



## **Collaborative Board Meeting Minutes**

May 2, 2024, 2 p.m.–4 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 2:07 p.m.

Collaborative voting members in attendance:

- Town of Hayden: Mathew Mendisco
- Town of Yampa: Sheila Symons
- Routt County: Sonja Macys
- Routt County: Scott Cowman
- City of Steamboat Springs: Steve Muntean
- Community: Emily Katzman
- Community: Tim Wohlgenant

Yampa Valley Sustainability Council (YVSC) (CAP Program Management Entity) staff in attendance:

- Michelle Stewart
- Tim Sullivan
- Paul Bony
- Ashley Dean
- Abby Vander Graaff

### **2. Minutes**

Tim W. motioned to approve the April 4, 2024 minutes. Emily seconded.

### **3. Board Administration Updates**

#### **1. Discuss CAP/YVEA Board presentation**

CAP presenters discussed project-specific actions and general education.

Yampa Valley Electric Association (YVEA) brought up concern that YVEA is a big territory, along with note that it operates differently than Atmos Energy due to its structure as a co-op. There was interest in a cost-benefit analysis on mentioned transportation and energy projects.

Paul mentioned that the primary areas the CAP Board would like to see action from YVEA include in beneficial electrification, local power generation and transparency.

Sonja mentioned that education of YVEA's board members about YVEA operations could be a way to address barriers toward reaching these goals.

## **2. Discuss strategic partner outreach meeting plan**

### **a. Who's next?**

CAP Board members plan to meet with Steamboat Springs School District and Colorado Mountain College.

## **3. Private funding/CAP Fund update next steps (Tim W. and Sarah)**

Tim W. and Sarah researched Park City's climate action group and learned that they operate on a project-specific basis.

Michelle and Tim W. met with Tracy Hyatt to discuss building a climate fund to bring in private money.

CAP Board members discussed the pros and cons to different funding methods, including project-based funding methods, endowments, etc., with many agreeing that a project-based model could be more appealing to potential donors.

Mathew cited section 7D of the Collaborative Intergovernmental Agreement: "To develop, adopt, and oversee an annual budget and project budgets for the collaborative."

Sonja mentioned that she sees the CAP as an accountability tool for local governments.

Emily, Michelle and Tim W. decided to meet to determine what criteria to use to prioritize existing proposed CAP projects.

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

### **1. Discuss CAP analysis needs (YVSC)**

### **a. Climate impact assessment potential CAP Analysis Needs**

Michelle presented CAP implementation items created by CAP working groups.

Of the 40 recommendations, 9 of them are green which means they're moving forward.

Only four items are red, which means they need to be looked at and moved forward.

Red items include ER6: plan for moving forward beneficial electrification; TR3: dedicating funding in Steamboat to transit; WR1: All CAP governments ban single use plastics; and EconomyR3: Feasibility study that examines a regional circular economy.

Mathew recommended moving forward with ER6, creating a beneficial electrification plan, as it is the most impactful.

YVSC staff explained they can do analyses of what it would take to move ER6 forward, and that making a plan to complete this recommendation would cost about \$100,000.

Mathew requested that funding opportunities be included in YVSC's analysis of the potential to create a beneficial electrification plan.

## **2. Climate equity update (Michelle)**

Michelle and Mathew met with Jerry Hernandez from Integrated Community (CIIC). Jerry is interested in participating in shaping out/moving forward group/policy itself, and wanted CIIC to be part of the process.

Mathew shared that Jerry said climate equity should be integrated into every sector of the CAP.

## **~~3. Update on CAP-relevant grants~~**

Item was not discussed.

## **4. Large format poster complete - approve to hang (Ashley)**

### **a. Large poster (for gov't partner/public buildings)**

11x18 poster will be printed for all CAP partners in English and Spanish.

**3:50 p.m. - 4 p.m.**

**Other**

Tentative general consensus to move the meeting for the first Friday of the month at 10 a.m.; upcoming meeting time TBD.

Sheila might bring in a new board member.

Mathew declared meeting adjourned at 3:59 p.m.

MINUTES SUBMITTED BY: Abby Vander Graaff

Approved 7 of June 2024.