# Agenda

Go SOLAR Florida Team Leader Update Meeting

October 23, 2014

Broward County Government Center West, PLCP Room 1303A

Call in Number: (954) 357-5482

1. Welcome and Roll Call

* Cathy Randazzo, Zoning and Planning
* Matt Anderson, Marketing
* Michael Huneke, Plans and Permitting –unable to attend
* Andrea Bousquet, IT
* Icilda Humes, Administration
* Jason Liechty, Finance Action Plan
* Introducing Olivia Hilton, Contracts/Grants Administrator II

1. Contracts Updates – Cathy Randazzo
2. Team Leader Status Reports
   1. Go Solar Broward – Michael Huneke (unable to attend)
   2. Planning & Zoning - Cathy Randazzo
   3. Financial Options – Jason Liechty
   4. Administration/Budget – Icilda Humes
   5. IT – Andrea Bousquet
   6. Outreach/Marketing - Matt Anderson
   7. Florida Permitting Solution – Michael Huneke
3. Partner Visits- Kay
   1. FSEC update and 10-2 meeting update
   2. Monroe County 10-24
   3. Orange 10-27
   4. Alachua 10-29
4. Advantage Marketing update – Kay
5. Legislative Action – Jason
6. Other Items?
7. Summarize Action Items
8. Next Meeting November 27, 2014 at 2pm in Room PLCP 1303A. Call in Join by Phone (954) 357-5482

Important Project Dates

Project Time Frame:

1. Budget Period One: 9-12-13 to 3-31-15

| **Due Date** | **Team Leader** | **Deliverable** | **Status** |
| --- | --- | --- | --- |
| Q1 | Kay | Minutes of the kick-off meeting | Completed |
| Q1 | Kay | Go SOLAR-Florida Charter documenting key players, and other administrative elements of the governance structure | Completed |
| Q1 | Kay | Executed inter-county interlocal agreements | Executed: Monroe, Orange, Alachua  Scheduled: Miami –Dade and City of Venice |
| Q1 | Cathy | Executed partner agreements with FSEC and FAU | Executed: FSEC |
| Q3 | Mike | Executed county-city interlocal agreements | Executed: Cooper City, Wilton Manors, Lauderdale Lakes, Hollywood  Not done: Lauderhill, Lighthouse Point, Pembroke Pines and Plantation |
| Q4 | Mike | Updated video of training webinar posted to www.broward.org/gogreen/gosolar | ? |
| Q4 | Mike | New partner cities will be operational on gosolar.broward.org | ? |
| Q5 | Kay | Weblink to the implemented FSEC online electronic plans storehouse |  |
| Q6 | Kay | Design plans for or weblinks to each partner county’s ePermit solution |  |
| Q6 | Kay | Completion of FSEC training in the use of their online electronic plans storehouse, documented by a video of a live webinar training posted online and instructions for the use of the storehouse |  |
| Q4 | Cathy | An inter-county Planning and Zoning Best Management Practices and model zoning ordinance | To be posted on Go Solar Florida web by 9-30-14 |
| Q6 | Cathy | Formal adoption of the zoning ordinance language by all permitting jurisdictions |  |
| Q4 | Jennifer | Web link to the Florida Solar Financing Action Plan (GSFAP), posted online | To be posted on Go SOLAR Florida Web by 9-30-14 |
| Q4 | Jennifer | Web link to recommended proclamation language supporting the GSFAP, posted online | To be posted on Go SOLAR Florida Web by 9-30-14 |
| Q6 | Jennifer | Web link to all executed proclamations from all Florida Counties in support of the GSFAP, posted online |  |
| Q2 | Matt | Go SOLAR-Florida Marketing Plan | Complete. Posted on Go SOLAR Florida web April 2014 |
| Q6 | Matt | Conduct at least four workshops on solar rights |  |
| Q6 | Kay/Matt | Conduct one workshop between partner county power companies to promote  collaboration on consistent, statewide net metering and interconnection standards |  |
| Q6 | Matt | Complete the 2nd Annual Go SOLAR Fest |  |
| Q6 | Matt/Jennifer | Solar Financing Marketing Campaign |  |
| 3-31-15 | Kay | **Go/No Go Decision Point**  DOE will make a determination to proceed with funding for the next Budget Performance period (BP2) based predominately upon the successful completion of 85% of the subtasks and deliverables for BP1 described in the approved SOPO. Other budgetary and programmatic constraints may apply. |  |
| Q9 | Kay | Train building officials and inspectors from new jurisdictions on how to use the Go SOLAR Online Permitting System. |  |
| Q9 | Kay | Monitor and evaluate the performance of Go SOLAR systems, and refine the permitting solution, as needed, based on customer feedback |  |
| Q9 | Kay | Web links to all ePermit solutions implemented within each partner county |  |
| Q10 | Matt | Conduct at least two workshops on solar rights |  |
| Q10 | Kay | Seek audience with the Florida Public Service Commission to presents results of Go-SOLAR Florida |  |
| Q10 | Jennifer/Matt | Conduct one state-wide financial options workshop |  |
| Q10 | Matt | Post all marketing and outreach materials online |  |
| Q10 | Matt | Report on success of Go SOLAR-Florida Marketing Plan, including the estimated total number of customer touch points |  |
| Q10 | Matt | The 3rd Annual Go SOLAR Fest will be conducted within a partner location, to include a qualitative/quantitative analysis of how Go SOLAR-Florida has impacted the solar market in participating jurisdictions, and plans for the future. Impact metrics will be similar to those defined in Task 6. |  |
| Q10 + 90 days | Kay | Reports and other deliverables will be provided to DOE in accordance with the Federal Assistance Reporting Checklist. |  |

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| **Quarter** | **Dates** |
| 1 | 9-30-13 to 12-31-13 |
| 2 | 1-1-14 to 3-31-14 |
| 3 | 4-4-14 to 6-31-14 |
| 4 | 7-1-14 to 9-30-14 |
| 5 | 10-1-14 to 12-31-14 |
| 6 | 1-1-15 to 3-31-15 |
| 7 | 4-1-15 to 6-31-15 |
| 8 | 7-1-15 to 9-30-15 |
| 9 | 10-1-15 to 12-31-15 |
| 10 | 1-1-16 to 3-31-16 |