



Garfield Clean Energy Board Meeting

Wednesday, Nov. 13, 2013
1:50 – 2:45 p.m.

Carbondale Town Hall
511 Colorado Ave., Carbondale

AGENDA

| | Agenda Item | Requested action | Time |
|----|---|---------------------------------------|---------|
| 1. | Roll Call | | 1:50 pm |
| 2. | Board member and public comment Regarding items not on agenda | | 1:50 pm |
| 3. | Consent Agenda Approval of Oct. 9, 2013, minutes | • Motion to approve | 1:55 pm |
| 4. | Finance Report Janet Obeji: Accounts payable, financial report | • Motion to approve accounts payable. | 2:00 pm |
| 5. | 2014 Draft Budget Update on member contributions, revised budget table and narrative | • Discussion | 2:15 pm |
| 6. | Program and policy updates <ul style="list-style-type: none"> • 2011-2013 Progress Report distribution • DOLA CNG grant policy • Georgetown University Energy Prize | • Information | 2:30 pm |
| 7. | Upcoming events | • Information | 2:40 pm |
| 8. | Adjourn. Next meeting Dec. 11, Rifle | | 2:45 pm |

Key calendar items for 2013, 2014:

December 11, 2013

- 2014 budget public hearing, resolutions
- 2014 officer election
- CLEER service contract
- Navigator MOU discussion
- Tour of new Energy Navigator features
- Anti-Idling resolution

2014

- Holy Cross Energy on-bill financing: Jan. 8
- Retain audit firm: Jan. 8
- Quarterly reports: Jan. 8, April 9, July 9, Oct. 8



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

Meeting Minutes

Wednesday, October 9, 2013, 1 to 3 p.m.

Garfield County Health & Human Services Building, 195 W. 14th St., Rifle

Board members present

City of Glenwood Springs: GCE Chair Leo McKinney

Town of Carbondale: GCE Vice Chair Allyn Harvey

Town of Parachute: Secretary: Judith Hayward

City of Rifle: Barbara Clifton and Keith Lambert

Town of New Castle: Greg Russi

Garfield County: Tom Jankovsky

CMC: Nancy Genova

Others attending

Garfield County Environmental Health Dept.: Morgan Hill and Paul Reaser

Obeji Accounting: Janet Obeji by teleconference

CLEER: Heather McGregor, Erica Sparhawk, and Karen Wahrmond

Members not attending

RFTA: Ted Edmonds, Jason White

Town of Silt: Rick Aluise, Janet Aluise

Garfield Library District: Amelia Shelley, Jerry Morris

Next meeting: November 13, 2013, 1:30 – 3:00 p.m., Carbondale Town Hall, Carbondale.

Public comments: none

Board member comments: none

Consent Agenda

Approval of September 11, 2013 Minutes: *Tom Jankovsky made a motion to approve September 2013 minutes, seconded by Greg Russi. The motion passed unanimously.*

Program and policy updates

Credit Reserve reallocation projects final report

Heather McGregor and Erica Sparhawk provided a final written report on the Credit Reserve reallocation projects. Through the summer rebate push, CLEER issued the full \$50,000 in rebates from the Credit Reserve and another \$70,000 in rebates that were allocated in late 2012, for a total of 147 rebates. Erica noted that the marketing push, outreach by a team of three energy

coaches, and an increase in the rebate cap allowing homeowners to pursue multiple projects helped drive the rebate sell-out.

Heather asked the board to take action to hold the remaining Credit Reserve funds: \$8,716.50 for Future Reporting, and \$4,705 for marketing the residential loan program in the winter, which are the two uses explicitly allowed by DOE. Tom Jankovsky asked if this would end the federal Better Buildings grant. Heather confirmed that it would. Heather noted that if there were unspent funds after 2014, that the amount can be put into the Revolving Loan Fund.

Tom asked if DOE would audit this grant. Erica Sparhawk responded that DOE did an audit on one of the prior grants and it was a simple process that involved CLEER and the county finance department. Tom asked if Bob Prendergast of Garfield County Finance would need to be involved. Erica said because the county handled the grant in the beginning, but later handed it over to GCEC, that Bob and GCE bookkeeper Janet Obeji could be asked to provide records, if DOE makes that request. CLEER will contact Bob Prendergast to update him on the grant status and discuss archiving of grant records.

Tom Jankovsky made a motion to accept the Credit Reserve Reallocation report and for GCEC to hold the remaining funds, a total of \$13,421.59, as recommended in the final report, seconded by Allyn Harvey. Motion passed unanimously.

3rd Quarter Report

Heather McGregor presented the 3rd Quarter Report to the board. The report will be sent to all the member governments. She highlighted the long list of businesses that have undertaken clean energy measures in 2013, 44 in all year to date, and that residential measures exceeded the 2013 goal.

Heather noted her visit with DOLA staff in Denver regarding DOLA initiating grants for local to help local governments purchase CNG vehicles. DOLA will have to amend its granting policy to do so. Heather will be meeting again with DOLA staff in Parachute on Oct. 14 to move forward. Tom Jankovsky asked if this would call for a legislative bill. Heather said this will be a policy adopted by DOLA's grant-making board.

Erica updated the board about two successful Energy Block Party events in Carbondale, including one at Allyn Harvey's house. She said GCE would like to try this again elsewhere in Garfield County.

Finance Report

Janet Obeji: Accounts Payable, financial report

Janet Obeji updated the board on the GCE financials. Tom Jankovsky asked about the \$303,333 being included in the 2013 GCE budget. Janet Obeji said an organization would usually not budget carryover money such as the Credit Reserve funds. Janet asked to be involved in the final steps of the 2014 GCE budget so it follows standard accounting practices.

Judith Hayward asked about the next steps for the signing on the Alpine Bank accounts. Leo McKinney said he has signed the paperwork and authorized Tom Jankovsky and Judi to be added as signers.

Tom Jankovsky made a motion to approve the accounts payable, seconded by Judith Hayward. The motion passed unanimously.

Policy on direct payment of certain invoices

Heather prepared a memo for the board packet on this topic, which was raised at the September board meeting. Janet Obeji commented that anything that is billed directly to GCE should be paid out of the GCE account for transparency. If the invoice is related to CLEER, then it's not a problem that CLEER continues to pay the vendor, she said.

Tom Jankovsky asked if the Energy Navigator was on CLEER books or on GCE's as an asset. Greg Russi recounted his past discussions with CLEER, and said that he sees the Navigator as intellectual property and something that both parties can make use of. Karen Wahrmond noted that CLEER does not include the Navigator on its books as an asset. Leo McKinney asked the hypothetical question of what happens to the Navigator if CLEER and GCE split. Board members discussed seeking advice from an attorney to clarify the situation. Allyn Harvey said it would be a costly question to ask; Greg Russi and Barbara Clifton agreed and said GCE might not get a clear answer. Board members asked CLEER to prepare an MOU regarding ownership and access to the Navigator.

Getting back to the direct-pay topic, Janet Obeji said she could set up online bill paying with vendors. Board members declined to set a dollar threshold for vendor invoices, but did specify that certain vendors — legal, accounting and audit — be paid directly. Invoices that are split between CLEER and other parties should not be submitted to GCE. Otherwise, CLEER should direct vendors with large invoices to bill GCE directly, care of Janet Obeji. Janet noted that auditor Dan Cudahy suggested that Finance Committee members take turns reviewing GCE's online bill paying after invoices are approved.

Action Items

First amendment to Funding Partners agreement

Erica updated Barbara Clifton on the Funding Partners agreement, which governs the GCE Residential Revolving Loan Fund. Heather said this amendment approves GCE sending \$100,000 from the Credit Reserve fund to Funding Partners. This will bring the total loan fund balance to \$295,500. Janet Obeji asked for a copy of the signed agreement for her records. *Tom Jankovsky made a motion to approve the First Amendment to Funding Partners Agreement, seconded by Greg Russi. The motion passed unanimously.*

Resolution No. 6: November meeting venue

The November 2013 location will be changed from Glenwood Springs to Carbondale because of the Powering Up Colorado event that many of the board members will attend. Heather provided a brief description of the event. Leo McKinney asked if CLEER had reached out to other state leaders; Allyn Harvey asked that state Sen. Randy Baumgardner be given a personal invitation. *Judith Hayward made a motion to approve Resolution No. 6, seconded by Allyn Harvey. The motion passed unanimously.*

Innovation Awards event balloting

Heather McGregor said she would give the board until midnight on Thursday to email the ballot with informed votes. Judith Hayward asked what if there was a tie for the nominations. Heather

replied that she does not see a problem with a tie nomination. Allyn Harvey asked why some of the winners were already named. Heather said these were fact-based awards while the other awards are more subjective.

2014 Budget

Update on member budget presentations

Budget guidance, schedule

Allyn Harvey asked the board to skip this part on the agenda. Heather will bring a draft budget in November for discussion. The board will adopt the 2014 budget in December. Tom Jankovsky noted that GCE should expect \$155,000 from Garfield County but nothing more because of a budget shortfall.

Presentations

Morgan Hill: Garfield County Anti-Idling Policy

Morgan Hill presented on the Anti-Idling policy in Garfield County. A discussion ensued over the policy and how to extend the anti-idling message to the general public. Leo McKinney asked her to present to the Glenwood Springs City Council. Keith Lambert suggested making a video to play on the public access channel, and to have a Spanish version. Nancy Genova suggested a YouTube video, and Leo McKinney suggested using social media. Morgan suggested the GCE board pass an anti-idling policy, and board members asked CLEER staff to present a draft resolution on a future agenda.

Upcoming events/Opportunities

Innovation Awards event, October 18, Rifle

“Powering Up Colorado” workshop, November 13, Carbondale Town Hall

Georgetown University Energy Prize: Erica updated the board on an energy prize offered by Georgetown University. GCE would have to submit a letter of intent by Dec. 31. The competition starts in 2014 and goes into 2016, and Garfield County is eligible. The prize at the end of the competition is \$5 million. Erica will send more info to the board and Heather McGregor will put a discussion item on the November agenda.

Meeting adjourned at 3:03 p.m.

GARFIELD CLEAN ENERGY COLLABORATIVE

By: _____
Leo McKinney, Chairperson

ATTEST:

Judith Hayward, Secretary

These minutes were reviewed and approved by a vote of the Garfield Clean Energy Board of Directors at its meeting held on November 13, 2013.

Garfield Clean Energy
Balance Sheet
As of October 31, 2013

Accrual Basis

| | <u>Oct 31, 13</u> |
|---------------------------------------|-------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 103 · Alpine Bank | 96,533.63 |
| Total Checking/Savings | <u>96,533.63</u> |
| Total Current Assets | <u>96,533.63</u> |
| TOTAL ASSETS | <u>96,533.63</u> |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 200 · Accounts Payable | 30,016.54 |
| Total Accounts Payable | <u>30,016.54</u> |
| Total Current Liabilities | <u>30,016.54</u> |
| Total Liabilities | 30,016.54 |
| Equity | |
| 320 · Retained Earnings | 304,379.48 |
| Net Income | <u>-237,862.39</u> |
| Total Equity | <u>66,517.09</u> |
| TOTAL LIABILITIES & EQUITY | <u>96,533.63</u> |

Garfield Clean Energy
Income vs Expenses by fund
October 2013

Accrual Basis

| | <u>Credit Reserve ...</u> | <u>GCE</u> | <u>TOTAL</u> |
|---|---------------------------|-------------------|--------------------|
| Expense | | | |
| Countywide Energy Dev Program | | | |
| 10000 · Commercial Sector | | | |
| 11000 · Energy Coaching/Prog Coord | 0.00 | 3,693.75 | 3,693.75 |
| Total 10000 · Commercial Sector | 0.00 | 3,693.75 | 3,693.75 |
| 20000 · Residential Sector | | | |
| 21000 · Energy Coaching/Prog Coord | 0.00 | 3,000.00 | 3,000.00 |
| Total 20000 · Residential Sector | 0.00 | 3,000.00 | 3,000.00 |
| Total Countywide Energy Dev Program | 0.00 | 6,693.75 | 6,693.75 |
| Credit Reserve Expenses | | | |
| 1001 · Loan Fnd, rebtes, coach, outreach | | | |
| 1001.1 · Revolving Loan Fund | 100,000.00 | 0.00 | 100,000.00 |
| Total 1001 · Loan Fnd, rebtes, coach, outreach | 100,000.00 | 0.00 | 100,000.00 |
| Total Credit Reserve Expenses | 100,000.00 | 0.00 | 100,000.00 |
| 30000 · Petroleum Independence Project | | | |
| 31000 · Trans Alternative/Safe Routes | 0.00 | 750.00 | 750.00 |
| 33000 · Alternative Fuels | | | |
| 33100 · WS CNG Collaborative/Support | 0.00 | 2,327.90 | 2,327.90 |
| Total 33000 · Alternative Fuels | 0.00 | 2,327.90 | 2,327.90 |
| Total 30000 · Petroleum Independence Project | 0.00 | 3,077.90 | 3,077.90 |
| 40000 · Countywide Energy Portfolio Div | | | |
| 41000 · Technical assist/Project Implem | 0.00 | 168.75 | 168.75 |
| 44000 · Renewables Dev/Financing | 0.00 | 600.00 | 600.00 |
| Total 40000 · Countywide Energy Portfolio Div | 0.00 | 768.75 | 768.75 |
| 50000 · Government Facilities | | | |
| 51000 · Energy Data Mgt/Navigator | 0.00 | 4,656.74 | 4,656.74 |
| 52000 · Active Energy Mgt, Tech Assist | 0.00 | 1,312.50 | 1,312.50 |
| 53000 · Building Hardware | 0.00 | 450.00 | 450.00 |
| Total 50000 · Government Facilities | 0.00 | 6,419.24 | 6,419.24 |
| 90000 · Countywide GCE Partnership Svc | | | |
| 91000 · Admin/Grant Writing/Funding Dev | 0.00 | 1,200.00 | 1,200.00 |
| 92000 · Legal | 0.00 | 23.75 | 23.75 |
| 93000 · Accounting | 0.00 | 500.00 | 500.00 |
| 94000 · Website/outreach/events/public | 0.00 | 7,712.90 | 7,712.90 |
| 95000 · Educate/training/special events | 0.00 | 3,620.25 | 3,620.25 |
| Total 90000 · Countywide GCE Partnership Svc | 0.00 | 13,056.90 | 13,056.90 |
| Total Expense | 100,000.00 | 30,016.54 | 130,016.54 |
| Net Income | -100,000.00 | -30,016.54 | -130,016.54 |

**Garfield Clean Energy
Unpaid Bills Detail
As of October 31, 2013**

| <u>Type</u> | <u>Date</u> | <u>Num</u> | <u>Due Date</u> | <u>Aging</u> | <u>Open Balance</u> |
|--|-------------|------------|-----------------|--------------|---------------------|
| Clean Energy Economy for the Region | | | | | |
| Bill | 10/31/2013 | 774 | 11/10/2013 | | 3,693.75 |
| Bill | 10/31/2013 | 774a | 11/10/2013 | | 2,812.50 |
| Bill | 10/31/2013 | 774b | 11/10/2013 | | 12,507.75 |
| Bill | 10/31/2013 | 774c | 11/10/2013 | | 768.75 |
| Bill | 10/31/2013 | 774d | 11/10/2013 | | 3,000.00 |
| Bill | 10/31/2013 | 774e | 11/10/2013 | | 3,037.50 |
| Bill | 10/31/2013 | 776 | 11/10/2013 | | 40.40 |
| Bill | 10/31/2013 | 777 | 11/10/2013 | | 25.40 |
| Bill | 10/31/2013 | 775 | 11/10/2013 | | 3,606.74 |
| Total Clean Energy Economy for the Region | | | | | 29,492.79 |
| Karp, Neu, Hanlon, PC | | | | | |
| Bill | 10/31/2013 | 15654 | 11/10/2013 | | 23.75 |
| Total Karp, Neu, Hanlon, PC | | | | | 23.75 |
| Obeji Accounting | | | | | |
| Bill | 10/31/2013 | 505 | 11/10/2013 | | 500.00 |
| Total Obeji Accounting | | | | | 500.00 |
| TOTAL | | | | | 30,016.54 |

To: Garfield Clean Energy Board of Directors
From: Karen Wahrmond, Heather McGregor, CLEER Staff
Date: November 8, 2013
Re: **Summary of October 2013 “Unpaid Bills Detail” Document**

Purpose: The purpose of this memorandum is to provide the Board of Directors with some detail for the invoices listed on the “Unpaid Bills Detail” portion of the Finance Report. Please email Karen Wahrmond if you need any additional information at kwahrmond@cleanenergyeconomy.net

Summary: The following invoices are for October 2013.

#774 – GCE Commercial

49.25 hours / \$3,693.75

- Payment to CLEER for providing energy coaching to businesses (Factory Surplus, Springs Theater, 711 Grand, Hotel Denver, Midas, Thunder River Theater, and more), reviewing paperwork, and tracking contact information and energy savings.

#774a – GCE Government

Total 37.5 hours / \$2,812.50

14 hours / \$1,050, Energy data management:

- Requested a per-utility breakdown of tax and franchise fee payments for each GCE partner for the past 3 years from Utility Management Services, reviewed reports and created spreadsheets for each partner.

17.5 hours / \$1,312.50, Active energy management:

- AEM coaching to New Castle WWTP team and town manager based on observation of 20% increases in kWh use and \$30k/year forecasted increase in energy expenses.
- Assisted Carbondale Third Street Center facility manager with thermostat and related boiler target temp issues.
- Sent monthly bill request to partners.
- Followed up with Red Mountain Water Treatment Plant on thermostat settings, prepped energy coach to follow up on lighting and heating upgrades at plant.
- Sent alert to Garfield County regarding energy use spikes at Courthouse.
- Communications with Library District about energy monitoring at libraries.

6 hours / \$450, Building hardware:

- Shifted Carbondale WWTP data-logger from a phone line to internet for reporting directly to Navigator website.
Reviewed Carbondale and Rifle solar projects for energy monitoring and integration with Navigator.
- Visited Carbondale Roaring Fork WTP solar installation for equipment evaluation.
- Set up data logger pulse values at Red Mountain Water Plant

#774b – GCE Partnership Services

Total 166.7 hours, \$11,307.75

16 hours / \$1,200, Administration:

- October GCE board meeting: prepared packet materials, traveled to, attended and hosted monthly meeting in Rifle, took minutes and prepared edited minutes.
- Wrote Credit Reserve final report.
- Pulled data from Salesforce and wrote 3rd Quarter report on GCE programs and services, posted report to GCE website and sent out to all member governments.
- Coordinated with GCE bookkeeper on sending \$100,000 from Credit Reserve to Funding Partners for Residential Revolving Loan Fund.
- Wrote 2013 grant report to Encana Natural Gas Inc. on tasks accomplished.
- Updated draft GCE 2014 Budget.
- Developed agendas for November and December board meetings.

102.5 hours / \$7,687.50, Website, outreach, events, public info, printing, marketing:

- Edited and published Oct. 10 edition of Clean Energy Economy News and prepare for November edition (costs split 50-50 with CLEER).
- Work with printer to deliver files and pick up GCE 2011-2013 Progress Report.
- Full day of distributing Progress Report to public locations Parachute to Carbondale.
- Updated GCE website, tracked GCE earned media.
- Prepared partner report for RFTA on 2013 member services.

48.27 hours / \$3,620.25, Education, training, special events:

- Prepared for and hosted GCE Awards Event: invited guests, designed program and certificates, put out pre- and post-event publicity, wrote scripts, managed ticket sales, interacted with venue, took photos of winners receiving awards, sent thank-you letters to sponsors, sent scripts and photos to winners.

#774c – GCE Renewables

Total 10.25 hours / \$768.75

- 2.25 hours / \$168.75, Technical assistance: Respond to inquiries about Rifle PPA and siting of solar array near City Hall.
- 8 hours / \$600, Renewables development, financing: Meetings with Roaring Fork School District, Roaring Fork High School and contractor Sunsense Solar regarding potential PPA at RFHS. Researched array options. School district and Sunsense will move forward with developing a plan to be ready if and when Xcel releases more incentives for solar PV in 2014.

#774d – GCE Residential

- 40 hours / \$3,000, Provide energy coaching for residential clients. Coaching topics included an inquiry about the best type of weatherization, questions about efficient furnaces and the loan program, and assisting residents in deciding on the best energy

solutions. Entered rebate check numbers and residential information into Salesforce tracking system.

#774e – GCE Transportation sector

Total 42 hours / \$3,150.00

- 11.5 hours / \$862.50, Transportation Alternatives: Represent GCE at LiveWell Garfield County Stakeholder meeting Sept. 17, and at LiveWell Steering Committee meetings Sept. 24 and Oct. 15; send info to 16 schools for Oct. 9 Walk to School Day; E-mail comments and phone conversations to Garfield Public Health representatives regarding LiveWell Garfield County's Strategies and Sustainability Plan, including active transportation goals, condition statements and key implementation partners.
- 30.5 hours/ \$2,287.50, Alternative Fuels: Prepare for and host monthly West Slope CNG Collaborative meeting, sent CNG news and updates to WS CNGC list, made CNG presentation to Garfield Energy Advisory Board Oct. 3 in Rifle, put Columbine Ford and High Country Honda in touch with one another for CNG collaboration.

Researched new state tax credit formulas for alternative fuel vehicles, traveled to Parachute to meet with DOLA staff regarding amending the agency's rolling stock policy to allow alternative fuel vehicle grants, prepared follow-up memo for DOLA on proposed rolling stock policy amendment, wrote and reviewed press release seeking vehicle purchase commitments for Trillium CNG fueling station in Glenwood Springs.

#775 – GCE Government hard costs, \$3,606.74. Reimbursement to CLEER for third-party Energy Navigator costs:

- SiteAutoBackup.com, annual fee for twice-monthly back-up of Energy Navigator site
- Hostgator.com, monthly fee for cloud server that hosts the Navigator websites, September and October invoices.
- Updating of "Parallels" software license to continue supporting Navigator operation and Utility Manager.
- Automated Energy for daily energy monitoring at Carbondale Town Hall.
- Utility Management Services for data entry and management, and for production of a taxes and franchise fees report.

#776 – GCE Transportation hard costs, \$40.40. Reimbursement to CLEER for Mike Ogburn's mileage reimbursement for travel to Rifle to present on CNG at Northwest Colorado Oil and Gas Forum, Sept. 12 in Rifle.

#777 – GCE Partnership Services hard costs, \$25.40. Reimbursement to CLEER for cost associated with the Basalt Printing for printing GCE case studies.

Thank you for your continued business with CLEER: Clean Energy Economy for the Region.

Garfield Clean Energy
Credit Reserve Budget vs. Actual
 January through October 2013

Accrual Basis

| | Jan - Oct 13 | Budget | \$ Over Budget |
|---|--------------------|--------------------|------------------|
| Expense | | | |
| Credit Reserve Expenses | | | |
| 1001 · Loan Fnd, rebtes, coach,outrech | | | |
| 1001.1 · Revolving Loan Fund | 100,000.00 | 100,000.00 | 0.00 |
| 1001.2 · Residential & comm rebates | 50,000.00 | 50,000.00 | 0.00 |
| 1001.3 · Energy coaching | 20,999.75 | 21,000.00 | -0.25 |
| 1001.4 · Rebate processing, data collctn | 4,933.75 | 5,000.00 | -66.25 |
| 1001.5 · Marketing, direct outreach | 14,979.25 | 15,000.00 | -20.75 |
| Total 1001 · Loan Fnd, rebtes, coach,outrech | 190,912.75 | 191,000.00 | -87.25 |
| 2001 · Better Buildings reporting | | | |
| 2001.1 · Reimburse past reporting | 0.00 | 0.00 | 0.00 |
| 2001.2 · Future reporting | 3,283.50 | 11,000.00 | -7,716.50 |
| Total 2001 · Better Buildings reporting | 3,283.50 | 11,000.00 | -7,716.50 |
| 3001 · Long-term sustainability | | | |
| 3001.1 · GCE 2012 Audit | 3,000.00 | 3,000.00 | 0.00 |
| 3001.2 · Navigator outreach | 4,928.64 | 5,000.00 | -71.36 |
| 3001.3 · Navigator upgrades | 25,939.06 | 27,000.00 | -1,060.94 |
| 3001.4 · Salesforce database | 16,000.25 | 16,000.00 | 0.25 |
| 3001.5 · Future funding workshop | 14,972.50 | 15,000.00 | -27.50 |
| 3001.6 · Expanded content | 5,906.56 | 10,000.00 | -4,093.44 |
| 3001.7 · GCE 2013 Progress report | 4,968.90 | 5,000.00 | -31.10 |
| Total 3001 · Long-term sustainability | 75,715.91 | 81,000.00 | -5,284.09 |
| Total Credit Reserve Expenses | 269,912.16 | 283,000.00 | -13,087.84 |
| Total Expense | 269,912.16 | 283,000.00 | -13,087.84 |
| Net Income | -269,912.16 | -283,000.00 | 13,087.84 |

Garfield Clean Energy
Credit Reserve Budget vs. Actual
 January through October 2013

Accrual Basis

| | % of Budget |
|---|-------------|
| Expense | |
| Credit Reserve Expenses | |
| 1001 · Loan Fnd, rebtes, coach, outreach | |
| 1001.1 · Revolving Loan Fund | 100.0% |
| 1001.2 · Residential & comm rebates | 100.0% |
| 1001.3 · Energy coaching | 100.0% |
| 1001.4 · Rebate processing, data collctn | 98.7% |
| 1001.5 · Marketing, direct outreach | 99.9% |
| Total 1001 · Loan Fnd, rebtes, coach, outreach | 100.0% |
| 2001 · Better Buildings reporting | |
| 2001.1 · Reimburse past reporting | 0.0% |
| 2001.2 · Future reporting | 29.9% |
| Total 2001 · Better Buildings reporting | 29.9% |
| 3001 · Long-term sustainability | |
| 3001.1 · GCE 2012 Audit | 100.0% |
| 3001.2 · Navigator outreach | 98.6% |
| 3001.3 · Navigator upgrades | 96.1% |
| 3001.4 · Salesforce database | 100.0% |
| 3001.5 · Future funding workshop | 99.8% |
| 3001.6 · Expanded content | 59.1% |
| 3001.7 · GCE 2013 Progress report | 99.4% |
| Total 3001 · Long-term sustainability | 93.5% |
| Total Credit Reserve Expenses | 95.4% |
| Total Expense | 95.4% |
| Net Income | 95.4% |

Garfield Clean Energy
GCE Budget vs. Actual
 January through October 2013

Accrual Basis

| | Jan - Oct 13 | Budget | \$ Over Budget | % of Budget |
|--|-------------------|-------------------|--------------------|---------------|
| Income | | | | |
| 2000 · Grants | 0.00 | 303,333.00 | -303,333.00 | 0.0% |
| 3000 · Partnership Funding | | | | |
| 3100 · Garfield County | 255,000.00 | 255,000.00 | 0.00 | 100.0% |
| 3200 · Parachute | 1,000.00 | 1,000.00 | 0.00 | 100.0% |
| 3300 · Rifle | 38,000.00 | 38,000.00 | 0.00 | 100.0% |
| 3400 · Silt | 2,500.00 | 2,500.00 | 0.00 | 100.0% |
| 3500 · New Castle | 13,000.00 | 13,000.00 | 0.00 | 100.0% |
| 3600 · Glenwood Springs | 43,000.00 | 43,000.00 | 0.00 | 100.0% |
| 3700 · Carbondale | 25,000.00 | 25,000.00 | 0.00 | 100.0% |
| 3800 · Colorado Mountain College | 29,000.00 | 29,000.00 | 0.00 | 100.0% |
| 4100 · Library District | 5,000.00 | 5,000.00 | 0.00 | 100.0% |
| 4200 · RFTA | 20,000.00 | 20,000.00 | 0.00 | 100.0% |
| 5100 · Affiliate Partners/other Funder | 28,500.00 | 28,500.00 | 0.00 | 100.0% |
| Total 3000 · Partnership Funding | 460,000.00 | 460,000.00 | 0.00 | 100.0% |
| 5200 · Restricted Fund Income | | | | |
| 5210 · Carbondale Fall Efficiency Prog | 25,180.18 | 45,000.00 | -19,819.82 | 56.0% |
| 5220 · Carbondale Rebates | 20,000.00 | 30,000.00 | -10,000.00 | 66.7% |
| Total 5200 · Restricted Fund Income | 45,180.18 | 75,000.00 | -29,819.82 | 60.2% |
| Total Income | 505,180.18 | 838,333.00 | -333,152.82 | 60.3% |
| Gross Profit | 505,180.18 | 838,333.00 | -333,152.82 | 60.3% |
| Expense | | | | |
| Countywide Energy Dev Program | | | | |
| 10000 · Commercial Sector | | | | |
| 11000 · Energy Coaching/Prog Coord | | | | |
| 11000.1 · Carbondale | 8,306.25 | 12,800.00 | -4,493.75 | 64.9% |
| 11000 · Energy Coaching/Prog Coord - Other | 49,447.35 | 54,000.00 | -4,552.65 | 91.6% |
| Total 11000 · Energy Coaching/Prog Coord | 57,753.60 | 66,800.00 | -9,046.40 | 86.5% |
| 12000 · Marketing/Outreach/Education/Tr | | | | |
| 12000.1 · Carbondale | 7,977.63 | 12,250.00 | -4,272.37 | 65.1% |
| 12000.2 · Hard Costs-Carbondale | 590.05 | 4,950.00 | -4,359.95 | 11.9% |
| 12000.3 · Rebates-Carbondale | 10,000.00 | 15,000.00 | -5,000.00 | 66.7% |
| 12000 · Marketing/Outreach/Education/Tr - O... | 8,658.82 | 8,750.00 | -91.18 | 99.0% |
| Total 12000 · Marketing/Outreach/Education/Tr | 27,226.50 | 40,950.00 | -13,723.50 | 66.5% |
| Total 10000 · Commercial Sector | 84,980.10 | 107,750.00 | -22,769.90 | 78.9% |

Accrual Basis

Garfield Clean Energy GCE Budget vs. Actual January through October 2013

| | Jan - Oct 13 | Budget | \$ Over Budget | % of Budget |
|--|--------------|------------|----------------|-------------|
| 20000 · Residential Sector | | | | |
| 21000 · Energy Coaching/Prog Coord | | | | |
| 21000.1 · Carbondale | 8,306.25 | 10,000.00 | -1,693.75 | 83.1% |
| 21000 · Energy Coaching/Prog Coord - Other | 43,266.11 | 44,500.00 | -1,233.89 | 97.2% |
| Total 21000 · Energy Coaching/Prog Coord | 51,572.36 | 54,500.00 | -2,927.64 | 94.6% |
| 22000 · Marketing/Outreach/Education/Tr | | | | |
| 22000.1 · Rebates-Carbondale | 10,000.00 | 20,000.00 | -10,000.00 | 50.0% |
| 22000 · Marketing/Outreach/Education/Tr - O... | 13,750.00 | 13,750.00 | 0.00 | 100.0% |
| Total 22000 · Marketing/Outreach/Education/Tr | 23,750.00 | 33,750.00 | -10,000.00 | 70.4% |
| Total 20000 · Residential Sector | 75,322.36 | 88,250.00 | -12,927.64 | 85.4% |
| Total Countywide Energy Dev Program | 160,302.46 | 196,000.00 | -35,697.54 | 81.8% |
| 30000 · Petroleum Independence Project | | | | |
| 31000 · Trans Alternative/Safe Routes | 19,726.71 | 21,000.00 | -1,273.29 | 93.9% |
| 32000 · Efficient Vehicles/Fleets | | | | |
| 32100 · Fleets, Fuels Workshop/Training | 0.00 | 0.00 | 0.00 | 0.0% |
| 32200 · Technical Assistance | 375.00 | 0.00 | 375.00 | 100.0% |
| Total 32000 · Efficient Vehicles/Fleets | 375.00 | 0.00 | 375.00 | 100.0% |
| 33000 · Alternative Fuels | | | | |
| 33100 · WS CNG Collaborative/Support | 21,024.38 | 22,950.00 | -1,925.62 | 91.6% |
| 33200 · Electric Vehicles/biofuels | 1,050.00 | 1,050.00 | 0.00 | 100.0% |
| Total 33000 · Alternative Fuels | 22,074.38 | 24,000.00 | -1,925.62 | 92.0% |
| 34000 · Marketing/Outreach/Education | 3,600.00 | 3,600.00 | 0.00 | 100.0% |
| Total 30000 · Petroleum Independence Project | 45,776.09 | 48,600.00 | -2,823.91 | 94.2% |
| 40000 · Countywide Energy Portfolio Div | | | | |
| 41000 · Technical assist/Project Implem | 5,362.50 | 14,500.00 | -9,137.50 | 37.0% |
| 42000 · Marketing/Outreach/Education | 787.50 | | | |
| 44000 · Renewables Dev/Financing | 1,331.25 | 5,000.00 | -3,668.75 | 26.6% |
| 45000 · Education - Solar in Schools | 9,000.00 | 9,000.00 | 0.00 | 100.0% |
| Total 40000 · Countywide Energy Portfolio Div | 16,481.25 | 28,500.00 | -12,018.75 | 57.8% |
| 50000 · Government Facilities | | | | |
| 51000 · Energy Data Mgt/Navigator | 63,320.53 | 67,900.00 | -4,579.47 | 93.3% |
| 52000 · Active Energy Mgt,Tech Assist | 39,837.06 | 50,000.00 | -10,162.94 | 79.7% |
| 53000 · Building Hardware | 1,812.63 | 7,500.00 | -5,687.37 | 24.2% |
| Total 50000 · Government Facilities | 104,970.22 | 125,400.00 | -20,429.78 | 83.7% |

Garfield Clean Energy
GCE Budget vs. Actual
 January through October 2013

Accrual Basis

| | Jan - Oct 13 | Budget | \$ Over Budget | % of Budget |
|---|------------------|-------------------|--------------------|--------------|
| 90000 · Countywide GCE Partnership Svc | | | | |
| 91000 · Admin/Grant Writing/Funding Dev | 76,681.86 | 79,000.00 | -2,318.14 | 97.1% |
| 92000 · Legal | 2,789.67 | 5,000.00 | -2,210.33 | 55.8% |
| 93000 · Accounting | 6,366.56 | 10,000.00 | -3,633.44 | 63.7% |
| 94000 · Website/outreach/events/public | 47,262.48 | 50,000.00 | -2,737.52 | 94.5% |
| 95000 · Educate/training/special events | 12,499.82 | 12,500.00 | -0.18 | 100.0% |
| Total 90000 · Countywide GCE Partnership Svc | 145,600.39 | 156,500.00 | -10,899.61 | 93.0% |
| Total Expense | 473,130.41 | 555,000.00 | -81,869.59 | 85.2% |
| Net Income | 32,049.77 | 283,333.00 | -251,283.23 | 11.3% |



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

Preliminary 2014 Budget Message

Nov. 8, 2014

The 10 local government partners of Garfield Clean Energy Collaborative have again stepped forward with contributions that will continue clean energy programs and services in 2014. By joining together, the 10 member governments are working toward energy efficiency and renewable energy targets and the associated action steps detailed in the Collaborative's 2014 Strategic Plan.

The 2014 budget reflects the financial constraints being experienced by most of GCE's member governments. However, the budget still provides sufficient funding to continue providing vital clean energy services to member governments and their constituents.

Proposed 2014 expenditures will cover:

- Free energy coaching services to households and businesses
- Active energy management services to the GCE member governments
- Improved energy data readouts on the Garfield Energy Navigator
- Advocacy and technical assistance for alternative vehicle fuels and renewable energy
- Support for active transportation
- Public education through earned media, social media and the GCE website
- Ongoing administrative support for GCE and its governing board

The overall budget packet also includes two extra budgets, an approach advised by GCE bookkeeper Janet Obeji. One is for the carried-over Better Buildings funds, and the other is for any Restricted Fund programs that may be pursued by individual member governments for locally-focused projects. These funds will be tracked in separate budgets, but will be held together in a single bank account.

Direct-funded rebates for energy upgrades and an awards event are not funded in this proposed budget. The tightened budget will also result in fewer training events, less paid advertising and reduced community outreach. Administrative costs are limited to 5 percent of the total budget -- the equivalent of 9 workdays per month.

CLEER, the organization that manages the programs and services of Garfield Clean Energy under an annual contract, will continue to watch for and pursue new funding opportunities that may arise in 2014.

The goal with this budget is, to the extent possible, to maintain a full array of clean energy services and programs for households, businesses and member governments.

Garfield Clean Energy Collaborative
2014 Budget

DRAFT v.4

| Acct No. | | 2014 base budget | 2014 supplemental | 2014 base + supplemental | 2013 budget |
|----------|--|------------------|-------------------|--------------------------|------------------|
| | 2014 Income | | | | |
| 3000 | Partnership Funding | | | | |
| 3100 | Garfield County | \$155,000 | \$0 | \$155,000 | \$255,000 |
| 3200 | Parachute | \$1,000 | \$0 | \$1,000 | \$1,000 |
| 3300 | Rifle | \$30,150 | \$0 | \$30,150 | \$38,000 |
| 3400 | Silt | \$3,000 | \$0 | \$3,000 | \$2,500 |
| 3500 | New Castle | \$13,000 | \$0 | \$13,000 | \$13,000 |
| 3600 | Glenwood Springs | \$43,000 | \$0 | \$43,000 | \$43,000 |
| 3700 | Carbondale | \$25,000 | \$0 | \$25,000 | \$100,000 |
| 4100 | Library District | \$5,000 | \$0 | \$5,000 | \$5,000 |
| 4200 | RFTA | \$20,000 | \$7,500 | \$27,500 | \$20,000 |
| 5100 | Colorado Mountain College | \$30,000 | \$11,750 | \$41,750 | \$29,000 |
| | Partnership Funding subtotal | \$325,150 | \$19,250 | \$344,400 | \$506,500 |
| | Contributions from others | | | | |
| | Encana Natural Gas Inc. | \$25,000 | | | |
| | Contributions from others subtotal | \$25,000 | | \$25,000 | \$28,500 |
| | TOTAL INCOME | \$350,150 | \$19,250 | \$369,400 | \$535,000 |
| | 2014 Expenses | | | | |
| | Energy Efficiency for Economic Development Program | | | | |
| 10000 | Commercial sector | | | | |
| 11000 | Energy Coaching/Tech. assist/Reporting/Coord. | \$43,000 | \$0 | | \$50,000 |
| 12000 | Marketing/Outreach/Education/Training | \$15,000 | \$0 | | \$8,750 |
| | Commercial subtotal | \$58,000 | \$0 | | \$58,750 |
| 20000 | Residential sector | | | | |
| 21000 | Energy Coaching/Tech. assist/Reporting/Coord. | \$35,000 | \$0 | | \$32,500 |
| 22000 | Marketing/Outreach/Education/Training | \$10,000 | \$0 | | \$13,750 |
| | Residential subtotal | \$45,000 | \$0 | | \$46,250 |
| | Restricted / Carbondale program | \$0 | \$0 | | \$75,000 |
| | Energy Efficiency subtotal | \$103,000 | \$0 | \$103,000 | \$180,000 |
| 30000 | Petroleum Independence Project / Transportation | | | | |
| 31000 | Transportation alternatives, Safe Routes | \$12,000 | \$3,500 | | \$21,000 |
| 33000 | Alternative Fuels | | | | |
| 33100 | WS CNG Collaborative coordination, support | \$25,000 | \$0 | | \$24,000 |
| 33200 | Electric Vehicles, biofuels | \$0 | \$4,000 | | |
| 34000 | Marketing / Outreach / Workshops / Trainings | \$4,000 | \$0 | | \$3,600 |
| | Petroleum Independence / Transportation subtotal | \$41,000 | \$7,500 | \$48,500 | \$48,600 |
| 40000 | Energy Portfolio Diversification & Renewables | | | | |
| 41000 | Technical assistance / project implementation | \$5,000 | \$0 | | \$14,500 |
| 44000 | Renewables development / financing, <i>see footnote</i> | \$8,250 | \$0 | | \$5,000 |
| 45000 | Education - SEI schools programs | \$5,000 | \$4,000 | | \$9,000 |
| | Energy Portfolio & Renewables subtotal | \$18,250 | \$4,000 | \$22,250 | \$28,500 |
| | FOOTNOTE | | | | |
| | The unused 2013 balance of \$8,250 from the 40000 program area, Renewables, is allocated to line 44000 in the 2014 budget. | | | | |
| | CONTINUED ON NEXT PAGE | | | | |

| Acct No. | | 2014 base budget | 2014 supplemental | 2014 base + supplemental | 2013 budget |
|----------|---|------------------|-------------------|--------------------------|------------------|
| 50000 | Government Facilities Energy Cost Savings | | | | |
| 51000 | Energy Data Mgt / Energy Navigator | \$57,000 | \$0 | | \$67,900 |
| 52000 | Active Energy Management, technical assistance | \$40,000 | \$3,000 | | \$50,000 |
| 53000 | Building hardware | \$0 | \$0 | | \$7,500 |
| | Government Facilities Energy Cost Savings subtotal | \$97,000 | \$3,000 | \$100,000 | \$125,400 |
| 90000 | GCE Partnership Services | | | | |
| 91000 | Administration, coordination, strategic planning, meetings, funding, policy | \$65,000 | \$4,750 | | \$75,000 |
| 92000 | Legal services | \$4,000 | \$0 | | \$5,000 |
| 93000 | Accounting / bookkeeping services | \$7,000 | \$0 | | \$10,000 |
| 94000 | Website, public information, printing | \$15,250 | \$0 | | \$50,000 |
| 95000 | General education, training, special events | \$0 | \$0 | | \$12,500 |
| 91100 | Audit | \$5,600 | \$0 | | \$0 |
| 91200 | CIRSA liability insurance | \$2,300 | \$0 | | \$0 |
| | GCE Partnership Services subtotal | \$99,150 | \$4,750 | \$103,900 | \$152,500 |
| | TOTAL EXPENSES | \$358,400 | \$19,250 | \$377,650 | \$535,000 |

FOOTNOTES

1. The unused 2013 balance of \$8,250 from the 40000 program area, Renewables, is allocated to line 44000 in the 2014 budget.

Garfield Clean Energy Collaborative

2014 CREDIT RESERVE Budget

DRAFT

| Acct No. | | 2014 base budget |
|----------|-----------------------------|--------------------|
| | 2014 Expenses | |
| 1001.5 | Marketing, direct outreach | \$4,372.00 |
| 2001.2 | Future reporting | \$8,716.50 |
| | | |
| | Credit Reserve Total | \$13,088.50 |

Garfield Clean Energy Collaborative

2014 RESTRICTED FUNDS Budget

DRAFT

| Acct No. | | 2014 base budget |
|----------|---|------------------|
| | 2014 Expenses | |
| | Carbondale Commercial & Residential | |
| 11000.1 | Energy Coaching / Technical assistance | |
| 11000.2 | Program reporting & coordination | |
| 11000.3 | Marketing/Outreach | |
| 11000.4 | Rebates | |
| | Carbondale subtotal | |
| | | |
| | Glenwood Electric Commercial & Residential | |
| 12000.1 | Energy Coaching / Technical assistance | |
| 12000.2 | Program reporting & coordination | |
| 12000.3 | Marketing/Outreach | |
| 12000.4 | Rebates | |
| | Glenwood Electric subtotal | |
| | | |
| | Restricted Funds Total | |

Garfield Clean Energy Collaborative

DRAFT 2014 Scope of Work

Note: Once all 2014 commitments are certain, the base and supplemental budget amounts and scope of work described below will be merged together within each budget area.

Energy Efficiency for Economic Development Program

10000 COMMERCIAL SECTOR

Budget: \$58,000 proposed

- Commercial Energy Coaching: Provide Energy Coaching services to 50 commercial properties that pursue efficiency measures.
- Program reporting & coordination:
 - Report on program results in quarterly reports and annual reports to GCE members.
 - Enter project data for participants into Salesforce to track energy savings and program effectiveness.
- Marketing, outreach, education, training:
 - Maintain up-to-date lists of utility rebates for commercial customers on GCE website.
 - Plan advertising strategy and place ads in local media.
 - Write and publish at least 6 commercial case studies.
 - Update efficiency contractors on new or changed rebate offers, financing programs or technical developments through 1 contractor workshop and ongoing email messages.

20000 RESIDENTIAL SECTOR

Budget: \$45,000 proposed

- Residential Energy Coaching: Provide Energy Coaching services to 55 households that pursue efficiency measures.
- Program reporting & coordination: *Same as in Commercial section above.*
- Marketing, outreach, education, training: *Same as in Commercial section above, including 6 residential case studies*

30000 Petroleum Independence Project / Transportation

Base budget: \$41,000 proposed

- Active transportation:
 - Manage a Bike and Walk to School Challenge involving schools in all three public school districts in Garfield County; raise at least \$3,000 in prize money from one or more private sector donors; hold an awards event for winning schools.
 - Participate in 2014 Garfield-Pitkin-Eagle Regional Bike-Pedestrian planning process.
- West Slope CNG Collaborative:
 - Serve as lead staff for the Western Slope CNG Collaborative monthly meetings, bringing public and private sector interests together to build market demand for CNG as a vehicle fuel.
 - Continue energy coaching to fleets in Garfield County after close of Refuel Colorado Fleets grant (ending July 2014) to encourage CNG vehicle purchases and development of CNG fueling stations.

- Marketing/outreach: Research and write 1 case study; and host 1 educational event in support of active transportation, alternative fuels and/or petroleum independence.

Supplemental budget: \$7,500 proposed

- Transportation alternatives: Deeper level of participation in 2014 Garfield-Pitkin-Eagle Regional Bike-Pedestrian planning process.
- Electric vehicles, biofuels: Energy coaching to GCE partners to analyze appropriate fleet replacements with electric vehicles.

40000 Energy Portfolio Diversification & Renewables

Base budget: \$10,000 proposed, plus \$8,250 carryover

- Technical assistance / project implementation: Provide technical support to GCE partners for renewable energy installations; track and report electrical generation from solar collectors for GCE partner buildings equipped with Energy Navigator data loggers.
- Renewables development / financing: Build on prior research to develop a report and maps that identify optimal locations for new solar installations in Garfield County. Reach out to high-potential property owners to discuss solar options. Coordinate solar thermal stakeholder meetings to develop strategies for increases use of solar hot water systems at large facilities. *(This portion funded with \$8,250 in carryover funds from 2013, same budget line.)*
- Education / SEI Solar in the Schools: Sponsor 7 elementary school classes to receive a one-week solar education unit with solar ovens; sponsor a regional Solar Roller competition event in Garfield County.

Supplemental budget: \$4,000 proposed

- Education / SEI Solar in the Schools: Sponsor three or more Solar Roller teams at public schools in Garfield County.

50000 Government Facilities Energy Cost Savings

Base budget: \$97,000 proposed

- Energy Data Management: Collect and upload monthly building utility data to the Energy Navigator website. Ensure data is up-to-date and reliable.
- Active Energy Management: Monitor Energy Navigator data for unusual or energy-wasting trends. Consult with facility managers to cut 2014 energy use in at least 10 GCE partner buildings by at least 10% from 2012/2013 use levels.

Supplemental budget: \$3,000 proposed

- Active Energy Management: Provide at least 2 trainings or roundtable meetings for facility managers and their staff.

90000 GCE Partnership Services

Base budget: \$99,150 proposed

- Administration, coordination, planning, meetings, funding, policy
 - Manage GCE programs, services, budget and expenses.
 - Prepare, maintain and submit documents to ensure GCE's good standing as an intergovernmental authority; and provide documents and information as requested for an audit of the 2013 books.
 - Provide materials and support for monthly board meetings.
 - Distribute quarterly progress reports to member governing boards and make in-person presentations to member boards.
 - Develop 2015 budget and secure funding pledges.
- Audit: Quoted fee to conduct audit of GCE's 2013 books.
- CIRSA liability: Quoted premium for liability coverage in 2014.
- Legal services: Legal counsel provided by Karp, Neu, Hanlon.
- Accounting services: Accounting and bookkeeping services provided by Obeji Accounting.
- Website, public information, printing:
 - Maintain GCE website with up-to-date information.
 - Publicize GCE programs and achievements through earned media and presentations.
 - Publish printed materials to support programs and outreach.

Supplemental budget: \$4,750 proposed

- Administration, coordination, planning, meetings, funding, policy:
 - Participate in state-level efforts to develop clean energy funding sources for community organizations.

CREDIT RESERVE BUDGET

Budget: \$13,088 (*Federal Better Buildings grant funding carried over from 2013.*)

- Develop and deliver marketing to contractors and the general public to promote awareness and use of the Residential Revolving Loan Fund.
- Research and prepare required reports to the U.S. Department of Energy on use of Better Buildings funds in Garfield County.

RESTRICTED FUNDS BUDGET

LOCAL-FOCUS COMMERCIAL AND RESIDENTIAL

Budget: \$TBD

Note: These services and rebates would be limited to properties inside the member government's boundaries.

- Commercial and Residential Energy Coaching:
- Program reporting & coordination:
- Marketing, outreach:
- Rebates:
- Special projects:

Memo to: Garfield Clean Energy Board
From: Cam Burns, CLEER staff
Date: Nov. 8, 2013
Re: **Distribution of Garfield Clean Energy 2011-2013 Progress Report**

There are now nearly 1,000 Garfield Clean Energy Progress Reports distributed across the county in the locations listed below. We placed 20 to 40 reports at each location. The response was really, really positive, especially at the libraries and the town and city halls.

With a total press run of 3,000, we now have 2,000 copies in reserve. This will allow us to resupply these locations and have copies available for events through 2014.

Parachute Town Hall
Rifle City Hall
Silt Town Hall
New Castle Public Works
Glenwood Springs City Hall
Carbondale Town Hall
Garfield County Administration Building, Glenwood Springs

All 6 Garfield Public Libraries, Parachute to Carbondale

Colorado Mountain College learning centers in Rifle, Glenwood Springs and Carbondale

Parachute Chamber
Grand Valley Recreation Center
Glenwood Springs Community Center
Carbondale Recreation Center

Chambers: Rifle, Glenwood Springs, Carbondale, Old Mountain Gifts & Jewelry, Parachute (in lieu of Parachute Chamber Visitor Center)

Featured Businesses: Glenwood Hot Springs, Alpine Banks: Battlement Mesa, Rifle, New Castle, Glenwood Springs, Carbondale