
CITY OF MILPITAS
ENERGY & ENVIRONMENTAL SUSTAINABILITY COMMISSION MEETING
REGULAR MEETING – SEPTEMBER 18, 2019, 6:00 P.M.
CITY HALL 1ST FLOOR COMMITTEE CONFERENCE ROOM
455 E. CALAVERAS BLVD, MILPITAS CA 95035

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. SEATING OF ALTERNATES**
- V. APPROVAL OF AGENDA**
- VI. APPROVAL OF THE MINUTES OF THE APRIL 17, 2019 ENERGY AND ENVIRONMENTAL SUSTAINABILITY (EES) COMMISSION MEETING**
- VII. PUBLIC FORUM**

Members of the audience are invited to address the Energy and Environmental Sustainability Advisory Commission on any subject not on tonight's agenda. Speakers must state their name and address for the Secretary's record, and limit their remarks to under three minutes. As an item not on the agenda, no response is required of City staff or the Commission; however, the Commission may place the item on the agenda for a future meeting.

- VIII. ANNOUNCEMENTS**
- IX. COUNCIL LIAISON REPORT**
- X. NEW BUSINESS**

- 1. COMMUNITY ODOR MONITORING STUDY UPDATE**

Background: As part of the City's ongoing efforts to address odor concerns, Public Works staff conducted research on potential odor monitoring equipment and the possibility of developing a local, community odor monitoring program for the City. This report will provide information on the implementation of the City's Pilot Community Odor Monitoring Program, which will use a combination of handheld odor monitoring devices with the potential to later deploy continuous monitoring sensors placed in different locations throughout the City.

Recommendation: Receive report and discuss as needed.

- 2. OPPORTUNITIES TO GREEN CITY OPERATIONS AND FACILITIES VIA ENERGY AND WATER SAVINGS CONTRACT**

Background: In Fall 2017, staff began efforts to explore an Energy Services Performance Contract with the specific goal of implementing energy and water savings projects and utilizing the savings to pay for the financing of the projects. This project presents a unique and cost-effective mechanism to update many aspects of the City's different facilities and infrastructure, implement energy and water

efficiency strategies, and “green” our operations. This report provides an update on the project including proposed vendors, types of projects under consideration, and next steps. A staff recommendation is scheduled to be presented to the City Council on October 1, 2019.

Recommendation: Receive report, discuss and make recommendations for City Council consideration as needed.

3. NEW COMMISSIONERS HANDBOOK AND COMMISSION BY-LAWS

Background: The city council recently adopted a new commissioner’s handbook and standardized by-laws for all commissioners. Copies of the handbook and by-laws will be provided and staff will review some of the key areas.

Recommendation: Receive and discuss handbook and by-laws.

XI. FUTURE AGENDA ITEMS

XII. ESTABLISH NEXT MEETING DATE

XIII. ADJOURNMENT

AGENDA INFORMATION

Copies of the agenda and supplemental documents relating to specific agenda items are available in the Public Works Department offices at 1265 N Milpitas Blvd. on Friday preceding a regularly scheduled meeting of the Energy and Environmental Sustainability Commission (third Wednesday of the month). A copy of the agenda is also available for review at the Milpitas Library. **A recorded agenda or minutes on standard cassette or printed in large type will be provided upon request to the Public Works Department for the visually impaired.** Additional information may be obtained from the Public Works Department, City of Milpitas, 1265 N Milpitas Blvd., Milpitas, CA 95035, (408) 586-2600 or e-mail at emarshall@ci.milpitas.ca.gov.

In compliance with the Americans with Disabilities Act, individuals requiring accommodation for this meeting should notify the Public Works Department 48 hours prior to the meeting at (408) 586-2600.

IX. NEW BUSINESS

1. COMMUNITY ODOR MONITORING STUDY UPDATE

BACKGROUND:

As part of the City's ongoing efforts to address odor concerns, Public Works staff conducted research on potential odor monitoring equipment and the possibility of developing a local, community odor monitoring program. This research included conversations with odor monitoring professionals, online research and review of odor monitoring equipment, and review of information provided by the California Air Resources Board and Bay Area Air Quality Management District.

Conducting a local community air monitoring program, separate from the Regional Odor Study that is now being led by BAAQMD, could further support the City's interest by:

- Establishing an objective set of data and information on odor conditions and/or local air quality conditions at different locations within the Milpitas community that would supplement community complaint data; and
- Sharing the additional data with stakeholders, regulators, and community members that could improve ongoing coordination efforts.

Staff are proposing to implement a Pilot Community Odor Monitoring Program using combination of handheld odor monitoring devices with the potential to later deploy continuous monitoring sensors placed in different locations throughout the City. This proposed approach would provide a robust set of data that can be analyzed in conjunction with community complaint data and data from the Regional Odor Study. Staff will provided an overview of the scope of the pilot study, implementation schedule, and an update on coordination with BAAQMD.

RECOMMENDATION: Receive report and discuss as needed.

2. OPPORTUNITIES TO GREEN CITY OPERATIONS AND FACILITIES VIA ENERGY AND WATER SAVINGS CONTRACT

BACKGROUND:

In Fall 2017, staff began efforts to explore an Energy Services Performance Contract with the specific goal of implementing energy and water savings projects and utilizing the savings to pay for the financing of the projects. The work effort included exploring the structure of the project, including engaging in conversations with other cities on how they implemented similar programs and lessons learned through the process.

As a result of this initial work, staff determined that the best model for moving forward included the issuing of a Request for Proposal (RFP) in order to select and engage an Energy Service Company (ESCO). In May of 2018 the City issued Request for Proposals 2229 to select an ESCO for a guaranteed energy and water savings program.

The RFP was written to allow proposers to provide the City with a range of energy saving projects from lighting retrofits to water conservation measures in buildings through the replacement of fixtures. The goals of this program include:

- Project funding through a guaranteed reduction in water consumption and utility costs, as well as incentives and grants;
- Reduction of energy consumption and peak energy demands;
- Reductions in maintenance and other operational costs to the City;
- Renewable energy generation, storage, and arbitrage; and
- Turn-key project design and implementation of improvements and updates to the City's infrastructure.

Staff will provide an update on the project including proposed vendors, types of projects under consideration, and next steps. This project presents a unique and cost-effective mechanism to update many aspects of the City's different facilities and infrastructure, implement energy and water efficiency strategies, and "green" our operations. A staff recommendation is scheduled to be presented to the City Council on October 1, 2019.

RECOMMENDATION: Receive report, discuss, and make recommendations for City Council consideration as needed.

3. NEW COMMISSIONERS HANDBOOK AND COMMISSION BY-LAWS

BACKGROUND: The City Council recently adopted a new Commissioners Handbook and standardized by-laws for all commissioners. Included in the handbook is information on areas such as participating in a public meeting, attendance, and the role of Commissioners, the staff, and Council liaisons. Copies of the handbook and by-laws will be provided and staff will review some of the key areas.

RECOMMENDATION: Receive handbook and by-laws.

XI. REQUEST FOR FUTURE AGENDA ITEMS

XII. ESTABLISH NEXT MEETING DATE

The next Regular Meeting of the Commission is scheduled for October 16, 2019 at 6 pm.

XIII. ADJOURNMENT

KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review.

Materials related to an item on this agenda submitted to the Energy and Environmental Sustainability Commission after initial distribution of the agenda packet are available for public inspection at the Public Works Department at 1265 N. Milpitas Blvd., Milpitas during normal business hours.

For more information on your rights under the Open Government Ordinance or to report a violation of the ordinance, contact the City Attorney's office at Milpitas City Hall, 455 E. Calaveras Blvd, Milpitas, CA 95035 Phone : 408-586-3040
E-mail: cdiaz@ci.milpitas.ca.gov

The Open Government Ordinance is codified in the Milpitas Municipal Code as Title I Chapter 310 and is available online at the City's website www.ci.milpitas.ca.gov by selecting the Milpitas Municipal Code link.