



Redwood Coast Energy Authority

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MEETING MINUTES

**Redwood Coast Energy Resource Center
517 5th Street, Eureka, CA 95501**

**March 21, 2011
Monday, 3:00 p.m.**

Redwood Coast Energy Authority will accommodate those with special needs. Arrangements for people with disabilities who attend RCEA meetings can be made in advance by contacting Cheryl Clayton at 269-1700 by noon the day of the meeting.

I. ROLL CALL

The meeting was called to order at 3:05 p.m. and roll call was taken.

Present: Jay Parrish, Linda Atkins, Lana Manzanita, Jack Thompson, Tom Davies, Sheri Woo, Ryan Sundberg, Sue Long, Alex Stillman

Absent: none

Staff: Matthew Marshall, Dana Boudreau, Julie Jurkowski

Guests: David Boyd

II. REPORTS FROM MEMBER ENTITIES

- Director Thompson reported that Rio Dell is moving forward with their sewer replacement project.
- Director Sundberg reported that the Trinidad Rancheria is moving forward with their project to replace the Trinidad pier, anticipated to start in August.

III. ORAL COMMUNICATIONS

None.

IV. CONSENT CALENDAR

- Approve Minutes of February 28, 2011 Board Meeting
- Approve attached Warrants

M/S/C: Thompson/Atkins – to approve the consent calendar. Abstain: Stillman

V. REMOVED FROM CONSENT CALENDAR ITEMS

None.

VI. OLD BUSINESS

- RCEA Financial Management Update

Executive Director Marshall provided cash flow and budget reports, and provided details on the proposed adjustments to the FY2010-11 budget.

M/S/C: Atkins/Thompson – approve proposed adjustments to the FY 2010-11 RCEA Budget.

NEW BUSINESS

B. Overview Presentation on RCEA Mission and Programs

Executive Director Marshall gave a presentation offering background information on the mission and role of RCEA, local energy usage data, and an overview of RCEA's major programs.

C. Municipal Facility Energy Benchmarking

Operations manager Boudreau reported that RCEA is working with member-entity staff to develop energy benchmarking for municipal buildings, beginning with the Eureka and Arcata City Halls. Benchmarking will assist with identify opportunities to improve the energy performance of local-government facilities through better data tracking and analysis.

D. PG&E Local Government Climate-Action Planning Survey

RCEA will be requesting that staff from member Cities and the County complete a survey regarding local-government climate-action planning activities. The survey is being conducted in selected regions across the state to help determine how state-wide and utility greenhouse gas emissions programs and assistance should be focused to best meet the needs of local governments.

VII. STAFF REPORT

A. Matthew Marshall, Executive Director

- Energy Watch Partnership: RCEA will be hosting a training on conducting municipal greenhouse gas inventories on April 27th; any interested local-government staff or elected officials are welcome to attend.
- Energy Upgrade CA: RCEA will be hosting a Contractor Participation Workshop on April 7th. The workshop is required for any contractors who wish to participate in the Energy Upgrade rebate program, which offers up to \$4,000 in incentives for home energy efficiency improvements.
- EECBG Projects: On March 23rd RCEA will be hosting a kick-off meeting for regional EECBG-funded projects being coordinated through the County.
- Renewable Energy Secure Communities Project: The second community Stakeholder meeting will be held on April 13th. These meetings are designed to gather input from representatives of various relevant stakeholder groups such as the local business community, local and federal government agencies, non-profits, and energy-industry professionals.

IX. ADJOURNMENT

The next regular RCEA Board of Directors Business Meeting will be held on Monday, April 18, 2011 at 3:00 PM.
