

**REDWOOD COAST ENERGY AUTHORITY**  
**REGULAR MEETING**

HUMBOLDT COUNTY COURTHOUSE  
CONFERENCE ROOM "A"  
825 5<sup>th</sup> Street, Eureka

February 19, 2004  
Monday, 3:00 p.m.

**MINUTES**

**I. ROLL CALL.**

**Members: County of Humboldt:** County Administrative Officer Loretta Nickolaus; **City of Arcata:** Vice Mayor Connie Stewart (Chair); **City of Rio Dell:** City Council Member Mike Dunker; **City of Fortuna:** City Council Member Dean Glaser, City Manager Duane Rigge; **City of Blue Lake:** City Manager Wiley Buck; **City of Trinidad:** Mayor Dean Heyenga (arrived late).

**Staff:** Recorder Heather Verville; Attorney Nancy Diamond.

**Guests:** Kurt Kammerer, Consultant; Richard Engel, Schatz Energy Resources Lab; Jennifer Fuller, HSU Student; Scott Willits, Redwood Infrared; Shirley Shelburn, Humboldt Watershed Council.

**II. CONSENT CALENDAR.** Motion: Approve all items on the Consent Calendar. Nickolaus/Glaser. Approved 5-0.

**III. OLD BUSINESS**

**A. CPUC grant proposal update.** The board discussed the necessity of receiving advance payments to cover ongoing operating expenses.

**B. Discussion and Action for filing the request of the CPUC to modify the model contract.** Kurt, Connie and Maureen explained that the CPUC approved the RCEA proposal but that the actual contract is with PG&E, and there are some challenges with that set up. Although there was discussion of RCEA being a partner with PG&E in the proposal, there was not enough PG&E staff nor time to coordinate this effort. RCEA is negotiating a contract with PG&E. PG&E is using CPUC's model contract. This contract does not include advance payments. Kurt has proposed filing a petition with the CPUC to modify the model contract to include advance payments of at least three months. Connie has been researching applying for a line of credit from a bank or from an agency such as RREDC. Motion: Authorize staff to modify contract to include advance payment of funds. Heyenga/Glaser. Approved 6-0.

**C. Continued discussion of Utility Management Software (UMS) Options.** Maureen reminded member agencies to submit utility information, including the number of PG&E accounts, buildings and square footage to RCEA staff. She also requested that agencies sign an account release form to authorize release of data to the UMS.

**D. Discussion of the AESC report of audits done in December 2003.** Copies of the immense draft report were distributed. Quick reviews prompted positive response. Maureen requested that agencies submit formal comments within two weeks.

#### **IV. NEW BUSINESS**

- A. Development of a RCEA Advisory Board.** The board discussed whether experts who served on an advisory panel would have to be barred from bidding on projects. Attorney Nancy Diamond said that traditionally the experts could not both advise and invoice, but that this area of the law was being examined by the FPPC and was subsequently in flux. The board agreed it would be better to refrain from the appearance of collusion or conflict, and to forgo the benefits that an advisory board could offer.
  
- B. Presentation of Community Clean Water Institute Project results of the Fortuna Waste Water project with Jennifer Fulton and Duane Rigge.** Duane and Jennifer presented a summary of the remarkable energy and financial savings that resulted from replacing three motors at the Fortuna Wastewater Treatment Plant. Within less than a year the plant had saved more than \$50,000 in utility costs, which is nearly a 30 percent cost reduction, and a 20 percent energy (kWh) reduction. Duane explained that the process had completely changed city staff's concept of how to evaluate the worth of equipment, even if it still worked. Everyone was impressed with the results, and agreed the story should be promoted as a dramatic example of the strong link between saving energy and saving money.

#### **V. STAFF REPORTS.**

- A. Maureen Hart briefly reviewed the items on the written report that was included in board packets.
  
- B. Kurt Kammerer said the recruitment for an executive director was proceeding well. He has received a number of applications, which he will screen and evaluate and present to the RCEA. A committee will need to be formed to interview applicants.

#### **VI. REPORTS FROM MEMBER ENTITIES.** None.

#### **VII. ORAL COMMUNICATIONS.** Shirley Shelburn distributed copies of an e-mail announcing a lecture at HSU by Amory Lovins.

#### **VIII. ADJOURNMENT.** 4:50 p.m. Next meeting on Monday, March 15 at 3:30 p.m.