



# Redwood Coast Energy Authority

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## MEETING MINUTES

Redwood Coast Energy Resource Center  
517 5<sup>th</sup> Street, Eureka, CA 95501

October 17, 2011  
Monday, 3:00 pm.

### I. ROLL CALL

Present: Linda Atkins, Jay Parrish, Sue Long, Shane Brinton, Tom Davies, Sheri Woo, Ryan Sundberg

Absent: Lana Manzanita, Jack Thompson

Staff: Matthew Marshall, Kristopher Buihner, Cheryl Clayton

Guests: Cory Cook-Humboldt Bay Energy LLC, Garri Russo-Humboldt Bay Energy LLC, Bob Higgons-Humboldt Association of Realtors

### II. REPORTS FROM MEMBER ENTITIES

Nothing to report

### III. ORAL COMMUNICATIONS

Bob Higgons asked to comment regarding the CAPE under Agenda Item VIII-A.

### IV. CONSENT CALENDAR

All matters on the Consent Calendar are considered to be routine by the Board and are enacted on one motion. There is no separate discussion of any of these items. If discussion is required, that item is removed from the Consent Calendar and considered separately. At the end of the reading of the Consent Calendar, Board members or members of the public can request that an item be removed for separate discussion.

A. Approve Minutes of September, 2011 Board Meeting

B. Approve attached Warrants

M/S/C: Brinton, Atkins: approve the consent calendar.

### V. REMOVED FROM CONSENT CALENDAR ITEMS

None.

### VI. OLD BUSINESS

A. RCEA financial report

Executive Director Marshall provided a financial report and answered board questions regarding the budget, balance sheet, and profit and loss reports. Audit

Executive Director Marshall provided a summary of the financial audit draft. Audit findings and improvements were discussed. Any comments or corrections will be incorporated into final draft presented at the next regular board meeting.

## VII. NEW BUSINESS

### A. Neighborhood Energy Challenge Innovator Pilot Project

**M/S/C: Sundberg, Brinton: to approve contract with Pacific Gas & Electric for \$256,029 for the Redwood Neighborhood Energy Challenge project.**

### B. North Coast Plug-in Electric Vehicle Project

**M/S/C: Atkins, Long: Adopt Resolution 2011-1 authorizing RCEA to accept and administer \$199,949 in CEC grant funds for regional plug in vehicle readiness planning.**

### C. Presentation on Humboldt Bay Energy LLC by Garri Russo

Guests Garri Russo and Cory Cook from Humboldt Bay Energy LLC gave a presentation on the different applications and design features of their company's prototype wind turbine technology and business strategy. Interested Board members can contact Mr. Russo if they would like to view the prototype unit.

## VIII. STAFF REPORT

### A. Executive Director Marshall provided a staff report:

- Green Communities Project has successfully kicked-off with the participation and support of member-city staff.
- October Energy Awareness Month was recognized by RCEA in the form of a North Coast Journal insert, radio interviews, and other outreach and promotional activities.
- The Planning Commission has completed their review of the Energy Element, and moving on to the Air Element, which also includes significant energy-related content relating to transportation and greenhouse gas emissions.

Bob Higgons of the Humboldt Association of Realtors re-stated the concern as expressed at the September Board Meeting regarding inclusion of "time of sale" wording in the draft CAPE. Staff agreed to work with Mr. Higgons to develop for the Board's consideration potential alternative wording that would be acceptable to the Association of Realtors.

## IX. CLOSED SESSION

Performance Review of Executive Director Marshall

## X. REPORT FROM CLOSED SESSION

Nothing to report.

## XI. ADJOURNMENT

The meeting was adjourned at 5:30 PM.

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