



Garfield Clean Energy Board Meeting

Tuesday, June 14, 2016
12:00 to 3:00 p.m.
Silt Branch Library
680 Home Ave., Silt

	AGENDA	Action requested	Time
	Board Luncheon		12:00 pm
1.	Call meeting to order, Roll call • Welcome new member: Katrina Byars, Carbondale		12:30 pm
2.	Review and approval of agenda	• Motion to approve	12:32 pm
3.	Board member and public comment Regarding items not on agenda		12:35 pm
4.	Consent Agenda • Approval of May 13, 2016, minutes	• Motion to approve	12:37 pm
5.	Financials • May 2016 and 2016 YTD financial reports and accounts payable	• Motion to approve	12:40 pm
6.	Updates • C-PACE progress and Contractor Workshop	• Information	12:45 pm
7.	Action items • Election of new board vice-chair • Reset November meeting date (falls on Nov. 11) • GCE - Xcel Energy Partners in Energy MOU & Stakeholders list	• Election • Motion to approve • Approve chair to sign & Input on stakeholders	12:50 pm
8.	2017 STRATEGIC PLANNING RETREAT Facilitated by Tom Baker		1:00 pm
	<ol style="list-style-type: none"> 1. Summary report on activities, cumulative accomplishments 2. State and regional policy and funding context: Alice Laird 3. Review of strategic planning concepts and framework: Stuart McArthur 4. Review of vision, mission and goals, existing and proposed (PowerPoint) 5. Board discussion 6. Board direction on updated vision, mission and goals 7. Develop 2017 objectives for each goal: small group discussions 		
9.	Adjourn. Next meeting: Friday, July 8, Glenwood Spgs	• Motion to adjourn	3:00 pm

Key calendar items for 2016

Quarterly reports: July 8, Oct. 14
 First Draft 2017 budget and 2017 Strategic Plan: July 8
 Local Power Generation Inventory contract: July 8
 Adopt 2017 Strategic Plan: Aug. 12
 Presentations to member governing boards: September



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

Board Meeting Minutes: Friday, May 13, 2016, 1:13 to 1:23 p.m.

Conference call meeting

Board members attending

Town of Parachute: GCE Chair Stuart McArthur

Garfield County: Treasurer Tom Jankovsky

Town of Silt: Rick Aluise

Town of New Castle: Bruce Leland

RFTA: Jason White

Others attending

CLEER: Heather McGregor, Alice Laird

Board members not present

CMC: Secretary Rachel Pokrandt

City of Rifle: Joe Elliot

City of Glenwood Springs: Leo McKinney

Town of Carbondale: no appointed representative

Next meeting: June 14, 2016, Silt Branch Library, 680 Home Ave., Silt

Call meeting to order: Stuart McArthur called the meeting to order at 1:13 p.m.

Roll call and approval of agenda: Heather McGregor took the roll.

Board members approved the agenda.

Board member and public comments: None.

Consent Agenda: Minutes for April 8, 2016, regular board meeting

Bruce Leland moved to approve the April 8 minutes. Rick Aluise seconded the motion, and the motion passed, with Tom Jankovsky abstaining.

Financials

April 2016 and YTD financial reports and accounts payable

Tom Jankovsky reported that the April 2016 financial reports look to be correct, and noted that he had reviewed the unpaid bills.

Tom Jankovsky moved to approve the financial reports and the accounts payable. Rick Aluise seconded the motion and the motion passed unanimously.

2017 Strategic Planning Retreat

Board members discussed moving the Retreat to June 10, the next regular board meeting date. In response to a question from Stuart McArthur, Heather McGregor reported that three board members have said they are unable to attend on June 10: Rachel Pokrandt, Jason White and Joe Elliott. Tom Jankovsky questioned whether June 10 is the best day to hold the retreat, and asked Heather to set up a Doodle poll.

Board members agreed to ask everyone to select from these dates: June 1, 2, 3, 9, 10 or 14.

Adjournment

Rick Aluise moved to adjourn the meeting, Jason White seconded, and the motion passed unanimously. Stuart McArthur adjourned the meeting at 1:23 p.m.

GARFIELD CLEAN ENERGY COLLABORATIVE

By: _____
Stuart McArthur, Chairperson

ATTEST: _____
Rachel Pokrandt, Secretary

These minutes were reviewed and approved by a vote of the Garfield Clean Energy Board of Directors at its meeting held on June 14, 2016.

Garfield Clean Energy
Balance Sheet
As of May 31, 2016

Accrual Basis

	May 31, 16
ASSETS	
Current Assets	
Checking/Savings	
103 · Alpine Bank (4668)	240,425.28
Total Checking/Savings	240,425.28
Accounts Receivable	
110 · Accounts Receivable	3,000.00
Total Accounts Receivable	3,000.00
Total Current Assets	243,425.28
TOTAL ASSETS	243,425.28
	<hr/>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · Accounts Payable	25,423.94
Total Accounts Payable	25,423.94
Total Current Liabilities	25,423.94
Total Liabilities	25,423.94
Equity	
320 · Retained Earnings	38,414.81
Net Income	179,586.53
Total Equity	218,001.34
TOTAL LIABILITIES & EQUITY	243,425.28
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Garfield Clean Energy
Unpaid Bills Detail
As of May 31, 2016

Type	Date	Num	Due Date	Aging	Open Balance
Balanced Bookkeeping & Payroll, Inc.					
Bill	05/31/2016	9528	06/13/2016		486.25
Total Balanced Bookkeeping & Payroll, Inc.					486.25
Clean Energy Economy for the Region Inc.					
Bill	05/31/2016	2501	06/13/2016		2,418.40
Bill	05/31/2016	2501a	06/13/2016		3,937.60
Bill	05/31/2016	2501b	06/13/2016		3,348.00
Bill	05/31/2016	2501c	06/13/2016		524.00
Bill	05/31/2016	2501d	06/13/2016		9,080.80
Bill	05/31/2016	2501e	06/13/2016		647.20
Bill	05/31/2016	2501f	06/13/2016		3,145.60
Bill	05/31/2016	2501g	06/13/2016		48.00
Bill	05/31/2016	2501h	06/13/2016		352.00
Bill	05/31/2016	2506	06/13/2016		150.00
Bill	05/31/2016	2503	06/13/2016		264.10
Bill	05/31/2016	2504	06/13/2016		88.14
Bill	05/31/2016	2502	06/13/2016		62.35
Bill	05/31/2016	2505	06/13/2016		311.75
Total Clean Energy Economy for the Region Inc.					24,377.94
Utility Management Services					
Bill	05/31/2016	3458	06/13/2016		559.75
Total Utility Management Services					559.75
TOTAL					25,423.94

Garfield Clean Energy
A/R Aging Summary
As of May 31, 2016

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Colorado Energy Office	0.00	1,500.00	0.00	0.00	0.00	1,500.00
Town of Parachute	0.00	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL	0.00	3,000.00	0.00	0.00	0.00	3,000.00

**Garfield Clean Energy
P&L Budget vs. Actual
January through May 2016**

	<u>Jan - May 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
3000 - Partnership Funding				
3100 - Garfield County	150,000.00	150,000.00	0.00	100.0%
3200 - Parachute	1,500.00	1,500.00	0.00	100.0%
3300 - Rifle	3,000.00	3,000.00	0.00	100.0%
3400 - Silt	3,000.00	3,000.00	0.00	100.0%
3500 - New Castle	17,500.00	17,500.00	0.00	100.0%
3600 - Glenwood Springs	45,000.00	45,000.00	0.00	100.0%
3700 - Carbondale	25,000.00	25,000.00	0.00	100.0%
3800 - Colorado Mountain College	35,000.00	35,000.00	0.00	100.0%
4200 - RFTA	25,000.00	25,000.00	0.00	100.0%
5000 - Contributions From Others				
5200 - Sponsorships	250.00			
5300 - Grants	6,697.40	19,000.00	-12,302.60	35.25%
5000 - Contributions From Others - Otl	200.00			
Total 5000 - Contributions From Others	<u>7,147.40</u>	<u>19,000.00</u>	<u>-11,852.60</u>	<u>37.62%</u>
Total 3000 - Partnership Funding	<u>312,147.40</u>	<u>324,000.00</u>	<u>-11,852.60</u>	<u>96.34%</u>
Total Income	<u>312,147.40</u>	<u>324,000.00</u>	<u>-11,852.60</u>	<u>96.34%</u>
Gross Profit	<u>312,147.40</u>	<u>324,000.00</u>	<u>-11,852.60</u>	<u>96.34%</u>
Expense				
Countywide Energy Dev Program				
10000 - Commercial Sector				
11000 - Energy Coaching	16,440.13	43,000.00	-26,559.87	38.23%
12000 - Outreach/Educ/Training/Websi	7,614.64	15,000.00	-7,385.36	50.76%
Total 10000 - Commercial Sector	<u>24,054.77</u>	<u>58,000.00</u>	<u>-33,945.23</u>	<u>41.47%</u>
20000 - Residential Sector				
21000 - Energy Coaching	16,986.78	27,000.00	-10,013.22	62.91%
21100 - Energy Coach-Home Energy Pl	6,314.85	20,000.00	-13,685.15	31.57%
22000 - Outreach/Educ/Training/Websi	1,594.00	12,000.00	-10,406.00	13.28%
22100 - CEO Green MLS	9,878.50	19,000.00	-9,121.50	51.99%
23000 - Credit Reserve/Loan Fund Rep	0.00	1,500.00	-1,500.00	0.0%
Total 20000 - Residential Sector	<u>34,774.13</u>	<u>79,500.00</u>	<u>-44,725.87</u>	<u>43.74%</u>
Total Countywide Energy Dev Program	<u>58,828.90</u>	<u>137,500.00</u>	<u>-78,671.10</u>	<u>42.79%</u>
30000 - Petroleum Independence Project				
31000 - Active Transportation & Transit	10,288.20	15,000.00	-4,711.80	68.59%
32000 - Efficient Vehicles/Fleets				
32200 - Efficient Vehicles/Alt Fuels	742.40	5,000.00	-4,257.60	14.85%
Total 32000 - Efficient Vehicles/Fleets	<u>742.40</u>	<u>5,000.00</u>	<u>-4,257.60</u>	<u>14.85%</u>
33000 - Alternative Fuels				
33100 - WS CNG Network	2,363.10	5,000.00	-2,636.90	47.26%
Total 33000 - Alternative Fuels	<u>2,363.10</u>	<u>5,000.00</u>	<u>-2,636.90</u>	<u>47.26%</u>
Total 30000 - Petroleum Independence Proje	<u>13,393.70</u>	<u>25,000.00</u>	<u>-11,606.30</u>	<u>53.58%</u>
40000 - Renewable Energy				
41000 - Technical assistance & Educatn	2,935.57	12,000.00	-9,064.43	24.46%
Total 40000 - Renewable Energy	<u>2,935.57</u>	<u>12,000.00</u>	<u>-9,064.43</u>	<u>24.46%</u>
50000 - Government Facilities				
51000 - Energy Data Mgt/Bldg eny navig	10,697.95	25,000.00	-14,302.05	42.79%
52000 - Active Energy Mgt Coaching	13,704.90	30,000.00	-16,295.10	45.68%
Total 50000 - Government Facilities	<u>24,402.85</u>	<u>55,000.00</u>	<u>-30,597.15</u>	<u>44.37%</u>
60000 - Special Projects				
61000 - Energy Inventory	2,666.60	4,500.00	-1,833.40	59.26%
61100 - Goal 4 Implementation	2,411.20	10,000.00	-7,588.80	24.11%
61200 - Develop Local Energy Resources	0.00	10,000.00	-10,000.00	0.0%
Total 60000 - Special Projects	<u>5,077.80</u>	<u>24,500.00</u>	<u>-19,422.20</u>	<u>20.73%</u>
90000 - Countywide GCE Partnership Svc				
91000 - Proj mgmt/plan/report/mtgs/budg				
91000.1 - Audit/Financial review	4,450.00	4,500.00	-50.00	98.89%
91000.2 - CIRSA liability Insurance	1,865.00	2,100.00	-235.00	88.81%
91000 - Proj mgmt/plan/report/mtgs/bu	18,756.25	63,000.00	-44,243.75	29.77%

Garfield Clean Energy
P&L Budget vs. Actual
 January through May 2016

	<u>Jan - May 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total 91000 - Proj mgmt/plan/report/mtgs	25,071.25	69,600.00	-44,528.75	36.02%
92000 - Legal Services	342.20	3,000.00	-2,657.80	11.41%
93000 - Accounting/Bookkeeping	2,508.60	7,000.00	-4,491.40	35.84%
98000 - Contingency Expense	0.00	3,000.00	-3,000.00	0.0%
Total 90000 - Countywide GCE Partnership \$	<u>27,922.05</u>	<u>82,600.00</u>	<u>-54,677.95</u>	<u>33.8%</u>
Total Expense	<u>132,560.87</u>	<u>336,600.00</u>	<u>-204,039.13</u>	<u>39.38%</u>
Net Income	<u><u>179,586.53</u></u>	<u><u>-12,600.00</u></u>	<u><u>192,186.53</u></u>	<u><u>-1,425.29%</u></u>

Garfield Clean Energy Income vs Expenses by fund

May 2016

Accrual Basis

	GCE	TOTAL
Income		
3000 · Partnership Funding		
5000 · Contributions From Others	200.00	200.00
Total 3000 · Partnership Funding	200.00	200.00
Total Income	200.00	200.00
Gross Profit	200.00	200.00
Expense		
Countywide Energy Dev Program		
10000 · Commercial Sector		
11000 · Energy Coaching	2,319.20	2,319.20
12000 · Outreach/Educ/Training/Website	297.20	297.20
Total 10000 · Commercial Sector	2,616.40	2,616.40
20000 · Residential Sector		
21000 · Energy Coaching	4,711.20	4,711.20
21100 · Energy Coach-Home Energy Prog	1,116.45	1,116.45
22000 · Outreach/Educ/Training/Website	486.40	486.40
22100 · CEO Green MLS	3,181.10	3,181.10
Total 20000 · Residential Sector	9,495.15	9,495.15
Total Countywide Energy Dev Program	12,111.55	12,111.55
30000 · Petroleum Independence Project		
31000 · Active Transportation & Transit	2,806.15	2,806.15
32000 · Efficient Vehicles/Fleets		
32200 · Efficient Vehicles/Alt Fuels	47.20	47.20
Total 32000 · Efficient Vehicles/Fleets	47.20	47.20
33000 · Alternative Fuels		
33100 · WS CNG Network	604.00	604.00
Total 33000 · Alternative Fuels	604.00	604.00
Total 30000 · Petroleum Independence Project	3,457.35	3,457.35
40000 · Renewable Energy		
41000 · Technical assistance & Educatn	524.00	524.00
Total 40000 · Renewable Energy	524.00	524.00
50000 · Government Facilities		
51000 · Energy Data Mgt/Bldg eny navig	938.15	938.15
52000 · Active Energy Mgt Coaching	3,823.30	3,823.30
Total 50000 · Government Facilities	4,761.45	4,761.45
60000 · Special Projects		
61000 · Energy Invenry	153.60	153.60
61100 · Goal 4 Implementation	493.60	493.60
Total 60000 · Special Projects	647.20	647.20
90000 · Countywide GCE Partnership Svc		
91000 · Proj mgmt/plan/report/mtgs/budg	3,436.14	3,436.14
93000 · Accounting/Bookkeeping	486.25	486.25
Total 90000 · Countywide GCE Partnership Svc	3,922.39	3,922.39
Total Expense	25,423.94	25,423.94
Net Income	-25,223.94	-25,223.94

LENDER STATEMENT OF ACCOUNT

COMPANY
Funding Partners 330 South College Avenue Suite 400 Fort Collins CO 80524 (970) 494-2021

ACCOUNT NO	3239
STATEMENT DATE	6/3/2016
STATEMENT PERIOD	5/1/2016 - 5/31/2016
PORTFOLIO BALANCE	\$278,960.27
PORTFOLIO YIELD	2.2955%
INTEREST PAID IN 2016	\$2,221.83

LENDER
EnergySmart Partners as agent for Garfield Clean Energy 330 S. College Avenue Suite 400 Fort Collins CO 80524

Please advise us immediately of any discrepancies in the transactions or investment activity on your statement of account or if you contemplate changing your address. When making inquiries by telephone or in writing please give your account number. We urge you to keep this statement with your investment records.

LOAN AGING

Days	Count	Amount	Pct
■ Current	35	\$278,960.27	100.00%
■ 1-30	0	\$0.00	0.00%
■ 31-60	0	\$0.00	0.00%
■ 61-90	0	\$0.00	0.00%
■ 91-120	0	\$0.00	0.00%
■ 121-150	0	\$0.00	0.00%
■ 151+	0	\$0.00	0.00%
Totals			100.00%



INVESTMENT PORTFOLIO AS OF 5/31/2016

Loan Account	Borrower Name	Pct Owned	Interest Rate	Maturity Date	Term Left	Next Payment	Regular Payment	Loan Balance
ESC140103	Redacted for privacy	100.000%	3.750%	6/5/2021	61	6/5/2016	\$101.42	\$5,439.55
ESC140106		100.000%	1.750%	3/5/2019	34	6/5/2016	\$304.87	\$9,987.79
ESP121121		100.000%	1.750%	1/5/2018	20	6/5/2016	\$130.42	\$2,760.79
ESP121201		100.000%	3.750%	2/5/2020	45	6/5/2016	\$72.58	\$2,982.13
ESP121204		100.000%	1.750%	3/5/2018	22	6/5/2016	\$136.73	\$3,041.77
ESP130103		100.000%	1.750%	4/5/2018	23	6/5/2016	\$187.54	\$4,339.67
ESP130105		100.000%	1.750%	3/5/2018	22	6/5/2016	\$257.08	\$5,715.74
ESP130404		100.000%	4.750%	6/5/2018	25	6/5/2016	\$86.12	\$2,048.78
ESP130820		100.000%	1.750%	10/5/2018	29	6/5/2016	\$99.57	\$2,083.73
ESP140403		100.000%	1.750%	6/5/2021	61	6/5/2016	\$81.05	\$4,572.91
ESP140404		100.000%	1.750%	6/5/2019	37	7/5/2016	\$100.12	\$3,494.26
ESP140428		100.000%	1.750%	7/5/2019	38	6/5/2016	\$81.71	\$2,996.95
ESP140514		100.000%	2.750%	9/5/2021	64	6/5/2016	\$121.40	\$6,971.52
ESP140623		100.000%	1.750%	9/5/2019	40	6/5/2016	\$212.98	\$8,179.88
ESP140701		100.000%	1.750%	9/5/2019	40	6/5/2016	\$218.82	\$8,411.89
ESP140802		100.000%	1.750%	10/5/2019	41	6/5/2016	\$274.54	\$10,784.74
ESP140902		100.000%	1.750%	12/5/2019	43	6/5/2016	\$88.94	\$3,664.22
ESP141101		100.000%	1.750%	1/5/2020	44	6/5/2016	\$126.79	\$5,324.22
ESP141112		100.000%	1.750%	1/5/2020	44	6/5/2016	\$48.96	\$2,056.08
ESP1411120		100.000%	2.750%	2/5/2020	45	6/5/2016	\$138.80	\$5,832.46
ESP150103	100.000%	3.750%	5/5/2022	72	6/5/2016	\$144.89	\$8,943.01	
ESP150301	100.000%	1.750%	8/11/2020	51	7/5/2016	\$207.25	\$9,953.41	
ESP150307	100.000%	1.750%	6/5/2020	49	6/5/2016	\$148.72	\$6,892.76	
ESP150319	100.000%	1.750%	5/5/2020	48	6/5/2016	\$92.30	\$4,194.45	
ESP150629	100.000%	1.750%	9/5/2020	52	6/5/2016	\$457.60	\$22,308.49	
ESP150631	100.000%	1.750%	9/5/2020	52	6/5/2016	\$376.91	\$18,404.13	
ESP150703	100.000%	4.250%	9/5/2025	112	6/5/2016	\$144.11	\$12,327.78	

INVESTMENT PORTFOLIO AS OF 5/31/2016


Loan Account	Borrower Name	Pct Owned	Interest Rate	Maturity Date	Term Left	Next Payment	Regular Payment	Loan Balance
ESP150714	Redacted	100.000%	1.750%	8/5/2020	51	6/5/2016	\$167.26	\$8,172.95
ESP150723		100.000%	1.750%	10/5/2020	53	6/5/2016	\$274.54	\$13,629.43
ESP150811		100.000%	2.750%	11/5/2020	54	7/5/2016	\$24.34	\$1,204.31
ESP150903		100.000%	1.750%	10/5/2020	53	6/5/2016	\$168.30	\$8,355.40
ESP151108		100.000%	1.750%	4/5/2021	59	6/5/2016	\$457.60	\$25,000.00
ESP151115		100.000%	4.750%	12/1/2020	55	6/5/2016	\$27.62	\$1,322.63
ESP151209		100.000%	4.250%	4/5/2026	119	6/5/2016	\$280.70	\$25,000.00
ESP160213		100.000%	1.750%	6/5/2021	61	7/5/2016	\$229.94	\$12,562.44
Current Portfolio Yield: 2.295%							\$6,072.52	\$278,960.27

FUNDING ACTIVITY

Transaction Date	Reference	Loan Account	Borrower Name	Amount Funded
5/13/2016	FEE	ESP160213	Redacted	\$125.00
5/13/2016	ACH	ESP160213		\$2,303.00
5/13/2016	ACH	ESP160213		\$2,812.00
5/13/2016	ACH	ESP160213		\$5,518.66
5/16/2016	ACH	ESP160213		\$1,803.78
				\$12,562.44

ACCOUNT ACTIVITY

Transaction Date	Check# or Reference	Loan Account	Transaction Amount	Distribution					
				Serv. Fees	Interest	Principal	Charges	Other	Trust
5/2/2016	2486	ESP140403	\$73.32	\$0.00	\$6.77	\$66.55	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP130820	\$146.29	\$0.00	\$3.25	\$143.04	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP130105	\$247.15	\$0.00	\$8.68	\$238.47	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP150631	\$345.70	\$0.00	\$27.30	\$318.40	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP150301	\$190.37	\$0.00	\$14.77	\$175.60	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP140404	\$94.15	\$0.00	\$5.23	\$88.92	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP151115	\$25.38	\$0.00	\$5.31	\$20.07	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESC140103	\$92.23	\$0.00	\$17.23	\$75.00	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP130103	\$180.02	\$0.00	\$6.58	\$173.44	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP140623	\$199.03	\$0.00	\$12.20	\$186.83	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP140802	\$256.17	\$0.00	\$16.08	\$240.09	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP140701	\$204.48	\$0.00	\$12.55	\$191.93	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP1411120	\$128.89	\$0.00	\$13.63	\$115.26	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP141112	\$45.46	\$0.00	\$3.06	\$42.40	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP150903	\$154.14	\$0.00	\$12.39	\$141.75	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP150703	\$123.43	\$0.00	\$43.94	\$79.49	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP140428	\$76.60	\$0.00	\$4.48	\$72.12	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP121204	\$131.45	\$0.00	\$4.62	\$126.83	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESC140106	\$287.77	\$0.00	\$14.96	\$272.81	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP150629	\$419.78	\$0.00	\$33.10	\$386.68	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP140902	\$82.71	\$0.00	\$5.46	\$77.25	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP140514	\$109.62	\$0.00	\$16.19	\$93.43	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP150307	\$137.02	\$0.00	\$10.24	\$126.78	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP121121	\$125.61	\$0.00	\$4.20	\$121.41	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP150103	\$129.82	\$0.00	\$28.27	\$101.55	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP150319	\$85.18	\$0.00	\$6.23	\$78.95	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP121201	\$67.51	\$0.00	\$9.50	\$58.01	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP150723	\$251.44	\$0.00	\$20.21	\$231.23	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP150714	\$153.40	\$0.00	\$12.12	\$141.28	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP141101	\$117.73	\$0.00	\$7.92	\$109.81	\$0.00	\$0.00	\$0.00
5/2/2016	2486	ESP130404	\$82.58	\$0.00	\$8.40	\$74.18	\$0.00	\$0.00	\$0.00
			\$4,764.43	\$0.00	\$394.87	\$4,369.56	\$0.00	\$0.00	\$0.00

 = Electronic Payment

Memo to: Garfield Clean Energy Board
From: Erica Sparhawk, Alice Laird, CLEER
Date: June 7, 2016
Re: **Xcel Partners in Energy MOU, Energy Action Plan Framework,
and proposed stakeholder invitee list**

Summary

The GCE board voted at the Feb. 17, 2016, meeting to participate in Xcel Energy's Partners in Energy program, and directed staff to work with the Partners in Energy team to map out the process and timeline. Our staff team has had two preliminary meetings with the PIE team to identify data needs, a general timeline, potential stakeholder groups and next steps. GCE Board members Jason White and Judi Hayward were invited to participate. This memo provides more background on the PIE effort and two requested areas of action for the GCE Board to move the process forward.

Background

PIE helps communities develop an energy plan, or, in Garfield Clean Energy's case, help identify strategies and resources to successfully augment the existing plan and programs. Although Xcel serves only parts of the GCE region, the PIE's effort will result in a plan for the whole county, including service territories of other electric and gas utilities.

As outlined at the Feb. 17 GCE Board meeting, GCE's objectives in participating in PIE include:

- Gather inaccessible energy data to complete the updated county energy inventory.
- Strengthen energy efficiency and renewable energy program offerings to industrial, large commercial and agricultural users.
- Help increase access to financial incentives for energy users in western Garfield County, to create more countywide consistency.
- Create greater region-wide collaboration on programs and marketing of energy efficiency and renewable energy programs to all users.
- Increase involvement from wider group of stakeholders in GCE programs and services.

PIE consulting team

- Xcel Energy Staff: Tami Gunderzik, Minneapolis, and Kelly Flenniken, Grand Junction
- The Brendle Group: Susan Blythe and Ellie Troxel, Fort Collins. Brendle is a well-respected energy consulting firm in Fort Collins that works on a variety of energy issues. Brendle was involved with the City of Rifle's Transit Oriented Design project.
- Erica Sparhawk is the local point of contact, other CLEER staff supporting as needed.

Energy Action Plan Framework

Pre-Phase 1 • June – July 2016

Gather electricity and natural gas use data – underway

Next steps for data acquisition

1. Send utility data waiver form to local governments and some identified large commercial/industrial users.
2. Send request to Holy Cross Energy, Glenwood Springs Electric and SourceGas / Black Hills Energy for aggregated energy usage data

PHASE I • July – December 2016

Convene stakeholders to develop a customized Energy Action Plan.

Stakeholders meet for 3 half-day workshops in July, September and November.

Next steps for stakeholder meetings:

1. Compile list of stakeholders who will be invited to participate – see list below
2. Set date, time and place for first half-day workshop (Week of July 18-22)
3. Send out invitation by June 24

PHASE II • January 2017 through June 2018

Implement the plan.

The contents of the plan will determine the actions taken to implement it.

Requested board actions (move action steps to end of document)

1. The PIES effort requires a signed MOU from the government entity sponsoring the planning effort. Sign Partners in Energy Memorandum of Understanding clarifying tasks for both parties during the initial plan development phase. The MOU document follows this memo.
2. Provide input on the stakeholders to invite to participate in Phase 1.

Draft PIE Stakeholder List

Here is a draft list of energy users groups/stakeholders that staff have brainstormed to involve a broad cross section of the community. Please provide feedback on this list at the upcoming GCE meeting, or send Erica suggestions for specific individuals, businesses or organizations that should be invited in addition to those listed here.

- Large industrial energy users
- Agricultural energy users
- Hospitals (Grand River Health and Valley View Hospital)
- School districts (Roaring Fork, Garfield Re-2, Garfield District 16)
- White River National Forest
- Colorado Mountain College
- All six municipalities and Garfield County
- Carbondale Environmental Board and New Castle Climate Advisory Commission (and any other similar citizen boards in GCE member jurisdictions)
- Utilities: Holy Cross Energy, Glenwood Springs Electric, SourceGas / Black Hills Energy
- Chambers and economic development organizations
- Key energy efficiency and renewable energy contractors
- Community Office for Resource Efficiency (CORE)

Memorandum of Understanding Phase 1 – Plan Development

Stuart McArthur
Board Chair
Garfield Clean Energy Collaborative

Erica Sparhawk
Program Director, Clean Energy Economy for the Region
Garfield Clean Energy Collaborative

Congratulations on being selected to participate in Xcel Energy's Partners in Energy. This program is designed to provide your community with the tools and resources necessary to develop and implement an energy action plan that reflects the vision your community has for shaping energy use and supply in its future. Program participation is intended to span 24 months with the initial 4-6 months dedicated to developing of a strategic energy action plan and the remaining time focused on the implementing that plan.

The intent of this Memorandum of Understanding is to confirm Garfield Clean Energy's desire to participate in the initial plan development phase of the Partners in Energy, and recognize their role in coordinating activities across the County. This MOU outlines the commitment that Garfield Clean Energy and Xcel Energy are making to this collaborative initiative.

Xcel Energy looks forward to this opportunity to work with the Garfield Clean Energy partners, including; Garfield County, the Town of Parachute, the City of Rifle, the Town of Silt, the Town of New Castle, the City of Glenwood Springs, the Town of Carbondale, Colorado Mountain College and Roaring Fork Transportation Authority.

The primary objective of this phase of Partners in Energy is to develop your energy action plan.

In order to achieve this Xcel Energy will provide:

- Consulting support to assist in identifying potential community stakeholders, and constructing or delivering an invitation or informational announcement regarding the planning process.

- Data analysis of community energy use and Xcel Energy program participation to the extent that it is legally and technically prudent and feasible. The results can be used to identify potential opportunities to implement plan strategies. Xcel Energy will attempt to integrate data provided by Garfield Clean Energy into the analysis if feasible.
- Professional facilitation of 3-5 plan development work sessions with the community stakeholder group to develop the energy action plan's vision, focus areas, goals and implementation strategies.
- Assistance as needed in synthesizing the community and program data collected with the vision of the community to identify attainable goals that align with suitable strategies and tactics.
- Development of the documented energy action plan that will incorporate inputs from the stakeholder planning team and will be accessible to the community.
- Commitment to delivering an actionable and complete energy action plan within six months of Garfield Clean Energy and Xcel Energy signing this MOU.

Although participation in the Plan Development phase of Partners in Energy requires no monetary contribution, the community, Garfield Clean Energy, does agree to provide:

- A single contact point to work with recruiting stakeholders, coordinating planning meeting logistics, and coordinate distribution of deliverables and lead participation of the community. This role will be the responsibility of the Garfield Clean Energy Collaborative.
- Meeting facilities to host the stakeholder group during development of the plan.
- Identification of existing community energy plans or programs that could be leveraged in successful development and delivery of this plan.
- Good-faith evaluation of the recommendations and analysis provided and fair consideration of the potential strategies and tactics identified that align with the community's goals.
- Commitment to delivering an actionable and complete energy plan within six months of Garfield Clean Energy and Xcel Energy signing this MOU and initiating the planning process.
- Public distribution of the work products developed with the support of the Xcel Energy's Partners in Energy program.

**Resource Commitment Summary
Plan Development Phase**

Garfield Clean Energy	Xcel Energy
<ul style="list-style-type: none">• Single point of contact• Meeting facilities• Access to existing energy-related plans and programs• Involvement in developing implementation strategies• Commitment to completing the plan development• Agreement that the energy plan resulting from this work will be available to the public	<ul style="list-style-type: none">• Assistance identifying and recruiting stakeholders• Analysis of community energy use and program participation• Facilitation of planning sessions• Training and guidance developing goals and strategies• Documentation and delivery of the energy action plan• Commitment to completing the plan development

The Memorandum of Understanding for the Implementation Phase of the Partners in Energy program will be developed upon completion of your energy action plan and will outline your goals and the resource commitment from Xcel Energy and Garfield Clean Energy.

All communications pertaining to this agreement shall be directed to Erica Sparhawk, on behalf of Garfield Clean Energy Collaborative, and Tami Gunderzik on behalf of Xcel Energy.

Thank you again for your continued interest in Xcel Energy’s Partner in Energy program. We look forward to assisting Garfield Clean Energy in the development of an action energy plan.

For Garfield Clean Energy Collaborative:

For Xcel Energy:

Date: _____

Date: _____