

**Philadelphia Energy Authority**  
**Minutes of the Quarterly Meeting of the Board of Directors**  
**July 23, 2025**

The quarterly meeting ("the Meeting") of the Board of Directors (the "Board") of the Philadelphia Energy Authority ("the Authority" or "PEA") was held on July 23, 2025 beginning at 5:00pm both in person at PEA's office and via teleconference on Zoom.

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

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

Also present at the Meeting were: Yolanda Hu (PEA), Rachid Echane (PEA), Tabeen Hossain (PEA), Andrew Niemynski (PEA), Isaiah Smith (PEA), Kai Hardy (PEA), Kate Lunger (PEA), Katie Bartolotta (PEA), Kayla Jones (PEA), Madelyn Koch (PEA), Maxine Dixon (PEA), Emily Schapira (PEA), Jonathan Kriger (PEA), Alon Abramson (PEA), Ben Block (PEA), Matt Stern (PEA), Kayla Dargan (PEA), Nancy Mifflin (PEA), Alexis Lounsbury (PEA), Morgan King (PEA), Lisa Shulock (PEA), Melissa Duveldsdorf (PGCC), Abby Rambo (PGCC), Maryrose Myrtetus (PGCC), Rishika Ghosh (PGCC), Savannah Mudd (PGCC), Vanshika Arora (PGCC), and Baird Brown (Eco(n)law)

**Call to Order**

At 5:20pm 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 April 23, 2025 and the special session held on May 28, 2025. Meeting minutes were provided to the Board in advance of the Meeting.

Upon motion duly made by Mr. Swann and seconded by Ms. Moore, the Board approved the April 23, 2025 and May 28, 2025 Meeting minutes.

**Public Comment**

No members of the public were present.

**Chair's Report**

Ms. Schapira requested consideration of the following resolution to approve the annual election of Board Officers.

***RESOLUTION 07232025 – 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 Elinor Haider and seconded by Ms. Lee, the Board approved the resolution unanimously.

Ms. Schapira requested consideration of the following resolution to approve the Chief Executive Officer's compensation plan for Fiscal Year 2026.

**RESOLUTION 07232025 – 02: UPDATING THE 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 2026, beginning July 1, 2025, applied retroactively, of \$207,038.98, which is inclusive of the FY2026 cost of living adjustment of 3% (\$6,030.26). The Board further approves a one-time merit-based bonus of \$8,100.00 which is 4.03% of FY2025 base salary.

**PEA Chief Executive Officer Compensation Plan (Revised 2025)**

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, 2024, the Base Salary for the CEO was \$201,008.72 per year.

COLA: Effective July 1, 2025 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, 2025 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 Mr. Swann and seconded by Ms. Adams, the Board approved the resolution unanimously. The Board recommended a merit-based bonus for Ms. Schapira. However,

given the limited number of merit-based bonuses across the organization this fiscal year and uncertain financial environment, Ms. Schapira declined the merit-based bonus.

Ms. Schapira requested consideration of the following resolution to authorize the Chief Executive Officer to enter into an amended and restated joint operating agreement between PEA and its green bank affiliate, PGCC.

***RESOLUTION 07232025 – 04: AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ENTER INTO AN AMENDED AND RESTATED JOINT OPERATING AGREEMENT BETWEEN PEA AND PGCC***

***RESOLVED***, that the Board of Directors of the Philadelphia Energy Authority (PEA) approves the Amended and Restated Joint Operating Agreement between PEA and the Philadelphia Green Capital Corp. (PGCC) for the provision of services between the organizations in substantially the form attached hereto, and the duly serving Chief Executive Officer is hereby authorized to execute and deliver the Amended and Restated Joint Operating Agreement and subsequent addenda to the agreement.

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

**Treasurer's Report**

The Audit and Finance Committee will review the FY26 budget before full Board review. Subsequently, the Board will review, and provide a recommendation and motion to adopt the budget at a future special session.

Ms. Schapira reported on PEA's May 2025 financial statements, the status of PEA's financial audits and financial position. PEA is in good financial standing with a strong cash position, appropriate reserves and diverse revenue sources. PEA has received certification on its FY24 audit, and has begun preparing for its FY25 audit.

**President & CEO's Report**

**Organizational Updates**

Ms. Schapira introduced PEA's newest hire, Morgan King, Solar Program Coordinator, and an open position for a Program Manager for the Workforce Development team.

A public call for Board Nominations will be released in the near future.

**Program Updates**

**I. Policy Updates**

Ms. Schapira gave an update on the current state of the clean energy market, to include the impacts of policy revisions and litigation that impact anticipated funding sources.

Ms. Schapira provided comment on PEA's continued monitoring of federal funding freezes, associated legislative processes and budgetary allocations. Ms. Schapira delivered the following federal, state, and city funding updates.

- State budget negotiations are underway. The budget and fiscal code need to be passed for Solar for All funding to be released.
- An update on the status of the Mayor's H.O.M.E initiative should be available in September, which may provide funding for PEA's Built to Last program.

Ms. Schapira provided the following updates on Municipal Projects:

- Quadplex+ Community Health project: Contracting ordinance Bill 250103 has been approved by City Council & signed by the Mayor on June 13th. JCI has been contracted as the ESCO for this series of building improvements. Final approval on the financing ordinance and associated intergovernmental agreement is anticipated in Fall 2025. Review of the investment grade audit is underway to refine project scope and cost.
- Philadelphia Water Department (PWD) Wastewater Treatment Plants: The RFP has closed and finalist interviews have been conducted. Water treatment and biogas capture will be the focus of this project. Philadelphia Gas Works and PWD will be jointly undergoing procurement in support of this project. An RFP for an Owner's Representative has been released. Procurement of an ESCO is underway.
- Utility-scale Renewables Power Purchasing Agreement (PPA): PEA and the City are intending to contract with Abe's Run LLC for 20MW of solar, which would supply 5% of the City's power demand. The associated contracting ordinance has been approved by City Council and signed by the Mayor on June 13th.
- Philadelphia Streetlight Improvement Project (PSIP): The PSIP is on time and on budget. The project is nearly 90% complete with 115,000 of 130,000 fixtures installed citywide to date. There will be a PEA-hosted press event in mid-September highlighting the anticipated completion of the project.
- The School District of Philadelphia (SDP): The SDP received \$1.2 million in Solar for Schools grant awards across 4 school sites.

Ms. Schapira provided Communications updates:

- Solarize Greater Philadelphia launched with a new website.
- The 2024 Annual Report has been recently published.
- The Energy Campaign has reached \$1 billion in investments, and the team is preparing a 10-year lookback in 2026.

## **II. Residential Programs**

Ms. Schapira gave updates on Built to Last, the Water/Sewer Service Line Program, and Solarize partnerships, process updates, and program statistics.

### Built to Last (BTL)

- 300+ home renovation projects have been completed to date.
- The inspection RFP for energy audits and home inspections is closed and inspection firms have been selected.
- The Green Family Foundation awarded BTL \$100,000 of continued support for work in Kensington with NKCDC and Habitat for Humanity to expand the pilot from 50 to 60 homes.

Water/Sewer Service Line Protection Program: \$81.9M of savings to date for consumers with 85,000 customers in the program. The Help to Others (H2O) fund has covered over \$84,000 of emergency plumbing repairs for 26 households from fall 2024 to date.

Solarize (Residential): In Phases 8 and 9 of Solarize Philly, there have been 1,349 contracts signed of the anticipated 3000, with 88% serving LMI households.

### **III. Workforce Development**

Ms. Schapira provided updates on PEA's Workforce initiatives.

Bright Solar Futures (BSF): PEA's Workforce team is working with Dez Construction to offer BSF programming for summer 2025, programming is underway.

Training: Green Retrofit Construction Immersive Training (GRIT) Cohort 6 Graduation was held on July 14, 2025, containing 15 graduates in total. GRIT cohort 7 is underway, with 25 participants enrolled.

Grants: A one-year no-cost extension has been granted for the Good Jobs Challenge Grant, funding will continue to support Workforce Development staff and programs through the end of the fiscal year.

Employment: Training participants will be attending upcoming career fairs in support of job placement. Placements are expected to increase in the coming quarters due to an additional 9 training programs to be offered in 2025.

### **IV. Solarize Philly (Commercial)**

Ms. Schapira discussed PEA's launch of its new joint program with the PA Solar Center, Solarize Greater Philadelphia (SGP), which is aimed at expanding commercial solar capacity regionally. There are currently 16 commercial projects in the pipeline.

### **V. C-PACE**

In FY25 Q4, one C-PACE project closed. The project was financed for \$11M. Energy efficiency improvements included building envelope, HVAC, lighting, and domestic hot water upgrades. The project is scoped to be 46% more efficient than required by Philadelphia's building energy code, reducing the building's total lifetime carbon footprint by 20,427 metric tons of CO2 equivalent.

### **VI. Philadelphia Green Capital Corp (PGCC)**

Ms. Schapira discussed PGCC's recent achievement of securing a \$10M low-cost, long-term loan through the National Clean Investment Fund (NCIF), to begin issuing loan products that support solar and other clean energy projects throughout Pennsylvania. PGCC has built a pipeline of over 50 projects totaling \$360MM+ of clean energy-related projects in PA. PGCC is continuing to plan for the anticipated Solar For All program launch. Release of PA's funds will be considered as part of the FY26 state budget.

### **New Business**

There will be a meeting of the Audit and Finance Committee to review the FY26 budget.

**Adjournment**

Mr. Swann moved to adjourn the Meeting at 6:26pm.

Respectfully Submitted,



Secretary of the Board of Directors