



**Routt County Climate Action Plan Collaborative Board
Meeting Agenda**

May 26, 10 a.m. - 12 p.m.

Routt County Commissioners' Hearing Room, Steamboat Springs
Hybrid option below

AGENDA

<https://us02web.zoom.us/j/86069618594?pwd=dUZ2cDQ3UWFsWnVmMGFXTE5Pc0pVdz09>

Meeting ID: 860 6961 8594

Passcode: 40670

10:00 - 10:05 am

1. Roll Call
2. Minutes to Approve
 - a. April 28, 2023

10:05-11:50 am

3. Feedback on current list of CAP Recommendations
 - a. Discuss Board-identified concerns/needed clarifications that were submitted by COB Thursday May 25
 - b. Any required work needed from Working Groups before public presentation?

11:50-12:00 pm

4. Discuss CAP Collaborative Public Open House - Wednesday, June 21 (5:30 p.m. - 7:30 p.m. - Allbright Auditorium CMC)
 - a. Goals and structure
 - b. Outreach/promotion: Radio interview to publicize open house (Councilor Garey?)



If time allows:

5. Communications/Outreach Updates
6. Other, as time allows
 - a. Next meeting - June 23, 2023 10 - 12 p.m. - Location TBD (possibly new conference room in the Health and Human Services Building)

DRAFT MINUTES



Collaborative Board Meeting Minutes

April 28, 2023, 10 a.m. - 12 p.m.

Commissioners' Hearing Room, Routt County building

Roll Call

The meeting of the Collaborative Board was called to order at approximately 10:09 a.m. on Friday, April 28, 2023 as a hybrid meeting.

Collaborative voting members in attendance:

- Steamboat Springs: Counselor Garey
- Routt County: Commissioner Macys
- Town of Yampa: Sheila Symons
- Town of Oak Creek: David Torgler
- Community: Steve Johnson
- Community: Tim Wohlgenant
- Community: Sarah Jones

Quorum is present. YVSC's Michelle Stewart, Paul Bony, Winn Cowman, Tim Sullivan and Ashley Dean were present supporting Program Management for the Collaborative Board.

Minutes

Counselor Garey moved to approve the March 24, 2023 minutes. Tim W. approved. Sarah seconded. All in favor. No objection. Approved 6-0.

Board Administration Updates

1. Update on City Council Partner Engagement Meeting:
 - Meeting went well. City Council impressed by composition of Working Groups. Continued focus on the need for funding. High School EcoClub student representatives made a compelling case for climate action now and the adoption of all CAP strategies.

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2. Discussion on Private Partner Outreach:
 - Now that governmental partner outreach meetings have been done, is it time to do private outreach?
 - Steve suggested a meeting with YVEA to help ensure transitions are in alignment with the CAP
 - Consider focus on top five electricity users to 1) educate private sector on CAP process and forthcoming recommendations to build alignment and understanding, 2) help them recognize their role, 3) identify overlaps, and 4) create awareness of what is coming down the pipeline (e.g., upcoming regulations) and how it might affect their operation
3. 2023 CAP Board Accountability Goals sub-committee meeting updates:
 - Strategy 1 (Ensure adequate funding for the CAP)
 - Explore adding language that could be dedicated to CAP implementation as part of upcoming 2A Accommodation Tax language modification (look at climate tax in Boulder)
 - Look at other mitigation and climate adaptation funding structures in other communities
 - Need for multiple sources of funding
 - Commissioner Macys' [funding document](#) to be shared with the Board
 - Strategy 1 subcommittee to meet again before next Board meeting
 - Strategy 3 (Align with other community plans)
 - Make sure plans are aligning with community partners
 - [Letter](#) to community planners
 - Include 'offer to advise'
 - Board to review letter and provide comment
 - [Community Plan tracker](#)
 - Find alignment with CAP and community plans
 - Timing:
 - Phase 1 - get information out - what is the CAP, goals, Collaborative, ect. before start of budgeting process (include smaller entities in this process)
 - Letter to community planners, CAP newsletter and website, social media
 - Phase 2 - more refined outreach (share recommendations and find overlap with community plans)
 - Prioritize meetings with those developing plans
 - Strategy 4 (Carry out educational programs in support of the CAP)
 - Municipalities have paid communications staff - does Board task this to that staff?
 - Include a place on CAP website to showcase climate commitments made by businesses
 - Chamber can help educate visitors - including CAP newsletter in Monday Minutes

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- Analyze the social and actual cost of carbon of all climate action and decarbonization opportunities, and clearly communicate the cost of inaction to residents and visitors.
 - governments adopt a social cost of carbon when they make their capital expenditure decisions (EPA has a number - that would be a good anchor)
 - Strategy 4 accountability group to follow up on research into these numbers
 - Action 4 - Ensure that CAP education and outreach are accessible to diverse populations across the County
 - School districts seem like a big gap
 - Is there a place with our DEI studies to look at climate justice, what else do we need to be doing to ensure we are being inclusive?
 - Important to document equity piece in co-benefits and prioritize
 - [Strategy 5](#) (Public and Private Partner Engagement)
 - This Strategy seems redundant
 - Engaging at the state level seems to be the only new item here - Board to move that somewhere else
 - Next Steps:
 - Identify two high priority goals for each Strategy for the end of 2023
 - Focus where there isn't overlap between the Strategies
 - YVSC to send out sub notes from Accountability conversation
4. Role of Board in CAP implementation
- Need to continue to define/refine those roles
 - Board is the next filter for recommendations before bringing those to the respective governments
 - Board to review current recommendations before next meeting

Working Group Updates/Requests to the Board

1. Debrief on All CAP Working Group session
 - Feedback good, recognition of quality of people on Working Groups, timing is right for climate action, value in connections built between Working Group members, members felt supported and empowered.
 - Next steps: Third party peer reviews
2. CAP Waste Working Group - request for CAP Board to send a letter to City Council and County Commissioners in support of the findings coming out of the Recycling Drop Off Site feasibility study that recommends a county-wide Recycling Drop Off site

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- Recommendation is in direct alignment with CAP Waste Strategies 1 and 2, and is a forthcoming CAP Waste Group recommendation
- Letter to circulate to the Board next week for submission
- Counselor Garey moved to agree that a letter be reviewed and sent. Tim W. approved. Sarah seconded. No objections.

Next Meeting

- Friday, May 26, 2023 - 10 a.m. - 12 p.m. Routt County Commissioners' Hearing Room

Adjournment

Counselor Garey moved to adjourn at 11:59 a.m.. Tim W approved. Sonja seconded.

MINUTES PREPARED, REVIEWED AND RESPECTFULLY SUBMITTED BY: Ashley Dean Approved __ Day of __ 2023_____.



Energy Sector Working Group
Meeting #9 - May 3, 2023
YVEA Conference Room, 2211 Elk Road

Meeting Summary

- 1) Welcome
 - a) Present
 - i) Dan LeBlanc (Chair)
 - ii) Todd Carr (Co-Chair)
 - iii) Paul Bony (YVSC technical assistant)
 - iv) Brian Adams
 - v) Jeff Milius
 - vi) Scott Conner
 - vii) Norm Weaver
 - viii) Paul Komor
 - b) Not present
 - i) Ken Fogle
 - ii) Marc Lyman
 - iii) Steve Johnson
 - iv) Hedda Flage Kukla
 - v) Clay Shrader
 - vi) Bob Major (?)
 - c) Member updates
 - i) Jeff - comments due July 1 for EV chargers, legal notice published in Steamboat Pilot
- 2) Update from the CAP Board meeting
 - a) Board to review CAP recommendations prior to May 26 meeting to provide feedback ahead of the public open house
 - b) Board wants us to focus on - implementation, lead implementers, partners and rough budgets
- 3) Recap of the all CAP Working Group meeting
 - a) Review of [Energy responses](#) and additional recommendation edits
 - b) **Recommendation #1:** By January 2024, all CAP governments approve the IEC 2021 building code and adopt planning/zoning regulations that minimize outdoor energy use unless it is provided by a low/no carbon energy source or offset by 100% on-site renewable energy.
 - i) **Implementers:** Routt County Building Department
 - ii) **Partners:** Building and development and all other agencies involved in construction review
 - iii) **Cost:** Zero cost, already pre-approved

- iv) **Comments:** Code enforcement, whether you include snow melt, is an ongoing thing
 - c) **Recommendation #2:** CAP governments implement an aggressive energy and carbon reduction program targeting existing buildings that fail an established energy use profile based on annual Btu's consumed per square foot by year end 2024.
 - i) **Implementers:** CAP Implementation Team (if that could happen), government staff
 - ii) **Partners:** CO Energy office
 - iii) **Costs:** \$100,000 not enough (need 3 times that), how many FTEs would this take? 2-3 FTEs. Eagle County has this position (lead and an assist). If this is a government job, would double accounting for benefits. Use examples from CO Energy office
 - iv) **Comments:** Supportive with some concerns about expense
 - d) **Recommendation #3:** CAP governments adopt policies requiring that all new municipal building construction and capital energy equipment replacements be electric or carbon free using best practice, life cycle cost decision making, including a social cost of carbon and third party/professional peer reviews before the beginning of their 2024 budget cycle (July).
 - i) **Partners:** design professionals
 - e) **Recommendation #4:** By 2024, all Routt County CAP governments establish a county-wide funding mechanism/source to support a dedicated team/division focused on increasing local renewable energy, energy efficiency and carbon emission reduction activities needed to meet the 2050 CAP goals.
 - i) **Costs:** Don't know if going to be a third party consultant or part of County government, 2-5 FTE
 - ii) **Comments:** Pointing two recommendations into this one - Not just an energy thing, but all CAP thing
 - f) **Recommendation #5:** Engage with Atmos Energy to position Routt County as a targeted market area and implementation partner in their Clean Heat Plan scheduled for implementation in 2023.
 - i) **Costs:** cost of staff time, Atmos doing this already (are they promising something bigger?)
 - g) **Recommendation #6:** All Routt County CAP governments establish a county-wide funding mechanism/source to support county wide annual trainings and recruiting efforts for skilled contractors and design professionals focused on energy efficiency, renewable energy and electrification practices and technologies that support CAP carbon reduction goals.
 - i) **Costs:** if industry brings in can be free
 - ii) **Comments:** some trainings are mandated, could be a requirement if you want it to be
 - h) **Recommendation #7:** CAP governments develop and fund a renewable energy plan by year end 2025 that will replace 5% of CAP baseline electricity and 5% of baseline natural gas with local renewable energy.
 - i) **Costs:** this is to establish goals
 - ii) **Comments:** want to promote local renewable energy (per the CAP)
 - i) **Recommendation #8:** All of the participating Routt County CAP governments adopt, fund and implement a strategic action plan that will meet the 2050 CAP energy efficiency and increased electrification goals for existing residential and commercial buildings and industrial processes, by year end 2025.
- 4) Next meeting - Wednesday, June 7 - 1:30-3:00pm

- a) June - Finalize formatted recommendations
- b) June 21 - Public Open House - 5:30 - 7:30 p.m. - Allbright Auditorium - CMC
- c) July - Public release of recommendations - move to quarterly meetings

Link to the [Energy Working Group Folder](#)

[May 3 Zoom recording](#) - Passcode: d=154W\$1



Land Use Sector Working Group
Meeting #9 - May 9, 2023
1:00 - 2:30 pm - Virtual only

Meeting Summary

1. Welcome
 - a. Present
 - i. Geoff Blakeslee (Chair)
 - ii. Carolina Manriquez (Co-Chair)
 - iii. Nathan Stewart
 - iv. Kristy Winser
 - v. Michele Meyer
 - vi. Ann Raiho
 - vii. Tim Sullivan (YVSC Technical Assistant)
 - b. Not present
 - i. Julie Baxter
 - ii. Todd Hagenbuch
 - iii. Tim Wohlgenant
 - iv. Michael Woodbridge
2. Update from the CAP Board meeting
 - a. Board to review CAP recommendations at the May 26 meeting to provide feedback ahead of the public open house
 - b. Good to have a little more clarity how we are going to go about prioritizing, summarizing. We want to be able to tell the public what is coming next.
3. Recap of the all CAP Working Group meeting
 - a. All CAP Working Group [recommendations folder](#)
 - b. Links to Working Group Google Forms for additional comment
 - i. [Energy](#)
 - ii. [Transportation](#)
 - iii. [Waste](#)
 - iv. [Land Use](#)
 - v. [Economy](#)
 - c. Review of [Land Use responses](#)
4. Group Review of Recommendations #5-12 [Full Land Use Recommendations](#)
 - a. Recommendations in their current form have been written more for practitioners than the public
 - b. [Recommendation 5](#): Plant canopy trees to increase shading on sufficient riparian acres to help meet water quality standards for temperature in the Yampa

- i. Comments - keeping it broad keeps it flexible, getting trees at the right time at the right scale is important. What if pipeline is not there? What does it mean to maintain a pipeline? Investing in nurseries. Agreements.
 - c. [Recommendation 6](#): Increase the area treated and benefitted by wildfire risk mitigation projects (including prescribed burns) that help reduce the risk of large, intense fires that limit potential for forest regeneration
 - i. Comments - not about protecting homes, but protecting the carbon sources in our forests by doing smart wildfire mitigation efforts
 - ii. Bears Ears good for scale and NEPA support
 - iii. Need a process for identifying when we are doing something, who is suppose to have done it
 - d. [Recommendation 7](#): Adopt land use regulations that establish or update appropriate wetland, stream and shoreline buffer widths and adjacent land uses and that avoid conversion of wetlands in new construction
 - i. Comments - County is trying to reign in regulations, good for public to understand how process works. How strategies from the CAP are going to be implemented?
 - ii. Partners - Maybe add River Network as a partner
 - e. [Recommendation 8](#): Evaluate and develop smart siting/mitigation rules/guidelines for utility-scale solar development to minimize clearing of native habitat or productive agricultural lands
 - i. Comments - CPW focused on big game, wildlife impacts. We are trying to avoid land conversion. How do you create a process that drives toward already disturbed or less productive land?
 - ii. Companies are doing their due diligence and willing to do what is needed (meetings with CPW, addressing Routt County's concerns). Regulations and process will be in place before permits are submitted.
 - iii. Potential synergy with Energy Working group
 - f. [Recommendation 9](#): Develop criteria for County Purchase of Development Rights grant awards to incentivize restoration and protection of carbon rich resources
 - g. [Recommendation 10](#): Develop land clearing regulations and incentives for protecting natural habitat for new developments in the County and in municipalities
 - h. [Recommendation 11](#): Include strong water conservation requirements, including limits on new turf installation, in updated City of Steamboat Springs landscaping standards and consider for County land use regulations. Expand existing urban water conservation programs with focus on turf replacement.
 - i. Comments - Mostly focused on new code. Existing codes are already strong (Water conservation district)
 - ii. Incentivizing and limiting turf is important for our future.
 - i. [Recommendation 12](#): Encourage cluster development and use of Land Preservation Subdivision (LPS) Exemptions to discourage and reduce the desirability of 35-acre subdivisions and to protect natural habitat
 - i. Comments - Make an explicit linkage with Transportation Multimodal recommendation
5. Next meetings - June 13, 1:00 - 2:30 p.m. (if needed)
 - a. June 21 - Public Open House - 5:30 - 7:30 p.m. - Allbright Auditorium - CMC
 - b. July - Public release of recommendations - move to quarterly meetings

Link to the [Land Use Working Group Folder](#)
[May 9 Zoom recording](#) - Passcode: tB^13cq%



Waste Sector Working Group
Meeting #9 - May 9, 2023
9:00 - 10:30 a.m. - Virtual Only

Meeting Summary

1. Welcome
 - a. Present
 - i. Gail Garey
 - ii. Jim Cook
 - iii. Brian Ashley
 - iv. Tori Cook
 - v. Grant McCannon
 - vi. Alicia Archibald
 - vii. Heather O'Donnell
 - viii. Winn Cowman (YVSC Technical Assistant)
 - b. Not present
 - i. Meredith Rose (Chair)
 - ii. Mark Berkley
 - iii. Kathy Hastings
 - iv. Autum Sloop
2. Update from the CAP Board meeting
 - a. Board to review CAP recommendations prior to May 26 meeting to provide feedback ahead of the public open house
 - b. The CAP Board submitted letters to City Council and the County Commissioners in support of a recommendation to come out of the Recycling Drop-Off Site feasibility study. The study recommends a County-wide Recycling Center and is in direct alignment with a recommendation forthcoming from the CAP Waste Working Group. The Working Group's contributions continue to have a positive impact on important conversations happening at the governmental level.
3. Recap of the all CAP Working Group meeting
 - a. All CAP Working Group [recommendations folder](#)
 - b. Links to Working Group Google Forms for additional comment
 - i. [Energy](#)
 - ii. [Transportation](#)
 - iii. [Waste](#)
 - iv. [Land Use](#)
 - v. [Economy](#)
 - c. Review of [Waste responses](#)
4. Review Lead Implementers, Partners and Cost sections of recommendations

- a. [Recommendation 1](#): Ban single use plastics, including water bottles, straws, lids and utensils, in municipalities and unincorporated Routt County
 - i. Comments - are there going to be fines for those who don't follow?
 - b. [Recommendation 2](#): Require single hauler contracts for municipalities and unincorporated areas within Routt County
 - c. [Recommendation 3](#): Require residential volume based pricing for municipalities and unincorporated areas within Routt County
 - i. Comments - Decision to include compost or not will be up to decision makers
 - d. [Recommendation 4](#): Require that all takeout materials be zero waste in municipalities and unincorporated Routt County
 - i. Comments - Recommendation 1 targets plastics (plastic bottles), this one isn't necessarily aimed at plastic water bottles
 - ii. Could be a burden for restaurants, but there are services that wash and return items. We are working on access to those services in Routt County.
 - iii. This may lend itself into being a phased in approach
 - iv. Costs - Staff, time and education
 - e. [Recommendation 5](#): Revise municipal codes/design standards to include hydration stations
 - f. [Recommendation 6](#): Establish a Community Recycling Center for collection of:
 - traditional recyclables,
 - hard to recycle materials,
 - household hazardous waste
 - C&D materials (bricks, dimensional lumber, windows, fixtures, doors, etc.)
 - organics (food and yard waste)
 Include satellite drop sites for recyclables
 - g. [Recommendation 7](#): Support compost programs, including yard waste, and ensure composting is accessible to all municipalities and county residents
 - i. Partners - End market users (landscapers, people who are going to buy the compost)
 - h. [Recommendation 8](#): Require that all permitted events be zero waste in municipalities and unincorporated Routt County
 - i. [Recommendation 9](#): Require commercial and multi-family unit recycling in municipalities and unincorporated Routt County
 - j. [Recommendation 10](#): Require Construction & Demolition (C&D) diversion at construction sites
 - k. [Recommendation 11](#): Establish a regional materials recovery facility or transfer station that is accessible to all in Routt County
 - i. Costs - Can vary if it is just a transfer station (having commercial haulers bring waste to it), drop off center did not account for land
 - ii. Comments - If county wide, would not be privately owned, intention is to have a public facility
5. Next meeting - Tuesday, June 13 - 9:00-10:30 am (if needed)
 - a. YVSC will have a feel if anything needs to be addressed
 - b. June 21 - Public Open House - 5:30 - 7:30 p.m. - Allbright Auditorium - CMC
 - c. July - Public release of recommendations - move to quarterly meetings

[Zoom May 9 recording](#) - Passcode: u^zWE&8P



Transportation Sector Working Group
Meeting #9 - May 10, 2023
9:00 - 10:30 a.m. - Virtual Only

Meeting Summary

1. Welcome
 - a. Present
 - i. Paul Bony (YVSC Technical Assistant)
 - ii. John Spezia
 - iii. Mike Beyer
 - iv. Winnie DelliQuadri
 - v. Jonathan Flint
 - b. No
 - i. Mike Mordi
 - ii. Matthew Rochon
 - iii. Sarah Jones (Chair)
 - iv. Kevin Booth
 - v. Tom Erps
 - vi. Ralph Eppard Jr.
2. Update from the CAP Board meeting
 - a. Board to review CAP recommendations prior to May 26 meeting to provide feedback ahead of the public open house
 - b. Board wants Working Groups to focus on - implementation, lead implementers, partners and rough budgets
3. Recap of the all CAP Working Group meeting
 - a. All CAP Working Group [recommendations folder](#)
 - b. Links to Working Group Google Forms for additional comment
 - i. [Energy](#)
 - ii. [Transportation](#)
 - iii. [Waste](#)
 - iv. [Land Use](#)
 - v. [Economy](#)
4. Review of [Transportation responses](#) and additional recommendation edits
 - a. [Recommendation 1](#): Adopt, fund and implement an individual or county-wide EV Readiness plan by 1-1-25.
 - i. Costs - EV readiness consultants (\$70,000)
 - b. [Recommendation 2](#): Adopt and implement community or county-wide vehicle miles traveled (VMT) reduction plan(s) with specific goals and benchmarks by year end 2024.

- i. Lead implementers - NGOs to help with promotion of plan, government partners to focus on infrastructure
 - c. [Recommendation 3](#): City of Steamboat Springs to identify and bring to voters options to implement dedicated funding source(s) for Steamboat Springs Transit adequate to increase route availability, timing and service area to increase 2023 transit availability by 25%
 - i. Lead implementers - NGO to lead campaign, city staff to develop ballot language
 - ii. Partners - include business community, restaurant and bar association, resort, lodging - anyone relying on transporting a lot of people to and from places
 - iii. Comments - City Council can pass an ordinance to put something on the ballot
 - d. [Recommendation 4 - original](#): By 1-1-25, develop, fund, and implement a community or joint bike-commuter readiness plan. **(Group voted to remove this recommendation)**
 - i. Comments - It was determined the recommendation was duplicative (already covered in the VMT recommendation (#2)). The City of Steamboat Springs also already has funded plans in place for this (e.g, Transportation Master Plan), and there is currently a plan in place for e-bike commuting to/from Brown Ranch. Recommendation would have limited climate impact -- more of a nice-to-have wellness plan.
 - ii. Recommendation will be kept with other Transportation Working Group recommendations that the group considered, but ultimately did not approve.
 - e. [Recommendation 4](#) (number updated after removal of previous recommendation): Implement a voluntary carbon offset plan for the Yampa Valley Regional Airport (YVRA) by year end 2024
 - f. [Recommendation 5](#): Adopt EV readiness requirements in the next County-wide building code update process (7-24 adoption, 1-25 implementation)
 - i. Comments - International Code alludes to EV readiness, but no direct language about EV readiness in there. We need to modify this locally if we want it in our code, but up to Todd Carr (Routt County Building Department) to put that language in there. City's EV readiness plan is more aggressive than the international building code requirements
 - ii. Comments - let's take a hard look at this when Todd Carr adopts new code in 2023 for 7-24 adoption
 - iii. Comments - Codes are specific to each entity (e.g., County, City)
 - g. [Recommendation 6](#): Complete the CDOT funded Regional Transportation Authority study and bring to the voters an RTA for the Yampa Valley including Steamboat Springs, Routt County and the City of Craig by year end 2024.
- 5. Next meeting - Wednesday, June 14 - 9:00-10:30 a.m.
 - a. June - Finalize formatted recommendations
 - b. June 21 - Public Open House - 5:30 - 7:30 p.m. - Allbright Auditorium - CMC
 - c. July - Public release of recommendations - move to quarterly meetings

Link to the [Transportation Working Group Folder](#)

[May 10 Zoom recording](#) - Passcode: n7V?uSSL