



TOWN OF  
**BRECKENRIDGE**

**Breckenridge Social Equity Advisory Commission**  
July 17, 2023, 7:30am

*Striving for racial and social equity for all by removing barriers and  
facilitating opportunities to thrive*

**I. Call to Order (7:30-7:35)**

*Roll Call*

*Discussion/Approval of Agenda*

*Discussion/Approval of the Minutes*

**II. Public Comment (Non-Agenda Items) (7:35-7:40)**

**III. Staff Summary (7:40-8:00)**

*Climate Equity Plan (Presented by Jessie Burley and Narelle Kipple from HC3)*

**IV. Social Equity Discussion (8:00-8:45)**

*Commissioner Welcome, Eliana Crabb*

*Commissioner Attendance Revision Budget*

*(Presented by Shannon Haynes)*

*Subcommittee Updates*

- i. Celebrating Diversity*
- ii. Community Influence & Education*
- iii. Community Outreach & Engagement*
- iv. Immigration Rights & Advocacy*
- v. Civic Engagement*

**V. Upcoming Council Items (8:45-8:55)**

**VI. Other Matters (8:55-9:00)**

**VII. Adjournment**



TOWN OF  
**BRECKENRIDGE**

**Breckenridge Social Equity Advisory Commission**

June 19, 2023, 7:30am

*Striving for racial and social equity for all by removing barriers and  
facilitating opportunities to thrive*

**I. Required Meeting Items**

*Call to Order, Roll Call*

*Present: [Laurie Morocco](#), Jordan Burns, Tahja Grier, Carol Saade, Silvia Vicuna*

*Zoom: Jason Smith, Joyce De La Torre*

*Absent: June Walters*

*Discussion/Approval of Agenda*

*No Changes*

*Discussion/Approval of the Minutes*

*Motion to Approve Carol Saade, Seconded by Silvia Vicuna*

**II. Public Comment (Non-Agenda Items)**

*Doug Bair, Unsheltered in Summit*

*Contact Information: 970-485-4579 / [unshelteredsummit@gmail.com](mailto:unshelteredsummit@gmail.com)*

- *Presented a second time seeking follow-up from the Commission. First presented in May (see May's minutes) Commission. Commissioners discussed that in their subcommittees they will determine which subcommittee will assess what their involvement can be to support Unsheltered in Summit. Corresponding Subcommittee will reach back out to Doug Bair.*

**III. Agenda Items**

*Hispanic Heritage Month Banner Voting*

- *7 votes for Jenise Jensen's Design (Laurie Morocco, Jordan Burns, Tahja Grier, Carol Saade, Silvia Vicuna, Jason Smith, and Joyce De La Torre)*
- *First round of suggestions to Jenise from original subcommittee meeting were to be more inclusive of other Hispanic and Latin cultures. Second submission included colors from Hispanic and Latin country flags, incorporation of official flowers and dances from specific countries.*
- *Immediate Suggestions*
  - *Suggestions, there are still some additional edits they would like to make to further enhance the diversity represented in the artwork. The subcommittee will aim to schedule a meeting with Mountain Dreamers to create a specific list of elements they would like to see incorporated.*
  - *The Commission has requested a different font for the final version of the banner.*
  - *They would like to see the Viva la Vida changed to Pura Vida to be more inclusive of another Hispanic country outside of Mexico. They would like*

*one Pura Vida banner to be in English as well “Pure Life” and in the same font as the other banners to keep consistency.*

#### *Commissioner Vacancy Update*

- The Sub-committee (June Walters, Tahja Grier, and Silvia Vicuna) have chosen three applicants for a 30-minute Zoom second interview starting the week of the 26th.*

#### *Commissioner Attendance*

- The commissioners discussed adding specific attendance requirements to the existing Administrative Rules. According to Rule 6.6, members of the Commission are encouraged to attend at least three (3) meetings in person per calendar year (unchanged). Virtual attendance is allowed (unchanged). Additionally, commissioners can only miss four meetings within a 12-month period. Revised Administrative Rules will be presented at the July BSEAC meeting for approval, with attendance changes taking immediate effect upon approval.*
- The commissioners proposed adding attendance requirements to the Administrative Rules (9.2 Duties of Chair). The current rules state that the Chair must be present at all commission meetings, but the commission decided to allow the Chair to miss up to 2 meetings within a 12-month period.*
- If either the Commissioners or the Chair fail to meet the new attendance requirements, they will undergo a review by the Commission to decide the appropriate action, which could include removal from the seat or a probationary period with mandatory attendance.*

#### *Pride Update*

- A post-pride meeting will be held before the end of June to gather feedback and ideas for next year's pride event. We aim to collaborate with The Town of Frisco, Town of Silverthorne, the Town of Breckenridge, The Pad, Arapahoe Basin, and Mountain Pride (Vail Resorts invited) to plan a more inclusive pride event for all of Summit County. Each organization will choose a weekend to create diverse avenues of celebration.*

#### *Translation Conversation (Carol Saade)*

- During the Immigration Rights & Advocacy Sub-committee meeting, Carol Saade and Silvia Vicuna emphasized the need for intentional translation services and establishing guidelines for determining when Spanish translation is necessary. They sought the commission's input on this matter. The commission agreed that for videos in Spanish, the same context as the English version should be maintained, and both versions should be posted together. Additionally, they discussed the inclusion of Spanish captions and bilingual captions for social media posts. To enhance inclusivity, they plan to reintroduce interrupters for events like coffee talks and outreach events, including ASL, which was included for the first time at Pride. Carol Saade mentioned the availability of state resources for ASL. It is worth noting that Mountain Dreamers has provided us with a list of local Spanish interrupters. The Immigration Rights and Advocacy subcommittee will develop this guideline and present it to the commission for approval.*

#### **IV. Equity Blueprint**

##### **a. Subcommittee Updates**

###### **i. Celebrating Diversity (presented by Jordan Burns)**

*They are organizing the reintroduction of coffee talks, assigning homework to brainstorm themes. Additionally, they're exploring collaborative ways to celebrate Hispanic Heritage Month beyond banners with our Hispanic community.*

###### **ii. Community Influence & Education**

*No update*

###### **iii. Community Outreach & Engagement (presented by Jordan Burns)**

*They are focusing on improving information dissemination. They aim to enhance the flow of information from various sources to specific groups, instead of restricting it solely to those groups. To achieve this, they plan to utilize community boards as a starting point.*

###### **iv. Immigration Rights & Advocacy (presented by Carol Saade and Silvia Vicuna)**

*They focused on tactics and metrics for their goal, requested the Breckenridge grant recipients, and examined funding for immigrant communities. They discussed a translation guide and scheduled a meeting with Corrie Burr to address housing.*

###### **v. Civic Engagement**

*No Update*

##### **b. Commission General Comments**

*Mack Russo requested the commissioners to review the updated document containing the latest goals, tactics, and metrics edited by Carol Saade. Their feedback is needed for finalization. Mack also asked the commissioners to submit their accomplishments from 2022, including subcommittee achievements, hosted events, attended coalitions or panels related to BSEAC, etc., by June 30th. This information will be used to write the 2022 Community Impact Report, showcasing the commission's progress to the community.*

#### **V. Upcoming Council Items**

*Carol Saade presented a high-level overview of the Peak 8 Project Discussion with Breckenridge Grand Vacations. BGV has the right to build a development in town, including shops, condos, and a mini gondola connecting across Park Ave. However, the new proposed plan is to build most of their development on Peak 8. Part of the project would involve constructing 45 workforce housing units in the Gold Rush lot, and the developer is asking Town for more density to build more housing. The discussion has just started, and updates will follow.*

#### **VI. Staff Summary**

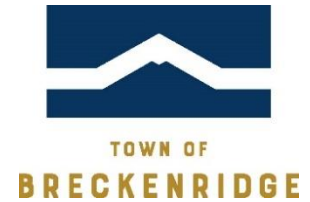
*No Staff Summary*

#### **VII. Other Matters**

*No Other Matters*

#### **VIII. Adjournment**

*Motion to adjourn by Carol Saade, seconded by Silvia Vicuna*



# Memo

**To:** Breckenridge Social Equity Advisory Commission

**From:** Mack Russo, Community Outreach & Engagement Liaison on behalf of Jess Hoover, High Country Conservation (HC3)

**Date:** 7/12/2023

**Subject:** Climate Equity Plan

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The Summit Climate Collaborative, in collaboration with a working group, has been diligently developing a Climate Equity Plan. This plan serves as a dedicated overlay to our existing climate action plan, enabling us to address the specific needs of underserved communities and integrate an equity lens into our climate initiatives. The Environmental Protection Agency (EPA) has provided support for this endeavor, empowering us to extend the benefits of climate programs to communities that have historically been marginalized.

We are currently in the final drafting phases of the Climate Equity Plan, working closely with our consultant. To seek valuable insights and recommendations, Jess Hoover (HC3) and Jessie Burley, Sustainability & Parking Manager for Town of Breckenridge proposed taking the plan to the Breckenridge Social Equity Advisory Committee (BSEAC) for their review. This step will help ensure that the plan aligns with our goals and effectively caters to the needs and concerns of our underserved populations.

The Climate Equity Plan has two primary purposes:

1. **Implementation of the Climate Action Plan (CAP):** The plan will focus on addressing and integrating the needs and concerns of underserved populations within our county. By applying an equity lens, we aim to bridge the gaps and disparities in access to climate initiatives, ensuring that the CAP is inclusive and effective for all.
2. **Benefit for All Residents:** Our local climate action programs should prioritize benefiting all residents, with special attention given to minority and low-income community members. The Climate Equity Plan seeks to create an environment where everyone can participate in and benefit from climate work, fostering a more equitable and sustainable community.

I invite the BSEAC members to review the Climate Equity Plan and provide their recommendations. Their insights will be instrumental in refining the plan and ensuring its effectiveness in promoting climate justice and inclusive sustainability.

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## Acknowledgements

High Country Conservation Center (HC3) offers its appreciation to the Climate Equity Plan Steering Committee members who were instrumental in guiding the development of this plan:

- Andrea Ridder, Summit School District
- Ashley Brubaker, Summit County Government
- Chris Guarino, Summit County School District Board of Education
- Hilary Swoeka, Town of Frisco
- Javier Pineda, Mountain Dreamers
- Julie Sutor, Western Slope Regional Director for Congressman Joe Neguse
- Milena Quiros, Growing Together
- Nate Speerstra, Northwest Colorado Council of Governments
- Nico Cruz, Family and Intercultural Resource Center
- Priscilla Broomall, Town of Dillon
- Rob Dollars, Breckenridge Grand Vacations
- Teddy Wilkinson, Town of Breckenridge

The following HC3 staff also contributed to this effort:

- Jess Hoover, Climate Action Director and Climate Equity Plan Project Manager
- Jen Schenk, Executive Director
- Narelle Kipple, Climate Action Manager
- Rachel Zerowin, Community Programs Director

Finally, HC3 is grateful to the many Summit County community members and organizations that supported this planning effort through their participation in community surveys, focus groups, informational interviews, and other activities that informed the strategies and tactics within this plan.

Development of this plan was supported by Lotus Engineering and Sustainability, LLC and made possible with funding from the US Environmental Protection Agency's Environmental Justice Small Grants Program.

## Glossary

**Beneficial Electrification:** The conversion of equipment from fossil fuel use to electricity use, when the conversion results in at least one of these benefits: reduced air pollutant emissions including greenhouse gases, decreased customer energy costs, or improved utilization of grid resources. (Beneficial Electrification League of Colorado)

**Clean Energy:** Energy that comes from renewable, zero emission sources that do not pollute the atmosphere when used, as well as energy saved by energy efficiency measures. (TWI Global) This term is used interchangeably with renewable energy and renewable electricity.

**Climate Equity:** Ensures the removal of barriers to information and power structures and the inclusion of historically underserved communities in the process of developing climate solutions. As a result, the benefits of climate protection efforts are experienced by all community members, and unequal burdens of climate change are alleviated. (HC3 Steering Committee)

**Cold Climate Heat Pumps:** A variation of an existing air conditioning technology—heat pumps—that are designed to heat homes adequately in very cold weather (usually at or below 5°F) and, as a secondary function, cool these homes during warm weather. (National Renewable Energy Laboratory)

**Deed Restrictions:** Stipulations written into a property's deed or recorded as a restrictive covenant that outlines conditions and/or restrictions for the property. Many of the deed restrictions in Summit County are designed to further the goals of affordable housing and workforce housing. (Summit County)

**Equity:** Promoting justice, impartiality, and fairness surrounding the procedures, processes, and distribution of resources by institutions or systems. Tackling equity issues requires understanding and addressing the root causes of outcome disparities within our society. Equity must be core to both the process and the outcomes to ensure inclusive solutions for all. (HC3 Steering Committee)

**Energy Stressed:** An energy stressed household is one that spends at least four percent of its income on energy bills. (National Renewable Energy Laboratory)



**Fine Particle Pollution:** PM2.5 is a name for tiny particles that can harm the heart and lungs. These particles come from many different sources. Sources include vehicle tailpipes, smokestacks, dust from construction sites, fires, and chemical reactions in the atmosphere.

**Housing Burdened:** A housing cost-burdened household is one that pays more than 30 percent of its income on housing. (U.S. Department of Housing and Urban Development and Colorado Housing and Finance Authority)

**Low- and Middle-Income:** Households or residents who earn up to 160 percent of the area median income.

**Microtransit:** A type of transportation program that utilizes smaller vehicles for on-demand transportation services.

**Multimodal:** Consideration and accommodation of the many methods of transportation, including walking, bicycling, riding public transportation systems, and driving. (U.S. Department of Transportation)

**Ozone:** An air pollutant that can harm the respiratory system and cause asthma attacks, cardiovascular disease, and premature death. Ozone pollution forms when chemicals from natural and human-made sources mix in the air. Ozone concentration varies by location, time of year, and time of day.

**Pay as You Throw:** A pricing model for disposing of waste that is based on the level of use. Users are charged based on how much waste they dispose of, with recycling often included at no extra cost.

**Recycling Service:** A waste-hauler providing on-site pickup of recyclable materials.

**Underserved/Underrepresented Communities:** Groups that have limited or no access to resources or that are otherwise disenfranchised. (Federal Emergency Management Agency) In this report, this term refers to low-income and minority communities.

# Executive Summary

This **Climate Equity** Plan presents strategies that not only decrease local greenhouse gas emissions, but also ensure **underrepresented** residents have access to the benefits of climate action.<sup>1</sup> Strategies in the plan address three key sectors: energy, transportation, and waste reduction.

The Climate Equity Plan will be a dynamic document, providing guidance for current and future initiatives led by [High Country Conservation Center](#) (HC3) and local governments across Summit County. By fostering stronger partnerships with community-based organizations and actively integrating **equity** principles into the Climate Action Collaborative, HC3 aims to reshape the climate action narrative.

## ENERGY STRATEGIES

High energy use increases housing costs for residents. Energy efficiency not only improves affordability but also promotes mental and physical well-being by ensuring healthy indoor environments.<sup>2</sup> Strategies for the energy sector include:

- Improving existing energy efficiency programs and policies to increase participation among **low- and middle-income** residents;
- Providing increased incentives for **cold climate heat pumps**; and
- Developing multilingual and multicultural educational materials.

## TRANSPORTATION STRATEGIES

Transportation challenges in Summit County include fixed-route public bus systems that do not meet the needs of all community members and limited access to electric vehicles. Transportation strategies focus on:

- Enhancing **multimodal** connectivity;
- Improving public transit services and bus stop infrastructure;

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<sup>1</sup> The terms “underrepresented” and “underserved” are used interchangeably in this report and refer to low-income and minority residents of Summit County.

<sup>2</sup> “Multiple Benefits of Energy Efficiency,” International Energy Agency, March 2019, <https://www.iea.org/reports/multiple-benefits-of-energy-efficiency/health-and-wellbeing>.

- Developing an electric vehicle car share program and promoting equitable access to electric vehicles.

## WASTE REDUCTION STRATEGIES

To achieve community waste reduction goals and create a healthier environment for all Summit County residents, strategies in this plan address:

- Adopting a **Pay-as-You-Throw** program that includes financial assistance;
- Increasing access to recycling and compost programs; and
- Developing multilingual and multicultural educational materials.

## Introduction

Tucked away in valleys of the Rocky Mountains, yet only an hour's drive from the Denver metropolitan area, Summit County is one of Colorado's most accessible mountain regions. Inhabited for hundreds of years, the County has a long-standing history of attracting those looking for economic and adventure opportunities. From Ute Mountain Native Americans, miners, and homesteaders to outdoors enthusiasts and everyone in between, many have played a role in shaping the County into a thriving alpine community. Now a vibrant and culturally diverse population of 31,000 people, the County is made up of 15 percent Latino/a residents, 1.5 percent Black, one percent Native American, and 1.6 percent Asian.<sup>3</sup> Nearly six percent of residents are from outside the United States, and eight percent of households speak a language other than English.<sup>4</sup>

The County's tourism-based economy and mountain lifestyle are intrinsically linked to its surrounding natural resources. However, despite the seemingly pristine ecosystems, Summit County experiences impacts of localized environmental pollution. Data from the [Colorado Department of Public Health's EnviroScreen Tool](#) shows that Summit County residents are exposed to higher-than-average ground-

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<sup>3</sup> "Summit County, Colorado," Quick Facts, United States Census Bureau, 2021, <https://www.census.gov/quickfacts/summitcountycolorado>.

<sup>4</sup> "Summit County, Colorado," Profile, United States Census Bureau, 2021, [https://data.census.gov/profile/Summit\\_County,\\_Colorado?g=050XX00US08117](https://data.census.gov/profile/Summit_County,_Colorado?g=050XX00US08117).

level **ozone** and traffic volume, subjecting those living near busy roads to **fine particle pollution** and harmful noise levels.<sup>5</sup>

Summit County is also vulnerable to the broader impacts of climate change such as decreased annual snow runoff and increased wildfire risk.<sup>6</sup> Recognizing these threats, the community has undertaken significant climate action work to create a more sustainable future. In 2018, High Country Conservation Center (HC3) brought together diverse community partners to establish the Summit Climate Action Collaborative. This group was tasked with developing the Summit Community Climate Action Plan (CAP). The plan, which sets community-wide goals to reduce emissions 50 percent by 2030 and 80 percent by 2050, was adopted in 2019 by the Towns of Breckenridge, Dillon, Frisco, and Silverthorne as well as Summit County Government.<sup>7</sup> In partnership with these local jurisdictions and other organizations and businesses, HC3 is diligently implementing CAP strategies within the energy, transportation, and waste reduction sectors.

Beyond environmental issues, cost of living is another factor impacting quality of life for Summit County residents. Due to the desirability of the community, the rate of second homeownership is unusually high as compared to the US Average.<sup>8, 9</sup> This has resulted in increased property values and a proliferation of short-term rentals and seasonally used housing. With limited developable land, there is a countywide shortage of affordable housing for locals to rent or purchase. The most recent

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<sup>5</sup> "Colorado EnviroScreen Environmental Justice Mapping Tool," Colorado EnviroScreen, Colorado Department of Public Health and Environment, May 2023, [https://teeo-cdphe.shinyapps.io/COEnviroScreen\\_English/#map](https://teeo-cdphe.shinyapps.io/COEnviroScreen_English/#map).

<sup>6</sup> "Climate projections in Summit County, Colorado," Rocky Mountain Climate Organization, August 2021, [https://summitcountyco.gov/DocumentCenter/View/33131/55-Page-Report\\_Climate-Projections-in-Summit-County-Co](https://summitcountyco.gov/DocumentCenter/View/33131/55-Page-Report_Climate-Projections-in-Summit-County-Co)

<sup>7</sup> Summit Climate Action Collaborative, "Summit Community Climate Action Plan: Strategies for a Sustainable Future," Climate Action and Sustainability, Summit County Government, April 23, 2019, <https://www.summitcountyco.gov/DocumentCenter/View/31980/Summit-Community-Climate-Action-Plan>.

<sup>8</sup> Taylor Washington and Thy Vo, "How bad is the housing crunch in Colorado's high country? Just look at census vacancy data." The Colorado Sun, August 30, 2021, <https://coloradosun.com/2021/08/30/colorado-high-country-vacancy-rates/>.

<sup>9</sup> Evan Brassell, "Most U.S. Vacant Housing Is Seasonal Housing," America Counts: Stories, United States Census Bureau, May 25, 2023, <https://www.census.gov/library/stories/2023/05/vacant-seasonal-housing.html>.

countywide housing needs assessment found that nearly one-third of the working population is **housing cost-burdened**, with many residents paying more than 40 percent of their income on housing.<sup>10</sup> The local Latino/a population is much more likely to be cost-burdened and reports higher incidence of substandard housing.<sup>11</sup> Moreover, with a long winter heating season, the average household in Summit County spends four percent of its income on energy bills, an amount defined as “**energy stressed**” by the National Renewable Energy Laboratory.<sup>12</sup>

Written almost five years ago, the Summit Community CAP used climate science and carbon emissions accounting to develop community-specific emissions reduction strategies. While the plan is an important catalyst for change in the region, input from low-income and minority residents was absent from the original planning process. Yet these residents experience climate impacts more severely and face more barriers to climate action solutions than the rest of the population.<sup>13</sup>

**It is important to rectify this omission, because just as climate change impacts are not universal, neither are the solutions.** Affordability and accessibility must be accounted for, and all voices must be included to maximize the impact of local climate action initiatives.

It is time to shift the sustainability narrative with a new Climate Equity Plan. HC3 and the Summit County community have an opportunity to demonstrate regional and statewide leadership via an equity-centered, community-led approach to developing climate solutions within the energy, transportation, and waste reduction sectors.

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<sup>10</sup> Used by both the U.S. Department of Housing and Urban Development and the Colorado Housing and Finance Authority, the commonly accepted definition of housing affordability is that costs are affordable if they account for no more than 30 percent of a household’s income.

<sup>11</sup> “Summit County Housing Booklet,” Summit Combined Housing Authority, October 2018, <https://www.summithousing.us/wp-content/uploads/2019/07/2018-10-XX-Summit-County-Housing-Booklet.pdf>

<sup>12</sup> Jeffrey J. Cook and Monisha Shah, “Reducing Energy Burden with Solar: Colorado’s Strategy and Roadmap for States,” National Renewable Energy Laboratory, March 2018, <https://www.nrel.gov/docs/fy18osti/70965.pdf>.

<sup>13</sup> EPA Press Office, “EPA Report Shows Disproportionate Impacts of Climate Change on Socially Vulnerable Populations in the United States,” News Releases, United States Environmental Protection Agency, September 2, 2021, <https://www.epa.gov/newsreleases/epa-report-shows-disproportionate-impacts-climate-change-socially-vulnerable>.

But this process does not end simply by outlining a list of strategies. The partners who developed this plan recognize that climate equity is a continuous process of learning and engaging. Looking ahead, HC3 will continue working with Steering Committee members to establish an Equity Coalition for the Climate Action Collaborative. This coalition will guide climate action efforts in the community, ensuring all community members have opportunities to engage. Furthermore, the Coalition will work to embed climate equity into each of the existing Climate Action Collaborative working groups.

## Community Input

The two primary purposes of the Climate Equity Plan are to ensure:

- 1) Implementation of the CAP addresses and integrates the needs and concerns of the County's **underserved** populations; and
- 2) Local climate action programs benefit all residents, especially minority and low-income community members.

To fulfill these goals, a concerted effort was made to empower previously underrepresented voices to engage in the planning process and share ideas. The result is a series of climate mitigation strategies deeply rooted in community input.

See Appendix A for a detailed description of the engagement process.

To ensure the planning process was community-led, the project team convened a Steering Committee consisting of local non-profit leaders, trusted community representatives, and municipal staff. Acting as a guidepost for engagement, the Steering Committee helped to define climate equity for the plan, create an online survey, identify community members to participate in informational interviews, and direct the approach for community focus groups. The Committee also held a crucial role in reviewing draft strategies for the Climate Equity Plan.

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### **Callout Box: Steering Committee Definitions to Guide the Planning Process**

**Equity:** Promoting justice, impartiality, and fairness surrounding the procedures, processes, and distribution of resources by institutions or systems. Tackling equity issues requires understanding and addressing the root causes of outcome disparities within our

society. Equity must be core to both the process and the outcomes to ensure inclusive solutions for all.

**Climate Equity** ensures the removal of barriers to information and power structures and the inclusion of historically underserved communities in the process of developing climate solutions. As a result, the benefits of climate protection efforts are experienced by all community members, and unequal burdens of climate change are alleviated.

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The online survey was available in English, French, and Spanish and drew approximately 250 responses. Results provided feedback on existing programs within the energy, transportation, and waste reduction sectors; barriers that may prevent access to those programs; and resources that would be most effective in removing those barriers.

Complementing the survey results were ten informational interviews conducted with community leaders, Summit County residents, and Steering Committee members. The interviews provided an opportunity to dive deeper into specific issues and the lived experiences of participants. Finally, for unfiltered community feedback, trilingual community focus groups were held in coordination with English as a Second Language classes at Colorado Mountain College as well as the local Food Equity Coalition. This allowed over 100 Summit County residents to provide their insights in the language in which they were most comfortable speaking. Several recurring themes were highlighted throughout this engagement process:

## **ENERGY INPUT**

A primary concern raised during the energy conversations was housing affordability and security. With the skyrocketing cost of living, many residents face substantial hurdles to home ownership. Participants, particularly those in the immigrant community, expressed an unequal power dynamic between landlords and tenants. Because of the short supply of affordable housing, tenants feel uncomfortable requesting energy efficiency measures out of fear of being displaced.

## **TRANSPORTATION INPUT**

Residents voiced concerns about transit services and infrastructure. Because housing affordability varies across the county, many community members do not live where they work. Those without vehicles rely on transit for commuting. It was often reported that the bus system, although free, does not have the route frequency necessary for efficient commutes. Safety is also a priority, with opportunities to improve sidewalks and bus stops.

## WASTE REDUCTION INPUT

Many community members shared an interest in recycling and other forms of waste diversion. However, convenient access to these services is often lacking, particularly at rental properties and multifamily buildings. For others, recycling and composting are simply not a top priority, especially if their household is financially burdened.

## STRATEGY DEVELOPMENT

Based on this feedback, HC3 and the Steering Committee worked to develop detailed yet feasible strategies to ensure that future implementation efforts are available to and benefit *all* residents. These strategies build upon existing work in the County and seek to fill gaps with new policies, programs, and educational efforts.

Refer to Appendix B for a detailed strategy list including tactics for implementation.

## Energy Strategies

Buildings heated by efficient mechanical equipment and powered by **renewable electricity** can significantly reduce countywide greenhouse gas emissions.<sup>14</sup> These systems also reduce costs for building occupants and, in the case of **beneficial electrification**, improve indoor air quality and occupant health and safety.

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<sup>14</sup> Greenhouse gas emission reduction potentials were modeled for the Summit County Climate Action Plan by Lotus Engineering and Sustainability. [Lotus Engineering and Sustainability, LLC.](#), 2018, *Summit County Greenhouse Gas Emissions Reduction Model*.



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**Callout Box: Climate Action Plan Energy Use Goals:**

- 1) Reduce emissions from electricity use 100 percent by 2035.
- 2) Reduce emissions from building energy use 21 percent by 2030 and 36 percent by 2050.

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Summit County will not be able to meet these energy goals without including the entire community in a transition to **clean energy**. However, energy efficiency and electrification measures can have burdensome upfront costs, and energy improvements can be inaccessible to renters. These energy strategies aim to enhance access to the benefits of a healthier built environment in Summit County for the entire community.

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**Callout Box: Beneficial Electrification**

According to the Beneficial Electrification League of Colorado, “Beneficial electrification means converting equipment from fossil fuel use to electricity use, when the conversion results in at least one of these benefits: reduced air pollutant emissions including greenhouse gases, decreased customer energy costs, or improved utilization of grid resources.”

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**1. Work with local governments to require energy efficiency improvements for multifamily properties.**

Improving energy efficiency in multifamily properties is essential for reducing energy cost burden and increasing the quality of life for the County’s low-income and workforce population. This work includes policies, incentive and rebate programs, and bilingual technical assistance and education for property managers, owners, and tenants. Ensuring that costs are not passed on to tenants is of key importance.

**2. Enhance existing efficiency programs to offer bigger rebates for energy assessments and upgrades for low- and middle-income groups.**

Low- and middle-income households (i.e., those who earn up to 160 of the Area Median Income) face barriers in accessing affordable home energy assessments and efficiency upgrades. Enhanced rebates will help reduce the cost of efficiency projects for these individuals and families.

**3. Enhance rebates and incentives for electrification.**

Building electrification reduces carbon pollution and improves indoor air quality, thereby improving health outcomes for residents. Voucher programs and bulk purchase programs for cold climate heat pumps can be used to reduce the upfront cost of equipment for residents.

**4. Identify and pursue a sustainable funding source for efficiency and electrification programs.**

The development of a sustainable funding source ensures that energy efficiency programs will continue to be funded and fiscally supported long into the future, thereby increasing the impact of this work. Example programs from other communities include climate action taxes and mill levies.

**5. Enhance energy efficiency in deed-restricted homes during construction or at point of sale.**

The lack of affordable housing in Summit County is an ongoing challenge, and **deed restrictions** are one tool being used to address this challenge. Developing programs and policies to increase energy efficiency in new and existing workforce housing will help to further reduce energy use and costs for residents.

**6. Develop a multilingual and multicultural energy efficiency communications plan.**

There was a noted need to provide multilingual and culturally relevant program information so that everyone is aware of programs and incentives. To ensure that program information is accessible across the community, it will be necessary to conduct outreach in partnership with trusted organizations that provide services to underserved residents.

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**Callout Box: Deed Restrictions**

Summit County Government defines deed restrictions as "stipulations written into a property's deed or recorded as a restrictive covenant that outlines conditions and/or restrictions for the property. Many of the deed restrictions in Summit County are designed to further the goals of affordable housing and workforce housing." Locally, deed restrictions often result in a lower upfront purchase price. In return, homebuyers agree to a lower market appreciation rate. As a result, the value of certain home improvement projects, including energy efficiency upgrades, can't be fully realized upon resale. This acts as a disincentive for homeowners to make investments in energy efficiency and electrification.

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## Transportation Strategies

Getting around a mountain community can be challenging. Unlike larger and denser metropolitan areas, development in Summit County is more dispersed. The high alpine environment means that transportation infrastructure and safety are impacted harshly by winter weather systems. These community characteristics encourage driving personal vehicles to get around, increasing transportation-related greenhouse gas emissions.

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***Callout Box: Climate Action Plan Transportation Goal:***

Reduce emissions from transportation by 25 percent by 2030 and 91 percent by 2050.

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In order to meet the CAP transportation goal, it is critical for the County to enhance multimodal connectivity between communities, as well as improve existing fixed-route transit services so that the needs of the whole community are met.

***1. Develop a microtransit program in Summit County.***

Getting around Summit County generally requires a vehicle or reliance on a fixed-schedule and fixed-route public transit service. **Microtransit** programs, which utilize smaller vehicles for on-demand transportation services, can help to connect community members with necessary jobs and services and solve first-and-last mile connection issues.<sup>15</sup>

## **2. Enhance public transit bus stop infrastructure and service.**

The Summit Stage and Breck Free Ride provide free transportation across the community, but the current schedules limit their usefulness for community members who rely on them the most. More frequent routes and enhanced infrastructure will help more community members benefit from this service.

## **3. Implement an EV Car Share Program.**

Not everyone in the community has a personal vehicle. Whether residents cannot afford to – or intentionally choose not to – own a vehicle, electric vehicle (EV) car share programs are a low-carbon solution for connecting people with places of work and essential services. Local governments and institutions in Summit are in the process of conducting feasibility studies for these programs.

## **4. Invest in infrastructure improvements to improve access and safety of multimodal transportation across Summit County.**

Improving the safety and connectivity of pedestrian and bike infrastructure will help more people across the community engage in multimodal transportation.

## **5. Advocate for policies and infrastructure investments that enhance equitable access to EVs.**

While there is interest in EVs among the community members, these vehicles remain out of reach due to cost and lack of access to charging infrastructure. Enhanced incentives and installation of charging stations at multifamily and commercial locations can boost uptake of EVs. The community's existing [EV Readiness Plan](#) can be leveraged for this work.

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<sup>15</sup> Unlike privately owned ride-hailing services like Uber or Lyft, publicly operated microtransit programs are often designed to enhance existing public transit networks – rather than compete with them.

## Waste Reduction Strategies

Reaching the waste reduction goals outlined in the CAP requires reducing consumption, reusing materials, and recycling and composting as much as possible. During engagement efforts, Summit County community members expressed prior experience with waste reduction practices and a desire to recycle and/or compost at home if it was made more convenient.

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### ***Callout Box: Climate Action Plan Waste Goal:***

Reduce emissions from waste 50 percent by 2030 and 90 percent by 2050.

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Waste reduction strategies within this plan aim to minimize hurdles created by lack of infrastructure (e.g., disposal bins and collection services) at residences, inaccessible educational materials, and financial barriers.

#### ***1. Adopt Pay as You Throw and Universal Recycling Policies Countywide.***

**Pay as You Throw** (PAYT) and Universal Recycling will expand access to recycling infrastructure by requiring waste haulers and multifamily properties to provide **recycling service**. Offering financial assistance to low-income households will ensure that costs do not increase for these residents.

#### ***2. Increase access to compost programs and provide incentives for participation.***

Lack of accessible food scrap drop-off locations is a barrier to participation. By partnering with community service providers to provide incentives for participation and convenient access to composting drop-off sites, more households can use this service.

#### ***3. Develop a multilingual and multicultural waste diversion communications plan.***

By developing creative and culturally relevant communications materials, HC3 can support more diverse households and businesses across Summit County in waste reduction, recycling, and composting. To ensure that program information is accessible

across the community, it will be necessary to conduct outreach in partnership with trusted organizations that provide services to underserved residents.

## **Conclusion: Equity in Action**

Sustaining all Summit County has to offer for future generations means not only mitigating climate change but also creating a vibrant community where everyone enjoys the benefits of a healthy environment. The Climate Equity Plan acknowledges the important role prior Summit County climate action work has played in establishing emissions reduction goals and mobilizing working groups to advance those efforts.

Additionally, the Plan recognizes the crucial network of community-based organizations across Summit County that are working to improve quality of life and access to services, particularly for underserved residents. HC3 understands that the work identified in this plan cannot be accomplished alone. Rather, genuine and mutually beneficial partnerships with organizations like the Family & Intercultural Resource Center and Mountain Dreamers, as well as local businesses and government entities across Summit County, will be essential for success. The strategies within this plan seek to ensure that future climate action work integrates everyone in the community and removes obstacles underserved residents face to fully realizing the benefits of a more sustainable community.

HC3 and Summit County are positioned to be leaders in addressing climate inequity within mountain communities and are committed to empowering historically marginalized populations through equitable implementation of climate action initiatives.

# Appendix A: Detailed Engagement Results

## STEERING COMMITTEE

To ensure the strategies included in the Climate Equity Plan reflect community values, a Steering Committee of 10 community leaders was convened. Members from local and state governmental entities joined meetings to listen and share. The committee met five times during the planning process to vet the community engagement approaches, debrief results, and thoroughly review draft strategies. Steering Committee members were offered financial compensation for their time.

## INFORMATIONAL INTERVIEWS

Ten informational interviews were conducted throughout the development of the Climate Equity Plan to collect direct insight from community members on issues impacting Summit County. The interviews were designed to gain understanding into the lived experiences of Summit County residents and leaders. A list of questions was prepared prior to the interviews to guide each conversation, although an organic flow of topics was welcomed. Generally, each person was asked their personal perspective on the most salient community concerns related to energy, transportation, and waste reduction. Ways in which the Climate Equity Plan could realistically address those issues were also explored.

While the interviewees brought unique experiential knowledge to the conversation, high-level themes for each sector emerged and were repeated throughout the planning process. These themes are summarized below.

<b>Energy Efficiency</b>
1. Energy efficiency must be prioritized prior to electrification. Energy efficiency is more attainable financially and prepares a building for more cost-effective electrification.
2. A sustainable funding source for energy efficiency improvements is necessary. These measures help improve quality of life and support emissions reduction goals but need to be subsidized in order for all community members to take advantage of the benefits.
3. Many community members rent their residences, therefore the responsibility to

<p>make energy improvements falls to the landlord, property manager, and/or homeowners' association. It will be crucial to engage these groups.</p>
<p>4. There are many energy-related resources available through HC3, the County, the state, and other organizations, but they are difficult to navigate and often have complex applications. Education and outreach on these programs will help more community members benefit from them.</p>
<p><b>Transportation</b></p>
<p>1. Pedestrian safety and general walkability in several neighborhoods throughout the County need to be improved to accommodate those who might not have easy access to personal vehicles or the public transportation system, and to fill first-last mile gaps.</p>
<p>2. For those that utilize the free public transportation system, first-last mile gaps and inadequate route frequency impose increased burdens, particularly for those who work outside of typical hours. The system needs to work for all community members.</p>
<p>3. Air quality in neighborhoods located next to major commuting arteries poses a health risk to residents.</p>
<p><b>Waste Reduction</b></p>
<p>1. Waste reduction is not always a top-of-mind priority when basic needs are not met. Any waste reduction strategy needs to prioritize easy integration into daily life.</p>
<p>2. Waste reduction infrastructure is expensive, posing a barrier to access.</p>

## FOCUS GROUPS

In partnership with two community organizations, the project team conducted focus groups to gain a more nuanced understanding of community needs, barriers, and opportunities within each sector of the Climate Equity Plan. The first set of meetings were held with English as a Second Language (ESL) classes taught at Colorado Mountain College. All meetings were bilingual, with one including trilingual interpretation. Nearly 90 class members representing a variety of ages and backgrounds were first provided information about the Climate Equity Plan's purpose and process. Then, students were asked questions about each of the plan's key sectors: energy efficiency, transportation, and waste reduction.



Another focus group was held in partnership with the Food Equity Coalition, a committee facilitated by the Family and Intercultural Resource Center. A full meal and childcare were provided for focus group participants.

Overall concerns and solutions that arose from these community discussions shed light on the feasibility of equity-focused strategies and identified discrepancies between what was perceived to be best practice in climate action and what had potential to be beneficial for all Summit County residents.

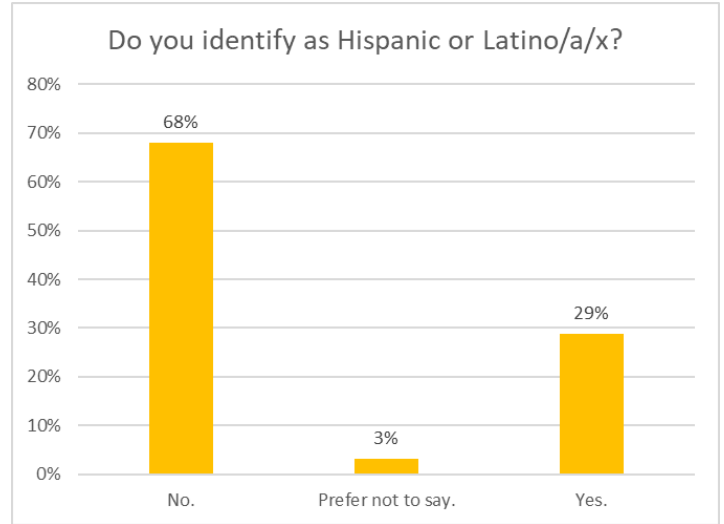
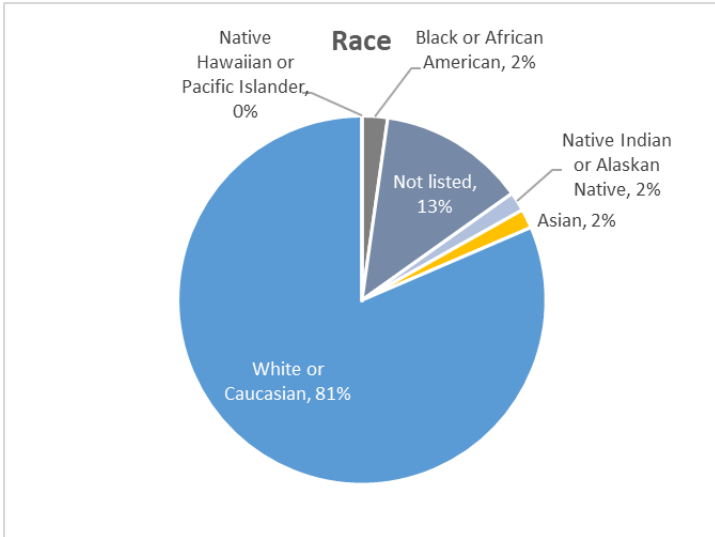
### **SUMMIT COUNTY CLIMATE EQUITY PLAN COMMUNITY SURVEY**

A public engagement survey was distributed both online and in-person, with translations available in English, French, or Spanish. The survey consisted of both multiple choice and open-ended questions addressing community needs, barriers to accessing existing resources, desired additional resources, and strategy ideas in the plan's three sectors. While the survey itself was anonymous, an optional hyperlink at the end allowed participants to submit contact information in order to receive a grocery store gift card as compensation for their time.

### **SURVEY RESULTS**

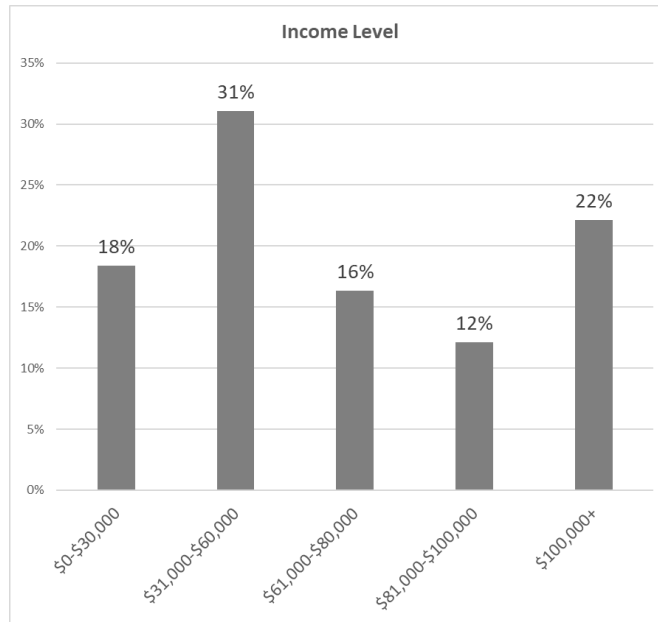
#### **DEMOGRAPHICS**

Over 250 responses were collected. Of the respondents who answered the demographics questions, 81 percent identify as white or Caucasian and 29 percent as Latino/a.



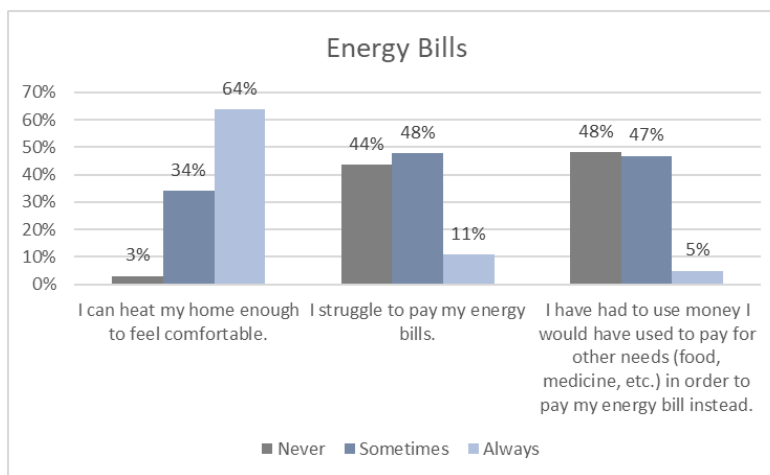
Income level of respondents varied. 65 percent of participants earn less than \$80,000/year, most of whom reported not having children. 22 percent of participants reported earning over \$100,000/year; over half of these participants also reported not having children under 18 in their households. The Area Median Income for Summit County in 2022 was \$99,800 for a four-person household.<sup>16</sup>

<sup>16</sup> "2022 Summit County Area Median Income," Area Median Income, Summit Combined Housing Authority, April 18, 2022, <https://www.summithousing.us/wp-content/uploads/2022/04/2022-AMI-Summit-County.pdf>.



## ENERGY

Survey results showed a variety of housing types and ownership status, helping inform how to best approach energy strategies. Apartments, modular homes, duplexes, townhouses, and employee housing were all represented, though most respondents live in apartments or single-family homes. Nearly 60 percent of respondents indicated that they rent their residence, while 37 own. Almost half of respondents reported that they sometimes struggle to pay their energy bills and use money originally budgeted for another need to pay them.



Open-ended questions inquired about what resources would be most helpful to address energy bill burdens and/or energy efficiency. Participants repeatedly expressed a need for extra assistance navigating existing energy programming and a desire for programs to incentivize landlords to make energy improvements.

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Callout Boxes:

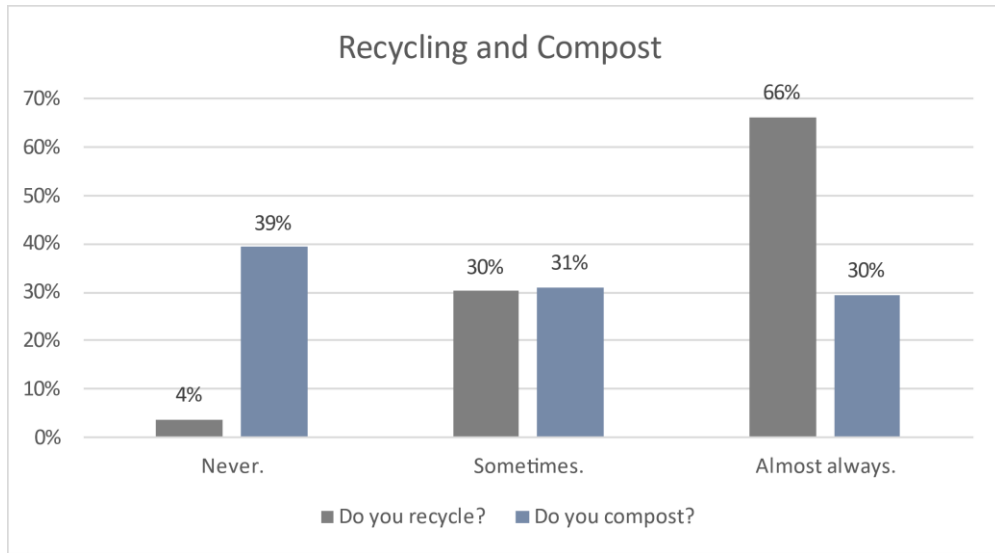
*"I never realized [the energy-savings program] could apply to me! I will absolutely reach out about this. Thank you, HCC!" – Survey Respondent*

*"One-stop application with the option to input specifics to see what kind of savings there would be if you were to upgrade an appliance, or install solar panels based on what you currently own, where you live, your usage, etc." would be most helpful for my energy needs. – Survey Respondent*

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## **WASTE REDUCTION**

Results for waste reduction questions showed active community participation in existing programs, yet this participation is limited due to infrastructure and/or financial challenges and lack of education. 66 percent of respondents indicated they almost always recycle, however only 33 percent have recycling access at their residence. The discrepancy between recycling participation and home recycling access can be explained by answers to the open-ended questions. Many survey participants take their recyclables to local recycling centers or to work. Other responses to open-ended questions reiterated themes heard throughout the engagement process: Many multifamily properties do not offer collection for recycling and/or composting. And, there is a need for further education around recycling and composting, including best practices and information about process and end-markets to dispel cynicism about diversion.



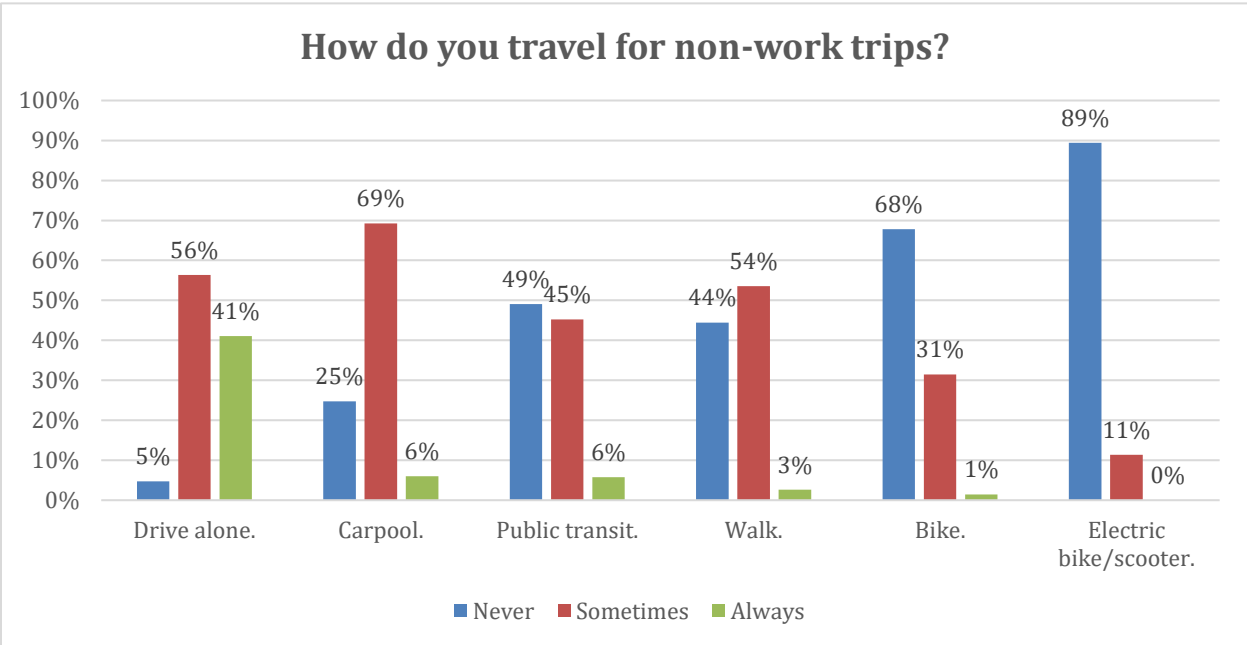
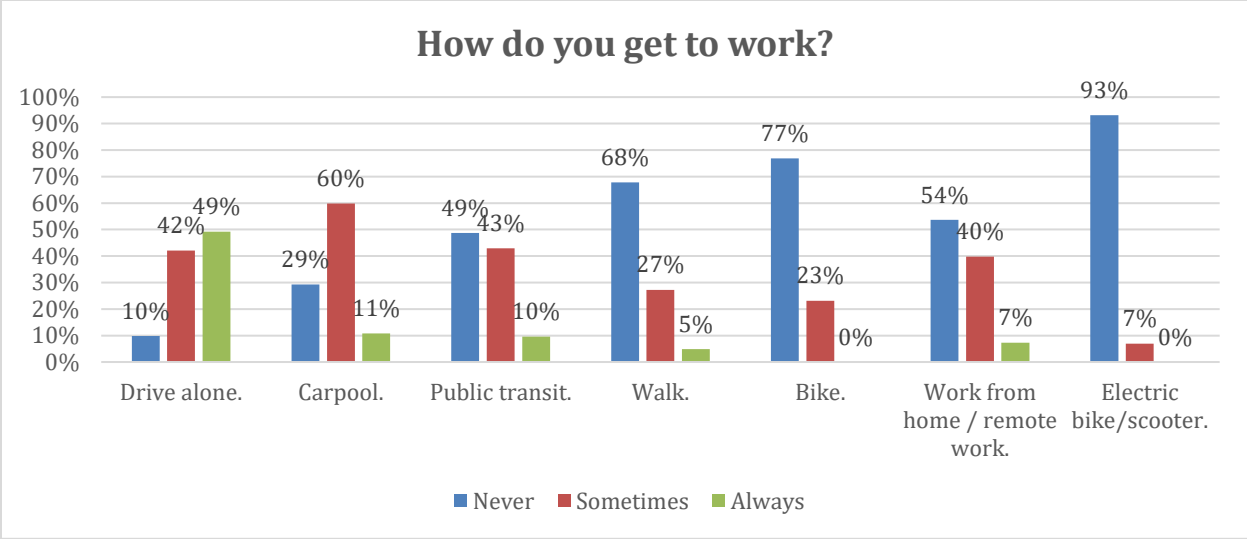
**Callout Boxes:**

*I would love at-home pickups for trash, recycling, composting that would allow my family to divert as much as possible. – Survey Respondent*

*Well, in a really perfect world, there would be no trash! I'd love to see Refillery stores up here in Summit County. – Survey Respondent*

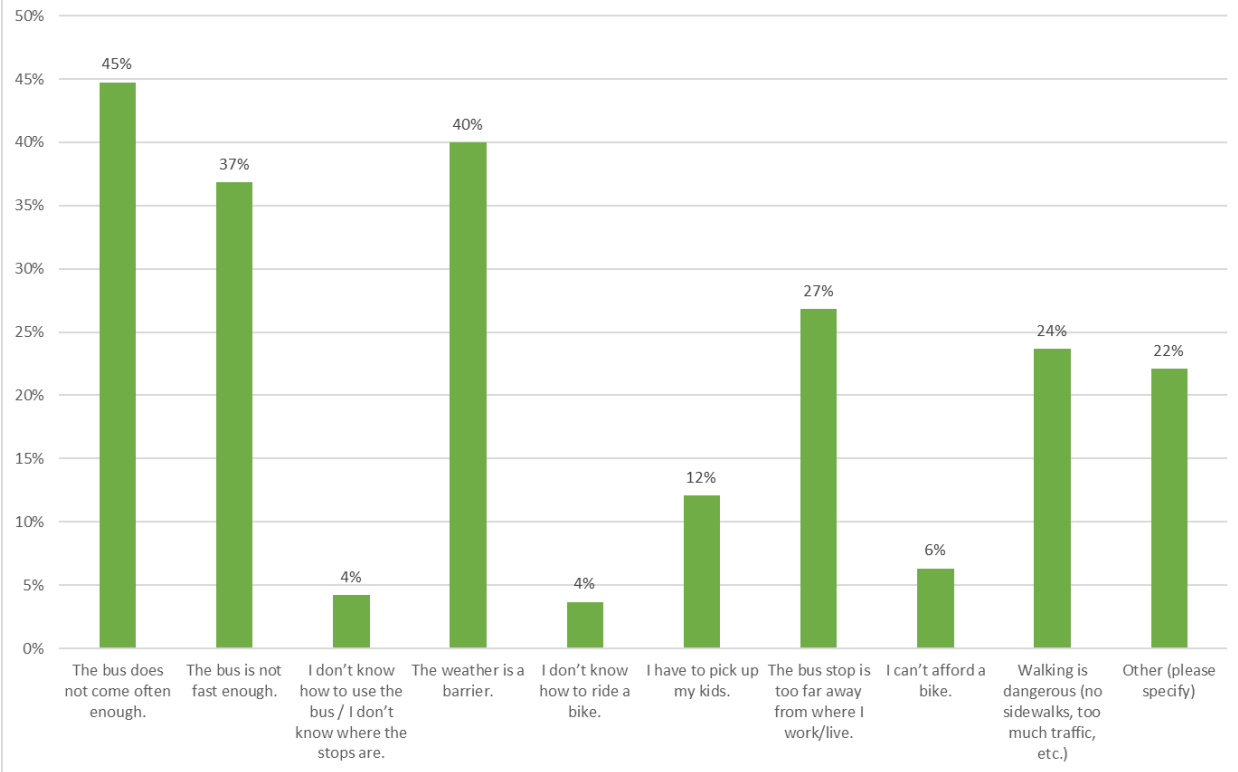
**TRANSPORTATION**

Whether for work or simply getting around the county, most residents rely on single-occupancy vehicles.



Survey questions asked what challenges impact public and/or alternative transportation use. The top three barriers to public transit use were: “The bus does not come often enough,” “The weather is a barrier,” and “The bus is not fast enough.” Other open-ended responses expressed concerns about the inability to tend to personal emergencies if relying on public transportation, the sidewalk infrastructure being inadequate, and work schedules that do not align well with route schedules.

### What prevents you from using public transportation or riding your bike/walking more?



## Appendix B: Detailed Strategy Matrix

The full matrix can be found [here](#).

HC3 Climate Equity Plan Strategy Matrix	
Energy	
Strategies and Actions to Address Energy Use	
	Strategy and Actions
Programs	
<b>1</b>	<b>Work with local governments to require energy efficiency improvements for multifamily properties.</b>
1a.	Continue to pursue an energy reporting ordinance, building off of the State's Building Performance Standards and applying a lower square footage threshold to commercial, public, and multifamily buildings. Ensure there is technical assistance and bilingual resources available to building owners.
1b.	Establish partnerships and dialogue with property management companies and HOAs around energy efficiency opportunities in Summit County. Build relationships and progress toward promoting programs.
1c.	Enhance rebates and incentives available for owner- or rental-occupied multifamily properties where a majority of tenants earn up to 160% of the Area Median Income. Include a requirement that states building owners may not increase rent or evict tenants for 24 months if receiving said funds.
<b>2</b>	<b>Enhance existing efficiency programs to offer bigger rebates for energy assessments and upgrades for low- and middle-income groups.</b>
2a.	Provide at least \$3,000 in rebates for common energy efficiency improvements.
2b.	Target households with incomes above the CARE and WAP income qualifications.
<b>3</b>	<b>Enhance rebates and incentives for electrification.</b>
3a.	Develop a voucher program that buys down the upfront cost for energy efficiency and electric appliances.
3b.	Explore the development of an electrification and weatherization program that would provide free heat pumps and efficiency upgrades to mobile homes and other low-income housing that heat with propane or electrical resistance. This program would be an enhancement to traditional WAP and CARE funding programs, which generally have more restrictions for the work that can be funded in these homes.
3c.	Implement a heat pump bulk-buy program.



<b>4</b>	<b>Identify and pursue a sustainable funding source for efficiency and electrification programs.</b>
4a.	Use revenue from sustainable funding sources (i.e., a climate mill levy) to expand energy efficiency programs. Funding can be used to support energy efficiency investments in deed-restricted housing, multifamily buildings, or for electrification.
<b>Policies</b>	
<b>5</b>	<b>Enhance energy efficiency in deed-restricted homes during construction or at point of sale.</b>
5a.	Incorporate energy efficiency requirements into deed restriction programs: provide incentives to conduct energy assessments and invest in efficiency in existing deed restricted housing; develop a program to provide grants towards the construction of new ADUs that are built beyond code.
5b.	Incorporate efficiency into existing buy-down programs by implementing energy efficiency improvements before homes are put back on the market.
5c.	Advocate for local policies to ensure all new workforce housing is electric or net zero.
<b>Education</b>	
<b>6</b>	<b>Develop a multilingual and multicultural energy efficiency communications plan.</b>
6a.	Distribute education and outreach materials (including information about energy programs, at-home energy efficiency action items, video building tours, highlights with diverse community members, etc.) through multiple media channels (i.e., Facebook groups, radio, short videos on Instagram, outreach materials shared with community partners, etc.) and in multiple languages so the entire community can access them.
6b.	Collect testimonies of Spanish-speaking individuals who have undertaken making their home more efficient, or translate English testimonials. Translate into other languages, like French, as needed.
6c.	Hire or dedicate an HC3 staff member to be a 'navigator' for community members to connect with programs and coordinate across efficiency service providers to ensure resources are up-to-date.
6d.	Schedule annual meetings with partners who run energy and efficiency programs and those that support underserved residents to facilitate awareness and coordination.
<b>Transportation</b>	
<b>Strategies and Actions to Address Energy Use</b>	
	Strategy and Actions
<b>Programs</b>	
<b>1</b>	<b>Develop a microtransit program in Summit County.</b>

1a.	Use the results from the regional microtransit feasibility study as a preliminary step to identify opportunities for facilitating improved access to public transit and address route inefficiencies. Ensure the study identifies cost, gaps in existing public transit systems, and implementers. A potential microtransit program should focus on increasing accessibility to transit for multifamily properties, workforce housing, and lower income communities.
1b.	Pending results of the microtransit study, explore grant funding for an all-electric microtransit fleet.
<b>2</b>	<b>Enhance public transit bus stop infrastructure and service.</b>
2a.	Communicate community bus route needs and advocate for enhanced route frequency (e.g., more connections between Dillon/Silverthorne to Breckenridge).
2b.	Improve transit stop safety by identifying specific locations in need of enhanced bus stop infrastructure, including improved lighting and sidewalks, rain/snow shelters, and covered bike storage.
<b>3</b>	<b>Implement an EV Car Share Program.</b>
3a.	Create feasibility study leveraging results from the Town of Frisco, Town of Breckenridge, and CMC EV car share programs.
3b.	Launch pilot to identify community-specific challenges and opportunities. Work with Xcel Energy to identify a building to host a car share program. Explore opportunities with Dillon Valley Elementary School in collaboration with the school district.
<b>Policies</b>	
<b>4</b>	<b>Invest in infrastructure improvements to improve safety of and access to multimodal transportation across Summit County.</b>
4a.	Develop a county-wide master walking and biking plan that assesses all non-vehicle traffic infrastructure needs (i.e. pedestrian and bike traffic), first-last mile solutions, and safety improvements.
4b.	Improve sidewalk safety and access by increased plowing in the winter.
4c.	Provide rebates for ebike purchases and improve storage infrastructure at transit stations.
<b>5</b>	<b>Advocate for policies and infrastructure investments that enhance equitable access to EVs.</b>
5a.	Advocate for enhanced tax rebates and incentives at the State level, including ensuring State and Federal rebates can apply towards used EVs.
5b.	Expand EV charging infrastructure at more accessible public locations. Focus on locations that are large employers, multifamily buildings, and community resource centers.
5c.	Work with a property locally to conduct a pilot project through Xcel Energy's multifamily charging program.

# Waste Reduction

## Strategies and Actions to Address Energy Use

### Strategies and Actions

#### Policies

#### **1 Adopt PAYT and Universal Recycling policies countywide.**

1a. Where PAYT is not adopted, continue working with local governments to develop incentives for HOAs and multifamily complexes to provide recycling infrastructure.

1b. Continue working with local governments to extend financial assistance to income-qualified residents participating in the Pay as You Throw program.

#### Education

#### **2 Increase access to compost programs and provide incentives for participation.**

2a. Continue to explore expanding access to food scrap drop-off by offering additional locations and incentives that are tied to other community services like the food donation center.

#### **3 Develop a multilingual and multicultural waste diversion communications plan.**

3a. Develop specific multilingual and multicultural messaging and outreach strategies for different audiences, ensuring accessibility of information at multiple connection points. Audiences may include single home residents, multifamily residents, local governments, employers, landlords, etc. Focus on multimedia campaigns that are image-heavy and feature diverse community members.

3b. Utilize testimonies of individuals who champion waste diversion and are learning more about waste diversion.

## Memo

**To:** Breckenridge Social Equity Advisory Commission

**From:** Mack Russo, Community Outreach & Engagement Liaison on behalf of Jess Hoover, High Country Conservation (HC3)

**Subject:** Social Equity Discussion for July 17, 2023

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### **New BSEAC Commissioner, Eliana Crabb**

Please welcome Eliana Crabb to the Breckenridge Social Equity Advisory Commission! She is a passionate repeat applicant who prioritizes creating spaces for marginalized community members to excel, and has educated herself on inclusive language, government resources, and fostering inclusivity through kindness. Notably, as a restaurant manager in Breckenridge, she supported an employee dealing with chronic nerve pain. Eliana took the initiative to learn about resources such as time-off and sick pay, and informed her employee about their options, including the possibility of a future surgery with extended paid time off. Eliana's commitment to inclusion stems from personal experiences, having grown up in predominantly white cis spaces and later realizing the impact of not belonging. Her college years were transformative, as she discovered the importance of affordability and initiated projects that promoted inclusion and equity. She believes in seeking programs and systems that benefit everyone to effectively lead change.

### **Commissioner Attendance Revision**

I would like to summarize the key points discussed during our recent commission meeting regarding attendance requirements and the corresponding review process:

1. Attendance Requirements for Commissioners:
  - a. The commissioners proposed adding specific attendance requirements to the existing Administrative Rules.
  - b. According to Rule 6.6, commissioners are encouraged to attend at least three (3) meetings in person per calendar year, with virtual attendance still permitted.
  - c. Additionally, commissioners can only miss a maximum of four meetings within a 12-month period.
2. Attendance Requirements for the Chair:
  - a. The commission recognized the need to revise the current rules (9.2 Duties of Chair) concerning attendance requirements for the Chair.
  - b. Previously, the Chair was expected to be present at all commission meetings.
  - c. It was decided that the Chair can now miss up to two meetings within a 12-month period.
3. Implementation and Approval:
  - a. The revised Administrative Rules, including the new attendance requirements, will be presented at the July BSEAC meeting for approval.
  - b. If approved, the attendance changes will take immediate effect.
4. Review Process:
  - a. Failure to meet the new attendance requirements by either commissioners or the Chair will trigger a review process conducted by the Commission.
  - b. The Commission will determine the appropriate action to be taken, which may include removal from the seat or a probationary period with mandatory attendance.

Please review the proposed changes to the attendance requirements and the corresponding review process.

## Subcommittee Updates

### 1. Celebrating Diversity

~~Tahja Grier~~, Jordan Burns, June Walters, [Elsa Lau](#), [Kristine Keller](#)

Met July 7, 2023

The Celebrate Diversity subcommittee discussed plans for 10 Mile Pride 2024. They reviewed a recap meeting between Mack Russo, Dean Nelson, and Majai Bailey from BTO. The meeting proposed moving 10 Mile Pride to Riverwalk Center for better exposure. Mack Russo will coordinate with Breck Create for available dates and cost, as the venue requires advance booking. The committee members will brainstorm event ideas and decide on the duration of Pride (Thursday-Saturday or Thursday-Sunday). The group also discussed plans to honor the Ute tribe in 2024. Susan Gilmore, a member of the O-Gah-Pah Tribe, offered to participate in a coffee talk or provide a video for BSEAC for 2023. For Hispanic Heritage Month in September, the committee plans to create short videos of Hispanic community members reading lore in English and Spanish. Another of June Walters historians will assist with the presentation of the Rose of Argentina tale in traditional garb. Mack Russo will contact Mountain Dreamers to explore their involvement in the video.

### 2. Community Influence & Education

Jason Smith, Laurie Moroco, Silvia Vicuna, [Elsa Lau](#)

Meets July 14, 2023

Update will be provided during the meeting.

### 3. Community Outreach & Engagement

Carol Saade, Jordan Burns, June Walters, Tahja Grier, [Elsa Lau](#)

Meeting still needs to be planned, delayed from changing availability.

### 4. Immigration Rights & Advocacy

Carol Saade, Silvia Vicuna, Joyce De La Torre

Met June 20, 2023

The Immigration Rights and Advocacy Committee met with Corrie Burr, Housing Program Manager for the Town of Breckenridge. Corrie shared a summary of the Stables Open House and acknowledged the Housing Department's concerns and challenges regarding language translation for non-English speakers. The committee recognized the need for further efforts to engage these communities and received support from Mountain Dreamers and FIRC with more work needed. The town plans to organize another open house in the fall for upcoming projects, where the subcommittee will assist in planning a Hispanic Open House and Home Buyers Learning Session. Additionally, the subcommittee discussed the development of a Translation Standard Operating Procedure, with Mack Russo compiling best practices and seeking input from Kristen Crawford, Town Attorney. The committee also explored the possibility of a grant for Mountain Dreamers, pending further discussions between Mack Russo and Shannon Haynes regarding requirements and intended outcomes.

### 5. Civic Engagement

Carol Saade, Jason Smith, ~~Laurie Moroco~~

Met June 23, 2023

The Civic Engagement subcommittee met to discuss their goals, tactics, and metrics. They decided to focus on advising the Town Council and exclude the state from their scope. They explored various avenues of civic engagement, including the annual Board Training. Mack Russo will follow up with Corrie Burr regarding this. They also discussed utilizing existing communities, like the RMU Women's bike clinics, where Carol could educate participants about government and encourage them to get involved.

**RULES OF THE  
BRECKENRIDGE SOCIAL EQUITY ADVISORY COMMISSION  
(July 2021)**

Rule 1. Adoption Of Rules; Effective Date. These Rules were adopted by resolution of the Breckenridge Social Equity Advisory Commission on March 1, 2021, amended on July 19, 2021, and became effective upon adoption of the resolution.

Rule 2. Effect Of Rules. These Rules shall govern the operation of the Commission.

Rule 3. Authority. These Rules are adopted as allowed by Resolution 17, Series 2020, Section 8, a resolution creating a temporary advisory commission known as the “Town of Breckenridge Social Equity Advisory Commission”.

Rule 4. Definitions. As used in these Rules, the following words shall have the following meanings:

“**Commission**”           The Breckenridge Social Equity Advisory Commission.

“**Rules**”                 These Rules and Regulations of the Commission, as amended from time to time.

“**Staff**”                 The staff of the Town of Breckenridge.

Rule 5. Commission Members.

5.1     Members of the Commission. Pursuant to Resolution 17, Series 2020, Section 2, which created the Commission, the Commission consists of not more than nine (9) members who have been appointed by the Town Council. Any member of the Town Council appointed to the Commission counts against the total membership of the Commission.

5.2     Term Limits. Pursuant to Resolution 17, Series 2020, Section 3, member terms are limited to three (s) years, or until the functions and duties of the Commission have been completed and the Commission has been dissolved and terminated by action of the Town Council, whichever shall occur first. In order to obtain staggered terms four (4) of the non-Council members initially appointed shall be three (3) years, and the term of the office of the remaining non-Town Council members initially appointed to the Commission following the adoption of the resolution shall be two (2) years.

5.3     Compensation. Members of the Commission, other than the members who are also members of the Town Council, are entitled to compensation as provided in Section 4, of Resolution 23, amending Resolution 17.

Rule 6. Commission Meetings.

6.1     Regular Meetings. The regular meeting of the Commission shall be held at 9:00

BOSAC RULES OF PROCEDURE

A.M. in the Breckenridge Town Hall on the 3<sup>rd</sup> Monday of each month; provided, however, that if such day is a legal holiday, the meeting shall be held on a date determined by the Commission. A regular meeting may be held at any other convenient time or place with the consent of the Commission. Notice of a regular meeting, including specific agenda information where possible, shall be posted in the place designated in Rule 10.3 not less than twenty-four (24) hours prior to the holding of the meeting.

6.2 Special Meetings. Special meetings of the Commission shall be called by the Recording Secretary upon: (i) the written request of the Chair, (ii) the written request of any three (3) members of the Commission, (iii) the written request of the Staff, or (iv) an announcement of a future special meeting at regular or special meeting. Unless announced at a regular or special meeting, at least twenty-four (24) hours' advance notice, written or oral, of a special meeting shall be given to each member of the Commission. Notice of a special meeting shall also be posted in the place designated in Rule 10.3 at least twenty-four (24) hours in advance of the special meeting. The advance notice to the Commission members shall set forth the date, hour, place and purpose of such meeting. Any Commission member may waive the requirement of notice of a special meeting, and attendance at a special meeting shall constitute a waiver of the requirement of advance notice of such meeting. No business shall be conducted at a special meeting of the Commission unless the same has been stated in the notice of such meeting; except that any business which may lawfully come before a regular meeting of the Commission may be transacted at a special meeting if a majority of the quorum present consent thereto.

6.3 Executive Sessions. Meetings of the Commission are subject to the provisions of the Colorado Open Meetings Act, Part 4 of Article 6 of Title 24, C.R.S. All regular and special meetings of the Commission shall be open to the public. Closing a portion of any meeting to the public shall only occur in those rare instances where the Commission has need to discuss a matter for which an executive session is allowed under the Colorado Open Meetings Act. The Commission, by consent of two-thirds (2/3) of the quorum present, may go into executive session for the purpose of considering any of the following matters:

- (1) The purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest; except that no executive session shall be held for the purpose of concealing the fact that a member of the Commission has a personal interest in such purchase, acquisition, lease, transfer, or sale;
- (2) Conference with an attorney for the Town for the purposes of receiving legal advice on specific legal questions. Mere presence or participation of an attorney at an executive session of the Commission is not sufficient to satisfy the requirements of this Subsection (2);
- (3) Matters required to be kept confidential by federal or state law or rules and regulations. The Commission shall announce the specific citation of the statutes or rules that are the basis for such confidentiality before holding the executive session;

- (4) Specialized details of security arrangements or investigations;
- (5) Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators;
- (6) Personnel matters, unless the employee who is the subject of the session has requested an open meeting, or if the personnel matter involves more than one employee, all of the employees have requested an open meeting; or
- (7) Consideration of any documents protected by the mandatory nondisclosure provisions of Part 2 of Article 72 of Title 24, C.R.S., commonly known as the “Colorado Open Records Act.”

The only items that shall be discussed during the executive session shall be those items related to the announced topic of the executive session, and the Commission shall come out of the closed session prior to conducting any regular business. No proposed policy, position, resolution, rule, regulation or formal action may occur at an executive session. The minutes of a meeting during which an executive session is held shall reflect the topic of the discussion at the executive session. Prior to going into executive session, the Chair shall announce the topic of the executive session.

6.4 Recess Or Adjournment. Any regular or special meeting may be recessed or adjourned from day to day, or to the time of any previously announced regular or special meeting, and such recess or adjournment to a time and place certain shall not require additional public notice.

6.5 Cancellation. If no business is scheduled before the Commission, or if it is apparent that a quorum will not be available, any meeting of the Commission may be cancelled by the Staff by giving notice by either personal delivery, mail or by telephone to all members of the Commission prior to the time set for such meeting, and posting notice of cancellation in the place designated in Rule 10.3.

6.6 Attendance at Meetings of the Commission.

A. The meetings of the Commission shall be held in the Town Council Chambers of the Breckenridge Town Hall.

B. Because of the many benefits of attending a meeting in-person, members of the Commission are strongly encouraged to attend at least three (3) meetings of the Commission in person each calendar year.

C. To maintain active participation, each Commissioner is allowed a maximum of four (4) absences within a 12-month timeframe. Failure to meet the attendance requirements will result in a review conducted by the Commission to determine the necessary course of action. Possible consequences may involve removal from the

## BSEAC RULES OF PROCEDURE



seat or a probationary period with mandatory attendance.

- D. Subject to Rule 6.6(F), below, any member of the Commission may elect to attend a regular or special meeting of the Commission by use of a virtual platform. In such circumstances, the following rules shall apply:
1. The virtual platform to be used shall be Zoom unless another virtual platform is required by the Secretary.
  2. All members of the Commission and Town staff must be able to: (i) hear one another clearly, (ii) communicate with one another, and (iii) hear or read all documents and testimony in a manner designed to provide maximum participation.
  3. The member shall be in a physical location with good internet connectivity. The Chair is authorized to discontinue a member's participation in a meeting if: (i) the member's use of the virtual platform results in delays, (ii) the communication is unclear, or (iii) the member's virtual participation otherwise interferes with the conduct of the meeting.
  4. If possible, a member who elects to participate virtually in a meeting of the Commission pursuant to this Rule 6.6(C) shall notify the Secretary at least two (2) days before the meeting so that arrangements can be made to accommodate such member's virtual attendance at the meeting.
  5. Subject to Rule 6.6(F), below, there is no limit on the number of meetings of the Commission at which a member may participate by the use of a virtual platform under this Rule 6.6(C).
  6. All votes of the Commission shall be conducted by roll call.
  7. Minutes of the meeting of the Commission shall be taken and promptly recorded, and such records shall be open to public inspection.
  8. If the Commission holds an executive session as part of a meeting a member participating by a virtual platform shall also be authorized to attend the executive session. A member participating in an executive session using a virtual platform shall: (i) have a secure internet connection, and (ii) certify that they are the only person in the room and that no other person has access to the executive session. Any executive session conducted under this Rule 6.6 shall be recorded electronically as provided for by statute.
  9. A member of the Commission who participates in a virtual meeting of the

Commission in accordance with this Rule 6.6 shall be considered to be “present” at the meeting for all purposes, including, without limitation, establishing a quorum. Such member shall also be entitled to vote on all matters coming before the Commission at the meeting.

10. The Commission may provide reasonable accommodation and waive or modify provisions of this Rule 6.6 for the benefit of members of the Commission or the public with a disability.

- E. Full and timely notice shall be given to the public setting forth the time of the meeting as required by Rule 10. Such notice shall include the fact that one or more members of the Commission may attend the meeting by a virtual platform.
- F. Members of the public may hear and view any virtual meeting of the Commission unless technical problems prevent them from doing so. Members of the public desiring to communicate with the Commission may do so by letter, e-mail, or by attending a Commission meeting in person.
- G. Notwithstanding Section 6.6(C), above, the Chair, or in the Chair’s absence the Vice- Chair, may require that all members of the Commission attend a particular Commission meeting in person, and not by a virtual platform if the Chair or Vice-Chair (as appropriate) determines that in-person attendance is required to better accomplish the goals of that particular meeting.

Rule 7. Public Meetings. Except as provided in Rule 6.3, all regular and special meetings of the Commission shall be open to the public.

Rule 8. Quorum. Five (5) members of the Commission shall constitute a quorum for the transaction of business at all Commission meetings, but in the absence of a quorum a lesser number may adjourn any meeting to a later time or date. A Commission member disqualified from acting upon a particular matter due to a conflict of interest shall not be counted in determining whether a quorum exists with respect to the matter (Note: a disqualification does not reduce the number required for a quorum; it simply means that the disqualified Commission member does not count towards the required quorum).

Rule 9. Commission Officers.

9.1 Election Of Officers. The Commission shall elect a Chair and a Vice Chair. No person shall hold more than one (1) Commission office at a time.

9.2 Duties Of Chair. The Chair shall preside over all Commission meetings, with the allowance of up to two (2) absences within a 12-month period. Failing to meet the attendance requirements will trigger a review conducted by the Commission to determine the necessary actions. Possible consequences may include removal from the position or a probationary period with mandatory attendance. In compliance with these and other relevant

rules, the Chair must inform the Vice Chair of any planned absence on the Friday preceding the meeting. The Chair has the authority to make decisions on all points of procedure or order, unless directed otherwise by a majority of the attending Commission members through a motion that is proposed and approved. It is the responsibility of the Chair to maintain order and decorum, and if necessary, to remove disorderly or disruptive individuals. The Chair also possesses additional duties and responsibilities as determined by the Commission or as mandated by law.

9.3 Vice Chair. The Vice Chair shall preside at those Commission meetings where the Chair is absent, disabled, or otherwise unable to act for any purpose. When acting as the presiding officer at a Commission meeting the Vice Chair shall have the same duties, responsibilities, and powers as granted to the Chair by Rule 9.2. The Vice Chair shall attest to the execution and approval of all official documents of the Commission and perform such other duties as may be delegated to such person by the Chair.

9.4 Temporary Chair. If both the Chair and Vice Chair are absent from a Commission meeting, the members present shall appoint a Temporary Chair to preside at that meeting.

9.5 Recording Secretary. A Staff member shall serve as the Recording Secretary to keep the minutes of all Commission meetings, and to perform such other clerical or administrative duties as may be prescribed by the Commission.

9.6 Term Of Office. The term of each elected officer of the Commission shall be for one (1) year, and members may be re-elected to any Commission office.

9.7 Removal Of Officers. Any officer of the Commission may be removed by the affirmative vote of a majority of all members of the Commission.

#### Rule 10. Preparation Of Agenda; Posting Of Meeting Notices.

10.1 Regular Meetings. The agenda for a regular meeting shall be prepared by the Staff and distributed to Commission members, along with supporting documentation concerning agenda items, at least forty-eight (48) hours before each regular meeting.

10.2 Special Meetings. The agenda for a special meeting shall be prepared by the Staff and distributed to Commission members, along with supporting documentation concerning agenda items, at least twenty-four (24) hours before each special meeting.

10.3 Place For Posting of Meetings. The designated place for the posting of public notice of all regular and special meetings of the Commission shall be the “menu box” located adjacent to the southerly front door of the Breckenridge Town Hall. Specific agenda information shall be included in the meeting notice where available.

Rule 11. Order Of Business. The business of the Commission shall be handled at each meeting in the following order:

- A. Call To Order.
- B. Roll Call of Commission Members.
- C. Approval of Agenda.
- D. Approval of Minutes from previous meeting(s).
- E. Staff Summary.
- F. Social Equity discussion.
- G. Executive Session (if needed).
- H. Adjournment.

The order of business for a meeting may be modified by affirmative vote of the Commission members present.

Rule 12. Action By Motion Or Resolution. The Commission shall act only by resolution or motion. All resolutions shall be in writing, shall be numbered as “Resolution No. , Series 20 ,” and shall be recorded in the official records of the Commission. The Chair may make or second a motion. A majority vote of the quorum present at a meeting shall be required for the approval of any motion or resolution.

Rule 13. Voting. The vote of “yes” or “no” shall be taken upon the consideration of passage of all motions and resolutions. Except when a member is required to abstain from voting due to conflict of interest, each member shall vote on all motions or resolutions. On all votes the Chair shall vote last.

Rule 14. Conflict Of Interest.

14.1 Applicability Of Town Ethics Code. Members of the Commission are subject to the provisions of the Town of Breckenridge Ethics Code (Chapter 16 of Title 1 of the Breckenridge Town Code). Commission members are urged to review and become familiar with such provisions of the law.

14.2 Procedures When Conflict Of Interest. Any member of the Commission who has a reasonable expectation of personal or private financial benefit and/or a conflict in any matter proposed or pending before the Commission shall:

- (1) Disclose such interest to the Commission;
- (2) If commission agrees there is a conflict, not vote upon such matter; and
- (3) Refrain from attempting to influence the decisions of the other members of the Commission in voting on the matter.

The determination of whether a conflict of interest exists rests with the Commission, not the individual Commission member.

Rule 15. Minutes. Minutes shall be kept of each regular and special meeting of the Commission. Following each meeting the minutes shall be prepared and shall be delivered to each Commission member along with the agenda packet for the following Commission meeting. The prepared minutes of a meeting shall stand approved as submitted unless they are corrected or revised by motion duly adopted at the next succeeding Commission meeting.

Rule 16. Public Records. All public records of the Commission shall be open for inspection and copying by any person at reasonable times in accordance with applicable law, and the administrative rules of the Town's records custodian, as amended from time to time.

Rule 17. Mailing List For Commission Meetings. The Staff shall maintain a list of persons who, within the previous two (2) years, have requested notification of all meetings of the Commission, or of meetings of the Commission when certain specified policies will be discussed. The Staff shall mail advance written notification of such meetings to such persons at the same time that the Commission agenda packets for such meetings are mailed to Commission members; provided, however, that unintentional failure on the part of the Staff to provide such notice shall not nullify or affect actions taken at an otherwise properly noticed Commission meeting. Any costs associated with such mailing shall be established by Resolution of the Town Council.

Rule 18. Town Attorney To Advise Commission. The Town Attorney shall advise the Commission on all legal matters pertaining to the Commission; shall attend those Commission meetings where his or her attendance is required by the Commission; and shall represent the Commission in all legal proceedings wherein the Commission is a party.

Rule 19. Amendment To Rules. These Rules may be amended at any regular or special meeting by the affirmative vote of a majority of the Commission; provided, however, that such proposed amendment has been submitted to the Commission in writing at the preceding regular Commission meeting so that the Commission members will have adequate time to review and consider such proposed amendment.

Rule 20. Suspension Of Rules. These Rules may be suspended at any regular or special meeting of the Commission by the affirmative vote of a majority of the quorum of the Commission present at the meeting.

BSEAC Rules (07-11-23)

## **Upcoming Council Discussions**

### **July 25**

2:00pm – Site Visit to Alta Verde II

Update on progress of Alta Verde II

Breck Film Update

#### Legislative

- Restriction of Cedar Shake shingles (2<sup>nd</sup> Reading) – *Planning staff has completed research on cedar shake shingles and found they are flammable if not treated and retreated. Given the existing wildfire danger, staff will ask Council to amend the Town code to prohibit these shingles.*
- Outdoor Sales Day Amendment (2<sup>nd</sup> Reading) – *Staff will recommend Council adopt two set weekends (Memorial Day and Labor Day) for “sidewalk” sales.*
- Building Code Amendments (2<sup>nd</sup> Reading) – *Staff are recommending a cleanup of code provisions.*
- Parking Code Amendments (2<sup>nd</sup> Reading) – *Staff has recognized an issue with the existing parking code as it relates to triplex housing units. They will recommend a revision to fix the issue.*
- Appropriations (Resolution) – *Staff will bring unbudgeted expenses and revenues to Council for approval.*
- 911 Center IGA (Resolution) – *The Town will enter into a revised IGA with the County and other county municipalities for the operation of the 911/communications center.*
- Update to the Town Sign code (1<sup>st</sup> Reading) – *Staff will propose an amendment to the Town’s sign code ordinance to allow the outdoor display of paddle boards.*

#### Other

- Update to Town Engineer Standard Rules
- Audit presentation
- Upper Blue Sanitation District Housing discussion

### **August 8**

#### Legislative

- Update to the Town Sign code – *Staff will propose an amendment to the Town’s sign code ordinance to allow the outdoor display of paddle boards.*

#### Other

- Net Zero Density Calculation Code Discussion
- Riverwalk Pathway Project Update
- Possible ADU Development Agreement discussion – South French Street
- BGV Development Discussion