



**SPECIAL MEETING AGENDA
RENEWABLE ENERGY COUNCIL**
Monday, March 28, 2016 at 7:00 p.m.
Fire Emergency Operations Center
817 Mound Avenue, South Pasadena, CA 91030



Council Chair: William Kelly
Councilmembers: Andrew Eaton, William Glauz, Kim Hughes,
Alexander Kung, Charles Li, Carl Marziali, Daniel Snowden-Ifft and Daryl Trinh
City Council Liaisons: Mayor Pro Tem Michael Cacciotti, Councilmember Richard Schneider
Staff Liaison: Christopher Castruita, Management Analyst

PUBLIC COMMENTS AND SUGGESTIONS

Time reserved for those in attendance who wish to address the Council. All attendees should be aware that the Council may not discuss details or vote on non-agenda items. Your concerns may be referred to staff or placed on a future agenda. Note: public input will also be taken during all agenda items.

BUSINESS ITEMS

- 1) Roll Call (2 minutes)
- 2) Approval of February Meeting Minutes (5 minutes)
- 3) Review the Technical Subcommittee presentation on its latest analyses of the potential for solar for city facilities, including potential switching of rate schedules, discussion of site visits and informational estimates for Wilson Reservoir, discussion of site visits and informational estimates for City Hall, and discussion of the net metering tariff schedule and possible use of Southern California Edison's RES-BCT tariff schedule instead. (35 minutes)
- 4) Develop Questions for the Renewable Energy Council Staff Liaison to discuss with Southern California Edison representative (30 minutes)
- 5) Discussion and possible action on early committee recommendations to the city related to renewable and clean energy projects, including seeking an updated energy audit, receiving brief bi-monthly status reports on Los Angeles County's efforts to develop a community choice aggregation program, and including a solar module in this year's Clean Air Car Show. (20 minutes)
- 6) Discussion of next steps for Finance and Public Affairs Subcommittees. (15 minutes)
- 7) Other Business (5 minutes)
- 8) Council Communications (2 minutes)
- 9) Staff Liaison Communications (2 minutes)
- 10) Next Meeting Date (2 minutes)
- 11) Items for a Future Agenda (2 minutes)
- 12) Adjournment (1 minute)

AFFIDAVIT OF POSTING AGENDA

I, Christopher Castruita, Management Analyst of the City of South Pasadena, certify that a copy of the meeting agenda of March 28, 2016 was posted on or near the door of the meeting room, City Hall Bulletin Board, and on the City's website, www.southpasadenaca.gov at 6:00 pm on Friday, March 25, 2016.

I declare under the penalty of perjury that the foregoing is true and correct.

Date: Friday, March 25, 2016



Christopher Castruita
Management Analyst

**SPECIAL MEETING MINUTES
RENEWABLE ENERGY COUNCIL
February 29, 2016**

1. **Roll Call** - The meeting was called to order at 7:06 p.m. Present were Chair William Kelly and Council Members William Glauz, Alexander Kung, Charles Li, Carl Marziali, and Daniel Snowden-Ifft. Absent were Andrew Eaton, Kim Hughes, and Daryl Trinh. Staff Liaison Christopher Castruita was present. Mayor Pro Tem Michael Cacciotti and City Council Member Richard Schneider attended.
2. **Minutes** – Minutes from January 30, 2016 meeting were approved (Kung, Li, 6-0).
3. **Review the report outline to convey findings and recommendations to the City Council**– Chair Kelly presented the draft report outline, and discussed some proposed section with the Renewable Energy Council. Staff Liaison Castruita to confirm the total amount of funds available in the City’s Renewable Energy Designated Reserve. The Council agreed by consensus to the report outline. Chair Kelly informed the group that the division of labor would be for the Public Affairs subcommittee to oversee construction of the report with input from the Technical and Finance subcommittees regarding the sections pertinent to their work.
4. **Review the Technical Subcommittee’s preliminary assessment of placing solar systems at City Facilities**–The Technical Subcommittee, led by Councilmember Snowden-Ifft, presented their preliminary findings. For placing solar panels at Wilson Reservoir, they used two potential funding models to estimate the return on the City’s initial investment. Both assumed that the cost of the solar panel installation would be \$3 per watt, a reasonable assumption depending upon certain factors related to potential construction factors such as a need for ballasting the panels and the cost of labor. The first model assumes the City utilizes a loan through the State of California’s Energy Conservation Assistance Act loan program, which offers loans with 1% interest for energy efficiency and energy generation projects. Under this model, the City would earn back its investment in the project within 23 years, despite the fact that the loans can be extended for a maximum term of 20 years. In the second model, the City pays for the installation of the solar panels out of General Fund dollars. Under this model, the City would earn back its investment in the project within 19 years. However, this is dependent upon the cost of the peer watt cost of the project and that there are no other rebate options available to the City.

In order to obtain this information and clarify their assumptions, the Technical subcommittee recommended that they be given authorization to contact the City’s Southern California Edison representative in order to discuss the California Public Utilities Commission recent decision about solar power generation facilities, to further explore available rebate options, and to vet what they have found thus far with them. Further, they recommended that the Renewable Energy Council obtain 3 preliminary bids from solar contractors in order to better understand the true costs of a project at the Wilson Reservoir. The technical subcommittee would then make a presentation on the findings to the entire Renewable Energy Council at a future meeting.

Staff Liaison Castruita informed the Renewable Energy Council that he had been in contact with the City's Southern California Edison account representative, who is open to the idea of having a representative from Southern California Edison attend the March meeting. Once he has the proposed date of the March meeting, he can confirm with the representative whether a representative will be able to attend the meeting to discuss those matters. Staff liaison Castruita also to reach out to the San Gabriel Planning and Building Department in order to obtain information for information on the City's code requirements and how that would affect a potential construction project at the site. Technical Subcommittee to work with Staff Liaison Castruita to set up site visits with solar contractors in order to obtain preliminary quotes on work at the Wilson Reservoir and City Hall. During those site visits, the Technical Subcommittee is also to set up a time to discuss further questions on the Water Divisions pumping operations.

5. **Subcommittee Updates** – The Finance subcommittee had no updates to provide. Renewable Energy Councilmember and Public Affairs subcommittee representative Carl Marziali thanked Staff Liaison Castruita for his work on putting together a picture and caption for inclusion in the South Pasadena Review about the Council's tour of City Facilities on January 30, 2016. Staff Liaison Castruita informed the group that the picture has not yet been run in the paper, but he expects to have it run very soon.
6. **Other Business** – n/a
7. **Chair and Council Communications** – n/a
8. **Staff Liaison Communications** – Staff Liaison Castruita invited the Renewable Energy Councilmembers to the Community Forum on Budget and Priorities on March 12, 2016.
9. **Next Meeting Date** – Staff Liaison Castruita to send out an online poll in order to determine whether the meeting will be held on Monday, March 28, or Thursday, March 31, 2016.
10. **Items for a Future Agenda** – Chair Kelly requested that Renewable Energy Councilmembers send a request to place an item on a future agenda to Staff Liaison Castruita, who could discuss with Chair Kelly and make a determination as to whether to place it on an upcoming agenda.
11. **Adjournment** – The meeting adjourned at 8:48 p.m.

William Kelly, Chair

Date

South Pasadena Renewable Energy Council Memorandum

March 28, 2016

To: Renewable Energy Council Members

From: Bill Kelly

Subject: Interim Council Recommendations to City Council & Staff

Proposed Action: Discuss and Approve Interim Recommendations

The South Pasadena City Council appointed the Renewable Energy Council last fall to develop a clean energy plan for the City that would include constructing renewable energy systems to power City facilities and identify programs for South Pasadena residents and businesses. The Council has been meeting since to analyze opportunities for the City to move toward cleaner energy and expects to produce its final report and recommendations later this year. In the interim, the Council makes these early recommendations.

1.) Obtain a new energy efficiency audit for city facilities: South Pasadena's last energy efficiency audit was in 2008. Since then, the state has updated codes, the federal Energy Star program has updated its standards, and technologies once considered unproven in the market—such as light emitting diode luminaires—have become mainstream. That's why the City should seek a new energy audit to examine what can be done to reduce energy use in its facilities, from street lighting to buildings. Audits are available through energy utility programs. Once the audit is completed, the City should pursue the recommendations that offer short-term paybacks of up to 3-5 years (often partly paid for in part by available rebates) and weigh how it might pursue recommendations that provide greater efficiency, but pay back on a longer-term basis due to their higher initial costs. State loans and some grants are available to help with energy efficiency measures, which will be detailed in the Council's final report.

2.) Receive regular reports at City Council meetings on Los Angeles County's Community Choice Aggregation efforts for electricity: The County of Los Angeles is studying the feasibility of creating a community choice aggregation program which cities could potentially opt into. The County's efforts follow the launch of successful community choice aggregation programs in Marin County, which other jurisdictions outside the County have joined, and Sonoma County. Most recently, the City of Lancaster launched a community choice program and several other local governments, from the City of San Diego to the state's north coast counties, are studying whether to set up choice programs. In such programs, local governments procure and produce electricity, which is distributed to local residents and businesses by the existing utilities through their transmission and distribution systems. Public agencies operating the programs are paid for the power and the utilities collect rates for distribution and billing service. Experience so far has shown that aggregation programs can provide greater levels of renewable energy than utilities are supplying—up to 100 percent renewable power in Marin and Sonoma, for instance—at prices which match or are lower than what utilities charge. The programs generally involve contracting for power production at first, but also open the door for public agencies to develop their own renewable energy generation systems. To maximize its efforts to achieve renewable energy in South Pasadena, the City Council should send a letter of interest in potentially joining a county program and should stay abreast of Los Angeles County's efforts through brief, but regular reports. Once the County study is

completed in the fall or winter, the City should evaluate the study and decide whether to take steps toward participating in the program.

3.) Include a clean energy element in the 2016 Clean Air Car Show: This element would be twofold. First, residential and business solar system vendors and utilities providing energy efficiency rebate information would be invited to display at the event. Second, the program would include a presentation on the City's renewable energy/clean energy efforts. The Renewable Energy Council, Natural Resources & Environmental Commission, and City staff would work together on developing and presenting the element.

South Pasadena Renewable Energy Council Memorandum

March 28, 2016

To: Renewable Energy Council Members

From: Bill Kelly

Subject: Next Steps for Finance and Public Affairs Subcommittees

Proposed Action: Discuss and Approve

To advance the process of preparing a final report with recommendations and a clean energy element for the Clean Air Car Show, it would be beneficial for the Finance and Public Affairs Subcommittees to prepare several written projects over the next one to two months at the outside.

Finance Subcommittee Products

For the Council's report, the Finance Subcommittee should prepare a written piece that can be rolled into the report which:

- Assesses available financing options for solar energy systems and outlines the three that are most beneficial;
- Provides a brief description of how the financing options were assessed, including the criteria used;
- Gives brief descriptions of the top three financing options and points out the benefits and drawbacks for the City; and
- Analyzes how the three options would work (providing a comparative table and short narrative discussion) for a Wilson Reservoir solar project, a City Hall project, and a bigger effort that makes use of Southern California Edison's city campus renewable tariff.

Public Affairs Subcommittee Products

For the clean energy element to the Clean Air Car Show, the Public Affairs Subcommittee should:

- Identify when the show is to be held and the City staff lead and work to schedule time for a presentation and to seek solar vendors to be exhibitors;
- Develop a list of solar vendors to invite;
- Develop a letter of invitation to solar vendors; and
- Prepare a Power Point presentation based on the Council's report.

In addition, it would be helpful for the subcommittee to meet in the next few weeks to begin writing the Council's report.