



Collaborative Board Meeting Minutes

July 12, 2024, 10 a.m.-Noon

Gilpin Conference Room, Routt County Health and Human Services
135 6th Street, Steamboat Springs, CO 80487

1. Roll Call

The meeting of the CAP Collaborative Board was called to order at 10:05 a.m. by Board Chair Gail Garey.

Collaborative Board members in attendance:

- City of Steamboat Springs: Gail Garey
- City of Steamboat Springs: Steve Muntean
- Routt County: Scott Cowman
- Routt County: Sonja Macys
- Town of Hayden: Mathew Mendisco
- Town of Yampa: Sheila Symons
- Community: Steve Johnson
- Community: Sarah Jones
- Community: Emily Katzman

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

- Paul Bony
- Chase Podurgiel
- Abby Vander Graaff
- Tim Sullivan
- Ashley Dean

2. Minutes

Scott moved to approve the June 7, 2024 minutes, Steve Johnson seconded, all in favor.



3. Board Administration Updates

1. CAP Board Community Board Seat candidate update

a. Steve Johnson letter of resignation received

Steve Johnson given award/thank-you for participation in the CAP Collaborative.

b. Candidate review status update

(Note Chase Podurgiel vacated the meeting for this portion of discussion.)

A candidate that has been selected. Their acceptance email will go out soon and they will likely be included in the CAP Board's August meeting.

2. CAP Fund campaign update

a. Criteria

YVSC staff explained that the outline for funding would be to release a request for proposal and the selection criteria to prospective applicants once per funding cycle. The funding would be open to all nonprofits or governments that have adopted the Climate Action Plan and are seeking financing for projects that reduce carbon emissions and increase resilience and co-benefits. Private entities are not eligible as Yampa Valley Community Foundation is prohibited from granting to these entities.

Board members Sarah, Sonja, Steve J. and Mathew discussed whether or not the CAP fund would align with the intergovernmental agreement sections 7b, 7e and 7k of the Climate Action Plan. The idea that the funding should be non-competitive and complementary to existing community grants, and that there could be conflicts of interest if the CAP board was the reviewing entity of the grants, were topics discussed.

Gail suggested the Board pause the discussion until the upcoming meeting, when Michelle and Tim W. would be in attendance, and that the Board pause soliciting donations until the structure of the fund becomes more clear.



b. Potential CAP Fund project areas

Item was not discussed.

- 3. Colorado Energy Efficiency and Conservation Block (EECBG) grant to support beneficial electrification and energy efficiency regionally - increase staff capacity**
 - a. Grant lead (YVSC lead writing and TOH submit?) and goal of position**

Paul explained that the grant application aligns with CAP energy recommendations 2 and 6. If granted, it would provide funding for consultant services to create a roadmap, implement programs and create feedback for reaching these goals.

Sonja Macys made a motion for the board to approve moving forward with an application for the Colorado Energy Efficiency and Conservation Block grant. Emily Katzman seconded. The board approved unanimously.

The grant application is due August 9 and has no match requirement. The Town of Hayden is the lead applicant on the grant. YVSC staff agreed to attend Hayden Town Council's July 18 meeting to support approval of the grant application process.

4. Program Management Updates (YVSC)

1. Update on CAP Energy intern findings

YVSC intern Chase Podurciel presented on local beneficial electrification and the potential to decrease natural gas emissions by more than the CAP goal of 74%, with the business as usual amount of reduction being 27%.

2. YVSC PME Proposed 2025 budget

Ashley presented the 2024 and proposed 2025 budget.

Funding belonging to the 2024 budget will be exhausted by the end of 2024.

YVSC plans to restaff its Waste Director position, and this employee would coordinate the CAP's Waste Working Group. YVSC also has identified a climate equity contractor



who will begin working in August. YVSC will also conduct a community public opinion survey in fall 2024.

There is an option for a large public community meeting to take place in the fall, YVSC will bring a proposal in October.

The 2025 budget is \$170,000, which includes a 5% COLA adjustment, supports PME services including waste, climate equity framework, communications and outreach, in addition to increased public engagement.

Potential additions to the 2025 budget include a greenhouse gas inventory update. YVSC will provide an implementation list to aid board members in commenting on budget items during the August meeting.

Other

- 1. Update on adopted Unified Development Code - climate wins!**

- 2. Next meeting: Friday, August 2, 10 a.m. - 12 p.m., Gilpin Conference Room, Routt County Health and Human Services**
 - a. Attendance**

Emily, Gail and Sonja are unavailable for the next meeting.

Steve moved to adjourn, Sheila seconded, meeting adjourned at 11:43 a.m.

MINUTES SUBMITTED BY: Abby Vander Graaff.

Approved September 6 of Month 2024.