

Philadelphia Energy Authority
Minutes of the Quarterly Meeting of the Board of Directors
August 7, 2024

The quarterly meeting (“the Meeting”) of the Board of Directors (the “Board”) of the Philadelphia Energy Authority (“the Authority”) was held on August 7, 2024 beginning at 4:30pm both in person at City Hall and via teleconference on Zoom.

The following board members of the Authority were present at the meeting:

E. Mitchell Swann
Elinor Haider
Matthew Bowman
Barbara Adams
Barbara Moore
Sophia Lee
Matt Stitt

Also present at the Meeting were: Alon Abramson (PEA), Adam Agalloco (ICF), Innes Asher (PGCC), Katie Bartolotta (PEA), Michael Bayesa, Baird Brown (Eco(n)law), Mitch Chanin (POWER), Gwen Cochran (PGCC), Jerome Cox (SCA), Maxine Dixon (PEA), Scott Doig (PEA), Melissa Duvelsdorf (PGCC), Rachid Echane (PEA), Rishika Gosh (PGCC), Grace Hancock (PEA), Kai Hardy (PEA), Shailean Hardy (PEA), Tabeen Hossain (PEA), Kayla Jones (PEA), Abhiram Juvvad (PEA), Catherine Keane (PEA), Raghav Khemka (PEA), Mike Liu (PGCC), Emily Lucas (PEA), Kate Lunger (PEA), Nancy Mifflin (PEA), Maryrose Myrtetus (PGCC), Abby Rambo (PGCC), Emily Schapira (PEA), Matt Stern (PEA), Lisa Shulock (PEA)

Call to Order

At 4:44 pm Mr. Swann (Chair) called the Meeting to order. Mr. Swann determined that a quorum was present and confirmed that the Meeting was properly advertised.

Approval of the Minutes

Mr. Swann asked that the Authority approve the minutes from the prior quarterly Meeting held on May 8, 2024. Meeting minutes were provided to the Board in advance of the Meeting.

Upon motion duly made by Ms. Lee and seconded by Mr. Stitt, the Board approved the May 8, 2024 meeting minutes.

Public Comment

Members of the public introduce themselves.

Chair’s Report

It is the Annual Meeting in which the Board elects officers for the year. Ms. Adams is stepping down as Secretary so the slate will be as reflected in following the resolution.

RESOLUTION 08072024 – 01: ANNUAL ELECTION OF OFFICERS

RESOLVED, the Board of Directors of the Philadelphia Energy Authority elects the following members to serve in the following positions: E. Mitchell Swann as Chair, Matthew Stitt as Vice Chair, Elinor Haider as Treasurer, and Sophia Lee as Secretary.

Upon motion duly made by Ms. Haider and seconded by Ms. Adams, the Board approved the resolution unanimously.

President & CEO's Report

Organizational Updates

The Board was in an executive session prior to the Board Meeting to perform an annual review of the President & CEO. The next resolution is to approve the President's compensation for FY25.

RESOLUTION 08072024 – 02: UPDATING CHIEF EXECUTIVE OFFICER COMPENSATION PLAN

RESOLVED, that the Board of Directors (the "Board") of the Philadelphia Energy Authority (the "Authority") approves annual compensation for the Authority's Chief Executive Officer for Fiscal Year 2025, beginning July 1, 2024, applied retroactively, of \$201,295, which is inclusive of the FY2025 cost of living adjustment of 3% (\$5,862.96). The Board further approves a one-time merit-based bonus of \$9,771.60, which is 5% of FY2024 base salary.

PEA Chief Executive Officer Compensation Plan (Revised 2024)

Purpose: The purpose of this policy is to support the goals of the Philadelphia Energy Authority (the "PEA") by providing a compensation policy that will attract, retain and motivate a high caliber Chief Executive Officer ("CEO") to lead the PEA.

Components: The components of the CEO's compensation are: (1) a Base Salary; (2) a discretionary cost of living adjustment ("COLA"); and (3) a discretionary merit bonus for exceptional performance.

Base Salary: As of July 1, 2023, the Base Salary for the CEO was \$195,432 per year.

COLA: Effective July 1, 2024 and for each fiscal year thereafter, the CEO is eligible for a COLA in an amount no greater than three percent (3%) of the CEO's Base Salary. The COLA will be calculated by averaging two benchmarks: (i) the CPI-U for Philadelphia Camden-Wilmington; and (ii) the Employment Cost Index for private industry workers, total compensation costs. The COLA may be awarded at the sole discretion of the PEA Board of Directors, after consideration of the PEA's budget, the compensation of other City of Philadelphia employees and officials with commensurate or greater responsibility, and any other factors that the Board of Directors of the PEA shall deem relevant. Upon award of the COLA, the CEO's Base Salary shall be increased by the amount of the COLA.

Merit Bonus: Effective July 1, 2024 and for each fiscal year thereafter, the CEO is eligible for a merit bonus for exceptional performance in an amount no greater than five percent (5%) of the

CEO's Base Salary, to be determined and awarded at the sole discretion of the PEA Board of Directors. In considering whether to grant a Merit Bonus and the amount of any such Merit Bonus, the PEA Board of Directors will evaluate the CEO's performance in the prior fiscal year against the PEA CEO Goals and Performance Metrics that are attached to this policy.

Upon motion duly made by Ms. Adams and seconded by Mr. Stitt, the Board approved the resolution unanimously.

Ms. Schapira continued with organizational updates. PEA is planning to hire 8 new staff members in Fiscal Year 2025. Four current employees received promotions during the quarter.

Program Updates

i. City Projects

PEA's City budget was approved at \$6.05M dollars for FY25. This allocation is the first-time the City budget includes support for the Built to Last Program. The allocation is approximately a 3x increase over PEA's FY24 City budget.

Solar Schools was awarded \$25MM. PEA will provide technical assistance to the School District, and a webinar will be held during Solar Week. \$50M for Whole Home Repair money did not make it in the State budget and PEA/PGCC's \$10M request for a match of Federal dollars to establish a home rebate program was not approved.

PEA continues to submit applications to receive Inflation Reduction Act funding. PEA & PGCC are seeking tax attorney consulting support for program participants in 2025. An RFP has been released and questions are being taken through August 16th. Full proposals are due on August 30th.

PEA submitted its first ever PECO rate case testimony in June, in concert with the City of Philadelphia's Office of Sustainability. Main issues:

- solar interconnection process;
- low-income customer support and energy burden alleviation; and
- grid resilience planning and transition to clean energy sources

PEA in partnership with the City is in the middle of two procurements for municipal energy projects. The Quadplex+ GESA RFP has an owner's representative and is in the process of making final ESCO selections. A utility-scale off-site renewable PPA RFP was released on April 30th. A pre-proposal meeting was held on May 24th with proposals due on July 22nd.

ii. Residential Programs

Solarize Philly, Phase 8 (2024) is on track to meet its LMI residential household goal of 1,000 homes. The market rate program has been slower than expected but will hit its targets with the addition of Solar for All. Since the start of Solarize Philly there have been 3,373 contracts signed and 17.91 MW installed.

With additional funding, PGCC was awarded as part of Solar for All, Solarize Philly will expand into Solarize Greater Philadelphia. This will lead to updates in program design and a release of a new RFP for installers.

The American Water Resources (AWR) partnership serves 82,000 customers in the flagship Water and Sewer Line Protection Program. With 3,600 calls per month, the program has a 94% customer satisfaction rate, with over 74% of all claims being serviced by local minority and women-owned businesses.

170 Built to Last homes are completed and the waitlist is growing through organic outreach only. The current waitlist is 2,113 constituents. PEA has selected 12 additional General Contractors through an RFQ process.

iii. Workforce Development

Frankford High School Bright Solar Futures (BSF) summer program ended on August 2nd. Frankford collaborated with Mayfair Elementary School and provided the younger students with two weeks of instruction. Students received their OSHA-10 certification during the program.

Bright Solar Futures OppY for 18 - 30 year olds starts July 15 and is being held at Solar States' facilities, in partnership with PowerCorpPHL. This is the 3rd cohort to run in 2024.

Green Retrofit Immersive Training (GRIT) cohort 4 will end July 15th. Cohort 5 began June 3rd and will wrap up on October 4th.

iv. Commercial Programs

No deals have closed for C-PACE in the last 2 quarters due to the slow commercial real estate market. 1-2 more projects are in the pipeline to close in Q1 & Q2 of FY25. PEA has partnered with a couple of organizations that provide technical assistance to assist smaller projects with C-PACE.

v. Philadelphia Green Capital Corp.

PGCC is hiring for 4 new positions related to the Solar for All program and financial management of the organization.

PGCC is partnering with Capital Good Fund to launch a new Solar Lease Pilot. The pilot will support 12 low-income homes in Southeast PA. There will be no upfront payment and strong consumer protections.

PGCC continues to unlock LMI solar projects and received a PHARE grant for enabling roof repair and electrical upgrades for Solarize Philly & Built to Last homes.

Share the Sun was selected as a finalist for the 2024 Roy Award, which highlights innovative & cross-sector partnerships enhancing environmental quality.

As the final organizational update, Ms. Schapira asked the Board to approve a new officer. The Authority bylaws allow for a Vice President to be able to do the duties of President in the absence of the President, to make sure PEA has organizational continuity.

RESOLUTION 08072024 – 03: APPOINTMENT OF A VICE PRESIDENT

WHEREAS, Section 305 of the amended bylaws of the Philadelphia Energy Authority (“the Authority”) states:

Section 305. VICE PRESIDENTS.

The Board of the Authority may appoint one or more Vice-Presidents. The Vice-President, or if there is more than one, the most senior Vice-President in the order of seniority designated by the Board of the Authority, shall possess the powers and may perform the duties of the President, in case of the absence or disability of the President, or a more senior Vice President; and shall do and perform such duties as may be from time to time assigned to them by the Board of the Authority or the President. And,

WHEREAS, the Authority desires to ensure continuity and security of operations in any case, so

THEREFORE, BE IT RESOLVED, that the Board of Directors (“the Board”) of the Philadelphia Energy Authority appoints Katie Bartolotta as Vice President of the Authority.

Upon motion duly made by Ms. Adams and seconded by Mr. Stitt, the Board approved the resolution unanimously.

Treasurer’s Report

PEA cash position is strong, due in part to grant funding received in advance for future years. PEA is moving offices out of City Hall and into a new office space. This will be a new expense in the coming quarters. Our total expenses for the fiscal are 82.7% of what was budgeted.

Ms. Shapria asked that the Board approve PEA’s fiscal year 2025 budget.

RESOLUTION 08072024 – 04: APPROVAL OF THE FISCAL YEAR 2025 BUDGET

RESOLVED, that the Board of Directors of the Philadelphia Energy Authority (the “PEA”) approves the Fiscal Year 2025 budget as attached hereto.

Upon motion duly made and seconded, the Board approved the resolution unanimously.

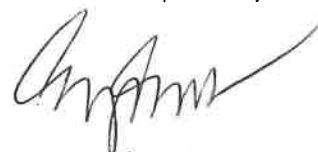
New Business

No new business

Adjournment

Mr. Swann moved to adjourn the meeting, which was duly seconded and unanimously approved.

Respectfully Submitted,



Secretary of the Board of Directors