# Garfield Clean Energy
# December 2024 Board Meeting

Friday, December 13th, 2024
11:00 a.m. - 12:00 p.m.
Virtually via Zoom
Meeting ID: 815 4258 3946

| | AGENDA | Action requested | Time |
|---|---|---|---|
| **1.** | **Call meeting to order, Roll call, introductions** | | 11:00 a.m. |
| **2.** | **Board member and public comment**<br>Regarding items not on agenda | | 11:05 a.m. |
| **3.** | **Regular business**<br>● Approval of November 15th Board minutes<br>● October 2024 financials | Discussion<br>Motion to approve | 11:10 a.m. |
| **4.** | **Program and grant updates**<br>● WinterWise update<br>● Solar workshop<br>● EPA grants submissions | Discussion | 11:15 a.m. |
| **5.** | **Action items**<br>● Approval of 2025 Budget<br>● Approval of 2025 CLEER contract and scope of services | Discussion<br>Motion to approve | 11:30 p.m. |
| **6.** | **GCE Board member and officer recruitment**<br>● Member representative positions<br>● Officer recruitment for 2025 | Discussion | 11:45 p.m. |
| **7.** | **Adjourn**<br>● Scheduling January 2025 Board meeting | | 12:00 p.m. |

**Town of Parachute | City of Rifle | Town of Silt**
**Town of New Castle | City of Glenwood Springs**
**Town of Carbondale | Garfield County**
**Roaring Fork Transportation Authority**
**Colorado Mountain College | Holy Cross Energy**
**Garfield County Libraries**

**Board Meeting Minutes: Friday, November 15th, 1:00-3:00 p.m.**
Glenwood Springs Branch Library, with some members attending virtually

Minutes taken by Christina Matzl, CLEER

**Board members attending**

| | |
|---|---|
| CMC: | Sean Nesbitt (virtual) |
| RFTA: | Chair, Jason White |
| City of Rifle: | Sean Strode (virtual) |
| Town of New Castle: | Bruce Leland |
| Garfield County: | Treasurer, Tom Jankovsky |
| Town of Carbondale: | Christina Montemayor |

**Board members not present**

| | |
|---|---|
| Town of Silt: | Keith Richel |
| Town of Parachute: | Chris Jackson (virtual) |
| City of Glenwood Springs: | Erin Zalinsky |

**Affiliate members present**

| | |
|---|---|
| Holy Cross Energy: | Jenna Weatherred (virtual) |

**Others attending**

| | |
|---|---|
| CLEER: | Morgan Hill, Christina Matzl, Zuleika Pevec |

**Call meeting to order:**
Jason White called the meeting to order at 1:04 pm

**Roll Call:**
Bruce Leland conducted the roll call.

**Board Member and Public Comment:**

- Jason informed the Board that RFTA will most likely select a new representative who is on the RFTA board or C-suite as opposed to Jason who is a staff member to sit in GCE. Jason may still remain as an alternate. So the board may need to appoint a new Chair. Will keep the discussion open and discuss restrictions on outside of Garfield County reps from RFTA
- Also note that in April Igrid will not be seeking reelection so we will need a replacement for the Glenwood Springs representative and a new Board vice chair
- Need to open the discussion up to all board members to see who might be interested in becoming GCE Chair
- Frank Coberly is in poor health and can no longer serve as the Garfield County alternate

**Regular Business:**
**Approval of Sept 13th minutes and August and September Financials**

- Tom commented on the financials
    - In the income vs expenses portion of the P&L statements, August had higher expenses due to payouts for ReEnergize
    - CLEER understands that several line items are over budget but are ensuring that the total contract amount is not exceeded.
    - Note that the budget is very close for the end of the year
        - No income that was not anticipated will be coming in
        - GCE did receive additional funds for Winterwise and Charging and Fueling grant writing
    - Zuleika commented on budgeted rebate lines. Three lines show as credit reserves, reenergize, EECBG, and commercial rebates.
    - The total on the balance sheet is greater than the P&L sheet and accounts for DOE funds
- Motion to approve.
    - *Tom Jankovsky moved to approve the financials and minutes, seconded by Jason White. All in favor. (1:27)*

**<u>Action items</u>**

- Financial review update:
    - Received from McMahan and Associates
    - CLEER flagged and asked about a discrepancy citing that expenditures were over by $36,000. This did not factor in rollover funds from ReEnergize in 2023. McMahan said it was a common occurrence and not an issue
    - Balance reserve will be less than in 2024, $20,000 will be the beginning fund balance for 2025
- Motion to approve:
    - *Jason moved to approve the review by Mahon and Associates, seconded by Tom. All in favor. (1:32)*

**<u>Goal #1: Energy savings in the built environment</u>**

**ReEnergize progress and 2025 planning**

- Zuleika provided an update on ReEnergize. Our current understanding is that rebates are over budget by about $6,000 due to the allocation timeline. Staff are looking to pull some funding from the Commercial rebate pool to offset the overage.
- There are a few rebates that need to be paid out to NWCCOG and to ReEnergize clients with private contractors.
- The commercial rebate pool is turning out to be more difficult to distribute than anticipated. $5,000 going to Hot Springs Lodge for their project and being a workshop partner. CLEER is working with the lodge on major energy efficiency projects of LEDs and water heat pumps for the historical lodge remodels.
- There were questions about how to balance the budget legally, in regards to government vs private business being able to move around funds between line items. The Board agrees that it's fine if the end total balances out.
- Staff are looking at offering a uniform rebate amount next year as opposed to the current tiered version.

**WinterWise update**

- Part of this campaign is a time-limited offer on a reduced-cost home energy assessment, which is the start to most efficiency projects.
- Cost is a barrier to getting assessments done in our region. Assessments cost roughly $400, and utilities provide a $200 rebate. We negotiated an additional rebate with HCE and GWSE to bring the cost down to $50 per assessment.
- We received a grant from Alpine Bank to cover the cost for Xcel customers.

- Staff provide custom intensive coaching to participants to help move projects forward. We will do this coaching with anyone whose assessment report we have.
- Timeline was a barrier this year, especially with Xcel customers. We may look at lengthening the sign up timeframe next year to work better with ClearResult.

**Powering Hospitality workshop recap and next steps**

- 11 motels and hotels participated out of 27 "lodges" in the County (this number is based on County Assessor data)
- Heidi did massive in-person outreach for participation
- We focused on educating owners about the State benchmarking and building performance standards.
- Portfolio Manager is the platform used to track utility bills for benchmarking. CLEER will help with this, especially for GCE partners.

**Water efficiency programs**

- The Board feels that it is not a good year to grow this program. Tom stated that it does not directly align with the GCE goals.

**Regional Net Zero Roadmap**

- Regional effort to plan for education on the topic and attempt adoption for jurisdictions who wish to.
- Describes the "ideal end state" of buildings in 2030 and beyond and changes older definitions of net-zero.

**<u>Goal #3 Clean mobility</u>**

**EV readiness plan implementation**

- Implementation of this plan is set to kick off in 2025 due to budget constraints.

**EV fleet adoption roundtable**

- Board members have previously expressed the value of opportunities to discuss EV fleet adoption. There was not enough time for this discussion at this meeting.

**<u>Goal #5 Economic development and jobs</u>**

**Ongoing collaboration with Colorado River Valley Economic Development Partnership**

- Alicia Gresley on the line to discuss work being done by CRVEDP
- Her team is working to get the GCE information out to local businesses, such as recently connected LiftUP with GCE support. The EDP has received EECBG funding for staff for 3 years. They will be developing a western GarCo data program to help identify needs and labor statistics. Their slogan is "better jobs closer to home," which will hopefully support GHG reductions as well.

**Policy and funding for rural energy programs**

- CLEER is continuing to participate at the state level to provide feedback on Xcel rural energy rebate programs, with the goal of improving programs from a policy standpoint.
- Xcel has been approached in the past about being a GCE affiliate member but have not agreed to join. They support GCE through their Partners in Energy program.
- HCE is starting an on-bill financing option for heat pumps.

**<u>GCE general topics</u>**

- Q3 report: Board members are encouraged to review the report.
- Staff is in discussions with the Battlement Mesa Metro District to be an affiliate member.

**<u>2025 Draft Budget</u>**

**Member contribution request status**

- Tom explained that Garfield County had a 10% reduction across all grants. Most other partners are confirmed for totals. Bruce said New Castle will likely not be raising the total.

**2025 Budget presentation and discussion**

- Rebate for ReEnergize directly pays for measures, which is relatively simple. For commercial

property owners and residents who do not qualify for ReEnergize, receiving rebates can be much more difficult.

- Sponsorship line discussion: there is a need to determine how sponsors would like it recorded due to recognition. Flexibility may be needed between community partners vs sponsors.
- Jenna asked how can Holy Cross Energy support ReEnergize better?
- An overall focus is on growing funding for ReEnergize. NWCCOG will staff up if we have the funding and projects.
- Expenditures:
    - 2024 budget included a planned drawdown of DOE funding.
    - 2025 budget has been modified where spending has been over or under to help balance out more efficiently.
    - Water conservation line is not in the calculations and will be removed.
    - Note ReEnergize funding: total rebates include $20,000 from GCE and the $77,080 from EECBG.
    - Clean Mobility is increased to accommodate for time spent. 2024 outreach line was merged to the other lines essentially.
    - Renewables is focused on technical support and was decreased by $5,000.
    - 50000 lines increased slightly to allow for more time to work with facility managers.
    - Special projects increased slightly for planning GHG inventory update. Tom asked about moving some from here to Clean Mobility since it is generally under budget. Morgan noted that we will not have the cost of the EbikeThere grant as that program was discontinued.
    - The board supports the current budget.

**Draft CLEER Scope of Work**

- Scope is very similar to previous years.
- There was an addition of a GHG inventory under the Partnership services line item and thermal energy network support line under Renewables

*Bruce motioned to approve the 2025 budget as amended. Tom seconded the motion [3:06]*

*Bruce motioned to approve the 2025 Scope of Work. Tom seconded the motion [3:06]*

**<u>Adjournment</u>**

**Scheduling December board meeting**

- It was initially determined that this is not needed as the Board approved the budget and Scope of Work.

*Bruce motioned to adjourn the meeting at 3:06. Tom seconded the motion [3:06]*

GARFIELD CLEAN ENERGY COLLABORATIVE

By: _____
Jason White, Chairperson

ATTEST: _____
Bruce Leland, Secretary

# Garfield Clean Energy
## P&L Budget vs. Actual
### January through October 2024

| | Jan - Oct 24 | Budget | $ Over Budget | % of Budget |
|---|---|---|---|---|
| **Income** | | | | |
| **2000 · Grants** | | | | |
| **2300 · Grants from other sources** | 9,975.00 | | | |
| **Total 2000 · Grants** | 9,975.00 | | | |
| **3000 · Partnership Funding** | | | | |
| **3100 · Garfield County** | 350,000.00 | 350,000.00 | 0.00 | 100.0% |
| **3200 · Parachute** | 3,200.00 | 3,200.00 | 0.00 | 100.0% |
| **3300 · Rifle** | 11,500.00 | 11,500.00 | 0.00 | 100.0% |
| **3400 · Silt** | 3,400.00 | 3,400.00 | 0.00 | 100.0% |
| **3500 · New Castle** | 17,300.00 | 17,300.00 | 0.00 | 100.0% |
| **3600 · Glenwood Springs** | 60,000.00 | 60,000.00 | 0.00 | 100.0% |
| **3700 · Carbondale** | 40,000.00 | 40,000.00 | 0.00 | 100.0% |
| **3800 · Colorado Mountain College** | 38,700.00 | 38,700.00 | 0.00 | 100.0% |
| **4100 · Library District** | 0.00 | 0.00 | 0.00 | 0.0% |
| **4200 · RFTA** | 45,000.00 | 45,000.00 | 0.00 | 100.0% |
| **Total 3000 · Partnership Funding** | 569,100.00 | 569,100.00 | 0.00 | 100.0% |
| **5000 · Other Funding** | | | | |
| **5100 · Community Partners** | 7,000.00 | 10,000.00 | -3,000.00 | 70.0% |
| **5200 · Sponsorships** | 0.00 | 0.00 | 0.00 | 0.0% |
| **5300 · Grants** | | | | |
| **5300.1 · Energy Effic Conserv Block Gran** | 0.00 | 77,080.00 | -77,080.00 | 0.0% |
| **5300.2 · Energy Code Adop & Enforcement** | 27,142.50 | 37,950.00 | -10,807.50 | 71.52% |
| **5300 · Grants - Other** | 0.00 | 0.00 | 0.00 | 0.0% |
| **Total 5300 · Grants** | 27,142.50 | 115,030.00 | -87,887.50 | 23.6% |
| **5400 · DOE Partnership Fund** | 0.00 | 0.00 | 0.00 | 0.0% |
| **5500 · Affiliate - Holy Cross Energy** | 11,500.00 | 11,500.00 | 0.00 | 100.0% |
| **5600 · Affiliate - Library District** | 10,500.00 | 10,500.00 | 0.00 | 100.0% |
| **Total 5000 · Other Funding** | 56,142.50 | 147,030.00 | -90,887.50 | 38.18% |
| **Total Income** | 635,217.50 | 716,130.00 | -80,912.50 | 88.7% |
| **Gross Profit** | 635,217.50 | 716,130.00 | -80,912.50 | 88.7% |
| **Expense** | | | | |
| **Credit Reserve Expenses** | | | | |
| **1001 · Credit Reserve Fund Expenses** | | | | |
| **1001.1 · Revolving Loan Fund** | 0.00 | 0.00 | 0.00 | 0.0% |
| **1001.2 · Residential & Comm Rebates** | 0.00 | 0.00 | 0.00 | 0.0% |
| **1001 · Credit Reserve Fund Expenses - Other** | 0.00 | 0.00 | 0.00 | 0.0% |
| **Total 1001 · Credit Reserve Fund Expenses** | 0.00 | 0.00 | 0.00 | 0.0% |
| **Total Credit Reserve Expenses** | 0.00 | 0.00 | 0.00 | 0.0% |
| **Energy Efficency Energy Sav Pro** | | | | |
| **10000 · Commercial Sector** | | | | |
| **11000 · Energy Coaching** | 45,409.35 | 48,000.00 | -2,590.65 | 94.6% |
| **12000 · Outreach/Educ/Training/Website** | 17,707.74 | 22,000.00 | -4,292.26 | 80.49% |
| **13000 · Commerical Energy Efficiency Re** | 0.00 | 20,000.00 | -20,000.00 | 0.0% |
| **Total 10000 · Commercial Sector** | 63,117.09 | 90,000.00 | -26,882.91 | 70.13% |

# Garfield Clean Energy
## P&L Budget vs. Actual
### January through October 2024

| | Jan - Oct 24 | Budget | $ Over Budget | % of Budget |
|---|---|---|---|---|
| 20000 · Residential Sector | | | | |
| 21000 · Energy Coaching | 97,430.55 | 102,000.00 | -4,569.45 | 95.52% |
| 21100 · Energy Coach-Home Energy Prog | 0.00 | 0.00 | 0.00 | 0.0% |
| 22000 · Outreach/Educ/Training/Website | 58,490.60 | 44,000.00 | 14,490.60 | 132.93% |
| 22100 · CEO Green MLS | 0.00 | | | |
| Total 20000 · Residential Sector | 155,921.15 | 146,000.00 | 9,921.15 | 106.8% |
| 21110 · GCE ReEnergize Rebates | 79,406.06 | 95,000.00 | -15,593.94 | 83.59% |
| 21120 · EECBG ReEnergize Rebates | 0.00 | 77,080.00 | -77,080.00 | 0.0% |
| Total Energy Efficency Energy Sav Pro | 298,444.30 | 408,080.00 | -109,635.70 | 73.13% |
| 30000 · Clean Mobility | | | | |
| 31000 · Transportation | 43,524.47 | 42,000.00 | 1,524.47 | 103.63% |
| 32000 · Efficient Vehicles/Fleets | | | | |
| 32200 · Efficient Vehicles/Alt Fuels | 31,737.30 | 20,000.00 | 11,737.30 | 158.69% |
| Total 32000 · Efficient Vehicles/Fleets | 31,737.30 | 20,000.00 | 11,737.30 | 158.69% |
| 33000 · Alternative Fuels | 0.00 | | | |
| 34000 · Marketing/Outreach/Education | 7,093.20 | 5,000.00 | 2,093.20 | 141.86% |
| Total 30000 · Clean Mobility | 82,354.97 | 67,000.00 | 15,354.97 | 122.92% |
| 40000 · Renewable Energy | | | | |
| 41000 · Technical assistance & Educatn | 15,637.65 | 18,000.00 | -2,362.35 | 86.88% |
| 42000 · Implementation of Local Renewab | 5,783.40 | 15,000.00 | -9,216.60 | 38.56% |
| Total 40000 · Renewable Energy | 21,421.05 | 33,000.00 | -11,578.95 | 64.91% |
| 50000 · Government Facilities | | | | |
| 51000 · Energy Data Mgt/Bldg engy navig | 59,029.25 | 64,300.00 | -5,270.75 | 91.8% |
| 52000 · Active Energy Mgt Coaching | 29,632.05 | 40,000.00 | -10,367.95 | 74.08% |
| 53000 · EnergyCAP License | 0.00 | 0.00 | 0.00 | 0.0% |
| Total 50000 · Government Facilities | 88,661.30 | 104,300.00 | -15,638.70 | 85.01% |
| 60000 · Special Projects | | | | |
| 61000 · Updated Energy Plan Resources, | 8,531.15 | 10,500.00 | -1,968.85 | 81.25% |
| 62000 · 2023 Goal 5-Econ Devol, Workfor | 13,062.00 | 18,000.00 | -4,938.00 | 72.57% |
| 63000 · CEO Energy Code Adoption & Enfo | 35,843.60 | 37,950.00 | -2,106.40 | 94.45% |
| Total 60000 · Special Projects | 57,436.75 | 66,450.00 | -9,013.25 | 86.44% |
| 90000 · Countywide GCE Partnership Svc | | | | |
| 91000 · Proj mgmt/plan/report/mtgs/budg | | | | |
| 91000.1 · Audit/Financial review | 0.00 | 6,000.00 | -6,000.00 | 0.0% |
| 91000.2 · CIRSA liability Insurance | 2,386.77 | 2,200.00 | 186.77 | 108.49% |
| 91000 · Proj mgmt/plan/report/mtgs/budg - Other | 68,393.64 | 79,000.00 | -10,606.36 | 86.57% |
| Total 91000 · Proj mgmt/plan/report/mtgs/budg | 70,780.41 | 87,200.00 | -16,419.59 | 81.17% |
| 92000 · Legal Services | 440.00 | 3,000.00 | -2,560.00 | 14.67% |
| 93000 · Accounting/Bookkeeping | 5,522.95 | 7,000.00 | -1,477.05 | 78.9% |
| 95000 · Contingency | 0.00 | 2,900.00 | -2,900.00 | 0.0% |
| Total 90000 · Countywide GCE Partnership Svc | 76,743.36 | 100,100.00 | -23,356.64 | 76.67% |
| Total Expense | 625,061.73 | 778,930.00 | -153,868.27 | 80.25% |
| Net Income | **10,155.77** | **-62,800.00** | **72,955.77** | **-16.17%** |

# Garfield Clean Energy
# Income vs Expenses by fund
**Accrual Basis** — **October 2024**

| | GCE | TOTAL |
|---|---|---|
| **Income** | | |
| **2000 · Grants** | | |
| **2300 · Grants from other sources** | 9,975.00 | 9,975.00 |
| **Total 2000 · Grants** | 9,975.00 | 9,975.00 |
| **5000 · Other Funding** | | |
| **5100 · Community Partners** | 6,000.00 | 6,000.00 |
| **5300 · Grants** | | |
| **5300.2 · Energy Code Adop & Enforcement** | 1,082.50 | 1,082.50 |
| **Total 5300 · Grants** | 1,082.50 | 1,082.50 |
| **Total 5000 · Other Funding** | 7,082.50 | 7,082.50 |
| **Total Income** | 17,057.50 | 17,057.50 |
| **Gross Profit** | 17,057.50 | 17,057.50 |
| **Expense** | | |
| **Energy Efficency Energy Sav Pro** | | |
| **10000 · Commercial Sector** | | |
| **11000 · Energy Coaching** | 6,369.30 | 6,369.30 |
| **12000 · Outreach/Educ/Training/Website** | 4,617.92 | 4,617.92 |
| **Total 10000 · Commercial Sector** | 10,987.22 | 10,987.22 |
| **20000 · Residential Sector** | | |
| **21000 · Energy Coaching** | 12,206.25 | 12,206.25 |
| **22000 · Outreach/Educ/Training/Website** | 8,117.97 | 8,117.97 |
| **Total 20000 · Residential Sector** | 20,324.22 | 20,324.22 |
| **21110 · GCE ReEnergize Rebates** | 86.00 | 86.00 |
| **Total Energy Efficency Energy Sav Pro** | 31,397.44 | 31,397.44 |
| **30000 · Clean Mobility** | | |
| **32000 · Efficient Vehicles/Fleets** | | |
| **32200 · Efficient Vehicles/Alt Fuels** | 997.50 | 997.50 |
| **Total 32000 · Efficient Vehicles/Fleets** | 997.50 | 997.50 |
| **Total 30000 · Clean Mobility** | 997.50 | 997.50 |
| **40000 · Renewable Energy** | | |
| **41000 · Technical assistance & Educatn** | 945.00 | 945.00 |
| **42000 · Implementation of Local Renewab** | 1,601.25 | 1,601.25 |
| **Total 40000 · Renewable Energy** | 2,546.25 | 2,546.25 |
| **50000 · Government Facilities** | | |
| **51000 · Energy Data Mgt/Bldg engy navig** | 4,986.00 | 4,986.00 |
| **52000 · Active Energy Mgt Coaching** | 1,561.35 | 1,561.35 |
| **Total 50000 · Government Facilities** | 6,547.35 | 6,547.35 |
| **60000 · Special Projects** | | |
| **61000 · Updated Energy Plan Resources,** | 253.05 | 253.05 |
| **62000 · 2023 Goal 5-Econ Devol, Workfor** | 953.40 | 953.40 |
| **Total 60000 · Special Projects** | 1,206.45 | 1,206.45 |
| **90000 · Countywide GCE Partnership Svc** | | |
| **91000 · Proj mgmt/plan/report/mtgs/budg** | 8,433.60 | 8,433.60 |

# Garfield Clean Energy
# Income vs Expenses by fund
**Accrual Basis** — **October 2024**

| | GCE | TOTAL |
|---|---|---|
| **93000 · Accounting/Bookkeeping** | 537.50 | 537.50 |
| **Total 90000 · Countywide GCE Partnership Svc** | 8,971.10 | 8,971.10 |
| **Total Expense** | 51,666.09 | 51,666.09 |
| **Net Income** | **-34,608.59** | **-34,608.59** |

# Garfield Clean Energy
# Balance Sheet
**Accrual Basis** — **As of October 31, 2024**

| | Oct 31, 24 |
|---|---|
| **ASSETS** | |
| **Current Assets** | |
| **Checking/Savings** | |
| **103 · Alpine Bank (4668)** | 148,436.59 |
| **Total Checking/Savings** | 148,436.59 |
| **Accounts Receivable** | |
| **110 · Accounts Receivable** | 14,697.50 |
| **Total Accounts Receivable** | 14,697.50 |
| **Total Current Assets** | 163,134.09 |
| **TOTAL ASSETS** | **163,134.09** |
| **LIABILITIES & EQUITY** | |
| **Liabilities** | |
| **Current Liabilities** | |
| **Accounts Payable** | |
| **200 · Accounts Payable** | 52,108.09 |
| **Total Accounts Payable** | 52,108.09 |
| **Total Current Liabilities** | 52,108.09 |
| **Total Liabilities** | 52,108.09 |
| **Equity** | |
| **320 · Retained Earnings** | 100,870.23 |
| **Net Income** | 10,155.77 |
| **Total Equity** | 111,026.00 |
| **TOTAL LIABILITIES & EQUITY** | **163,134.09** |

# Garfield Clean Energy
# Prior Month Paid Bills

| Type | Date | Num | Name | Clr | Credit |
|---|---|---|---|---|---|
| **103 · Alpine Bank (4668)** | | | | | |
| Deposit | 10/11/2024 | | | X | |
| Bill Pmt -Check | 10/16/2024 | ACH | Balanced Bookkeeping & Pa... | X | 473.75 |
| Bill Pmt -Check | 10/16/2024 | bill pay | New Energy Technology, Inc | X | 4,810.00 |
| Bill Pmt -Check | 10/16/2024 | bill pay | Clean Energy Economy for t... | X | 62,822.38 |
| Deposit | 10/29/2024 | | | X | |
| Total 103 · Alpine Bank (4668) | | | | | 68,106.13 |
| **TOTAL** | | | | | **68,106.13** |

# Garfield Clean Energy
# A/R Aging Summary
## As of October 31, 2024

| | Current | 1 - 30 | 31 - 60 | 61 - 90 | > 90 | TOTAL |
|---|---|---|---|---|---|---|
| **Colorado Energy Office** | 0.00 | 11,057.50 | 0.00 | 0.00 | 2,640.00 | 13,697.50 |
| **Holy Cross Energy** | 0.00 | 0.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 |
| **TOTAL** | **0.00** | **11,057.50** | **1,000.00** | **0.00** | **2,640.00** | **14,697.50** |

**To:** Garfield Clean Energy Board of Directors

**From:** Morgan Hill, CLEER Associate Director

**Date:** December 10, 2024

**Re:** 2025 draft budget update

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**Introduction and background**

A complete draft 2025 budget has been developed for the Board's review. The amounts proposed in this draft budget are subject to change based on input from Board members and the GCE Finance Committee.

At your September meeting, the Board discussed reviewing a complete draft of the budget in November with the option to have an abbreviated meeting in December to approve the final budget and CLEER Scope of Work. The Board can follow this process, or if the Board supports this version of the budget, it could be approved at this November 15th meeting.

**Budget details**

A draft proposed budget for 2025 can be found here or as a PDF attachment to this memo. The budget reflects a balanced budget with $3,500 in net revenue, in addition to the remaining starting fund balance of $20,000 consistent with our projected net revenue for 2024.

Revenue

Note that "2025 proposed budget" amounts are included for the revenues portion of the budget that represent approximately a 5-10% increase for most members.

Budget requests are in process with all members, and presentations have been scheduled or delivered as directed by staff at each member entity. Board members are encouraged to coordinate with CLEER staff on budget requests as needed.

The "Grants" line item includes the $77,080 shown as revenue, which is the Energy Efficiency and Conservation Block Grant (EECBG) block grant funding that was previously included in the 2024 GCE budget. Those funds are now expected to be received by Garfield County at the end of 2024 and contributed to GCE in 2025.

Expenses

Adjustments in expense line items in 2025 have been made to account for anticipated program needs and available funding. Because the revenue has decreased slightly from 2024, and the 2024 budget included a planned draw-down of the remaining $83,064 in DOE revolving loan funding which will be depleted at the end of 2024, many line items remained the same, increased only slightly, or were decreased.

- More funds were added to the residential outreach line item (22000) while commercial outreach decreased slightly from 2024 (12000) due to how funding was used in 2024
- Renewable energy sub-line items were modified in 2025 for simplicity of tracking for staff, separating the lines into technical support and outreach

**Garfield Clean Energy Collaborative 2025 FINAL Budget**

| Acct # | | 2024 budget | 2025 proposed budget |
|---|---|---|---|
| | **Sources of Funds** | | |
| | **Beginning fund balance - GCE** | $40,000 | $20,000 |
| | **Beginning fund balance - DOE** | $83,064 | $0 |
| | | | |
| **REVENUE** | | | |
| 3000 | **Partnership Funding** | | |
| 3100 | Garfield County | $350,000 | $315,000 |
| 3200 | Parachute | $3,200 | $3,400 |
| 3300 | Rifle | $11,500 | $12,100 |
| 3400 | Silt | $3,400 | $3,600 |
| 3500 | New Castle | $17,300 | $17,300 |
| 3600 | Glenwood Springs | $60,000 | $64,000 |
| 3700 | Carbondale | $40,000 | $42,000 |
| 3800 | Colorado Mountain College | $38,700 | $40,000 |
| 4200 | RFTA | $45,000 | $49,500 |
| | **Partnership Funding subtotal** | **$569,100** | **$546,900** |
| | | | |
| 5000 | **Other funding** | | |
| 5100 | Community Partners | $10,000 | $10,000 |
| 5300 | Grants | | $77,080 |
| 5200 | Sponsorships | | |
| 5400 | DOE payment from repurposed loan fund | $0 | |
| 5500 | Affiliate: Holy Cross Energy | $11,500 | $12,500 |
| 5600 | Affiliate: Garfield County Public Library District | $10,500 | $11,100 |
| | **Total other funding subtotal** | **$32,000** | **$110,680** |
| | | | |
| | **TOTAL Revenue** | **$601,100** | **$657,580** |
| **EXPENSES** | | | |
| | | | |

**Garfield Clean Energy Collaborative 2025 FINAL Budget**

| Acct # | | 2024 budget | 2025 proposed budget |
|---|---|---|---|
| | **Energy Efficiency Energy Savings Program** | | |
| 10000 | **Commercial, Agricultural, Industrial Sector** | | |
| 11000 | Energy consulting, coaching, education | $48,000 | $50,000 |
| 12000 | Outreach, communications, website | $22,000 | $20,000 |
| 13000 | Commercial energy efficiency rebates | $20,000 | $0 |
| | **Commercial subtotal** | **$90,000** | **$70,000** |
| | | | |
| 20000 | **Residential sector** | | |
| 21000 | Energy Consulting/coaching | $102,000 | $102,000 |
| 21100 | Energy Consulting - ReEnergize | $0 | |
| 22000 | Education, Outreach, Training, Website | $44,000 | $50,000 |
| | **Residential subtotal** | **$146,000** | **$152,000** |
| 21110 | GCE ReEnergize rebate funds | $95,000 | $20,000 |
| 21120 | EECBG ReEnergize rebate funds | $77,080 | $77,080 |
| | **Total ReEnergize rebate funds** | | **$97,080** |
| | **Energy Efficiency subtotal** | **$408,080** | **$319,080** |
| | | | |
| **Acct #** | | | |
| 30000 | **Clean Mobility** | | |
| 31000 | Increasing bike, walking, transit modeshare | $42,000 | $42,000 |
| 32200 | Efficient vehicles, alternative fuels, EV planning | $20,000 | $25,000 |
| 34000 | Outreach, education, training, website | $5,000 | $0 |
| | **Clean Mobility Subtotal** | **$67,000** | **$67,000** |
| | | | |
| 40000 | **Renewable Energy** | | |
| 41000 | Renewables technical assistance and implementation | $18,000 | $18,000 |
| 42000 | Renewables outreach and education | $15,000 | $10,000 |
| | **Renewable Energy subtotal** | **$33,000** | **$28,000** |

**Garfield Clean Energy Collaborative 2025 FINAL Budget**

| Acct # | | 2024 budget | 2025 proposed budget |
|---|---|---|---|
| 50000 | **Energy Efficiency-Energy Management for GCE Member Governments** | | |
| 51000 | Energy Data Mgt / LIve bldg and solar data | $64,300 | $68,000 |
| 52000 | Energy Management coaching and services | $40,000 | $42,000 |
| | **Energy Efficiency for GCE Members subtotal** | **$104,300** | **$110,000** |
| | | | |
| 60000 | **Special Projects - updated goals areas for 2023** | | |
| 61000 | Updated energy plan resources, tracking, metrics | $10,500 | $11,500 |
| 62000 | 2023 Goal 5- Economic Development, Workforce progra | $18,000 | $18,000 |
| | **Special Projects subtotal** | **$28,500** | **$29,500** |
| | | | |
| 90000 | **GCE Partnership Services** | | |
| 91000 | GCE Program management, Reporting, Strategic Planning, Meetings, Budgeting, Policy | $79,000 | $80,000 |
| 92000 | Legal Services | $3,000 | $3,000 |
| 93000 | Accounting / Bookkeeping | $7,000 | $7,000 |
| 91000.1 | Audit / Financial review | $6,000 | $6,000 |
| 91000.2 | CIRSA Liability Insurance | $2,200 | $2,400 |
| 95000 | Contingency | $2,900 | $3,000 |
| | **GCE Partnership Services subtotal** | **$100,100** | **$101,400** |
| | | | |
| 1001 | **Credit Reserve Fund expenses** | | |
| | | | |
| | **Total Revenue** | **$601,100** | **$657,580** |
| | Remaining DOE balance | $83,064 | $0 |
| | **Total revenue + remaining DOE funds** | **$684,164** | $657,580 |
| | **TOTAL EXPENSES** | **$740,980** | **$654,980** |
| | **Net Funding for 2024** | **-$56,816** | **$2,600** |
| | **Ending fund balance** | **-$16,816** | **$22,600** |

**GARFIELD CLEAN ENERGY COLLABORATIVE**
**PROFESSIONAL SERVICES AGREEMENT**

This PROFESSIONAL SERVICES AGREEMENT (hereinafter "Agreement") is made effective the 1st day of January, 2025, by and between GARFIELD CLEAN ENERGY COLLABORATIVE, a Colorado local government entity organized pursuant to C.R.S. §29-1-203 ("GCE"), and CLEER: CLEAN ENERGY ECONOMY FOR THE REGION (hereinafter "Contractor").

WHEREAS, the GCE desires that Contractor assist with administration and management of GCE as an independent contractor, in accordance with the provisions of this Agreement; and

WHEREAS, Contractor desires to perform such duties pursuant to the terms and conditions provided for in this Agreement; and

WHEREAS, the parties hereto desire to set forth certain understandings regarding the services in writing.

NOW THEREFORE, in consideration of the promises and covenants contained herein, the parties agree as follows:

1. Services. GCE agrees to retain Contractor to provide the services set forth herein, and as further specified in the Scope of Work on Exhibit A, attached hereto and incorporated herein by reference, and as specified herein ("Services"), and Contractor agrees to so serve. Contractor warrants and represents that it has the requisite authority, capacity, experience, and expertise to perform the Services in compliance with the provisions of this Agreement and all applicable laws and agrees to perform the Services on the terms and conditions set forth herein. GCE reserves the right to omit any of the Services identified in Exhibit A upon written notice to Contractor. In the event of any conflict between this Agreement and Exhibit A, the provisions of this Agreement shall prevail.

2. Compensation. GCE agrees to compensate the Contractor for all fees and expenses set forth in the Fee Schedule attached hereto as Exhibit B and incorporated herein by this reference to perform the Services necessary to meet the Scope of Work detailed on Exhibit A, provided however, notwithstanding the proposed budget amounts allocated to each area in the Scope of Work, Contractor's fees and expenses shall not exceed the revenue of GCE in 2025. Contractor shall update GCE on a quarterly basis indicating its progress to date to meet its Scope of Work. Contractor shall invoice GCE on a monthly basis detailing the services provided, including all associated hourly fees and costs, for GCE's review and approval. GCE may request additional detail regarding issued invoices or request that future invoices include additional information.

3. Term and Renewal. This Agreement shall be effective as of January 1, 2025, and shall extend until completion of the services attached as Exhibit A or until the Agreement is terminated pursuant to paragraph 9 of this Agreement, or December 31, 2025, whichever occurs first; provided, however, that to the extent the term of this Agreement for whatever reason

exceeds one fiscal year, the obligations described herein shall be subject to annual appropriation by GCE, at its sole discretion.

4. Ownership of Instruments of Service. GCE acknowledges the Contractor's work product, including electronic files, as instruments of professional service. Nevertheless, the final work product prepared under this Agreement shall become the property of GCE upon completion of the services and payment in full of all monies due to the Contractor.

5. Monitoring and Evaluation. GCE reserves the right to monitor and evaluate the progress and performance of Contractor to ensure that the terms of this Agreement are being satisfactorily met in accordance with GCE's and other applicable monitoring and evaluating criteria and standards. Contractor shall cooperate with GCE relating to such monitoring and evaluation.

6. Independent Contractor. The parties agree that the Contractor shall be an independent contractor and shall not be an employee, agent, or servant of GCE. Contractor is not entitled to workers' compensation benefits from GCE and is obligated to pay federal and state income tax on any money earned pursuant to this Agreement.

7. Insurance Requirements. Contractor shall be responsible for its own independent general liability insurance, automobile insurance, worker's compensation, and any other insurance necessary to perform the duties contemplated by this Agreement and shall indemnify and hold harmless GCE from any acts attributable to Contractor's negligence for which GCE may be held liable not covered by GCE's insurance.

Contractor shall provide proof of general liability insurance in the amount of $1,000,000 to GCE upon execution of this Agreement. GCE may require increased coverage based on particular project requirements. A copy of the Contractor's current available insurance coverage and limits is attached as Exhibit C.

8. Indemnification. Contractor hereby covenants and agrees to indemnify, save, and hold harmless GCE, its officers, employees, and agents from any and all liability, loss, costs, charges, obligations, expenses, attorney's fees, litigation, judgments, damages, claims, and demands of any kind whatsoever arising from or out of any negligent act or omission or other tortious conduct of Contractor, its officers, employees, or agents in the performance or nonperformance of its obligations under this Agreement.

9. Termination.

a. Generally.

(i) GCE may terminate this Agreement without cause if it determines that such termination is in GCE's best interest. GCE shall effect such termination by giving written notice of termination to Contractor, specifying the effective date of termination, at least thirty (30) calendar days prior to the effective date of termination. In the event of such termination by GCE, GCE shall be liable to pay Contractor for Services performed as of the effective date of termination, but shall not be liable to Contractor for anticipated profits. Contractor shall not

perform any additional Services following receipt of the notice of termination unless otherwise instructed in writing by GCE.

(ii) Contractor may terminate this Agreement without cause if it determines that such termination is in Contractor's best interest. Contractor shall effect such termination by giving written notice of termination to GCE, specifying the effective date of termination, at least sixty (60) calendar days prior to the effective date of termination.

b. For Cause. If, through any cause, Contractor fails to fulfill its obligations under this Agreement in a timely and proper manner, violates any provision of this Agreement, or violates any applicable law, and does not commence correction of such nonperformance or violation within seven (7) calendar days of receipt of written notice and diligently complete the correction thereafter, GCE shall have the right to terminate this Agreement for cause immediately upon written notice of termination to Contractor. Contractor shall not perform any additional Services following receipt of the notice of termination.

10. Work By Illegal Aliens Prohibited. Pursuant to Section 8-17.5-101, C.R.S., *et. seq.,* Contractor warrants, represents, acknowledges, and agrees that:

A. Contractor does not knowingly employ or contract with an illegal alien.

B. Contractor shall not knowingly employ or contract with an illegal alien to perform works or enter into a contract with a subcontractor that fails to verify to Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this Agreement.

C. If Contractor employs employees, Contractor has participated in or attempted to participate in the basic pilot employment verification program created in Public Law 208, 104th Congress, as amended, and expanded in Public Law 156, 108th Congress, as amended, administered by the Department of Homeland Security (hereinafter, "E-Verify") in order to verify that Contractor does not employ illegal aliens. If Contractor is not accepted into E-Verify prior to entering into this Agreement, Contractor shall forthwith apply to participate in E-Verify and shall submit to GCE written verification of such application within five (5) days of the date of this Agreement. Contractor shall continue to apply to participate in E-Verify, and shall certify such application to GCE in writing, every three (3) months until Contractor is accepted or this Agreement is completed, whichever occurs first. This paragraph shall be null and void if E-Verify is discontinued.

D. Contractor shall not use E-Verify procedures to undertake pre-employment screening of job applicants while this Agreement is being performed.

E. If Contractor obtains actual knowledge that a subcontractor performing work under this Agreement knowingly employs or contracts with an illegal alien, Contractor shall be required to:

(a) notify the subcontractor and GCE within three (3) days that Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and

(b) terminate the subcontract with the subcontractor if within three (3) days of receiving the notice required pursuant to this subparagraph the subcontractor does not stop employing or contracting with the illegal alien; except that Contractor shall not terminate the contract with the subcontractor if during such three (3) days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.

F. Contractor shall comply with any reasonable request by the Colorado Department of Labor and Employment ("Department") made in the course of an investigation that the Department is undertaking pursuant to the authority established in subsection 8-17.5-102(5), C.R.S.

G. If Contractor violates this paragraph, GCE may terminate this Agreement for breach of contract. If this Agreement is so terminated, Contractor shall be liable for actual and consequential damages to GCE arising out of said violation.

11. Responsibilities. The Contractor shall be responsible for all damages to persons or property caused by the Contractor, its agents, employees or sub-Contractors, to the extent caused by its negligent acts, errors and omissions hereunder, and shall indemnify and hold harmless GCE from any claims or actions brought against Contractor by reason thereof.

12. Entire Agreement. This Agreement, along with any addendums and attachments hereto, constitutes the entire agreement between the parties. The provisions of this Agreement may be amended at any time by the mutual consent of both parties. The parties shall not be bound by any other agreements, either written or oral, except as set forth in this Agreement.

13. Governing Law and Venue. This Agreement shall be governed by the laws of the State of Colorado, and venue shall be in the County of Garfield, State of Colorado.

14. Governmental Immunity Act. No term or condition of this Agreement shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protections, or other provisions of the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101 et seq.

15. Assignability. Contractor shall not assign this Agreement without GCE's prior written consent.

16. Binding Effect. This Agreement shall be binding upon, and shall inure to the benefit of, the parties hereto and their respective heirs, personal representatives, successors, and assigns.

17. Survival Clause. The "Indemnification" provision set forth in this Agreement shall survive the completion of the Services and the satisfaction, expiration, or termination of this Agreement.

18. Severability. In the event a court of competent jurisdiction holds any provision of this Agreement invalid or unenforceable, such holding shall not invalidate or render unenforceable any other provision of this Agreement.

19. Headings. Paragraph headings used in this Agreement are for convenience of reference and shall in no way control or affect the meaning or interpretation of any provision of this Agreement.

20. Notices. Written notices required under this Agreement and all other correspondence between the parties shall be directed to the following and shall be deemed received when hand-delivered or three (3) days after being sent by certified mail, return receipt requested:

If to GCE: Garfield Clean Energy Collaborative, c/o Karp Neu Hanlon, P.C.
P.O. Drawer 2030, Glenwood Springs, CO 81602

If to Contractor: CLEER, P.O. Box 428, Carbondale, Colorado 81623

21. Authority. Each person signing this Agreement, and any addendums or attachments hereto, represents and warrants that said person is fully authorized to enter into and execute this Agreement and to bind the party it represents to the terms and conditions hereof.

22. Attorneys' Fees. Should this Agreement become the subject of litigation between GCE and Contractor, the prevailing party shall be entitled to recovery of all actual costs in connection therewith, including but not limited to attorneys' fees and expert witness fees. All rights concerning remedies and/or attorneys' fees shall survive any termination of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

GARFIELD CLEAN ENERGY COLLABORATIVE

By: _____ Date: _____
Jason White, Chairperson

ATTEST:

_____ Date: _____
Bruce Leland, Secretary

CONTRACTOR:

By: _____ Date: _____
Morgan Hill, Associate Director
CLEER: Clean Energy Economy for the Region

# DRAFT Exhibit A
# GARFIELD CLEAN ENERGY
# 2025 BASIC SERVICES SCOPE OF WORK

December 2024

## Goal #1: Energy Savings in Built Environment - Energy Efficiency

### Residential and commercial programs

- **Commercial and residential energy consulting**
  - Provide energy coaching and consulting services to businesses and households, with the goal of helping each client understand their energy use and take steps to reduce energy use in their home, business, farm or ranch. Connect participants to available funding sources and rebates. Provide opportunities for households to learn about energy saving measures.
- **Residential energy consulting – low-to-middle income program**
  - Continue to implement the low-to-middle income rebate program, utilizing funds allocated to rebates as well as leveraging additional rebate funding.
- **Commercial and residential outreach, education, training, website**
  - Continue to engage in efforts to reach multi-family housing units to participate in available programs.
  - Maintain up-to-date lists of energy efficiency rebates, incentives and financing options for commercial and residential customers and post to GCE website.
  - Deliver effective marketing and outreach to drive energy efficiency actions by businesses and households.
  - Write and publish relevant success story case studies, progress articles and informational fact sheets.
  - Publicize GCE programs and achievements through earned media and presentations.
  - Update efficiency contractors on rebate offers, financing programs, and new technology and materials, through a series of contractor workshops and product demonstrations, and in email messages continuing through the year.
  - Develop additional ways to ensure programs and resources are fully accessible and utilized by non-English speaking populations.
  - Continue to seek out and publicize any new financing opportunities available from regional, state, federal sources.
- **Encourage energy-saving measures in new construction**
  - Work in partnership with state and local partners to advance energy-saving measures in codes for those jurisdictions who are interested. Conduct educational programs on energy codes and assist with aspects of code updates for those GCE members interested.

- Work to increase knowledge and skills in the region for energy-saving new construction and design methods.

**Energy efficiency for GCE member and affiliate governments**

- **Advanced Energy Management**
  - Work with each GCE member to confirm interest and commitment to participation in the advanced energy management program for their facilities
  - Work with the designated partner's efficiency "champion" to collect necessary data and maintain the functionality of the system
    - Includes regular maintenance and provision by partner of the organization's utility bills or delegate access
    - Work with the champion to determine appropriate energy saving targets for the partner organization.
  - Share energy data reports with the champion and team on a quarterly, or other determined timeframe, to review unusual trends or increased energy use and send alerts and updates to partners
  - Work to achieve energy savings at facilities
    - Identify no-cost and low-cost energy savings measures and create a plan for the partner to implement the selected measures
    - Includes energy consulting, securing rebates from utilities, assisting with grant applications, and meeting with staff and elected officials as needed
    - Track utility bills for rate changes and advise as appropriate
  - Prepare and present customized annual building energy reports for each member's governing board and meet with Council to present
  - Provide trainings or roundtable meetings, as requested, for partner staff, facility managers and staff, wastewater treatment plant operators, and decision makers to take full advantage of the AEM Console
  - Energy data system maintenance
    - Work with NET and the Console to ensure the software and features are functioning; suggest improvements where needed
    - Continue to ensure that solar data feeds are working
    - Ensure that interval data is operating, provide proposals for replacement or repair as needed
    - Develop a public dashboard interface that will be useful
    - Ensure that utility bills are processed regularly

**<u>Goal #2: Carbon-free electricity and renewable energy</u>**

- Work with utility and state partners to identify specific opportunities for GCE communities to help them reach their 2030 renewable energy goals.
- Reach out to businesses in the region that are part of national corporations with sustainability goals to encourage local implementation of on-site renewable energy

- Identify and publicize any new funding opportunities available to households, businesses, local governments to help achieve their clean energy goals.
- Provide technical support to local governments on solar opportunities, financing options, power purchase agreements, and utility provider billing
- Ensure electrical generation from solar collectors for GCE partner buildings is reflected in the AEM Console
- Continue ongoing education about renewable energy options through case studies, print materials, and events and workshops
- Work on implementing components of the Solar plus Storage Study and Action Plan
- Work to advance geothermal and thermal energy network opportunities throughout the County

## Goal #3: Clean Mobility

### Transportation electrification

- Work with local governments, utility, state, and industry partners to implement strategies identified in the 2024 EV readiness plan
- Provide access to incentives, funding, and information that will make it easier for people to purchase electric vehicles (EV), which include BEV (battery-electric vehicles) and PHEV (plug-in hybrid electric vehicles)
- Support efforts to electrify fleets, including providing technical assistance, access to incentives, information and support to encourage conversion of fleets to electric or plug-in hybrids
- Connect residents, businesses, and municipalities to available incentives and programs for charging infrastructure
- Provide assistance to local governments related to the adoption of codes and policies that support EV adoption and multimodal transportation
- Continue ongoing media and public information efforts and events that increase awareness of resources, best practices, and policies to support advancement of clean energy transportation topics

### Increase biking, walking, transit mode share

- Conduct programs that encourage biking, walking and transit such as regional Bike-to-Work promotions and school biking and walking programs
- Increase access to e-bike rebates where biking can be used to replace vehicle trips
- Support opportunities and increase awareness of opportunities and solutions to improve first-and last-mile connectivity
- Provide assistance to local governments related to the adoption of codes and policies that support EV adoption and multimodal transportation
- Increase awareness of  smart design to make it easier for biking and walking
- Organize and collaborate with community and state partners to plan and publicize local campaigns, events, and efforts that increase mode share of walking, biking, transit, increase understanding of traffic growth trends

- Work with community, regional and state partners to develop additional ways to reach GCE clean mobility plan goals

**Goal #4: Greenhouse gas emissions**

- Work with GCE partners, utilities, energy providers, and state partners to identify most effective approaches to achieve Goal 4, which could involve an educational workshop or meetings. Based on those efforts, map out potential GCE actions and annual work program
- Address building electrification topics as part of residential and commercial programs/ incorporate electrification opportunities, education, and incentives into those program efforts

**Goal #5: Clean Energy Economic Development and Jobs**

- Working with state and other partners, develop and promote workforce development opportunities to help support the roles and firms required to reach GCE goals and to refine approaches identified in the 2022 Garfield Energy Action Plan
- Develop and promote workforce development programs that support all the above strategies to increase localized employment opportunities and business development
- Work with educational institutions to provide energy education opportunities and training for multiple age groups. Work with educational institutions to create paid internships
- Provide ongoing outreach and training to build countywide knowledge, capacity, energy literacy, leadership, and technical expertise to support maximum local and regional economic benefits associated with achieving goals
- Pursue policies and funding that address the fiscal impacts of transitioning to a clean energy economy and assisting the region with maintaining a strong economy and resources for public services in the face of changing national energy conditions

**Partnership Services**

**Administration, planning, meetings**

- Manage GCE programs, services, budget and expenses
- Prepare, maintain and submit documents to ensure GCE's good standing as an intergovernmental authority
- Plan for, provide materials and support for board meetings
- Seek additional funding and investment to implement GCE programs, including applying for grants relating to GCE scope of work

**Planning and reporting**

- Organize a board retreat and support the development of strategic planning
- Research and write quarterly progress reports, and distribute to member boards
- Make annual presentations to each member board as requested
- Enter data in SalesForce database for all participants to track cumulative, countywide energy savings and to measure program effectiveness
- Conduct a greenhouse gas emissions inventory for 2024 data as an update to the 2023 Energy Action Plan
- Create a 2025 update summary to the 2023 Energy Action Plan

**Financial tracking and budgeting**

- Develop 2026 budget and secure funding pledges
- Handle vendor invoices and provide monthly expense reports for labor and hard costs as requested by the GCE finance committee
- Coordinate with GCE bookkeeper to ensure accuracy of monthly financial reports
- Provide documents and information as requested for an annual financial review

# Exhibit B – 2025 Fee Schedule

For 2025, CLEER's fee will be $110 per hour, reflecting the efficiency and expertise of CLEER's staff, as well as operational costs and annual cost of living increases.

Certain fees billable directly to Garfield Clean Energy Collaborative will include the audit, CIRSA liability insurance, bookkeeper fees, attorney fees, publication of legal notices, utility bill data entry fees, and any large invoices as deemed appropriate for direct payment by CLEER management.

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 12/10/2024

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

| PRODUCER | CONTACT NAME: Simon-Sugg Joint | |
|---|---|---|
| Assurance Risk Managers, Inc.<br>10651 East Bethany Drive<br>Suite 300<br>Aurora CO 80014-2688 | PHONE (A/C, No, Ext): (303) 454-9562 | FAX (A/C, No): (303) 454-9564 |
| | E-MAIL ADDRESS: | |

| INSURED | INSURER(S) AFFORDING COVERAGE | NAIC # |
|---|---|---|
| Clean Energy Economy for the Region<br>P.O. Box 428<br>Carbondale CO 81623 | INSURER A : Hartford Casualty Insurance | 29424 |
| | INSURER B : Hartford Underwriters Ins. Co | 30104 |
| | INSURER C : Philadelphia Indemnity Ins. Co. | |
| | INSURER D : | |
| | INSURER E : | |
| | INSURER F : | |

**COVERAGES** **CERTIFICATE NUMBER:** 24-25 GL HNO WC EO **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|---|---|---|---|---|---|---|---|---|
| A | [X] COMMERCIAL GENERAL LIABILITY<br>[ ] CLAIMS-MADE [X] OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br>[ ] POLICY [X] PRO-JECT [ ] LOC<br>[ ] OTHER: | | | 34SBAPF4220 | 10/20/2024 | 10/20/2025 | EACH OCCURRENCE<br>DAMAGE TO RENTED PREMISES (Ea occurrence)<br>MED EXP (Any one person)<br>PERSONAL & ADV INJURY<br>GENERAL AGGREGATE<br>PRODUCTS - COMP/OP AGG | $ 1,000,000<br>$ 300,000<br>$ 10,000<br>$ 1,000,000<br>$ 2,000,000<br>$ 2,000,000 |
| A | AUTOMOBILE LIABILITY<br>[ ] ANY AUTO<br>[ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS<br>[X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY | | | 34SBAPF4220 | 10/20/2024 | 10/20/2025 | COMBINED SINGLE LIMIT (Ea accident)<br>BODILY INJURY (Per person)<br>BODILY INJURY (Per accident)<br>PROPERTY DAMAGE (Per accident) | $ 1,000,000<br>$<br>$<br>$ |
| | [ ] UMBRELLA LIAB [ ] OCCUR<br>[ ] EXCESS LIAB [ ] CLAIMS-MADE<br>[ ] DED [ ] RETENTION $ | | | | | | EACH OCCURRENCE<br>AGGREGATE | $<br>$ |
| B | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N: Y<br>If yes, describe under DESCRIPTION OF OPERATIONS below | N / A | | 34WECPU7953 | 03/02/2024 | 03/02/2025 | [X] PER STATUTE [ ] OTH-ER<br>E.L. EACH ACCIDENT<br>E.L. DISEASE - EA EMPLOYEE<br>E.L. DISEASE - POLICY LIMIT | <br>$ 1,000,000<br>$ 1,000,000<br>$ 1,000,000 |
| C | Professional Liability<br>Claims Made Policy | | | PHSD1795120-015 | 06/23/2024 | 06/23/2025 | Each Claim<br>Aggregate | 1,000,000<br>1,000,000 |

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

**CERTIFICATE HOLDER**

Garfield Clean Energy
P O Box 428
Cardondale CO 81623

**CANCELLATION**

**SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.**

**AUTHORIZED REPRESENTATIVE**

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