



NCAT ENERGY CORPS AMERICORPS PROGRAM

2019

Host Site Application

Organization Name: City of Red Lodge, MT **Address:** PO Box 9, Red Lodge, MT 59068
Phone: 406-446-1606 **Fax:** 406-446-393 **Website:** www.cityofredlodge.net
Contact Person: William Larson **Title:** Mayor **Email:** mayor@cityofredlodge.com

Name of AmeriCorps member's direct supervisor: William Larson

Title: Mayor, City of Red Lodge **Phone:** 406-446-1606 **Email:** mayor@cityofredlodge.com

Number of member(s) requested: 1

If you have a particular individual in mind who might be interested in serving at your site, please provide contact information below:

Name: **Phone:** **Email:**

Narrative:

1. Describe your organization and community's unmet needs and opportunities that the member's service activities will address.

The 2013 Red Lodge Growth Policy cites a policy under the Climate Protection section of demonstrating a commitment to environmental protection and sustainability. Infrastructure and city services goals in the Growth Policy include a commitment to recycling in municipal operations and mitigating light pollution affecting the night sky. Additionally, a baseline assessment of the City's energy and carbon footprint was performed in 2017, and a group of local citizens convened to set reduction targets and create an action plan. The City of Red Lodge Energy Conservation Plan was completed and unanimously adopted by council in October of 2018.

The City believes there is a need to reduce energy costs for City buildings, as general fund revenues are stable while operating costs continue to escalate. Implementation of the Energy Conservation Plan also requires staff support. An EnergyCorps member would greatly assist the City in reaching its short term goal of reducing carbon emissions to 10% below 2016 levels by year 2021, and

long term goal of being 50% below 2016 levels by year 2040.

2. Describe the service activities in which the AmeriCorps member will engage. Please be specific.

The service activities identified include those that are ongoing and some may be completed before the next year of service begins.

A. Hands on Energy Assistance – Electric Vehicle Charging Stations

Goal -- To ensure the stations operate on a sustainable basis over time.

Work to Date: Four electric vehicle charging stations have been installed at the public restroom area on North Oakes Avenue. Management plan has been completed that includes manuals, receipts and monitoring process. Marketing outreach is on Chamber and industry websites.

Remaining Tasks:

- 1- Continue monitoring usage and calculate cost savings.
- 2- Work with Chamber and other groups to research additional marketing opportunities to increase electric car visitors.
- 3- Work with the Public Works Director and the Carbon County Arts Guild snow plowing company to ensure the chargers are properly plowed out during winter.
- 4- Determine feasibility of updating or upgrading to a supercharger facility.

B. Hands on Energy Assistance – LED Retrofit for Streetlights

Goal – To reduce energy costs to the City and save energy.

Work to Date: Decorative streetlights from 3rd Street to 8th Street have been converted to LED in December 2016. Cost savings documented at \$100 per month. Management plan has been completed that includes manuals, receipts and monitoring process. LED lights installed at Lions Park for the ice skating rink. 24 Historic streetlights on Broadway Avenue identified as next LED Retrofit location, NorthWestern Energy has pledged to retrofit them as a “pilot project” for their State wide LED rollout.

Remaining Tasks:

- 1- Continue monitoring usage and calculate cost savings.
- 2- Oversee NWE’s pilot project and the physical retrofit.
- 3- Advertise, monitor, and celebrate the retrofit once it takes place.
- 4- Identify any other City Owned streetlights that could be retrofit.

C. Hands on Energy Assistance – LED Retrofit for City Buildings

Goal – To reduce energy costs for City buildings. To improve working conditions impacting safety in Police Garage and Public Works Shop.

Work to Date: Completed retrofit analysis for City Hall, Police Station, Public Works Shop, Water Treatment Facilities, and Wastewater Treatment Facilities. Retrofit installations took place at City Hall, Police Station, and PW Shop in May of 2017.

Remaining Tasks:

- 1- Continue monitoring usage and calculate cost savings.
- 2- Ensure the Public Works Director budgets for the WTP and WWTP LED retrofit.

- 3- Get bids from installers to perform the retrofit, oversee the physical retrofit, apply for a rebate on the project from NorthWestern Energy, track and celebrate the project.

D. Hands on Energy Assistance – Solar Arrays for City Buildings

Goal – To reduce energy costs for City buildings.

Work to Date: City Building Solar Rooftop Analysis completed, Library identified as first location for Solar PV Array. Structural Analysis of Library rooftop completed, USB Grant from NorthWestern Energy applied for and awarded, fundraising for remaining costs completed.

Remaining Tasks:

- 1- Ensure that the installation goes smoothly and that NWE promised monies are obtained and celebrate the project once the panels go online.
- 2- Coordinate educational outreach regarding solar technology in conjunction with the Library Board and Carbon County Resource Council.
- 3- Monitor cost, carbon, and energy savings that the array produces.
- 4- Determine feasibility of installing solar on other City Facilities.
- 5- Research grant funding opportunities to install solar on other City Facilities.

E. Hands on Energy Assistance – Community Greenhouse Gas Inventory

Goal – Provide baseline data for use in a future Community Energy Conservation Plan.

Work to Date: Necessary data has been gathered to produce a Community Greenhouse Gas Inventory for calendar year 2016. ClearPath Software has been obtained in order to analyze the data and the data has been run through the system.

Remaining Tasks:

- 1- Complete written analysis of the Community Greenhouse Gas Inventory.
- 2- Present to Carbon County Resource Council, Beartooth Front Community Forum, City Sustainability Board, and other local organizations who may be interested in spearheading a Community-wide Energy Conservation Plan.

F. Hands on Energy Assistance – Carry out Strategies in Energy Conservation Plan

Goal – Realize the carbon reduction goals set out in the Energy Conservation Plan.

Work to Date: Energy Conservation Plan has been written and adopted unanimously by City Council.

Remaining Tasks:

- 1- Work with City Council, Public Works Department, and City employees to carry out the strategies put forth in the Energy Conservation Plan.
- 2- Create and coordinate a Sustainability Board within the City who will help implement strategies and projects.
- 3- Go for the low-hanging fruit first and strategies with the lowest payback period.
- 4- Work to get strategies and projects budgeted each year.
- 5- Track energy, carbon, and cost savings.
- 6- Monitor progress as put forth in the Energy Conservation Plan.

G. Hands on Energy Assistance – Solarize 59068

Goal – To implement a solar energy group-purchasing program for residents in Red Lodge in order to decrease installation costs and increase the amount of solar on private homes and businesses.

Work to Date: Completed extensive research into Solarize programs, have been awarded a grant that would pay for the marketing and start-up costs of the program. Launch of Solarize 59068 in conjunction with community partners took place April 3, 2019. Currently overseeing the Solarize campaign during the spring and summer of 2019.

Remaining Tasks:

- 1- Track any lasting effects of the campaign on the general solar market in Red Lodge.
- 2- Provide the Montana DEQ with the necessary grant requirement documents and document retention.

H. Hands on Energy Assistance – Energy Conservation for City Buildings and Facilities

Goal – Reduce energy use at City facilities and save money.

Work to Date: Installation of 3 new Variable Frequency Drives in 2018, rebates from NWE obtained. Installation of R49 Insulation at City Hall in March of 2018. Window replacement bids for City Hall and Public Works obtained and windows installed. Occupancy Sensors installed in the Police Station, Judge’s office, and Attorney’s office. Programmable Thermostat installed at City Hall. Monitoring spreadsheets have been created to track cost and carbon savings from Building upgrade projects at the Wastewater Treatment Plant, City Hall, Police Station, and Public Works.

Remaining Tasks:

- 1- Continue monitoring usage and calculate cost savings.
- 2- Work with the City Electrician and the Public Works Director to install Occupancy Sensors in the Plow Shed at the Public Works Shop.
- 3- Upgrade light fixture at Pride Park to LED.
- 4- Work with City staff to identify energy conservation measures that can be implemented.
- 5- Research additional energy conservation activities that could be conducted in City Facilities, such as Solar Bees at the wastewater treatment plant.

I. Hands on Energy Assistance – Water Bottle Filling Station

Goal – Fund and install the Water Bottle Filling Station proposed by the 2018 Rotary Youth Leadership Awardees (RYLA).

Work to Date: RYLA students approached the City wanting to install a filling station. EnergyCorps member has worked with RYLA from then on to obtain permission from state agencies and city entities. Fundraising has begun and the EnergyCorps member has helped write and obtain grant funding for the project, as well as coordinate public presentations by RYLA to applicable community groups.

Remaining Tasks:

- 1- Continue assisting RYLA in fundraising for the station.
- 2- Ensure the Council signs the applicable resolution authorizing the City to pay for the water and maintenance of the station.
- 3- Help oversee the installation of the station once funding is secured.
- 4- Ensure funders are properly recognized through the signage posted at the station.
- 5- Monitor and celebrate the project.

J. Hands on Energy Assistance – Bee City USA

Goal – Designate Red Lodge as the first Bee City in Montana.

Work to Date: Courtney Long, Bee City USA local representative, gave a presentation to Council and asked for the City's participation in a Bee City Taskforce. Councilman Rob Weamer volunteered to assist on the City's behalf.

Remaining Tasks:

- 1- Approach Courtney and offer to join her TaskForce as a second City representative.
- 2- Help Bee City group to get Red Lodge designated.

K. Energy Education and Outreach – Recycling

Goal – Increase the awareness and importance of recycling and diverting waste from the waste stream.

Work to Date: EnergyCorps members worked with the City Recycling Board and now serve on the Recycle Red Lodge Board.

Remaining Tasks:

- 1- Work with the Recycling Board to improve recycling services in Red Lodge and educate the public on waste reduction measures.
- 2- Work with the High School to create a "How-To" Video about Beartooth Industries.
- 3- Improve wayfinding signage for the Recycling Center.
- 4- Assist with the tasks for the annual electronic recycling event conducted by REWIND (Recycle Electronic Waste Into New Devices).

L. Energy Education and Outreach – Composting

Goal – Establish a community composting program.

Work to Date: Assisted the Carbon County Resource Council in research of program activities and feasibility. Helped bring Swift Buckets to Red Lodge, which provides kitchen waste composting services through the Recycling center.

Remaining Tasks:

- 1- Attend meetings of the Carbon County Resource Council and assist where applicable.
- 2- Help determine how to bring yard waste composting to town, focusing on private entities rather than City run compost.

M. Energy Education and Outreach – High School Green Team Co-Advisor

Goal – Assist the Red Lodge High School Green Team in developing and implementing energy projects.

Work to Date: Helped to raise match funds for the school solar panel retrofit, assisted in research of wind power, assisted in SMART Schools Challenge. Assisted in the conception and implementation of a school-wide Bike Share Program called Pedal Power.

Remaining Tasks:

- 1- Provide support to identify and implement additional school related energy projects.

N. Energy Education and Outreach – Earth Day

Goal – Publicize energy and conservation activities in Red Lodge and support Earth Day.

Work to Date: Daily events conducted over a week in 2016. Earth Day Block Party conducted in 2017, 2018, and 2019 to showcase the EV chargers and support the Parks Clean-Up. Showcased earth-friendly organizations and activities in Red Lodge in conjunction with the annual Parks Clean-Up.

Remaining Tasks:

- 1- Work with local organizations to conduct a 2020 Earth Day event.

O. Energy Education and Outreach – Bike Share Program for Tourists and Locals

Goal – Provide active transportation options for Red Lodge residents and visitors, and reduce motor vehicle traffic in the downtown area.

Work to Date: School-wide Bike Share program (Pedal Power) was to be launched in April of 2018. People for Bikes grant applied for in 2018, but not received. Extensive research conducted on the cost/feasibility of bringing in a private Bike Share company.

Remaining Tasks:

- 1- Use Pedal Power as a pilot program and watch for what succeeds and what needs to be changed.
- 2- Work to expand Pedal Power to the entire community gradually and in a cost-effective manner.
- 3- Research potential grants for bike share infrastructure.
- 4- Make sure Pedal Power bikes are transported to the Red Lodge Area Community Foundation for community use during the summer season.

P. Energy Education and Outreach – Sustainability Page on City Website

Goal – Expand public awareness of the City’s energy conservation projects and activities.

Work to Date: Sustainability page created, houses information on current and past projects, energy analyses, the Energy Conservation Plan, and resources for home and business owners.

Remaining Tasks:

- 1- Continue to expand and improve the website where applicable.
- 2- Keep the website up to date on projects and activities.

3. Describe expected accomplishments, results and how the host site and member will gather results-based feedback from service recipients.

- A. Monitoring of energy usage and cost savings for electric vehicle charging stations, LED streetlights, LED in City Buildings, VFD installations, and City Facility energy upgrades.
- B. Creation on Management Plans for all City Facility upgrades projects.
- C. Implementation of additional energy projects to potentially include additional LED streetlight retrofits, solar array installation(s) for City buildings, Solarize program wrap-up, , composting programs, and community bike-share programs.
- D. Multi-faceted marketing for the electric vehicle charging stations, recycling activities, and completed energy projects. Public education by documenting and showcasing the benefits of all energy projects conducted by the City.
- E. Completion of the Community Greenhouse Gas Inventory and implementation of City Energy Conservation Plan. Get plan and climate goals reflected in the City’s Growth Policy and codes/ordinances.

Feedback on the adequacy of the expected major accomplishments has been and will continue to be obtained primarily through regular meetings between the EnergyCorps member and the supervising Council member(s), City Sustainability Board, and periodic presentation at Council meetings.

4. Indicate how you plan to sustain these activities after the AmeriCorps program year has ended.

Projects developed to date have been funded through the annual budgeting process, budget modifications during the fiscal year, and grants. Projects that are greater than \$25,000 and implemented after the service member's term is completed can be evaluated for inclusion in the annual assessment of the City's Capital Improvements Plan conducted in February of each year. The Energy Conservation Plan recommends strategies and projects that will decrease the City's carbon footprint and energy costs, and these strategies will serve as the City's roadmap to sustainability once the AmeriCorps service term is over.

5. List any specific skills or qualifications this position might require.

In addition to general knowledge of energy related activities, the person should have a proven ability to network and work with energy related resources.

Indicate the number of individuals an Energy Corps member or members will be able to provide education or training on energy and environmentally sustainable topics in accordance with the Energy Corps, AmeriCorps Program performance measures.

Number of entities receiving hands-on energy assistance from the EnergyCorps member, who shall serve as a representative of the City of Red Lodge (may include weatherization and conservation activities, energy assessments, audits and consultations, and alternative and renewable energy activities) that meet the definition of accepted performance measures discussed above: **6** (to include the City of Red Lodge elected officials and multiple City departments, Beartooth Industries, High School Green Team, Carbon County Resource Council, Red Lodge Carnegie Library, Recycle Red Lodge)

Number of individuals receiving education or training on energy and environmentally sustainable topics within the definition of accepted performance measure discussed above: **500** (to include the Green Team, Earth Day outreach, nonprofit organizations, City personnel, marketing efforts with the chamber and other organizations, and energy presentations around the state)

6. List opportunities for member development and training.

The City has supported and will continue to support, with funds budgeted to supplement the NCAT fee for the EnergyCorps member, training and travel opportunities primarily within the State of Montana. The City will rely on the member and NCAT to identify such opportunities.

7. Members that will have "recurring access to vulnerable populations" during their service terms must pass an FBI fingerprint check in order to serve in the program.

- **Definition of vulnerable populations:** children, elderly, people with disabilities

- **Definition of recurring access:** access on more than one occasion or access that is not for a 1 day period or episodic in nature

Will member have recurring access to vulnerable populations during the course of their service term? No.

8. For continuation host sites only.

- **Identify successes and challenges with previous Energy Corps projects and how a new member would continue and expand the initiatives of the previous member.**

Our previous EnergyCorps member had lots of success with solar installations, Solarize 59068, the Energy Conservation Plan, facility upgrades, and LED retrofits. We now have a City of Red Lodge Energy Conservation Plan and greenhouse gas reduction goals. We need an EnergyCorps member to assist us in implementing the plan and serve as the face of sustainability for the City.

- **Indicate any prospective changes in program supervision or staffing.**

The City intends to maintain a direct supervisor appointed by the Mayor and approved by the City Council. It is anticipated that the EnergyCorps member will maintain office location at City Hall

Please check below to indicate your ability to meet the following requirements:

- Cost Share:** \$11,500 cash match per full-time member
- Recruitment:** Participate in member recruitment efforts
- Work space:** Provide suitable work space and necessary equipment for member
- Supervision:** Provide on-site supervision, ensuring member activities adhere to program requirements and the member's position description
- Reporting:** Submit progress reports and evaluations to NCAT as agreed upon in the MOU

I have reviewed the NCAT Energy Corps AmeriCorps 2018 Host Site Application and submit this application on behalf of the above named agency.

Name: _____ Title: _____

Date: