



## **Collaborative Board Meeting Minutes**

February 23, 2024, 10 a.m. - 12 p.m.

Yampa Valley Community Foundation Community Room

348 Oak Street

Steamboat Springs, CO 80487

### **1. Roll Call**

The meeting of the CAP Collaborative Board was called to order at approximately 10:04 a.m.

Collaborative voting members in attendance:

- Steamboat Springs: Gail Garey
- Hayden: Mathew Mendisco
- Community: Tim Wohlgenant
- Community: Sarah Jones
- Community: Emily Katzman
- Community: Steve Johnson
- Oak Creek: David Torgler

Yampa Valley Sustainability Council staff in attendance:

- Michelle Stewart
- Tim Sullivan
- Paul Bony
- Ashley Dean

### **2. Minutes**

Tim Wohlgenant motioned to approve the Jan. 26, 2024 minutes. Sarah Jones seconded. All in favor.

### **3. Board administration updates**

#### **a) Colorado Municipal League Listserv update**

Mathew Mendisco presented. Answers varied among seven Listserv responses. Some have some form of climate action plan set up within a municipality, but not county-wide. Crested Butte and Salida have a dedicated department. Some locations have a full or part-time staff person dedicated to climate work.

Some municipalities have a fee related to their building code or other local government funding through their general funds that pays for staff members.

YVSC to develop a spreadsheet for capturing data from other municipalities. Commissioner Macys and Counselor Garey to follow up with CAST.

#### **b) CAP Fund**

CAP Fund sub-committee to meet before next Board meeting to discuss 2024 fundraising goals.

#### **c) CAP Financials**

##### **i) 2023 End of Year Financials**

Sarah J. to prepare those for next month's meeting.

##### **ii) 2024 Payment Status**

Year-end report typically comes out in March. Mathew to send that to the Board when available. Invoices going out to government partners next week.

CAP monthly invoices to be included in CAP Board packets.

#### **d) Status of CAP Government approval of new Board Member Emily Katzman**

City of Steamboat Springs, Hayden and Routt County have passed resolutions. Oak Creek to make it a consent agenda item at next Council meeting. YVSC to follow up with Yampa.

#### **e) Discuss strategic partner outreach meeting plan and purpose**

##### **i) Script/outline (presentation template)**

##### **ii) Prioritized list**

Discussion around how to approach conversations with large emitters in the community. Many shared the idea of starting with a broad and open conversation and education about where a partnership with the Collaborative could go. Sarah Jones recommended meeting quarterly with these groups or working on a particular project together.

Steamboat Ski Corporation, City of Steamboat Springs and Routt County have already been engaged.

Discussion to approach Colorado Mountain College, Yampa Valley Medical Center and Yampa Valley Electric Association (YVEA) first. Decision to present at YVEA Board in April if able and Steamboat Springs School District in the summer. Goal to have one strategic meeting per quarter.

**f) Review CAP education and outreach materials**

**i) Public awareness materials: Large poster, rack card and comment card**

Current large format poster too wordy. Turn rack card draft into a large format poster and hang in public settings (government buildings, library, Howelsen, DMV)

**ii) CAP bi-monthly Pilot climate column**

Pilot agreed to run a bi-monthly CAP related column. Idea to write about community members implementing the CAP, discussing waste, energy, heat pumps workshops.

**iii) Discuss CAP communications budget**

Discussed budget for radio segments, would be \$50 for a 2 min, 30 second run. Radio good for broader geographic reach. Budget discussion pushed to March.

Julia to bring a budget for the posters and benefits of Chamber membership to next meeting.

**4. Program Management Updates (YVSC)**

**a) Working group updates and 2024 actions**

Energy - City of Steamboat Springs received a grant to do energy benchmarking and Town of Hayden is working on a sustainability master plan for the next ten years.

Transportation - Focus is more on political process. City has been working on EV Readiness for a long time. EV Readiness part of Hayden 10-year sustainability master plan. The Regional Transportation Authority (RTA) will meet in Hayden in March, at which each municipality will present.

Land Use - Presentation from Alan Goldich. Beginning landscape scoping conversations.

Waste - Sub-committee to meet to discuss Commercial Recycling Drop Off Center.

### **Next Meeting**

Proposal to move meeting to the first or third Thursday of the month. YVSC to send Doodle to determine new date.

### **Adjournment**

Meeting adjourned at 11:58 a.m.

MINUTES PREPARED, REVIEWED AND RESPECTFULLY SUBMITTED BY: Abby Vander Graaff

Approved 4 of April 2024.