

City of Boulder Community CAP Commercial Technical Team

Agenda and Status Update November 12, 2009

Attachments:

- Nov 5th Meeting Summary Notes

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

Status Report
<p>Summary from Nov 5th, 2009 meeting: Meeting focused on commercial tech team expectations and on the commercial sector's business plan. This discussion on the business plan focused on goals, objectives, mission, and vision of the commercial programs.</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>

NOVEMBER 12, 2009: 4-6 PM Agenda	Facilitator
<ul style="list-style-type: none"> • Review the refined commercial sector strategies per tech team input 	Elizabeth Vasatka/Kevin Afflerbaugh
<ul style="list-style-type: none"> • Review commercial energy conversation ordinance (CECO) scope 	Elizabeth Vasatka/Kevin Afflerbaugh
<ul style="list-style-type: none"> • Discussion of city/contractor/business network roles 	All
<ul style="list-style-type: none"> • Next steps 	Elizabeth Vasatka/Kevin Afflerbaugh

<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. ➤ Issued 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

Next Steps:

- 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

Additional Items:

- 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