RESOLUTION NO. 3941-24

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WINDSOR SUPPORTING THE TOWN OF WINDSOR'S APPLICATION FOR THE CALIFORNIA CLEAN ENERGY PLANNING PROGRAM (CCEPP) TO THE CALIFORNIA ENERGY COMMISSION (CEC) AND AUTHORIZING THE TOWN MANAGER TO EXECUTE ALL DOCUMENTS NECESSARY TO PARTICIPATE IN THE CCEPP GRANT PROGRAM

WHEREAS, the State of California Energy Commission (CEC) issued a Grant Funding Opportunity Solicitation in April 2024 for the California Clean Energy Planning Program (CCEPP); and

WHEREAS, local government entities are eligible to apply for Category 3 funding of the CCEPP to develop clean energy planning documents, such as new or updated General Plan elements, zoning, action plans, policies, or ordinances that support the development of clean energy, clean energy potential studies, or outreach and engagement of local communities; and

WHEREAS, staff previously invested significant time to update the Town's General Plan Environmental Resources Element (Greenhouse Gas Emissions section), but was not able to complete the policy update due to the need for technical assistance; and

WHEREAS, the CCEPP grant would fund only direct labor costs and fringe benefit costs for the eligible activities. Unallowable costs include any costs incurred or activities conducted prior to entering a grant agreement with the Energy Commission or incurred after the grant agreement has ended; any costs that is not a direct labor cost or fringe benefit costs; or unreasonable amounts or rates; and

WHEREAS, the CEC is authorized to approve funding allocations for the CCEPP grant program, subject to the terms and conditions specified in Attachment 2 of the CCEPP application form; and

WHEREAS, the Town of Windsor Town Council of Windsor (Applicant) desires to apply for CCEPP grant program.

NOW, THEREFORE BE IT RESOLVED Applicant resolves as follows:

Section 1. Applicant is hereby in support of the Town of Windsor Application for the CCEPP; and

Section 2. If the Application is approved, the Town Manager is hereby authorized and directed to enter into, execute, and deliver all documents and agreements required or deemed necessary or appropriate to participate in the program, and all amendments thereto (the "Program Documents"); and

Section 3. Applicant acknowledges and agrees that it shall be subject to the Application; the terms and conditions specified in the Program Documents; the Program Regulations; and any and all other applicable law.

PASSED, APPROVED AND ADOPTED this 15th day of May 2024, by the following vote:

AYES:	**COUNCILMEMBER SALMON, WALL, VICE MAYOR POTTER AND MAYOR REYNOZA**
NAYS:	**NONE**
ABSENT:	**NONE**
ABSTAIN:	**COUNCILMEMBER FUDGE**

ROSA REYNOZA, MAYOR

ATTEST:

SOMMER HAGEMAN, DEPUTY TOWN CLERK

Attachment:

- **Exhibit A** - CCEPP Application Form

ATTACHMENT 1
Application Form

California Clean Energy Planning Program (CCEPP)

****ALL PARTS OF THE APPLICATION MUST BE COMPLETED. APPLICATIONS WITH OMISSIONS WILL NOT PASS. PLEASE CONFIRM ALL PARTS OF THE APPLICATION HAVE BEEN COMPLETED BEFORE SUBMITTING.****

1. APPLICANT INFORMATION

	Eligible applicants are California Native American tribes, California Tribal Organizations, and California counties or incorporated cities or towns. If applicant is a California Native American tribe, please include name as it appears on the contact list maintained by the Native American Heritage Commission for the purposes of Chapter 905 of the Statutes of 2004, Public Resources Code, Section 21073. If applicant is a California Tribal Organization, please include the legal name of the organization and the name of the California Native American tribe that controls, sanctions or charters the organization.
Legal Name of Applicant:	Town of Windsor

Project Manager *(serves as point of contact for all communications)*	Name	Kim Voge
	Street Address	9291 Old Redwood Highway
	City, State, and Zip Code	Windsor, CA 95492
	Phone Number	(707) 838 - 1106
	E-Mail Address	kvoge@townofwindsor.com

2. FUNDING

Maximum Grant Amount Per California Native American Tribe, California Tribal Organization, or Local Government Entity (tribes, please select Category 1 and/or *one* Category 2 Project Type; local government entities, please select Category 3).	
Category	**Funds Requested**
☐ **Category 1:** California Native American Tribe—Participation in Clean Energy Planning	$_____ ($15,000 maximum allowable per tribe)
☐ **Category 2, Project Type 1:** California Native American Tribe—Clean Energy Potential Studies	$_____ ($200,000 maximum allowable per tribe)
☐ **Category 2, Project Type 2:** California Native American Tribe–Subject Matter Experts in Clean Energy Technologies or Impacts	$_____ ($200,000 maximum allowable per tribe)
☐ **Category 2, Project Type 3:** California Native American Tribe—Staff or Activities Advancing Clean Energy	$_____ ($200,000 maximum allowable per tribe)
☒ **Category 3:** Clean Energy Planning Documents by Local Government Entities	$100,000 ($100,000 maximum allowable per local government entity)

3. INFORMATION

Identification of SB 100 Clean Energy Topic(s) of Interest (select one or more):

☐ Clean Energy Resources ☐ Long-term Energy Planning

☐ Energy Modeling ☐ Senate Bill 100 Report

☒ Land Use Planning ☐ Other: _____

4. CATEGORY 1 INFORMATION

A. Identify the California Native American tribe member(s) that would likely attend the SB 100 planning events. California Native American tribe representatives will be reimbursed at a maximum rate of $50 per hour with a maximum of $15,000 per tribe. Activities eligible for reimbursement include event preparation; travel time to and from event from home, if attending in person; event attendance and participation; and event follow-up.

Name	Title

If awarded a grant, the following items will be required in order to be reimbursed for Category 1 activities:

1. An email from the Project Manager to the Energy Commission's Commission Agreement Manager (CAM) requesting approval of SB 100-related event attendance that includes the event name, event date, and the names of tribal member(s) planning to attend the event. Please send the email request to the CAM at least 3 business days prior to the event.
2. Written approval from the CAM prior to the event.
3. Proof of event attendance by tribal member(s).
4. A short, written description of how the event results in improving the tribe's capacity to advancing clean energy planning or development.

5. CATEGORY 2, PROJECT TYPES 1, 2, & 3 INFORMATION

A. Does the tribe have an existing clean energy plan or a vision for clean energy use or development? If yes, please provide a summary of the plan or vision (may attach one additional page, if necessary).

If no, please summarize the desired outcome of the work or activities being applied for (may attach one additional page, if necessary).

B. Please select type of activity the funds will be used for (select one or more):

☐ Development of a Renewable or Clean Energy Potential Study.

☐ Assistance in reviewing federal- or state-issued renewable or clean energy reports, e.g., Federal-or State-issued Offshore Wind-related reports, transmission expansion reports, SB 100-related studies.

☐ Assistance in providing comments on federal- or state-issued renewable or clean energy reports, e.g., Federal-or State-issued Offshore Wind-related reports, transmission expansion reports, SB 100-related studies.

☐ Administrative activities that support the tribe's clean energy plans or goals, e.g., planning for future microgrid development, planning for future local reliability with

clean energy development. Please describe the activity(ies). (Note: Projects cannot include any construction or installation activities or anything similar.):

☐ Other Administrative Activity. Please describe the activity(ies) and how it (they) relates to the tribe's clean energy development goals. (Note: Projects cannot include any construction or installation activities or anything similar.)

C. Please describe how the activities selected in B. supports the tribe's above-described clean energy plan or vision described in A (may attach one additional page, if necessary).

D. Please select budget item(s) to be used:

☐ In-house staff labor and fringe benefit costs associated directly with the development of clean energy-related study or activity.

☐ Third-party subject matter expert labor and fringe benefits costs associated directly with the development of clean energy-related study or activity.

If awarded a grant, the following items will be required in order to be reimbursed for Category 2, Project Type 1, 2, and 3 activities:

1. Identification of California Native American tribe staff or Subject Matter Expert(s) (SME), their credentials, and their direct labor and fringe benefit rates.
2. A description of the work to be performed by the staff or selected SME.
3. A budget and schedule for the proposed project broken down by task and month or quarter. Note: all work submitted for reimbursement must be completed by March 1, 2026.
4. Participation in a Critical Project Review (CPR) meeting with the CAM after items 1-3 above are submitted. CPRs provide the opportunity for frank discussions between the CEC and the Recipient. The goal is to determine if the project should continue to receive CEC funding to complete the project.
5. Monthly progress reports summarizing work conducted in past month.

6. Draft Project Summary report submitted to the CAM by January 15, 2026, or within two months after all the requested funds have been spent, whichever is sooner, describing how funds were used to advance or improve the tribe's clean energy planning or development.

7. Final Project Summary report submitted to the CAM by March 1, 2026, or within two months after the Draft Project Summary report was submitted, whichever is sooner, describing how funds were used to advance or improve the tribe's clean energy planning or development.

6. CATEGORY 3 INFORMATION

A. Does the local government entity have an existing clean energy plan or a vision for clean energy use or development? If yes, please provide a summary of the plan or vision (may attach one additional page, if necessary).

Yes. The Town's vision for clean energy use and development is contained within the General Plan Environmental Resources Element (adopted in 2018) and within the Town's Climate Emergency Resolution (adopted in 2019). The General Plan states that the Town is committed to reducing greenhouse gas (GHG) emissions. The Climate Emergency Resolution directs staff to develop an internal structure to support ongoing climate action and accountability in meeting the Town's plans, goals, and policies to address the reduction of GHG emissions. The initial list of actions toward achieving zero net emissions by 2030 included the following:

- Encourage 100% clean electricity in private buildings and facilities.
- Encourage the switch to clean vehicles.
- Include an all-electric code with the next Building Code update.
- Attain Zero Net Energy in all new development by 2030.

The adopted policies have proven to be ineffective because they were not specific, measurable, attainable, realistic, and timely. In addition, the GHG emissions reduction targets have become outdated compared with the State of California GHG emission reduction goals. In 2022, staff attempted to update the GHG policies. However, the update was not completed, because technical studies were required to demonstrate the nexus and rough proportionality of the new requirements on development projects to the scale of their impacts.

If no, please summarize the desired outcome of the work or activities being applied for (may attach one additional page, if necessary).

B. Please select type of clean energy-related planning document development activity (development of new documents or updates to existing documents) the funds will be used for (select one or more). (Note: Projects cannot include any construction or installation activities or anything similar.):

X General plan element

☐ Zoning ordinance

☐ Clean energy action plan

X Policies or ordinances

☐ Renewable or Clean Energy Potential Study

X Outreach and engagement of local communities

X Other (please describe, may attach one additional page, if necessary):

This project would update the GHG Emissions section of the 2040 General Plan Environmental Resources Element and create a compliance checklist to streamline the environmental review process pursuant to the California Environmental Quality Act (CEQA). A California Clean Energy Planning Program (CCEPP) grant would enable the Town to hire a consultant with subject-matter expertise for the technical analysis that is required for the policy update and CEQA compliance checklist. The grant would also be used to assist the Town with community outreach and engagement.

C. Please describe how the activities selected in B supports the local government entity's above-described clean energy plan or vision described in A (may attach one additional page, if necessary).

Through the policy update and technical analysis, the Town would develop a more current, targeted, and effective strategy for the use of clean energy and the reduction of GHG emissions. The community outreach and engagement process would inform decision-makers about what kinds of policies would be feasible to require to achieve the Town's clean energy and GHG emission reduction goals. This process also would identify potential incentives the Town could offer for projects to go beyond the minimum standards. The CEQA compliance checklist would ensure that development projects contribute to the Town's GHG emission reduction policies and would streamline compliance for developers. The checklist also would assist with future policy updates, because it would make clear which clean energy and GHG emission reduction strategies are preferred by the development community.

D. Please select budget item(s) to be used:

X In-house staff labor and fringe benefit costs associated directly with the development of clean energy-related planning document(s).

X Third-party subject matter expert labor and fringe benefits costs associated directly with the development of clean energy-related planning document(s).

If awarded a grant, the following items will be required in order to be reimbursed for Category 3 activities:

1. Identification of local government entity staff or Subject Matter Expert(s) (SME), their credentials, and their direct labor and fringe benefit rates.
2. A description of the work to be performed by local government entity staff or SME.
3. A budget and schedule for the proposed project broken down by task and month or quarter. Note: All work submitted for reimbursement must be completed by March 1, 2026.
4. Participation in a Critical Project Review (CPR) meeting with the CAM after items 1-3 above are submitted. CPRs provide the opportunity for frank discussions between the CEC and the Recipient. The goal is to determine if the project should continue to receive CEC funding to complete the project.
5. Monthly progress reports summarizing work conducted in past month.

6. Draft Project Summary report submitted to the CAM by January 15, 2026, or within two months after all the requested funds have been spent, whichever is sooner, describing how funds were used to advance or improve the **local government entity's** [~~tribe's~~] clean energy planning or development.

7. Final Project Summary report submitted to the CAM by March 1, 2026, or within two months after the Draft Project Summary report was submitted, whichever is sooner, describing how funds were used to advance or improve the local government entity's clean energy planning or development.

8. CERTIFICATION

- I am authorized to complete and sign this form on behalf of the applicant.
- I authorize the California Energy Commission to make any inquiries necessary to verify the information presented in this application.
- I have read and understand the terms and conditions contained in this solicitation. I accept the terms and conditions contained in this solicitation on behalf of the applicant, and the applicant is willing to enter into an agreement with the Energy Commission to conduct the proposed project according to the terms and conditions without negotiation.
- I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Name of Authorized Representative:	Patrick Streeter	
Title:	Acting Town Manager	
Signature of Authorized Representative:		
Date: May 2, 2024	Phone: (707) 838-1000	Email: pstreeter@townofwindsor.com

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NOTE: Once an application is placed in the funding queue, the applicant will then be required to provide either of the following two documents. The document must be submitted before the CEC will sign and execute the grant agreement.

(1) a copy of an authorizing resolution from the tribe's governing board or local government's governing board or equivalent showing the applicant's authority to enter into the grant agreement, or

(2) a copy of the law or document showing the applicant's authority to enter into the grant agreement.