



BOARD OF SUPERVISORS

SCOTT HAGGERTY
PRESIDENT
SUPERVISOR, FIRST DISTRICT

Date: March 12, 2015
To: Mayors and City Managers, all municipalities in Alameda County
From: Scott Haggerty, President, Alameda County Board of Supervisors
Subject: Community Choice Aggregation (CCA) Program, Steering Committee Formation; Invitation to Appoint Members

Dear Mayors and City Managers:

As you may recall, the Alameda County Board of Supervisors has directed the Community Development Agency (CDA) to determine if a Community Choice Aggregation (CCA) program is feasible for Alameda County. A CCA program would allow for competition in electricity generation services and accelerate investments in clean energy resources and local energy projects. Central to this initiative is the creation of a CCA Steering Committee that will advise the Board on key aspects of the program's development and provide a forum through which key stakeholders and the public can express their views. The Alameda County Board of Supervisors Transportation and Planning (T&P) Committee, at its March 12, 2015 meeting, directed County staff to assemble the Steering Committee to help guide the ongoing process of establishing a CCA program for Alameda County and any municipal jurisdictions within the County who wish to participate.

This letter to your Municipality is an invitation to appoint a member, plus an alternate, to the Committee, such that your jurisdiction may be formally represented on the Committee. The cities have already assisted the CCA process by allowing the County to request electrical load data, and designating Steering Committee membership is the next logical step in the CCA process.

The T&P Committee, based on feedback from earlier meetings, input from stakeholders, and CDA internal discussions, determined that a single steering committee with the composition outlined below would be the most productive, streamlined, and inclusive approach for all concerned. County CDA will prepare all materials for the Committee meetings and will serve as committee staff. The Committee would act in an advisory fashion to the County of Board of Supervisors. It is expected that the Committee would function for a period up to approximately two (2) years, until a possible Joint Powers Agency (JPA) takes over implementation of the CCA Program.

Some of the earliest tasks of the Committee will be to finalize the scope of the CCA technical study, which will be required to size the CCA program and determine its overall feasibility; and also to help refine the goals and objectives of the CCA program going forward for ultimate guidance to the JPA and CCA agency that would be formed to carry the program forward once it is established. As time passes, the Committee will undoubtedly discuss many other matters related to CCA formation.

The single CCA Steering Committee would consist of the following groups:

1. Two to three appointees from each of the five Supervisorial Districts. These appointees will represent both geographical diversity across the county and diversity in stakeholder interests and expertise (see more detail below).

2. One representative from each of the County's 14 cities. These participants will be selected by city officials and may or may not be city staff or councilmembers. Whoever is designated will, by proxy, participate on behalf of their jurisdictions and should have decision-making authority. In addition, one representative from the County's unincorporated area, appointed by the Board.
3. A small number of "at large" representatives (three to five) that have either: (a) particular energy expertise (e.g., distributed generation/clean power technology); or (b) county-wide or regional interests (such as major public entities or organizations). Staff recommends that these committee members be appointed by their respective organizations.

This composition would mean the Committee would have a minimum of 26 and maximum of 33 members (we feel it would be difficult for the body to be effective if it is larger than this). For Category 1 described above, the County has adopted a simple application process to fairly solicit and qualify interested participants. For your information, attached is a sample application form for the County Application process, which will be posted on the CDA website, distributed through the County's CCA list serve, and also be made available to a wide array of stakeholders through traditional means.

As mentioned above, it will be important to have a diverse set of interests represented, including end users, labor unions, environmental organizations, civic and business groups, community organizations, social justice groups, etc. Given size limitations intrinsic to any committee of this type, there may be some interested parties who are not formally appointed; however, all meetings will be open to the public, and sub-committees may be formed as appropriate. The Committee will be subject to the Brown Act and will meet on a monthly or bi-monthly basis throughout the CCA formation process.

Proposed Timeline: The County has adopted the following rough timeline for creation of the Committee:

- Application form posted and sent: March 12, 2015
- Application Deadline: March 7, 2015
- CDA review and preliminary recommendations completed: April 20, 2015
- Board of Supervisors Approval: Week of May 5, 2015
- Notification to Steering Committee Participants: Week of May 5, 2015
- First Meeting of Steering Committee: Week of May 18 or May 25, 2015

If an individual City cannot meet this schedule, the first meeting would still be held at the specified date; however, each City would be welcome to join as its appointments are made.

In conclusion, I request that you provide my office with a letter, on your City's letterhead and under your signature, indicating that your municipality wishes to participate in the Steering Committee and will select a representative to the CCA Steering Committee. There is, of course, no obligation on your part to reply to this letter or to participate in the Committee, but we feel that your participation would help the CCA process to be as comprehensive and inclusive as possible, and would result in the best possible committee process, and ultimately, a CCA program that works effectively for all interested municipalities.

Thank you for your consideration in this matter. If you have any questions or comments, please contact Mr. Bruce Jensen, Senior Planner with the County Community Development Agency, at (510) 670-6527 or at bruce.jensen@acgov.org.

Sincerely,



Scott Haggerty, President
Alameda County Board of Supervisors