

## **Memorandum of Understanding Phase 2 – Plan Implementation**

Town of Frisco  
1 W Main Street  
Frisco, CO 80443

The intent of this Memorandum of Understanding is to recognize the achievement of the Town of Frisco (the Town) in developing an Energy Action Plan. Xcel Energy, through its Partners in Energy offering, has supported the development of this Energy Action Plan. This document outlines how the Town and Xcel Energy will continue to work together to implement this Energy Action Plan. The term of this joint support, as defined in this document, will extend from November 1, 2022 through April 30, 2024.

**Xcel Energy will support the Town of Frisco in achieving the goals of its Energy Action Plan in the following ways:**

### **Focus Area: Residents**

- **R-1: Educate the Frisco Community About Residential Energy Opportunities.**
  - Lead the development of an outreach plan.
  - Lead the development, printing, and delivery of collateral identified in outreach plan, such as social media content, flyers, posters, and newsletter language.
  - Support outreach initiatives at up to five community events during implementation through event planning support, volunteer training, and basic tabling supplies (tablecloths, flyers and brochures, material display stands). Provide staff to attend select community events if needed to supplement Town/volunteer resources.
  - Provide specialty LED kits and other energy-related materials as available, for distribution at residential events.
  - Serve as liaison among Town and Xcel Energy program staff on programs such as Xcel Energy Home Energy Squad (HES). Arrange program support such as HES technicians, to attend events.
- **R-2: Develop a Home Energy Score Program.**
  - Lead research of best practices to inform program development.
  - Support stakeholder engagement, including hosting and facilitating up to three virtual meetings and synthesizing feedback.

Support funded by Xcel Energy for this focus area is not to exceed 145 hours. These hours will include those provided through our Partners in Energy team from Brendle Group and do not include support provided by Xcel Energy internal program staff.

**Focus Area: Businesses & Institutions**

- **B-1: Reach Out to Large Businesses to Promote Energy Opportunities.**
  - Serve as liaison among Town and Xcel Energy Account Managers to help reach large businesses and connect them with resources.
  - Provide existing and applicable Xcel Energy case studies and program materials related to large businesses.
  - Support facilitation of meetings among Town and large businesses.
- **B-2: Support Small Business Energy Outreach Efforts.**
  - In coordination with Resource Wise, lead the development of an outreach plan.
  - Support the development, printing, and delivery of collateral identified in outreach plan, such as social media content, flyers, posters, and newsletter language.
  - Support development and printing of case studies showcasing local businesses who have implemented energy efficiency initiatives.
  - Support outreach initiatives at up to two business events during implementation through event planning support, volunteer training, and basic tabling supplies (tablecloths, flyers and brochures, material display stands). Provide staff to attend select community events if needed to supplement Town/volunteer resources.
  - Serve as liaison among Town and Xcel Energy program staff on programs such as Xcel Energy Small Business Energy Solutions (SBES). Arrange program support such as business energy assessment providers, to attend events.

Support funded by Xcel Energy for this focus area is not to exceed 100 hours. These hours will include those provided through our Partners in Energy team from Brendle Group and do not include support provided by Xcel Energy internal program staff.

**Focus Area: Municipal Facilities**

- **M-1: Retrofit Town Facilities to Be More Energy Efficient, Electrify, And Incorporate Solar.**
  - Support connections to and research of other communities who have conducted comprehensive efforts to retrofit their public facilities, including through benchmarking and energy performance contracting.
  - Support connections to and research of other communities who have adopted an all-electric policy for new municipal facilities.
  - Provide analysis of energy data to identify opportunities for energy efficiency projects and renewable energy options.

Support funded by Xcel Energy for this focus area is not to exceed 50 hours. These hours will include those provided through our Partners in Energy team from Brendle Group and do not include support provided by Xcel Energy internal program staff.

**Focus Area: Regional Synergies**

- **Regional-1: Develop Regional Workforce to Support Home Energy Assessments, Renewable Energy Adoption, and Electrification.**

- Support connections to and research of other regions and organizations working on workforce development.
- Serve as liaison among Town and Xcel Energy program staff involved in workforce development efforts.
- **Regional-2: Enhance Home Energy Improvement Incentives for Lower- and Middle-Income Households.**
  - Support connections to and research of other communities with residential incentive options.
  - Support the integration of new or enhanced incentives into Frisco's residential outreach plan.
  - Lead the development and printing of collateral to promote new or enhanced incentives.
- **Regional-3: Expand Solarize Summit.**
  - Lead development and printing of collateral to promote community engagement activities and/or promote expanded program opportunities.

Support funded by Xcel Energy for this focus area is not to exceed 60 hours. These hours will include those provided through our Partners in Energy team from Brendle Group and do not include support provided by Xcel Energy internal program staff.

#### **Project Management, Reimbursed Expenses**

- Coordinate and facilitate regular check-in meetings.
- Track and report energy impacts and activities (process annual data from Xcel Energy), and help coordinate implementation kick-off activities
- Provide up to \$3,200 for reimbursed expenses related to printing and distribution of co-branded marketing materials, venue fees, food, and other related needs associated with outreach and education. Xcel Energy funding will not be provided for the purchase of alcohol.

Support funded by Xcel Energy for project management is not to exceed 75 hours. These hours will include those provided through our Partners in Energy team from Brendle Group and do not include support provided by Xcel Energy internal program staff.

**The Town of Frisco commits to supporting the Energy Action Plan to the best of its ability by:**

#### **Focus Area: Residents**

- **R-1: Educate the Frisco Community About Residential Energy Opportunities.**
  - Support the development of an outreach plan.
  - Lead outreach initiatives, including community event coordination and staffing, and distribution of collateral.
  - Distribute specialty LED kits and other energy-related materials, as available, at residential events.
  - Provide participation results for tracking progress to targets.

- **R-2: Develop a Home Energy Score Program.**
  - Lead stakeholder engagement, including identifying and inviting key stakeholders to participate in virtual meetings and synthesizing feedback.
  - Lead the policy development, adoption, and implementation processes.

#### **Focus Area: Businesses & Institutions**

- **B-1: Reach Out to Large Businesses to Promote Energy Opportunities.**
  - Lead large business inventory and contact identification.
  - Lead outreach to large businesses, in coordination with Xcel Energy Account Managers and High Country Conservation Center to connect them with energy resources.
- **B-2: Support Small Business Energy Outreach Efforts.**
  - Support the development of an outreach plan.
  - Co-lead (with Resource Wise) outreach initiatives, including event coordination and staffing, and distribution of collateral.
  - Lead exploration of Town policies that would prioritize procurement from Resource Wise businesses.
  - Provide participation results for tracking progress to targets.

#### **Focus Area: Municipal Facilities**

- **M-1: Retrofit Town Facilities to Be More Energy Efficient, Electrify, And Incorporate Solar.**
  - Incorporate energy efficiency opportunities into existing plans.
  - Coordinate with Colorado Energy Office to explore energy performance contracting.
  - Lead the all-electric policy development, adoption, and implementation processes.
  - Provide results for tracking progress to targets.

#### **Focus Area: Regional Synergies**

- **Regional-1: Develop Regional Workforce to Support Home Energy Assessments, Renewable Energy Adoption, and Electrification.**
  - Promote new workforce development opportunities to residents.
- **Regional-2: Enhance Home Energy Improvement Incentives for Lower- and Middle-Income Households.**
  - Lead budget request to help fund rebates.
  - Promote enhanced rebates to residents.
  - Explore financing mechanisms as incentives through Town processes that could then be shared with the region
- **Regional-3: Expand Solarize Summit.**
  - Lead residential outreach efforts to collect feedback to understand demand for program expansion and to promote any new incentives.
  - Lead budget request, if applicable.

#### **Project Management**

- Participate in coordination and tracking of scheduled check-ins, activities, and events.
- Provide Xcel Energy an opportunity to review marketing materials to assure accuracy when they incorporate the Xcel Energy logo or reference any of Xcel Energy's products or services.
- Share the plan document, supporting work documents, and implementation results from the Energy Action Plan with the public—the experience, successes, and lessons learned from this community will inform others looking at similar or expanded initiatives.
- Share progress on upcoming sustainability planning as it relates to activities outlined in the Energy Action Plan.
- Achieve, to the best of its ability, the energy targets outlined in the energy action plan and shown in the table below:

#### Town of Frisco Target Impact from Participation in Xcel Energy Programs

	Electricity Savings (kWh)	Natural Gas Savings (therms)	Renewable Electricity (kWh)	Greenhouse Gas Emissions Savings (MTCO <sub>2</sub> e)
<b>2021 Baseline</b> <i>Savings represent total one-year savings associated with Xcel Energy program participation during 2021.</i>	147,923	4,126	1,202,908	657
<b>Implementation Impact (2023 Q1-2024 Q4)</b> <i>Savings represent the total one-year savings associated with all Xcel Energy programs targeted during the implementation time period.</i>	<b>1,958,700</b>	<b>156,472</b>	<b>1,510,198</b>	<b>1,992</b>

#### Single Points of Contact

All communications pertaining to this agreement shall be directed to Hilary Sueoka, on behalf of the Town of Frisco, and Tami Gunderzik, on behalf of Xcel Energy.

#### Legal Applicability and Waiver

This is a voluntary agreement and not intended to be legally binding for either party. This Memorandum of Understanding has no impact, nor does it alter or modify any existing Franchise Agreement or other existing agreements between Xcel Energy and the Town. Parties agree that this Memorandum of Understanding is to memorialize the intent of the Parties regarding Partners in Energy but does not create a legal agreement between the Parties. It is agreed by the Parties that nothing in this Memorandum of Understanding will be deemed or construed as creating a joint venture, trust, partnership, or any other legal relationship among

the Parties. This Memorandum of Understanding is for the benefit of the Parties and does not create third party rights. Nothing in this Memorandum of Understanding constitutes a waiver of the Town's ordinances, the Town's regulatory jurisdiction, or Colorado's utility regulatory jurisdiction.

Xcel Energy is excited about this opportunity to support the Town of Frisco in advancing its goals. The resources outlined above and provided through Partners in Energy are provided as a part of our commitment to the communities we serve and Xcel Energy's support of energy efficiency and renewable energy as important resources to meet your future energy needs.

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**For the Town of Frisco:**

**Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**For Xcel Energy:**

**Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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