



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: TONI J. TABER, CMC
City Clerk

SUBJECT: ESTABLISHMENT OF CLEAN
ENERGY COMMUNITY
ADVISORY COMMISSION

DATE: October 5, 2017

RECOMMENDATION

Approve an ordinance amending Chapter 2.08 of Title 2 of the San José Municipal Code to add a new Part establishing a Clean Energy Community Advisory Commission.

OUTCOME

A permanent Clean Energy Community Advisory Commission will be established.

BACKGROUND

On August 17, 2017, Council approved the establishment of a Clean Energy Community Advisory Commission (CECAC). Currently, all boards and commissions, except for Charter Commissions, follow the general provisions of Chapter 2.08 of Title 2 of the San José Municipal Code. The provisions establish the purpose, size, term limits, composition, and appointment process of various boards and commissions.

ANALYSIS

The proposed ordinance will implement the Council direction approved on August 17, 2017 to create a permanent Clean Energy Community Advisory Commission as follows:

1. **Purpose:** The purpose of the Commission is to advise the City Council and City Manager, or designee, about all aspects of San José Clean Energy start-up operations:
 - Provide feedback and input on the development of strategy and operating principles or models;
 - Inform the prioritization and development of energy programs;
 - Identify areas of concern as well as innovative opportunities for reducing carbon emissions;
 - Monitor best practices of other Community Clean Energy programs, legislative and regulatory issues, and new energy developments; and
 - Be liaisons to the community for purposes of advocacy and outreach.

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The City Council would be the final decision-making body.

2. **Size and Term Limits:** The Commission will be made up of 9-members and serve four-year terms, a maximum of two terms.
3. **Composition:** The composition should reflect the geographic, ethnic, and socio-economic diversity of the San José community. While members would ideally be City of San José residents, Council may consider members from outside the City of San José who could bring expertise to advance the goals of San José Clean Energy. Two-thirds of the membership (6) will include those with expertise in community outreach, policy advocacy, and clean energy programs and consideration will be given to representation from industry, labor, education, not-for-profits, environmental associations, and advocacy organizations. The remaining members (3) will be three at-large community members appointed by the Mayor. A non-voting Council member will serve as a liaison.
4. **Appointment Process:** The Council Appointment Advisory Commission (CAAC) shall review all applicants and make a nomination to the City Council for the six (6) special eligibility seats noted above. The three (3) at-large seats shall be appointed upon the Mayor's nomination to the City Council and the City Council's approval of such nomination.

EVALUATION AND FOLLOW-UP

The Clean Energy Community Advisory Commission Workplan and Annual Accomplishment Reports will be presented to the Transportation and Environment Committee for review and approval annually.

PUBLIC OUTREACH

The Office of the City Clerk will post this item on the City's website for the October 17, 2017 City Council Agenda.

COORDINATION

This memorandum has been coordinated with the Office of the City Manager and Office of the City Attorney.

COMMISSION RECOMMENDATION/INPUT

The recommended actions have no commission input or recommendation.

CEQA

Not a Project, File No. PP17-008, General Procedure & Policy Making, Municipal Code or Policy.

A handwritten signature in black ink, appearing to read 'Toni J. Taber', with a stylized flourish at the end.

TONI J. TABER, CMC
City Clerk

For questions please contact Elaine Trinh, Deputy City Clerk at 408-535-1260.