



**Jefferson County Sustainability Commission Regular Meeting  
October 14, 2020 • 4:00pm  
Minutes**

4:02 pm convened

Attendees: Jeff Wong (JW), Cedar Blazek (CB), Kimberly Pardue Welch (KPW), Julia Patrick (JP), Conor Merrigan (CM), Kevin Morse (KM), Jasmina Petrovic (JP), Frank Rukavina (FR)

Members absent: Matt Mines (MM),

County Staff: James Rada (JR), Jabez Meulemans (JM), Deborah Churchill (DC), Steve Snyder (SS), Commissioner Casey Tighe (CT)

**Public Comment**

**Jim Horan**, resident of Jeffco told members about Geos neighborhood in Jeffco and willingness to share knowledge and expertise to development standards for decarbonization in the future. Offered to give members a tour for those interested.

**Approval of Minutes** – September 9, 2020

FR motion to approve; KPW seconded motion. All in favor. Note, given there was a turnover of members with the 2021 appointments, a quorum of members attending the September meeting was not available. Only members attending September meeting voted and approved minutes.

**New Member Introductions**

Five new members were appointed as part of the 2020 appointment cycle. Roundtable member introductions.

**County Update**

DC shared that employees will continue to work remotely until the end of the year. JM looking at the year-end status of sustainable performance at the County. Will provide an update at end of year on 2020 performance.

## **Sustainability Foundation**

JW provided an overview of Foundation concept. Commission is looking at fiscal sponsor for Foundation to provide funds that support Sustainability Commission projects, specifically for the Climate Action Plan. Establishing relationship with Community First Foundation as fiscal sponsor. SS has been working on fiscal sponsorship agreement with Community First Foundation. Agreement is between Community First and Jefferson County. SS let group know that potential impact regarding Tabor in receiving funds via County. SS working on changes to address this possible issue.

SS reviewed outstanding issues: 1) what will the Fund be called and purpose of; 2) what are will the Fund get money for, intention of funds usage.

JW created a one pager regarding the Climate Action Plan. JW/SS will work on language for agreement. JW will send SS language this week. JW will send to DC for distribution to members.

SS believes agreement can be completed and approved by County by year end. CT will mention at October 27 commissioner meeting to keep in forefront of commissioners' mind. JW stressed that he would like agreement done by end of year. Agreement will be briefed to commissioners on November 10. Sustainability Commission will formally approve language at November meeting.

JW asked interest of other members to assist with initiative? KM and CM will join JW and FR.

## **Climate Action Plan (CAP) Resolution**

Commissioners passed resolution on September 15, 2020. DC will send copy to members. JW reviewed tentative timeline:

- November 10 – Brief to the commissioners to provide an update and progress made to-date and how timeline will play out next year.

- January 2021 – Technical consultant RFP issued. FR will draft and send to members for review/input. Members should look at Summit County for reference as they are serving as a model for Climate Action Plan.
- February 2021 – RFP award issued.
- March 2021 – Strategize on next steps.
- December 2021 – Commissioners approve CAP

JW expects the cost to be \$60,000 total. JM will administer and manage the RFP process within County. Team will reach out to Public Health to see if they can assist with a portion of funding.

CM advised group he may have a conflict of interest as his company may apply for RFP. DC and SS will talk to CM about situation and advise the commission.

Members asked if funding has to be in place prior to issuing an RFP? SS confirmed yes.

CM asked if CAP is in concert with municipalities or just unincorporated Jeffco? JW clarified CAP is in participation with all municipalities, regional plan. Group discussed how to involve municipalities not only from a resource standpoint but a funding partner. CM will assist JW, FR and JM moving forward. DC will schedule call next week for group to discuss next steps.

### **Partners in Energy – Residential**

MOU ends December 2020. Will probably have opportunity to extend to 2021. Waiting to see what happens with CAP. JW asked for help contacting local HOAs to distribute PIE information and energy conservation kits. KPW will help. JW asked if anyone else interested to email him.

### **Partners in Energy – Commercial**

Promoted C-PACE. Want to continue promoting. JW will work with KM off-line to keep program moving forward. Library might be a good way to communicate the message.

### **Partners in Energy – County Facilities**

JM working on year-end report.

## **Sustainability Awards**

Handed out four awards last month. Press release is out. DC will send link to members.

Awards will be part of Earth Day in 2021. JW will bring back at later meeting. Awards were done in place of Green Business Program due to limited resources at this time to get off the ground.

## **Website resources section**

KPW and MM have been working on development and build out. Opportunity for others to be involved.

## **2020 Budget Update**

DC shared with group 2020 remaining budget. Asked if members were interested in renewing ICLEI membership? CM made motion to renew and would like to split with Public Health as did last year. JP seconded. All in favor. DC will work with Public Health to insure they can split costs. If not, DC will bring back to November meeting.

## **Remaining 2020 Meetings**

DC asked if commission would like to meet in both November and December. Group agreed to meet both months and to move the regularly scheduled November meeting to November 4 due to November 11 being a federal holiday.

## **2021 Meeting Schedule**

DC asked if members wanted to continue with meeting schedule, second Wednesday every month at 4:00pm. Members will give thoughts to 2021 meeting schedule. DC will add to November meeting agenda to discuss and set 2021 schedule.

## **Other**

CM was asked to approach the county about a hold up with a regional composting facility. DC asked he send details to her and she will investigate and get back to him.

5:40pm Adjourned