

**SPECIAL MEETING MINUTES  
RENEWABLE ENERGY COUNCIL  
January 30, 2016**

1. **Roll Call** - The meeting was called to order at 11:00 a.m. Present were Chair William Kelly and Council Members Andrew Eaton, William Glauz, Kim Hughes, Alexander Kung, Charles Li, Carl Marziali, and Daniel Snowden-Ifft. Absent was Daryl Trinh. Staff Liaison Christopher Castruita was present. City Council Member Richard Schneider attended.
2. **Minutes** – Minutes from November 19, 2015 meeting were approved (Glauz, Eaton, 8-0).
3. **Discussion of City Facilities Tour and which facilities are potential candidates for installing renewable energy including preliminary assessment by the Technical Subcommittee of a solar system at the Wilson Reservoir**– The Council discussed the feasibility of installing solar panels at the Wilson Reservoir, including potential energy that could be produced, usage at the facility, and potential funding methods. City Council Member Richard Schneider informed the Council that they could recommend the City Council designate a portion of the City’s reserves for the purpose of constructing Renewable Energy structures at City sites, a “Green Fund”. The Council went on to discuss other potential sites to place solar panels, including at Garfield reservoir, around City Hall and it’s adjoining parking lots, at the golf course driving range, and atop a proposed banquet facility at the golf course. Staff member Christopher Castruita to send the Technical Subcommittee additional historic usage data for the highest City facilities, including City Hall and Garfield Reservoir.
4. **Subcommittee Updates**–The Technical Subcommittee recommended that Staff member Castruita invite George Wiltsee or another Southern California Edison representative to an upcoming Renewable Energy Council meeting to discuss the potential of using Edison facilities to distribute power generated by City renewable energy facilities, net metering, and City electric bills.

The Finance Subcommittee requested to receive copies of the spreadsheet files used to analyze the electricity usage at Wilson Reservoir. REC member Snowden-Ifft to forward file to Staff member Castruita, who will forward on to the entire group. The Finance Subcommittee then discussed the complications in the City placing solar panels at Water facilities, given that the Water utility must maintain separate finances in an enterprise fund. REC member Alexander Kung requested to speak with Finance Director David Batt to discuss the feasibility of the City earning back its initial investment for such improvements to water facilities.

The Public Affairs subcommittee discussed means to update the community on the Renewable Energy Council’s activities. REC member Carl Marziali to work with Staff member Castruita to send photos from the REC tour with a caption explaining the tour’s purpose. City Councilmember Schneider also recommended that a representative of the Renewable Energy Council give a photo presentation to Council on their tour of City Facilities at an upcoming City Council meeting.

5. **Other Business** – REC member Kim Hughes presented a Los Angeles Times article from January 28, 2016, discussing a California Public Utilities Commission ruling that raises costs for owners of rooftop solar systems. Staff member Castruita to distribute article to the entire Renewable Energy Council.
6. **Chair and Council Communications** – n/a
7. **Staff Liaison Communications** – Staff member Castruita introduced himself to the group, and REC Chair William Kelly thanked him for joining the group.
8. **Next Meeting Date** - The next meeting will be either on Monday, February 22, 2016 or February 29, 2016, depending on room availability. Staff member Castruita to send out an update after confirming room availability with REC Chair Kelly.
9. **Items for a Future Agenda** – The Council came up with the following list of items to include on future meeting agendas:
  - Review and approve the report outline conveying findings and recommendations to the City Council
  - Review and approve the draft presentation to the City Council
  - Approve a recommendation to the Council to designate City funds for the construction of renewable energy structures at City sites
  - A presentation by a Southern California Edison representative on electric usage at City facilities, the potential usage of SCE facilities for wheeling solar power generated at Garfield Reservoir to wellhead reservoirs, including Wilson Reservoir and potentially other facilities.
  - Review of a list of solar vendors that should be contacted if the City issues a Request for Proposal

The motion to approve the list of items for future agendas with the exact schedule to be determined by REC Chair Kelly was approved (Li, Kung, 8-0).

Staff member Castruita informed the Council that with Kim Hughes recent departure from the Natural Resources and Environment Commission, the Renewable Energy Council no longer has a representative to that commission. Noting that REC Chair Kelly was recently appointed to this commission, he asked if the Renewable Energy Council would be interested in appointing a new representative to the Natural Resources and Environment Commission. The motion to approve REC Chair Kelly as the representative to the Natural Resources and Environment Commission was approved (Hughes, Snowden-Ifft, 8-0).

10. **Adjournment** – The meeting adjourned at 1:51 p.m.

  
 \_\_\_\_\_  
 William Kelly, Chair

3-28-16  
 \_\_\_\_\_  
 Date