

City of Brisbane

Agenda Report

Date: City Council Meeting of April 16, 2015
To: Mayor & City Council
From: Clay Holstine, City Manager
Subject: CCA Advisory Committee

Recommendation:

Appoint one Councilmember to the CCA Advisory Committee and one Councilmember as an alternate to the CCA.

Background:

Attached is an e-mail San Mateo County Supervisors Pine and Groom. The e-mail outlines the status of the CCA development that the County is currently undertaking with the participation of all cities within the County.

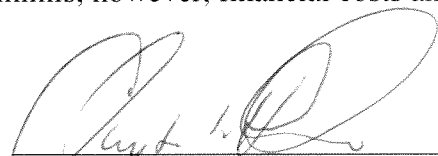
The County is proposing to form an **“Advisory Committee”** to “provide input on matters relating to the formation, structure and governance of the CCA program – establishing early goals and objectives, shaping portfolio offerings for consumers, reporting the results of the technical study, and generally serving as a liaison back to cities and constituent groups”.

The County further wishes to form this committee “Because local cities will ultimately have a seat on the Board of any future CCA Agency, it is imperative that city officials participate on the committee prior to its legal formation”.

The proposed Advisory Committee appears to be more focused on policy issues than on any technical analysis. If that is the case it seems more appropriate for Councilmembers to serve on the Committee. Of course, as this process progresses city staff will weigh in. Specifically on any JPA agreement that is formed that will require the review of the City Attorney. City staff is already coordinating with the County on technical data that was requested. How that information will be evaluated and reviewed has not yet been identified.

Financial Implications

The cost to participate on the Advisory Committee is de minimis; however, financial costs and risk evaluation of participation in the CCA have not yet been determined.



Clay Holstine, City Manager

April 1, 2015

Clay Holstine, City Manager, City of Brisbane

Dear Mr. Holstine:

As you are likely aware, the County of San Mateo is actively investigating the formation of a local Community Choice Aggregation (CCA) program. Over the past several months, the County has conducted numerous community workshops and presentations on the subject and in February the County Board of Supervisors approved funding for a county-wide technical study to assess the feasibility of a CCA program in San Mateo County. We are pleased to report that every city in the County agreed to participate in the technical study which we expect will commence in early June and be completed by late summer 2015.

The technical study will coincide with a broad range of community outreach efforts to provide information to local residents, businesses, civic organizations, and policymakers to learn more about CCA and its potential benefits for our County. Central to this process is the formation of a CCA advisory committee comprised of key stakeholders which will help guide and shape the process as we move along.

The advisory committee members will be charged with providing input on matters relating to the formation, structure and governance of the CCA program -- establishing early goals and objectives, shaping portfolio offerings for consumers, reporting on the results of the technical study, and generally serving as a liaison back to their cities and constituent groups.

To this end, we are asking you to appoint one representative from your city and one alternate to serve on the County's advisory committee. Your representative and alternate may be a staff member or a councilmember. Because local cities will ultimately have a seat on the Board of any future CCA Agency, it is imperative that city officials participate on the committee prior to its legal formation.

We anticipate the advisory committee will meet monthly on the fourth Thursday of every month beginning on May 28, 2015. The advisory committee will meet for a period of approximately 16 months or up until the formation of a Joint Powers Authority which would serve as the administrative and governance arm of the CCA. All meetings will be open to the public and subject to the Brown Act.

We ask that you provide the names of your appointed advisory committee member and alternate no later than Friday, April 24, 2015 to David Burruto in the Office of Supervisor Dave Pine at dburruto@smegov.org.

Thank you for your continued interest and participation in the CCA initiative. We look forward to taking the next steps in this important and exciting effort.

Sincerely,



carole groom

Carole Groom
SMC Supervisor District 2
President of the Board of Supervisors

Dave Pine
SMC Supervisor, District 1

cc: Mayor Terry O'Connell