



Town of Parachute | City of Rifle | Town of Silt | Town of New Castle | City of Glenwood Springs | Town of Carbondale  
Garfield County | Garfield County Public Library District | Roaring Fork Transportation Authority

## Meeting Minutes

Wednesday, September 8, 2010, 1:04 to 3:10 p.m.

Garfield County Administration Building, 108 8<sup>th</sup> St., Glenwood Springs

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### Board members present:

Garfield County: Ed Green

Garfield Library District: Janine Rose

Town of Parachute: Judi Hayward

City of Rifle: Keith Lambert

Town of Silt: Bobby Hays

Town of New Castle: Greg Russi

City of Glenwood Springs: Shelley Kaup, David Sturges

Town of Carbondale: Frosty Merriott

### Board members not present:

RFTA

### Others attending:

Garfield County: Trésí Houpt, county commissioner; Lisa Dawson, finance director; Jim Rada, environmental health manager; Bob Prendergast, senior financial analyst; Betsy Suerth, project engineer

Rifle: Mike Braaten, government affairs and energy coordinator

CLEER: Alice Laird, Heather McGregor, Erica Sparhawk, Rob Morey, Mike Ogburn

**Next meeting:** Wednesday, Oct. 13, 2010, 1 to 3 p.m.

Garfield County Human Services Building, 195 W. 14<sup>th</sup> St., Rifle

**Approval of minutes** from July 14, 2010, meeting: Moved by Judi Hayward, seconded by Keith Lambert, no discussion, motion passed unanimously.

**Public comments:** none

**Board member comments:** **Janine Rose** invited everyone to attend the grand opening of the Parachute Branch Library on Sept. 11. The library includes a solar energy system installed using G-NECI funds. **Judi Hayward** thanked CLEER for organizing the grand opening event for the

Parachute Solar Flowers. **Keith Lambert** invited everyone to attend the grand opening of Centennial Park in Rifle on Sept. 25. The park featured off-grid solar lights installed using G-NECI funds. **Bobby Hays** thanked Betsy Suerth for her help in accomplishing the solar energy installations in Silt. **Greg Russi** invited everyone to attend the grand opening of New Castle's Grand River Park on Sept. 11. The park features a small windmill that powers the aeration system in a pond.

**Keith Lambert** requested a change in the board agenda to include a consent agenda section for items such as minutes, the financial report and upcoming events. The board reached a consensus agreement to make that change.

### **Presentations and Discussions**

**Garfield Clean Energy Challenge:** Erica Sparhawk, Rob Morey, Heather McGregor

Erica reported that the Challenge has been running for three months. In that time, CLEER has received 20 applications, coordinated 10 audits, drafted six custom energy action plans, and four businesses have put their projects out for bids. Energy Coaches are spending an average of 6.3 hours per participant so far, so time per customer will exceed the eight hours originally projected. Rob Morey presented highlights from participant cases and answered questions from Advisory Board members. Heather McGregor presented preliminary concepts for the Challenge for Homes, to be launched in late September, and asked for guidance on an 80 percent or 90 percent rebate. Board members agreed on an 80 percent rebate, along with making sure people know about federal tax credits.

**Overall G-NECI grant deliverables status and timeline for grant wrap-up:** Alice Laird

Alice reported that CLEER is almost finished with the deliverables of the Garfield NECI grant, and almost to the end of the DOLA funding. She reviewed accomplishments to date and said CLEER hopes to finish the NECI deliverables by the end of 2010. Alice reported having about \$70,000 in NECI funds for remaining projects and said the funding would largely be used up within two months. Jim Rada noted that CLEER's contract runs through December 2010.

Alice mentioned the decision by Garfield County to issue an RFP for the Better Buildings grant award. She expressed concern about launching programs, particularly the Challenge for Homes, when there is no certain funding for CLEER to sustain the program. CLEER's expectation was to use the Better Buildings grant to cover the program costs of delivering the rebate funding contained in the county's EECBG allocation.

Work is also needed to amend the IGAs between Garfield County and the partner governments for 2011, and then take the amended IGA to each of the partner governments for approval. Discussion also touched on asking partner governments to contribute funding for 2011. Alice noted that these tasks are not part of CLEER's present scope of work.

### **Action items**

## **Confirm Advisory Board approval of items from Aug. 11 workshop**

The board skipped over this item, as the previous discussion about the NECI grant status and timeline segued into discussion about the DOE Better Buildings grant.

## **DOE Retrofit Ramp-Up / Better Buildings grant update**

Advisory Board members asked why Garfield County is putting this grant award out for RFP. Betsy Suerth explained that the ARRA funding contains “sub-recipient” requirements that apply to Garfield County. The county’s new director of purchasing has a lot of experience with the federal government, and has decided that the county needs to competitively bid the grant money based on qualifications of bidders. Ed Green noted that this is a unique situation from other grants because of the “sub-recipient” agreement with Boulder County.

Betsy reported that Garfield County needs to sign the sub-recipient agreement, then county staff will seek BOCC approval to issue the RFP. That item is on the Sept. 20 BOCC agenda. Ed Green said the RFP process would take three months, and asked for an Advisory Board member to serve on the selection panel. Remaining panel members will be Garfield County staff.

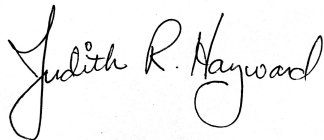
Further discussion ensued regarding the necessity to go through the RFP process. At 3 p.m., the board agreed to go into executive session to further discuss contract matters and negotiations for the county’s Better Buildings grant.

## **Project updates and reports**

**Budget and financial report:** *See report in packet.*

These minutes were reviewed and approved by a vote of the Garfield New Energy Communities Initiative Advisory Board on Nov. 10, 2010.

Signed by:

A handwritten signature in cursive script that reads "Judith R. Hayward". The signature is written in black ink on a white background.

Judith R. Hayward, Advisory Board Secretary