



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, March 12, 2014, 1:00 p.m. to 3:00 p.m.**

**Meeting held at Glenwood Springs City Hall, due to mix-up in room reservations at the  
Garfield County Administration Building**

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### **Board members present**

**Town of Carbondale: GCE Chair** Allyn Harvey  
**City of Glenwood Springs: GCE Vice Chair** Leo McKinney  
**Garfield County: Treasurer** Tom Jankovsky  
**Town of Silt:** Rick Aluise  
**Town of New Castle:** Greg Russi  
**City of Rifle:** Barb Clifton  
**Town of Parachute:** Stuart McArthur  
**Library District:** Jerry Morris  
**CMC:** Pete Waller

### **Others attending**

**CLEER:** Heather McGregor and Karen Wahrmund  
**Garfield County, Environmental Health:** Morgan Hill  
**Sunsense Solar:** Katharine Rushton  
**New Castle:** Bob Gordon and Patrick Stuckey

### **Members not present**

**RFTA:** Ted Edmonds and Jason White

**Next meeting:** Wednesday, April 9, 2014 New Castle Community Center

### **Board member and public comment**

Greg Russi welcomed New Castle council members Bob Gordon and Patrick Stuckey, who will replace him on the GCE board. The board thanked Greg Russi for his commitment to GCE.

**Consent Agenda - Approval of Feb. 12, 2014 minutes:** *Tom Jankovsky made a motion to approve the consent agenda, seconded by Rick Aluise. The motion passed unanimously.*

## **Finance Report**

### **Accounts Payable, financial report**

Allyn Harvey noted that he and Jerry Morris received the monthly financial report from Janet Obeji in a conference call on March 10. Allyn said GCE has used 14% of the 2014 budget, which seemed to be a good burn rate for the year.

*Allyn Harvey made a motion to approve the accounts payable, seconded by Jerry Morris. The motion passed unanimously.*

### **2013 Audit presentation & approval**

#### **Dan Cudahy, McMahan & Associates**

Dan Cudahy presented the 2013 audit. GCE received a clean opinion on the financial statements, and the audit went smoothly in working with CLEER staff. The audit did reveal the need for a minor change to the statements to account for the Town of Carbondale 2013 rebates invoice being handled in January 2014.

Dan said the Board Communication letter is very similar to last year's. He repeated the recommendation from the 2012 audit process regarding the need for more detailed time reports from CLEER. The new time-tracking invoice system is being implemented by CLEER starting with the month of March 2014. The detailed invoices will make it easier for the board to evaluate the expenditures.

#### **Finance Committee banking review procedure**

Dan said because of GCE's organizational structure, and not having a staff manager, the Finance Committee needs to be more involved than usual in conducting review and oversight of banking and bookkeeping. He said Heather McGregor and Janet Obeji have created a banking review checklist that should take 10 to 15 minutes per month, using the bank statement and Janet's monthly reconciliation and general ledger reports. He suggested that Finance Committee members take turns with this task. Tom Jankovsky said he would be willing to do this, but said he has not been able to get online access to the bank account.

Dan noted that GCE must file a second amended 2013 budget, referring to a subsequent agenda item. Rick Aluise asked if GCE could do a supplemental budget after the end of the year. Dan said special districts can, but towns cannot. GCE is more similar to a special district. Dan said it is still better to file an amended budget prior to year-end, and suggested checking with the attorney to make sure GCE falls under the special district definition.

Allyn Harvey asked if it would be proper for Janet to send the bank statements to Finance Committee members by email to avoid having to access Alpine online. Dan said that would be fine. Tom expressed his appreciation for the explanations in the audit material regarding GCE activities, the use of the Credit Reserve fund, the Revolving Loan Fund, which provide good information for the board and for the public. Allyn said he appreciated Dan's suggestions about improving financing operations.

*Leo McKinney made a motion to approve the 2013 audit, seconded by Rick Aluise. The motion passed unanimously.*

## **Action Items**

### **Second Amended 2013 Budget public hearing**

*Greg Russi motioned to open the public hearing, seconded by Tom Jankovsky.*

No public comment. Heather noted that the notice of budget public hearing was published in the Post Independent and Rifle Citizen Telegram on March 6, 2014.

*Tom Jankovsky motioned to close the public hearing, seconded by Greg Russi. The motion passed unanimously.*

### **Resolution No. 4, Seconded Amended 2013 Budget**

*Rick Aluise made a motion to approve Resolution No. 4, seconded by Leo McKinney. The motion passed unanimously.*

### **Resolution No. 5, April Meeting venue change**

*Greg Russi made a motion to approve Resolution No. 5, seconded by Leo McKinney. The motion passed unanimously.*

## **Program and policy updates**

### **2014 GCE rebates roll-out**

Heather informed the board that CLEER did receive the \$40,000 SEP grant from the Colorado Department of Public Health and Environment and will be using the money for Garfield County rebates. These funds will not be running through the GCE budget. She also said CLEER has received a contract for the 2014 Glenwood Springs Sustainability program, which will also include \$130,000 for a variety of rebates focused on electric savings for Glenwood Springs Electric customers.

Allyn Harvey asked if CLEER is identifying businesses for energy efficiency upgrades or if the businesses are coming forward themselves. Heather responded that it's both. Allyn asked about Carbondale funding. Karen Wahrmund said there is nothing solidified as of yet.

### **Residential Revolving Loan Fund memo**

Heather McGregor reviewed a memo in the board packet on the Residential Revolving Loan Fund, explaining loan management costs collected by Funding Partners.

Funding Partners assessed a one-time \$4,500 fee to start the program and collects 2% of the interest on loans. Borrowers pay a \$25 application fee and a \$125 loan origination fee, which also goes to Funding Partners. The contract runs through 2017 and can be renewed or terminated.

There have been three new loans entering the program in February and March, bringing the total amount loaned out to more than \$100,000. Tom Jankovsky asked where the contract resides. Heather said it's kept in a binder with other GCE documents in the CLEER office.

Tom asked if there were any updates on commercial loans. Heather said the Colorado Energy Office is expected to roll out a commercial loan program this summer.

### **Morgan Hill: Anti-Idling Resolutions**

Morgan Hill updated the board on her efforts to have GCE partner governing boards adopt an anti-idling resolution. She said Garfield County's program has been approved for a \$5,000 grant from CDOT to reach out to other municipalities and public fleets. She has been working with the Town of New Castle, and hopes to get signage installed or a policy passed. New Castle has already passed the policy, but there is more work to do on implementing the educational piece. Stuart McArthur asked what the response has been from law enforcement. Morgan said they have offered little response, and noted that law enforcement is exempt for the most part. She said the county sheriff expressed more interest in alternative fuel vehicles and CNG.

Greg Russi asked about outreach to private sector fleets Morgan said the effort is focusing on government fleets this year. Greg also asked if semi-truck idling is really essential, and suggested adding it to the outreach effort in 2015. Pete Waller asked Morgan to reach out to CMC, noting that a lot of travel occurs between the college campuses. Morgan asked GCE board members about the best timing to reach out to staff or governing boards. Rick Aluisse and Stuart McArthur suggested waiting until after the April elections, and then presenting to the Silt and Parachute boards of trustees. Barb Clifton suggested approaching the Rifle city staff this summer. Allyn Harvey noted that he had more success by opening the door for Morgan with the Carbondale town manager.

### **Refuel Colorado Fleets, CNG pledge letter**

Heather McGregor presented an update on Refuel Colorado Fleets and the CNG vehicle pledge letter, which the board requested in February. She gave a short presentation on the pros and cons of CNG, and the cost differentials for buying a gasoline, diesel or CNG vehicle. She reported that DOLA has approved the amendment to its rolling stock policy, and will award grants to buy down the premium cost of CNG and electric vehicles. One grant has already been awarded to Grand Valley Transit in Grand Junction.

Heather asked the GCE board members to ask their governing boards to sign the CNG vehicle pledge letter stating that they will buy a certain number of CNG vehicles over the next two to three years if a fueling station is built within a reasonable distance and vehicle purchase costs are viable.

Allyn Harvey asked where the natural gas comes from. Heather said stations use the same pipelines that deliver natural gas to customers. Greg Russi asked about the costs of compressing the natural gas. Heather said electric costs can be steep, and said the Rifle CNG station is operating at a loss. Greg encouraged a focus on western Garfield County to convert fleets to CNG. He asked about the RE-2 school district and City of Rifle. Barb Clifton said Rifle cannot afford new vehicles, so CNG purchases seem out of reach.

Heather recommended that municipalities wait to sign the pledge letter until after having a Garfield Clean Energy fleet analysis. She will send contact information so members can get this started.

### **Budget and funding updates**

#### **Grant opportunities: FMLD application**

Heather reported that she submitted the grant application for funding the West Slope CNG work.

**Affiliate membership concept**

Due to time running out in the meeting, this item was put off until a future meeting.

**Presentation**

**Katharine Rushton, Sunsense, Solar PV financing**

Katharine Rushton gave an overview of power purchase agreement (PPA) financing for governmental entities to install solar electric systems. Incentives for PPAs have changed a lot since New Castle, Rifle and the Library District used PPAs for arrays in 2010 and 2011. While incentives have declined, it's still cost-effective to invest in solar.

With a PPA, there is no up-front cost for the governmental entity, and electric rates can be locked in for up to 20 years. A third party pays for the solar equipment and installation, and benefits from the 30% federal tax credit, Xcel Energy's Solar Rewards payments, and depreciation on the equipment.

The federal tax credit remains in place through 2016, and on June 1, Xcel Energy will open a tier of 6-cent-per-watt credits for mid-sized solar arrays of 10 to 500 kW. Only 6 megawatts will be offered at this rate, so the program is expected to sell out in about an hour. Governments that want to take advantage of this offer need to contact a solar installer now in order to have their proposals ready for the deadline. The next tier is at 5 cents, and will yield about \$150,000 in payments over the 20-year contract period. The 6-cent tier will yield \$180,000 in payments.

Tom Jankovsky asked if PPA financing is available for nonprofit entities. Katharine said it's available for both, but a strong credit rating is essential, making local governments good candidates. The Town of Carbondale, for example, will save more than \$200,000 with its new PPA arrays over a 20-year period.

Katharine said Sunsense can offer free consulting to seek viable sites. Rick Aluise asked for copies of the PPAs that Sunsense has completed for New Castle and Carbondale. She will send Carbondale's more modern PPA.

**Upcoming events**

Solar Energy Financing Workshop, April 7, Rifle

Bike & Walk to School Challenge, April 15-17

**Meeting adjourned** at 3:02 p.m.

GARFIELD CLEAN ENERGY COLLABORATIVE

By: *Allyn Harvey*, 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 April 9, 2014.