



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 8, 2014, 11:00 a.m. to 2:00 p.m.

Colorado Mountain College West Garfield Campus, 3695 Airport Road, Rifle

Board members present

Town of Parachute: GCE Secretary Stuart McArthur, Judith Hayward

Garfield County: GCE Treasurer Tom Jankovsky, Kevin Batchelder

City of Glenwood Springs: David Sturges

Library District: Jerry Morris

Town of Silt: Rick Aluise, Janet Aluise

Town of New Castle: Bob Gordon

CMC: Rachel Pokrandt

City of Rifle: Barb Clifton, Keith Lambert

RFTA: Jason White

Others attending

CLEER: Heather McGregor, Shelley Kaup, Erica Sparhawk

CMC: Joe Gugelman, Chris Ellis

Public: Nancy Genova (former GCE board member for CMC)

Members not present

Town of Carbondale: GCE Chair Allyn Harvey

Next meeting: Wednesday, Nov. 12, 2014, Glenwood Springs

Field trip and luncheon

The board meeting was held at the CMC West Garfield Campus so board members could tour the CMC Integrated Energy Center. Campus Facility Manager Joe Gugelman gave a brief presentation on efforts to reduce the campus electric usage. Rachel Pokrandt, the new campus dean, said the goal is to make the Rifle campus a college-wide model for effective energy management systems. The CMC team is using the Building Energy Navigator to show the results of a series of experimental building shutdowns. Joe noted that because of energy efficiencies put in place in recent months, the solar PV array at the campus now offsets half of the campus electric demand, compared to one-third of the demand previously.

CMC instructor Chris Ellis led board members on a tour of the Integrated Energy Center traveling display trailer, the laboratory classroom, and the outdoor biofuel experimental facility. The tour included a film about CMC's summer program for eighth graders, which exposes them to STEM subjects and inspires them to attend college.

After the tour, board members gathered for a luncheon prepared by CMC's Culinary Arts students.

Business meeting

The business meeting was called to order at 1:00 p.m. In the absence of the board chair and vice chair, Secretary Stuart McArthur chaired the meeting.

Board member and public comment

Jason White invited board members to a Transportation Forum on Oct. 17 at the Glenwood Springs Library. The results of a regional travel pattern study covering the Aspen to Parachute area will be presented. RFTA is also managing a regional bike-ped access plan, covering the same area, which will start in late October.

Jason reported that RFTA is working with the Clean Energy Collective to purchase solar panels in a new array to offset about 40% of its usage for facilities in Holy Cross Energy service territory, including the new BRT stations, the Aspen Maintenance Facility and employee housing.

Keith Lambert thanked the CMC staff for today's tour and for the luncheon.

Consent Agenda

Approval of Sept. 10, 2014 minutes: *Bob Gordon moved to approve the minutes, David Sturges seconded, and the motion passed unanimously.*

Finance Report

Accounts Payable, financial report

Judith Hayward suggested that she be removed from the Finance Committee next year because, as an alternate to the board, it is difficult to make a relevant review of the invoices. Jerry Morris and Tom Jankovsky noted that they have reviewed the September 2014 financial reports. Jerry raised questions about the costs for running the Building Energy Navigator, and asked for a memo identifying the various costs. Tom noted that there is \$94,000 left in the budget, and advised CLEER staff to keep a close eye on spending for the rest of the year.

Bob Gordon moved to approve the accounts payable, Jerry Morris seconded, and the motion passed unanimously.

Program updates

Heather McGregor gave an update on the **EV Rally of the Rockies** held Oct. 3. The rally included launch events in Grand Junction, Parachute, Aspen, Snowmass Village and Vail, and ended with finish line event in Carbondale. It received front-page coverage in the Grand Junction

Daily Sentinel, Glenwood Springs Post Independent and Vail Daily, and spread awareness in the region that it is now possible to drive electric cars across long distances in western Colorado because of the growing network of public charging stations.

Shelley Kaup and Rachel Pokrandt gave an update on the **Facility Manager Roundtable** held Oct. 1 at CMC in Glenwood Springs. The roundtable was attended by 11 facility managers, with good discussion and interest expressed in exploring other topics for future roundtables. CMC is considering offering a facility manager certification program that may dovetail with this effort. Rachel noted that facility managers have a challenging job dealing with old mechanical systems and building occupants with differing needs. Shelley noted that building controls can be very complex, and facility managers often get very little training.

Heather gave an update on the **Do 5 Things to Save Energy** presentation given Oct. 4 at the Carbondale Library. Only three people attended, on what was a very beautiful Saturday afternoon. More presentations are being planned for early December at other libraries. Cold weather will likely drive up attendance.

Heather gave an update on the **solar PPA projects** in Battlement Mesa, Silt and at Roaring Fork High School. All three projects are moving through the contracting phase and heading toward groundbreaking later in 2014 or in early 2015. Janet Aluisse noted that Silt has issued a building permit for its solar array.

Shelley Kaup also gave updates on the **Green MLS training** set for Oct. 14 through the Glenwood Springs Board of Realtors, and on **GRID Alternative's installation** of a solar array on a second low-income home in the area, in Glenwood Springs.

Action Item

Line item reallocation

Heather McGregor presented a request for line item reallocations in the 2014 budget. The request is also described in a memo included in the board packet. The reallocation would move unspent funds from Renewables Education, Energy Data Management, CIRSA insurance and Legal Services into Residential and Commercial Energy Coaching.

David Sturges moved to approve the line item reallocation as described in the memo, Bob Gordon seconded, and the motion passed unanimously.

Budget Planning

Garfield Library District membership status

Heather McGregor described the letter received from Amelia Shelley, executive director of the Garfield County Public Library District, providing three months' notice of the district's intent to not provide a 2015 membership contribution and withdraw from Garfield Clean Energy. The library district is facing severe budget constraints due to an ongoing sales tax refund. A memo about the situation, along with her letter, was included in the board packet.

Tom Jankovsky made a motion to reduce the 2015 dues for the library district to \$10. Dave Sturges and Bob Gordon seconded the motion. A discussion ensued.

Jerry Morris explained that the sales tax refund is forcing the district to draw down its reserves and make cuts in employee benefits. Jason White asked if other members would make up the district's normal \$5,000 contribution. Dave Sturges said the amount of money is modest, and noted that the library district has been an important member of the GCE partnership. *Stuart McArthur called for the question, and the motion passed unanimously.*

2015 Budget update

Heather McGregor handed out the fourth version of the draft 2015 budget. She reported that all the GCE members have provided the dollar amount for their 2015 contribution from their draft budgets. The projected revenue total is \$329,000, a 5% reduction compared to the 2014 budget. On the expenses side, Heather said the changes in this version are reduced funding for energy data management and active energy management services to local governments, and increased funding for residential energy coaching.

Stuart McArthur expressed concern that Navigator costs and administration add up to one-third of the total budget, and said more funding should be going into services. Tom Jankovsky asked for a breakdown of costs to operate the Navigator to show hard costs paid to other contractors and labor costs for CLEER staff, to be presented at the November board meeting. Jason White and Jerry Morris asked if there were ways to reduce the bill data entry hard costs, and Tom asked if members could provide their utility data on a spreadsheet. (Utility Management Services' data entry costs are \$6.75 per bill for manual entry and \$3.50 per bill for spreadsheet entry.)

Goal 4: Sustainable funding

There was no time to discuss this item prior to the 2 p.m. adjournment time. The topic was postponed until November.

Adjournment

Bob Gordon moved to adjourn the meeting, Tom Jankovsky seconded, and the motion passed unanimously.

Meeting adjourned at 2:01 p.m.

GARFIELD CLEAN ENERGY COLLABORATIVE

By: _____
Allyn Harvey, Chairperson

ATTEST: _____
Stuart McArthur, Secretary

These minutes were reviewed and approved by a vote of the Garfield Clean Energy Board of Directors at its meeting held on Nov. 12, 2014.