

City of Boulder Community CAP Commercial Technical Team

Agenda and Status Update December 10, 2009

Attachments: None

Officially Appointed Attendees (x = participants in attendance)				
Kara Mertz		Elizabeth Vasatka		Kevin Afflerbaugh
Dave Adams		Don Mallory		Mark Casey
Pam Milmoe		Ron Shaw		Dan Powers
Henry Mueller		Paul Sheldon		Dennis Arfmann
Kai Abelkis		Jim Logan		

Non-appointed Attendees				

Status Report
<p>Summary from Nov 12th, 2009 meeting: Meeting focused on commercial tech team finalizing the Community CAP Commercial Sector Strategy. The tech team then discussed the Commercial Energy Conservation Ordinance (CECO) scope; making additions and highlighting important research that should be part of the revised scope that will be resubmitted to the three consulting firm finalists. Then the discussion shifted to asking the members what is the appropriate roles that the city staff and tech team members should play; as well as contractors and business networks.</p>

Project Summary	
<p><i>Schedule:</i> To be developed with Commercial Tech Team</p>	<p><i>Budget:</i> Actual 2009: \$182,000 2009 expended YTD: \$97,000 est. 2010: \$945,000</p>
<p><i>Scope:</i> On scope</p>	<p><i>Risks:</i> (low) Coordination with Xcel Energy's new small business lighting program</p>

December 10, 2009: 4 – 5:30 PM Agenda	Facilitator
4 – 4:05 p.m. Introductions	All
4:05 – 4:25 p.m. Nexant presentation on recommissioning/ building tune-up pilot project	Lynn Roy, Nexant & Julie Sieving, Brendle Group
4:25-4:35 p.m. Question & Answers	Elizabeth Vasatka/Kara Mertz
4:35- 5:20 p.m. Outcomes of pilot Role of city CAP Tax funding Other information the city should provide to	Elizabeth Vasatka/Kara Mertz

businesses 5:20- 5:30 p.m. Next steps Calendar check	Elizabeth Vasatka/Kara Mertz
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<p>Recent Accomplishments:</p> <ul style="list-style-type: none"> ➤ City and Boulder County collaborated on Governor's Energy office (GEO) New Energy Economic Development (NEED) grant for additional funding for direct rebates to businesses for implementing energy efficiency measures. ➤ Reissued RFP for to identify EE measures and program options for a Commercial Energy Code Ordinance (CECO) ➤ Issued RFP and received proposals for a pilot, small building tune-up program. ➤ Local real estate attorney drafted a model Green Lease addendum to allow landlords to pass on to tenants the costs of energy efficiency improvements ➤ Mayor met with two large property owners to discuss needs to retrofit their buildings <p>Next Steps:</p> <ul style="list-style-type: none"> ➤ Develop Strategy and work plan for delivery of commercial sector CAP programs ➤ Meet with financing Tech Team to identify financing options for commercial sector ➤ Meet with local commercial contractors to discuss potential program offering and improving the existing Trade Ally Network. ➤ Refine scope for CECO research <p>Additional Items:</p> <ul style="list-style-type: none"> ➤ The Governor's Energy Office is developing a revolving loan program for residents and businesses. They will have more details soon, and we are working closely with them to determine how we can partner with them on this program.

ISSUES LOG				
	Description	Responsible	Target Date	Comment
1	Draft Green Lease language	Kevin Afflerbaugh	10/1/09	Discuss with Tech Team
2	Stimulus Funding Incentive Project (NEED grant)	Kevin Afflerbaugh & Pam Milmoie	Nov	Awaiting decision to see if awarded grant
3	EE and program options research for CECO	Kevin	Proposals received 8/26/09	Refine scope with Tech Team; determine desired involvement in review
4	Pilot Building Tune-Up Program	Kevin	Nov	Contractor selected. Discuss program with Tech Team
5	City Rebate and Financing Programs	Tech Team	Nov	Discuss with Tech Team and coordinate with Financing Tech Team
6	Contractor Coordination	Kevin/PACE	December	Develop options for improved Trade Ally Network
7	City of Boulder Building Inventory Analysis	Kevin (through Point 380)	9/4/09	Completed. Review with Tech Team

8	Landlord/Council/City Manager Meeting	Kevin/Kara	Nov	Mayor began this. Need to ID next steps
9	Recognition	Tech Team	Early 2010	Need to develop strategy to recognize high achieving businesses
10	Coordination with Xcel Energy Programs	Kevin/PACE	Ongoing	PACE is coordinating a working group
11	Finalize Business Plan	Tech Team	11/12/09	Continue discussion

Upcoming Meetings (TBD)		Date and Time	