



**MINUTES: May 27, 2022**

**Roll Call**

The meeting of the Collaborative Board was called to order at approximately 10:30 AM on Friday, April 27, 2022 as a hybrid meeting.

Collaborative voting members in attendance were:

- Routt County: Beth Melton. Alternate Scott Cowman replaced Beth at 11:01 AM.
- Steamboat Springs: Gail Garey
- Hayden: Ryan Banks
- Yampa: Alternate Sheila Symons
- Community: Sarah Jones
- Community: Steve Johnson
- Community: Geoff Blakeslee

Absent:

- Community: Tim Wohlgenant
- Oak Creek: Nikki Knoebel / Alternate David Torgler

Winnie DelliQuadri, Special Projects and IGS Manager at the City of Steamboat Springs and Mathew Mendisco, Town Manager for the Town of Hayden, were present as staff support for the Collaborative Board.

**Minutes:**

The minutes from the April 29, 2022 Collaborative Board meeting were tabled until the June meeting.

**Collaborative Staffing Proposal:**

Mathew Mendisco, City Manager for the Town of Hayden, as fiscal agent for the collaborative presented information on the staffing proposal provided by the Yampa Valley Sustainability Council. He noted that the interview committee held interviews and developed a consensus to move forward with YVSC submitting a revised scope of work that met cost requirements for the remainder of 2022. YVSC had submitted a revised proposal, which was reviewed by the Town of Hayden. The revised proposal matches the original RFP and current budget, and the Town of Hayden recommends the proposal. The board discussed flat fee billing, the billing process, website, data collection, and the timing of data tracking with Lotus.

Motion: Geoff Blakeslee moved to make a recommendation to the Town of Hayden to accept the YVSC staffing proposal as revised. Ryan Banks seconded. The motion

passed, with Sarah Jones and Gail Gary stepping down, citing their membership on the YVSC board of directors and their desire to avoid any perceived conflicts of interest.

Scott Cowman and Winnie DelliQuadri noted that they would transfer their temporary staffing responsibilities for the Collaborative Board to YVSC in June.

**Civic Spark Americorps Volunteers:**

The Collaborative Board discussed the desire to secure an Americorps volunteer in a future year, and directed staff to ensure that this was brought up as part of the budget discussion, and to restart discussions as part of the January 2023 agenda.

**Bylaws:**

The Collaborative Board reviewed the bylaws in their final form.

Motion: Geoff Blakeslee moved to adopt the Routt County Climate Action Plan Collaborative Board Bylaws as presented. Sarah Jones seconded. Motion passed.

**Partner Contributions:**

The board discussed appropriate levels of CAP Collaborative contributions, and noted that \$100 would be in line with previous efforts like the regional solar garden and the Northwest Colorado Development Council project manager. Yampa agreed that \$100 would be acceptable to Yampa and asked to be invoiced. The board directed staff to reach out to Oak Creek to discuss the issue.

Sarah Jones asked about non-municipal partners. Mathew Mendisco noted the need for this. Winnie DelliQuadri noted that this program is slated for development after the working groups are formed. Mathew Mendisco suggested that stakeholder/non-governmental partner contributions could go to specific projects. The board discussed this concept and generally agreed that holding stakeholder/nongovernmental partner funds for specific projects was a good idea. Within this model, government partners would continue to fund staffing.

**Working Group Formation – Template:**

The board discussed the working group formation template and trajectory of work.

Motion: Ryan Banks moved to approve the working group formation template as modified. Geoff Blakeslee seconded. Motion passed.

**Working Group Formation - Transportation:**

The board followed the working group formation template and discussed potential transportation working group members as identified from the CAP stakeholder meetings and board applications. The fact that the CAP has three different areas of transportation focus – electric vehicles, local and regional transit, and reduction of vehicle miles travelled and that the committee would need to include all three areas was discussed. The board set a target of 12 committee members and approved the following initial members for recruitment to the Transportation working group, and gave staff direction to begin soliciting these individuals participating in the working group:

YVEA – Mike Beyer or Jeff Milius  
Yampa Valley Sustainability Council – Paul Bony  
Routt County – Mike Mordi  
City of Steamboat Springs – Winnie DelliQuadri  
City of Steamboat Springs – Jonathan Flint  
Airport – Kevin Booth or Tinneal Gerber.  
Lodging – Mark Walker or other lodging committee representative  
Auto Repair – Jeremy Behling or Scott from Steamboat Motors  
Public Works – City Engineer or County Road and Bridge  
Board applicant – Diane Mitsch Bush  
Board applicant – John Spezia  
Bike Advocate – Laraine Martin or Matt Rochon of Routt County Riders

The board appointed Sarah Jones as the board liaison to the Transportation Working Group.

**Next Meeting**

The next meeting will be a hybrid meeting from 10:30 AM – 11:30 AM on Friday, June 24, 2022.

**Adjournment**

The meeting adjourned at 12:17 PM.

MINUTES PREPARED, REVIEWED AND RESPECTFULLY SUBMITTED BY: Winnie DelliQuadri. Approved \_\_\_ Day of \_\_\_\_\_, 2022.