



Redwood Coast Energy Authority

633 3rd Street, Eureka, CA 95501

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E-mail: info@redwoodenergy.org Web: www.redwoodenergy.org

MEETING AGENDA

Redwood Coast Energy Resource Center
633 3rd Street, Eureka, CA 95501

September 19, 2016
Monday, 3:15 p.m.

Redwood Coast Energy Authority will accommodate those with special needs. Arrangements for people with disabilities who attend RCEA meetings can be made in advance by contacting Katie Koscielak at 269-1700 by noon the day of the meeting.

I. ROLL CALL

II. REPORTS FROM MEMBER ENTITIES

III. ORAL COMMUNICATIONS

This time is provided for people to address the Board or submit written communications on matters not on the agenda. At the conclusion of all oral & written communications, the Board may respond to statements. Any request that requires Board action will be set by the Board for a future agenda or referred to staff.

IV. CONSENT CALENDAR

All matters on the Consent Calendar are considered to be routine by the Board and are enacted on one motion. There is no separate discussion of any of these items. If discussion is required, that item is removed from the Consent Calendar and considered separately. At the end of the reading of the Consent Calendar, Board members or members of the public can request that an item be removed for separate discussion.

- A. Approve Minutes of August 15, 2016 Board Meeting.
- B. Approve attached Warrants.
- C. Accept attached Financial Reports.

V. REMOVED FROM CONSENT CALENDAR ITEMS

Items removed from the Consent Calendar will be heard under this section.

VI. NEW BUSINESS

A. Community Choice Energy (CCE)- Operational Services Contracts

Approve a contract with Noble Americas Energy Solutions LLC, including all exhibits, for Community Choice Energy Program development and launch services and authorize the Executive Director to act as Contract Administrator with responsibility and authorization to administer the agreement including authority to transmit instructions, receive information, and implement the agreement on behalf of RCEA.

B. CCE - Technical Study

Accept Final Humboldt County Community Choice Energy Technical Study.

C. CCE - September 12 Community Workshop Report

D. CCE - Implementation Plan and Proposed Power Portfolio Strategy

Approve Guidelines for Community Energy Program Launch-period Power Portfolio Strategy and Targets.

E. CCE - Local Utility-scale Solar Site Request for Information

Approve Issuing a Request for Information Regarding Possible Sites for Local Utility-scale Solar Energy Projects.

F. CCE - Local Biomass Request for Offers

Approve Process Guidelines for Development of a Request for Offers for Local Biomass Power.

G. RCEA Staff Planning and Reorganization Update

VII. ADJOURNMENT

***The next RCEA Board of Directors meeting is scheduled for
Monday, October 17, 2016 at 3:15pm***



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MEETING MINUTES

Redwood Coast Energy Resource Center
633 3rd Street, Eureka, CA 95501

August 15, 2016
Monday, 2:00 p.m.

SPECIAL MEETING 2:00 p.m.

I. ROLL CALL

Board Chair Atkins called the meeting to order at 2:11 pm

Present: Linda Atkins, Sheri Woo, Jean Lynch, Michael Sweeney, Dwight Miller

Absent: Susan Ornelas, Tim Marks, Tiara Brown, Ryan Sundberg

Staff: Matthew Marshall, Nancy Diamond

II. ORAL COMMUNICATIONS

None

III. CLOSED SESSION - Pursuant to Government Code section 54956, Executive Director Annual Performance Evaluation.

IV. REPORT OUT FROM CLOSED SESSION

Board Chair Atkins stated that there was nothing to report out.

Board Chair Atkins adjourned the closed session at 3:00 p.m.

REGULAR MEETING 3:15 p.m.

V. ROLL CALL

Board Chair Atkins called the meeting to order at 3:18 p.m.

Present: Linda Atkins, Sheri Woo, Jean Lynch, Michael Sweeney, Dwight Miller, Ryan Sundberg

Absent: Susan Ornelas, Tim Marks, Tiara Brown

Staff: Matthew Marshall, Nancy Diamond, Lexie Fischer, Lori Biondini, Dana Boudreau, Allison Campbell

VI. REPORTS FROM MEMBER ENTITIES

None

VII. ORAL COMMUNICATIONS

Community Member Walt Paniak stated his concern regarding unbundled Renewable Energy Certificates (RECs) that are used in some CCA's renewable energy portfolio. He suggested that the Humboldt CCA program disclose this information to customers if the program plans to use unbundled RECs in the power mix.

Executive Director Marshall reported that no unbundled RECs are included in the technical study analysis and there is no plan to include them in the power mix

VIII. CONSENT CALENDAR

- A. Approve Minutes of June 20, 2016 Board Meeting.**
- B. Approve Minutes of July 18, 2016 Board Meeting.**
- C. Approve attached Warrants.**
- D. Accept attached Financial Reports.**
- E. Adopt Resolution No. 2016-1 Adopting a Conflict of Interest Code.**

M / S / C: Sweeney, Miller: Approve consent calendar items A through E

IX. REMOVED FROM CONSENT CALENDAR ITEMS

None

X. NEW BUSINESS

A. Citizens Advisory Committee Report

Citizens Advisory Committee members Kit Mann and Richard Johnson reported the main points from the August 9, 2016 Citizens Advisory Committee meeting, during which the Committee debriefed the July 28, 2016 public meeting and reviewed all of the recorded meeting notes. The main points communicated to the Board included: there is a need for more education tools and resources to provide to the public; all input that was reviewed showed a very strong interest in the “environmental responsibility” goal; the public meeting attracted a very small sample size (less than 40 participants) that tended to be very knowledgeable and engaged individuals with detailed input regarding energy resource options.

Committee member Richard Johnson reported that the Committee felt that the 2-part public meeting, with the quick high-level introduction to community choice energy preceding the detailed presentation and discussion on program options worked well and would suggest a similar structure for the upcoming September 12, 2016 public meeting.

Public Comment:

Community member Yana Valachovic asked about what “reassuring the community” item meant in the Citizen Advisory Committee meeting notes.

Director Atkins responded that part of the intent of the Citizens Advisory Community is to help communicate to the general public that when the program rolls power will still be reliably delivered, customers can opt out at any time, and that there is no need to worry about changes in the quality of power service provided to the community.

Community member Bob Marino asked whether the online survey was anonymous and voiced concern about possible duplicate entries from community members that felt strongly about any particular item.

Director Woo responded that the survey requests the name, zip code, and email of participants, though it is not required to complete the survey. She also stated that the survey is quite lengthy, so such an endeavor of duplicate entries would be a

large time commitment. The survey is being shortened at staff will evaluate options to minimize the potential of duplicate responses.

Community member Ellen Golla stated to the Board that the power mix is the most important thing to her and others that she knows.

Public Comment Closed

The Board discussed the workshop results, and Director Sundberg requested an FAQs document from RCEA Staff that can be shared with his constituents.

B. Community Choice Aggregation Operational Services Contracts

Executive Director Marshall and Legal Counsel Nancy Diamond provided a report on the proposed contracts with The Energy Authority (TEA) and Local Energy Aggregation Network (LEAN) Energy US.

M / S / C: Miller, Woo: Approve a contract with The Energy Authority, including Task Order 1 and Task Order 2 with control agreement exhibits, for Community Choice Aggregation Program development, launch, and operational services, and authorize the Executive Director to act as Contract Administrator with responsibility and authorization to administer the agreement including authority to transmit instructions, receive information, and implement the agreement on behalf of RCEA.

M / S / C: Miller, Sweeney: Approve a contract with Local Energy Aggregation Network (LEAN Energy US), including all exhibits, for Community Choice Aggregation Program development and launch services and authorize the Executive Director to act as Contract Administrator with responsibility and authorization to administer the agreement including authority to transmit instructions, receive information, and implement the agreement on behalf of RCEA.

C. State Legislation: AB 1110

Executive Director Marshall presented information regarding Assembly Bill 1110, which has raised concerns with operating CCAs. Staff had not had time to fully evaluate the legislation in time for the meeting and so is not able to offer a strong staff recommendation.

Public Comment:

Community member Walt Paniak reiterated his sentiments relayed during Oral Communications regarding unbundled RECs.

Public Comment Closed

The Board discussed AB 1110 and concluded that they didn't have enough information at the time to declare a position on the Bill.

Executive Director Marshall suggested that the RCEA Staff research AB 1110 further and include more information at a subsequent Board meeting if doing so would still be relevant.

XI. ADJOURNMENT

Board Chari Atkins adjourned the meeting at 4:17 p.m.

Redwood Coast Energy Authority
Warrants Report
As of September 9, 2016

Type	Date	Num	Name	Memo	Amount
Aug 11 - 31, 16					
Check	08/11/2016	Debit	Costco	10 gal trash bags	-19.55
Bill Pmt -Check	08/16/2016	6790	Campton Electric	Table rental for Lighting Fair.	-250.00
Paycheck	08/18/2016		Payroll	Final Payroll for Employee	-1,011.47
Bill Pmt -Check	08/22/2016	EFT	Verizon Wireless	July tablet/cell service for field staff/mobile broadband ser	-115.63
Liability Check	08/22/2016	E-pay	EDD	DE88 Q3 2016 SDI/PIT August QB Tracking # 29013998	-18.03
Liability Check	08/22/2016	E-pay	Internal Revenue Service	941 Q3 2016 QB Tracking # 290140282	-230.00
Liability Check	08/22/2016	E-pay	EDD	DE88 Q3 2016 SDI/PIT August QB Tracking # 29014057	-1,599.44
Liability Check	08/22/2016	E-pay	EDD	DE88 Q3 2016 ETT/UI August QB Tracking # 29014062	-206.77
Liability Check	08/22/2016	E-pay	Internal Revenue Service	941 Q3 2016 August QB Tracking # 290140792	-10,412.02
Paycheck	08/24/2016		Payroll	August Net Payroll	-29,754.86
Bill Pmt -Check	08/24/2016	6796	ABC Office Equipment	August print charges/service contract	-363.88
Bill Pmt -Check	08/24/2016	6797	AM Conservation	LED Stock	-4,152.50
Bill Pmt -Check	08/24/2016	6798	Biondini, L.	August travel expenses	-63.49
Bill Pmt -Check	08/24/2016	6799	BPI	BPI Reference Guide.	-114.10
Bill Pmt -Check	08/24/2016	6800	Central Office	HMO booklets & CCA Posters.	-45.98
Bill Pmt -Check	08/24/2016	6801	County of Humboldt-Public Works	Public Works-2820 Freshwater Rd. self-install rebate/Auc	-285.77
Bill Pmt -Check	08/24/2016	6802	Daynard Electric	Calico's Cafe Rebate / Audit 4211.	-2,160.66
Bill Pmt -Check	08/24/2016	6803	Diamond, Nancy	August Legal Services.	-8,795.90
Bill Pmt -Check	08/24/2016	6804	Goddard, G.	July & August mileage.	-143.48
Bill Pmt -Check	08/24/2016	6805	Humboldt County Fair	Booth fee Ferndale Fair 8/24 & 8/25.	-100.00
Bill Pmt -Check	08/24/2016	6806	HWMA	CFL disposal	-621.00
Bill Pmt -Check	08/24/2016	6807	Jackson & Eklund	Accounting services - July 2016.	-270.00
Bill Pmt -Check	08/24/2016	6808	Local Government Commission	June Civic Spark program support/EW	-2,127.27
Bill Pmt -Check	08/24/2016	6809	McKeever Energy & Electric, Inc.	CO#4 Trinidad Cristy Box ARV-13-029 / EVCN	-741.53
Bill Pmt -Check	08/24/2016	6810	Orick Market	Orick Market self-install rebate/Audit 2857.	-400.00
Bill Pmt -Check	08/24/2016	6811	Pat's Market	Pat's Market self-install rebate/Audit 4420.	-806.36
Bill Pmt -Check	08/24/2016	6812	Petrella, A.	August mileage.	-59.40
Bill Pmt -Check	08/24/2016	6813	Recology	July garbage service.	-82.30
Bill Pmt -Check	08/24/2016	6814	Rio Dell-Scotia Chamber of Commerce	Business Membership	-50.00
Bill Pmt -Check	08/24/2016	6815	Winzler, John	Office Lease - September	-4,100.00
Bill Pmt -Check	08/24/2016	6816	PG&E EV Account	Willow Creek EV / CA 299 Jan - July	-119.89
Bill Pmt -Check	08/24/2016	6817	PG&E Utility Account	July utilities/lighting upgrade financing	-643.88
Bill Pmt -Check	08/24/2016	6818	HSU Fdn FCEV ARV-14-055	April services - ARV14-055 000163/SP29784	-384.13
Check	08/24/2016	6819	Redwood Coast Energy Authority	Chase Direct Deposit Payroll Advance-September	-57,000.00
Check	08/24/2016	6819	Redwood Coast Energy Authority	Chase Direct Deposit Payroll Advance-September	57,000.00
Liability Check	08/24/2016	6820	Umpqua Bank	August HSA Deposit	-558.36
Liability Check	08/24/2016	6821	Calvert	August IRA Deposit	-4,774.68
Liability Check	08/25/2016	E-pay	EDD	DE88 Q3 2016 SDI/PIT August/Final Payroll QB Trackir	-28.47
Liability Check	08/25/2016	E-pay	Internal Revenue Service	941 Q3 2016 Final Payroll QB Tracking # 290973632	-303.78
Liability Check	08/25/2016	6824	Calvert	IRA Deposit August/Final Payroll-Green	-83.06
Paycheck	08/26/2016		Payroll	Final Payroll for Employee	-1,116.31
Bill Pmt -Check	08/26/2016	6823	Green, M.	August mileage	-74.14
Aug 11 - 31, 16					-77,188.09
Sep 1 - 9, 16					
Check	09/01/2016	EFT	CoPower	September Premium	-185.60
Bill Pmt -Check	09/01/2016	6825	County of Humboldt	Leadership Academy Mgmt Skills Series 9/14/16 - Lori Bi	-50.00
Bill Pmt -Check	09/01/2016	6826	Eureka Public Marina	Venue rental / Public meeting-CCA program	-375.19
Bill Pmt -Check	09/08/2016	EFT	VISA	August Statement 7/21/16 - 8/19/16.	-690.28
Liability Check	09/09/2016	E-pay	EDD	DE88 Q3 2016 SDI/PIT September QB Tracking # 29223	-1,836.33
Liability Check	09/09/2016	E-pay	EDD	DE88 Q3 2016 ETT/UI September QB Tracking # 292230	-277.03
Liability Check	09/09/2016	E-pay	Internal Revenue Service	941 Q3 2016 QB Tracking # 292231552	-11,602.50
Paycheck	09/09/2016		Payroll	September Net Payroll	-32,418.80

Check	09/09/2016	6829	Petty Cash	Replenish petty cash	-79.07
Bill Pmt -Check	09/09/2016	6830	Action Rentals	Table rentals for CCA Workshop.	-256.63
Bill Pmt -Check	09/09/2016	6831	AT&T	August Telephone Service	-352.12
Bill Pmt -Check	09/09/2016	6832	Biondini, L.	August Reimbursements	-148.38
Bill Pmt -Check	09/09/2016	6833	Blue Lake Rancheria	Site Host Reimbursement 04/01/16 - 06/30/16 003-BLU-	-218.87
Bill Pmt -Check	09/09/2016	6834	City of Arcata	Site Host Reimbursement 04/01/16 - 06/30/16	-266.66
Bill Pmt -Check	09/09/2016	6835	City of Blue Lake	Site Host Reimbursement 04/01/16 - 06/30/16	-29.46
Bill Pmt -Check	09/09/2016	6836	City of Trinidad	Site Host Reimbursement 1/1/16-6/30/16	-27.63
Bill Pmt -Check	09/09/2016	6837	Fischer, A.	August expenses	-38.07
Bill Pmt -Check	09/09/2016	6838	Garcia, Barbara	August mileage	-27.54
Bill Pmt -Check	09/09/2016	6839	Gelinas James, Inc.	Consulting & recording services re: Public Engagement	-1,620.00
Bill Pmt -Check	09/09/2016	6840	GHD	Site Host Reimbursement 04/01/16 - 06/30/16	-117.19
Bill Pmt -Check	09/09/2016	6841	Greenway Partners	Site Host Reimbursement 01/01/16 - 06/30/16	-28.89
Bill Pmt -Check	09/09/2016	6842	Halvorsen, Nicole	August expenses	-39.18
Bill Pmt -Check	09/09/2016	6843	HSU Fdn FCEV ARV-14-055	May services - ARV14-055 000163/SP29923	-345.98
Bill Pmt -Check	09/09/2016	6844	HSU Fdn EVI ARV-14-046	April services - ARV14-046 000163/SP29924.	-5,729.75
Bill Pmt -Check	09/09/2016	6845	Loleta Market	Loleta Market self-install rebate/Audit 2129.	-943.56
Bill Pmt -Check	09/09/2016	6846	Martin, Des.	August mileage	-118.53
Bill Pmt -Check	09/09/2016	6847	Means, M.	August mileage	-93.26
Bill Pmt -Check	09/09/2016	6848	Mission Uniform & Linen	August mat/janitorial service.	-69.86
Bill Pmt -Check	09/09/2016	6849	North Coast Unified Air Quality	Site Host Reimbursement 01/01/16 - 06/30/16	-23.16
Bill Pmt -Check	09/09/2016	6850	Orick Market	Orick Market self-install rebate/Audit 4431.	-300.00
Bill Pmt -Check	09/09/2016	6851	Pacific Paper Company	Wall Brackets	-21.73
Bill Pmt -Check	09/09/2016	6852	Ramone's	Catering service for workshops.	-427.33
Bill Pmt -Check	09/09/2016	6853	Recology	August garbage service.	-82.30
Bill Pmt -Check	09/09/2016	6854	SDRMA Dental	September Premium	-803.54
Bill Pmt -Check	09/09/2016	6855	SDRMA Medical	October premium	-11,816.70
Bill Pmt -Check	09/09/2016	6856	St. Joseph Hospital	Site Host Reimbursement 1/1/16-6/30/16	-105.97
Bill Pmt -Check	09/09/2016	6857	Tolley, M.	August mileage	-108.92
Check	09/09/2016	6858	EUC Assessment:Hauan, Andy	EUC Project Completion Refund	-300.00
Check	09/09/2016	6859	Redwood Coast Energy Authority	Chase Direct Deposit Payroll Advance-September	-3,250.00
Check	09/09/2016	6859	Redwood Coast Energy Authority	Chase Direct Deposit Payroll Advance-September	3,250.00
Bill Pmt -Check	09/09/2016	6860	CiviSMTP	August listserve	-15.00
Bill Pmt -Check	09/09/2016	6861	AMEX	August Statement 8/25/16.	-528.74
Bill Pmt -Check	09/09/2016	6862	Redwood Energy	Bridgeville School -final closeouts.	-3,500.00
Sep 1 - 9, 16					-76,019.75
TOTAL					-153,207.84

Redwood Coast Energy Authority
Visa
As of August 19, 2016

Type	Date	Num	Name	Memo	Amount	Balance
2006 - VISA-3751						787.79
Bill Pmt -CCard	07/21/2016	16457537092	Verizon Wireless	June tablet/cell service for field staff/mobile brc	114.69	902.48
Credit Card Charge	07/22/2016	064581	Pitney Bowes	July meter rental 7/13-8/12/16	21.74	924.22
Credit Card Charge	07/25/2016	July	Uberconference	Conference call subscription	11.06	935.28
Credit Card Charge	07/30/2016	5066	SnuggPro	Modeling report - job #64704.	25.00	960.28
Credit Card Charge	07/31/2016	July	U-Verse	July DSL service	92.89	1,053.17
Credit Card Charge	08/01/2016	August	Square	August Card Reader Fee	30.00	1,083.17
Credit Card Charge	08/01/2016	537552703	Local Govt Sustainable Energy Coalition	Registration - LGSEC quarterly meeting.	27.24	1,110.41
Bill	08/03/2016	July	VISA	July Statement 6/21/16 - 7/20/16	-766.05	344.36
Total 2006 - VISA-3751					-443.43	344.36
TOTAL					-443.43	344.36

Redwood Coast Energy Authority
Amex Reconciliation Detail
2007 - American Express, Period Ending 08/25/16

	Type	Date	Num	Name	Amount	Balance
Beginning Balance						12.00
Cleared Transactions						
Charges and Cash Advances - 2 items						
	Credit Card Charge	08/05/2016	75608	Courtyard by Marriott Sacramento Midtown	-117.54	-117.54
	Credit Card Charge	08/09/2016	1281148	Travel Store	-411.20	-528.74
Total Charges and Cash Advances					-528.74	-528.74
Total Cleared Transactions					-528.74	-528.74
Cleared Balance					528.74	540.74
Uncleared Transactions						
Charges and Cash Advances - 2 items						
	Credit Card Charge	08/04/2016	57DV76	Enterprise	-73.76	-73.76
	Credit Card Charge	08/08/2016		Travel Store - Booking fee.	-12.00	-85.76
Total Charges and Cash Advances					-85.76	-85.76
Payments and Credits - 1 item						
	Bill	08/25/2016	August	AMEX	528.74	528.74
Total Uncleared Transactions					442.98	442.98
Register Balance as of 08/25/16					85.76	97.76
Ending Balance					85.76	97.76

Redwood Coast Energy Authority
Profit & Loss Budget vs. Actual
July 2016

	<u>Jul 16</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
5 REVENUE EARNED			
Total 5000 · Revenue - government agencies	0.00	357,364.00	0.0%
Total 5100 · Revenue - program related sales	912.84	17,500.00	5.22%
5300 · Revenue - investments	0.00	200.00	0.0%
Total 5400 · Revenue-nongovernment agencies	98,908.73	1,553,570.00	6.37%
Total 5 REVENUE EARNED	<u>99,821.57</u>	<u>1,928,634.00</u>	<u>5.18%</u>
Total Income	<u>99,821.57</u>	<u>1,928,634.00</u>	<u>5.18%</u>
Gross Profit	99,821.57	1,928,634.00	5.18%
Expense			
7 EXPENSES - PERSONNEL			
7101 · Screening/Testing Services	171.12	600.00	28.52%
7102 · Safety	27.50	1,000.00	2.75%
7103 · Staff Training and Development	479.00	15,000.00	3.19%
7200 · Salaries, Wages & Benefits			
7210 · Salaries - staff	51,240.77	905,020.00	5.66%
7220 · Wages - interns	5,622.58	71,061.00	7.91%
7230 · Pension Plan Contributions	1,683.78	29,086.00	5.79%
7240 · Employee Benefits-Insurance	16,887.78	277,943.00	6.08%
7250 · Payroll Taxes Etc.	5,993.48	94,326.00	6.35%
7255 · Worker's Comp Insurance	666.36	7,400.00	9.01%
Total 7260 · Paid Time Off	15,039.12	142,331.00	10.57%
7265 · Jury Duty	0.00	500.00	0.0%
Total 7200 · Salaries, Wages & Benefits	<u>97,133.87</u>	<u>1,527,667.00</u>	<u>6.36%</u>
Total 7 EXPENSES - PERSONNEL	<u>97,811.49</u>	<u>1,544,267.00</u>	<u>6.33%</u>
8 NON-PERSONNEL RELATED EXP			
8100 · Non-Personnel Expenses			
8110 · Office Supplies	1,331.00	6,000.00	22.18%
8111 · Furniture & Equipment	1,650.67	2,800.00	58.95%
8120 · Information Technology	0.00	55,000.00	0.0%
Total 8130 · Telephone & Telecommunications	571.70	6,500.00	8.8%
8140 · Postage & delivery	21.74	1,800.00	1.21%
Total 8170 · Printing & copying	250.07	7,500.00	3.33%
8180 · Books, subscriptions, edu matls	0.00	1,000.00	0.0%
8190 · Exhibits & displays	0.00	1,800.00	0.0%
8195 · Tool bank	97.58	4,000.00	2.44%
Total 8100 · Non-Personnel Expenses	<u>3,922.76</u>	<u>86,400.00</u>	<u>4.54%</u>
8200 · Facility Expenses			
8210 · Office Lease	4,100.00	49,200.00	8.33%
Total 8220 · Utilities	929.54	11,500.00	8.08%
8230 · Janitorial	510.43	6,500.00	7.85%
8240 · Facility repairs & maintenance	58.75	3,500.00	1.68%
8250 · EV Station Repairs & Maintenance	0.00	5,000.00	0.0%
Total 8200 · Facility Expenses	<u>5,598.72</u>	<u>75,700.00</u>	<u>7.4%</u>

	Jul 16	Budget	% of Budget
Total 8300 · Travel & Meeting Expense	675.69	17,000.00	3.98%
Total 8320 · Meetings, workshops & events	1,356.05	12,000.00	11.3%
8500 · Other Expenses			
8513 · Organizational Development	0.00	500.00	0.0%
8520 · Insurance P&L	10,089.58	9,500.00	106.21%
8530 · Dues & Memberships	0.00	3,500.00	0.0%
Total 8560 · Website Expenses	15.00	1,000.00	1.5%
Total 8570 · Advertising & Marketing Expense	1,785.99	22,000.00	8.12%
8591 · Use Tax	0.00	300.00	0.0%
8592 · Service Charge	0.00	200.00	0.0%
8593 · Bank Charges	0.00	200.00	0.0%
8595 · Credit Card Processing Fees	19.52	500.00	3.9%
8596 · Flex Billing Service Fee	19.62	300.00	6.54%
8597 · EV Site Host Pmts	0.00	5,000.00	0.0%
Total 8500 · Other Expenses	11,929.71	43,000.00	27.74%
8600 · Capital Development - Facility	0.00	1,000.00	0.0%
8700 · Professional Services			
8710 · Contracts - Program Related Ser	24,813.27	261,005.00	9.51%
8720 · Accounting	270.00	45,000.00	0.6%
8740 · Legal	13,841.60	48,000.00	28.84%
Total 8700 · Professional Services	38,924.87	354,005.00	11.0%
Total 8 NON-PERSONNEL RELATED EXP	62,407.80	589,105.00	10.59%
Total 9 INCENTIVES & REBATES	22,762.65	460,000.00	4.95%
Total Expense	182,981.94	2,593,372.00	7.06%
Net Ordinary Income	-83,160.37	-664,738.00	12.51%
Other Income/Expense			
Total Other Income	0.00	700,000.00	0.0%
Other Expense			
9700 · Other Expense	0.00	19,008.00	0.0%
9800 · Repayment of Debt	159.04	0.00	100.0%
Total Other Expense	159.04	19,008.00	0.84%
Net Other Income	-159.04	680,992.00	-0.02%
Net Income	-83,319.41	16,254.00	-512.61%

Redwood Coast Energy Authority
Balance Sheet
As of July 31, 2016

	Jul 31, 16
ASSETS	
Current Assets	
Checking/Savings	
1062 - Chase DD Checking	53,140.70
1060 - Umpqua Checking-9271	76,530.61
1000 - COUNTY TREASURY 3839	103,911.55
1010 - Petty Cash	66.17
Total 1050 - GRANTS & DONATIONS 3840	15,037.26
Total Checking/Savings	248,686.29
Total Accounts Receivable	342,564.37
Other Current Assets	
1102 - Paypal Account Balance	19.87
1120 - Inventory Asset	71,592.60
1202 - Prepaid Expenses	34,557.47
1205 - Prepaid Insurance	18,272.40
Total 1210 - Retentions Receivable	70,473.42
Total Other Current Assets	194,915.76
Total Current Assets	786,166.42
Total Fixed Assets	67,099.39
Other Assets	
1700 - Retained Deposits	4,100.00
Total Other Assets	4,100.00
TOTAL ASSETS	857,365.81
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Total Accounts Payable	70,460.07
Total Credit Cards	1,283.10
Other Current Liabilities	
2001 - Accounts Payable-Other	39,342.60
2012 - PG&E Deferred Revenue	7,379.67
Total 2100 - Payroll Liabilities	57,034.76
Total 2210 - Retentions Payable	19,628.67
Total Other Current Liabilities	123,385.70
Total Current Liabilities	195,128.87
Total Long Term Liabilities	8,429.11
Total Liabilities	203,557.98
Equity	
2320 - Investment in Capital Assets	51,609.12
3900 - Fund Balance	685,518.12
Net Income	-83,319.41
Total Equity	653,807.83
TOTAL LIABILITIES & EQUITY	857,365.81

Redwood Coast Energy Authority
Profit & Loss
 July 2016

	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
5 REVENUE EARNED	
Total 5100 · Revenue - program related sales	912.84
Total 5400 · Revenue-nongovernment agencies	98,908.73
Total 5 REVENUE EARNED	<u>99,821.57</u>
Total Income	<u>99,821.57</u>
Gross Profit	<u>99,821.57</u>
Expense	
7 EXPENSES - PERSONNEL	
7101 · Screening/Testing Services	171.12
7102 · Safety	27.50
7103 · Staff Training and Development	479.00
7200 · Salaries, Wages & Benefits	
7210 · Salaries - staff	51,240.77
7220 · Wages - interns	5,622.58
7230 · Pension Plan Contributions	1,683.78
7240 · Employee Benefits-Insurance	16,887.78
7250 · Payroll Taxes Etc.	5,993.48
7255 · Worker's Comp Insurance	666.36
Total 7260 · Paid Time Off	15,039.12
7265 · Jury Duty	0.00
Total 7200 · Salaries, Wages & Benefits	<u>97,133.87</u>
Total 7 EXPENSES - PERSONNEL	<u>97,811.49</u>
8 NON-PERSONNEL RELATED EXP	
8100 · Non-Personnel Expenses	
8110 · Office Supplies	1,331.00
8111 · Furniture & Equipment	1,650.67
Total 8130 · Telephone & Telecommunications	571.70
8140 · Postage & delivery	21.74
Total 8170 · Printing & copying	250.07
8195 · Tool bank	97.58
Total 8100 · Non-Personnel Expenses	<u>3,922.76</u>
8200 · Facility Expenses	
8210 · Office Lease	4,100.00
Total 8220 · Utilities	929.54
8230 · Janitorial	510.43
8240 · Facility repairs & maintenance	58.75
Total 8200 · Facility Expenses	<u>5,598.72</u>
Total 8300 · Travel & Meeting Expense	675.69
Total 8320 · Meetings, workshops & events	1,356.05

	<u>TOTAL</u>
8500 · Other Expenses	
8520 · Insurance P&L	10,089.58
Total 8560 · Website Expenses	15.00
Total 8570 · Advertising & Marketing Expense	1,785.99
8595 · Credit Card Processing Fees	19.52
8596 · Flex Billing Service Fee	19.62
Total 8500 · Other Expenses	<u>11,929.71</u>
8700 · Professional Services	
8710 · Contracts - Program Related Ser	24,813.27
8720 · Accounting	270.00
8740 · Legal	13,841.60
Total 8700 · Professional Services	<u>38,924.87</u>
Total 8 NON-PERSONNEL RELATED EXP	<u>62,407.80</u>
Total 9 INCENTIVES & REBATES	<u>22,762.65</u>
Total Expense	<u>182,981.94</u>
Net Ordinary Income	<u>-83,160.37</u>
Other Income/Expense	
Total Other Expense	<u>159.04</u>
Net Other Income	<u>-159.04</u>
Net Income	<u><u>-83,319.41</u></u>



REDWOOD COAST EnergyAuthority

STAFF REPORT

AGENDA DATE:	September 19, 2016
TO:	Board of Directors
PREPARED BY:	Executive Director
SUBJECT:	CCE Operational Services Contracts

RECOMMENDED ACTION

Approve a contract with Noble Americas Energy Solutions LLC, including all exhibits, for Community Choice Aggregation Program development and launch services and authorize the Executive Director to act as Contract Administrator with responsibility and authorization to administer the agreement including authority to transmit instructions, receive information, and implement the agreement on behalf of RCEA.

SUMMARY

The proposed contract with Noble Americas Energy Solutions (Noble) engages them as the third provider of RCEA's operational services core team. Contracts for the other two team members, TEA and LEAN, were approved by the Board in August.

As presented at the August meeting, the contract scopes of work are structured in three phases, as defined in RCEA's original RFP (it should be noted that there is some overlap in the timelines of the three phases): Phase I, Program Development; Phase II, Program Launch; Phase III, Program Operation.

As outlined in the TEA/LEAN/Noble proposal, Noble will provide services in the areas of: data management/back office services, call center, risk reporting and technical support. The scope of work for Noble's contract includes:

- Start-Up Support Services
- Electronic Data Exchange Services
- Customer Information System
- Customer Call Center Management & Staffing
- Billing Administration
- Settlement Quality Meter Data Services:
- Qualified Reporting Entity ("QRE") Services
- RCEA Program and financial Data Reporting

One item of note is that Noble Americas Energy Solutions LLC is in the process of being sold by its parent company, The Noble Group. The sale process is currently ongoing and expected to be completed by the end of the year. A buyer has not been identified but Noble staff do not anticipate any change in structure or operations as a result of the transaction, and they do not expect any change in their services to their CCA customers (which include all currently-operating CCAs in the California).

FINANCIAL IMPACTS

The costs of services performed by Noble will be fully covered by retail power sales revenue. Payment for phase I and II costs are deferred until after the program is operational and will also be covered by revenue from power sales.

RECOMMENDED ACTIONS:

Approve a contract with Noble Americas Energy Solutions LLC, including all exhibits, for Community Choice Aggregation Program development and launch services and authorize the Executive Director to act as Contract Administrator with responsibility and authorization to administer the agreement including authority to transmit instructions, receive information, and implement the agreement on behalf of RCEA.

ATTACHMENTS:

Noble Americas Energy Solution final contract and scope of services to be provided in advance of the meeting following final review and approval of RCEA Legal Counsel.



REDWOOD COAST EnergyAuthority

STAFF REPORT

AGENDA DATE:	September 19, 2016
TO:	Board of Directors
PREPARED BY:	Executive Director
SUBJECT:	CCE Technical Study

RECOMMENDED ACTION

Accept Final Humboldt County Community Choice Energy Technical Study

SUMMARY

TEA has completed final revisions to the Technical Study, which was previously presented to the Board. The final revisions include updates based on the most-current PG&E rate forecasts and market projections; these updates do not substantively impact the findings of the technical study – the key finding being that a Humboldt County Community Choice Energy program should be viable under a range of market conditions and program design can be successfully be tailored to address a range of RCEA goals for the program.

FINANCIAL IMPACTS

N/A

RECOMMENDED ACTION

Accept Final Humboldt County Community Choice Energy Technical Study.

ATTACHMENTS:

1. CCE Technical Study Final Draft



REDWOOD COAST **Energy**Authority

STAFF REPORT

AGENDA DATE:	September 19, 2016
TO:	Board of Directors
PREPARED BY:	Mary Gelinas & Heather Equinoss (Consultants)
SUBJECT:	September 12 Community Workshop Report

SUMMARY

Attached are summary reports on the September 12th workshop from RCEA's public engagement consultants Mary Gelinas & Heather Equinoss, along with results to date from the online survey and other written comments received.

ATTACHMENTS:

1. 9/12 Workshop Summary and participant comments recorded.
2. Workshop Participant Feedback
3. Online Survey Results
4. Written comments submitted by resident Jacob Pounds

Redwood Coast Energy Authority

Community Workshop Sept. 12, 2016

Summary of Comments

Introduction

After listening to RCEA's Executive Director Matthew Marshall review the Community Choice Energy Program and the proposed implementation plan, ten tables of three to five participants responded to the questions listed below at a Community Workshop on Sept. 12 from 5:30 to 7:30 PM at the Wharfinger. 26 members of the public, four RCEA Board members, and 9 Citizen's Advisory Committee members participated.

NOTE: The number in parentheses indicates the number of tables at which the comment was made not the number of participants who said it. The responses noted for questions 2, 3 and 4 are quoted directly from the notes taken at the individual tables.

The "key messages" reported from all the tables at the end of the evening are in Appendix 1.

1. What are the potential benefits, or what do you like about this plan?

- Local control, independence, customers have more input (8)
- Local economic impact, provide local jobs, \$ in community (7)
- Local renewables in the mix (5)
- Better rates? Better prices (4)
- Reduce GHG emissions (4)
- Using local biomass plants (3)
 - Good biomass presentation; need more specifics and background information (2)

2. What are your potential concerns or questions about this plan?

- **Rates (5 tables):** Can we give low-income folks better rates? Will it pay more for solar than PG&E? Keeping rates low/below PG&E. Will keep PG&E from increasing fees for solar connection? Who will control the rates?
- **Priorities (5 tables):** Environmental issues for solar and wind farms and offshore and being responsive/responsible re. large hydroelectric in Pacific North West and cultural impact; how to balance costs and cost recovery with need to reduce energy use; influence on PUC by large utilities that make renewables and other alternatives less cost-effective/acceptable; realistic reduction in fossil fuel use (confusion between "renewable" and decreasing greenhouse gas production).
- **Financing (4 tables):** How will revenue be generated? How will money be distributed for economic development? Start up costs? Where does money come from for start up?
- **Energy mix (3 tables):** How did you get to 5% for renewables and 5% for GHG (vs. PG&E)? Could 30% unspecified be reduced? How much biomass does PG&E buy now? We buy it instead? If so, not new local energy.
- **Risk (3 tables):** How respond to load shaping and demand response? Power outages for electric power and grid? Same level of service maintained by PG&E? More risk assessment—acknowledge risk.
- **TEA (3 tables):** who are they? Benefits? How does arrangement work?

All questions and concerns noted at the tables are listed in the Appendix 2.

3. Comments on community programs

- **Solar (5 tables):** better price for residential solar? Assistance for residential solar; use local manufacturers; incentivize extra generation
- **Other possibilities (5 tables):** small scale wind, harnessing tides in Humboldt Bay, fuel switching from natural gas to electric heat pumps for water and space heating, pay attention to cost effectiveness of

large vs. small systems, can we move more energy use to electric vs. gas (EV's) and natural gas (heating)

- **Incentives (4 tables)** for renewables; rebates on electric cars; new metering programs
- **Storage (3 tables):** thermal not just battery, central facilities storage/backup, issues of centralization of electric charging
- Love the proposed programs; thumbs up (2 tables)
- Support people to use less; energy efficiency and conservation (2 tables)

4. What do you think are the critical success factors or conditions for successful implementation?

- Dedication to community involvement/education/outreach (7 tables)
 - Information about benefits both locally and big picture, reduce GHG
 - Minimize opt-out
 - Customer relations so understand program, options (keep it simple)
 - Build widespread community support through continued and regular communication and input
- No rate increases; keep them below PG&E (2 tables)

All critical success factors are listed in Appendix 3.

Appendix 1

The key messages reported out from all ten tables and recorded before the total group are listed below.

These three quotes are from individual table notes.

"We feel people will love the program and local control and retention of money as long as there is clear customer relations and education to encourage them to stay enrolled and rates are able to be kept below PG&E rates."

"Very positive – keep up the good work. Presentation had a lot of info. More outreach!"

"Energized about increasing renewables, especially local, and decreasing GHG."

- General public will likely prioritize the rate saving. Need to balance priorities w/ conservation
- Replacing fossil fuels and nuclear
- Take some \$ and invest in national [smart] grid with others
- Wind + solar
- Liked idea of balancing the priorities
- Biomass is good for supporting local jobs, forest management
- ↑ renewable energies (does it mean "clean")? – environmental and cultural appropriateness, e.g. dams
- We're creating demand globally for renewable energy, whether it's local or non-local
- We (heart) local, \$ retention, jobs
- Positive: good presentation, lots of info, liked biomass info
- Tradeoff: conserving vs. less income for the program
- Let's keep it simple
- How to assess greenhouse gas emissions?
- Rates + education + good customer relations are key to people staying engaged
- Need more outreach, community education – especially younger people and schools
- Would like more info on risk assessment – budget? Share more info publicly about TEA and what they bring to the program
- People will wonder – "what's the catch?"
- Information + education are the antidote to skepticism
- Will we get a better rate for solar, no cap? Yes!
- What's keeping PG&E from increasing the solar interconnection fees?

Appendix 2

All questions and concerns recorded at the tables.

- Community opposition to placement of renewable energy resources?
- Coastal projects affected by sea level rise?
- Will RCEA own generation?
- How will revenue be generated?
- How will money be distributed for economic development
- Can we give low income folks better rates?
- Can rural residents with solar benefit from extending hookups to RCEA as opposed to own storage?
- Will it pay more for solar than PG&E?
- How did you get to 5% for renewables and GHG (vs PG&E)?
- What is minimum for local – set one
- Environmental issue for solar and wind farms and offshore
- Opt out rate for Marin/Sonoma?
- Be responsive/responsible re: large hydroelectric in PNW [Pacific Northwest?] and cultural impacts
- How do we respond to load shaping and demand response?
- See history of community issues with smart meters
- See research on what motivates energy customers, e.g. local health of families (see L.A. report)
- Could 30% unspecified system power be reduced?
- Start up costs
- Keeping rates low/below PG&E
- Concern for solar – does this area really have the weather to support that much solar generation?
- Will people think “what’s the catch?” Anticipate skepticism
- So much material presented, hard to see the order of actions
- Presentation was overwhelming, hard to see the larger picture through all the details
- What happens next?
- Other sources of biomass – livestock waste
- Importing solar panel products
- How does arrangement with TEA work?
- Viability of large hydro with climate change? (make sure what we purchase is from ne clean source)
- How much biomass does PG&E buy now? Would we buy it instead of PG&E? if so, not new local energy
- How do we have the CCE contribute to R&D on a national smart grid?
- How to balance costs and cost recovery w/ need to reduce energy use
- Influence on PUC by large utilities (PG&E, SCE, etc) that makes [impt?] renewables and other energy alternatives less cost-effective/acceptable
- Power outages for electric power + grid
- Where does the money for startup come from?
- What keep PG&E from increasing fees for solar interconnection?
- Will the same level of service be maintained by PG&E?
- How does the switch work?
- How do local producers cover scheduled or emergency outages?
- Who will control the rates?
- More risk assessment – acknowledge risk
- Highlight TEA benefits
- What is process (planned approach) for assessing GHG emissions?
- Will local PG&E power plant be considered local power source?

- Heat pumps viability?
- Who is TEA?
- Greenhouse gas production from biomass
- Realistic reduction in fossil fuel use – confusion between “renewable” and ↓ greenhouse gas production
- How to change priorities (solar panels vs. low mileage SUV)
- Non fossil fuel based transportation

Appendix 3 Critical Success Factors

All factors recorded at the tables.

- Getting the community to do more energy consuming things off-peak
- Make sure that customers w/ solar don't have rate increases due to fees for distribution/transmission
- Reserve is important
- Dedication to communication/community involvement
- Don't just rely on elected officials to make the rate schedules
- Beware that we are in an opt-out community – more outreach
- Really good and clear customer relations and education
- Address skepticism
- Address strong environmental sentiments in area
- Respond with data and information about benefits - education
- Community outreach – realtors, all methods
- How many people need to opt in to be financially viable?
- A lot of people not interested in this type of program
- Tabling – have a good giveaway, not just paper (magnet – something with parts)
- Minimize opt-out
- Define “success” – big picture, not just local, reduce GHG
- Hydropower and climate change
- In long run, need to develop ability to run the program
- Excellent outreach for customers so they understand the program and program options (keep it short and simple)
- Clearly defined steps needed for implementation
- Proper pacing – don't do more than you can handle well
- Help consumers understand that contractors TEA/Noble are not “evil” outsiders, but knowledgeable “experts” helping us transition to self-maintenance AND be sure they are keeping our interests “up front.” Teach them well about us (there's some anecdotes that they don't understand us well enough)
- Public education!!!
- Money sources??
- Clear presentation accessible to general public
- Building widespread community support to balance rate savings and support for environmental preservation for largest segment of population
- Challenge of high renewable energy sources in high concentrations (duck curve?)
- Local renewable production (non fossil fuel)
- Community responsiveness
- Cost of each energy source per MW
- More community participation
- Community education for next generation

Feedback on the Sept. 12, 2016 Community Workshop of the Redwood Coast Energy Authority

Feedback Summary (Number of respondents = 28)

28 participants made comments on the feedback form. The number in parentheses after a heading indicates the number of times the idea was expressed by different participants. The quotes are representative of what participants noted regarding each heading.

How well did this Community Workshop achieve its outcomes?

Not at all		Somewhat		Achieved them	No Answer
1	2	3 (1)	4 (14)	5 (10)	(2)

What worked well and what was the most valuable aspect of this session?

Information (17)

"Clarification on how it works and benefits. Now I can communicate with neighbors...Great presentation by Matthew, addressed key points (2)...Detailed presentation...Better understand CCE...More details about the path forward, good info...Good information presented, important questions answered...As a customer, not an energy professional, it was eye opening to see what a complicated process this is!"

Interaction/participation. Open discussion/interactive. Thought and respectful (13)

" Feedback and dialogue between tables...Much opportunity for public input...Spending time with the public!...Good public dialogue...Encouragement of questions and dialogue...Open to the public for feedback...I got to talk to and ask questions of experts and share my thoughts...people speaking out."

Well structured. Table process. Facilitation. Leaders at each table (12)

"Well organized with discussion facilitators at each table...well planned, felt welcomed...See all the detailed notes on butcher paper...Great facilitation...Table construct is dynamic...Great table exercise to capture all voices...The individual posters were good tools to get thoughts down...Feedback written down."

Diverse viewpoints (6)

"Great mix of community members and experts...Bringing together diverse viewpoints...Brainstorming from a wide range of individuals...Broader section of population...Excellent range of ideas for what we need to consider."

Suggestions for future public processes?

More education/outreach/PR/workshops (17)

“Ask marketing experts how to get a lot more HUMCo residents to come...Lot's of PR, let everyone know, mail to every house to inform people of what is going on...Separate workshop to school age children (3)...Forum at HSU (2)...More details about how this happens...Need to reach into the non-inviro population of county...Specialized workshops on particular topics such as fuel switching, biomass, large hydro (2)...More information on “what’s the catch,” i.e., is there a hidden agenda, or how can CCA be cheaper, with more renewables, more local, etc....More workshops like that...Continue it! This is very important to continue...Nice work!...More, different meetings: general public language/energy geek language (2)

Select your **most important** consideration:

36 out of 36 people answered this question

1	Environmental quality/impacts	18 / 50%
2	Affordable energy bills	5 / 14%
3	Social and environmental justice	5 / 14%
4	Local control	4 / 11%
5	Local economic development and job creation	4 / 11%

Select your **2nd** most important consideration:

36 out of 36 people answered this question

1	Environmental quality/impacts	10 / 28%
2	Affordable energy bills	7 / 19%
3	Local economic development and job creation	7 / 19%
4	Social and environmental justice	7 / 19%
5	Local control	5 / 14%

Select your **3rd** most important consideration:

36 out of 36 people answered this question

1	Local economic development and job creation	12 / 33%
2	Affordable energy bills	9 / 25%
3	Social and environmental justice	6 / 17%
4	Local control	5 / 14%
5	Environmental quality/impacts	4 / 11%

Select your **4th** most important consideration:

34 out of 36 people answered this question

1	Local control	10 / 29%
2	Social and environmental justice	10 / 29%
3	Local economic development and job creation	9 / 26%
4	Affordable energy bills	3 / 9%
5	Environmental quality/impacts	2 / 6%

Select your **least important** consideration:

35 out of 36 people answered this question

1	Affordable energy bills	12 / 34%
2	Local control	10 / 29%
3	Social and environmental justice	7 / 20%
4	Local economic development and job creation	4 / 11%
5	Environmental quality/impacts	2 / 6%

Distributed generation (for example, rooftop solar systems on homes and businesses)

36 out of 36 people answered this question

1	I support it	34 / 94%
2	I like it but have some concerns I would want to see addressed	1 / 3%
3	Not sure/need more info	1 / 3%
4	I don't support it	0 / 0%
5	Not sure/need more info	0 / 0%

Small hydroelectric

36 out of 36 people answered this question

1	I like it but have some concerns I would want to see addressed	17 / 47%
2	I support it	12 / 33%
3	I don't support it	4 / 11%

4	Not sure/need more info	2 / 6%
5	Note sure/need more info	1 / 3%

Utility-scale solar (solar “farms”)

36 out of 36 people answered this question

1	I like it but have some concerns I would want to see addressed	13 / 36%
2	I support it	13 / 36%
3	I don't support it	6 / 17%
4	Note sure/need more info	3 / 8%
5	Not sure/need more info	1 / 3%

On-shore wind

36 out of 36 people answered this question

1	I like it but have some concerns I would want to see addressed	16 / 44%
2	I support it	13 / 36%
3	Note sure/need more info	3 / 8%
4	I don't support it	2 / 6%
5	Not sure/need more info	2 / 6%

Biomass plants using wood waste

36 out of 36 people answered this question

1	I support it	16 / 44%
2	I like it but have some concerns I would want to see addressed	13 / 36%
3	I don't support it	5 / 14%
4	Not sure/need more info	1 / 3%
5	Note sure/need more info	1 / 3%

Off-shore wind and wave energy

36 out of 36 people answered this question

1	I support it	14 / 39%
2	I like it but have some concerns I would want to see addressed	12 / 33%
3	Not sure/need more info	6 / 17%
4	I don't support it	2 / 6%
5	Not sure/need more info	2 / 6%

Energy efficiency and conservation to reduce electric load

35 out of 36 people answered this question

1	I support it	31 / 89%
2	Not sure/need more info	3 / 9%
3	I like it but have some concerns I would want to see addressed	1 / 3%
4	I don't support it	0 / 0%
5	Not sure/need more info	0 / 0%

Written Comments Submitted by Jacob Pounds (9/15/16):

I support the shift to renewable energy use in Humboldt County, and believe it is imperative to do so in a wise manner. Prioritizing a distributed and/or community-supported model should be made a priority over large utility-scale style projects.

I can see a nexus of where it may be appropriate for large-scale utilities and Tribal/City/County government, public schools and private businesses should collaborate to create space for clean energy to be created without the ecological and economic costs of converting raw landscapes into utilities. For example, creating a partnership with PG and E to cover all the city-owned buildings and parking lots within the incorporated cities of Humboldt County with solar panels. This could be negotiated to not incur a large investment on behalf of the cities, and would open up avenues for PG and E to meet renewable energy goals without investing lots of money in acquiring land and associated environmental documents to bring renewable energy projects to fruition with alacrity. Place a ballot measure before voters to create an additional sales tax that would provide a “match” to show that there is vast community support for wise development of existing infrastructure as a base for renewable energy development. There are plenty of existing developed spaces near essential energy infrastructure that can help keep project implementation costs low, while producing clean, local power. The next issue to address would then be how to store the energy created during daylight hours for demand that occurs in the dark.

Where I urge extreme caution in ‘renewable’ energy development is where it crosses into a grey area concerning management or development of undeveloped places in the landscape, and how impacts from the creation of different types of energy like biomass or wave energy can affect the overall health of people and place. It’s no secret that the biomass facility in Blue Lake has been notorious for egregious pollution for decades. When the plant was built, it had a noble purpose: converting sawmill waste to local electricity. Over time, the operation slipped from mill waste to chipping whole “waste” trees that were extracted from surrounding landscapes. And it has always ran dirty when burning biomass for power. The only time the plant’s emissions meet air quality standards are when it burns straight natural gas for power. There is really nothing renewable about that. We do not need more similar developments such as Blue Lake Power.

However, promising advances in small-scale biomass gasification could be an answer to neighborhoods in the ever-popular Wildland-urban interface, so people living in these places have good incentive to manage their lands and properties in a firewise manner while producing energy to meet demand.



REDWOOD COAST Energy Authority

STAFF REPORT

AGENDA DATE:	September 19, 2016
TO:	Board of Directors
PREPARED BY:	Executive Director
SUBJECT:	CCE - Implementation Plan and Proposed Power Portfolio Strategy

RECOMMENDED ACTION

Review and approve Guidelines Program Launch-period Power Portfolio Strategy and Targets.

SUMMARY

The attached *Guidelines for Community Energy Program Launch-period Power Portfolio Strategy and Targets* outline goals and objectives for the initial launch phase of the program during years 1-5 of operation. These Guidelines have been developed with the intent to incorporate and address the findings of the CCE Technical Study, the RePower Humboldt Strategic Plan, Board-established CCE program goals, and the diversity of community input received to date.

These targets and objectives will have to be adaptively managed based on market conditions and other evolving considerations, but will be used as a guiding framework for the development of RCEA's CCE Program Implementation Plan, power procurement strategy, and the development of local generation projects and programs. A Draft of the Implementation Plan is available for review and input. The final draft of the Implementation Plan will be presented to the Board for adoption in October.

FINANCIAL IMPACTS

The program strategy will ultimately impact customer rates and RCEA's budget. The guidelines establish targets and objectives to provide overall direction for the program, but implementation will involve many ongoing decisions over time based off of financial considerations, market conditions, and other evolving factors.

RECOMMENDED ACTION

Approve Guidelines for Community Energy Program Launch-period Power Portfolio Strategy and Targets.

ATTACHMENTS:

1. Guidelines for Program Launch-period Power Portfolio Strategy & Targets
2. Draft Implementation Plan

GUIDELINES FOR THE REDWOOD COAST ENERGY AUTHORITY COMMUNITY ENERGY PROGRAM LAUNCH-PERIOD STRATEGY AND TARGETS



September 19, 2016 - **DRAFT**

Overview & Goals

The Redwood Coast Energy Authority (RCEA) is proceeding with the launch of a community choice energy program scheduled to commence service to customers in May of 2017. Based on the groundwork established by the RePower Humboldt strategic plan for developing local renewable energy, in June of 2015 the RCEA Board of Directors voted to proceed with developing a community choice energy program for Humboldt County with the following core goal:

Maximize the use of local renewable energy while providing competitive rates to customers.

In addition to this over-arching goal, the program will be designed to pursue the following aspirations and community benefits:

1. Environment Quality
2. Local Control and the Ability to Pursue Local Priorities
3. Economic Development
4. Energy Independence
5. Customer Rate-savings, Choice, and Community Programs

Implementing a community choice energy (CCE) program that furthers these goals will be an ongoing and evolving process. Outlined below are targets and objectives for the initial launch phase of the program during years 1-5 of operation. These targets and objectives will have to be adaptively managed based on market conditions and local considerations, but will be used as a guiding framework for the development of RCEA's CCE Program Implementation Plan, power procurement strategy, and the development of local generation projects and programs.

Financial Targets

1. A target of approximately 5% of the available program annual budget will be allocated to customer rate savings (based on parity with PG&E generation rates and with PG&E PCIA fees factored in). This equates to a total customer rate savings that averages at least \$2 million per year over the first 5 years, for a targeted total cumulative customer rate savings of at least \$10 million over the first 5 years of operation.
2. The program will target building a rate-stabilization/reserve/contingency fund of \$35 million by the end of year five under projected market conditions. The program will be designed to target a minimum reserve of at least \$10 million even under adverse market conditions.
3. Over the first 5 years, the program will aim to retain and/or redirect \$100 million dollars or more of rate-payer dollars back into Humboldt County when taking into consideration local power-procurement, customer rate-savings, local-program spending, and allocations toward building the reserve/contingency fund.

Power Content Objectives

1. At least 5% more renewable energy (as defined by state law) that PG&E's power mix.
2. At least 5% lower greenhouse gas emission rate than PG&E mix.
3. Maximize the use of local renewable energy to the extent technically and economically feasible and prudent.

Generation Portfolio Targets

Existing Local Biomass

- Issue a Request for Offers targeting power purchase agreements with 1-2 existing facilities.
- Structure overall biomass procurement strategy around local waste-management and forest restoration priorities and needs.
- Include environmental, community, and economic considerations in procurement process.
- Contingent on price and market conditions, contract for a target of around 20MW of local biomass energy (about 15% of the total RCEA power portfolio).

Local Small Hydroelectric

- Pursue contracting with a target of 2MW of existing local small hydro.
- Ensure that any contracts are structured to support and prioritize water-management and environmental quality objectives.
- Evaluate options for the development of new small-scale hydroelectric that would be feasibly-compatible with environmental and cultural priorities.

New Local Solar Power

- ***Feed-in-tariff power procurement program for small generators***
 - <1MW small/medium renewable generators (solar and other technologies)
 - Eligible projects are designed primarily for wholesale power production (not focused on meeting on-site energy loads).
 - Standardized, upfront purchase price, projected to be in the range of \$80-100/MWh to facilitate project financing.
 - Standardized, upfront, and straightforward contract terms and duration to facilitate project financing.
 - Initial power portfolio allocation to the feed-in-tariff program will be targeted at 6MW.
- ***Utility-scale Solar***

In parallel to the feed-in-tariff program RCEA will pursue the development of additional wholesale-generation solar projects, which could be developed by RCEA and/or third-parties in pursuit of overall power portfolio solar content targets:

 - Initial target of 5MW of new local wholesale solar online before the end of 2018.
 - Launch-phase target of 15MW of utility-scale/wholesale solar online by the end of year 5 of operations.
 - Focus project development on underutilized/idle public and industrial sites to limit impacts related to other beneficial uses such as agriculture, economic development, habitat, and open space.

New Local On-shore Wind Generation

- Assess the possibility for up to 50MW of local on-shore wind energy generation on Bear River Ridge.
 - The most viable site for local on-shore wind is be Bear River Ridge east of Rio Dell and South of Ferndale.
 - While there are other possible sites in the area, Bear River Ridge has the best wind resource in the County (it is one of the top wind resource areas in the state), Bear River Ridge property owners are willing and interested in developing a wind project, and there was considerable environmental and technical study and evaluation previously conducted which, if utilized, would reduce the development costs and timelines of a potential project.

Additional Power resources

To meet and balance over-arching objectives for rates, renewable energy %, and greenhouse gas emissions as well as to match power generation availability to customer loads demands, the launch-period portfolio will incorporate the following addition power sources:

- Renewable generation projects--wind, solar, geothermal, etc--located outside Humboldt County
- California and/or Pacific Northwest hydroelectric power (which is renewable and emissions-free, but cannot be counted toward CA state renewable portfolio standard requirements). This will not include any power from the Klamath River dams.
- Unspecified "system power" from the CASIO power market pool (while power from the pool is not traceable to any specific generator, in northern CA this power is predominately generation from natural gas and large hydro power facilities).

Future/Long-term Generation: Offshore Renewables

- **Offshore Wind Energy:**
 - While not yet deployed in California, offshore wind energy generation is an established technology.
 - The wind resource off of the Samoa Peninsula coastline is one of the best in North America, and the on-shore infrastructure on the peninsula appears well-suited to accommodate offshore wind development.
 - During the initial 5-year launch-phase of Program, RCEA will allocate resources to moving forward with community and stakeholder engagement, site selection, environmental review, and project scoping.
- **Wave Energy**
 - Wave energy technology is in an early stage of development.
 - During the program launch phase, RCEA will build on the previous WaveConnet and CalWave projects to explore and evaluate opportunities for local wave-energy research, development, and pilot-deployment.

Programs

Enhanced Solar Net-Energy-Metering (rate-based program)

- Self-generation power credited to customer's bill at retail rate plus \$0.01/kWh (+5-10% above base retail generation rate).
- Excess generation credits roll-over from year to year and never expire.
- Excess generation credits can be cashed-out for full retail value.

100% Renewable Energy Option (rate-based program)

- Voluntary opt-up option for premium price (based on actual cost of service).
- Large hydro and system power components of base RCEA power mix replaced with renewable energy (non-local solar, wind, geothermal, etc).
- Will evaluate 100% solar and/or 100% local renewable options in the near-term (in or after 2018, after launch and ramp-up of operations).

Programs budget target of an initial allocation of \$500,000 per year for:

- **Solar and Energy-storage Technical Assistance Program**
 - Program emphasis will be on public-agency and community facilities, especially critical infrastructure such as water/wastewater treatment and emergency response.
- **Electric Vehicle Charging Infrastructure**
 - Supporting the adoption of electric vehicles provides multiple benefits aligned with CCE Program goals: significant reductions in greenhouse gas emission compared to petroleum-powered vehicles; lower \$/mile fuel costs compared to petroleum vehicles, increasing CCE customer-load base (which supports CCE program viability), and providing a flexible electricity demand load that has the future potential to be managed to support the integration of renewable energy.
- **Match funding for State, Federal, and Foundation Energy Grants**
 - The majority of grant funding opportunities require some level of local match funding, so tagging/reserving a flexible component of the CCE program budget to be available as-needed for use as energy-related grant match funding will support bringing resources into Humboldt County to pursue our community energy goals.



REDWOOD COAST Energy Authority

STAFF REPORT

AGENDA DATE:	September 19, 2016
TO:	Board of Directors
PREPARED BY:	Executive Director
SUBJECT:	Local Utility-scale Solar Site Request for Information

RECOMMENDED ACTION

Approve Issuing a Request for Information Regarding Possible Sites for Local Utility-scale Solar Energy Projects.

SUMMARY

RCEA is working to include the development of new local solar generation as a part of the community energy program power portfolio, and has already been contacted by interested land owners regarding potential sites for new solar generation. Attached is a draft Request for Information ("RFI") to solicit information from local property owners regarding possible local sites that could be suitable for a utility-solar energy development projects developed by RCEA and/or a third party.

FINANCIAL IMPACTS

No financial impacts at this time – the RFI is only an information-gathering first step to identify potential sites.

RECOMMENDED ACTION

Approve Issuing a Request for Information Regarding Possible Sites for Local Utility-scale Solar Energy Projects.

ATTACHMENTS:

1. Request for Information Regarding Possible Sites for Local Utility-scale Solar Energy Projects.

REQUEST FOR INFORMATION REGARDING POSSIBLE SITES FOR LOCAL UTILITY-SCALE SOLAR ENERGY PROJECTS

September 19, 2016 - **DRAFT**

Introduction

The Redwood Coast Energy Authority (“RCEA”), is issuing this Request for Information (“RFI”) to gather information regarding possible local sites that could be suitable for a utility-solar energy development projects.

This RFI is intended to solicit responses from public and private land owners in or around Humboldt County regarding potential sites that could be leases or purchased for the development of utility-scale solar energy projects. This RFI is intended solely to obtain information to assist RCEA with the ongoing assessment of possible project sites as well as further analysis of financial viability of developing local solar projects.

This RFI is an inquiry only. **This RFI is not a contract or agreement nor does it represent a commitment to negotiate with any land owner, issue a Request for Qualifications, or issue Request for Proposals in the future.** Those choosing to respond to this RFI will not, merely by virtue of submitting such a response, be deemed to be “bidders” on any future projects in any sense, and no such respondent will have any preference, special designation, advantage or disadvantage whatsoever in any subsequent activities related to any future projects. The information contained in the responses to this RF will, however, help RCEA to advance evaluation and development efforts for local utility-scale solar, which may result in the launch of a formal project and associated negotiations and procurement activities.

Background

RCEA is currently working to establish a community choice energy program for Humboldt County. Community choice energy, also known as community choice aggregation, is a provision of California law that allows cities, counties or joint powers agencies to purchase electricity and other necessary electrical services on behalf of the customers in their territories. Community choice programs differ from municipal utility districts in that they only provide the generation component of electricity services, which accounts for around half of a customer’s electricity bill. The investor-owned utility, in our case Pacific Gas & Electric (PG&E), continues to own the electricity distribution infrastructure and to provide electricity transmission, distribution, billing, and related customer services. However, community choice programs are able to determine their own energy supply mixes and rate structures.

A central objective of RCEA’s community choice energy strategy is to maximize the use of local renewable energy. In pursuit of this objective RCEA is indenting to support a range of energy-generation options, including solar energy. This would include both small-scale distributed solar energy systems on customers’ homes and businesses—primarily designed to me on-site energy demands—as well as medium to large “utility-scale” solar projects that are designed to primarily to deliver wholesale power onto the grid. This RFI is intended to assist RCEA in identifying and evaluating possible local sites suitable for medium to large utility-scale solar projects which could be developed by RCEA and/or a third party.

Desired Site Characteristic and Information Requested

While considering possible sites for potential solar projects, RCEA has identified site characteristics that could make a project desirable for solar development. The characteristics include but are not limited to:

1. Available open space to accommodate 0.5 MW of solar or more – approximately 3 acres or larger.
2. Located within Humboldt County, or potentially nearby in adjacent Counties (Del Norte, Trinity, Mendocino, Siskiyou).
3. Flat or gently sloped with good southern exposure.
4. Accessible by vehicle.
5. Close to electrical transmission or distribution infrastructure, ideally an exist substation.
6. Appropriately zoned for energy generation project development.
7. Ideally vacant and/or underutilized land with limited other economic value or potential uses.
8. Lacking any potential impediments to timely development and/or incompatible constraints, such as: wildlife habitat, ecological or cultural sensitivity, limitations based on neighboring properties, high agricultural or other economic value.

Interested landowners are asked to address the above considerations in their responses and provide information that includes:

1. Respondent/property owner's name and contact information (phone, email, and mailing address).
2. Specific location of the property and size of the area available for potential solar development.
3. Current property zoning and any know use restrictions.
4. Physical description of the site (existing conditions, slope, exposure, access, etc)
5. Information, if available, on nearby electrician transmission and distribution infrastructure.
6. Any know potential constraints on development, such as ecological sensitivity.
7. Any other factors, advantages, or limitation that might be relevant to the viability of the site for solar energy development.
8. Desired lease or sale value, if that is already know/determined.

Responses should be directed via email to Lori Biondini, Business Manager, at lbiondini@redwoodenergy.org.

Responses will be accepted on an on-going basis at least through December 31, 2015; this period may be extended by RCEA at its sole discretion. Responses should include the phrase "RCEA RFI - Solar Energy Sites" clearly indicated in the subject line of the e-mail accompanying the response.

Upon receiving a response, RCEA will initiate a review and may contact the respondents to follow up with additional questions and clarifications or to offer to conduct one-on-one meetings with some or all the respondents. The opportunity to participate in such meetings, if any, will be communicated separately to respondents that have provided a point of contact.

Public Nature of Responses

All responses to this RFI, including responses, pre-submittal and post-submittal communications with RCEA, will become the exclusive property of RCEA. Responses and communications with RCEA are subject to disclosure in accordance with the California Public Records Act (Cal. Government Code section 6250 et seq.). Respondents should not submit any information or documents that they consider proprietary and that they would not want publicly disclosed.

If there is information you wish to provide that you believe would be critically important to the evaluation of the site and that you believe would be exempt from disclosure under the Public Records Act, prior to submitting any such information you should contact RCEA to discuss and evaluate the matter further.

By submitting a response, respondent agree to hold harmless and not seek damages against RCEA, its officers, employees and agents, or any member government or recovery of its attorneys' fees as a result of any dispute related to the release or withholding of information submitted in response to this RFI.

Point of Contact

RCEA welcomes feedback on the process of developing local solar projects and understands that a variety of individuals, firms, teams and organizations may respond to this RFI. Please ask any questions that you or your organization deem relevant. Thank you in advance for your participation.

All communications, questions and responses associated with this RFI should be addressed to the following point of contact:

Lori Biondini
Business Manager
Redwood Coast Energy Authority
633 3rd Street
Eureka, CA 95501
707-269-1700
lbiondini@redwoodenergy.org



REDWOOD COAST EnergyAuthority

STAFF REPORT

AGENDA DATE:	September 19, 2016
TO:	Board of Directors
PREPARED BY:	Executive Director
SUBJECT:	Local Biomass Request for Offers

RECOMMENDED ACTION

Approve Process Guidelines for Development of a Request for Offers for Local Biomass Power.

SUMMARY

The attached Biomass Request for Offers (RFO Process Guidelines outline the proposed approach to developing and issuing a Power Purchase Agreement RFO for local biomass power from one or more of the County's existing biomass power plants. Biomass power procurement aligns with the Board-established goal of developing the CCE program to maximize the use of local renewable energy, including existing facilities, to the greatest extent technically and economically feasible.

Based off of community input and to balance program goals and priorities the biomass procurement process will be structured to 1) maintain competitive rates and ensure program overall financial viability, 2) take into consideration environmental and community impacts and benefits, and 3) support and maintain infrastructure that is critical for the viability of the local forest-products sector and also supports forest restoration and fuels-reduction efforts.

FINANCIAL IMPACTS

The cost of any power purchases resulting from the outcome of the RFO process will be recouped through customer retail power sales. Biomass power is currently expected to make up about 15% of the total power portfolio mix; the overall portfolio costs and power contracts will be managed to ensure that customer rate-savings compared to PG&E will be maintained.

RECOMMENDED ACTION

Approve Process Guidelines for Development of a Request for Offers for Local Biomass Power.

ATTACHMENTS:

1. Process Guidelines for Development of a Request for Offers for Local Biomass Power

PROCESS GUIDELINES FOR DEVELOPMENT OF A REQUEST FOR OFFERS FOR LOCAL BIOMASS POWER



September 19, 2016 - **DRAFT**

Proposed Approach

Issue a Request for Offers (RFO) based on industry best practices; the RFO packet will include:

- RFO Protocol Documents (Objectives, Eligibility, Schedule, Evaluation Criteria, etc.)
 - Existing Humboldt County biomass facilities eligible
 - RCEA not obligated to purchase any amount as a result of this RFO
 - RCEA not required to purchase the entire output from selected plant(s)
- Offer Template (Quantitative and Qualitative Responses)
- Standard Form Power Purchase Agreement (PPA)
- Hold a Bidder's Conference / Webinar to address any questions

Recommended Schedule

Event	Date
Proposed RFO posted to RCEA website as part of October Board Meeting packet	October 7, 2016
RFO approved by RCEA Board	October 17, 2016
Issue RFO Documents	October 26, 2016
Bidders Conference	November 3, 2016
Offer Submittals Due	December 2, 2016
Notify Short List	January 4, 2017
RCEA Board Approval of PPA	January 23, 2017
Contract Execution	January 25, 2017

January execution allows RCEA to utilize finalized 2017 PG&E generation and PCIA rates in final procurement decision making.

Evaluation Criteria and Committee

Evaluation Criteria

- Net Market Value (Energy, Capacity, Renewable Energy Credits).
- Portfolio Fit (Generation Profile vs. Load Profile).
- Generation flexibility (minimum/maximum power sales volumes).
- Community/environmental impacts and benefits:
 - Air, water, and other environmental permitting requirements along with 5 years of related monitoring and compliance data.
 - Past and projected fuel supply information.
 - Waste management approach.
 - Additional environmental and/or economic co-benefits and considerations.
- Plant operations team experience.
- Acceptance of standard form PPA included in RFO.

Evaluation Committee

- Proposed Members:
 - Yana Valachovic, Forest Advisor and County Director- Humboldt and Del Norte, University of California Cooperative Extension
 - Paul Helliker, General Manager, Humboldt Bay Municipal Water District
 - Mark Andre, Director of Environmental Services and City Forester, City of Arcata
 - Richard Engel, Senior Energy Specialist, RCEA
 - Shehzad Wadalawala, Client Services Specialist, TEA
- Responsibilities:
 - Participate in the development of qualitative questions for Offer Form
 - Prior to receiving bidder responses, determine relative weighting/importance of questions
 - Score bidder qualitative responses independently
- Offer ranking determined by weighting of quantitative and qualitative scores; final procurement will be decided by RCEA and TEA.

In addition to the evaluation committee, RCEA will request review and input on the RFO evaluation criteria from the RCEA Technical Advisory Group and the RCEA Environmental Review Group.

Commercial Terms

- Delivery Term – Minimum 1 year with pricing requested for 3 and 5 year options
- Delivery Start Date – no sooner than June 1 (once all accounts have been transferred) and no later than January 1, 2018
- Allow multiple offers for each facility based on scheduling flexibility and delivery term