ROUTT COUNTY
CLIMATE ACTION PLAN
COLLABORATIVE

Collaborative Board Meeting Minutes: January 9, 2026

Roll Call
The meeting of the Collaborative Board was called to order at approximately 10:01 a.m. on January 9, 2026.

Collaborative voting members in attendance were:
- Community: Sarah Jones
- Community: Janelle Gibbons
- Community: Jason Quinn
- Community: Tim Wohlgenant
- Town of Hayden: Mathew Mendisco
- City of Steamboat Springs: Gail Garey
- Routt County: Scott Cowman
- Routt County: Angelica Salinas (arrived at approx. 10:09 a.m.)
- Town of Yampa: Sheila Symons
- Town of Oak Creek: Louis Fineberg (arrived at approx. 10:37 a.m.)

Not present:
- Community: Emily Katzman

Quorum is present.

Tim Sullivan, Paul Bony, Abby Vander Graaff, Ashley Dean and Michelle Stewart were present supporting Program Management for the Collaborative Board.

Minutes:

Scott Cowman moved to approve the Dec. 5, 2025 CAP Board Meeting Minutes. Mathew seconded, all in favor. Motion passes.

Board Administration Updates/Discussion:
- The Board welcomed new community board members Janelle Gibbons and Jason Quinn. The Board plans to celebrate Jeff Milius in February, who will continue to serve on the Energy Working Group.

- The Board elected new officers to comply with bylaws stating that no individual officer should serve in their role for more than three years.
- Angelica Salinas nominated Mathew Mendisco as CAP Board Chair. Tim Wohlgenant seconded. One abstention (Mathew), all others in favor. Mathew accepted nomination.
- Tim Wohlgenant nominated Angelica as vice chair. Mathew seconded. All in favor. Angelica accepted nomination.
- Mathew nominated Tim Wohlgenant as board treasurer. Angelica seconded. One abstention (Tim) all others in favor. Tim accepted nomination.
- The Board discussed the Dec. 12 meeting with local Friday Lunch Club Group.
- The Board discussed the tentative plan to present to Colorado Mountain College Jan. 22. Mathew and Angelica agreed to present, and the Board directed Western Resilience Center to provide a presentation for the meeting ahead of time.
- The Board discussed progress on plans to release the CAP Fund Request for Proposal (RFP). The Board plans to have Tim Wohlgenant approach the same donor who made the original donation to the fund. The board discussed the goal to have minor financial commitments to the fund from participating governments, but recognized that this is a difficult ask in the midst of federal turbulence. The Board discussed the goal to seek a $25,000 match to encourage other donations, and open fund applications in April 2026, on a similar timeline to 2025. The Board decided to continue thinking about government support of the fund further over the next two months.
- The Board decided to update the Board meeting schedule to the third or fourth Friday of each month, with consideration being given for scheduling conflicts related to legislative sessions.

Program Management Updates/Discussion

- The Board heard updates on the Energy Efficiency Conservation Block Grant (EECBG) work, including that NORESCO had staff changes and delivered a draft that was missing two pieces of the agreed upon scope of work. NORESCO has been given a contract extension to complete the work by Feb. 20. NORESCO has been paid through their November invoice. The Board discussed the need for NORESCO to invoice the CAP Collaborative for Jan. and Feb. 2026, but not for Dec. 2025, and to note that the contract is a fee for service contract, not time and materials. The Board directed Western Resilience Center to verify that the invoice lists Jan.-Feb. rather than Dec. 2025. The Board heard updates that the Energy Working Groups reviewed NORESCO's draft and provided feedback.
- The Board discussed feedback from the CAP Working groups regarding 2026 priorities. This included a document from the Transportation Working Group highlighting the importance of decreasing Vehicle Miles Traveled (VMT). The Transportation Working Group created a VMT subcommittee that plans to create recommendations for addressing VMT.
- The Land Use Working Group noted that almost all land use recommendations have been adopted aside from the land use code, which will follow the land

development plan. There also was a storm water utility discussion that included a focus on natural infrastructure within city limits. The Board discussed the upcoming Wildfire Resiliency Code and need to find balance between compliance and urban tree canopy protection.

- The Waste Working Group discussed the goal for a soft opening of the new recycling depot March 1, with a communication campaign and full opening in May. The Board heard an update that the attorney general's office is investigating a potential waste monopoly in the region.

Other
- Next meeting: TBD.

Adjournment
The meeting was adjourned at 11:05 a.m. by Board Chair Mathew Mendisco.

MINUTES PREPARED, REVIEWED AND RESPECTFULLY SUBMITTED BY: Abby Vander Graaff
Approved __27__ Day of __February 2026______.