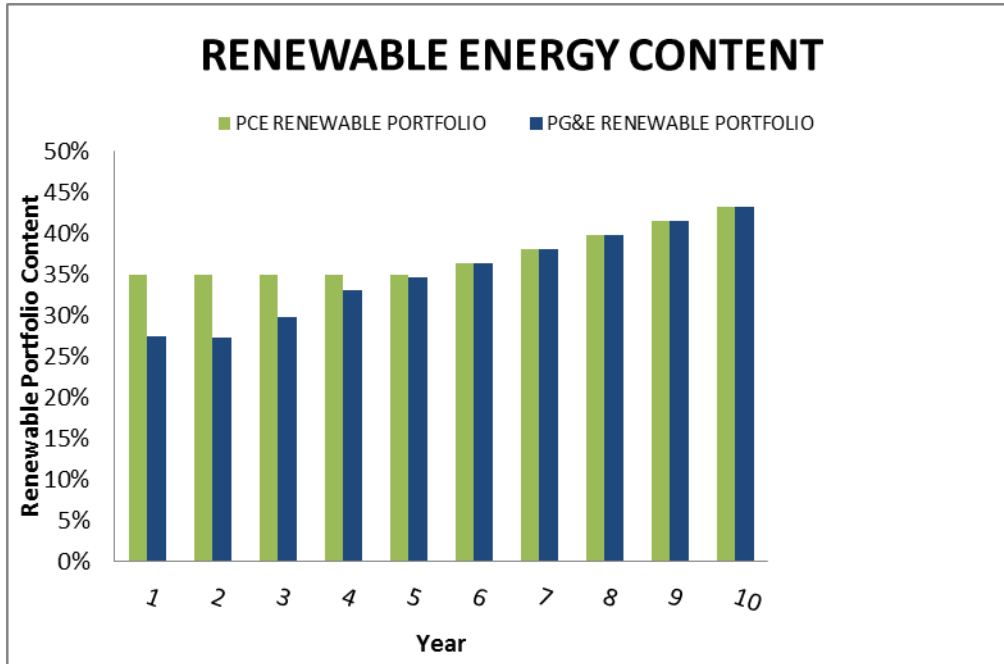


Scenario 1: Annual GHG Emissions Factor Comparison (Metric Tons CO₂/MWh)

Year	PG&E	PCE
1	0.158	0.278
2	0.149	0.278
3	0.139	0.278
4	0.131	0.278
5	0.127	0.278
6	0.123	0.272
7	0.120	0.265
8	0.116	0.258

Year	PG&E	PCE
9	0.112	0.250
10	0.109	0.243

Figure 16: Scenario 1 – Annual Renewable Energy Content Comparison



Scenario 1: Annual Renewable Energy Portfolio Content

Year	PG&E	PCE
1	27%	35%
2	27%	35%
3	30%	35%
4	33%	35%
5	35%	35%
6	36%	36%
7	38%	38%
8	40%	40%
9	42%	42%

Year	PG&E	PCE
10	43%	43%

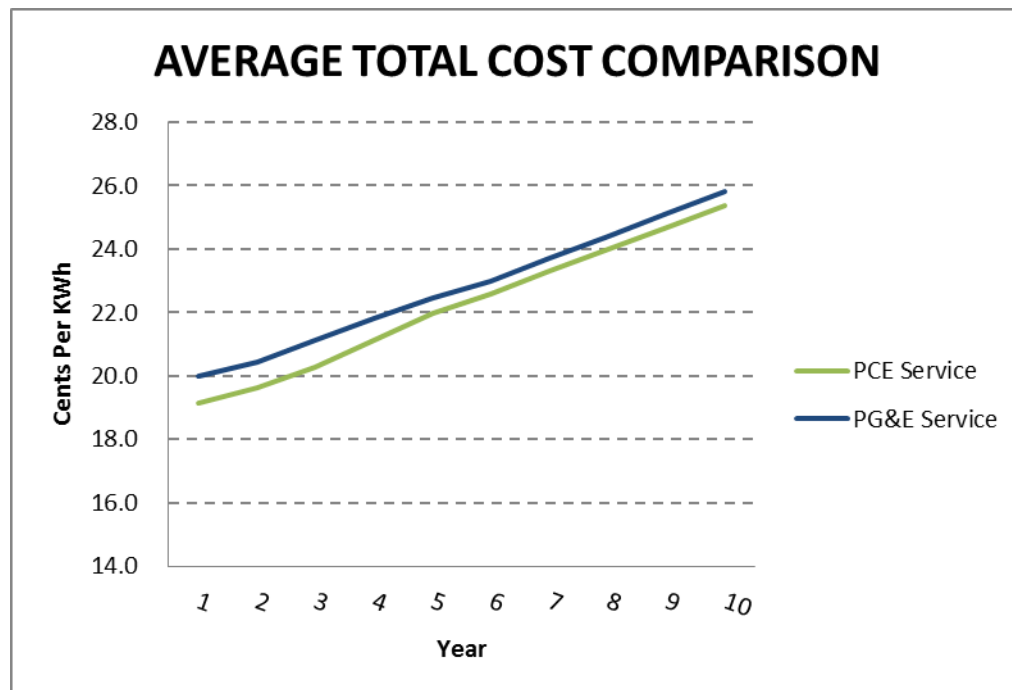
Scenario 2 Study Results

Ratepayer Costs

The primary objective of Scenario 2 is twofold: promote rate competitiveness with PG&E while reducing GHG emissions associated with the CCA program's supply portfolio. For purposes of the Study, this objective is achieved through the inclusion of renewable energy purchases that significantly exceed applicable compliance mandates (doing so without the use of unbundled RECs) as well as additional GHG-free energy purchases, which would be produced by non-RPS-eligible hydroelectric generators located within California and/or the Pacific Northwest. Under Scenario 2, projected CCA customer rates are initially lower than similar rate projections for PG&E and maintain that general relationship throughout the study period – the relationship between PCE and PG&E rates demonstrates marginal customer savings ranging from 2% to 4%. Levelized rates over the study period are projected to be 3% lower than projected PG&E rates. However, in consideration of typical market volatility within the electric power sector and eminent PG&E rate volatility, these results should be reasonably interpreted as reflecting the outcome of general rate parity throughout the study period. For a typical household using 450 kWh per month, a 3% rate difference would result in a cost reduction of approximately \$4.36 per month.

Projected average rates for the PCE customer base are shown in the following figure and table, comparing total ratepayer impacts under the PG&E bundled service and CCA service options.

Figure 17: Scenario 2 Annual Ratepayer Costs

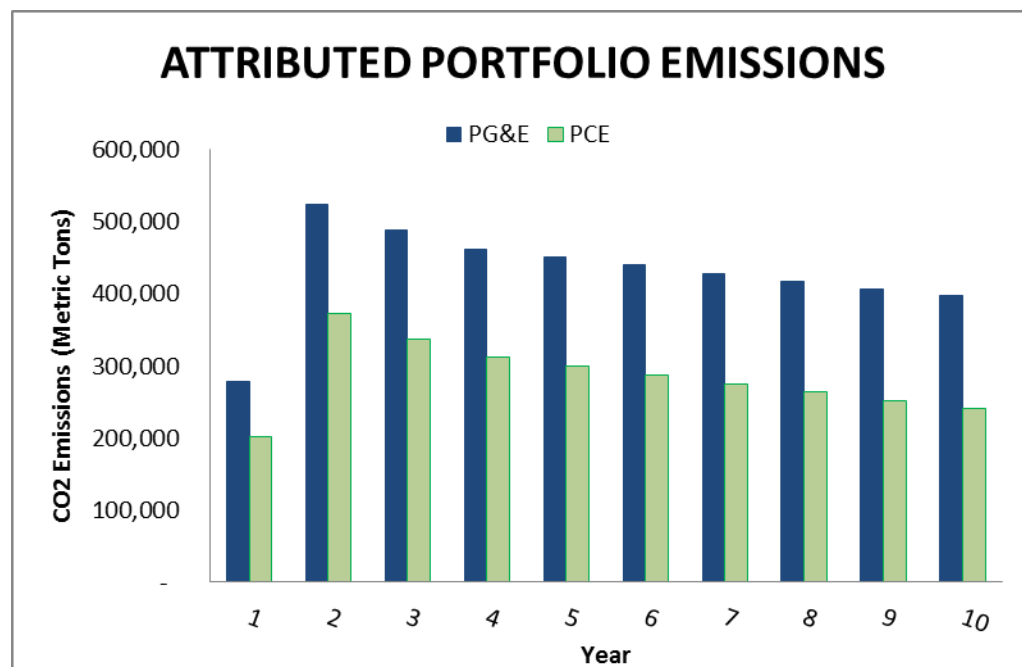


Scenario 2: Annual Total Delivered Rate Comparison

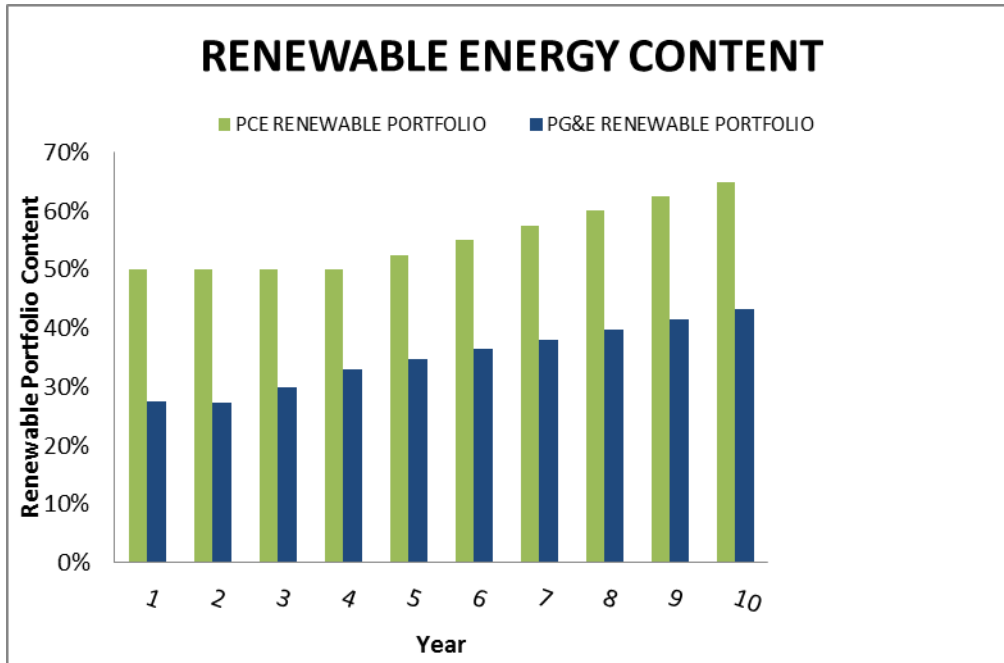
Year	PG&E Total (¢/kWh)	PCE Total (¢/kWh)	Percent Difference
Levelized	22.7	22.1	-3%
1	20.0	19.1	-4%
2	20.4	19.6	-4%
3	21.1	20.3	-4%
4	21.8	21.1	-3%
5	22.5	22.0	-2%
6	23.0	22.6	-2%
7	23.7	23.3	-2%
8	24.4	24.0	-2%
9	25.1	24.7	-2%
10	25.8	25.4	-2%

GHG Impacts

As a result of the significant proportion of GHG-free resources that were incorporated in Scenario 2, the CCA program is able to demonstrate meaningful GHG emissions reductions when compared to PG&E's projected emissions profile. The following figure and table provide additional detail regarding the respective GHG emissions profile associated with the assumed PCE and PG&E supply portfolios.

Figure 18: Scenario 2 – Annual GHG Emissions Comparison**Scenario 2: Annual GHG Emissions Factor Comparison (Metric Tons CO₂/MWh)**

Year	PG&E	PCE
1	0.158	0.115
2	0.149	0.106
3	0.139	0.096
4	0.131	0.088
5	0.127	0.084
6	0.123	0.080
7	0.120	0.077
8	0.116	0.073
9	0.112	0.070
10	0.109	0.066

Figure 19: Scenario 2 – Annual Renewable Energy Content Comparison**Scenario 2: Annual Renewable Energy Portfolio Content**

Year	PG&E	PCE
1	27%	50%
2	27%	50%
3	30%	50%
4	33%	50%
5	35%	53%
6	36%	55%
7	38%	58%
8	40%	60%
9	42%	63%
10	43%	65%

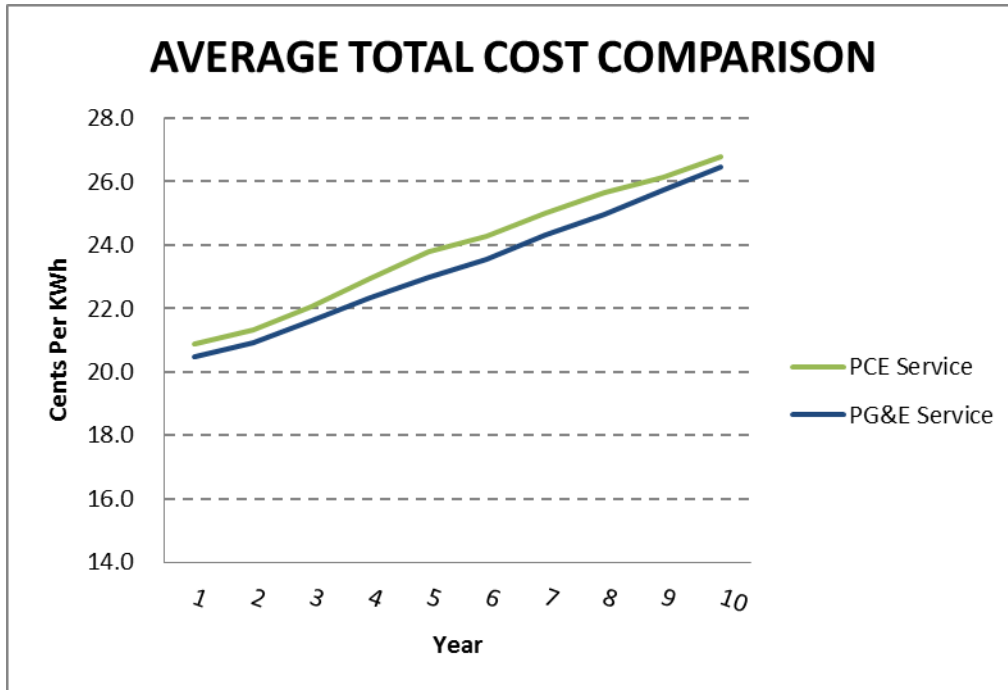
Scenario 3 Study Results

Ratepayer Costs

Scenario 3 is aptly characterized as an aspirational supply scenario under which the entirety of PCE's energy requirements would be sourced from bundled renewable energy resources. As reasonably expected, the relatively high supply costs of bundled renewable energy products would impose incremental rate increases for PCE customers relative to the incumbent utility. Under Scenario 3, projected CCA customer rates remain above similar rate projections for PG&E throughout the study period – the relationship between PCE and PG&E rates demonstrates rate increases ranging from 1% to 3%. Levelized rates over the study period are projected to be 2% higher than projected PG&E rates. For a typical household using 450 kWh per month, a 2% rate difference would result in a cost increase of approximately \$1.86 per month. This customer impact is particularly insightful when considering the voluntary, 100% renewable energy option that PCE may offer to its customers. Scenario 3 is also useful when comparing PG&E's anticipated voluntary green option, which has been named Community Solar Choice, to a similar option that may be offered by PCE.

Under PG&E's proposed Community Solar Choice program, bundled customers would have the option to voluntarily purchase up to 100% of their respective electric energy requirements from new and existing solar generating facilities located throughout the PG&E service footprint – PG&E has generically defined the location of such facilities as "local", however there does not appear to be a direct association between individual customers and nearby solar generators. According to PG&E, program launch is anticipated in early 2016 with two available supply variations: 50% solar energy content; and 100% solar energy content. At this point, specific details related to Community Solar Choice pricing have not been posted on PG&E's website, but the utility has generally characterized the cost impact in terms of a "modest monthly premium." PEA recommends that the San Mateo Communities continue to monitor the following PG&E website, http://www.pge.com/en/about/environment/pge/solarchoice/index.page?WT.mc_id=Vanity_greenoption, which indicates that more details will be available soon.

Projected average rates for the PCE customer base are shown in the following figure and table, comparing total ratepayer impacts under the PG&E bundled service and CCA service options.

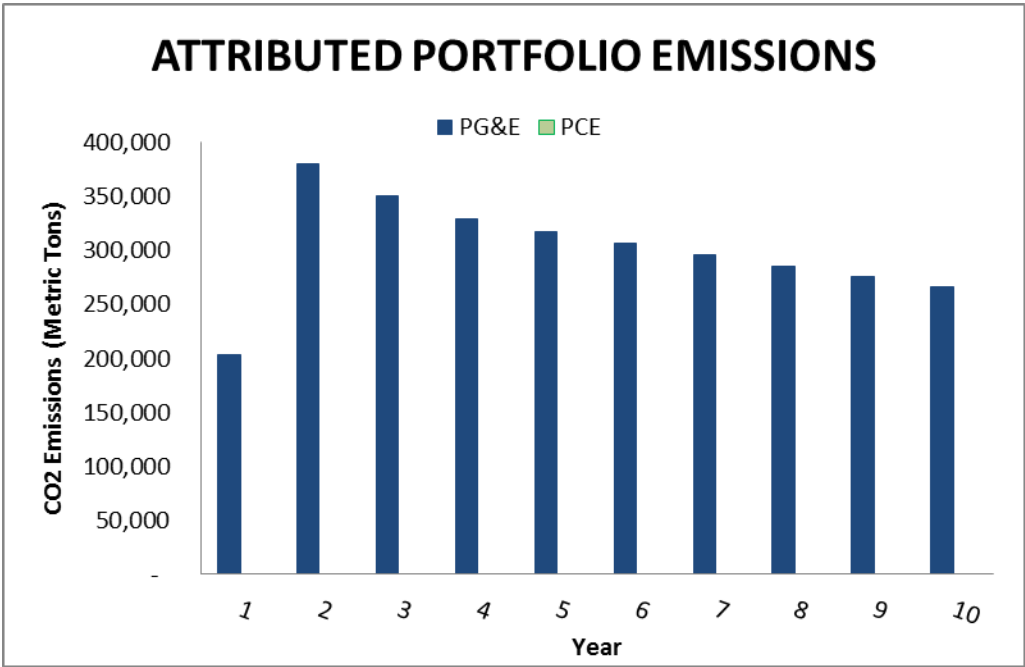
Figure 20: Scenario 3 Annual Ratepayer Costs**Scenario 3: Annual Total Delivered Rate Comparison**

Year	PG&E Total (¢/kWh)	CCA Total (¢/kWh)	Percent Difference
Levelized	23.2	23.7	2%
1	20.5	20.9	2%
2	20.9	21.3	2%
3	21.6	22.0	2%
4	22.3	22.9	3%
5	23.0	23.8	3%
6	23.5	24.3	3%
7	24.3	25.0	3%
8	25.0	25.7	3%
9	25.7	26.2	2%
10	26.5	26.8	1%

GHG Impacts

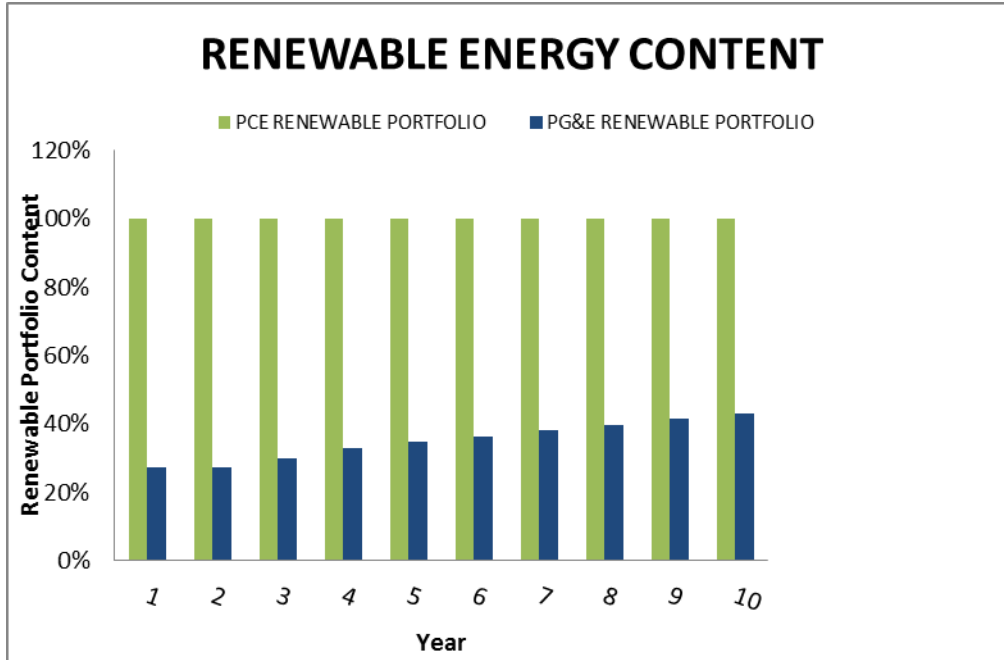
Through the exclusive use of bundled renewable energy resources, Scenario 3 suggests that the CCA program could achieve substantial GHG emissions reductions when compared to PG&E’s projected emissions profile. The following figure and table provide additional detail regarding the respective GHG emissions profile associated with the assumed PCE and PG&E supply portfolios.

Figure 21: Scenario 3 – Annual GHG Emissions Comparison



Scenario 3: Annual GHG Emissions Factor Comparison (Metric Tons CO₂/MWh)

Year	PG&E	PCE
1	0.158	0.000
2	0.149	0.000
3	0.139	0.000
4	0.131	0.000
5	0.127	0.000
6	0.123	0.000
7	0.120	0.000
8	0.116	0.000
9	0.112	0.000
10	0.109	0.000

Figure 22: Scenario 3 – Annual Renewable Energy Content Comparison**Scenario 3: Annual Renewable Energy Portfolio Content**

Year	PG&E	PCE
1	27%	100%
2	27%	100%
3	30%	100%
4	33%	100%
5	35%	100%
6	36%	100%
7	38%	100%
8	40%	100%
9	42%	100%
10	43%	100%

SECTION 6: SENSITIVITY ANALYSES

The economic analysis uses base case input assumptions for many variable factors that influence relative costs of the CCA program. Sensitivity analyses were performed to examine the range of impacts that could result from changes in the most significant variables (relative to base case values). The key variables examined are: 1) power and natural gas prices; 2) renewable energy prices; 3) low carbon energy prices; 4) PG&E rates; 5) PG&E surcharges; and 6) customer participation/opt-out rates.

Power and Natural Gas Prices

Electric power prices in California are substantially influenced by natural gas prices, as natural gas-fired generation is predominantly used as the marginal resource within the state's system dispatch order. Changes in natural gas prices will also tend to change the power purchase costs of the CCA program. To the extent that PCE's selected supply portfolio excludes the use of conventional energy supply, the potential impact related to price volatility within the natural gas market will be minimized. Such changes also influence PG&E's rates, but the relative cost impacts will differ depending upon the proportionate use of conventional resources utilized by the CCA program relative to PG&E.

For the CCA program, the non-renewable portion of the supply portfolio will be influenced by changes in natural gas and wholesale power prices. The PG&E resource mix includes resources that are influenced by natural gas prices such as utility-owned natural gas fueled power plants, so-called "tolling" agreements with independent generators, and certain other contracts that are priced based on an avoided cost formula. The PG&E resource mix also includes energy sources that are not affected by natural gas prices, including renewable resources as well as PG&E's hydro-electric and nuclear assets.

Sensitivity to changes in natural gas and power prices were tested by varying the base case assumptions to create high and low cases. The high case reflects a 50% increase in this input relative to the base case and the low case reflects a 25% decrease relative to the base case.

Renewable Energy Costs

There can be wide variation in renewable energy costs due to locational factors (wind regime, solar insulation, availability of feedstock for biomass and biogas facilities, etc.), transmission costs, technological changes, federal tax policy, and other factors. In fact, the federal investment tax credit, or "ITC", is expected to decrease significantly for projects commencing operations on or after January 1, 2017 – the ITC is expected to drop from 30% to 10%, based on PEA's understanding, which could impose generally proportionate increases to renewable energy pricing following such a change.

Sensitivity to renewable energy cost assumptions was tested by varying the base case costs for renewable power purchase contracts and for the installed costs for renewable generation projects by 25% for the high case and -25% for the low case. The variances were only applied to the CCA's cost structure and not PG&E's in order to test the impact of potential variation in site-specific renewable projects used by the CCA program.

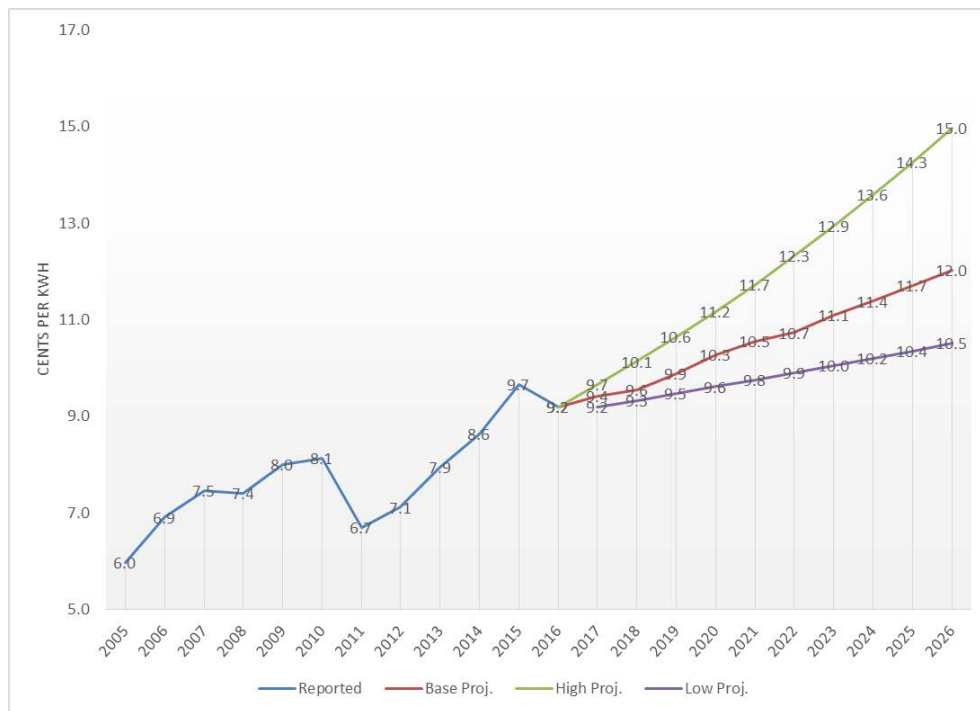
Carbon Free Energy Costs

Specified purchases from carbon free resources or low carbon emissions portfolios generally yields a premium relative to system energy purchases. In consideration of the potential for increased CCA demand for low carbon content energy and the generally fixed supply of the large hydro-electric generation resource base available to California consumers, only a high case was evaluated for this factor. The high carbon free energy cost premium scenario was evaluated at a 300% increase relative to the base case assumption.

PG&E Rates

The base case forecast for PG&E's generation rates yields a projected average annual increase of approximately 2.5%. The forecast relies on resource mix data provided by PG&E in its most recent long-term procurement plan, and incorporates many of the same core market cost assumptions (natural gas prices, power prices, GHG allowance prices, etc.) as used in the forecast of CCA program rates. Numerous factors can cause variances in PG&E's rates, and low and high cases were developed for this variable. One factor that could have a significant increase on PG&E's rates is the potential closure or rebuilding of DCCP, resulting from regulations prohibiting the use of once-through cooling at the plant. A high case was created that reflects an average annual generation rate increase of 5%. The low case assumes 1.5% annual rate increases for PG&E. Figure 23 illustrates the base, high and low case forecasts of PG&E generation rates and how these projections compare with historical trends.

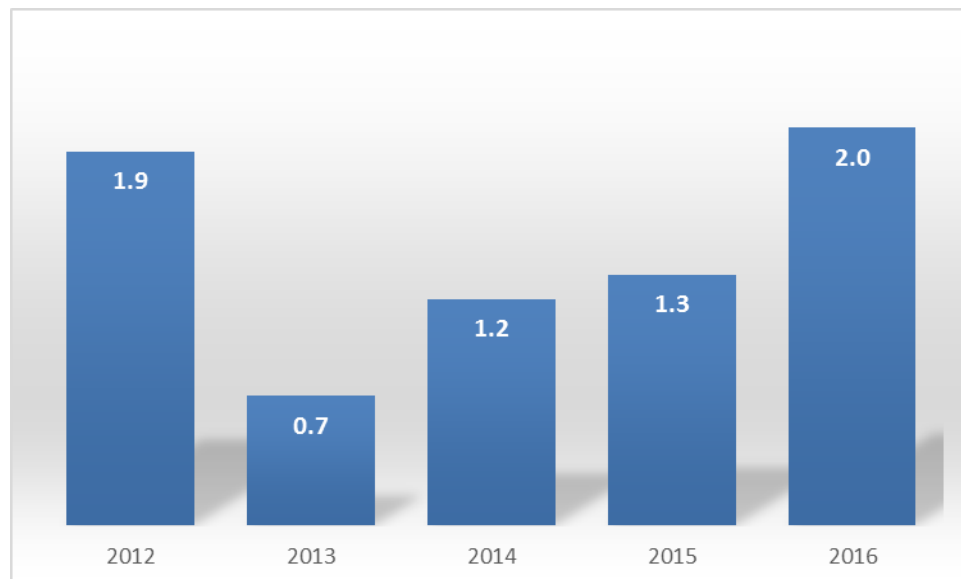
Figure 23: PG&E System Average Generation Rates



PG&E Surcharges

The PCIA and Franchise Fee surcharges directly impact PCE rate competitiveness, and the PCIA has been volatile. In an August, 2015 filing to the CPUC, PG&E projected PCIA levels for 2016 that are approximately 70% higher than current levels.²¹ Figure 24 shows the projected Franchise Fee Surcharge and PCIA applicable to residential customers as well as historical data illustrating the volatility of these surcharges.

²¹ PG&E Advice Letter AL-4696-E.

Figure 24: PG&E CCA Surcharges for Residential Customers (Cents Per KWh)

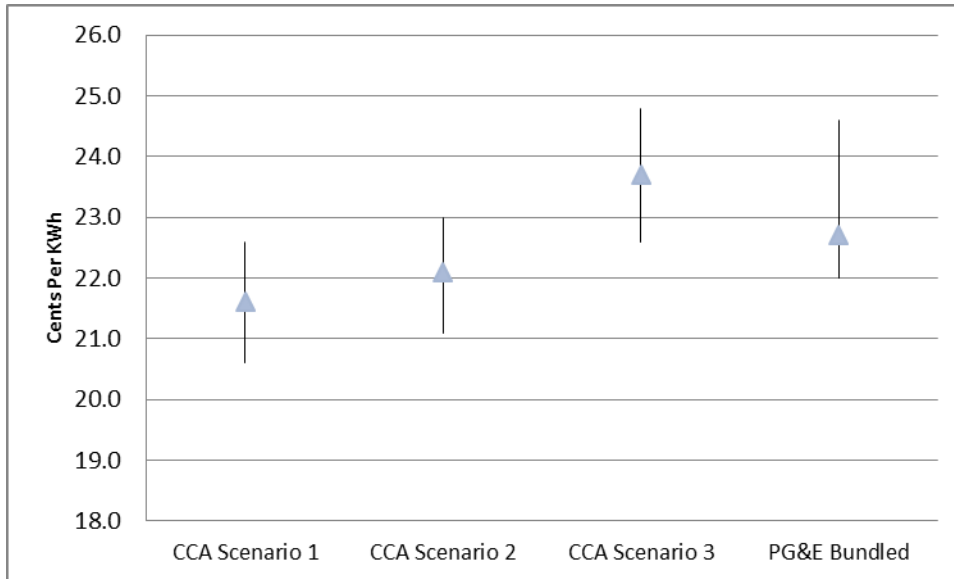
The base case PCIA projections begin with the higher 2016 PCIA charges reported by PG&E and remain relatively flat over the forecast period. High and low cases were run at plus or minus 50% off of the base case.

Opt-Out Rates

Sensitivity of ratepayer costs to customer participation in the CCA program was tested by varying the opt-out rate from 25% in the high case to 5% in the low case. For Scenario 3, the high case was set to 35% for residential and small commercial customers and 60% for all other customer groups, while the low case was set to 15% for residential and small commercial and 40% for the other customer groups. A higher opt-out rate would reduce sales volumes relative to base case assumptions, and increase the share of fixed costs paid by each customer, while a lower opt-out rate would have the opposite effect.

Sensitivity Results

The sensitivity analysis produced a range of levelized electric rates for the CCA program and PG&E as shown in the following figure. It should be noted that there is considerable overlap in the range of estimated rates, and while base case estimates show higher rates for the CCA program, any of the CCA Scenarios could potentially result in lower ratepayer costs than under the status quo.

Figure 25: Sensitivity Analysis Range of Levelized Electric Rates

The sensitivity to each tested variable is shown in the following table. Natural Gas/Power prices had the greatest impact on CCA rates in Scenarios 1 and 2, while renewable energy costs were the most significant driver of CCA rates in Scenarios 3.

Sensitivity Analysis: Levelized Ratepayer Costs (Cents Per KWh)

Rate Scenario	Base Case	High Gas/ Power	Low Gas/ Power	High R.E. Costs	Low R.E. Costs	High PG&E Rates	Low PG&E Rates	High PCIA	Low PCIA	High Opt Out	Low Opt Out	High Carbon Free Cost
CCA Scenario 1	21.6	22.5	21.1	22.1	21.1	21.6	21.6	22.6	20.6	21.7	21.5	21.6
CCA Scenario 2	22.1	23.0	21.6	22.7	21.4	22.1	22.1	23.0	21.1	22.1	22.0	22.3
CCA Scenario 3	23.7	24.4	23.4	24.8	22.6	23.7	23.7	24.7	22.7	24.0	23.6	23.7
PG&E Bundled (\$1,2)	22.7	23.3	22.3	22.7	22.7	24.1	22.0	22.7	22.7	22.7	22.7	22.7
PG&E Bundled (\$3)	23.2	23.8	22.8	23.2	23.2	24.6	22.5	23.2	23.2	23.3	23.1	23.2

The sensitivity results for each PCE supply scenario are depicted graphically in the following figures.

Figure 26: Scenario 1 Sensitivity Impacts on Levelized Electric Rates

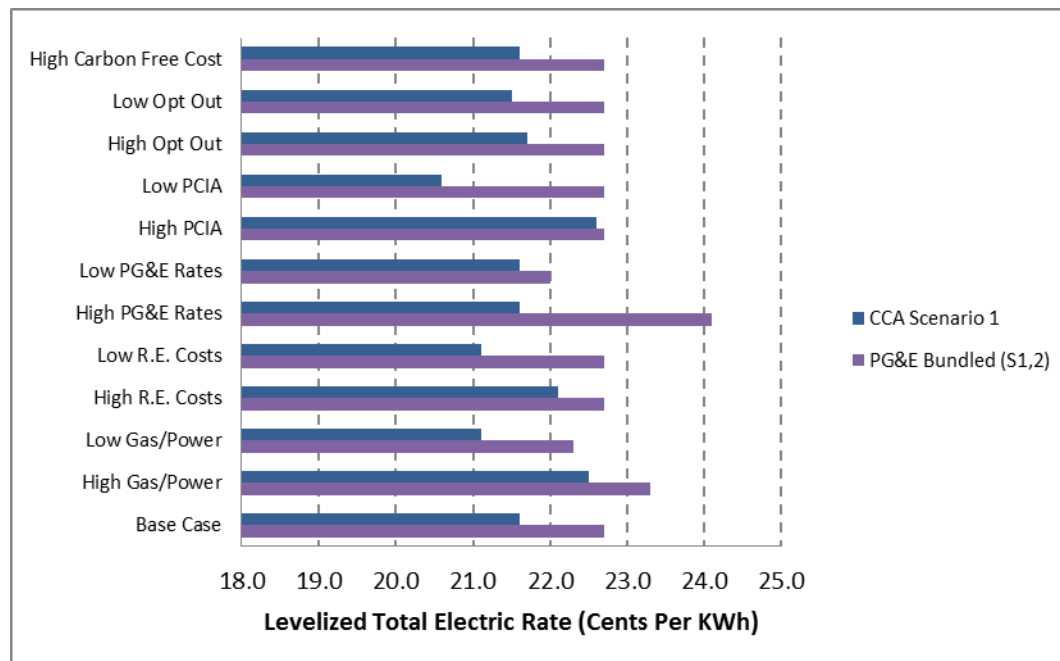


Figure 27: Scenario 2 Sensitivity Impacts on Levelized Electric Rates

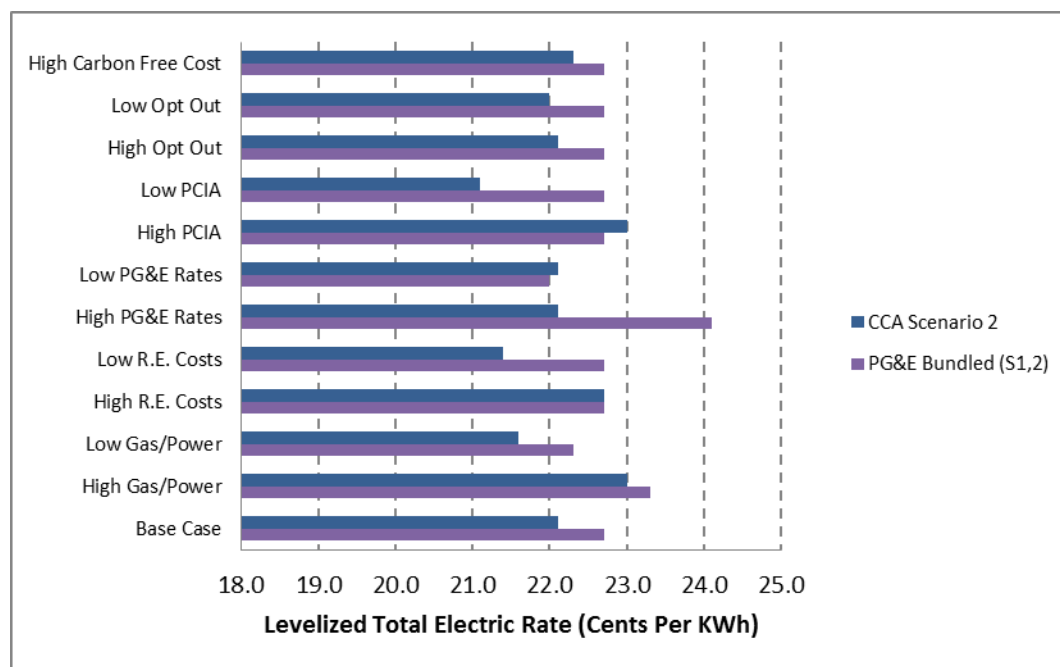
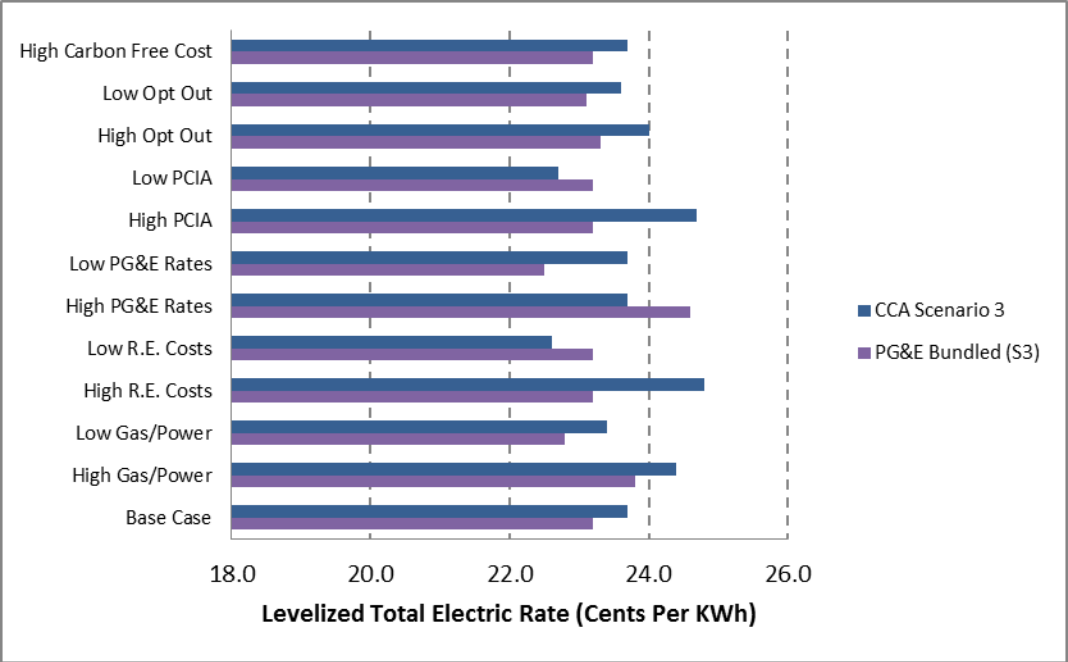


Figure 28: Scenario 3 Sensitivity Impacts on Levelized Electric Rates



SECTION 7: RISK ANALYSIS

CCA formation is not without risk, and a key element of this Study is highlighting key risks that may face the CCA program as well as related risk-mitigation measures. Much of the quantitative impacts associated with key risks has been addressed in Section 6, Sensitivity Analyses, while other risk elements were highlighted in PEA's Alternative CCA Business Model Assessment (the "Assessment"), which was previously provided to San Mateo County. However, there are additional risk elements of which any aspiring CCA program should be aware as well as associated mitigation measures for such risks. In particular, these additional risks include, but are not limited to, the following:

- Financial risks to PCE's member municipalities in the unlikely event of CCA failure;
- Financial risks that may exist in the event that procured energy volumes fall short of or exceed actual customer energy use;
- Reasonably foreseen legislative and regulatory changes, which may limit a CCA's ability to remain competitive with the incumbent utility;
- Availability of renewable and carbon-free energy supplies required to meet compliance mandates, PCE program goals, and customer commitments; and
- General market volatility and price risk.

Financial Risks to PCE Members

In general terms, the prospective financial risks to PCE members will be limited to the extent that the JPA agreement creates separation, also referred to as a "firewall", between the financial assets and obligations of the JPA and those of its individual members. This approach has been effectively employed by both MCE and SCP at the time that each JPA was created, insulating the respective members of each organization from the financial liabilities independently incurred by the JPA (e.g., power purchase agreements, debt, letters of credit and other operating expenditures). For example, if the JPA were to default on a contract obligation, any termination payments would be owed by the JPA and not the individual members, as individual JPA members would not be responsible for the financial commitments of the JPA. From a practical perspective, each member of the JPA would have a relatively small financial exposure, which would be limited to any early-stage contributions and/or expenditures related to the CCA initiative before joining the JPA. After joining the JPA, each participating municipality would be financially insulated via the JPA agreement, and it is anticipated that the JPA would be financially independent during ongoing CCA operations, meaning that the JPA would be responsible for independently demonstrating creditworthiness when entering into power purchase agreements and financial covenants. Based on PEA's understanding, qualified legal counsel was engaged during the formation of each operating, multi-jurisdiction CCA to ensure that the associated JPA agreement created the desired financial protections for its members.

Other than relatively small upfront costs/contributions that may be incurred by the JPA members during CCA evaluation and JPA formation, financial obligations of the participating communities would be limited to individual customer impacts in the event of outright CCA failure. In such a scenario, the \$100,000 CCA bond is intended to cover the costs of returning customers to PG&E service. However, following an involuntary return to bundled service, CCA customers would be individually required to pay the transitional bundled commodity cost, as described in PG&E's Electric Schedule TBCC, which imposes a market-based rate on customers who fail to provide PG&E with six-month advance notice prior to reestablishing PG&E electric service.²² In recent years, the TBCC rate has likely benefited participating customers due to historically low market prices (and the favorable relationship of such prices to PG&E's generation rates). However, inherent price volatility within the

²² http://www.pge.com/tariffs/tm2/pdf/ELEC_SCHS_TBCC.pdf

electric power sector could result in relatively high customer costs in the short-term, following an involuntary return to bundled service at a time when market prices are higher than PG&E's prevailing generation rates. In practical terms, the likelihood of this risk materially impacting a PCE customer appears to be quite low.

Deviations between Actual Energy Use and Contracted Purchases

Deviations between actual customer energy use and contracted energy purchases are inevitable. For example, weather variation may impose meaningful day-to-day variances in expected customer energy use, which results in the potential for ongoing imbalances between procured energy volumes and actual electric energy consumption by PCE's customer base. To the extent that such imbalances exist, the CCA may be required to make market purchases during unexpected price spikes and/or sell off excess energy volumes at times when prices are relatively low (when compared to the price paid for such energy), which could impose adverse financial impacts on the CCA program. Again, this is an inevitable risk that is assumed by all energy market participants, but prudent planning and procurement practices can be utilized by the CCA to manage such risk to acceptable levels. In particular, "laddered" procurement strategies can be highly effective in mitigating such risks – this procurement strategy is designed to promote increased cost/rate certainty during the upcoming 12-month operating period by securing 90-100% of the CCA's projected energy requirements during this period of time. Beyond the 12-month operating horizon, an increasing proportion of the CCA's anticipated energy requirements are left "open" (i.e., are not addressed via contractual commitments) to avoid financial commitments based on reduced planning certainty. For example, the CCA program may decide that it is acceptable to take on market price risk associated with 5% of its expected energy requirements over the upcoming 12-month operating period – this strategy would create cost certainty for a significant portion of the CCA's expected energy requirements, allowing the CCA to set rates in consideration of such costs with minimal financial/budgetary risk. For months 13-24, the CCA would reduce forward supply commitments to a level approximating 80-90% of expectations; for months 25-36, the CCA would further reduce forward supply commitments to a level approximating 70-80% of expectations. Forward procurement commitments would continue to "fall down the ladder" in subsequent months, but such open positions are ultimately filled with time. It is also noteworthy that such percentages could always be adjusted in consideration of prevailing market prices and the CCA's overall risk tolerance.

This procurement strategy avoids the prospect of over-procurement and minimizes the prospect of surplus energy sales while also allowing the CCA program to take advantage of favorable procurement opportunities that may come about with time. During early-stage CCA operations, this strategy is particularly useful since the CCA is unlikely to know exact customer participation levels. Over time, as the CCA's customer base becomes more stable/predictable, it will become less challenging to predict customer usage patterns.

Legislative and Regulatory Risk

California's operating CCAs can attest to the challenges presented by anti-CCA legislation – a range of tactics have been employed over time, pre-dating MCE's launch in May, 2010 and resurfacing thereafter in various forms. Ongoing issues continue to arise with regard to proposed legislation designed to assign/shift costs for purposes of competitively disadvantaging CCA programs and/or limit the autonomy of CCA programs, so that such programs appear more similar to their investor-owned counterparts. Recently, SB 350 and AB 1110 have proposed provisions that would be detrimental to existing and aspiring CCA programs.

On September 11, 2015, the California legislature concurred with proposed amendments to Senate Bill 350, the Clean Energy and Pollution Reduction Act of 2015, and recommended this bill for enrolling. If signed, SB 350 would increase California's RPS to 50% by 2030 amongst other clean-energy initiatives. To enact the provisions of SB 350, Governor Brown must sign the bill by October 11, 2015. Many details regarding

implementation of SB 350 will be developed over time with oversight by applicable regulatory agencies. With regard to other relevant changes that will be created by SB 350, CCAs should be aware of the following:

- Costs associated with the integration of new renewable infrastructure may be off-set by a CCA if it can demonstrate to the CPUC that it has already provided equivalent resources [Sections 454.51(d) and 454.52(c)];
- CCAs will be required to submit Integrated Resource Plans to the CPUC for certification while retaining the governing authority and procurement autonomy administered by their respective governing boards [Section 454.52(b)(3)];
- The CPUC is now responsible for ensuring that: (1) IOU bundled customers do not incur any cost increases as a result of customers participating in CCA service options, and (2) CCA customers do not experience any cost increases as a result of IOU cost allocation that is not directly related to such CCA customers (Sections 365.2 and 366.3);
- Beginning in 2021, CCAs must have at least 65% of their RPS procurement under long-term contracts of 10 years or more [Section 399.13(b)]; and
- CCA energy efficiency programs will be able to count towards statewide energy efficiency targets [Sections 25310(d)(6) and 25310(d)(8)].

In aggregate, the CCA-specific changes reflected in SB 350 are generally positive, providing for ongoing autonomy with regard to resource planning and procurement. CCAs must be aware, however, of the long-term contracting requirement associated with renewable energy procurement. This is not expected to present issues for PCE, but planning and procurement efforts will need to consider this requirement during ongoing operation of the CCA program.

AB 1110, which is now a two-year bill, was primarily focused on the addition of GHG emission disclosures within the Power Content Label. During discussion in the recent legislative session, CCA interests were generally concerned that the emissions methodology reflected in the bill was designed in a manner that was not necessarily consistent with retail-level emissions reporting conventions used throughout the electric utility industry and also appeared to diminish the environmental value of certain clean energy products. On September 8, 2015, AB 1110 was ordered to the inactive file at the request of Senator Wolk.²³ With this direction in mind, AB 1110 is no longer an issue in the current legislative session. However, PEA recommends that the San Mateo Communities should continue to monitor the legislature's interest in promoting certain reporting changes reflected in AB 1110, as such changes could narrow the potential field of cost-effective supply options that could be pursued by PCE at some point in the future. The AB 1110 GHG emissions reporting methodology may also present methodological conflicts with other programs, such as The Climate Registry, which may be of interest to PCE at some point in the future.

Regulatory risks include the potential for utility generation costs to be shifted to non-bypassable and delivery charges. Examples include: 1) the Cost Allocation Mechanism, under which the costs of certain generation commitments made by the investor owned utilities deemed necessary for grid reliability or to support other state policy, are allocated to non-bundled (CCA and direct access) customers; and 2) the PCIA as previously discussed. Another significant regulatory risk relates to changes that may occur with regard to the CCA Bond amount. Currently, the \$100,000 bond amount is quite manageable for aspiring CCA initiatives, but this could change dramatically in the event that a larger bond amount, based on market conditions at the time of an involuntary return of customers to bundled service, is established at some point in the future. PEA recommends that the San

²³ AB 1110 bill history: http://leginfo.legislature.ca.gov/faces/billHistoryClient.xhtml?bill_id=201520160AB1110.

Mateo Communities actively monitor and participate in, as necessary, related regulatory proceedings to ensure that this item does not become a barrier for CCA formation or ongoing operation.

Availability of Requisite Renewable and Carbon-Free Energy Supplies

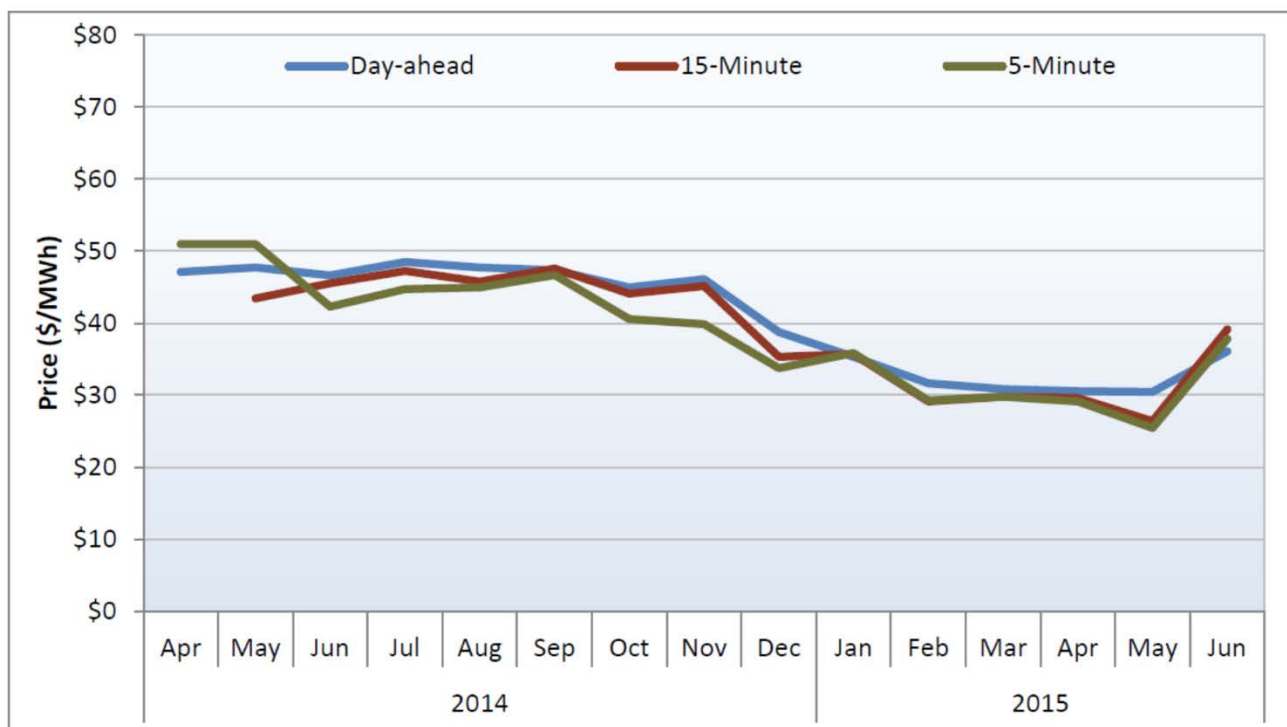
The prospect of a 50% RPS in California has prompted various questions regarding the sufficiency of renewable generating capacity that may be available to support compliance with such mandates. In particular, both new and existing CCAs, which will be subject to prevailing RPS procurement mandates, represent a growing pool of renewable energy buyers that will be “competing” for requisite in-state resources. While this is certainly a legitimate concern, particularly when considering that the potential for CCA expansion throughout California seems quite significant, it strikes PEA as highly unlikely that any CCA buyer would be unable to meet applicable procurement mandates during the ten-year planning horizon. To date, renewable energy contracting opportunities within California have been abundant, providing interested buyers with cost-competitive procurement opportunities well in excess of compliance mandates and voluntary renewable energy procurement targets that have been established by certain CCAs. Furthermore, to the extent that additional CCA programs continue to form, California’s largest buyers of renewable energy, represented by the three investor-owned utilities, will have diminished renewable energy procurement obligations as a result of decreasing retail sales. Certainly, the potential exists for increased supply costs as additional CCA buyers compete for available renewable projects, but the general availability of such projects does not seem to be a significant issue that will face PCE over the ten-year planning horizon.

Additionally, as the operational and future CCA’s strive to meet high carbon-free energy targets, there is some uncertainty around the availability of hydroelectric generation resources within California and throughout the Pacific Northwest to meet such goals. Outside of renewable energy resources, hydroelectric generation is the lowest cost means of meeting carbon-free objectives (with it in mind that nuclear generation will be excluded from PCE’s supply portfolio) but also comes with certain variability in supply. Given the variability of such resources (i.e., wet versus dry year) and unpredictability of the day-to-day energy deliveries, there is risk in achieving carbon content goals. There is also a cost risk associated with the transmission of out-of-state hydroelectric generation into California during certain times of the year when California energy buyers are seeking to import peak hydro season production – this congestion risk could add significant costs to contracted hydroelectric power.

Market Volatility and Price Risk

Wholesale energy markets are subject to sudden and significant volatility, resulting from myriad factors, including but not limited to the following: weather, natural disasters, infrastructure outages, legislation and implementing regulations, and natural gas storage levels. Over the past 24 months (or longer), wholesale energy prices have fallen to near-historic lows, providing a favorable environment for buyers of electric energy. An abundance of domestic natural gas supply, particularly shale gas, and strong storage levels have also suppressed electric energy pricing, which will likely promote the continued trend of relatively low prices for the foreseeable future. However, unexpected circumstances can impose abrupt changes to available pricing, which necessitates a thoughtful, disciplined approach to managing such risk. The following figure, provided by the CAISO, illustrates historic volatility in the wholesale electricity market, including a nearly 40% reduction in such prices over the past 24 months.²⁴

²⁴ California ISO Q2 2015 Report on Market Issues and Performance, August 17, 2015.

Figure 29: Historical Wholesale Electricity Price Curve

As previously described, a laddered procurement strategy will serve to mitigate wholesale pricing impacts at any single point in time. Much like dollar cost averaging in the financial sector, laddered procurement strategies serve to mask the impacts of periodic price spikes and troughs by blending the financial impacts associated with such changes through a temporally diversified supply portfolio. This procurement strategy should also create a certain level of symmetry with market impacts that would also affect incremental procurement completed by the incumbent utility. Ultimately, there is no mitigation tactic that could completely insulate the CCA from market price risk, but a diversified supply portfolio, in terms of transaction timing, fuel sources and contract term lengths, will minimize such risks over time.

SECTION 8: ALTERNATIVE CCA BUSINESS MODEL ASSESSMENT: THIRD-PARTY ADMINISTRATION

In June 2015, PEA prepared and delivered an assessment of the fully outsourced CCA service model at the request of San Mateo County. In general terms, the “fully outsourced model” purported to minimize risks and guarantee benefits typically associated with CCA implementation and operation. This approach differs from the approach taken by California’s operating CCAs, which have established internal organizations with the intent of providing CCA as a locally focused/locally situated public service organization for the long term. The existing CCAs have opted for more traditional supplier/service arrangements with longer-standing, highly experienced organizations and/or through the development of internal staff, who have been assigned responsibility for certain operational functions. Based on PEA’s research and evaluation, there are certain benefits and risks associated with this approach, which are further articulated in the Assessment, which is incorporated by reference in this Study but not attached hereto.

SECTION 9: CCA FORMATION ACTIVITIES

This section provides a high level summary of the main steps involved in forming a CCA program that culminates in the provision of service to enrolled customers. Key implementation activities include those related to 1) CCA entity formation; 2) regulatory requirements; 3) procurement; 4) financing; 5) organization; and 6) customer noticing. Completion of these activities is reflected in the Study's startup cost estimates.

CCA Entity Formation

Unless the municipal organization that will legally register as the CCA entity already exists, it must be legally established. Municipalities electing to offer or allow others to offer CCA service within their jurisdiction must do so by ordinance. As anticipated for PCE, a joint power authority ("JPA"), the members of which will include certain or all municipal jurisdictions within the San Mateo Communities intending to offer CCA service, will be formed via a related agreement amongst the participating municipalities. Specific examples of applicable JPA agreements are available for currently operating CCA programs, including MCE and SCP, which were formed under this joint structure. Based on PEA's understanding, specific details related to PCE's JPA agreement are currently under development.

Regulatory Requirements

Before aggregating customers, the CCA program must meet certain requirements set forth by the CPUC. In the case of PCE, an Implementation Plan must be adopted by the joint powers authority, and that Implementation Plan must be submitted to the CPUC. The Implementation Plan must include the following:

- An organizational structure of the program, its operations, and its funding;
- Ratesetting and other costs to participants;
- Provisions for disclosure and due process in setting rates and allocating costs among participants;
- The methods for entering and terminating agreements with other entities;
- The rights and responsibilities of program participants, including, but not limited to, consumer protection procedures, credit issues, and shutoff procedures;
- Termination of the program; and
- A description of the third parties that will be supplying electricity under the program, including, but not limited to, information about financial, technical, and operational capabilities.

A Statement of Intent must be included with the Implementation Plan that provides for:

- Universal access
- Reliability
- Equitable treatment of all classes of customers
- Any requirements established by law or the CPUC concerning aggregated service.

The CPUC has ninety days to complete a review and certify the Implementation Plan though previous Implementation Plan reviews completed on behalf of other California CCA programs have required far less time. Following certification of the Implementation Plan, the CCA entity must submit a registration packet to the CPUC, which includes:

- An executed service agreement with PG&E, which may require a security deposit; and

- A bond or evidence of sufficient insurance to cover any reentry fees that may be imposed against it by the CPUC for involuntarily returning customers to PG&E service. As previously noted, the current CCA bond amount is \$100,000.

The CCA program would be required to participate in the CPUC's resource adequacy program before commencing service to customers by providing load forecasts and advance demonstration of resource adequacy compliance.

Procurement

Power supplies must be secured several months in advance of commencing service. Power purchase agreements with one or more power suppliers would be negotiated, typically following a competitive selection process. Services that are required include provision of energy, capacity, renewable energy and scheduling coordination.

Financing

Funding must be obtained to cover start-up activities and working capital needs. Start-up funding would be secured early in the implementation process as these funds would be needed to conduct the critical activities leading up to service commencement. Working capital lender commitments should be secured well in advance, but actual funding need not occur until near the time that service begins.

Organization

Initial staff positions would be filled several months in advance of service commencement to conduct the implementation process. Initially, internal staff of the CCA program may be relatively small but this would likely change in the event that the CCA determines to insource various administrative and operational responsibilities and/or develops and administers new programs for its customers. Contracts with other service providers, such as for data management services, would be negotiated and put into effect well in advance of service commencement.

Customer Notices

Customers must be provided notices regarding their pending enrollment in the CCA program. Such notices must contain program terms and conditions as well as opt-out instructions and must be sent to prospective customers at least twice within the sixty-day period immediately preceding automatic enrollment. These notices are referred to as "pre-enrollment" notices. Two additional "post-enrollment" notices must be provided within the sixty-day period following customer enrollment during the statutory opt-out period.

Ratesetting and Preliminary Program Development

As a California CCA, PCE would have independent ratesetting authority with regard to the electric generation charges imposed on its customers. Prior to service commencement, PCE would need to establish initial customer generation rates for each of the customer groups represented in its first operating phase or for all prospective customers within the CCA's prospective service territory. PCE may decide to create a schedule of customer generation rates that generally resembles the current rate options offered by PG&E. This practice would facilitate customer rate comparisons and should avoid confusion that may occur if customers were to be transitioned to dissimilar tariff options. PCE would need to establish a schedule for ongoing rate updates/changes for future customer phases and ongoing operations.

PCE may also choose to offer certain customer-focused programs, such as Net Energy Metering (“NEM”), voluntary green pricing and/or FIT programs, at the time of service commencement. To the extent that PCE intends to offer such programs, specific terms and conditions of service would need to be developed in advance of service commencement.

SECTION 10: EVALUATION AND RECOMMENDATIONS

This section provides an overall assessment of the feasibility for forming a CCA program serving the San Mateo Communities and provides PEA's recommendations in the event a decision is made to proceed with development of the PCE program.

PEA's analysis suggests that PCE could provide significant benefits – both economic and environmental – which could be accomplished under certain prospective operating scenarios with customer rates that are competitive, if not lower than, current rate projections for PG&E. Under a reasonable range of sensitivity assumptions, the analysis shows that customer rates are projected to range from approximately 21 to 25 cents per kWh, on a ten-year levelized cost basis, while PG&E rates are projected to range from 22 to 24 cents per kWh on a levelized basis over this same period of time.

Under base case assumptions, CCA program rates are projected to range from 21.6 cents per kWh to 23.7 cents per kWh, depending upon the ultimate CCA program resource mix. PG&E's generation rate is projected to be 22.7 cents per kWh, creating the potential for customer savings under two of the three supply scenarios. The following table shows projected levelized electric rates and typical residential monthly electric bills under the base case assumptions.

Summary of Ratepayer Impacts

Ratepayer Impact	Scenario 1	Scenario 2	Scenario 3	PG&E
Levelized Electric Rate (Cents/KWh)	21.6	22.1	23.7	22.7
Typical Residential Bill (\$/Month)²⁵	\$97	\$99	\$107	\$102

It should be noted that there is considerable overlap in the range of estimated rates under the various sensitivity scenarios described in this Study, and while base case estimates generally show highly competitive rates for the CCA program, it is anticipated that Scenarios 1 and 2 are most likely to generate customer rate savings while Scenario 3 is most likely to result in increased customer costs relative to the status quo.

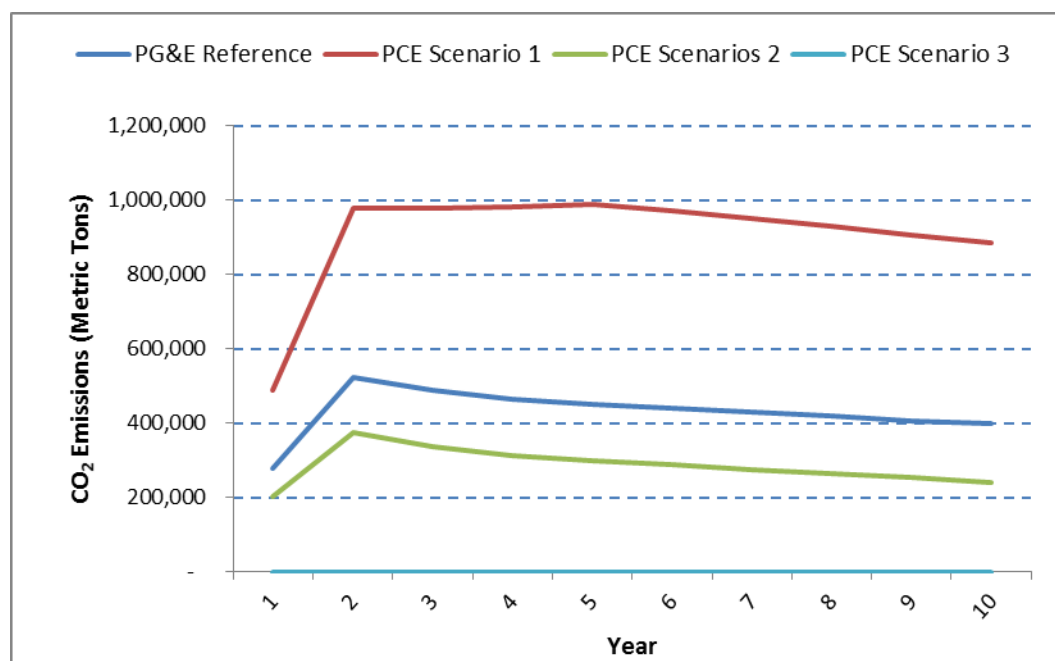
With regard to GHG emissions impacts, the ultimate resource mix identified by the CCA program will dictate overall GHG emissions impacts created by PCE operation. Depending upon resource choices made by the CCA program, potential GHG emissions may vary widely relative to PG&E. For example, under Scenario 1, PCE should assume a significant increase in comparative GHG emissions within the San Mateo Communities' electric power sector. Scenarios 2 and 3 are both expected to create significant GHG emissions reductions through the procurement of significant quantities of carbon-free energy. The following table summarizes projected GHG emissions impacts for each of the modeled supply scenarios.

²⁵ Typical residential monthly consumption in the San Mateo Communities is approximately 450 kWh.

GHG Emissions Impacts (Ten Year Average)

GHG Impact	Scenario 1	Scenario 2	Scenario 3
Annual Change in GHG Emissions (Tons CO₂/Year)	476,125	-145,036	-301,269
Change in Electric Sector CO₂ Emissions in San Mateo County (%)	+111%	-34%	-100%
Projected PCE Portfolio Emissions Factor (metric tons/MWh)	0.268	0.086	0
Projected PG&E Portfolio Emissions Factor (metric tons/MWh)	0.128	0.128	0.128

The following figures illustrate projected GHG emissions under the status quo as well as each of the prospective PCE supply scenarios. Note that the projected GHG emissions trend associated with Scenario 3 coincides with the figure's horizontal axis, as there are zero assumed GHG emissions under this planning scenario (resulting from the exclusive use of bundled renewable energy resources).

Figure 30: Projected GHG Emissions

The potential for local generation investment arising from the CCA program appears to offer significant benefits to the local economy. Again, resource decisions will impact the degree to which generation investments yield local benefits as indicated through the analysis of local economic impact associated with the representative supply scenarios. Compared to some other areas in the state, San Mateo County is not the best resource area for solar and wind production, and local projects of this type will tend to have higher costs than projects sited

in prime resource areas. Tradeoffs also exist between minimizing ratepayer costs in the short run and expanding use of renewable energy due to the cost premiums that currently exist for renewable energy. Decisions made during the implementation process and during the life of the CCA program will determine how these considerations are balanced. PEA recommends that considerable thought be given upfront to the ultimate goals of the CCA program so that clear objectives are established, giving those responsible for administering the CCA program the opportunity to develop and execute resource management and procurement plans that meet objectives of the San Mateo Communities.

In summary, it is PEA's opinion that, based on currently observed wholesale market conditions, anticipated PG&E electric rates and certain of the supply scenarios evaluated in this Study, amongst various other considerations, a CCA program serving customers within the San Mateo Communities could offer both economic (i.e., positive local economic development impacts and overall cost savings for customers of the CCA program) and environmental benefits during initial program operations and, potentially, throughout the ten-year study period. As previously noted, inherent power market volatility suggests that the San Mateo Communities should affirm the appropriateness of assumptions and projections reflected in this Study before taking any action related to CCA program formation.

APPENDIX A: PCE PRO FORMA ANALYSES

PENINSULA CLEAN ENERGY
FINANCIAL PRO FORMA ANALYSIS
COMMUNITY CHOICE AGGREGATION
SCENARIO 1

CATEGORY	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
<hr/>										
I. CUSTOMER ACCOUNTS:										
RESIDENTIAL (E-1)	114,351	228,702	228,702	229,845	230,995	232,150	233,310	234,477	235,649	236,827
SMALL COMMERCIAL (A-1)	9,080	18,159	18,159	18,250	18,341	18,433	18,525	18,618	18,711	18,805
SMALL COMMERCIAL (A-6)	726	1,452	1,452	1,459	1,466	1,474	1,481	1,488	1,496	1,503
MEDIUM COMMERCIAL (A-10)	1,133	2,265	2,265	2,277	2,288	2,299	2,311	2,322	2,334	2,346
LARGE COMMERCIAL (E-19)	567	1,133	1,133	1,139	1,144	1,150	1,156	1,162	1,167	1,173
INDUSTRIAL (E-20)	18	37	37	37	37	37	37	37	38	38
STREET LIGHTING AND TRAFFIC CONTROL (LS-3)	609	1,217	1,217	1,223	1,229	1,236	1,242	1,248	1,254	1,260
AGRICULTURAL (AG-1B, AG-4A, AG-4B, AG-5A, AG-5B, AG-5C)	117	234	234	235	236	237	238	240	241	242
<hr/>										
SUBTOTAL - CUSTOMER ACCOUNTS	126,599	253,199	253,199	254,465	255,737	257,016	258,301	259,592	260,890	262,195
<hr/>										
II. LOAD REQUIREMENTS (KWH):										
RESIDENTIAL (E-1)	619,470,827	1,238,966,523	1,238,991,392	1,245,186,349	1,251,412,281	1,257,669,342	1,263,957,689	1,270,277,477	1,276,628,865	1,283,012,009
SMALL COMMERCIAL (A-1)	163,302,073	326,609,557	326,614,968	328,248,043	329,889,283	331,538,730	333,196,424	334,862,406	336,536,718	338,219,401
SMALL COMMERCIAL (A-6)	36,025,089	72,051,506	72,052,834	72,413,098	72,775,164	73,139,039	73,504,735	73,872,258	74,241,620	74,612,828
MEDIUM COMMERCIAL (A-10)	260,685,684	521,379,715	521,388,062	523,995,002	526,614,977	529,248,052	531,894,292	534,553,764	537,226,533	539,912,665
LARGE COMMERCIAL (E-19)	396,641,238	793,295,726	793,308,975	797,275,519	801,261,897	805,268,207	809,294,548	813,341,020	817,407,725	821,494,764
INDUSTRIAL (E-20)	160,824,374	321,653,919	321,659,091	323,267,386	324,883,723	326,508,142	328,140,683	329,781,386	331,430,293	333,087,445
STREET LIGHTING AND TRAFFIC CONTROL (LS-3)	10,221,691	20,443,736	20,444,090	20,546,311	20,649,042	20,752,288	20,856,049	20,960,329	21,065,131	21,170,457
AGRICULTURAL (AG-1B, AG-4A, AG-4B, AG-5A, AG-5B, AG-5C)	10,665,003	21,330,429	21,330,852	21,437,506	21,544,694	21,652,417	21,760,679	21,869,483	21,978,830	22,088,724
<hr/>										
SUBTOTAL - LOAD REQUIREMENTS	1,657,835,979	3,315,731,111	3,315,790,265	3,332,369,216	3,349,031,062	3,365,776,217	3,382,605,098	3,399,518,124	3,416,515,714	3,433,598,293
<hr/>										
III. CCA OPERATING COSTS (\$)										
SHORT TERM MARKET PURCHASES	\$4,317,715	\$9,146,064	\$9,447,042	\$10,113,129	\$10,711,727	\$11,179,941	\$11,614,587	\$12,036,883	\$12,152,944	\$12,437,741
TERM CONTRACT PURCHASES	\$41,968,188	\$121,399,342	\$141,922,816	\$177,540,042	\$184,130,035	\$189,457,267	\$193,504,832	\$197,434,581	\$215,997,537	\$218,419,119
SHORT TERM RENEWABLE MARKET PURCHASES AND RECS	\$35,506,512	\$48,420,548	\$32,533,688	\$11,131,853	\$10,861,824	\$14,256,163	\$19,533,378	\$25,379,987	\$13,422,459	\$19,479,769
SHORT TERM CARBON FREE MARKET PURCHASES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ANCILLARY SERVICES AND CAISO CHARGES	\$5,023,326	\$10,384,953	\$10,707,528	\$11,126,782	\$11,553,418	\$12,008,301	\$12,483,099	\$12,974,910	\$13,447,977	\$13,956,940
RESOURCE ADEQUACY CAPACITY	\$8,333,154	\$15,125,285	\$13,325,313	\$13,004,024	\$13,384,817	\$13,780,229	\$14,354,007	\$14,952,071	\$14,990,346	\$15,629,044
STAFF AND OTHER OPERATIONS COSTS	\$6,224,813	\$8,108,680	\$8,270,918	\$8,454,641	\$8,642,498	\$8,834,583	\$9,030,992	\$9,231,824	\$9,437,181	\$9,647,164
BILLING AND DATA MANAGEMENT	\$2,977,618	\$6,133,894	\$6,317,911	\$6,539,985	\$6,769,866	\$7,007,827	\$7,254,152	\$7,509,135	\$7,773,081	\$8,046,305
UNCOLLECTIBLES EXPENSE	\$546,431	\$1,118,268	\$1,137,300	\$1,214,226	\$1,254,945	\$1,282,622	\$1,338,875	\$1,397,597	\$1,436,108	\$1,488,080
STARTUP FINANCING	\$4,934,813	\$4,934,813	\$4,934,813	\$4,934,813	\$4,934,813	\$0	\$0	\$0	\$0	\$0
CCA BOND CARRYING COST	\$4,498	\$9,266	\$9,544	\$9,879	\$10,227	\$10,586	\$10,958	\$11,343	\$11,742	\$12,155
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SUBTOTAL - CCA OPERATING COSTS	\$109,837,068	\$224,781,113	\$228,606,873	\$244,069,374	\$252,254,169	\$257,817,517	\$269,124,881	\$280,928,332	\$288,669,375	\$299,116,319
<hr/>										
IV. REVENUES FROM GREEN PREMIUM AND MARKET SALES (\$)										
GREEN PRICING PREMIUM	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MARKET SALES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<hr/>										
V. CONTRIBUTION TO PROGRAM RESERVES (\$)	\$3,295,112	\$6,743,433	\$6,858,206	\$7,322,081	\$7,567,625	\$7,734,526	\$8,073,746	\$8,427,850	\$8,660,081	\$8,973,490
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VI. CCA REVENUE REQUIREMENT (\$)	\$113,132,180	\$231,524,547	\$235,465,080	\$251,391,455	\$259,821,794	\$265,552,043	\$277,198,627	\$289,356,182	\$297,329,456	\$308,089,808
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CCA PROGRAM AVERAGE RATE (CENTS/KWH)	6.8	7.0	7.1	7.5	7.8	7.9	8.2	8.5	8.7	9.0
PG&E AVERAGE GENERATION COST (CENTS/KWH)	9.7	9.8	10.2	10.6	10.8	11.0	11.4	11.7	12.0	12.4
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VII. PG&E CCA CUSTOMER SURCHARGES (\$)										
POWER CHARGE INDIFFERENCE ADJUSTMENT	\$25,915,755	\$51,553,829	\$57,388,579	\$59,734,338	\$68,565,139	\$71,009,591	\$73,095,756	\$72,606,186	\$75,773,871	\$75,292,787
FRANCHISE FEE SURCHARGE	\$1,200,075	\$2,433,427	\$2,518,727	\$2,627,661	\$2,713,295	\$2,773,731	\$2,884,199	\$2,971,981	\$3,073,169	\$3,173,136
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SUBTOTAL - PG&E CCA CUSTOMER SURCHARGES	\$ 27,115,829	\$ 53,987,255	\$ 59,907,306	\$ 62,361,999	\$ 71,278,434	\$ 73,783,321	\$ 75,979,955	\$ 75,578,166	\$ 78,847,040	\$ 78,465,922
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VIII. CCA REVENUE REQUIREMENT PLUS PG&E CCA CUSTOMER SURCHARGES	\$140,248,009	\$285,511,802	\$295,372,386	\$313,753,455	\$331,100,228	\$339,335,364	\$353,178,582	\$364,934,349	\$376,176,496	\$386,555,731
IX. REVENUE AT PG&E GENERATION RATES	\$160,662,350	\$325,779,825	\$337,199,584	\$351,783,272	\$363,247,732	\$371,338,653	\$386,127,844	\$397,879,787	\$411,426,593	\$424,809,838
X. TOTAL CHANGE IN CUSTOMER ELECTRIC CHARGES	\$ (20,414,341)	\$ (40,268,023)	\$ (41,827,199)	\$ (38,029,817)	\$ (32,147,504)	\$ (32,003,289)	\$ (32,949,262)	\$ (32,945,439)	\$ (35,250,097)	\$ (38,254,108)
CHANGE IN CUSTOMER ELECTRIC CHARGES (%)	-6%	-6%	-6%	-5%	-4%	-4%	-4%	-4%	-4%	-4%

PENINSULA CLEAN ENERGY
FINANCIAL PRO FORMA ANALYSIS
COMMUNITY CHOICE AGGREGATION
SCENARIO 2

CATEGORY	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
<hr/>										
I. CUSTOMER ACCOUNTS:										
RESIDENTIAL (E-1)	114,351	228,702	228,702	229,845	230,995	232,150	233,310	234,477	235,649	236,827
SMALL COMMERCIAL (A-1)	9,080	18,159	18,159	18,250	18,341	18,433	18,525	18,618	18,711	18,805
SMALL COMMERCIAL (A-6)	726	1,452	1,452	1,459	1,466	1,474	1,481	1,488	1,496	1,503
MEDIUM COMMERCIAL (A-10)	1,133	2,265	2,265	2,277	2,288	2,299	2,311	2,322	2,334	2,346
LARGE COMMERCIAL (E-19)	567	1,133	1,133	1,139	1,144	1,150	1,156	1,162	1,167	1,173
INDUSTRIAL (E-20)	18	37	37	37	37	37	37	37	38	38
STREET LIGHTING AND TRAFFIC CONTROL (LS-3)	609	1,217	1,217	1,223	1,229	1,236	1,242	1,248	1,254	1,260
AGRICULTURAL (AG-1B, AG-4A, AG-4B, AG-5A, AG-5B, AG-5C)	117	234	234	235	236	237	238	240	241	242
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SUBTOTAL - CUSTOMER ACCOUNTS	126,599	253,199	253,199	254,465	255,737	257,016	258,301	259,592	260,890	262,195
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II. LOAD REQUIREMENTS (KWH):										
RESIDENTIAL (E-1)	619,470,827	1,238,966,523	1,238,991,392	1,245,186,349	1,251,412,281	1,257,669,342	1,263,957,689	1,270,277,477	1,276,628,865	1,283,012,009
SMALL COMMERCIAL (A-1)	163,302,073	326,609,557	326,614,968	328,248,043	329,889,283	331,538,730	333,196,424	334,862,406	336,536,718	338,219,401
SMALL COMMERCIAL (A-6)	36,025,089	72,051,506	72,052,834	72,413,098	72,775,164	73,139,039	73,504,735	73,872,258	74,241,620	74,612,828
MEDIUM COMMERCIAL (A-10)	260,685,684	521,379,715	521,388,062	523,995,002	526,614,977	529,248,052	531,894,292	534,553,764	537,226,533	539,912,665
LARGE COMMERCIAL (E-19)	396,641,238	793,295,726	793,308,975	797,275,519	801,261,897	805,268,207	809,294,548	813,341,020	817,407,725	821,494,764
INDUSTRIAL (E-20)	160,824,374	321,653,919	321,659,091	323,267,386	324,883,723	326,508,142	328,140,683	329,781,386	331,430,293	333,087,445
STREET LIGHTING AND TRAFFIC CONTROL (LS-3)	10,221,691	20,443,736	20,444,090	20,546,311	20,649,042	20,752,288	20,856,049	20,960,329	21,065,131	21,170,457
AGRICULTURAL (AG-1B, AG-4A, AG-4B, AG-5A, AG-5B, AG-5C)	10,665,003	21,330,429	21,330,852	21,437,506	21,544,694	21,652,417	21,760,679	21,869,483	21,978,830	22,088,724
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SUBTOTAL - LOAD REQUIREMENTS	1,657,835,979	3,315,731,111	3,315,790,265	3,332,369,216	3,349,031,062	3,365,776,217	3,382,605,098	3,399,518,124	3,416,515,714	3,433,598,293
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III. CCA OPERATING COSTS (\$)										
SHORT TERM MARKET PURCHASES	\$5,484,255	\$10,740,437	\$9,997,917	\$9,920,684	\$10,057,485	\$10,258,693	\$10,468,437	\$10,659,214	\$10,485,292	\$10,558,285
TERM CONTRACT PURCHASES	\$13,820,323	\$59,565,501	\$75,292,315	\$104,240,553	\$105,356,913	\$106,640,147	\$106,991,504	\$107,297,295	\$124,293,855	\$124,131,155
SHORT TERM RENEWABLE MARKET PURCHASES AND RECS	\$50,723,588	\$80,389,117	\$65,645,113	\$46,132,244	\$53,831,801	\$62,555,187	\$72,833,119	\$84,035,886	\$76,947,164	\$88,633,621
SHORT TERM CARBON FREE MARKET PURCHASES	\$17,514,733	\$40,463,296	\$45,941,285	\$52,275,251	\$52,383,020	\$52,595,382	\$52,571,514	\$52,173,130	\$50,500,177	\$48,918,593
ANCILLARY SERVICES AND CAISO CHARGES	\$5,023,326	\$10,384,953	\$10,707,528	\$11,126,782	\$11,553,418	\$12,008,301	\$12,483,099	\$12,974,910	\$13,447,977	\$13,956,940
RESOURCE ADEQUACY CAPACITY	\$8,333,154	\$15,125,285	\$13,325,313	\$13,004,024	\$13,384,817	\$13,780,229	\$14,354,007	\$14,952,071	\$14,990,346	\$15,629,044
STAFF AND OTHER OPERATIONS COSTS	\$6,224,813	\$8,108,680	\$8,270,918	\$8,454,641	\$8,642,498	\$8,834,583	\$9,030,992	\$9,231,824	\$9,437,181	\$9,647,164
BILLING AND DATA MANAGEMENT	\$2,977,618	\$6,133,894	\$6,317,911	\$6,539,985	\$6,769,866	\$7,007,827	\$7,254,152	\$7,509,135	\$7,773,081	\$8,046,305
UNCOLLECTIBLES EXPENSE	\$575,183	\$1,179,230	\$1,202,166	\$1,283,145	\$1,334,573	\$1,368,402	\$1,429,934	\$1,494,167	\$1,539,375	\$1,597,606
STARTUP FINANCING	\$4,934,813	\$4,934,813	\$4,934,813	\$4,934,813	\$4,934,813	\$0	\$0	\$0	\$0	\$0
CCA BOND CARRYING COST	\$4,498	\$9,266	\$9,544	\$9,879	\$10,227	\$10,586	\$10,958	\$11,343	\$11,742	\$12,155
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SUBTOTAL - CCA OPERATING COSTS	\$115,616,305	\$237,034,472	\$241,644,823	\$257,922,002	\$268,259,430	\$275,059,336	\$287,427,716	\$300,338,976	\$309,426,191	\$321,130,868
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IV. REVENUES FROM GREEN PREMIUM AND MARKET SALES (\$)										
GREEN PRICING PREMIUM	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MARKET SALES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,562	\$151,273	\$206,852
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V. CONTRIBUTION TO PROGRAM RESERVES (\$)	\$3,468,489	\$7,111,034	\$7,249,345	\$7,737,660	\$8,047,783	\$8,251,780	\$8,622,831	\$9,010,032	\$9,278,248	\$9,627,720
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VI. CCA REVENUE REQUIREMENT (\$)	\$119,084,794	\$244,145,506	\$248,894,168	\$265,659,662	\$276,307,213	\$283,311,116	\$296,050,547	\$309,344,446	\$318,553,166	\$330,551,736
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CCA PROGRAM AVERAGE RATE (CENTS/KWH)	7.2	7.4	7.5	8.0	8.3	8.4	8.8	9.1	9.3	9.6
PG&E AVERAGE GENERATION COST (CENTS/KWH)	9.7	9.8	10.2	10.6	10.8	11.0	11.4	11.7	12.0	12.4
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VII. PG&E CCA CUSTOMER SURCHARGES (\$)										
POWER CHARGE INDIFFERENCE ADJUSTMENT	\$25,915,755	\$51,553,829	\$57,388,579	\$59,734,338	\$68,565,139	\$71,009,591	\$73,095,756	\$72,606,186	\$75,773,871	\$75,292,787
FRANCHISE FEE SURCHARGE	\$1,200,075	\$2,433,427	\$2,518,727	\$2,627,661	\$2,713,295	\$2,773,731	\$2,884,199	\$2,971,981	\$3,073,169	\$3,173,136
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SUBTOTAL - PG&E CCA CUSTOMER SURCHARGES	\$ 27,115,829	\$ 53,987,255	\$ 59,907,306	\$ 62,361,999	\$ 71,278,434	\$ 73,783,321	\$ 75,979,955	\$ 75,578,166	\$ 78,847,040	\$ 78,465,922
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VIII. CCA REVENUE REQUIREMENT PLUS PG&E CCA CUSTOMER SURCHARGES	\$146,200,624	\$298,132,761	\$308,801,474	\$328,021,661	\$347,585,647	\$357,094,437	\$372,030,502	\$384,922,613	\$397,400,206	\$409,017,659
IX. REVENUE AT PG&E GENERATION RATES	\$160,662,350	\$325,779,825	\$337,199,584	\$351,783,272	\$363,247,732	\$371,338,653	\$386,127,844	\$397,879,787	\$411,426,593	\$424,809,838
X. TOTAL CHANGE IN CUSTOMER ELECTRIC CHARGES	\$ (14,461,726)	\$ (27,647,064)	\$ (28,398,110)	\$ (23,761,610)	\$ (15,662,085)	\$ (14,244,216)	\$ (14,097,342)	\$ (12,957,174)	\$ (14,026,387)	\$ (15,792,180)
CHANGE IN CUSTOMER ELECTRIC CHARGES (%)	-4%	-4%	-4%	-3%	-2%	-2%	-2%	-2%	-2%	-2%

PENINSULA CLEAN ENERGY
FINANCIAL PRO FORMA ANALYSIS
COMMUNITY CHOICE AGGREGATION
SCENARIO 3

CATEGORY	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
I. CUSTOMER ACCOUNTS:										
RESIDENTIAL (E-1)	100,898	199,778	197,780	196,781	195,787	194,799	193,815	192,836	191,862	190,894
SMALL COMMERCIAL (A-1)	8,012	15,863	15,704	15,625	15,546	15,467	15,389	15,312	15,234	15,157
SMALL COMMERCIAL (A-6)	641	1,268	1,256	1,249	1,243	1,237	1,230	1,224	1,218	1,212
MEDIUM COMMERCIAL (A-10)	666	1,319	1,306	1,299	1,293	1,286	1,280	1,273	1,267	1,261
LARGE COMMERCIAL (E-19)	333	660	653	650	647	643	640	637	634	630
INDUSTRIAL (E-20)	11	21	21	21	21	21	21	21	20	20
STREET LIGHTING AND TRAFFIC CONTROL (LS-3)	358	709	702	698	695	691	688	684	681	677
AGRICULTURAL (AG-1B, AG-4A, AG-4B, AG-5A, AG-5B, AG-5C)	69	136	135	134	133	133	132	131	131	130
SUBTOTAL - CUSTOMER ACCOUNTS	110,987	219,754	217,556	216,458	215,365	214,277	213,195	212,118	211,047	209,981
II. LOAD REQUIREMENTS (KWH):										
RESIDENTIAL (E-1)	546,588,981	1,082,270,553	1,071,472,468	1,066,061,532	1,060,677,921	1,055,321,498	1,049,992,124	1,044,689,664	1,039,413,981	1,034,164,940
SMALL COMMERCIAL (A-1)	144,089,427	285,302,370	282,454,703	281,028,307	279,609,114	278,197,088	276,792,193	275,394,392	274,003,651	272,619,932
SMALL COMMERCIAL (A-6)	31,786,687	62,938,942	62,310,867	61,996,197	61,683,116	61,371,617	61,061,690	60,753,328	60,446,524	60,141,269
MEDIUM COMMERCIAL (A-10)	153,341,083	303,623,525	300,595,553	299,077,545	297,567,204	296,064,489	294,569,363	293,081,788	291,601,725	290,129,136
LARGE COMMERCIAL (E-19)	233,312,920	461,972,566	457,365,956	455,056,258	452,758,224	450,471,795	448,196,913	445,933,518	443,681,554	441,440,962
INDUSTRIAL (E-20)	94,600,443	187,313,946	185,445,927	184,509,425	183,577,652	182,650,585	181,728,199	180,810,472	179,897,379	178,988,897
STREET LIGHTING AND TRAFFIC CONTROL (LS-3)	6,012,613	11,905,322	11,786,619	11,727,097	11,667,875	11,608,952	11,550,327	11,491,998	11,433,963	11,376,222
AGRICULTURAL (AG-1B, AG-4A, AG-4B, AG-5A, AG-5B, AG-5C)	6,273,357	12,421,661	12,297,864	12,235,759	12,173,969	12,112,490	12,051,322	11,990,463	11,929,911	11,869,665
SUBTOTAL - LOAD REQUIREMENTS	1,216,005,512	2,407,748,884	2,383,729,957	2,371,692,121	2,359,715,075	2,347,798,514	2,335,942,132	2,324,145,624	2,312,408,689	2,300,731,025
III. CCA OPERATING COSTS (\$)										
SHORT TERM MARKET PURCHASES	\$2,385,719	\$4,926,973	\$4,023,550	\$5,433,830	\$5,725,297	\$6,078,150	\$6,424,208	\$6,778,524	\$8,689,459	\$9,043,848
TERM CONTRACT PURCHASES	\$0	\$32,499,600	\$50,097,564	\$79,240,428	\$80,012,052	\$80,788,240	\$80,611,042	\$80,436,075	\$97,870,918	\$97,524,276
SHORT TERM RENEWABLE MARKET PURCHASES AND RECS	\$74,410,453	\$128,589,039	\$115,897,016	\$96,062,612	\$99,237,287	\$103,007,382	\$107,765,197	\$112,620,822	\$94,053,514	\$97,605,172
SHORT TERM CARBON FREE MARKET PURCHASES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ANCILLARY SERVICES AND CAISO CHARGES	\$3,684,672	\$7,541,370	\$7,697,915	\$7,919,341	\$8,140,769	\$8,376,683	\$8,620,819	\$8,870,866	\$9,102,359	\$9,352,391
RESOURCE ADEQUACY CAPACITY	\$6,241,143	\$10,683,118	\$8,614,069	\$7,987,352	\$8,047,796	\$8,107,225	\$8,328,632	\$8,557,143	\$8,207,844	\$8,440,055
STAFF AND OTHER OPERATIONS COSTS	\$5,765,132	\$7,145,122	\$7,262,026	\$7,393,976	\$7,528,367	\$7,665,246	\$7,804,659	\$7,946,655	\$8,091,281	\$8,238,586
BILLING AND DATA MANAGEMENT	\$2,610,411	\$5,323,673	\$5,428,549	\$5,563,169	\$5,701,127	\$5,842,507	\$5,987,392	\$6,135,870	\$6,288,031	\$6,443,965
UNCOLLECTIBLES EXPENSE	\$500,162	\$1,008,219	\$1,019,778	\$1,072,678	\$1,096,638	\$1,099,327	\$1,127,710	\$1,156,730	\$1,161,517	\$1,183,241
STARTUP FINANCING	\$4,934,813	\$4,934,813	\$4,934,813	\$4,934,813	\$4,934,813	\$0	\$0	\$0	\$0	\$0
CCA BOND CARRYING COST	\$3,943	\$8,042	\$8,200	\$8,404	\$8,612	\$8,826	\$9,045	\$9,269	\$9,499	\$9,734
SUBTOTAL - CCA OPERATING COSTS	\$100,536,449	\$202,659,969	\$204,983,481	\$215,616,603	\$220,432,758	\$220,973,585	\$226,678,704	\$232,511,954	\$233,474,421	\$237,841,269
IV. REVENUES FROM GREEN PREMIUM AND MARKET SALES (\$)										
GREEN PRICING PREMIUM	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MARKET SALES	\$1,472,215	\$3,039,958	\$2,678,323	\$3,461,136	\$3,664,151	\$3,909,273	\$4,127,826	\$4,351,267	\$6,374,506	\$6,625,092
V. CONTRIBUTION TO PROGRAM RESERVES (\$)	\$2,971,927	\$5,988,600	\$6,069,155	\$6,364,664	\$6,503,058	\$6,511,929	\$6,676,526	\$6,844,821	\$6,812,997	\$6,936,485
VI. CCA REVENUE REQUIREMENT (\$)	\$102,036,160	\$205,608,611	\$208,374,313	\$218,520,131	\$223,271,665	\$223,576,241	\$229,227,405	\$235,005,508	\$233,912,913	\$238,152,662
CCA PROGRAM AVERAGE RATE (CENTS/KWH)	8.4	8.5	8.7	9.2	9.5	9.5	9.8	10.1	10.1	10.4
PG&E AVERAGE GENERATION COST (CENTS/KWH)	9.7	9.8	10.2	10.6	10.8	11.0	11.4	11.7	12.0	12.4
VII. PG&E CCA CUSTOMER SURCHARGES (\$)										
POWER CHARGE INDIFFERENCE ADJUSTMENT	\$19,557,655	\$38,516,914	\$42,447,673	\$43,740,896	\$49,705,239	\$50,962,534	\$51,935,146	\$51,071,430	\$52,766,594	\$51,907,266
FRANCHISE FEE SURCHARGE	\$878,739	\$1,764,038	\$1,807,627	\$1,866,948	\$1,908,513	\$1,931,513	\$1,988,354	\$2,028,382	\$2,076,469	\$2,122,574
SUBTOTAL - PG&E CCA CUSTOMER SURCHARGES	\$ 20,436,394	\$ 40,280,952	\$ 44,255,301	\$ 45,607,844	\$ 51,613,753	\$ 52,894,047	\$ 53,923,501	\$ 53,099,812	\$ 54,843,063	\$ 54,029,840
VIII. CCA REVENUE REQUIREMENT PLUS PG&E CCA CUSTOMER SURCHARGES	\$122,472,554	\$245,889,563	\$252,629,613	\$264,127,975	\$274,885,418	\$276,470,288	\$283,150,905	\$288,105,320	\$288,755,975	\$292,182,502
IX. REVENUE AT PG&E GENERATION RATES	\$117,856,580	\$236,592,953	\$242,439,155	\$250,395,263	\$255,969,977	\$259,054,698	\$266,678,270	\$272,046,774	\$278,496,189	\$284,679,804
X. TOTAL CHANGE IN CUSTOMER ELECTRIC CHARGES	\$ 4,615,974	\$ 9,296,610	\$ 10,190,459	\$ 13,732,712	\$ 18,915,440	\$ 17,415,590	\$ 16,472,635	\$ 16,058,546	\$ 10,259,786	\$ 7,502,697
CHANGE IN CUSTOMER ELECTRIC CHARGES (%)	2%	2%	2%	3%	3%	3%	3%	3%	2%	1%

**JOINT EXERCISE OF POWERS AGREEMENT RELATING TO
AND CREATING THE**

PENINSULA CLEAN ENERGY AUTHORITY

OF

SAN MATEO COUNTY

This Joint Exercise of Powers Agreement, effective on the date determined by Section 2.1, is made and entered into pursuant to the provisions of Title 1, Division 7, Chapter 5, Article 1 (Sections 6500 et seq.) of the California Government Code relating to the joint exercise of powers among the Parties set forth in Exhibit B, and establishes the Peninsula Clean Energy Authority (“Authority”), is by and between the County of San Mateo (“County”) and those cities and towns within the County of San Mateo who become signatories to this Agreement, and relates to the joint exercise of powers among the signatories hereto.

RECITALS

- A. The Parties share various powers under California law, including but not limited to the power to purchase, supply, and aggregate electricity for themselves and customers within their jurisdictions.
- B. In 2006, the State Legislature adopted AB 32, the Global Warming Solutions Act, which mandates a reduction in greenhouse gas emissions in 2020 to 1990 levels. The California Air Resources Board is promulgating regulations to implement AB 32 which will require local governments to develop programs to reduce greenhouse gas emissions.
- C. The purposes for entering into this Agreement include:
 - a. Reducing greenhouse gas emissions related to the use of power in San Mateo County and neighboring regions;
 - b. Providing electric power and other forms of energy to customers at a competitive cost;
 - c. Carrying out programs to reduce energy consumption;
 - d. Stimulating and sustaining the local economy by developing local jobs in renewable energy; and
 - e. Promoting long-term electric rate stability and energy security and reliability for residents through local control of electric generation resources.
- D. It is the intent of this Agreement to promote the development and use of a wide range of renewable energy sources and energy efficiency programs, including but not limited to

solar, wind, and biomass energy production. The purchase of renewable power and greenhouse gas-free energy sources will be the desired approach to decrease regional greenhouse gas emissions and accelerate the State's transition to clean power resources to the extent feasible. The Agency will also add increasing levels of locally generated renewable resources as these projects are developed and customer energy needs expand.

- E. The Parties desire to establish a separate public agency, known as the Peninsula Clean Energy Authority, under the provisions of the Joint Exercise of Powers Act of the State of California (Government Code Section 6500 et seq.) ("Act") in order to collectively study, promote, develop, conduct, operate, and manage energy programs.
- F. The Parties anticipate adopting an ordinance electing to implement through the Authority a common Community Choice Aggregation (CCA) program, an electric service enterprise available to cities and counties pursuant to California Public Utilities Code Sections 331.1(c) and 366.2. The first priority of the Authority will be the consideration of those actions necessary to implement the CCA Program.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual promises, covenants, and conditions hereinafter set forth, it is agreed by and among the Parties as follows:

ARTICLE 1: DEFINITIONS AND EXHIBITS

1.1 Definitions. Capitalized terms used in the Agreement shall have the meanings specified in Exhibit A, unless the context requires otherwise.

1.2 Documents Included. This Agreement consists of this document and the following exhibits, all of which are hereby incorporated into this Agreement.

- Exhibit A: Definitions
- Exhibit B: List of the Parties
- Exhibit C: Annual Energy Use
- Exhibit D: Voting Shares
- Exhibit E: Signatures

ARTICLE 2: FORMATION OF PENINSULA CLEAN ENERGY AUTHORITY

2.1 Effective Date and Term. This Agreement shall become effective and Peninsula Clean Energy Authority shall exist as a separate public agency on February 29, 2016 or when the County of San Mateo and at least two municipalities execute this Agreement, whichever occurs later. The Authority shall provide notice to the Parties of the Effective Date. The Authority shall continue to exist, and this Agreement shall be effective, until this Agreement is terminated in accordance with Section 6.4, subject to the rights of the Parties to withdraw from the Authority.

2.2 Formation. There is formed as of the Effective Date a public agency named the Peninsula Clean Energy Authority. Pursuant to Sections 6506 and 6507 of the Act, the Authority is a public agency separate from the Parties. Pursuant to Sections 6508.1 of the Act, the debts, liabilities or obligations of the Authority shall not be debts, liabilities or obligations of the individual Parties unless the governing board of a Party agrees in writing to assume any of the debts, liabilities or obligations of the Authority. A Party who has not agreed to assume an Authority debt, liability or obligation shall not be responsible in any way for such debt, liability or obligation even if a majority of the Parties agree to assume the debt, liability or obligation of the Authority. Notwithstanding Section 7.4 of this Agreement, this Section 2.2 may not be amended unless such amendment is approved by the governing board of each Party.

2.3 Purpose. The purpose of this Agreement is to establish an independent public agency in order to exercise powers common to each Party to study, promote, develop, conduct, operate, and manage energy, energy efficiency and conservation, and other energy-related programs, and to exercise all other powers necessary and incidental to accomplishing this purpose. Without limiting the generality of the foregoing, the Parties intend for this Agreement to be used as a contractual mechanism by which the Parties are authorized to participate in the CCA Program, as further described in Section 4.1. The Parties intend that other agreements shall define the terms and conditions associated with the implementation of the CCA Program and any other energy programs approved by the Authority.

2.4 Powers. The Authority shall have all powers common to the Parties and such additional powers accorded to it by law. The Authority is authorized, in its own name, to exercise all powers and do all acts necessary and proper to carry out the provisions of this Agreement and fulfill its purposes, including, but not limited to, each of the following powers, subject to the voting requirements set forth in Section 3.7 through 3.7.5:

2.4.1 to make and enter into contracts;

2.4.2 to employ agents and employees, including but not limited to a Chief Executive Officer;

2.4.3 to acquire, contract, manage, maintain, and operate any buildings, infrastructure, works, or improvements;

2.4.4 to acquire property by eminent domain, or otherwise, except as limited under Section 6508 of the Act, and to hold or dispose of any property; however, the Authority shall not exercise the power of eminent domain within the jurisdiction of a Party over its objection without first meeting and conferring in good faith.

2.4.5 to lease any property;

2.4.6 to sue and be sued in its own name;

2.4.7 to incur debts, liabilities, and obligations, including but not limited to loans from private lending sources pursuant to its temporary borrowing powers such as Government Code Sections 53850 et seq. and authority under the Act;

2.4.8 to form subsidiary or independent corporations or entities if necessary, to carry out energy supply and energy conservation programs at the lowest possible cost or to take advantage of legislative or regulatory changes;

2.4.9 to issue revenue bonds and other forms of indebtedness;

2.4.10 to apply for, accept, and receive all licenses, permits, grants, loans or other aids from any federal, state, or local public agency;

2.4.11 to submit documentation and notices, register, and comply with orders, tariffs and agreements for the establishment and implementation of the CCA Program and other energy programs;

2.4.12 to adopt Operating Rules and Regulations; and

2.4.13 to make and enter into service agreements relating to the provision of services necessary to plan, implement, operate and administer the CCA Program and other energy programs, including the acquisition of electric power supply and the provision of retail and regulatory support services.

2.4.14 to permit additional Parties to enter into this Agreement after the Effective Date and to permit another entity authorized to be a community choice aggregator to designate the Authority to act as the community choice aggregator on its behalf.

2.5 Limitation on Powers. As required by Government Code Section 6509, the power of the Authority is subject to the restrictions upon the manner of exercising power possessed by San Mateo County.

2.6 Compliance with Local Zoning and Building Laws and CEQA. Unless state or federal law provides otherwise, any facilities, buildings or structures located, constructed, or caused to be constructed by the Authority within the territory of the Authority shall comply with the General Plan, zoning and building laws of the local jurisdiction within which the facilities, buildings or structures are constructed and comply with the California Environmental Quality Act ("CEQA").

ARTICLE 3: GOVERNANCE AND INTERNAL ORGANIZATION

3.1 Board of Directors. The governing body of the Authority shall be a Board of Directors ("Board"). The Board shall consist of 2 (two) directors appointed by the San Mateo County Board of Supervisors and 1 (one) director appointed by each City or Town that becomes a signatory to the Agreement ("Directors"). Each Director shall serve at the pleasure of the governing board of the Party who appointed such Director, and may be removed as Director by such governing board at any time. If at any time a vacancy occurs on the Board, a replacement shall be appointed to fill the position of the previous Director within 90 days of the date that such position becomes vacant. Directors must be members of the Board of Supervisors or members of the governing board of the municipality that is the signatory to this Agreement. Each Party may appoint an alternate(s) to serve in the absence of its Director(s).

3.2 Quorum. A majority of the appointed Directors shall constitute a quorum, except that less than a quorum may adjourn from time to time in accordance with law.

3.3 Powers and Functions of the Board. The Board shall exercise general governance and oversight over the business and activities of the Authority, consistent with this Agreement and applicable law. The Board shall provide general policy guidance to the CCA Program. Board approval shall be required for any of the following actions:

3.3.1 The issuance of bonds or any other financing even if program revenues are expected to pay for such financing.

3.3.2 The hiring or termination of the Chief Executive Officer and General Counsel.

3.3.3 The appointment or removal of officers described in Section 3.9, subject to Section 3.9.3.

3.3.4 The adoption of the Annual Budget.

3.3.5 The adoption of an ordinance.

3.3.6 The approval of agreements, except as provided by Section 3.4.

3.3.7 The initiation or resolution of claims and litigation where the Authority will be the defendant, plaintiff, petitioner, respondent, cross complainant or cross petitioner, or intervenor; provided, however, that the Chief Executive Officer or General Counsel, on behalf of the Authority, may intervene in, become a party to, or file comments with respect to any proceeding pending at the California Public Utilities Commission, the Federal Energy Regulatory Commission, or any other administrative agency, without approval of the Board as long as such action is consistent with any adopted Board policies.

3.3.8 The setting of rates for power sold by the Authority and the setting of charges for any other category of service provided by the Authority.

3.3.9 Termination of the CCA Program.

3.4 Chief Executive Officer. The Board of Directors shall appoint a Chief Executive Officer for the Authority, who shall be responsible for the day-to-day operation and management of the Authority and the CCA Program. The Chief Executive Officer may exercise all powers of the Authority, including the power to hire, discipline and terminate employees as well as the power to approve any agreement if the total amount payable under the agreement is less than \$100,000 in any fiscal year, except the powers specifically set forth in Section 3.3 or those powers which by law must be exercised by the Board of Directors.

3.5 Commissions, Boards, and Committees. The Board may establish any advisory commissions, boards, and committees as the Board deems appropriate to assist the Board in carrying out its functions and implementing the CCA Program, other energy programs and the

provisions of this Agreement which shall comply with the requirements of the Ralph M. Brown Act. The Board may establish rules, regulations, policies, bylaws or procedures to govern any such commissions, boards, or committees if the Board deems appropriate to appoint such commissions, boards or committees, and shall determine whether members shall be compensated or entitled to reimbursement for expenses.

3.6 Director Compensation. Directors shall serve without compensation from the Authority. However, Directors may be compensated by their respective appointing authorities. The Board, however, may adopt by resolution a policy relating to the reimbursement by the Authority of expenses incurred by Directors.

3.7 Voting In general, as described below in Section 3.7.3, action by the Authority Board will be taken solely by a majority vote of the Directors present. However, as described below in Section 3.7.4, upon request of a Director, a weighted vote by shares will also be conducted. When such a request is made, an action must be approved by both a majority vote of Directors present and a majority of the weighted vote by shares present. No action may be approved solely by a vote by shares. The voting shares of Directors and approval requirements for actions of the Board shall be as follows:

3.7.1. Voting Shares.

Each Director shall have a voting share as determined by the following formula: (Annual Energy Use/Total Annual Energy) multiplied by 100, where

(a) “Annual Energy Use” means, (i) with respect to the first year following the Effective Date, the annual electricity usage, expressed in kilowatt hours (“kWh”), within the Party’s respective jurisdiction and (ii) with respect to the period after the anniversary of the Effective Date, the annual electricity usage, expressed in kWh, of accounts within a Party’s respective jurisdiction that are served by the Authority; and

(b) “Total Annual Energy” means the sum of all Parties’ Annual Energy Use. The initial values for Annual Energy Use will be designated in Exhibit C, and shall be adjusted annually as soon as reasonably practicable after January 1, but no later than March 1 of each year. These adjustments shall be approved by the Board.

(c) The combined voting share of all Directors representing the County of San Mateo shall be based upon the annual electricity usage within the unincorporated area of San Mateo County.

For the purposes of Weighted Voting, if a Party has more than one director, then the voting shares allocated to the entity shall be equally divided amongst its Directors.

3.7.2. Exhibit Showing Voting Shares. The initial voting shares will be set forth in Exhibit D. Exhibit D shall be revised no less than annually as necessary to account for changes in the number of Parties and changes in the Parties’ Annual Energy Use. Exhibit D and adjustments shall be approved by the Board.

3.7.3. Approval Requirements Relating to CCA Program. Except as provided in Sections 3.7.4 and 3.7.5 below, action of the Board shall require the affirmative vote of a majority of Directors present at the meeting.

3.7.4. Option for Approval by Voting Shares. Notwithstanding Section 3.7.3, any Director present at a meeting may demand that approval of any matter related to the CCA Program be determined on the basis of both voting shares and by the affirmative vote of a majority of Directors present at the meeting. If a Director makes such a demand with respect to approval of any such matter, then approval of such matter shall require the affirmative vote of a majority of Directors present at the meeting and the affirmative vote of Directors having a majority of voting shares present, as determined by Section 3.7.1 except as provided in Section 3.7.5.

3.7.5. Special Voting Requirements for Certain Matters.

(a) Two-Thirds and Weighted Voting Approval Requirements Relating to Sections 6.2 and 7.4. Action of the Board on the matters set forth in Section 6.2 (involuntary termination of a Party), or Section 7.4 (amendment of this Agreement) shall require the affirmative vote of at least two-thirds of Directors present; provided, however, that (i) notwithstanding the foregoing, any Director present at the meeting may demand that the vote be determined on the basis of both voting shares and by the affirmative vote of Directors, and if a Director makes such a demand, then approval shall require the affirmative vote of both at least two-thirds of Directors present and the affirmative vote of Directors having at least two-thirds of the voting shares present, as determined by Section 3.7.1; (ii) but, at least two Parties must vote against a matter for the vote to fail; and (iii) for votes to involuntarily terminate a Party under Section 6.2, the Director(s) for the Party subject to involuntary termination may not vote, and the number of Directors constituting two-thirds of all Directors, and the weighted vote of each Party shall be recalculated as if the Party subject to possible termination were not a Party.

(b) Seventy Five Percent Special Voting Requirements for Eminent Domain and Contributions or Pledge of Assets.

(i) A decision to exercise the power of eminent domain on behalf of the Authority to acquire any property interest other than an easement, right-of-way, or temporary construction easement shall require a vote of at least 75% of all Directors.

(ii) The imposition on any Party of any obligation to make contributions or pledge assets as a condition of continued participation in the CCA Program shall require a vote of at least 75% of all Directors and the approval of the governing boards of the Parties who are being asked to make such contribution or pledge.

(iii) Notwithstanding the foregoing, any Director present at the meeting may demand that a vote under subsections (i) or (ii) be determined on the basis of voting shares and by the affirmative vote of Directors, and if a Director makes such

a demand, then approval shall require both the affirmative vote of at least 75% of Directors present and the affirmative vote of Directors having at least 75% of the voting shares present, as determined by Section 3.7.1, but at least two Parties must vote against a matter for the vote to fail. For purposes of this section, “imposition on any Party of any obligation to make contributions or pledge assets as a condition of continued participation in the CCA Program” does not include any obligations of a withdrawing or terminated party imposed under Section 6.3.

3.8 Meetings and Special Meetings of the Board. The Board shall hold at least six regular meetings per year, but the Board may provide for the holding of regular meetings at more frequent intervals. The date, hour and place of each regular meeting shall be fixed by resolution or ordinance of the Board. Regular meetings may be adjourned to another meeting time. Special and Emergency Meetings of the Board may be called in accordance with the provisions of California Government Code Sections 54956 and 54956.5. Directors may participate in meetings telephonically, with full voting rights, only to the extent permitted by law. All meetings shall be conducted in accordance with the provisions of the Ralph M. Brown Act (California Government Code Sections 54950 et seq.).

3.9 Selection of Board Officers.

3.9.1 Chair and Vice Chair. The Directors shall select, from among themselves, a Chair, who shall be the presiding officer of all Board meetings, and a Vice Chair, who shall serve in the absence of the Chair. The term of office of the Chair and Vice Chair shall continue for one year, but there shall be no limit on the number of terms held by either the Chair or Vice Chair. The office of either the Chair or Vice Chair shall be declared vacant and a new selection shall be made if:

- (a) the person serving dies, resigns, or the Party that the person represents removes the person as its representative on the Board or
- (b) the Party that he or she represents withdraws from the Authority pursuant to the provisions of this Agreement.

3.9.2 Secretary. The Board shall appoint a Secretary, who need not be a member of the Board, who shall be responsible for keeping the minutes of all meetings of the Board and all other official records of the Authority.

3.9.3 Treasurer and Auditor. The San Mateo County Treasurer shall act as the Treasurer for the Authority. Unless otherwise exempted from such requirement, the Authority shall cause an independent audit to be made by a certified public accountant, or public accountant, in compliance with Section 6505 of the Act. The Treasurer shall act as the depository of the Authority and have custody of all the money of the Authority, from whatever source, and as such, shall have all of the duties and responsibilities specified in Section 6505.5 of the Act. The Treasurer shall report directly to the Board and shall comply with the requirements of treasurers of incorporated municipalities. The Board may transfer the responsibilities of Treasurer to any person or entity as the law may provide at the time. The duties and obligations of the Treasurer are further specified in Article 5.

3.10 Administrative Services Provider. The Board may appoint one or more administrative services providers to serve as the Authority's agent for planning, implementing, operating and administering the CCA Program, and any other program approved by the Board, in accordance with the provisions of an Administrative Services Agreement. The appointed administrative services provider may be one of the Parties. An Administrative Services Agreement shall set forth the terms and conditions by which the appointed administrative services provider shall perform or cause to be performed all tasks necessary for planning, implementing, operating and administering the CCA Program and other approved programs. The Administrative Services Agreement shall set forth the term of the Agreement and the circumstances under which the Administrative Services Agreement may be terminated by the Authority. This section shall not in any way be construed to limit the discretion of the Authority to hire its own employees to administer the CCA Program or any other program.

ARTICLE 4: IMPLEMENTATION ACTION AND AUTHORITY DOCUMENTS

4.1 Preliminary Implementation of the CCA Program.

4.1.1 Enabling Ordinance. To be eligible to participate in the CCA Program, each Party must adopt an ordinance in accordance with Public Utilities Code Section 366.2(c)(12) for the purpose of specifying that the Party intends to implement a CCA Program by and through its participation in the Authority.

4.1.2 Implementation Plan. The Authority shall cause to be prepared an Implementation Plan meeting the requirements of Public Utilities Code Section 366.2 and any applicable Public Utilities Commission regulations as soon after the Effective Date as reasonably practicable. The Implementation Plan shall not be filed with the Public Utilities Commission until it is approved by the Board in the manner provided by Section 3.7.3.

4.1.3 Termination of CCA Program. Nothing contained in this Article or this Agreement shall be construed to limit the discretion of the Authority to terminate the implementation or operation of the CCA Program at any time in accordance with any applicable requirements of state law.

4.2 Authority Documents. The Parties acknowledge and agree that the affairs of the Authority will be implemented through various documents duly adopted by the Board through Board resolution. The Parties agree to abide by and comply with the terms and conditions of all such documents that may be adopted by the Board, subject to the Parties' right to withdraw from the Authority as described in Article 6.

ARTICLE 5: FINANCIAL PROVISIONS

5.1 Fiscal Year. The Authority's fiscal year shall be 12 months commencing July 1 or the date selected by the Agency and ending June 30. The fiscal year may be changed by Board resolution.

5.2 Depository.

5.2.1 All funds of the Authority shall be held in separate accounts in the name of the Authority and not commingled with funds of any Party or any other person or entity.

5.2.2 All funds of the Authority shall be strictly and separately accounted for, and regular reports shall be rendered of all receipts and disbursements, at least quarterly during the fiscal year. The books and records of the Authority shall be open to inspection by the Parties at all reasonable times. The Board shall contract with a certified public accountant or public accountant to make an annual audit of the accounts and records of the Authority, which shall be conducted in accordance with the requirements of Section 6505 of the Act.

5.2.3 All expenditures shall be made in accordance with the approved budget and upon the approval of any officer so authorized by the Board in accordance with its Operating Rules and Regulations. The Treasurer shall draw checks or warrants or make payments by other means for claims or disbursements not within an applicable budget only upon the prior approval of the Board.

5.3 Budget and Recovery of Costs.

5.3.1 Budget. The initial budget shall be approved by the Board. The Board may revise the budget from time to time as may be reasonably necessary to address contingencies and unexpected expenses. All subsequent budgets of the Authority shall be approved by the Board in accordance with the Operating Rules and Regulations.

5.3.2 Funding of Initial Costs. The County of San Mateo has funded certain activities necessary to implement the CCA Program. If the CCA Program becomes operational, these Initial Costs paid by the County of San Mateo shall be included in the customer charges for electric services as provided by Section 5.3.3 to the extent permitted by law, and the County of San Mateo shall be reimbursed from the payment of such charges by customers of the Authority. Prior to such reimbursement, the County of San Mateo shall provide such documentation of costs paid as the Board may request. The Authority may establish a reasonable time period over which such costs are recovered. In the event that the CCA Program does not become operational, the County of San Mateo shall not be entitled to any reimbursement of the Initial Costs it has paid from the Authority or any Party.

5.3.3 CCA Program Costs. The Parties desire that all costs incurred by the Authority that are directly or indirectly attributable to the provision of electric, conservation, efficiency, incentives, financing, or other services provided under the CCA Program, including but not limited to the establishment and maintenance of various reserves and performance funds and administrative, accounting, legal, consulting, and other similar costs, shall be recovered through charges to CCA customers receiving such electric services, or from revenues from grants or other third-party sources.

ARTICLE 6: WITHDRAWAL AND TERMINATION

6.1 Withdrawal.

6.1.1 Right to Withdraw. A Party may withdraw its participation in the CCA Program, effective as of the beginning of the Authority's fiscal year, by giving no less than 6 months advance written notice of its election to do so, which notice shall be given to the Authority and each Party. Withdrawal of a Party shall require an affirmative vote of the Party's governing board.

6.1.2 Right to Withdraw After Amendment. Notwithstanding Section 6.1.1, a Party may withdraw its membership in the Authority following an amendment to this Agreement adopted by the Board which the Party's Director(s) voted against provided such notice is given in writing within thirty (30) days following the date of the vote. Withdrawal of a Party shall require an affirmative vote of the Party's governing board and shall not be subject to the six month advance notice provided in Section 6.1.1. In the event of such withdrawal, the Party shall be subject to the provisions of Section 6.3.

6.1.3 The Right to Withdraw Prior to Program Launch. After receiving bids from power suppliers, the Authority must provide to the Parties the report from the electrical utility consultant retained by the Authority that compares the total estimated electrical rates that the Authority will be charging to customers as well as the estimated greenhouse gas emissions rate and the amount of estimated renewable energy used with that of the incumbent utility. If the report provides that the Authority is unable to provide total electrical rates, as part of its baseline offering, to the customers that are equal to or lower than the incumbent utility or to provide power in a manner that has a lower greenhouse gas emissions rate or uses more renewable energy than the incumbent utility, a Party may immediately withdraw its membership in the Authority without any financial obligation, as long as the Party provides written notice of its intent to withdraw to the Authority Board no more than fifteen days after receiving the report.

6.1.4 Continuing Financial Obligation; Further Assurances. Except as provided by Section 6.1.3, a Party that withdraws its participation in the CCA Program may be subject to certain continuing financial obligations, as described in Section 6.3. Each withdrawing Party and the Authority shall execute and deliver all further instruments and documents, and take any further action that may be reasonably necessary, as determined by the Board, to effectuate the orderly withdrawal of such Party from participation in the CCA Program.

6.2 Involuntary Termination of a Party. Participation of a Party in the CCA program may be terminated for material non-compliance with provisions of this Agreement or any other agreement relating to the Party's participation in the CCA Program upon a vote of Board members as provided in Section 3.7.5. Prior to any vote to terminate participation with respect to a Party, written notice of the proposed termination and the reason(s) for such termination shall be delivered to the Party whose termination is proposed at least 30 days prior to the regular Board meeting at which such matter shall first be discussed as an agenda item. The written notice of proposed termination shall specify the particular provisions of this Agreement or other agreement that the Party has allegedly violated. The Party subject to possible termination shall have the opportunity at the next regular

Board meeting to respond to any reasons and allegations that may be cited as a basis for termination prior to a vote regarding termination. A Party that has had its participation in the CCA Program terminated may be subject to certain continuing liabilities, as described in Section 6.3.

6.3 Continuing Financial Obligations; Refund. Except as provided by Section 6.1.3, upon a withdrawal or involuntary termination of a Party, the Party shall remain responsible for any claims, demands, damages, or other financial obligations arising from the Party membership or participation in the CCA Program through the date of its withdrawal or involuntary termination, it being agreed that the Party shall not be responsible for any financial obligations arising after the date of the Party's withdrawal or involuntary termination. Claims, demands, damages, or other financial obligations for which a withdrawing or terminated Party may remain liable include, but are not limited to, losses from the resale of power contracted for by the Authority to serve the Party's load. With respect to such financial obligations, upon notice by a Party that it wishes to withdraw from the CCA Program, the Authority shall notify the Party of the minimum waiting period under which the Party would have no costs for withdrawal if the Party agrees to stay in the CCA Program for such period. The waiting period will be set to the minimum duration such that there are no costs transferred to remaining ratepayers. If the Party elects to withdraw before the end of the minimum waiting period, the charge for exiting shall be set at a dollar amount that would offset actual costs to the remaining ratepayers, and may not include punitive charges that exceed actual costs. In addition, such Party shall also be responsible for any costs or obligations associated with the Party's participation in any program in accordance with the provisions of any agreements relating to such program provided such costs or obligations were incurred prior to the withdrawal of the Party. The Authority may withhold funds otherwise owing to the Party or may require the Party to deposit sufficient funds with the Authority, as reasonably determined by the Authority and approved by a vote of the Board of Directors, to cover the Party's financial obligations for the costs described above. Any amount of the Party's funds held on deposit with the Authority above that which is required to pay any financial obligations shall be returned to the Party. The liability of any Party under this section 6.3 is subject and subordinate to the provisions of Section 2.2, and nothing in this section 6.3 shall reduce, impair, or eliminate any immunity from liability provided by Section 2.2.

6.4 Mutual Termination. This Agreement may be terminated by mutual agreement of all the Parties; provided, however, the foregoing shall not be construed as limiting the rights of a Party to withdraw its participation in the CCA Program, as described in Section 6.1.

6.5 Disposition of Property upon Termination of Authority. Upon termination of this Agreement, any surplus money or assets in possession of the Authority for use under this Agreement, after payment of all liabilities, costs, expenses, and charges incurred under this Agreement and under any program documents, shall be returned to the then-existing Parties in proportion to the contributions made by each.

ARTICLE 7: MISCELLANEOUS PROVISIONS

7.1 Dispute Resolution. The Parties and the Authority shall make reasonable efforts to informally settle all disputes arising out of or in connection with this Agreement. Should such informal efforts to settle a dispute, after reasonable efforts, fail, the dispute shall be mediated in

accordance with policies and procedures established by the Board.

7.2 Liability of Directors, Officers, and Employees. The Directors, officers, and employees of the Authority shall use ordinary care and reasonable diligence in the exercise of their powers and in the performance of their duties pursuant to this Agreement. No current or former Director, officer, or employee will be responsible for any act or omission by another Director, officer, or employee. The Authority shall defend, indemnify and hold harmless the individual current and former Directors, officers, and employees for any acts or omissions in the scope of their employment or duties in the manner provided by Government Code Sections 995 et seq. Nothing in this section shall be construed to limit the defenses available under the law, to the Parties, the Authority, or its Directors, officers, or employees.

7.3 Indemnification of Parties. The Authority shall acquire such insurance coverage as is necessary to protect the interests of the Authority, the Parties, and the public. The Authority shall defend, indemnify, and hold harmless the Parties and each of their respective Board or Council members, officers, agents and employees, from any and all claims, losses, damages, costs, injuries, and liabilities of every kind arising directly or indirectly from the conduct, activities, operations, acts, and omissions of the Authority under this Agreement.

7.4 Amendment of this Agreement. This Agreement may not be amended except by a written amendment approved by a vote of Board members as provided in Section 3.7.5. The Authority shall provide written notice to all Parties of amendments to this Agreement, including the effective date of such amendments, at least 30 days prior to the date upon which the Board votes on such amendments.

7.5 Assignment. Except as otherwise expressly provided in this Agreement, the rights and duties of the Parties may not be assigned or delegated without the advance written consent of all of the other Parties, and any attempt to assign or delegate such rights or duties in contravention of this Section 7.5 shall be null and void. This Agreement shall inure to the benefit of, and be binding upon, the successors and assigns of the Parties. This Section 7.5 does not prohibit a Party from entering into an independent agreement with another agency, person, or entity regarding the financing of that Party's contributions to the Authority, or the disposition of proceeds which that Party receives under this Agreement, so long as such independent agreement does not affect, or purport to affect, the rights and duties of the Authority or the Parties under this Agreement.

7.6 Severability. If one or more clauses, sentences, paragraphs or provisions of this Agreement shall be held to be unlawful, invalid or unenforceable, it is hereby agreed by the Parties, that the remainder of the Agreement shall not be affected thereby. Such clauses, sentences, paragraphs or provision shall be deemed reformed so as to be lawful, valid and enforced to the maximum extent possible.

7.7 Further Assurances. Each Party agrees to execute and deliver all further instruments and documents, and take any further action that may be reasonably necessary, to effectuate the purposes and intent of this Agreement.

7.8 Execution by Counterparts. This Agreement may be executed in any number of counterparts, and upon execution by all Parties, each executed counterpart shall have the same

force and effect as an original instrument and as if all Parties had signed the same instrument. Any signature page of this Agreement may be detached from any counterpart of this Agreement without impairing the legal effect of any signatures thereon, and may be attached to another counterpart of this Agreement identical in form hereto but having attached to it one or more signature pages.

7.9 Parties to be Served Notice. Any notice authorized or required to be given pursuant to this Agreement shall be validly given if served in writing either personally, by deposit in the United States mail, first class postage prepaid with return receipt requested, or by a recognized courier service. Notices given (a) personally or by courier service shall be conclusively deemed received at the time of delivery and receipt and (b) by mail shall be conclusively deemed given 48 hours after the deposit thereof (excluding Saturdays, Sundays and holidays) if the sender receives the return receipt. All notices shall be addressed to the office of the clerk or secretary of the Authority or Party, as the case may be, or such other person designated in writing by the Authority or Party. Notices given to one Party shall be copied to all other Parties. Notices given to the Authority shall be copied to all Parties.

Exhibit A Definitions

“Act” means the Joint Exercise of Powers Act of the State of California (Government Code Section 6500 *et seq.*)

“Administrative Services Agreement” means an agreement or agreements entered into after the Effective Date by the Authority with an entity that will perform tasks necessary for planning, implementing, operating and administering the CCA Program or any other energy programs adopted by the Authority.

“Agreement” means this Joint Powers Agreement.

“Annual Energy Use” has the meaning given in Section 3.7.1.

“Authority” means the Peninsula Clean Energy Authority.

“Authority Document(s)” means document(s) duly adopted by the Board by resolution or motion implementing the powers, functions, and activities of the Authority, including but not limited to the Operating Rules and Regulations, the annual budget, and plans and policies.

“Board” means the Board of Directors of the Authority.

“CCA” or “Community Choice Aggregation” means an electric service option available to cities and counties pursuant to Public Utilities Code Section 366.2.

“CCA Program” means the Authority’s program relating to CCA that is principally described in Sections 2.3, 2.4, and 4.1.

“Director” means a member of the Board of Directors representing a Party.

“Effective Date” means February 29, 2016 or when the County of San Mateo and at least two municipalities execute this Agreement, whichever occurs later, as further described in Section 2.1.

“Implementation Plan” means the plan generally described in Section 4.1.2 of this Agreement that is required under Public Utilities Code Section 366.2 to be filed with the California Public Utilities Commission for the purpose of describing a proposed CCA Program.

“Initial Costs” means all costs incurred by the County and/or Authority relating to the establishment and initial operation of the Authority, such as the hiring of a Chief Executive Officer and any administrative staff, and any required accounting, administrative, technical, or legal services in support of the Authority’s initial activities or in support of the negotiation, preparation, and approval of one or more Administrative Services Agreements.

Exhibit A (cont.)
Definitions

“Operating Rules and Regulations” means the rules, regulations, policies, bylaws and procedures governing the operation of the Authority.

“Parties” means, collectively, any municipality within the County of San Mateo which executes this Agreement.

“Party” means a signatory to this Agreement.

“Total Annual Energy” has the meaning given in Section 3.7.1.

Approved [insert date]

Exhibit B
List of Parties

Parties: County of San Mateo

Approved [insert date]

Exhibits C and D
Annual Energy Use and Voting Shares

ANNUAL ENERGY USE WITHIN PCE JURISDICTIONS AND VOTING SHARES		
Twelve Months Ended November [date]		
<u>Party</u>	<u>Total kWh</u>	<u>Voting Share</u>
SAN MATEO COUNTY		
Total		100

Approved [insert date]

ORDINANCE NO. _____
BOARD OF SUPERVISORS, COUNTY OF SAN MATEO,
STATE OF CALIFORNIA

* * * * *

**ORDINANCE AUTHORIZING THE IMPLEMENTATION OF A COMMUNITY CHOICE
AGGREGATION PROGRAM**

The Board of Supervisors of the County of San Mateo, State of California,
ORDAINS as follows:

SECTION 1. FINDINGS. The Board of Supervisors of the County of San Mateo has investigated options to provide electric services to customers within the County, including incorporated and unincorporated areas, with the intent of achieving greater local control and involvement over the provision of electric services, competitive electric rates, the development of clean, local, renewable energy projects, reduced greenhouse gas emissions, and the wider implementation of energy conservation and efficiency projects and programs; and hereby finds and declares as follows:

WHEREAS, the County of San Mateo has prepared a Feasibility Study for a community choice aggregation (“CCA”) program in San Mateo County under the provisions of the Public Utilities Code section 366.2. The Feasibility Study shows that implementing a community choice aggregation program would provide multiple benefits, including:

- Providing customers a choice of power providers;
- Increasing local control and involvement in and collaboration on energy rates and other energy-related matters;
- Providing more stable long-term electric rates that are competitive with those provided by the incumbent utility;
- Reducing greenhouse gas emissions arising from electricity use within San Mateo County;
- Increasing local renewable generation capacity;
- Increasing energy conservation and efficiency projects and programs;
- Increasing regional energy self-sufficiency;
- Improving the local economy resulting from the implementation of local renewable and energy conservation and efficiency projects; and

WHEREAS, the County of San Mateo approved a Joint Powers Agreement creating the Peninsula Clean Energy Authority (“Authority”). Under the Joint Powers Agreements, cities and towns within San Mateo County may participate in the Peninsula Clean Energy CCA program by adopting the resolution and ordinance required by Public Utilities Code section 366.2. Cities and towns choosing to participate in the CCA program will have membership on the Board of Directors of the Authority as provided in the Joint Powers Agreements; and

WHEREAS, the Authority will enter into Agreements with electric power suppliers and other service providers, and based upon those Agreements the Authority will be able to provide power to residents and business at rates that are competitive with those

of the incumbent utility ("PG&E"). Once the California Public Utilities Commission approves the implementation plan created by the Authority, the Authority will provide service to customers within the unincorporated area of San Mateo County and within the jurisdiction of those cities who have chosen to participate in the CCA program; and

WHEREAS, under Public Utilities Code section 366.2, customers have the right to opt-out of a CCA program and continue to receive service from the incumbent utility. Customers who wish to continue to receive service from the incumbent utility will be able to do so; and

WHEREAS, on [insert dates], the Board of Supervisors of San Mateo County held public hearings at which time interested persons had an opportunity to testify either in support or opposition to implementation of the Peninsula Clean Energy CCA program in the unincorporated area of San Mateo County.

WHEREAS, this ordinance is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to the CEQA Guidelines, as it is not a "project" as it has no potential to result in a direct or reasonably foreseeable indirect physical change to the environment. (14 Cal. Code Regs. § 15378(a)). Further, the ordinance is exempt from CEQA as there is no possibility that the ordinance or its implementation would have a significant effect on the environment. (14 Cal. Code Regs. § 15061(b)(3)). The ordinance is also categorically exempt because it is an action taken by a regulatory agency to assume the maintenance, restoration, enhancement or protection of the environment. (14 Cal. Code Regs. § 15308). The Director of Office of Sustainability Agreements shall cause a Notice of Exemption to be filed as authorized by CEQA and the CEQA guidelines.

NOW, THEREFORE, LET IT BE RESOLVED the County of San Mateo Board of Supervisors does ordain as follows:

SECTION 1. The above recitations are true and correct and material to this Ordinance.

SECTION 2. Authorization to Implement a Community Choice Aggregation Program.

Based upon the forgoing, and in order to provide business and residents within the unincorporated area of San Mateo County with a choice of power providers and with the benefits described above, the County of San Mateo Board of Supervisors ordains that it shall implement a community choice aggregation program within the jurisdiction of the unincorporated area of San Mateo County by participating as a group with other cities and towns as described above in the Community Choice Aggregation program of the Peninsula Clean Energy Authority, as generally described in the Joint Powers Agreements.

SECTION 3. This Ordinance shall be in full force and effective 30 days after its adoption, and shall be published and posted as required by law.

This Ordinance was introduced by the San Mateo County Board of Supervisors on [insert date], and was adopted on [insert date], by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: _____

COUNTY OF SAN MATEO

ATTEST:

APPROVED AS TO FORM:

County Counsel

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To: City Council

Fr: EQC

Date: September 30, 2015

Re: 2015-16 CAP Strategy Recommendations

We want to congratulate the City Council and city staff for continuing to make climate change an important priority for your work on behalf of our community. As you know, meeting your goal for emission reductions by 2020 must focus on emissions from transportation and from buildings. Your recent actions to install solar on many city buildings and to encourage no emissions transportation with bike lanes along El Camino Real are just two examples of city leadership that we endorse and applaud. Similarly, we want to recognize your leadership in hiring and devoting important city staff time to climate related goals. The EQC has been impressed by the knowledge and diligence of staff in working with us on these issues.

The recent report to the city on its emissions trajectory from staff is an example of the vital role city staff has been playing and it shows that the city's efforts on its own energy use are to be applauded. At that same time, it is also important to note that community-wide, at our current pace we will not meet the 2020 goals that you endorsed.

Fortunately, as a city council you have two vital opportunities coming up in the next few months to accelerate our community-wide emissions reductions to a level where we can meet our emissions goals. These are in the areas of electricity use (please see the Clean Power section below) and in building regulations regarding energy efficiency combined with development guidance that encourages low- or no-emission transportation (please see the M2 & General Plan section below).

The current budget allocates city funds to investigate strategies to achieve our greenhouse gas emission reduction goals. We recommend that you focus on two options, which we believe represent the most promising opportunities, i.e., the "biggest bang for the buck," by dedicating staff and/or consultant resources to provide you with critical information to make informed and responsible decisions. The two opportunities include the following:

Clean Power

We want to laud you for participating in the efforts by the San Mateo joint powers authority Community Choice Aggregate (JPA CCA) to provide renewable energy to Menlo Park residents and businesses as clean energy is a critical component of reducing our greenhouse gas emissions. Analysis shows that achieving our 2020 emission reduction goal will be attainable only if Menlo Park adopts 100 percent clean power, which the city may be able to implement with near parity to current energy costs.

Given how important this 100 percent clean energy target is for meeting our 2020 goals, we recommend that Menlo Park continue to participate in the San Mateo JPA CCA program and to urge adoption of 100 percent as the goal.

In addition, we encourage the city to explore simultaneously other sources for 100 percent clean energy (with our current provider, PG&E, or through an independent provider), in the event that the JPA CCA would choose an energy mix less than 100 percent clean power. With this advance preparation, Menlo Park would increase the likelihood that Menlo Park will be able to adopt the necessary 100 percent clean power while meeting other critical criteria related to costs and reliability. [Please refer to the EQC letter to Council on DATE that outlined a set of recommended criteria for assessing alternate power provider programs that can aid in your research (see Attachment A).] Without dedicating time and resources to exploring the full range of options, Menlo Park will not be fully informed when the San Mateo JPPA CCA announces its decision in February 2016, so immediate action is needed.

M2 & General Plan

The Menlo Park General Plan Update, with emphasis on the M2 district – is nearing final recommendations to the city council. EQC members have fully participated in that effort and we want to congratulate you on the thoughtfulness and community engagement. We recommend that the Council take advantage of this rare opportunity to include critical elements that will maximally reduce emissions from buildings and transportation, which will feed into the city's 2020 targets and beyond. Over the lifetime of the General Plan, strategies to reduce emissions would build a healthier community, contribute to the broader climate change reductions adopted by CA State, and provide financial benefits for residents and commuters.

Therefore, we urge you as members of the City Council to devote city resources to fully identify, research and vet these additions to the M2 recommendations so that you can be comfortable voting for their adoption when the final plan comes before City Council. [We include as Attachment B the previous recommendations sent to City Council regarding the M2 and General Plan for your reference.]

Conclusion

You wisely set aside funds in the city operating budget this year to address high priority opportunities to help meet our city's climate change target. We urge you to deploy those resources and your time to develop options in Clean Power along with carbon reduction recommendations for the General Plan so that Menlo Park can meet our greenhouse gas emission target of 27% below baseline levels by 2020. While our emission target is bold, the efforts are critical to help catalyze appropriate development, attract vibrant businesses, and maintain the character and quality of life in our community.

You have shown encouraging leadership on climate so far, and now is the time to take the next step on behalf of our entire community. We stand ready to work with you at EQC and know there are many residents, businesses and community groups eager to do the same.

Thank you for your time and consideration.

**STAFF REPORT****City Council****Meeting Date:****11/10/2015****Staff Report Number:****15-166-CC****Consent Calendar:**

Award a Construction Contract for the Multi-Year Sidewalk Replacement Project to Golden Bay Construction, Inc. and Authorize a Total Construction Contract Budget of \$300,000 Annually

Recommendation

Staff recommends that the City Council award a contract to Golden Bay Construction, Inc. for the Multi-Year Sidewalk Replacement Project and authorize staff to extend the contract for up to seven one year extensions with an annual expenditure of up to \$300,000.

Policy Issues

The contract exceeds staff authorization and requires City Council approval. This project is part of the Capital Improvement Plan.

Background

The streets of Menlo Park are lined with various species of trees. Most trees are located in close proximity to frontage improvements such as concrete sidewalks, curbs, gutters, and asphalt parking strips. As the trees mature, their roots spread out and sometimes cause damage to the improvements. The damage can result in tripping hazards, drainage problems, and nuisances for property owners, residents, and businesses.

The frontage improvements that are damaged by City tree roots are repaired through the annual Sidewalk Repair Program (Program). Staff has divided the City into five zones for the Program. Each year staff focuses on one zone in which thorough sidewalk inspections are performed to identify issues and perform repair work in. A limited amount of funds is also set aside to respond to residents' requests for repairs throughout the City.

There are two categories of sidewalk repairs performed through the Program, which are as follows: tree root damage to concrete structures requiring complete removal and replacement of the concrete; and tree root uplift of concrete sidewalk panels with vertical offsets of 1-3/4 inches or less where the trip hazard can be eliminated by the horizontal sawcut method.

A Multi-year (5 year) contract was awarded by City Council on July 21, 2015 for the horizontal sawcut method portion of this Program.

Analysis

Unlike typical sidewalk replacement projects where the repair locations are replaced at one time, staff changed the specifications where the Contractor is on-call. The specifications require the contractor to be on-call up to three times during the year to replace damaged sidewalks. This was done in order to be more responsive to property owners. The unit prices for the sidewalk replacement can be adjusted annually based upon the Consumer Price Index; however, the annual unit prices should not exceed five (5) percent

On October 28, 2015, two bids were submitted for the 2015-16 Multi-Year Sidewalk Replacement Project. The lowest bidder, Golden Bay Construction, Inc., submitted a bid in the amount of \$94,514. Attachment A provides the bid summary. Staff has checked the background and references of Golden Bay Construction, Inc., and is satisfied with its past performance.

Impact on City Resources

The Program has a total annual budget for FY 2015-16 of \$300,000, which includes sidewalk replacement and horizontal sawcutting work. The sidewalk replacement portion of the Program generally spends approximately \$200,000 annually. Staff anticipates the annual expenditures to be within a range of \$200,000- \$240,000 over the course of the contract.

This is a seven year contract and staff is requesting authorization to spend up to the full amount budgeted annually for the Program in the event circumstances warrant an allocation of a larger portion of the budget for sidewalk replacement work. This expenditure authority will allow for more efficient execution of the work. To the extent such additional fund allocation is not required, the remaining funds will be used for the sidewalk horizontal sawcutting work. The project is funded by the General Fund CIP and the Sidewalk Assessment Fund.

Environmental Review

The project is categorically exempt under Class I of the current State of California Environmental Quality Act Guidelines, which allows minor alterations and replacement of existing facilities.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

A. Bid Summary

Report prepared by:
Ruben Niño, Assistant Public Works Director



BID SUMMARY

Multi-Year Citywide Sidewalk Repair Program

Bid Opening: Wednesday October 28, 2015 at 2:00 PM

	COMPANY	BID
1	Golden Bay Construction, Inc.	94,514.00
2	J.J.R Construction, Inc.	213,525.00

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STAFF REPORT

City Council

Meeting Date: 11/10/2015

Staff Report Number: 15-173-CC

Consent Calendar:

Adopt a Resolution Stating the City Council's Support for the Concept of Expanding the Snack Bar and Storage Facility Adjacent to the Athletic Fields at Burgess Park

Recommendation

Adopt a resolution stating the City Council's support for the concept of expanding the Snack Bar and Storage Facility adjacent to the athletic fields at Burgess Park.

Policy Issues

This resolution does not commit the City of Menlo Park to financial support nor does it exempt the project from any approval processing requirements or municipal code requirements. It simply allows the City Council to discuss and, if adopted, support the concept of expanding the Snack Bar facility, subject to normal project review process and compliance with municipal code requirements.

Background

Currently, a snack bar is adjacent to the athletic fields at Burgess Park. The primary use of the facility is to enhance the experience of families and players attending athletic events at Burgess Park. However, the snack bar does not currently have a kitchen for the preparation of food. There is also limited storage capacity for athletic equipment at the facility.

Unrelated, the owner of Foster's Freeze on Oak Grove has announced his retirement and closed the business. Having been in business for over 50 years in Menlo Park, Foster's Freeze has served generations of patrons. Foster's Freeze has been the site of innumerable post-game celebrations.

Presently, a group of citizens have come together and expressed the desire to investigate the feasibility of raising charitable donations to expand the snack bar and storage facility at Burgess Park. Due to the limited storage capacity and a desire to enhance the snack bar and food options, the Menlo Atherton Little League has expressed support for the expansion of the facility. Additionally, the vision for the snack bar expansion includes, but it not dependent upon, the incorporation of the aesthetic features and historical signage from the now closed, Menlo Park Foster's Freeze.

On September 21st, Council Member Mueller, on behalf of Mayor Carlton and himself, submitted a request that a resolution of the City Council be agendized for discussion and action.

Analysis

This confluence of seemingly unrelated events has provided the City with a unique opportunity to support the possibility of expanding its snack bar and storage facility, while also preserving a beloved Menlo Park tradition. Should the City Council adopt this resolution (Attachment A), the City is not committing any financial support of the project or exempting the proposal from any approval processing requirements. However, it would provide the group of citizens with direction to begin investigating opportunities for fundraising and design options for their new facility. Any modification to or expansion of the facility would go through the City's normal process and would have to comply with the City's municipal code.

Impact on City Resources

There is no impact on city resources.

Environmental Review

Any further action would require environmental review.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

A. Draft Resolution

Report prepared by:

Jim Cogan, Economic Development Manager

RESOLUTION NO.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENLO
PARK STATING THE CITY COUNCIL'S SUPPORT FOR THE
CONCEPT OF EXPANDING THE SNACK BAR AND STORAGE
FACILITY ADJACENT TO THE ATHLETIC FIELDS AT BURGESS
PARK**

WHEREAS, a group of Menlo Park residents have come together with the purpose of investigating fundraising charitable donations, and expanding the snack bar facility at Burgess Field, subject to City review and approval; and

WHEREAS this group of residents has also expressed an interest in investigating the possibility of incorporating some of the Foster's Freeze aesthetic elements and signage in the design of their new facility; and

WHEREAS, the City is not committing any financial support of the project or exempting the proposal from any approval processing requirements, nor exempting the compliance with the City of Menlo Park Municipal Code.

NOW, THEREFORE BE IT RESOLVED, that the City of Menlo Park, acting by and through its City Council, having considered and been fully advised in the matter and good cause appearing therefore does hereby state the support for the concept of expanding the Snack Bar and Storage Facility adjacent to the athletic fields at Burgess Park, subject to compliance with the City's municipal code and normal approval process.

I, Pamela Aguilar, City Clerk of Menlo Park, do hereby certify that the above and foregoing Council Resolution was duly and regularly passed and adopted at a meeting by said Council on the tenth day of November 2015, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this tenth day of November, 2015.

Pamela Aguilar
City Clerk

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STAFF REPORT

City Council

Meeting Date:

11/10/2015

Staff Report Number:

15-174-CC

Consent Calendar:

Adopt a Resolution Requesting that the Federal Consumer Financial Protection Bureau, the United States Congress and the California State Legislature Take Action to Protect Consumers from Usurious Payday Lenders

Recommendation

Adopt a resolution requesting that the Federal Consumer Financial Protection Bureau, the United States Congress and the California State Legislature take action to protect consumers from usurious payday lenders and authorize the Mayor to send a letter forwarding a copy of the resolution to the Director of the Federal Consumer Financial Protection Bureau.

Policy Issues

In conjunction with other cities in the Bay Area, the City of Menlo Park is being asked to express its support for broader legislation to protect consumers and strengthen rules relative to payday lending. The cities of Daly City, South San Francisco, East Palo Alto and the County of San Mateo have adopted similar resolutions in recent months.

Background

In 2012, the Police Department presented to the City Council, information on pursuing regulation or a possible ban of payday and auto title lenders, also known as alternative financial services (AFS). AFS and traditional federally-insured banks form a two-tiered financial services industry. This two-tiered financial services industry is the result of the inability of low-income consumers with poor credit history to obtain certain services from federally insured banks. Often times it is these lower-income and financially vulnerable customers that rely on alternative financial services, which are predatory by the nature in which they lend money. In October 2012, the City Council unanimously passed Ordinance 968 establishing a temporary moratorium on the establishment of payday lenders and auto title lenders within the City of Menlo Park. In November 2012, the City Council unanimously passed Ordinance 987, extending the moratorium. In August 2014, the City Council adopted Ordinance No. 1008 identifying payday lenders and auto title lenders a nuisance.

Analysis

Despite Menlo Park's ordinance, usurious payday and auto title loans are still available to Menlo Park residents in other jurisdictions.

Payday loans frequently trap many borrowers in a cycle of debt that can exacerbate financial challenges faced by many lower income families. The 2014 California Department of Business Oversight Annual Report determined that in California there are over 2,000 payday lending storefronts, making over \$3 billion in triple digit interest rate loans to Californian families each year. According to an October 2014 analysis from the Center for Responsible, payday lenders collected over \$578 million in payday loan fees in 2013 from people in our communities who are least able to pay. A 2013 report by the Insight Center for Community Economic Development determined that the hundreds of millions of dollars paid in payday loan fees is draining economic resources from our communities and leading to a net loss of \$135 million in economic activity and loss of 1,975 jobs in the state. The Consumer Financial Protection Bureau found that during a 12-month period borrowers took out a median of 10 loans and that more than 80% of loans were rolled over or renewed within two week and borrowers who take out 11 or more loans each year account for roughly 75 percent of the fees generated. Analysis conducted by the Center for Responsible Lending in October 2014 found that data from the California Department of Business Oversight indicates that more than 75% of payday loan fees in California are paid by borrowers taking out 7 or more loans per year, and 60% of fees are from those with 10 or more per year. A 2013 National Consumer Law Center report determined that 15 states including the District of Columbia have adopted a 36% or lower annual percentage rate cap for these small loans and the federal government has adopted a similar rate cap for payday and auto title loans to the military based on a Department of Defense finding that these loans, “undermine military readiness, harm the morale of troops and their families, and add to the cost of fielding an all-volunteer fighting force”.

Impact on City Resources

There is no impact on City resources.

Environmental Review

Environmental review is not required for this item.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

A. Resolution Requesting Action to Protect Consumers From Predatory Payday Lenders

Report prepared by:

Leigh F. Prince, Assistant City Attorney

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENLO PARK REQUESTING THE UNITED STATES CONGRESS, THE CALIFORNIA STATE LEGISLATURE AND THE FEDERAL CONSUMER FINANCIAL PROTECTION BUREAU TAKE ACTION TO PROTECT CONSUMERS FROM PREDATORY PAYDAY LENDERS

WHEREAS, the City Council of the City of Menlo Park represents the interests of its citizens, residents, and constituents; and

WHEREAS, the residents of the City of Menlo Park are deeply concerned about harmful effects of payday lending practices locally, elsewhere in the state of California, and across the country; and

WHEREAS, the City Council of the City Menlo Park adopted an ordinance on August 26, 2014, declaring payday lenders and auto title lenders a nuisance; and

WHEREAS, the 2014 California Department of Business Oversight Annual Report found that in the state of California there are over 2,000 payday lending storefronts, making over \$3 billion in triple digit interest rate loans to Californian families each year; and

WHEREAS, according to an October 2014 analysis from the Center for Responsible, payday lenders collected over \$578 million in payday loan fees in 2013 from people in our communities who are least able to pay; and

WHEREAS, a 2013 report by the Insight Center for Community Economic Development determined that the hundreds of millions of dollars paid in payday loan fees is draining economic resources from our communities and leading to a net loss of \$135 million in economic activity and loss of 1,975 jobs in the state; and

WHEREAS, the Consumer Financial Protection Bureau found that during a 12-month period borrowers took out a median of 10 loans and that more than 80% of loans were rolled over or renewed within two week and borrowers who take out 11 or more loans each year account for roughly 75 percent of the fees generated; and

WHEREAS, analysis conducted by the Center for Responsible Lending in October 2014 found that data from the California Department of Business Oversight indicates that more than 75% of payday loan fees in California are paid by borrowers taking out 7 or more loans per year, and 60% of fees are from those with 10 or more per year; and

WHEREAS, a 2013 National Consumer Law Center report determined that 15 states including the District of Columbia have adopted a 36% or lower annual percentage rate cap for these small loans and the federal government has adopted a similar rate cap for payday and auto title loans to the military based on a Department of Defense finding

that these loans, “undermine military readiness, harm the morale of troops and their families, and add to the cost of fielding an all-volunteer fighting force”; and

WHEREAS, the City Council of the City of Menlo Park is deeply concerned and believes action is needed at the federal and state levels to enforce fair consumer lending standards throughout California.

NOW, THEREFORE, BE IT RESOLVED, that the City of Menlo Park, acting by and through its City Council, hereby urges the Consumer Financial Protection Bureau, the United States Congress and the California State Legislature to take action to enact rules and/or laws that will:

1. Require lenders to determine a borrower’s ability to repay a loan, including consideration of income and expenses
2. Not sanction any series of repeat loans or provide any safe harbor to poorly underwritten loans
3. Establish an outer limit on length of indebtedness that is at least as short as the FDIC’s 2005 guidelines – 90 days in a twelve-month period
4. Restrict lenders from requiring a post-dated check or electronic access to a borrower’s checking account as a condition of extending credit
5. Limit the annualized percentage interest rates of loans to 36% or less

I, Pamela Aguilar, City Clerk of Menlo Park, do hereby certify that the above and foregoing Council Resolution was duly and regularly passed and adopted at a meeting by said Council on the tenth day of November 2015, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this tenth day of November, 2015.

Pamela Aguilar
City Clerk



REGULAR MEETING MINUTES - Draft

Date: 10/20/2015
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

Regular Session

Mayor Carlton called the Regular Session to order at 7:05 p.m.

Roll Call

Present: Carlton, Cline, Keith, Mueller, Ohtaki

Absent: None

Staff: City Manager Alex McIntyre, City Attorney Bill McClure, City Clerk Pamela Aguilar

Mayor Carlton led the pledge of allegiance.

D. Presentations and Proclamations

D1. Presentation of proclamation to Gizela Sipos ([Attachment](#))

Gizela Sipos accepted the proclamation recognizing her for creating the Peace and Love on Haight Street block party in the Willows neighborhood earlier this year.

D2. Presentation of four Beacon Sustainability Spotlight Awards

Steve Sanders of the Institute for Local Government (ILG) presented four awards to Mayor Carlton and the City Council.

E. Commissioner Reports

E1. Environmental Quality Commission quarterly update report

Commission Chair Allan Bedwell briefly discussed the commission's work and concerns regarding conservation, the San Francisquito Creek El Niño preparedness and the Climate Action Plan.

F. Public Comment

- Fran Dehn, Menlo Park Chamber of Commerce, announced the Menlo Ready disaster planning event on October 23 and provided the City Council with copies of the next day's edition of the Almanac which included photos of the Menlo gates
- Marc Bryman, Menlo-Atherton Little League board member, spoke in support of the shack at Burgess Park

G. Consent Calendar

Mayor Carlton requested, and the City Council concurred, to move Regular Business item H1 to the Consent Calendar as item G5 and to accept the amendment.

Councilmember Mueller requested, and City Council concurred, that item G3 be tabled to the November 10th City Council meeting.

Councilmember Keith stated that an amendment to item G4, the City Council meeting minutes of October 6, was submitted by the City Clerk.

- G1. Approve a sponsorship policy for Community Services Department events and programs ([Staff Report# 15-147-CC](#))
- G2. Approve removal of parking along the north side of Haven Avenue as part of the Haven Avenue Streetscape Project ([Staff Report# 15-155-CC](#))
- G3. Adopt a resolution stating the City Council's support for the concept of expanding the Menlo-Atherton Little League snack bar and storage facility adjacent to the athletic fields at Burgess Park ([Staff Report# 15-162-CC](#))
- G4. Approve minutes for the City Council meetings of August 25 and October 6, 2015 ([Attachment](#))
- G5. Encourage Menlo Park residents and businesses to avoid poison rodent bait ([Staff Report# 15-161-CC](#))

ACTION: Motion and second (Keith/Ohtaki) to approve all items on the Consent Calendar, except item G3, and to accept the amendments to items G4 and G5 passes unanimously.

H. Regular Business

- H1. Encourage Menlo Park residents and businesses to avoid poison rodent bait ([Staff Report# 15-161-CC](#)) This item was moved to the Consent Calendar as item G5.
- H2. Consider changes to the downtown Menlo Park parking options and time restrictions ([Staff Report# 15-160-CC](#))([Presentation](#))

Transportation Manager Nikki Nagaya introduced Assistant Engineer Kevin Chen who gave a presentation.

Public Comment:

- Bianca Walser spoke regarding parking concerns, considering more pedestrian and bike options, and how success of the pilot project will be measured
- Marko Petricevic, Trader Joe's, spoke regarding parking concerns for downtown workers and would like the parking time limits extended
- Bill Kirsch spoke in support of paid parking meters

- Eva Etter, Accent on Eyewear, spoke in support of extended parking hours
- Tiger Bachler, Alys Grace, spoke in support of extended parking for employees and also in order to keep customers
- Laurie Farros expressed concern about the difficulty in attracting businesses and customers to Menlo Park because of the parking issues
- Diane Bailey, Menlo Spark, encouraged exploration of smart meter technology
- Royal Farros spoke in support of free and convenient parking in order to attract customers
- Adina Levin spoke in support of smart meter technology and having an access-to-parking plan

ACTION: Motion and second (Ohtaki/Carlton) to implement free parking time limit changes to all downtown off-street parking plazas from the currently designated 2-hour limit to 3-hour limit passes 4-1 (Councilmember Keith dissents)

ACTION: Motion and second (Mueller/Ohtaki) to implement free parking time limit changes to all downtown on-street parking spaces from the currently designated 1-hour limit to 2-hour limit fails 2-3 (Councilmembers Carlton, Cline and Keith dissent)

ACTION: Motion and second (Keith/Carlton) to direct staff to prepare a report to expand pay parking options to Parking Plazas 2, 3, 4, 6, 7 and 8 after the initial free 3-hour parking limit 4-1 (Councilmember Ohtaki dissents)

Councilmember Ohtaki made a motion and Mayor Pro Tem Cline seconded to keep on-street parking on Santa Cruz Avenue at 1 hour and increase on-street parking on Santa Cruz Avenue side streets to 2 hours. The motion was later withdrawn.

ACTION: Motion and second (Mueller/Ohtaki) to increase the parking time limit on Santa Cruz Avenue side streets from 1 hour to 1.5 hours passes 3-2 (Mayor Pro Tem Cline and Councilmember Keith dissent)

Additionally, the City Council directed staff to evaluate strategies to improve other elements of the current downtown parking program to better serve the downtown patron and employee population. The main strategies include:

- Develop measures of effectiveness (MOEs) to evaluate the success of the 6-month program
- Consider changing the current annual permit program, including transferrable permits and a tiered pricing system based on income
- Consider changing enforcement start time from 9:00 a.m. to 10:00 a.m.
- Consider developing an independent variable trigger to determine when changes to the parking time limits should be explored to efficiently process changes in the future.

- H3. Provide direction on proposed Police and Public Works antenna structure design ([Staff Report# 15-153-CC](#))([Presentation](#))

Assistant Public Works Director Ruben Nino gave a presentation.

ACTION: Motion and second (Keith/Ohtaki) to approve the monopole antenna structure design passes 4-0-1 (Mueller abstains).

- H4. Consideration of approval of the terms of an agreement between the City of Menlo Park and the American Federation of State, County and Municipal Employees, Local 829 ([Staff Report# 15-152-CC](#))([Presentation](#))

Interim Human Resources Director Dave Bertini gave a presentation.

ACTION: Motion and second (Keith/Cline) to approve the terms of an agreement between the City of Menlo Park and the American Federation of State, County and Municipal Employees, Local 829 passes unanimously.

I. Informational Items

- I1. Summary of City Council comments from the October 6, 2015 meeting on the General Plan and M-2 Area zoning update ([Staff Report# 15-158-CC](#))
- I2. Update on the El Camino Real Corridor Study ([Staff Report# 15-154-CC](#))
- I3. Update on the City of Menlo Park's Climate Action Plan update and status report for 2015 ([Staff Report# 15-156-CC](#))

Public Comment:

- Diane Bailey, Menlo Spark, spoke regarding power and sustainable building standards

- I4. Update on Peninsula Clean Energy, a Community Choice Energy effort sponsored by San Mateo County ([Staff Report# 15-163-CC](#))

Public Comment:

- Michael Closson spoke in support of the City joining the County program Peninsula Clean Energy

- I5. Initiation of a community-wide survey by Godbe Research ([Staff Report# 15-159-CC](#))
- I6. Initiation of community engagement supporting 2015-16 Capital Improvement Projects for parks ([Staff Report# 15-157-CC](#))

J. City Manager's Report

K. Councilmember Reports

Mayor Carlton reported on a recent CCA meeting she attended; she also recognized Café Zoe and Cheeky Monkey for their coat donation drive and announced that October 21 is Unity Day which supports the anti-bullying campaign.

Councilmember Mueller announced a town hall meeting on November 2 at Las Lomas School regarding Alameda de las Pulgas traffic and safety issues; he also reported that the JPA on equity education is holding ongoing discussions with stakeholders and gave an update regarding the Menlo Park Loves Kids project.

Mayor Pro Tem Cline discussed developing a plan to have the Menlo gates placed in the main downtown intersection at the entrance of Menlo Park.

Councilmember Ohtaki reported on the SFO Airport Roundtable and gave an update on noise complaints and a request to research zones where plane altitudes change.

Councilmember Keith reported on her trip to China with the non-profit group China Silicon Valley and stated that Cheng Du and Guang Zhou would like to pursue friendship agreements with Menlo Park; she also reported on the Oak Grove bike boulevard project, the debris removal at San Francisquito Creek in preparation for El Niño, and an update on the removal of ballast rock in the Belle Haven area.

L. Adjournment

Mayor Carlton adjourned the meeting at 10:15 p.m.

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**STAFF REPORT****City Council****Meeting Date:****11/10/2015****Staff Report Number:****15-175-CC****Regular Business:**

Adopt a Resolution to Implement a 6-Month Pilot Program to Modify Downtown Parking Time Limits and Appropriate \$65,000 from the Downtown Parking Fund to Implement the Recommendations

Recommendation

Staff recommends that the City Council adopt a resolution (Attachment A) to implement a 6-month pilot program to modify Downtown parking time limits (recommendations “a” and “b”), conduct a cost/benefit evaluation study (recommendation “c”), and conduct program evaluation (recommendation “d”) as follows:

- a. Implement free parking time limit changes to all Downtown public off-street Parking Plazas from the currently designated 2-hour limit to 3-hour limit.
- b. Implement free parking time limit changes to all Downtown public on-street parking spaces from the currently designated 1-hour limit to 90-minute limit.
- c. Prepare a cost/benefit evaluation study to expand pay parking options to the remaining six non-pay Parking Plazas. The study will also assess existing versus newer parking payment collection technologies to be implemented for all eight Parking Plazas, after the initial free 3-hour parking limit as shown on Attachment B.
- d. Conduct Post-Pilot Program and Annual Permit Program Evaluation

Staff also recommends an appropriation of \$65,000 from the Downtown Parking Fund to implement the recommendations. No changes to private parking spaces within the Downtown core area are proposed.

Policy Issues

Implementation of changes to Downtown parking time restrictions is in line with several policies stated in the 1994 General Plan Circulation Element. These policies seek to strengthen Downtown as a vital and competitive shopping area while encouraging the preservation and enhancement of Downtown’s historic atmosphere and character. The El Camino Real/Downtown Specific Plan included recommendations for parking management strategies and to increase the parking supply, but did not recommend specific changes to the time restrictions for existing parking areas.

Background

In June 2009, the City Council authorized a detailed Downtown Menlo Park Parking Study (Study). The Study reviewed all previous Downtown parking studies since 1999 and made a set of recommendations. The City implemented the Study recommendations in 2011 and established what would be the current

Downtown parking Program.

Since the implementation, staff has monitored community feedback related to the parking changes. In March 2015, Council held a study session to review the current parking effectiveness and provided direction to address the Program's ongoing challenges. These challenges include:

- Perception of aggressive enforcement, particularly in 1-hour parking areas
- Need for additional long-term employee parking supply
- Varying parking time limits creates confusion about where to park and for how long

Based on Council's direction, staff recommended specific policy changes at the October 20, 2015 Council meeting (staff report included as Attachment C). Following community feedback and Council discussion, Council approved the following:

- Modify free parking time limits in the Parking Plazas from 2 hours to 3 hours
- Modify free parking time limits for on-street spaces from 1 hour to 90 minutes
- Prepare a cost/benefit evaluation study to expand the Parking Plaza pay options and assess existing versus newer parking payment collection technologies

Additionally, Council directed staff to evaluate strategies to improve other elements of the current Downtown parking program to better serve the Downtown patron and employee population. The main strategies include:

- Develop measures of effectiveness (MOEs) to evaluate the success of the 6-month pilot program
- Consider changing the current annual permit program, including transferrable permits and a tiered pricing system based on income
- Consider changing enforcement start time from 9:00 am to 10:00 am
- Consider developing an independent variable trigger (i.e., population, demand occupancy, etc.) to determine when changes to the parking time limits should be explored to efficiently process changes in the future

Each of these strategies is evaluated in the following Analysis section.

Analysis

In collaboration with the City's Police Department, staff evaluated the potential behavioral and financial effects these strategies could have on Downtown patrons and the City. Each strategy is discussed in detail below:

Develop Downtown Parking Pilot Program Measures of Effectiveness (MOEs)

To implement the 6-month pilot program, staff suggests a temporary modification of the on-street and Plaza signs that would take effect in January 2016, following the 2015 holiday season when the City

typically extends free parking time limits in each plaza to 3-hours for holiday parking. Signs would be modified using a low-cost approach, using decals to update the time restrictions during the pilot program.

To evaluate the effectiveness of the proposed pilot program, a set of quantifiable criteria was established. These measures of effectiveness (MOEs) would be used to evaluate the success of the pilot program. The proposed MOEs that would define a successful program are outline below:

Downtown Parking Pilot Program Measures of Effectiveness To Define Program Success	
Parking occupancy for 2 consecutive hours for all on-street facilities and 3 consecutive hours for all Parking Plazas	< 95%
Percent reduction in annual permit sales	< 20%
Percent reduction in Santa Cruz Avenue citations	> 10%
Percent of surveyed business owners that express satisfactory with program	> 67%

To establish a set of baseline values to represent the “before” conditions, the following data would be collected in November 2015 prior to the start of the pilot program: parking occupancy, baseline revenue, number of overtime parking citations for Santa Cruz Avenue, number of permits sold, and description of enforcement staff time.

To establish a set of data values to represent the “after” conditions, the same set of data would be collect during the pilot program. First, parking occupancy data would be collected in March and June 2016. Second, monthly Santa Cruz Avenue overtime parking citation inventory and annual permit sales for the duration of the pilot program would be extracted. Finally, a voluntary survey of Downtown business owners would be developed and sent out in May 2016 to gather feedback on the pilot program.

Analysis of the data would be prepared and the results shared with the City Council in Summer 2016. Staff will also utilize the occupancy data to evaluate the current enforcement time period of 9:00 am to 6:00 pm and determine if a 10:00 am start to enforcement is recommended.

Current Annual Permit Program

The existing Downtown Plaza Annual Parking Permit, which was put into effect in 2004, utilizes a non-transferrable permit system for Downtown business employees with long-term parking demands. To date in 2015, 679 of the 685 available annual permits have been sold at \$592 per permit, for a total of \$402,000 in revenue that is only used for the Downtown parking areas.

Typically, the permit renewal process for the upcoming calendar year begins in the first week of November to provide sufficient time to send renewal notification, process applications, and schedule permit pick-up. A programming format change such as the suggested permit transferability (the implemented system prior to 2004) and a tiered pricing system is anticipated to delay the roll out of the 2016 permit program by approximately 2 months, until March 2016, to allow preparation and review of the placards, advertising of the new program changes and development of policies for enforcement (e.g., placard placement for motorcycle/vehicles, administration, etc.).

In addition, the implementation of modifications to the annual permit program format, in concurrence with the approved 6-month parking time limit extension program, could dilute the findings of the pilot program (for example, if an increase in parking occupancy is observed, is it attributable to the time limit changes or the modifications to the parking permit program?).

To avoid delays to the 2016 permit program, staff recommends first completing an evaluation of the current permit program practices and policies with the following elements:

- Compare the existing program to neighbor cities and establish a price range
- Evaluate the potential impact a transferrable program could have on the Downtown parking supply/demand ratio
- Evaluate a tiered pricing system
- Estimate the difference in program administration due to transferrable permits

Staff plans to use a consultant to prepare the permit evaluation to reduce the demand on staff resources that have already been allocated to other capital projects for the coming months. The same consultant would be responsible for the 6-month pilot post-program evaluation to streamline the effort and maximize available resources.

Other Downtown Improvement Projects

While the Downtown parking policy changes could provide immediate relief to on-going existing parking challenges, other long-term projects are programmed into the City's 5-Year Capital Improvement Program that may improve downtown parking. These projects include:

- Downtown Parking Plaza Project – Reconstruct Plaza 7 pavement striping/markings with updated parking space dimensions to reflect latest City standards, add bicycle parking, and other landscaping improvements.
- Citywide Bicycle & Pedestrian Visibility Project – Install new bicycle parking facilities throughout the Downtown Core
- Transportation Management Association – Establish a Transportation Management Association to work with Downtown businesses to identify alternative Transportation Demand Management programs
- Downtown Parking Structure Study – Construct a new parking structure through findings identified in the El Camino Real & Downtown Specific Plan

Community Engagement and Notification

Postcards were sent to all Downtown business owners, property owners, and nearby residents within a 300 feet radius of the Downtown area. Social media was also used to share information about potential changes being considered.

Impact on City Resources

Staff requests Council approve an appropriation as follows to implement the changes:

Appropriate Request Summary	
Pilot Program Implementation and Data Collection	\$24,400
Parking Plaza Pay Option Expansion and Parking Technology Cost/Benefit Evaluation	\$9,000
6-month Pilot Program and Annual Permit Program Evaluation	\$24,000
<i>Subtotal</i>	<i>\$57,400</i>
10% Contingency	\$7,600
Total Cost	\$65,000

Revenue Implications

Revenue for the Downtown Parking Fund comes from two sources: Plaza ticket sales from kiosks and annual Plaza permit sales. Revenues from parking violation citations are incorporated into the City's General Fund. It is anticipated that with the extended parking time limits, revenue sources to both the Downtown Parking and General Funds would decrease. Decreases to the Downtown Parking Fund may delay future improvement projects to downtown parking plazas if sufficient funds are not available to complete projects. Staff will monitor the revenue implications during the 6-month pilot program and report findings to Council as part of the program evaluation.

Environmental Review

The implementation of the timed restriction changes in downtown Menlo Park is categorically exempt under Class 1 of the current California Environmental Quality Act Guidelines. Class 1 allows for minor alterations of existing facilities, including existing highways and streets, sidewalks, gutters, bicycle and pedestrian access, and similar facilities, as long as there is negligible or no expansion of use.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. Draft Resolution to Approve Changes to the Downtown Menlo Park Parking Options and Time Restrictions
- B. Downtown Parking Map
- C. October 20, 2015 Staff Report

Report prepared by:

Kevin Chen, Assistant Engineer, Transportation

Report reviewed by:

Nicole H. Nagaya, P.E., Transportation Manager

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RESOLUTION NO.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENLO PARK
AUTHORIZING MODIFICATIONS TO THE DOWNTOWN MENLO PARK
PARKING OPTIONS AND TIME RESTRICTIONS**

The City of Menlo Park, acting by and through its City Council, having considered and been fully advised in the matter and good cause,

WHEREAS, Downtown patrons/business owner expressed the need for longer parking time limit restrictions to accommodate the typical patronage stays; and,

WHEREAS, extended parking time limits could encourage more downtown patronage and create a vibrant downtown.

NOW, THEREFORE, BE IT RESOLVED, the City Council of Menlo Park does hereby approve the implementation of a 6-month pilot program for the on- and off- street parking time restriction changes in Downtown Menlo Park as follows: a) changes all Downtown public off-street Parking Plazas from 2-hour free parking limit to 3-hour limit, b) change all Downtown public on-street parking spaces from 1-hour free parking limit to 90-minute limit.

I, Pamela Aguilar, City Clerk of Menlo Park, do hereby certify that the above and foregoing Council Resolution was duly and regularly passed and adopted at a meeting by said Council on the tenth day of November, 2015, by the following votes:

AYES:

NOES:

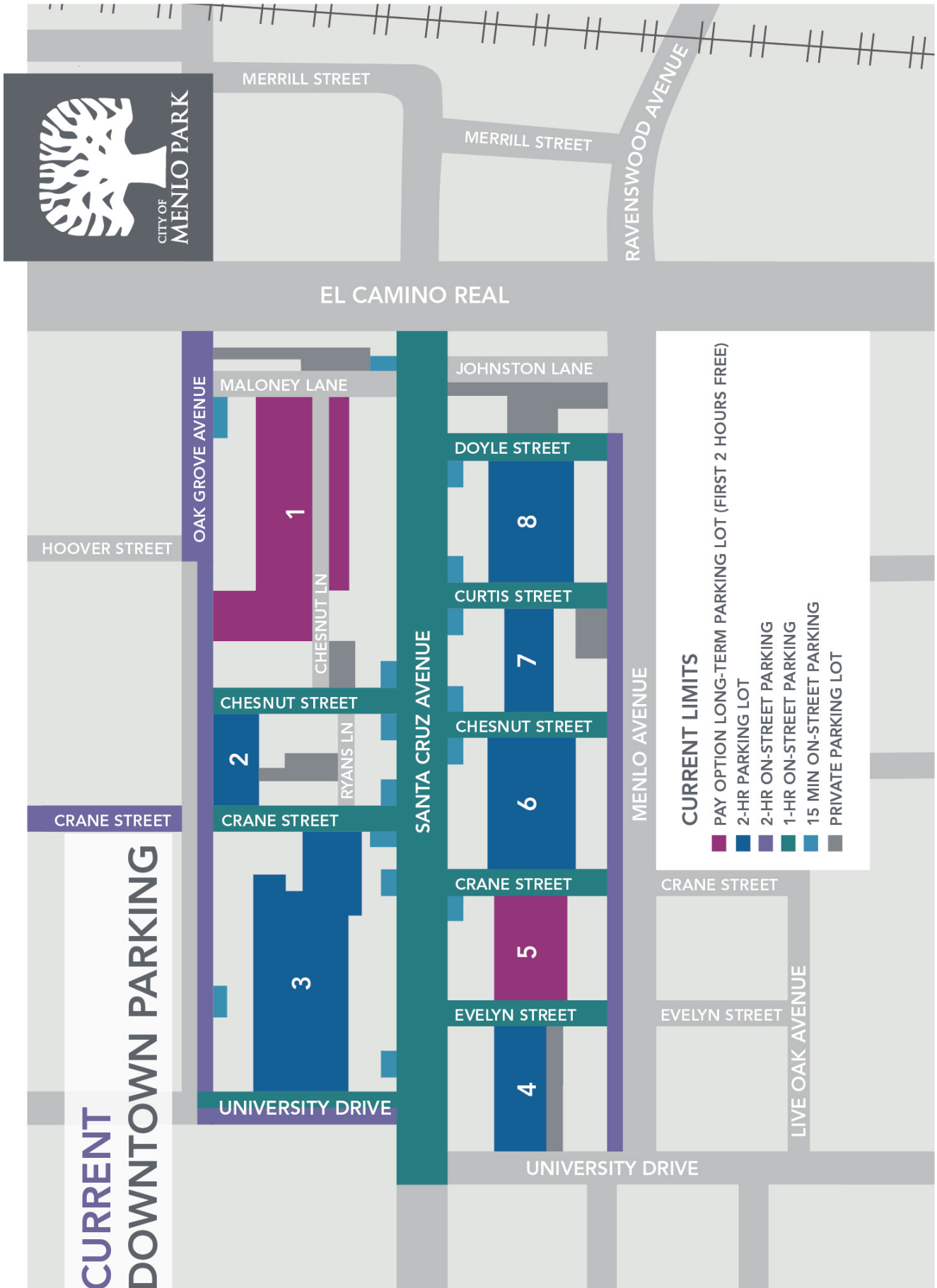
ABSENT:

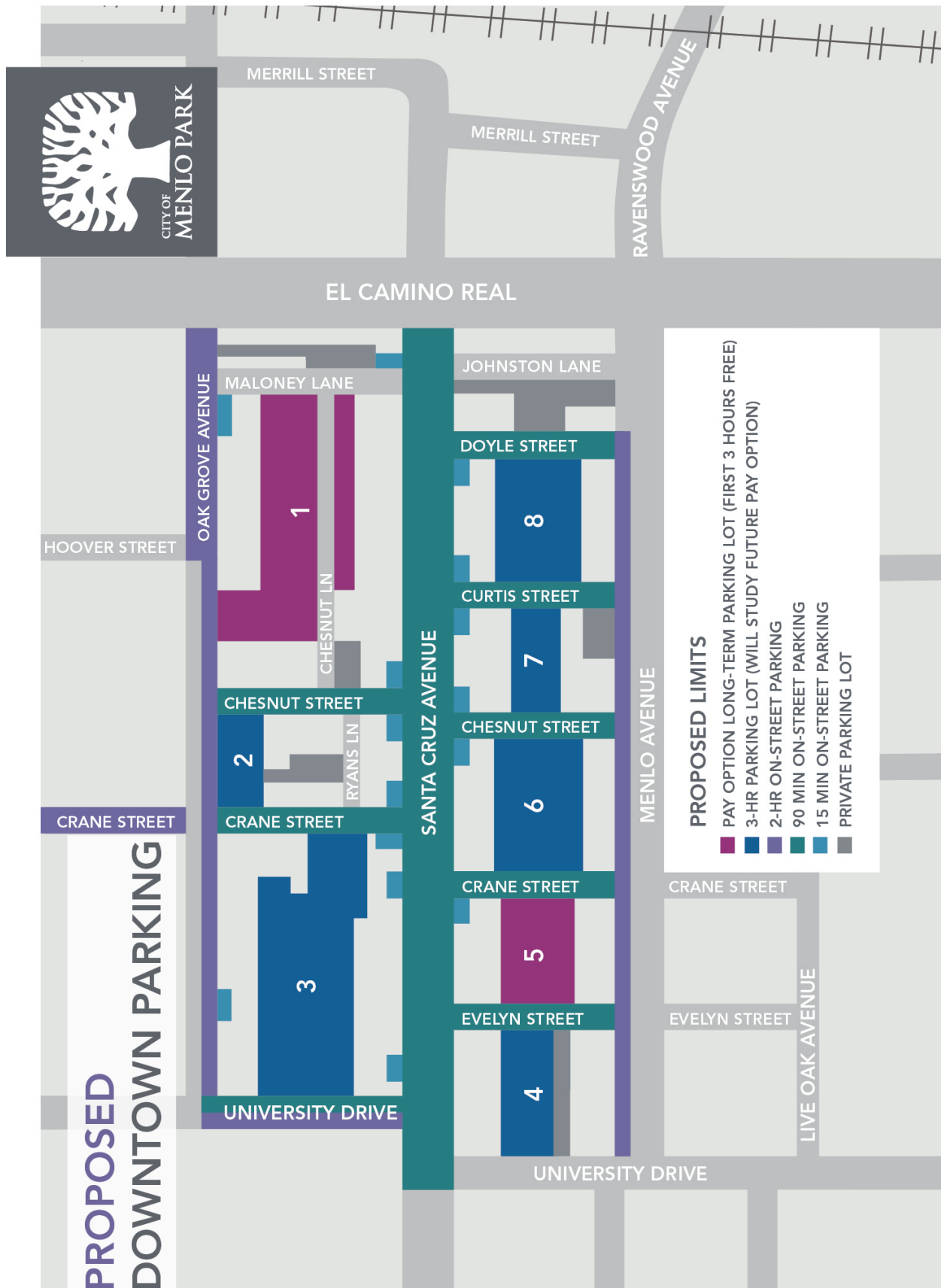
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this tenth day of November, 2015.

Pamela Aguilar
City Clerk

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**STAFF REPORT****City Council****Meeting Date:****10/20/2015****Staff Report Number:****15-160-CC****Regular Business:****Consider Changes to the Downtown Menlo Park
Parking Options and Time Restrictions****Recommendation**

Staff recommends that the City Council consider the following changes to downtown parking options and time restrictions:

- a. Implement free parking time limit changes to all Downtown off-street Parking Plazas from the currently designated 2-hour limit to 3-hour limit.
- b. Implement free parking time limit changes to all Downtown on-street parking spaces from the currently designated 1-hour limit to 2-hour limit.
- c. Direct staff to prepare a report to expand pay parking options to Parking Plazas 2, 3, 4, 6, 7, and 8, after the initial free 3-hour parking limit as shown on Attachment A.

Staff anticipates returning to the Council for approval and an appropriations request on November 10, 2015 to implement these changes, if directed. A draft resolution for these modifications is included in Attachment B.

Policy Issues

Implementation of changes to Downtown parking time restrictions is in line with several policies stated in the 1994 General Plan Circulation Element. These policies seek to strengthen Downtown as a vital and competitive shopping area while encouraging the preservation and enhancement of Downtown's historic atmosphere and character. The El Camino Real/Downtown Specific Plan included recommendations for management strategies and to increase the parking supply, but did not recommend changes to the time restrictions for existing parking areas.

Background

In June 2009, the City Council authorized a detailed Downtown Menlo Park Parking Study (Study). The Study reviewed all previous Downtown parking studies since 1999, made a set of recommendations, and the City implemented the Study recommendations in 2011. The changes were intended to address the short- and long- term parking needs generated by the Downtown businesses and patrons at the time of the Study. The recommendations are listed below:

- Changed most existing Santa Cruz Avenue on-street parking to a 1-hour time limit and converted a number of other spaces to a 15-minute time limit.

- Maintained other downtown adjoining streets' on-street parking time limit to 1-hour.
- Changed downtown periphery streets' on-street parking time limit to 2-hours.
- Changed posted enforcement hours throughout the downtown area to Monday through Friday, 9:00 am to 6:00 pm.
- Converted all parking spaces in Parking Plazas 1 and 5 into pay long-term parking options after the initial free 2-hour time limit as shown on Attachment A.
- Reduced the number of annual employee parking permits at Parking Plaza 2 and reallocated a portion of this parking to less utilized Parking Plazas.

The parking supply in Downtown Menlo Park is divided among three principal types of parking:

- City-owned lots (Parking Plazas)
- Public on-street (curbside) parking facilities
- Private off-street parking facilities

Most of the parking supply is off-street with the largest single component being private lots and garages (approximately 46%), followed by the City Parking Plazas (approximately 31%), with the remaining 23% on-street parking. Most of these parking spaces have timed parking restrictions, varying from 15 minutes to 2 hours.

Since the 2011 implementation, staff has monitored community feedback related to the parking changes. In March 2015, Council held a study session to review the current parking effectiveness, including the key findings summarized below:

- Benefits:
 - Created better parking distribution throughout Downtown
 - Generated high turnover rates on Santa Cruz Avenue
 - Created long-term employee parking supply
- Ongoing Challenges:
 - Perception of aggressive enforcement, particularly in 1-hour parking areas
 - Need for additional long-term employee parking supply
 - Varying parking time limits creates confusion about where to park and for how long

City Council provided direction on the Downtown parking policy at the March 2015 study session to bring back a report on:

- Developing strategies to simplify the patron experience when parking in Downtown
- Modifying time limits in the Plazas from 2-hour to 3-hour free parking
- Modifying time limits for on-street spaces from 1-hour to 2-hour free parking and 15-minute to 30-minute free parking

Each of these strategies is evaluated in the following section. No changes are expected to the Downtown plaza parking daily permit and annual business employee permit.

Analysis

In collaboration with the City Police Department, staff evaluated the potential behavioral and financial effects these strategies could have on Downtown patrons and the City. Each strategy is discussed in detail below:

Simplify Patron Experience when Parking in Downtown

In general, establishing a consistent time limit and pay option could create a more simplified parking experience for Downtown. As such, implementing a pay option for the six remaining Parking Plazas, in addition to the recommended time limit changes, would establish a more consistent Parking Plaza environment as well as provide additional long-term parking options. The implementation of a pay parking option would require new fee collection equipment at the plazas with no pay parking options and could increase the Parking Plaza demand. The preliminary estimated cost to expand the current payment collection system to six additional Parking Plazas is approximately \$210,000. However, with potentially more cost effective new technology available in the market, as a follow up to this report, staff recommends a cost/benefit evaluation of existing versus newer equipment to determine the best option to select for implementation. If approved, the estimated timeline to evaluate equipment and placement layout options would be three to four months. Issues to consider for evaluating new fee collection equipment include: visibility, convenience, ease of operation, cost, and compatibility with the current enforcement system.

Modify Plaza Time Limits

The recommended time limit change from 2-hour to 3-hour free parking to all eight plazas could result in a demand increase in the non-pay Parking Plazas and a shift from the existing pay Parking Plazas (Plazas 1 and 5). The increased demand would likely vary between plazas based on adjacent land uses and could increase existing parking uses to near or at full capacities. The time limit change would also result in revenue losses, with decreased parking tickets purchased for stays longer than 2-hours. In addition, the change may impact the parking enforcement officers' staff time. If these changes are approved by Council and implemented, the Police Department has suggested an evaluation of the required staff time prior to making any staffing modifications. To complete these changes, approximately 60 non-standard signs, would need to be replaced across all eight plazas.

Modify On-Street Parking Time Limits

The recommended time limit change from all existing 1-hour free parking on-street facilities to 2-hour free parking could result in a demand increase in on-street parking and a shift from the Parking Plazas. The increased demand would likely vary based on adjacent land uses and could result in less availability for existing patrons. The time limit change could also result in revenue losses with decreased parking citations and may impact the parking enforcement officers' staff time. If these changes are approved by Council and implemented, the Police Department has suggested an evaluation of the required staff time prior to making any staffing modifications. To complete these changes, approximately 215 signs would need to be replaced along the Downtown streets.

Council also recommended a time limit change for all existing free 15-minute on-street parking to 30-minute parking. The existing 15-minute parking is intended to encourage a high turnover rate and provide convenience for the immediate business patrons (i.e. coffee shops, to-go food pick-up, banks, dry cleaners, etc). While staff recognizes the importance of extending the time limit to accommodate

unexpected delays, the longer time limit could reduce the utility of these short-term spaces. Thus, staff recommends maintaining the existing 15-minute parking zones.

Implementation Recommendations

Postcards were sent out to all Downtown business owners, property owners, and nearby residents within a 300 feet radius of the Downtown area.

Implementation Recommendations

The suggested implementation timeline for replacing the on-street and Plaza signs would be in January 2016, following the 2015 holiday season, when the City typically extends free parking time limits in each plaza to 3-hours for holiday parking. To assess potential unintended consequences, staff recommends implementing the proposed modifications as a 6-month pilot program. Signs would be modified using a low-cost approach, using decals to update the time restrictions during the pilot program. At the 3-month and 6-month milestones during the pilot, staff will collect parking occupancy data in each Parking Plaza, and on each block within the Downtown area during enforcement hours of 9am to 6pm on a typical weekday to assess changes. Additionally, the implications for revenue and enforcement staffing will be reviewed and evaluated as part of the follow-up report. Following the 6-month pilot, staff would bring back a report to the Council in July 2016 to evaluate the program and determine if changes should be implemented permanently.

Impact on City Resources

Revenue for the Downtown Parking Fund comes from two sources: Plaza ticket sales and Plaza permit sales. Staff has estimated potential revenue gain/loss based on available financial data. An itemized summary is provided below:

Annual Revenue Gain/Loss to Downtown Parking Fund Estimate	
Total Parking Plaza Ticket Sales	\$60,000
<i>Anticipated Annual Revenue Loss with 1 Hour Time Limit Extension (Plazas 1& 5)¹</i>	<i>(\$24,000)</i>
Annual Parking Plaza permit sales (671 of 685 at \$592/permit)	\$397,230
Notes:	
1. Based on extrapolation of December 2014 ticket sales, during which the Parking Plaza free parking time limit was extended from 2 hours to 3 hours.	

Revenues from parking violation citations are incorporated into the City's General Fund. In 2014, the City collected approximately \$795,000 from parking violations (28% of this amount is paid to state/local processing fees), for a net gain of \$572,400. It is anticipated that with extending parking time limits as recommended, the revenue from violations would decrease; the projected decrease cannot readily be determined based on citation records. However, during the pilot program implementation, staff will assess the revenue implications from decreased citations as part of the pilot evaluation.

The cost to implement the time limit changes as recommended above in Recommendations A and B, is estimated to be approximately \$10,300, including staff time for the pilot program installation, as detailed below. If Recommendation C is approved (expand pay options to non-pay Parking Plazas), a cost/benefit evaluation of existing versus new parking fee collection system will be prepared separately.

Staff has estimated replacement of off-street and on-street sign quantities based on existing on-site inventory and plaza size. A summary of the itemized cost for the recommended pilot program, including installation fee, is provided below:

Cost Estimate for Pilot Program			
	Recommendation A: New Plaza Signs for 2-Hr to 3-Hr Parking	Recommendation B: New On-Street Signs for 1-Hr to 2-Hr Parking	Total
Furnish and install (by City) decals	\$1,200	\$4,300	\$5,500
Staff coordination, implementation time	\$2,400	\$2,400	\$4,800
Total Cost	\$3,600	\$6,700	\$10,300

Additionally, staff has estimated the cost for sign replacement if the modifications were to be permanently installed at the conclusion of the pilot program, as provided below:

Cost Estimated for Potential Permanent Installation			
	Recommendation A: New Plaza Signs for 2-Hr to 3-Hr Parking	Recommendation B: New On-Street Signs for 1-Hr to 2-Hr Parking	Total
Furnish (by City) and install (by Contractor) signs	\$17,500	\$31,500	\$49,000
Staff coordination, implementation time	\$9,000 (for non-standard sign design)	\$6,000 (for standard sign design)	\$15,000
Total Cost	\$26,500	\$37,500	\$64,000

An appropriation in the amount of \$10,300 from the Downtown Parking Fund for the pilot program will be requested if approved by the Council.

Environmental Review

The implementation of the timed restriction changes in downtown Menlo Park is categorically exempt under Class 1 of the current California Environmental Quality Act Guidelines. Class 1 allows for minor alterations of existing facilities, including existing highways and streets, sidewalks, gutters, bicycle and pedestrian access, and similar facilities, as long as there is negligible or no expansion of use.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. Downtown Parking Map
- B. Draft Resolution to Approve Changes to the Downtown Menlo Park Parking Options and Time Restrictions

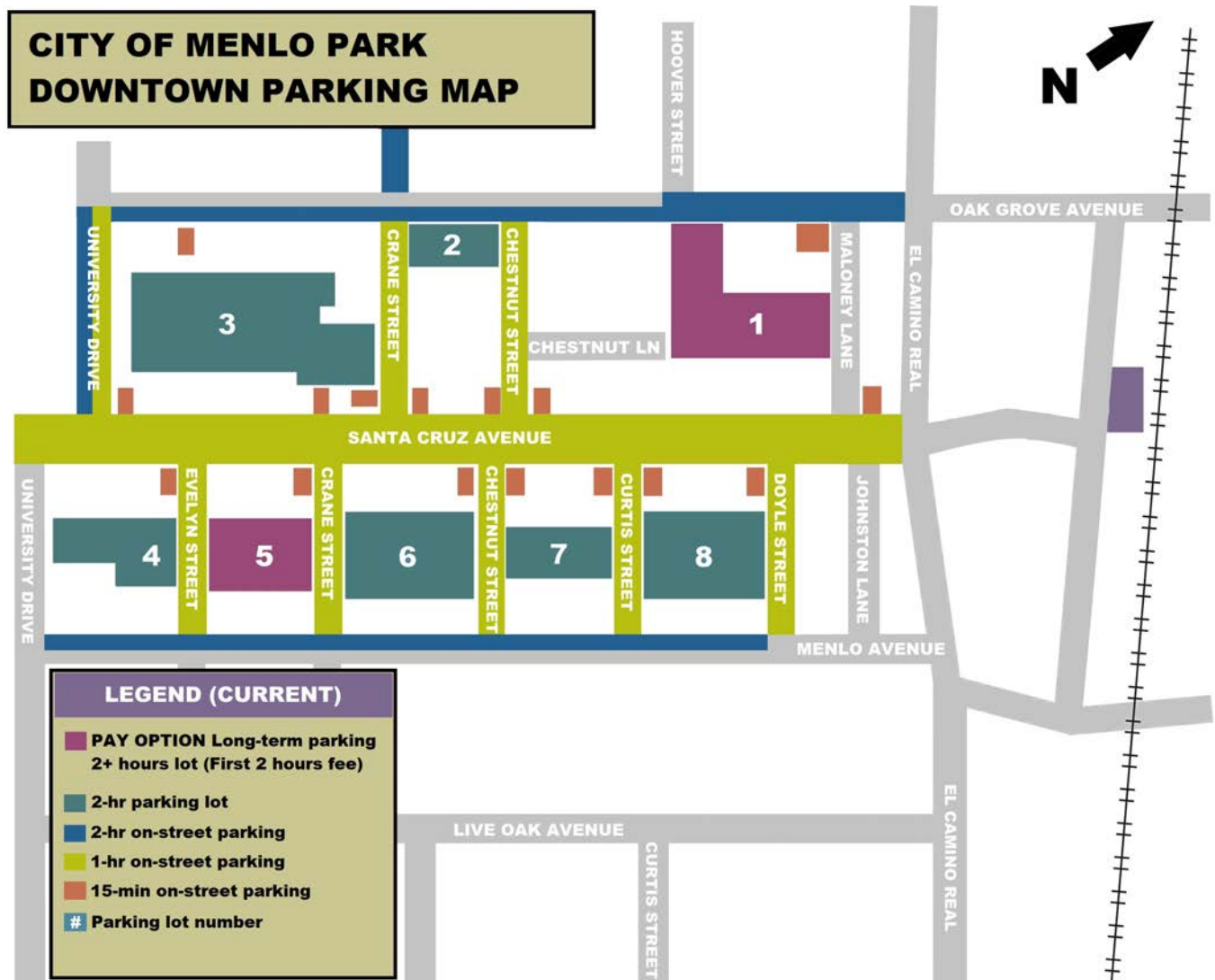
Report prepared by:

Kevin Chen, Assistant Engineer, Transportation

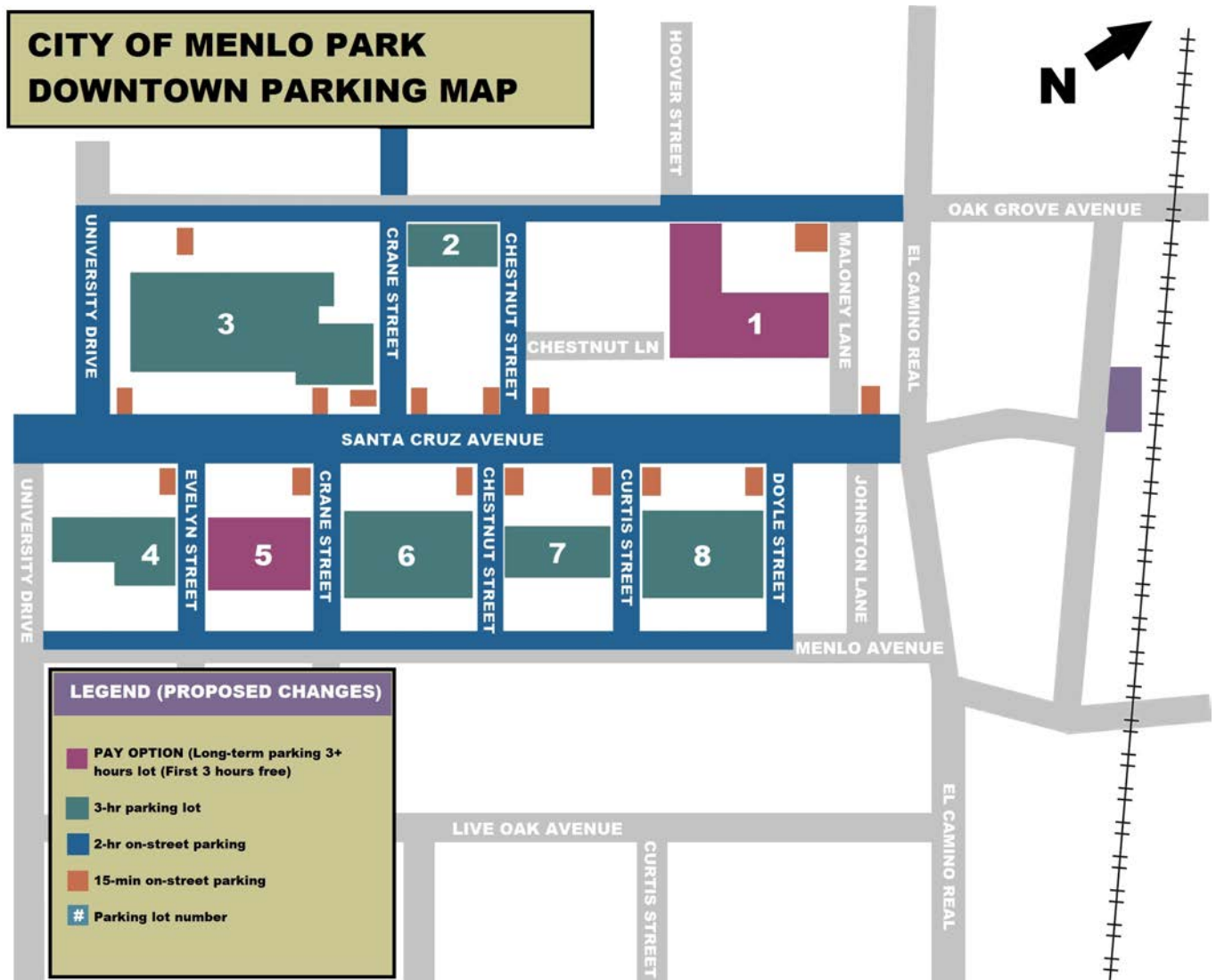
Report reviewed by:

Nicole H. Nagaya, P.E, Transportation Manager

CURRENT:



PROPOSED:



RESOLUTION NO.

**ADOPT A RESOLUTION AUTHORIZING CHANGES TO THE DOWNTOWN
MENLO PARK PARKING OPTIONS AND TIME RESTRICTIONS AND THE
APPROPRIATE FUND FROM THE DOWNTOWN PARKING PERMIT FUND TO
IMPLEMENT APPROVED CHANGES**

The city of Menlo Park, acting by and through its City Council, having considered and been fully advised in the matter and good cause,

NOW, THEREFORE, BE IT RESOLVED, the City Council of Menlo Park does hereby approve the implementation of a 6-month pilot program for the on- and off- street parking time restriction changes in Downtown Menlo Park as follows: a) changes all Downtown off-street Parking Plazas from 2-hour free parking limit to 3-hour limit, b) change all Downtown on-street parking spaces from 1-hour free parking limit to 2-hour limit; and

BE IT FURTHER RESOLVED, the City Council of Menlo Park does hereby approve the cost/benefit evaluation of existing versus newer equipment for all Parking Plazas and associated expenditure.

I, Pamela Aguilar, City Clerk of Menlo Park, do hereby certify that the above and foregoing Council Resolution was duly and regularly passed and adopted at a meeting by said Council on the tenth day of November, 2015, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this tenth day of November, 2015.

Pamela Aguilar
City Clerk

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STAFF REPORT

City Council

Meeting Date:

11/10/2015

Staff Report Number:

15-171-CC

Regular Business:

Appropriate \$200,000 from the General Fund Reserves; Authorize the City Manager to Enter into Emergency Contracts for the City's Storm Preparedness Plan up to \$200,000; Enter into an Agreement with the City of Palo Alto; and Become a Party to the San Francisquito Creek Multi-Agency Coordination Agreement and Operational Plan

Recommendation

Staff recommends that the City Council:

1. Appropriate \$200,000 from the General Fund Reserves for the City's Storm Preparedness activities and on an emergency basis in response to storm events
2. Authorize the City Manager to enter into contracts as part of the City's Storm Preparedness Plan and on an emergency basis up to a total of \$200,000 for the 2015-16 storm season
3. Authorize the City Manager to enter into a Memorandum of Agreement with the City of Palo Alto to share resources during flood events
4. Authorize the City Manager to enter into an agreement to become a Party to the San Francisquito Creek Multi-Agency Coordination Agreement and Operational Plan

Policy Issues

The recommended appropriation of funds and the sum of the proposed contracts exceeds staff authorization and requires City Council approval. The San Francisquito Creek Multi-Agency Coordination Agreement and Operational Plan provides an organized and voluntary mutual aid framework for agencies potentially affected by San Francisquito Creek (SFC) flooding.

Background

The National Oceanic and Atmospheric Administration (NOAA) is predicting a 95% chance that the Northern Hemisphere will continue to experience El Niño weather this winter, continuing through and weakening in the spring of 2016. Due to the high probability of intense wet weather events, it is expected that the City will experience storm related flooding this winter and spring. Areas of concern include: the low lying areas of the City in the floodplain, areas where the existing storm drain system exhibits a deficiency in capacity, and the neighborhoods adjacent to the SFC. Specifically, City areas with a history of flooding include: El Camino Real between the SFC and Santa Cruz Avenue, Middlefield Road between SFC and Ravenswood Avenue, and Haven Avenue.

The City executed a Public Works Mutual Aid Agreement with the County of San Mateo and the cities within the County on July 21, 2015. This Agreement was fully executed on October 20, 2015 and can be used to provide organized and voluntary mutual aid within San Mateo County, but does not pertain to Public Works Mutual Aid across County jurisdictions.

Analysis

- In preparation for the wet weather, the City has developed a Storm Preparedness Plan that includes the following:
- Storm Preparedness Website – the new website (www.menlopark.org/storms) includes information on sandbag location sites, the SFC Creek Monitor, City contact and alert information, and tips on how to prepare for storm events.
- Public Notification / Postcard – Staff will send a postcard to all City residents and property owners informing them of the upcoming wet weather and directing them to the City's new website for additional information.
- Sandbags – This year, the City purchased 10,000 bags and sand to supply three sandbag stations (Median at Pope St. and Laurel Ave., Burgess Dr. and Alma St., Fire Station at 1467 Chico St.). In addition, City Staff plans to purchase 10,000 filled sandbags to deploy in areas that are prone to flooding as appropriate. The estimated cost for the 10,000 filled sandbags is \$40,000.
- Emergency Storm Response Contract – An emergency contract will be issued in the amount of \$75,000 for a contractor to assist City staff with emergency storm related tasks (e.g. deployment of sandbags to strategic areas near SFC, debris removal from SFC, bank stabilization, etc.) on an as-needed basis. Staff is planning to enter into a contract with Power Engineering who assisted the City during the 1998 flood event. The work under this contract will be initiated and directed by City staff. Depending on the scope of work and emergency needs, there is the potential that the full contract amount may not be expended.
- Emergency Tree Services Contracts - Emergency contracts will be issued in the amount of \$75,000 for tree contractors to assist City staff with the removal of tree material, post event tree removals, pruning, stump grinding, and clean up. This is in addition to the City's existing tree maintenance contractor. The work under this contract will be initiated and directed by City staff. Depending on the scope of work and emergency needs, there is the potential that the full contract amount may not be expended.
- Debris Removal – Post storm, City Staff will work with Recology, the solid waste company providing service to the City areas, to assist with the deployment of debris boxes that may be used to dispose of any general debris collected during the aftermath of a storm event. A cost of \$10,000 is estimated for the additional debris boxes and hauling.
- Storm Preparation (Before, During, and After Events) – City staff have prepared emergency response protocols for wet weather events. The sandbag filling stations have been identified, as well as, areas throughout the City where sandbags will be deployed for flood protection as needed. Storm drain cleaning activities have been and will continue to be performed throughout the City. The City's portion of the Atherton Channel was cleared of vegetation in early October. During storm events, City staff will follow monitoring protocol specifically developed by the SFC Joint Powers Authority Member Agencies and will be ready to activate the Emergency Operation Center if needed. Post event, City staff will assess the conditions and work with contractors, if necessary, to ensure that residents are safe and that the City is fully operational as soon as possible.

- Interagency Coordination –
 - Meetings have been held with the City of Palo Alto, and the Santa Clara Water Valley District in an effort to coordinate the storm response strategies specific to SFC. The City of Palo Alto is currently in the process of developing a Memorandum of Agreement for the sharing of labor and equipment. The intent of the agreement is for assistance during this year's storm season and will be separate from the one described below. A draft of this document is not available at this time. Once a draft is received from the City of Palo Alto, the document will be provided to the City Attorney for review. The City Manager will enter into this agreement after the document has been revised and recommended for approval by the City Attorney.
 - San Francisquito Creek Multi-Agency Operational Plan and Assistance Agreement – As part of the Multi-Agency Coordination (MAC) effort, an Operational Plan and Assistance Agreement has been drafted that would allow the City to provide assistance and support in the event of an emergency along SFC. With the approval of the City's Storm Preparedness Plan, the City Manager would be authorized to enter into this Agreement with the City of East Palo Alto, City of Palo Alto, County of San Mateo, County of Santa Clara, Menlo Park Fire Protection District, Santa Clara Valley Water District, San Francisquito Creek Joint Powers Authority (SFCJPA), and Stanford University. While this document is currently under review and has not been finalized, the intent of the agreement is for the sharing of resources, similar to that of the Public Works Mutual Aid Agreement with the County of San Mateo that City Council approved earlier this year. The MAC, however, is an agreement amongst agencies that reside across county lines (i.e. San Mateo and Santa Clara Counties). The City Attorney is presently reviewing the Draft Agreement. The City Manager will enter into this agreement after the document has been revised and recommended for approval by the City Attorney.

Impact on City Resources

Storm Preparedness Plan Costs	
	Amount
Filled Sandbags	\$40,000
Emergency Response Contract	\$75,000
Emergency Tree Services Contracts	\$75,000
Debris Removal	\$10,000
Total	\$200,000

Staff is requesting the appropriation of \$200,000 from the General Fund Reserves where there are sufficient funds to fund the City's Storm Preparedness efforts. Depending on the severity of the storm event, not all of the funds might be used.

Environmental Review

An environmental review is not required for this item.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

Attachments are not required for this item.

Report prepared by:

Azalea A. Mitch, Senior Civil Engineer



STAFF REPORT

City Council

Meeting Date:

11/10/2015

Staff Report Number:

15-164-CC

Regular Business:

Consideration of Approval of the Terms of an Agreement between the City of Menlo Park and the Service Employees International Union, Local 521

Recommendation

Approve the terms of a collective bargaining agreement between the City of Menlo Park and the Service Employees International Union, Local 521 (SEIU), and authorize the City Manager to execute a Memorandum of Understanding (MOU) with a term of November 11, 2015 through June 30, 2017.

Policy Issues

This recommendation aligns with the City's goals of balancing continued fiscal prudence in planning for potential impacts of employee retirement benefits, while also continuing to align the City as a competitive employer in the increasingly robust job market of the Silicon Valley.

Background

On May 19, 2014, in accordance with Council's Public Input and Outreach Regarding Labor Negotiations policy, a staff report was placed on the City Council agenda providing an opportunity for public comment prior to the commencement of labor negotiations. The staff report provided a summary of background information related to labor negotiations, a summary of bargaining unit information, personnel cost information, and the methodology used to determine a competitive and appropriate compensation package. At that meeting, there was no public comment.

SEIU represents approximately 148 non-sworn employees throughout the City. The City's and SEIU's negotiation teams commenced negotiations on June 11, 2015. The parties met approximately 10 times and reached a Tentative Agreement (TA) on October 8, 2015 for a successor MOU to the previous agreement which expired June 30, 2015. SEIU notified the City that the TA was ratified by the membership on October 15, 2015.

Analysis

A complete copy of the Comprehensive Tentative Agreement is attached. The Tentative Agreement is on a full MOU, between the City and SEIU. The following is a summary of the key provisions and/or changes from the previous MOU (all changes from the prior MOU are reflected in the attached TA).

Key provisions and/or changes	
Term	November 11, 2015 (pending City Council approval) - June 30, 2017
Pay Rates	<p>Effective the beginning of the first full pay period after ratification of this Agreement by the membership and approval by City Council, the pay rates for employees in this represented unit shall be increased by Three Percent (3%).</p> <p>There shall be a reopener on wages only and parties agree to commence these reopener negotiations on March 01, 2016. No "special" wage increases will be implemented during the term of this MOU without mutual agreement of the parties.</p> <p>If no mutual agreement is reached on or before June 01, 2016, an overall wage adjustment of Two Percent (2%) will be implemented the first full pay period after July 01, 2016, after which the obligation to bargain under this reopener shall cease.</p>
Tool Reimbursement	Effective July 01, 2016, the reimbursement for tools for the Equipment Mechanics in the Maintenance Division will increase to a maximum of one thousand four hundred dollars (\$1,400) per fiscal year (consistent with AFSCME benefit).
Safety Shoes/Boots	Effective the beginning of the first full pay period after ratification of this agreement by the membership and approval by the City Council, the City reimbursement for safety shoes/boots will increase to \$285 and \$340 for Public Works employees assigned to the tree crew (consistent with AFSCME benefit).
Standby Pay	Effective the beginning of the first full pay period after ratification of this agreement by the membership and approval by the City Council, standby pay for workers will increase to \$3.25 per hour for each hour the worker is on standby (consistent with AFSCME benefit).
Medical Benefits	<p>Effective the latter of January 01, 2016 or ratification of this agreement by the membership, City contribution towards premiums will increase by three percent (3%) at each level of health coverage. The amount shall be allocated to each employee according to the medical benefits plan selected as follows:</p> <p>\$2,148.00 per month - family coverage \$1,652.00 per month - two-person coverage \$826.00 per month - single coverage \$360.00 per month - insurance waiver</p> <p>For calendar year 2016 and 2017, City shall contribute an additional \$41.67 each month towards each unit member's Flexible Spending Account (FSA). This provision shall sunset on December 31, 2017.</p> <p>Effective January 01, 2017, the City contribution to member's recreation and childcare reimbursement shall be rolled into the medical benefits Flexible Spending Account (FSA) to be used for authorized medical related expenditures,</p>

	and the reimbursement benefit shall cease. This cost-neutral change is made in order to comply with IRS rules and regulations.
Vision	Effective the latter of January 01, 2016, or upon agreement with all employee groups, the City shall pay the full cost for fully insured Vision Insurance provided by VSP, or an equivalent insurance provider, providing vision benefits as described in the summary plan description.
Parental/Pregnancy and Maternity Leave	Effective with the ratification of this agreement, the three listed leaves shall be combined into one section titled "Maternity and Parental Leave" and shall state that all such leaves shall be granted and compensated in accordance with state and federal laws covering these topics, including the California Family Rights Act (CFRA) (no cost item).

Impact on City Resources

This Tentative Agreement results in a fiscal impact of approximately \$341,000 in 2015-16 for the first year of the agreement, and approximately \$871,000 in 2016-17 for the second year for a total of approximately \$1,212,000 for the term of the agreement. The total cost is within the adopted budget for 2015-16 and the City Council's fiscal forecast for 2016-17.

Environmental Review

No environmental review is required for this item.

Public Notice

Public Notification was achieved by posting the report 15 days prior to the Council meeting of November 10, 2015.

Attachments

- A. Comprehensive Tentative Agreement between City and SEIU
- B. Salary ranges for Tentative Agreement between City and SEIU

Report prepared by:
Dave Bertini, Interim Human Resources Director

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The parties understand that in the event either party rejects this Agreement, each party reserves the right to modify, amend and/or add proposals.

Nick Raisch 10/14/15
Nick Raisch Date
SEIU Lead worksite Organizer

COMPREHENSIVE TENTATIVE AGREEMENT

1. ARTICLE 3 – Representation: City 6/17/15 Proposal
2. ARTICLE 7.1 – Overall Wage Adjustments:
 - a. 2015-16: 3.0% (Effective the first full pay period after adoption)
 - b. 2016-17: Reopener on wages only
 - i. The parties agree to commence Reopener negotiations on March 1, 2016
 1. No special increases will be implemented during the term of this MOU without mutual agreement of the parties
 2. If no mutual agreement is reached on or before June 1, 2016, an overall wage adjustment of 2.0% will be implemented the first full pay period after July 1, 2016, after which the obligation to bargain under this Reopener will cease.
3. ARTICLE 7.8 - Standby Pay
 - 7.8.1 A worker performing standby duty outside the worker's regular work shift shall be compensated at the rate of Three Dollars And Twenty Five Cents (\$3.25) ~~Two Dollars and Seventy Five Cents (\$2.75)~~ per hour for each hour the worker is assigned to standby duty.
4. ARTICLE 8.1.3 – Lunch Periods: City 8/19/15 Proposal (including Community Services Officer)
5. ARTICLE 9.3 – Safety Shoes/Boots

On presentation of appropriate receipts, the City shall reimburse workers who are required by the City to wear safety shoes/boots for up to Two Hundred Eighty-Five Dollars (\$285) ~~Fifty Dollars (\$250.00)~~ toward the cost of no more than three (3) pairs of OSHA approved safety shoes/boots per year. Workers in the Public Works Department assigned to the tree crew shall be reimbursed for up to Three Hundred Forty Dollars (\$340) ~~Dollars (\$300.00)~~ toward the cost of no more than three (3) pairs of OSHA approved safety shoes/boots per year. Shoe repair and resoling are reimbursable under this provision. Shoes/boots purchased under this provision are for the use of the worker exclusively.

COMPREHENSIVE TENTATIVE AGREEMENT

6. ARTICLE 9.6 – Tool Reimbursement

- a. The City shall reimburse Equipment Mechanics in the Maintenance Division who, as a condition of employment, are required to provide their own tools and equipment. Reimbursement will be made for tools that the worker selects to purchase, or for tools required to be added to the inventory in order to carry out his or her duties. Reimbursement will be made on submission of receipts, but no more than twice per fiscal year. The City shall reimburse a maximum of one thousand dollars (\$1,000) per fiscal year. The reimbursement shall be administered in accordance with Maintenance Division policy. **Effective July 1, 2016, the City shall reimburse a maximum of one thousand four hundred dollars (\$1,400) per fiscal year.**

7. ARTICLE 10 – Holiday: City 7/22/15 Proposal, but add the following third paragraph to Section 10.1.3, **“Part-time Communications Officers shall be treated the same as full-time workers with regard to double time pay on a holiday.”**

8. ARTICLE 12.12 – Educational Leave and Tuition Reimbursement: City 7/28/15 Proposal

9. ARTICLE 13.1 – Medical

- a. Incorporate terms of Side letter
- b. Effective the latter of January 1, 2016 or ratification of this agreement by the membership, City contribution towards premiums increased by 3% at each level of coverage (family - \$2148; 2-party - \$1,652; single - \$826; waiver - \$360)
- c. (new section) **For calendar year 2016 and calendar year 2017, the City will contribute an additional \$41.67 each month towards each bargaining unit member's cafeteria plan. For example, for calendar year 2016, the monthly City contribution for members on the family plan will be \$2189.67 (\$2148+\$41.67). This provision will sunset on December 31, 2017.**

10. ARTICLE 13.3 – Vision (new)

- a. Effective the latter of January 1, 2016, or upon agreement with all employee groups, the City shall pay the full cost for fully insured Vision Insurance provided by VSP, or an equivalent insurance provider, providing vision benefits as described in the summary plan description.

COMPREHENSIVE TENTATIVE AGREEMENT

11. ARTICLE 13.4 – City Recreation Programs, City 6/11/15 Proposal (with effective date amended to 1/1/17)
12. ARTICLE 13.5 – City Child Care Programs, City 6/11/15 Proposal (with effective date amended to 1/1/17)
13. ARTICLE 26 – Term of Agreement: 2 Years, expiring June 30, 2017

TA's:

- ARTICLE 2 – Union Security
- ARTICLE 12.8, 12.9, 12.10 – Maternity and Parental Leave

Parties agree to drop all other proposals. Any provision of the MOU not addressed in this document will remain status quo.

Distributed 6/17/15

City/SEIU Negotiations | 2015

CITY PROPOSAL:

ARTICLE 3: REPRESENTATION

- 3.1 It is agreed that, as long as there is no disruption of work, five (5) Union representatives shall be allowed reasonable release time away from their work duties, without loss of pay, to act in representing a unit worker or workers on grievances or matters requiring representation. The Union shall designate the five (5) representatives under this section. The Union shall notify the City in writing of the names of the officers and representatives. Upon request, the City may approve release time for other bargaining unit members to represent a unit worker or workers under this Section. Only one (1) representative shall be entitled to release time under this section for any one (1) grievance or group of related grievances. Subject to the provisions of Section 3.2, release time shall be granted for the following types of activities:
- 3.1.1 A meeting of the representative and a worker or workers in the unit related to a grievance.
 - 3.1.2 A meeting with Management
- 3.2 The Union agrees that the representative shall give advance notification to his/her supervisor before leaving the work location except in those cases involving emergencies where advance notice cannot be given. Release time is subject to the legitimate scheduling needs of the department.
- 3.3 Seven (7) Union representatives who are City employees, up to a maximum of two (2) employees from any department, shall be allowed a reasonable amount of time off without loss of pay for formal negotiation purposes. Preparation time for negotiations shall not be on release time without approval of the Human Resources Director.
- 3.4 Nine (9) Union representatives, up to a maximum of two (2) employees from any department, shall be allocated up to one (1) hour per month time off without loss of pay for purposes of attending monthly Stewards' meetings ~~meeting and consulting on matters within the scope of representation, other than formal negotiations~~. Workers shall normally be allowed to adjust their lunch period adjacent to this time.

Tentative Agreement
Section 8.1.3: Lunch Periods

ARTICLE 8: HOURS AND OVERTIME

8.1.3 Lunch Periods.

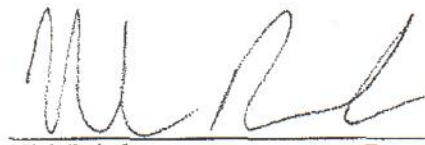
All workers working a work shift of six (6) hours or more a regular work week, except Communications Officers, City Service Officers assigned to patrol or daytime parking enforcement, and Code Enforcement Officers shall observe an unpaid lunch period of not less than thirty (30) minutes nor more than sixty (60) minutes. Lunch periods shall be scheduled with the approval of the department director. When required by the needs of the department, or requested by the worker and authorized by the Department, Communications Officers, City Service Officers assigned to patrol or daytime parking enforcement, Community Service Officers, and Code Enforcement Officers shall take an "on duty" lunch period which shall be counted as time worked.

Workers assigned to a shift of at least five (5) but fewer than six (6) hours may request to observe a regularly scheduled unpaid lunch period of not less than thirty (30) minutes nor more than sixty (60) minutes, which shall not be unreasonably denied. Lunch periods shall be scheduled with the approval of the department director or designee.

FOR CITY:

 8/19/15
Charles Sakai Date
City Negotiator

FOR SEIU:

 8/19/15
Nick Ralsch Date
SEIU Business Agent

Passes 7/22/15
@ 5:00

City/SEIU Negotiations | 2015

CITY PROPOSAL:

ARTICLE 10: HOLIDAYS

10.1 Fixed Holidays

Except as otherwise provided, workers within the representation unit shall have the following fixed holidays with pay:

New Year's Day	January 1
Martin Luther King Day	Third Monday in January
Washington's Birthday	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Veterans Day	November 11
Thanksgiving	Fourth Thursday in November
Day after Thanksgiving	Fourth Friday in November
Christmas Eve	December 24
Christmas Day	December 25

- 10.1.1 Except for Communications Officers and Lead Communications Officers, in the event that any of the aforementioned days, except December 24, falls on a Sunday, the following Monday shall be considered a holiday. In the event that any of the aforementioned days falls on a Saturday, the preceding Friday shall be considered a holiday. In the event that December 24 falls on a Sunday, then the preceding Friday shall be considered a holiday.

Bargaining unit members in the Communications Officer and Lead Communications Officer classifications shall observe Independence Day, Veterans Day, Christmas Day, Christmas Eve and New Year's Day on the actual date of the holiday.

- 10.1.2 Pay for Fixed Holidays. All full-time workers shall be paid eight (8) hours a full day's pay at their regular straight time base hourly rate for all fixed holidays as defined herein. All part-time workers shall be entitled to holiday leave with pay for the number of hours each holiday based on the number of hours per week such part-time worker is indefinitely assigned to work in the employee's regularly scheduled part-time position.
- 10.1.3 Work on Fixed Holidays. Any full-time worker required to work on a fixed holiday and in addition to regular hours shall be paid time and one-half for such work in addition to his/her holiday pay. Work on a fixed holiday beyond the number of hours in a the regular shift being worked on the holiday shall be compensated at double time.

Any part-time worker required to work on a fixed holiday and in addition to regular hours shall be paid time and one-half for such work in addition to his or her holiday pay. Work on a fixed holiday beyond the number of hours in a the regular shift being worked on the holiday shall be compensated at time and one-half.

10.1.4 A full time worker who is regularly scheduled to work more than eight (8) hours on a holiday may make up the additional hours using vacation, compensatory time, floating holiday time, or unpaid time. In addition, with the approval of his or her supervisor, and subject to the operational needs of the City, a worker may work additional straight time hours during the same workweek to make up the difference.

A part-time worker who is regularly scheduled to work on a holiday for more hours than they receive in holiday time may use vacation, compensatory time, floating holiday time, or unpaid time to complete their regularly scheduled workweek. In addition, with the approval of his or her supervisor, and subject to the operational needs of the City, a worker may work additional straight time hours during the same workweek to make up the difference. [For example, a worker who is regularly scheduled to work twenty (20) hours per week receives four (4) hours of holiday pay for the July 4 holiday but is scheduled to work six (6) hours on the day the holiday is observed. The worker may use two (2) hours of vacation to complete his or her regular workweek.]

10.1.5 The City Manager, or designee may close individual worksites or all non-essential City operations on non-City holidays (for example, during the week between Christmas and New Years). In that event, affected employees shall be encouraged to take time off, however, it shall not be a requirement. Employees electing to take time off may choose to take vacation, compensatory time, floating holiday time or unpaid time during the closure period.

Employees who choose to work on a City closure day may be assigned to perform duties outside of their normal job duties. Any assigned duties must be reasonable in nature. For example, a Public Works employee may be assigned to perform clerical duties such as file review in City Hall. However, a clerical employee may not be assigned to operate heavy machinery (e.g., a chain saw).

The City Manager will notify employees of any closure between Christmas and New Years on or before the fourth Thursday in November immediately preceding the closure.

Delete:

ARTICLE 25: FURLOUGHS

The City Council may require up to twenty-one (21) unpaid furlough hours in each fiscal year. Furloughs for employees who work less than full-time or less than a full year shall be prorated on the basis of hours worked as compared to full-time employment. The furloughs shall be implemented in a fair and equitable manner and with sufficient flexibility to accommodate different operational needs which, in turn, may aid in minimizing the impact on employees.

City/SEIU Negotiations | 2015

CITY PROPOSAL:

12.12 Educational Leave and Tuition Reimbursement

12.12.1 The City shall contribute Eleven Thousand Two Hundred Dollars (\$11,200.00) annually on July 1st of each year to an educational leave and tuition reimbursement fund. The City will reimburse expenses for tuition, books, lab fees and equipment, and curriculum fees incurred by an employee, for classes completed in accredited institutions of learning or approved specialized training groups leading to an academic degree or improved job related skills. Parking fees or non-mandatory health fees related to enrollment will not be included. Programs must be approved in advance. Reimbursement will be provided upon successful completion of approved courses. Employees must attach a final grade of "C" or better for both undergraduate and graduate work. The employee may not elect to take a "pass-fail" grade if the letter system of grading is offered. Courses providing a "pass/fail" must achieve a "pass" to qualify for reimbursement. Funds expended on tuition reimbursement will be subject to appropriate IRS regulations.

12.12.2 Workers wishing to engage in educational programs involving work time may be granted rescheduled time if departmental operations permit. ~~Payment from this fund shall be made on a tax exempt basis only where the expenses are from educational expenses directly related to the employee's current employment, as defined by IRS law.~~

~~12.12.2 Employees may request an advance of funds subject to the approval of the Human Resources Director. Advances may be granted for tuition, books and other curriculum fees in exchange for a repayment agreement in the event advances are not supported or courses are not satisfactorily completed as indicated by a grade of "C" or better. The employee may not elect to take a "pass-fail" grade if the letter system of grading is offered.~~

12.12.3 All workers assigned by the City to attend meetings, workshops, or conventions shall have their dues and reasonable expenses paid by the City and shall be allowed to attend such workshops, meeting and conventions on paid City time. Such required educational functions shall be reimbursed

from departmental training funds and shall not be counted against the worker's allowance or the annual tuition reimbursement.

Workers may under the tuition reimbursement fund request reimbursement for trade publications, technical books, and printed materials related to the worker's employment.

12.12.4 In the event that there are unused funds remaining in the city-wide educational leave and tuition reimbursement fund on June 30 of any year, workers who present appropriate receipts verifying expenditures in excess of One Thousand Dollars (\$1,000.00), for items which are reimbursable under this Section 12.12, shall receive a pro rata share of those remaining funds not to exceed the actual amount of the difference between the actual expenditure and One Thousand Dollars (\$1,000.00) up to a maximum of Four Thousand Dollars (\$4,000.00). These requests for additional reimbursement must be received by the City no later than July 15 of that year.

~~12.12.5 The City will reimburse expenses for fees incurred by a worker, for courses completed in stress management, self defense, conflict resolution, and time management from this fund. Participation would be limited to One Hundred Fifty Dollars (\$150.00) per worker, or a total of Two Thousand Dollars (\$2,000.00) during the fiscal year.~~

~~12.12.6 Any unused balance in the fund shall be transferred to the City's self insured dental and vision fund.~~

*Final Status
@ 1931*

City/SEIU Negotiations | 2015

CITY PROPOSAL:

DELETE Section 13.4 City Recreation Programs and 13.5 City Child Care Programs and convert to additional cafeteria plan contributions.

Per 7/28/15
@ 731

City/SEIU Negotiations | 2015

COSTING: CITY PROPOSAL on City Recreation and Childcare

13.4 City Recreation Programs

- City currently contributes \$10,800 on July 1 of each year
- 128 SEIU-represented employees
- $\$10,800/128 \text{ SEIU EEs} = \$84.375/\text{ee annually}$
- $\$84.375/12 = \$7.031/\text{ee monthly}$

13.5 City Child Care Programs

- City currently contributes \$16,000 on July 1 of each year.
- 46 SEIU-represented employees in a Family Medical Plan
- $\$16,000/46 \text{ SEIU EEs in a Family Plan} = \$347.826/\text{ee annually}$
- $\$347.826/12 = \$28.986/\text{ee monthly}$

City of Menlo Park
And
Service Employees International Union, Local 521

Tentative Agreement
Article 2. Union Security

Amend Article 2. Union Security as follows:

Section 2.1 Agency Shop

2.1.2 Implementation. Effective March 11, 2001, all unit members, as a condition of initial and continued employment, for the duration of this Agreement, shall either (a) become a member of the Union, or (b) pay a service fee to the Union in lieu of membership, or (c) claim religious exemption as a member of a bona fide religion, body or sect that has historically held conscientious objections to joining or financially supporting public employee organizations, as provided in Section 3502.5(c) of the Government Code.

When a person is hired in any of the covered job classifications, the City shall notify that person that the Union is the recognized bargaining representative for the worker's representation unit, that the Union and the City have entered into an Agency shop agreement requiring payment listed above as a condition of employment, provide an enrollment card (furnished by the Union) and give the worker a current copy of the Memorandum of Understanding.

Workers shall be free to become a member of the Union or to refrain from becoming a member of the Union. Workers who voluntarily become Union members shall maintain their membership in the Union for the duration of this Memorandum of Understanding, provided, however, that workers may resign Union membership during the first five business days of September of the final year of the Memorandum of Understanding any year, by notifying the Union and the Personnel Division in writing by registered mail, postmarked within the withdrawal period.

If an individual employee becomes delinquent in paying fees required under this Section due to a clerical error or the fact that the employee was not paid by the City during the pay period, the City shall not be responsible for paying such fees. However, once the City has been notified of the error, the City will make the correction within that pay period. In cases where a worker is not paid for a portion of the pay period and their salary is insufficient to cover part or all of the withholding of union dues or service fees, or their statutory withholding obligations exceed the withholding of union dues or service fees, there shall be no withholding. All legal, statutory and required deductions shall have priority over fees.

Each regular pay period, the City shall provide the Union with a list of the names, addresses, classifications, and membership status of all unit workers except those who file written notice with the Personnel Division objecting to the release of addresses, in

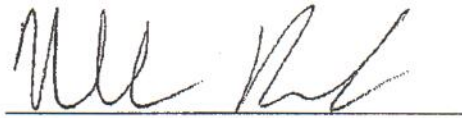
City of Menlo Park
And
Service Employees International Union, Local 521

which case information will be transmitted without address. Once a month, the City shall supply the Union with a list of representation unit new hires, terminations and retirements that occurred during the previous month.

The Union shall indemnify and hold the City, it's officers and employees, harmless from any and all claims of any nature whatsoever, and against any claim or suit instituted against or involving the City arising from the execution of the City's obligations contained in this Article or from the use of the monies remitted to the Union, including the costs of defending against such actions or claims.

July 7, 2015

For the Union:

A handwritten signature in dark ink, appearing to be "Mike R. L.", written over a horizontal line.

For the City:

A handwritten signature in dark ink, appearing to be "C. L. 2", written over a horizontal line.

City of Menlo Park
and
Service Employees International Union, Local 521

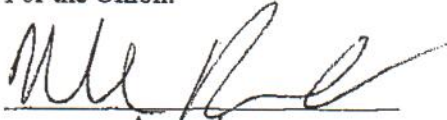
Tentative Agreement
Sections 12.8, 12.9, and 12.10

Replace Sections 12.8 (Maternity Leave of Absence Without Pay), 12.9 (Leave for Pregnancy Disability), and 12.10 (Parental Leave) with the following:

12.8 Maternity and Parental Leave

Workers are entitled to leaves of absence for maternity, parental bonding, and pregnancy-related disability. All such leaves of absence shall be granted and compensated in accordance with state and federal laws covering these topics, including the California Family Rights Act.

For the Union:



Date:

7/22/15

For the City:



Date:

7/22/15

APPENDIX B
SEIU SALARY RANGES / PROPOSED 11-10-2015

ATTACHMENT B

Range	Classified Position	Classified Position	Step	Annual	Monthly	Bi-Weekly	Hourly
17.5	Library Page		A	24,937.54	2,078.13	959.14	11.9892
	Recreation Leader		B	26,064.44	2,172.04	1,002.48	12.5310
			C	27,245.12	2,270.43	1,047.89	13.0986
			D	28,478.28	2,373.19	1,095.32	13.6915
			E	29,766.72	2,480.56	1,144.87	14.3109
18.0	Senior Recreation Leader		A	29,766.72	2,480.56	1,144.87	14.3109
			B	31,113.43	2,592.79	1,196.67	14.9584
			C	32,521.85	2,710.15	1,250.84	15.6355
			D	33,993.25	2,832.77	1,307.43	16.3429
			E	35,531.28	2,960.94	1,366.59	17.0823
18.5	Recreation Aide		A	31,855.99	2,654.67	1,225.23	15.3154
			B	33,297.40	2,774.78	1,280.67	16.0084
			C	34,804.36	2,900.36	1,338.63	16.7329
			D	36,379.02	3,031.59	1,399.19	17.4899
			E	38,025.03	3,168.75	1,462.50	18.2813
19.0	Transportation Driver		A	33,297.40	2,774.78	1,280.67	16.0084
			B	34,804.36	2,900.36	1,338.63	16.7329
			C	36,379.02	3,031.59	1,399.19	17.4899
			D	38,025.03	3,168.75	1,462.50	18.2813
			E	39,728.24	3,310.69	1,528.01	19.1001
19.5	Senior Library Page		A	33,993.25	2,832.77	1,307.43	16.3429
	Library Clerk		B	35,531.28	2,960.94	1,366.59	17.0823
			C	37,138.72	3,094.89	1,428.41	17.8552
			D	38,819.43	3,234.95	1,493.06	18.6632
			E	40,572.34	3,381.03	1,560.47	19.5059
20.0	Teacher's Aide		A	34,804.36	2,900.36	1,338.63	16.7329
			B	36,379.02	3,031.59	1,399.19	17.4899
			C	38,025.03	3,168.75	1,462.50	18.2813
			D	39,728.24	3,310.69	1,528.01	19.1001
			E	41,481.79	3,456.82	1,595.45	19.9432
20.5	Night Clerk		A	36,379.02	3,031.59	1,399.19	17.4899
			B	38,025.03	3,168.75	1,462.50	18.2813
			C	39,728.24	3,310.69	1,528.01	19.1001
			D	41,481.79	3,456.82	1,595.45	19.9432
			E	43,382.10	3,615.18	1,668.54	20.8568
21.0	Gymnastics Instructor		A	37,138.72	3,094.89	1,428.41	17.8552
			B	38,819.43	3,234.95	1,493.06	18.6632
			C	40,572.34	3,381.03	1,560.47	19.5059
			D	42,382.67	3,531.89	1,630.10	20.3763
			E	44,332.25	3,694.35	1,705.09	21.3136
21.5	Literacy Assistant		A	42,382.67	3,531.89	1,630.10	20.3763
	Office Assistant I		B	44,332.25	3,694.35	1,705.09	21.3136
			C	46,388.74	3,865.73	1,784.18	22.3023
			D	48,493.01	4,041.08	1,865.12	23.3139
			E	50,688.54	4,224.05	1,949.56	24.3695
22.0	Child Care Teacher - Title 22		A	46,388.74	3,865.73	1,784.18	22.3023
			B	48,493.01	4,041.08	1,865.12	23.3139
			C	50,688.54	4,224.05	1,949.56	24.3695
			D	52,998.69	4,416.56	2,038.41	25.4801
			E	55,505.73	4,625.48	2,134.84	26.6854
22.5	Program Assistant		A	47,436.59	3,953.05	1,824.48	22.8061
	Office Assistant II		B	49,599.56	4,133.30	1,907.68	23.8459
			C	51,843.94	4,320.33	1,994.00	24.9250
			D	54,301.27	4,525.11	2,088.51	26.1064
			E	56,808.09	4,734.01	2,184.93	27.3116

APPENDIX B
SEIU SALARY RANGES / PROPOSED 11-10-2015

23.0	Library Assistant I		A	48,493.01	4,041.08	1,865.12	23.3139
			B	50,688.54	4,224.05	1,949.56	24.3695
			C	52,998.69	4,416.56	2,038.41	25.4801
			D	55,505.73	4,625.48	2,134.84	26.6854
			E	58,060.97	4,838.41	2,233.11	27.9139
23.5	Building Custodian I		A	51,843.94	4,320.33	1,994.00	24.9250
	Office Assistant III		B	54,301.27	4,525.11	2,088.51	26.1064
	Accounting Assistant I		C	56,808.09	4,734.01	2,184.93	27.3116
	Child Care Teacher - Title 5		D	59,462.31	4,955.19	2,287.01	28.5877
			E	62,214.22	5,184.52	2,392.85	29.9107
24.0	City Service Officer	Maintenance I - Trees	A	52,998.69	4,416.56	2,038.41	25.4801
	Library Assistant II	Maintenance I - Water	B	55,505.73	4,625.48	2,134.84	26.6854
	Maintenance I - Community Services		C	57,984.06	4,832.00	2,230.16	27.8770
	Maintenance I - Parks		D	60,813.31	5,067.78	2,338.97	29.2372
	Maintenance I - Streets		E	63,673.20	5,306.10	2,448.97	30.6121
24.5	Maintenance I - Building Maintenance		A	55,505.73	4,625.48	2,134.84	26.6854
			B	58,060.97	4,838.41	2,233.11	27.9139
			C	60,813.31	5,067.78	2,338.97	29.2372
			D	63,673.20	5,306.10	2,448.97	30.6121
			E	66,621.57	5,551.80	2,562.37	32.0296
25.0	Accounting Assistant II		A	56,808.09	4,734.01	2,184.93	27.3116
	Building Custodian II		B	59,462.31	4,955.19	2,287.01	28.5877
	Secretary		C	62,214.22	5,184.52	2,392.85	29.9107
			D	65,122.10	5,426.84	2,504.70	31.3087
			E	68,177.60	5,681.47	2,622.22	32.7777
25.5	Library Assistant III		A	57,984.06	4,832.00	2,230.16	27.8770
	Maintenance II - Parks		B	60,813.31	5,067.78	2,338.97	29.2372
	Maintenance II - Streets		C	63,673.20	5,306.10	2,448.97	30.6121
	Maintenance II - Trees		D	66,621.57	5,551.80	2,562.37	32.0296
	Police Records Officer		E	69,783.75	5,815.31	2,683.99	33.5499
26.0	Community Development Technician		A	59,462.31	4,955.19	2,287.01	28.5877
	Development Services Technician		B	62,214.22	5,184.52	2,392.85	29.9107
	Water Service Worker		C	65,122.10	5,426.84	2,504.70	31.3087
			D	68,177.60	5,681.47	2,622.22	32.7777
			E	71,380.91	5,948.41	2,745.42	34.3177
26.5	Community Service Officer		A	60,813.31	5,067.78	2,338.97	29.2372
	Contract Specialist		B	63,673.20	5,306.10	2,448.97	30.6121
	Maintenance II - Building Maintenance		C	66,621.57	5,551.80	2,562.37	32.0296
	Police Records Training Officer		D	69,783.75	5,815.31	2,683.99	33.5499
	Property and Court Officer		E	73,133.39	6,094.45	2,812.82	35.1603
27.0	Librarian I		A	62,214.22	5,184.52	2,392.85	29.9107
			B	65,122.10	5,426.84	2,504.70	31.3087
			C	68,177.60	5,681.47	2,622.22	32.7777
			D	71,380.91	5,948.41	2,745.42	34.3177
			E	74,738.91	6,228.24	2,874.57	35.9322
27.5	Administrative Assistant		A	65,122.10	5,426.84	2,504.70	31.3087
			B	68,177.60	5,681.47	2,622.22	32.7777
			C	71,380.91	5,948.41	2,745.42	34.3177
			D	74,738.91	6,228.24	2,874.57	35.9322
			E	78,253.52	6,521.13	3,009.75	37.6219
28.0	Deputy City Clerk	Maintenance III - Trees	A	66,613.86	5,551.15	2,562.07	32.0259
	Equipment Mechanic	Maintenance III - Water	B	69,783.75	5,815.31	2,683.99	33.5499
	Maintenance III - Building Maintenance		C	73,133.39	6,094.45	2,812.82	35.1603
	Maintenance III - Parks		D	76,590.59	6,382.55	2,945.79	36.8224
	Maintenance III - Streets		E	80,203.74	6,683.65	3,084.76	38.5595

APPENDIX B
SEIU SALARY RANGES / PROPOSED 11-10-2015

28.5	Engineering Technician I		A	66,856.81	5,571.40	2,571.42	32.1427
	Traffic Engineering Technician I		B	69,952.57	5,829.38	2,690.48	33.6310
			C	73,272.87	6,106.07	2,818.19	35.2273
			D	76,790.04	6,399.17	2,953.46	36.9183
			E	80,420.13	6,701.68	3,093.08	38.6635
29.0	Computer Support Technician		A	68,177.60	5,681.47	2,622.22	32.7777
	Red Light Photo Enforcement Facilitator		B	71,380.70	5,948.39	2,745.41	34.3176
	Planning Technician		C	74,738.91	6,228.24	2,874.57	35.9322
			D	78,253.52	6,521.13	3,009.75	37.6219
			E	82,005.29	6,833.77	3,154.05	39.4256
29.5	Librarian II		A	69,783.75	5,815.31	2,683.99	33.5499
			B	73,133.39	6,094.45	2,812.82	35.1603
			C	76,590.59	6,382.55	2,945.79	36.8224
			D	80,203.74	6,683.65	3,084.76	38.5595
			E	84,060.92	7,005.08	3,233.11	40.4139
30.0	Water Quality Technician		A	71,380.91	5,948.41	2,745.42	34.3177
			B	74,738.91	6,228.24	2,874.57	35.9322
			C	78,253.52	6,521.13	3,009.75	37.6219
			D	82,005.29	6,833.77	3,154.05	39.4256
			E	85,912.60	7,159.38	3,304.33	41.3041
30.5	Accountant		A	73,133.39	6,094.45	2,812.82	35.1603
	Code Enforcement Officer		B	76,590.59	6,382.55	2,945.79	36.8224
	Communications Officer		C	80,203.74	6,683.65	3,084.76	38.5595
			D	84,060.92	7,005.08	3,233.11	40.4139
			E	88,067.21	7,338.93	3,387.20	42.3400
31.0	Engineering Technician II		A	74,949.94	6,245.83	2,882.69	36.0336
	Traffic Engineering Technician II		B	78,475.90	6,539.66	3,018.30	37.7288
			C	82,166.61	6,847.22	3,160.25	39.5032
			D	86,105.63	7,175.47	3,311.75	41.3969
			E	90,208.11	7,517.34	3,469.54	43.3693
31.5	Communications Training Officer		A	76,590.59	6,382.55	2,945.79	36.8224
			B	80,203.74	6,683.65	3,084.76	38.5595
			C	84,060.92	7,005.08	3,233.11	40.4139
			D	88,067.21	7,338.93	3,387.20	42.3400
			E	92,277.88	7,689.82	3,549.15	44.3644
32.0	Assistant Planner		A	79,970.65	6,664.22	3,075.79	38.4474
			B	83,731.42	6,977.62	3,220.44	40.2555
			C	87,745.42	7,312.12	3,374.82	42.1853
			D	91,926.53	7,660.54	3,535.64	44.1954
			E	86,321.66	7,193.47	3,320.06	41.5008
32.5	Management Analyst		A	80,203.74	6,683.65	3,084.76	38.5595
	Construction Inspector		B	84,060.92	7,005.08	3,233.11	40.4139
	Financial Analyst		C	88,067.21	7,338.93	3,387.20	42.3400
	Lead Communications Officer		D	92,277.88	7,689.82	3,549.15	44.3644
	Economic Development Specialist		E	96,683.51	8,056.96	3,718.60	46.4825
33.0	Senior Engineering Technician		A	80,420.13	6,701.68	3,093.08	38.6635
			B	84,213.89	7,017.82	3,239.00	40.4874
			C	88,263.88	7,355.32	3,394.76	42.4346
			D	92,470.48	7,705.87	3,556.56	44.4570
			E	96,891.75	8,074.31	3,726.61	46.5826
33.5	Transportation Management Coordinator		A	82,005.29	6,833.77	3,154.05	39.4256
			B	85,912.60	7,159.38	3,304.33	41.3041
			C	90,017.22	7,501.44	3,462.20	43.2775
			D	94,323.87	7,860.32	3,627.84	45.3480
			E	98,838.77	8,236.56	3,801.49	47.5186

APPENDIX B
SEIU SALARY RANGES / PROPOSED 11-10-2015

34.0	Building Inspector		A	85,016.00	7,084.67	3,269.85	40.8731
			B	89,104.56	7,425.38	3,427.10	42.8387
			C	93,351.22	7,779.27	3,590.43	44.8804
			D	97,814.49	8,151.21	3,762.10	47.0262
			E	102,484.49	8,540.37	3,941.71	49.2714
34.5	Associate Planner		A	87,745.63	7,312.14	3,374.83	42.1854
			B	91,926.53	7,660.54	3,535.64	44.1954
			C	96,318.45	8,026.54	3,704.56	46.3069
			D	100,926.54	8,410.54	3,881.79	48.5224
			E	105,757.43	8,813.12	4,067.59	50.8449
35.0	Assistant Engineer		A	88,263.88	7,355.32	3,394.76	42.4346
			B	92,470.48	7,705.87	3,556.56	44.4570
			C	96,891.75	8,074.31	3,726.61	46.5826
			D	101,517.62	8,459.80	3,904.52	48.8066
			E	106,353.02	8,862.75	4,090.50	51.1313
35.5	Transportation Planner		A	94,518.19	7,876.52	3,635.31	45.4414
			B	99,039.94	8,253.33	3,809.23	47.6154
			C	103,780.64	8,648.39	3,991.56	49.8945
			D	108,727.66	9,060.64	4,181.83	52.2729
			E	113,980.39	9,498.37	4,383.86	54.7983
36.0	Senior Building Inspector		A	95,418.21	7,951.52	3,669.93	45.8741
			B	99,983.24	8,331.94	3,845.51	48.0689
			C	104,769.14	8,730.76	4,029.58	50.3698
			D	109,763.08	9,146.92	4,221.66	52.7707
			E	115,065.95	9,588.83	4,425.61	55.3202
36.5	Senior Planner		A	96,318.45	8,026.54	3,704.56	46.3069
			B	100,926.54	8,410.54	3,881.79	48.5224
			C	105,757.43	8,813.12	4,067.59	50.8449
			D	110,798.50	9,233.21	4,261.48	53.2685
			E	116,151.50	9,679.29	4,467.37	55.8421
37.0	Associate Engineer		A	99,039.94	8,253.33	3,809.23	47.6154
			B	103,780.64	8,648.39	3,991.56	49.8945
			C	108,727.66	9,060.64	4,181.83	52.2729
			D	113,980.39	9,498.37	4,383.86	54.7983
			E	119,502.43	9,958.54	4,596.25	57.4531
37.5	Plan Checker		A	99,983.24	8,331.94	3,845.51	48.0689
			B	104,769.14	8,730.76	4,029.58	50.3698
			C	109,763.08	9,146.92	4,221.66	52.7707
			D	115,065.95	9,588.83	4,425.61	55.3202
			E	120,639.83	10,053.32	4,639.99	57.9999
38.0	Transportation Engineer		A	103,780.64	8,648.39	3,991.56	49.8945
			B	108,727.66	9,060.64	4,181.83	52.2729
			C	113,980.39	9,498.37	4,383.86	54.7983
			D	119,502.43	9,958.54	4,596.25	57.4531
			E	125,292.27	10,441.02	4,818.93	60.2367

**STAFF REPORT****City Council****Meeting Date:****11/10/2015****Staff Report Number:****15-170-CC****Regular Business:****Amend the City Council Approved Salary Schedule****Recommendation**

The recommendation is to amend the City Council approved salary schedule to:

- Add new classifications and salary ranges for positions authorized as part of the City Council's adopted 2015-16 budget
- Add new classifications and salary ranges to reflect reorganization of the City Manager's Office including housing, economic development, finance, human resources, and information technology
- Adjust the classification name and/or salary range for classifications previously approved by the City Council

Policy Issues

The reorganization of City staff to better meet community needs is a best management practice. As positions become vacant or new positions are added, it is incumbent upon management to assess the roles played by those positions and identify efficiencies and opportunities for improvement. This is a continuous improvement process and on occasion, requires amendments to the salary schedule which can only be authorized by the City Council.

Background

The City Council approved the current salary schedule as part of the 2015-16 budget and further amended the schedule on September 8, 2015. In that action, the City Council authorized an increase in the salary range for the Assistant City Manager classification in recognition of the position's expanded duties and responsibilities over public works and community development. Also in their action on September 8th, the City Council authorized the renaming of the vacant Finance Director position to Administrative Services Director to facilitate the reorganization of the City's core administration functions.

Analysis

The following discussion outlines recommended changes to the salary schedule that are necessary to move forward with reorganizations in the Community Development Department and the City Manager's Office. Attachment A is a redline version of the complete salary schedule that overlays the recommended changes. Attachment B is a new organization chart detailing the reporting relationships for the City's executive and management staff.

Community Development - The 2015-16 budget establishes an ambitious spending and staffing plan that represent a significant investment in the community. The staffing plan focuses largely on providing building, planning, and engineering resources needed to meet service-level demands and to execute the City Council's work plan, including a reorganization due to new staff in the community development department. In order to facilitate the final reorganization of the Community Development Department as outlined in the budget, the following amendments to the salary schedule are required:

1. Increase the top of the salary range for Assistant Community Development Director to \$147,664.71. The current assistant community development directors, one for planning and one for building, were promoted from the development services manager and building official, respectively. Subsequent to the promotion, the City Council authorized two adjustments to the planning series classifications for those classifications represented by a bargaining unit. The first adjustment was seven percent (7%) on April 7th and the second adjustment was three percent (3%) on October 20th through the AFSCME agreement. The assistant community development director classification was not subject to these adjustments and, as a consequence, the development service manager classification now has a higher range. To correct for this discrepancy, the recommendation is to increase the top salary for the assistant community development director classification to the current salary for the development services manager classification, an increase of \$6,389 per year. Additionally, the recommendation is to delete the development services manager and building official classifications at this time. This action will not result in automatic pay increases for the incumbents however, over time, the incumbents may rise to the new maximum salary.
2. Establish the annual salary range for Principal Planner at \$105,950.29 to \$127,766.65. Two principal planner positions were approved as part of the 2015-16 budget and now require a City Council authorized salary to finalize the appointments. The principal planners are assigned more complex tasks including supervision when compared to the senior planner. The salary is set at 10% higher than the existing range for senior planner.
3. Establish the annual salary range for Permit Manager at \$95,418.21 to \$115,065.95. The permit manager position was also approved by the City Council as part of the 2015-16 operating budget and provides the needed staff resources to support the permitting process, including supervision of permit staff. The recommended salary is equal to the senior building inspector classification considering the similarities in their duties and responsibilities.

City Manager's Office - The number of vacancies in the City's executive staff have provided a unique opportunity to reorganize the City Manager's Office and related administration departments. With the reorganization of the assistant city manager's position complete, the focus is now on the remaining key areas of the City Manager's Office – housing, economic development, and administrative services.

1. Housing & Economic Development Office – The elimination of the redevelopment agency and the housing manager position shifted those duties performed by the former housing manager to other staff namely the economic development manager, assistant city manager, and community services director. In an effort to centralize those duties, the Economic Development Office has been renamed the Housing & Economic Development Office and the following change is required to the salary schedule:
 - Retitle the Economic Development Manager to Housing & Economic Development Manager. Upon

review of the salary ranges for other division level managers, there is no recommendation to adjust the salary range for the newly titled classification housing & economic development manager.

2. Administrative Services Department - The reorganization of the City's core administrative departments, finance, human resources, and information technology, into a single department has already begun with the appointment of an interim administrative services director. In this new structure, the department has three functional areas each headed by a division head who serves at the management level staff in the City. This structure promotes communication and shared resources between the core administrative service departments and is modeled after similar structures in place for several years at the cities of San Carlos, Los Altos, and Saratoga. To move the reorganization forward, the following salary schedule changes are recommended:
 - Establish the annual salary ranges for Finance & Budget Manager, Human Resources Manager, and Information Technology Manager at \$113,000 to \$143,000. This recommendation will create the three new division heads in the administrative services department with one each in finance, human resources, and information technology. As a result of the new structure there is a reduction of one department head position through the downsizing of the Human Resources Director classification and the addition of two division manager classifications who are upgraded mid-management positions one in both finance and information technology. The recommended salary range is equal to the median of salaries for similar positions in those cities with Administrative Services Departments.
 - Establish the annual salary range for Information Technology Supervisor at \$84,000 to \$108,900. The 2015-16 adopted budget also added a new position in the information technology department titled the Senior Computer Support Technician. In discussion with the I.T. staff regarding how to recruit this position, the recommendation is to change the title to Information Technology Supervisor. The recommended salary range is equivalent to the Environmental Programs Manager.
3. Management Analyst-Confidential Classification - The City Manager's Office has a need for analyst level support to assist with confidential projects such as risk management, labor negotiations, and housing and economic development negotiations. As part of the 2015-16 budget, the City Council authorized a new human resources analyst to, in part, provide for this need. The reorganization of the City Manager's Office provides the opportunity to hire analysts with broader skills than a discipline specific analyst, e.g. human resources analyst. As a generalist, the management analyst-confidential classification is typically staffed by individuals who are on a management track.
 - Establish the annual salary range for Management Analyst-Confidential at \$84,000 to \$109,401. The Housing & Economic Development Office and the Administrative Services Department have vacancies at the analyst level - economic development specialist and human resources analyst, respectively. Both positions will be replaced with the management analyst-confidential classification and the recommended top salary is set at 10% higher than human resources analyst.
4. Environmental Services – The final change in the City Manager's Office does not require a change to the salary schedule but is important to highlight. With the rising importance of sustainability initiatives and the climate action plan, the Environmental Services Division of public works has moved to the City Manager's Office and will report directly to the assistant city manager.

Impact on City Resources

There is no estimated increase in salary costs for 2015-16 once consideration is given to accrued salary savings, the significant decrease in the salary from human resources director to human resources manager, and appointments that are estimated to be below the maximum salary range for each position. The maximum exposure, assuming that all positions are filled by January 2016 and employees are hired at the top of their range, is approximately \$27,000 this fiscal year. It is important to note that the recommendation results in no increase to the number of full-time equivalent employees.

Environmental Review

Environmental review is not required for this item.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. Recommended salary schedule
- B. Organization Chart

Report prepared by:
Nick Pegueros, Interim Administrative Services Director

Job Title	Authorized FTE	Proposed FTE	Annual Minimum	Annual Maximum	Unit	Top Step	FLSA
Accountant	1.00	1.00	\$ 71,003.29	\$ 85,502.11	SEIU	E	N
Accounting Assistant I	-	-	\$ 50,333.88	\$ 60,402.25	SEIU	E	N
Accounting Assistant II	3.00	3.00	\$ 55,153.59	\$ 66,191.76	SEIU	E	N
Administrative Assistant	1.00	1.00	\$ 63,225.40	\$ 75,974.37	SEIU	E	N
Administrative Services Director	1.00	1.00	\$ 143,338.60	\$ 179,172.00	Executive	OR	X
Assistant City Manager	1.00	1.00	\$ 151,373.80	\$ 199,623.00	Executive	OR	X
Assistant Community Development Director	2.00	2.00	\$ 113,021.80	\$ 141,276.00 \$ 147,665.00	Executive	OR	X
Assistant Director of Public Works	1.00	1.00	\$ 125,587.20	\$ 156,984.00	Executive	OR	X
Assistant Engineer	1.00	1.00	\$ 85,693.13	\$ 103,255.39	SEIU	E	N
Assistant Planner	1.00	1.00	\$ 77,641.39	\$ 93,513.07	SEIU	E	N
Assistant to the City Manager	1.00	1.00	\$ 98,870.40	\$ 123,588.00	Executive	OR	X
Associate Engineer	13.50	13.50	\$ 96,155.31	\$ 116,021.79	SEIU	E	N
Associate Planner	6.00	6.00	\$ 85,190.01	\$ 102,677.14	SEIU	E	N
Belle Haven Family Serv Pgm Mgr	-	-	\$ 71,610.96	\$ 86,189.41	AFSCME	E	X
Branch Library Manager	1.00	1.00	\$ 84,331.87	\$ 101,615.24	AFSCME	E	X
Building Custodian I	1.00	1.00	\$ 50,333.88	\$ 60,402.25	SEIU	E	N
Building Custodian II	1.00	1.00	\$ 55,153.59	\$ 66,191.76	SEIU	E	N
Building Inspector	4.00	4.00	\$ 82,539.71	\$ 99,499.45	SEIU	E	N
Building Official	→	→	\$ 110,117.00	\$ 133,076.89	AFSCME	E	X
Business Manager - Development Serv	1.00	1.00	\$ 78,505.82	\$ 94,628.15	AFSCME	E	X
Child Care Teacher - Title 22	7.50	7.50	\$ 45,037.56	\$ 53,888.97	SEIU	E	N
Child Care Teacher - Title 5	5.00	5.00	\$ 50,333.88	\$ 60,402.25	SEIU	E	N
Children's Services Manager	-	-	\$ 99,157.48	\$ 119,710.63	AFSCME	E	X
City Arborist	1.00	1.00	\$ 78,505.82	\$ 94,628.15	AFSCME	E	X
City Attorney	1.00	1.00	N/A	\$ 108,000.00	N/A	OR	X
City Clerk	1.00	1.00	\$ 95,798.40	\$ 119,748.00	Executive	OR	X
City Manager	1.00	1.00	N/A	\$ 217,500.00	Executive	OR	X
City Service Officer	2.50	2.50	\$ 51,455.07	\$ 61,818.68	SEIU	E	N
Code Enforcement Officer	1.00	1.00	\$ 71,003.29	\$ 85,502.11	SEIU	E	N
Communications Officer	4.50	4.50	\$ 71,003.29	\$ 85,502.11	SEIU	E	N
Communications Training Officer	2.00	2.00	\$ 74,359.78	\$ 89,590.10	SEIU	E	N
Community Development Director	1.00	1.00	\$ 143,146.60	\$ 178,932.00	Executive	OR	X
Community Development Technician	1.00	1.00	\$ 57,730.47	\$ 69,301.77	SEIU	E	N
Community Services Director	1.00	1.00	\$ 145,104.00	\$ 181,380.00	Executive	OR	X
Community Services Manager	1.00	1.00	\$ 99,157.48	\$ 119,710.63	AFSCME	E	X
Community Services Officer	2.00	2.00	\$ 59,042.09	\$ 71,003.29	SEIU	E	N
Community Services Superintendent	-	-	\$ 91,085.80	\$ 113,856.00	Executive	OR	X
Computer Support Technician	2.50	2.50	\$ 66,191.76	\$ 79,616.83	SEIU	E	N

City of Menlo Park
Salary Schedule - **Proposed November 10, 2015**

Job Title	Authorized FTE	Proposed FTE	Annual Minimum	Annual Maximum	Unit	Top Step	FLSA
Construction Inspector	2.00	2.00	\$ 77,867.65	\$ 93,867.41	SEIU	E	N
Contract Specialist	1.00	1.00	\$ 59,042.09	\$ 71,003.29	SEIU	E	N
Custodial Services Supervisor	1.00	1.00	\$ 59,654.16	\$ 71,610.96	AFSCME	E	N
Deputy City Clerk	1.00	1.00	\$ 64,681.10	\$ 77,867.65	SEIU	E	N
Development Services Manager	1.00	1.00	\$ 122,171.22	\$ 147,664.71	AFSCME	E	X
Development Services Technician	4.00	4.00	\$ 57,730.47	\$ 69,301.77	SEIU	E	N
Economic Development Specialist	1.00	1.00	\$ 77,867.65	\$ 93,867.41	SEIU	E	N
Engineer Technician I	-	-	\$ 64,909.61	\$ 78,077.77	SEIU	E	N
Engineering Services Manager	-	-	\$ 125,587.20	\$ 156,984.00	Executive	OR	X
Engineering Technician II	1.00	1.00	\$ 72,766.86	\$ 87,580.75	SEIU	E	N
Environmental Programs Manager	1.00	1.00	\$ 90,307.47	\$ 108,902.56	AFSCME	E	X
Environmental Programs Specialist	2.00	2.00	\$ 60,402.25	\$ 72,562.05	SEIU	E	N
Equipment Mechanic	1.00	1.00	\$ 64,681.10	\$ 77,867.65	SEIU	E	N
Executive Secretary to the City Mgr	1.00	1.00	\$ 69,375.63	\$ 84,326.15	Confidential	OR	X
Facilities Supervisor	1.00	1.00	\$ 78,505.82	\$ 94,628.15	AFSCME	E	X
Finance & Budget Manager	-	1.00	\$ 113,000.00	\$ 143,000.00	Executive	OR	X
Financial Analyst	1.00	1.00	\$ 77,867.65	\$ 93,867.41	SEIU	E	N
Financial Services Manager	1.00	1.00	\$ 90,307.47	\$ 108,902.56	AFSCME	E	X
Fleet Supervisor	1.00	1.00	\$ 78,505.82	\$ 94,628.15	AFSCME	E	X
Gymnastics Instructor	2.25	2.25	\$ 36,057.05	\$ 43,041.00	SEIU	E	N
Gymnastics Program Coordinator	1.00	1.00	\$ 62,414.83	\$ 74,979.92	AFSCME	E	N
Housing & Economic Development Manager	1.00	1.00	\$ 108,787.20	\$ 135,984.00	Executive	OR	X
Housing Manager	1.00	1.00	\$ 99,157.48	\$ 119,710.63	AFSCME	E	X
Human Resources Analyst	3.00	2.00	\$ 84,055.56	\$ 99,455.78	Confidential	OR	X
Human Resources Assistant	0.75	0.75	\$ 52,998.69	\$ 63,673.20	Confidential	OR	N
Human Resources Director	1.00	1.00	\$ 132,058.60	\$ 165,072.00	Executive	OR	X
Human Resources Manager	-	1.00	\$ 113,000.00	\$ 143,000.00	Executive	OR	X
Information Services Manager	1.00	1.00	\$ 114,178.76	\$ 138,004.38	AFSCME	E	X
Information Technology Manager	-	1.00	\$ 113,000.00	\$ 143,000.00	Executive	OR	X
Lead Communications Officer	1.00	1.00	\$ 77,867.65	\$ 93,867.41	SEIU	E	N
Librarian I	-	-	\$ 60,402.25	\$ 72,562.05	SEIU	E	N
Librarian II	1.25	1.25	\$ 67,751.18	\$ 81,612.50	SEIU	E	N
Librarian III	3.00	3.00	\$ 80,462.31	\$ 96,995.24	AFSCME	E	X
Library Assistant I	2.00	2.00	\$ 47,080.67	\$ 56,369.87	SEIU	E	N
Library Assistant II	3.75	3.75	\$ 51,455.07	\$ 61,818.68	SEIU	E	N
Library Assistant III	1.00	1.00	\$ 56,369.87	\$ 67,751.18	SEIU	E	N
Library Clerk	-	-	\$ 33,003.09	\$ 39,390.60	SEIU	E	N
Library Page	-	-	\$ 24,211.26	\$ 28,899.66	SEIU	E	N
Library Services Director	1.00	1.00	\$ 139,603.20	\$ 174,504.00	Executive	OR	X

City of Menlo Park
Salary Schedule - **Proposed November 10, 2015**

Job Title	Authorized FTE	Proposed FTE	Annual Minimum	Annual Maximum	Unit	Top Step	FLSA
Literacy Assistant	-	-	\$ 41,148.17	\$ 49,212.26	SEIU	E	N
Literacy Program Manager	1.00	1.00	\$ 71,610.96	\$ 86,189.41	AFSCME	E	X
Maintenance I - Building Maintenance	-	-	\$ 53,888.97	\$ 64,681.10	SEIU	E	N
Maintenance I - Community Services	-	-	\$ 51,455.07	\$ 61,818.68	SEIU	E	N
Maintenance I - Parks	-	-	\$ 51,455.07	\$ 61,818.68	SEIU	E	N
Maintenance I - Streets	2.00	2.00	\$ 51,455.07	\$ 61,818.68	SEIU	E	N
Maintenance I - Trees	2.00	2.00	\$ 51,455.07	\$ 61,818.68	SEIU	E	N
Maintenance I - Water	-	-	\$ 51,455.07	\$ 61,818.68	SEIU	E	N
Maintenance II - Building Maintenance	1.00	1.00	\$ 59,042.09	\$ 71,003.29	SEIU	E	N
Maintenance II - Parks	4.00	4.00	\$ 56,369.87	\$ 67,751.18	SEIU	E	N
Maintenance II - Streets	1.00	1.00	\$ 56,369.87	\$ 67,751.18	SEIU	E	N
Maintenance II - Trees	-	-	\$ 56,369.87	\$ 67,751.18	SEIU	E	N
Maintenance III - Building Maintenance	1.00	1.00	\$ 64,681.10	\$ 77,867.65	SEIU	E	N
Maintenance III - Parks	4.00	4.00	\$ 64,681.10	\$ 77,867.65	SEIU	E	N
Maintenance III - Streets	1.00	1.00	\$ 64,681.10	\$ 77,867.65	SEIU	E	N
Maintenance III - Trees	1.00	1.00	\$ 64,681.10	\$ 77,867.65	SEIU	E	N
Maintenance III - Water	-	-	\$ 64,681.10	\$ 77,867.65	SEIU	E	N
Management Analyst	1.00	1.00	\$ 77,867.65	\$ 93,867.41	SEIU	E	N
Management Analyst-Confidential	-	2.00	\$ 84,000.00	\$ 108,900.00	Confidential	OR	X
Night Clerk	0.75	0.75	\$ 35,319.38	\$ 42,118.64	SEIU	E	N
Office Assistant I	-	-	\$ 41,148.17	\$ 49,212.26	SEIU	E	N
Office Assistant II	0.75	0.75	\$ 46,055.02	\$ 55,153.59	SEIU	E	N
Office Assistant III	3.00	3.00	\$ 50,333.88	\$ 60,402.25	SEIU	E	N
Parks and Trees Supervisor	1.00	1.00	\$ 78,505.82	\$ 94,628.15	AFSCME	E	X
Permit-Planner Permit Manager	1.00	1.00	\$ 95,418.28	\$ 115,065.95	AFSCME	E	X
Plan Checker	1.00	1.00	\$ 97,071.08	\$ 117,126.76	SEIU	E	N
Planning Technician	-	-	\$ 66,191.76	\$ 79,616.83	SEIU	E	N
Police Chief	1.00	1.00	\$ 154,666.60	\$ 193,332.00	Executive	OR	X
Police Commander	2.00	2.00	\$ 139,200.00	\$ 174,000.00	Executive	OR	X
Police Corporal	4.00	4.00	\$ 96,515.95	\$ 117,315.74	POA	E	N
Police Lieutenant	-	-	\$ 122,333.80	\$ 152,916.80	Executive	OR	X
Police Officer	33.00	33.00	\$ 89,677.95	\$ 109,004.16	POA	E	N
Police Records Officer	2.00	2.00	\$ 56,369.87	\$ 67,751.18	SEIU	E	N
Police Records Training Officer	1.00	1.00	\$ 59,042.09	\$ 71,003.29	SEIU	E	N
Police Sergeant	8.00	8.00	\$ 108,146.50	\$ 131,452.74	PSA	E	N
Principal Planner	2.00	2.00	\$ 105,950.29	\$ 127,766.65	AFSCME	E	X
Program Assistant	10.00	10.00	\$ 46,055.02	\$ 55,153.59	SEIU	E	N
Program Supervisor - Title 22	1.00	1.00	\$ 62,414.83	\$ 74,979.92	AFSCME	E	N
Program Supervisor - Title 5	1.00	1.00	\$ 62,414.83	\$ 74,979.92	AFSCME	E	N

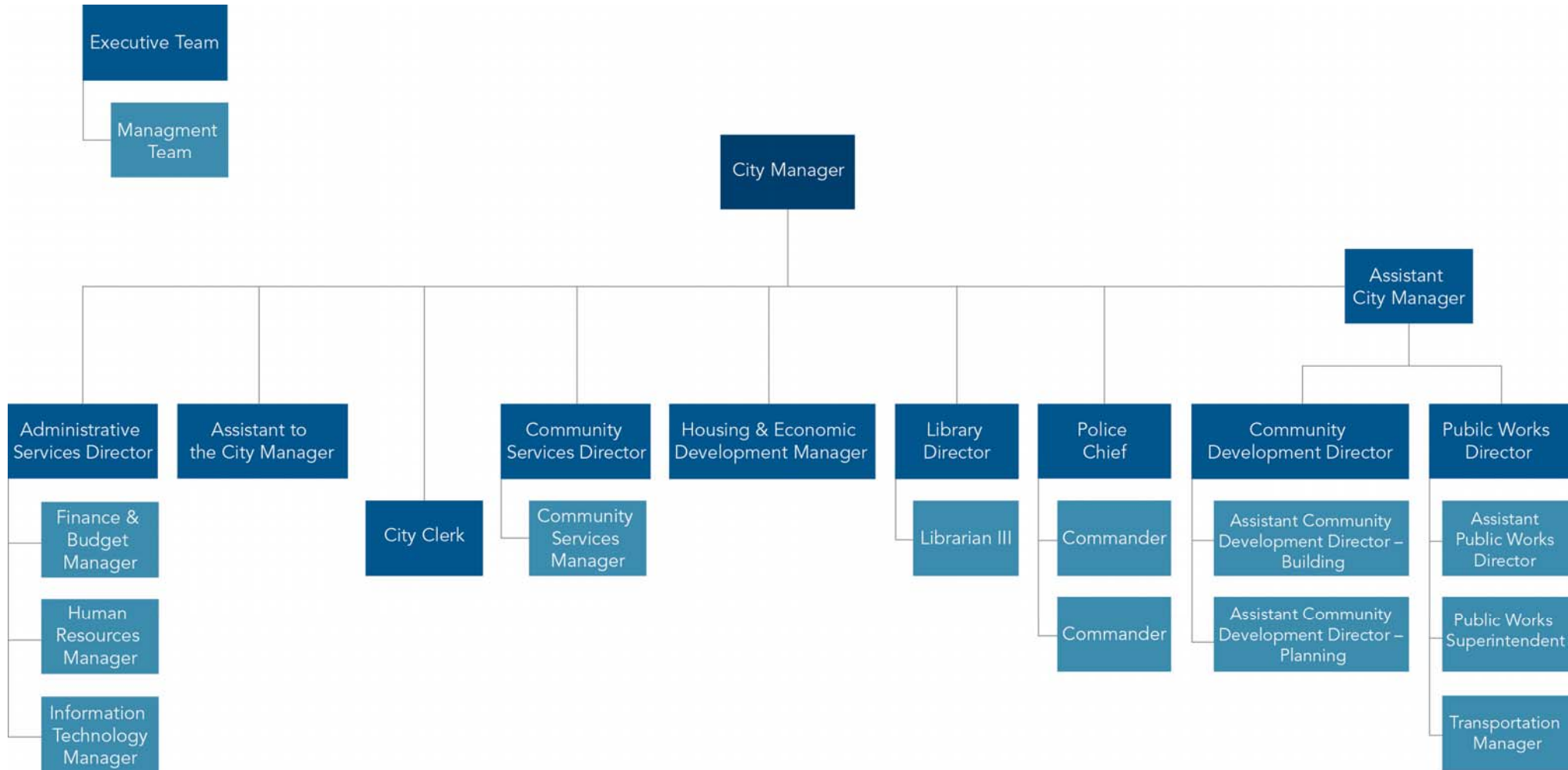
City of Menlo Park
Salary Schedule - **Proposed November 10, 2015**

Job Title	Authorized FTE	Proposed FTE	Annual Minimum	Annual Maximum	Unit	Top Step	FLSA
Property and Court Officer	1.00	1.00	\$ 59,042.09	\$ 71,003.29	SEIU	E	N
Public Works Director	1.00	1.00	\$ 147,034.60	\$ 183,792.00	Executive	OR	X
Public Works Superintendent	1.00	1.00	\$ 91,085.80	\$ 113,856.00	Executive	OR	X
Recreation Aide	-	-	\$ 30,927.85	\$ 37,093.56	SEIU	E	N
Recreation Leader	-	-	\$ 24,211.26	\$ 28,899.66	SEIU	E	N
Recreation Program Coordinator	5.00	5.00	\$ 62,414.83	\$ 74,979.92	AFSCME	E	N
Recreation Supervisor	1.00	1.00	\$ 76,837.46	\$ 92,575.38	AFSCME	E	X
Red Light Photo Enforcement Facilitator	1.75	1.75	\$ 66,191.76	\$ 79,616.83	SEIU	E	N
Revenue and Claims Manager	1.00	1.00	\$ 80,462.31	\$ 96,995.24	AFSCME	E	X
Secretary	4.50	4.50	\$ 55,153.59	\$ 66,191.76	SEIU	E	N
Senior Building Inspector	1.00	1.00	\$ 92,639.11	\$ 111,714.50	SEIU	E	N
Senior Civil Engineer	5.00	5.00	\$ 109,078.37	\$ 131,821.44	AFSCME	E	X
Senior Computer Support Technician-Information Technology Supervisor	1.00	1.00	\$ 84,000.00	\$ 108,900.00	AFSCME	E	X
Senior Engineering Technician	2.00	2.00	\$ 78,077.77	\$ 94,069.60	SEIU	E	N
Senior Library Page	-	-	\$ 33,003.09	\$ 39,390.60	SEIU	E	N
Senior Planner	2.00	2.00	\$ 93,513.07	\$ 112,768.41	SEIU	E	N
Senior Recreation Leader	-	-	\$ 28,899.66	\$ 34,496.31	SEIU	E	N
Senior Transportation Engineer	-	-	\$ 109,078.37	\$ 131,821.44	AFSCME	E	X
Streets Supervisor	1.00	1.00	\$ 78,505.82	\$ 94,628.15	AFSCME	E	X
Support Services Manager	-	-	\$ 88,350.98	\$ 106,546.22	AFSCME	E	X
Teacher's Aide	6.00	6.00	\$ 33,790.63	\$ 40,273.68	SEIU	E	N
Technical Services Manager	1.00	1.00	\$ 101,615.24	\$ 122,677.50	AFSCME	E	X
Traffic Engineering Technician I	-	-	\$ 64,909.61	\$ 78,077.77	SEIU	E	N
Traffic Engineering Technician II	1.00	1.00	\$ 72,766.86	\$ 87,580.75	SEIU	E	N
Transportation Driver	0.75	0.75	\$ 32,327.64	\$ 38,571.06	SEIU	E	N
Transportation Engineer	1.00	1.00	\$ 100,757.94	\$ 121,642.93	SEIU	E	N
Transportation Management Coord	1.00	1.00	\$ 79,616.83	\$ 95,959.94	SEIU	E	N
Transportation Manager	1.00	1.00	\$ 125,587.20	\$ 156,984.00	Executive	OR	X
Transportation Planner	-	-	\$ 91,765.16	\$ 110,660.59	SEIU	E	N
Water Quality Technician	1.00	1.00	\$ 69,301.77	\$ 83,410.24	SEIU	E	N
Water Service Worker	1.00	1.00	\$ 57,730.47	\$ 69,301.77	SEIU	E	N
Water System Supervisor	1.00	1.00	\$ 82,269.48	\$ 99,157.48	AFSCME	E	X
Youth Services Coordinator	1.00	1.00	\$ 62,414.83	\$ 74,979.92	AFSCME	E	N
Total	254.00	254.00					

City of Menlo Park

EXECUTIVE & MANAGEMENT TEAMS

ATTACHMENT B



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STAFF REPORT

City Council

Meeting Date:

11/10/2015

Staff Report Number:

15-169-CC

Informational Item:

Quarterly Review of Taser Program

Recommendation

No action is necessary at this time as this is an informational report.

Policy Issues

This informational report is being presented to comply with City Council direction requesting a quarterly assessment of the Police Department's Taser program.

Background

On October 7, 2014, staff presented the one-year results of the Police Department Taser assessment. Following that review, Council approved the purchase and deployment of the Taser device department-wide and to continue a quarterly assessment of the Taser program.

Analysis

The Police Department has trained and issued the Taser device to 100% of the Department's officers, detectives and sergeants.

As of September 30, 2015, the Department has had no active Taser uses. During the same time period a Taser was utilized on one occasion in a "display only" manner. In this specific situation, the driver of a vehicle initially failed to yield to a Menlo Park Police Officer attempting to make a traffic stop. Upon yielding, the driver of the vehicle subsequently fled on foot from the lawful detention. Officers from the Menlo Police Department and East Palo Alto Police Department actively pursued the driver on foot and an East Palo Alto Police Officer deployed his Taser which allowed the driver of the vehicle to be taken into custody. The Menlo Park Police Officer displayed his Taser as a secondary measure while the driver was being safely handcuffed.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

There are no attachments for this item.

Report prepared by:

William A. Dixon, Police Commander

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STAFF REPORT

City Council

Meeting Date:

11/10/2015

Staff Report Number:

15-168-CC

Informational Item:

Quarterly Review of Data Captured by Automated License Plate Readers (ALPR) for the Period Beginning July 1, 2015 through October 1, 2015

Recommendation

Pursuant to Menlo Park Municipal Code, staff is required to present a quarterly review of the data captured from the Police Department's automated license plate readers.

Policy Issues

No city policies are affected by this item.

Background

On September 24, 2013, the City Council approved the purchase and installation of mobile Automated License Plate Readers (ALPRs) mounted on three police vehicles.

At the May 13, 2014 City Council meeting, the Council approved Ordinance 1007 regarding the use of automated license plate readers.

It states, "Northern California Regional Information Center (NCRIC) will give a quarterly report to the Police Department which shall indicate the number of license plates captured by the ALPR in the City of Menlo Park, how many of those license plates were "hits" (on an active wanted list), the number of inquiries made by Menlo Park personnel along with the justifications for those inquiries, and information on any data retained beyond six months and the reasons for such retention."

Analysis

From July 1, 2015 through October 1, 2015, the ALPR's captured 256,977 license plates.

The data captured resulted in 369 "hits" that a captured license plate was currently on an active wanted list. The vast majority of the hits were subsequently deemed to be a "false read" after further review by the ALPR operator. A "false read" is when a photograph of the license plate and the computer's interpretation of the number / letter combination from the photo do not match. For example, a photograph of a license plate with the number 8 could be digitally interpreted as a B. Additionally, one hit identified an occupied stolen vehicle resulting in the arrest of the suspect in control of the vehicle.

During the listed time period, Menlo Park Police personnel made four license plate inquiries into the database during the investigation of crimes occurring in Menlo Park or where a Menlo Park resident was known to have had an active warrant for their arrest or was wanted as a named suspect in connection to criminal activity.

There was no captured license plate data retained beyond the six month limitation set forth in the municipal code.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

There are no attachments.

Report prepared by:
William A. Dixon, Police Commander



STAFF REPORT

City Council

Meeting Date: 11/10/2015

Staff Report Number: 15-165-CC

Informational Item: Update on Reporting of Consultant Contracts and Agreements

Recommendation

This is an informational item only. No City Council action is required.

Policy Issues

Earlier this year, the City Council adopted the following motion to direct the City Attorney to draft language related to the City Manager's purchasing authorization with options regarding the reporting of contracts for the City Council to review. Councilmember Cline added review of the purchasing policy and reporting of consultants broadly.

Background

City staff sought a solution that would accomplish this directive and also make other existing public data more accessible for the public. Shortly thereafter, the City Council authorized the City Manager to enter into an agreement with Socrata, Inc. to develop and implement an open data portal that can be used to post public information and data, including contracts and consultant hiring. At this time, the public and staff can now search, view and organize information regarding contracts through the following portal on the City's website: data.menlopark.org/view/wz4y-nwdx.

Analysis

The index of agreements lists the name of the contractor/consultant, the service provided, and the amount of the contract as well as a link to the contract document. The index covers the period beginning July 1, 2014 going forward and includes contracts approved under both the City Manager's and City Council's authorization. This open data portal enables both internal departments and the public to access, examine and work with city data more effectively, as well as provides more user-friendly and insightful visualizations of information that currently may only be available in person, upon request or via static PDF files. Staff time is required to enter contract details and maintain the online index, which will be updated monthly. The City Clerk's office houses contracts approved by the City Council and City Manager and, going forward, will also maintain and index all contracts approved at the department level, which are currently decentralized.

Public Notice

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Attachments

A. Hyperlink: Link to open data portal for contracts - <https://data.menlopark.org/view/wz4y-nwdx>

Report prepared by:
William McClure, City Attorney