

**CARBONDALE PARKS & RECREATION COMMISSION  
REGULAR MEETING**

**WEDNESDAY, October 13, 2021      7:00 P.M.  
Carbondale Town Hall Trustee Chambers or Virtual \***

\*E-mail our Boards & Commission Clerk Kae McDonald to receive an e-mail link to be able to join the meeting virtually. [kmcdonald@carbondaleco.net](mailto:kmcdonald@carbondaleco.net)

<b><u>TIME*</u></b>			<b><u>ITEM</u></b>	<b><u>DESIRED OUTCOME</u></b>
7:00		1.	Roll Call	
7:05		2.	Approval of September 8, 2021 Minutes	INFORMATIONAL
7:10		3.	Items from Citizens Present Not on the Agenda	
7:15		4.	P & R Commission Resource Guide Sunshine Laws Review and Discussion: Open Meeting Requirements for the Sunshine Law- Hollis & Rose	INFORMATION DISCUSSION (Attachment A)
7:30		5.	Marketplace Lofts Public Park Land Dedication discussion Richard Camp / Bob Schultz	INFORMATION DISCUSSION DECISION (Attachment B)
7:45		6.	Roaring Fork Pickleball Association annual review Val Snearly-President	INFORMATION
7:55		7.	Aquatics Facility Master Plan –Next Steps	INFORMATION
8:10		8.	Recognition of Service of Outgoing Parks & Recreation Commission Members	INFORMATION (Attachment C)
8:20		9.	Report & Updates: Staff & Commission Members <ul style="list-style-type: none"> <li>• Eric Brendlinger, Parks &amp; Recreation Director</li> <li>• 30/60/90 Day Outlook</li> <li>• Master Calendar</li> <li>• Jessi Rochel, Rec Center Manager</li> <li>• Parks &amp; Recreation Commissioners</li> <li>• Luis Yllanes, Trustee Liaison</li> </ul>	INFORMATION (Attachment D)
9:00		10.	Adjournment*	*Please note: Times are approximate

# LAW SUMMARY

*Office of Legislative Legal Services*



## ***OPEN MEETING REQUIREMENTS OF THE COLORADO SUNSHINE LAW<sup>1</sup>***

The Open Meetings Law (OML),<sup>2</sup> which is part of the Colorado Sunshine Law, generally requires any state or local governmental body to discuss public business or to take formal action in meetings that are open to the public. A "meeting" refers to any kind of gathering, convened to discuss public business, whether in person, by telephone, electronically, or by other means of communication. The Colorado Supreme Court has held that "a meeting must be part of the policy-making process to be subject to the requirements of the OML."<sup>3</sup> Therefore, for example, emails can be considered "meetings", but the term does not include chance meetings or social occasions where public business is not the central purpose of the meeting. For additional information on the OML, please see the "[Open Meetings Law – State Public Body – FAQ](#)" located under the Memoranda, "General Topics of Interest" page on the OLLS website.<sup>4</sup>

	<b>State Body</b>	<b>Local Body</b>
DEFINITIONS:	Any board, commission, or other advisory decision-making body of the state; state college or university board; the General Assembly; or any entity that has been delegated the governmental decision-making function.	Any board, commission, or other advisory decision-making body of a political subdivision of the state; or any entity that has been delegated the governmental decision-making function.

---

<sup>1</sup> This summary contains information commonly requested from the Office of Legislative Legal Services. It does not represent an official legal opinion of the General Assembly or the state of Colorado and does not bind the members of the General Assembly. It is intended to provide a general overview of Colorado law as of the date of its preparation. Any person needing legal advice should consult his or her own lawyer and should not rely on the information in this memorandum.

<sup>2</sup> Section [24-6-401](#) and [24-6-402](#), C.R.S.

<sup>3</sup> *Bd. County Comm'rs v. Costilla County Conservancy*, 88 P.3d 1188, 1194 (Colo. 2004).

<sup>4</sup> <https://leg.colorado.gov/agencies/office-legislative-legal-services/memoranda>

	<b>State Body</b>	<b>Local Body</b>
<b>MEMBERS:</b>	Two or more members of the body conducting business are subject to this law.	Three or more members of the body (or two members if two constitutes a quorum) conducting business are subject to this law.
<b>NOTICE:</b>	The statute requires full and timely notice, posted in its designated place within a reasonable time prior to the meeting.	The statute requires full and timely notice, posted in its designated place within a reasonable time prior to the meeting. A local body may comply by posting notice at least 24 hours prior to the meeting.
<b>MINUTES:</b>	Minutes of meetings must be taken and promptly recorded and are open to public inspection.	Minutes of meetings must be taken and promptly recorded and are open to public inspection.
<b>EXECUTIVE SESSION:</b>	<p>Requires announcement of topic for discussion, citation to authorizing law, and a two-thirds vote of all members.</p> <p>Discussions held in an executive session must be electronically recorded.</p> <p>No record or electronic recording is required to be kept of the portion of a discussion by the governing board of a state institution of higher education held in executive session that constitutes a privileged attorney-client communication.</p>	<p>Requires announcement of topic for discussion, citation to authorizing law, and a two-thirds vote of the members present.</p> <p>Discussions held in an executive session must be electronically recorded.</p> <p>No record or electronic recording is required to be kept of the portion of a discussion in executive session that constitutes a privileged attorney-client communication.</p>

---

LAST REVIEWED: September 18, 2020

S:\PUBLIC\LLS\MEMOS\Law Summaries\open-meeting-requirements-of-the-colorado-sunshine-law.docx

---

October 6, 2021

Mr. Eric Brendlinger  
Parks and Recreation Director, Town of Carbondale  
511 Colorado Ave.  
Carbondale, CO 81623  
VIA EMAIL

Dear Eric:

I am planner for the Lot One property between Main St. and City Market development. The property is proposing a land condominium of the property to allow financing phased construction and that has triggered an issue related to the common open space in the center of the property that we would like to discuss with the Parks and Recreation Commission.

Lot One at the Crystal River Marketplace property is a 5.37-acre mixed-use project currently under construction with an ultimate buildout of 115 rental units and over 10,000 sf of commercial space. A total of 11 buildings are approved and they are labeled alphabetically in the drawing below. The buildings fronting City Market are open (Building A) or under construction (Building B and C) and building permits are next anticipated for the buildings that surround the common open space at the center of the property (Buildings H, J, K, and L). Construction of those buildings would be completed in 2022. The park would be available for use in late 2022 or early 2023.



At the time of approval, it was anticipated that at some point the property could be subdivided to meet construction financing requirements. The owner had planned on a land condominium. Changes to the UDC after Lot One was approved, made the 15% public open space dedication applicable to condominium projects rather than a 15% private common open space requirement.

The landowner is proposing to meet the public park dedication with a public access easement on the park and other access easements for public access and use. This approach has been used in other situations, including River Valley Ranch, as it allows public access to facilities while requiring the landowner to cover the ongoing costs of maintenance and replacement. An agreement between the Town and landowner would define the rights and responsibilities of each party.

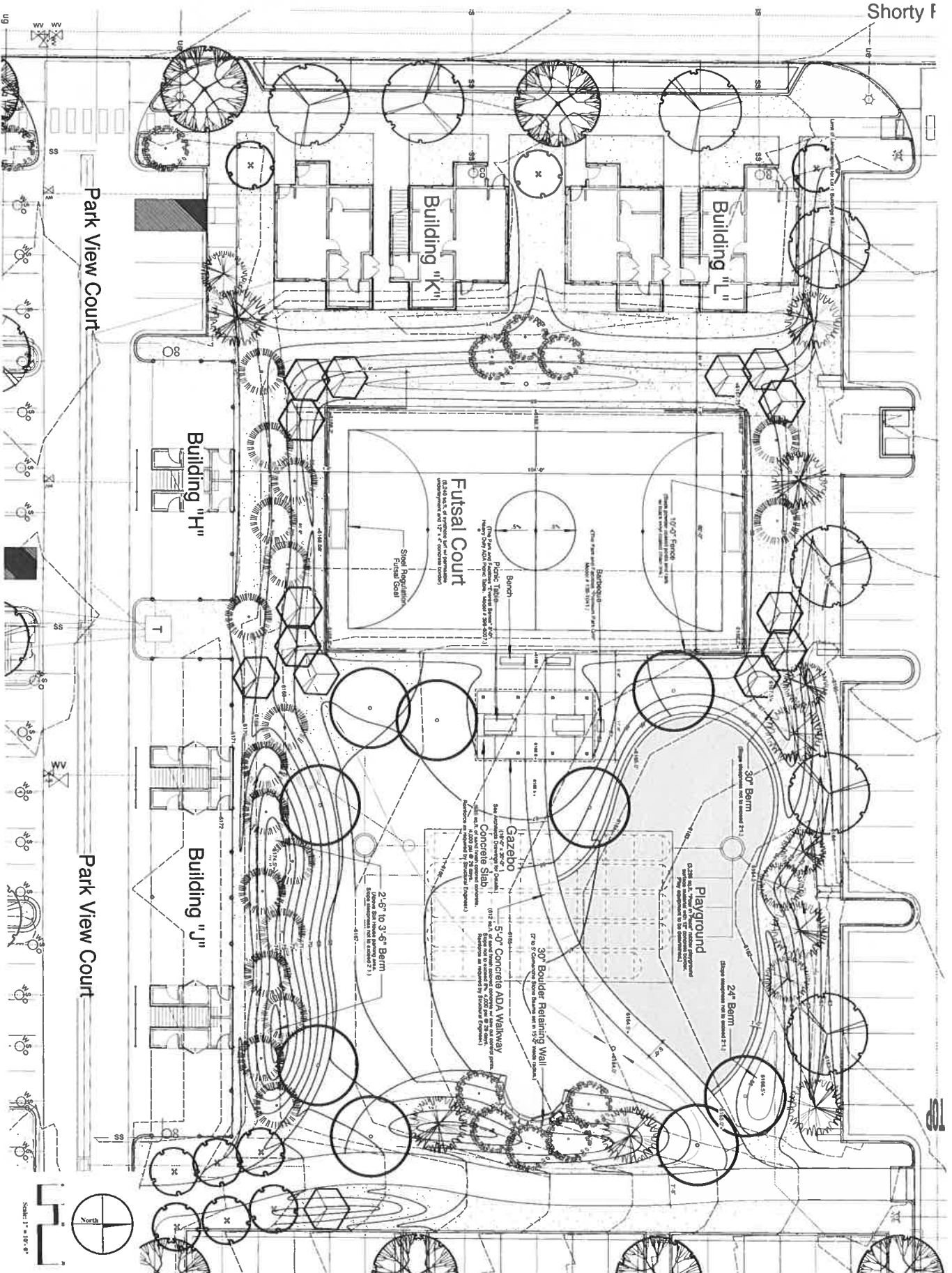
We had met with the Parks and Recreation Commission prior to our original application and members may recall that we are constructing a futsal field, gazebo, playground, and passive area for public and resident use. Underground, in the passive part of the park, is a stormwater drainage system that will serve the entire property. The attached Drawing displays the proposed improvements.

We look forward to discussing this proposal with the Parks and Recreation Commission at its October 13 meeting. Briston Peterson, one of the owners, Rich Camp, landscape, and park designer, and I will be in attendance.

Sincerely,

A handwritten signature in black ink, appearing to read 'Robert Schultz', with a long horizontal flourish extending to the right.

Robert Schultz AICP  
Robert Schultz Consulting, LLC  
354 Fawn Dr.  
Carbondale, CO 81623  
970-963-3670



Layout and Materials Plan

# Carbondale Marketplace Park

Carbondale Marketplace, Lot 1, Carbondale, Colorado

Date: September 14, 2021

Sheet: L-1.0





[\(https://lp.findlaw.com/\)](https://lp.findlaw.com/)

...  
[FINDLAW \(HTTPS://LP.FINDLAW.COM/\)](https://lp.findlaw.com/) / [CORPORATE COUNSEL \(/\)](#) /  
[BUSINESS OPERATIONS \(HTTPS://CORPORATE.FINDLAW.COM/BUSINESS-OPERATIONS/\)](https://corporate.findlaw.com/business-operations/) /  
LAND CONDOMINIUMS: A CREATIVE WAY TO CONVEY PROPERTY WITHOUT SUBDIVISION

# Land Condominiums: A Creative Way to Convey Property Without Subdivision

*This article was edited and reviewed by [FindLaw Attorney Writers](#)*

*(<https://www.findlaw.com/company/our-team.html>) | Last updated September 01, 2017*

For the past 30 years, developers of multi-family properties have been able to subdivide their property ([https://corporate.findlaw.com/business-operations/property/?pg\\_articlelist\\_list\\_start=20](https://corporate.findlaw.com/business-operations/property/?pg_articlelist_list_start=20)) into individual units which could be conveyed to third parties without the need to obtain subdivision approval. This exception to the subdivision process exists because the [creation of a condominium regime \(https://codes.findlaw.com/md/real-property/md-code-real-prop-sect-11-103.html\)](https://codes.findlaw.com/md/real-property/md-code-real-prop-sect-11-103.html) is not a change in use but merely a change in ownership. Accordingly, owners of property which cannot be subdivided or which can be subdivided only with great difficulty should be aware that just as a building can be divided into units, unimproved or improved land can generally be divided into "land" condominium units without the need for subdivision approval.

## Private Subdivision

The establishment of a land condominium essentially permits a "private subdivision" of property. The owner of a single record lot or parcel can subject the entire lot or parcel to a condominium regime and create within such condominium regime two or more land condominium units.

In many cases, the land condominium units are configured in the same manner as would have otherwise been the case if the property had been subdivided; i.e., each land unit resembles a subdivided parcel and areas such as roadways which otherwise might be dedicated for public use are designated as common elements, for the mutual benefit of all land condominium unit owners.

## Land Condominium

The land condominium is established by preparing the fee simple owners and recording a [Declaration of Condominium \(https://dictionary.findlaw.com/definition/declaration-of-condominium.html\)](https://dictionary.findlaw.com/definition/declaration-of-condominium.html) and [Condominium Plats \(http://www.jeffersoncountywi.gov/departments/departments\\_f-r/condo\\_requirements.php\)](http://www.jeffersoncountywi.gov/departments/departments_f-r/condo_requirements.php) among the Land Records. Upon recordation, separate tax identification numbers are assigned to each of the land condominium units and these units can then be conveyed to third parties.

The actual [creation \(https://codes.findlaw.com/tx/property-code/prop-sect-82-051.html\)](https://codes.findlaw.com/tx/property-code/prop-sect-82-051.html) of a land condominium regime is not subject to any local government approvals. All development standards and local law requirements which would otherwise exist for the property continue to be applicable to the entire parcel. For instance, access and parking requirements, as well as

density and green space requirements, would continue to be applicable and would be applied to the entire site and not to the individual land condominium units that are created within the land condominium.

This creates benefits as well as potential burdens. On the benefit side, development within each land condominium unit can proceed notwithstanding that such development would not otherwise meet the development requirements had the land condominium unit been subdivided as a separate parcel.

The development requirements will be measured based upon the development rights within the entire parcel and not the individual land condominium units. On the other hand, the condominium documents must be carefully drafted to avoid any unintended benefits being conferred upon one land condominium unit owner at the expense of another.

### **Issues in Creation of Land Condominium**

The issues that should be considered with respect to the creation of a land condominium regime include:

- The configuration of the land condominium units. Since the land condominium units are required to be three-dimensional, upper and lower limits for the land units will need to be determined, as well as perimetrical boundaries. Typically the perimetrical boundaries are established to allow the land condominium unit to be largely self-sufficient. In determining the land condominium unit boundaries, consideration should be given to designating those portions of the property which will serve as common elements. Streets, entry features, stormwater management facilities, and other areas that are intended to be of benefit to the entire site are typically designated as common elements. These common elements are maintained by the condominium association through assessments collected from all land unit owners.
- The development standards for the property will continue to be applied to the entire parcel and therefore it may be appropriate to have the condominium documents establish "private" development standards and restrictions to avoid development rights which are intended to benefit one land condominium unit from being utilized by another land condominium unit.
- Consideration must be given to the governance of the land condominium. Typically, a Board of Directors is elected among the unit owners and the Board is then provided certain rights and obligations under the condominium documents, including enhancement of architectural and use restrictions designed to promote external harmony for the entire site. Decisions will need to be made as to the respective voting power to be conferred upon each land condominium unit.
- The land condominium documents may also be utilized to establish reciprocal easements between the land units. These easements may be for utilities, access, parking, etc.

There are a number of "optional" provisions that can be included within the land condominium documents. If the potential exists for future additional land condominium units, an expandable land condominium regime can be established which permits the condominium regime to be expanded incrementally over a period of up to ten years.

### **Public Offering Statement Not Needed**

If there are no residential uses contemplated within the land condominium, it is not necessary to prepare a Public Offering Statement (<http://sos.maryland.gov/Pages/Registration/POSCondo.aspx>) nor is registration with the



Secretary of State of Maryland required. Consequently, once the documents for the land condominium have been drafted and finalized, they can be recorded and the land units conveyed.

Given that formal subdivision may at times be difficult, if not impossible, to achieve, a land condominium can be a welcome alternative when a developer desires to convey portions of an existing parcel or lot.

[BACK TO TOP](#)

## Research

[Cases & Codes \(https://caselaw.findlaw.com/\)](https://caselaw.findlaw.com/)  
[Opinion Summaries \(https://caselaw.findlaw.com/summary.html\)](https://caselaw.findlaw.com/summary.html)  
[Sample Business Contracts \(https://corporate.findlaw.com/contracts/\)](https://corporate.findlaw.com/contracts/)  
[Research An Attorney or Law Firm \(https://lawyers.findlaw.com/\)](https://lawyers.findlaw.com/)  
[Forms \(https://forms.lp.findlaw.com/\)](https://forms.lp.findlaw.com/)  
[Reference \(https://reference.findlaw.com/\)](https://reference.findlaw.com/)  
[Legal Commentary \(https://supreme.findlaw.com/legal-commentary.html\)](https://supreme.findlaw.com/legal-commentary.html)

## Practice

[Law Technology \(https://technology.findlaw.com/\)](https://technology.findlaw.com/)  
[Law Practice Management \(https://practice.findlaw.com/\)](https://practice.findlaw.com/)  
[Law Firm Marketing Services \(https://www.lawyermarketing.com\)](https://www.lawyermarketing.com)  
[Corporate Counsel \(https://corporate.findlaw.com/\)](https://corporate.findlaw.com/)  
[JusticeMail \(http://www.justice.com\)](http://www.justice.com)  
[Jobs & Careers \(https://careers.findlaw.com/\)](https://careers.findlaw.com/)

## About Us

[Company History \(https://www.findlaw.com/company/company-history/findlaw-corporate-information-press-company-background.html\)](https://www.findlaw.com/company/company-history/findlaw-corporate-information-press-company-background.html)  
[Who We Are \(https://www.findlaw.com/company/company-history/findlaw-com-about-us.html\)](https://www.findlaw.com/company/company-history/findlaw-com-about-us.html)  
[Privacy \(https://www.thomsonreuters.com/en/privacy-statement.html\)](https://www.thomsonreuters.com/en/privacy-statement.html)  
[Terms \(https://www.findlaw.com/company/findlaw-terms-of-service.html\)](https://www.findlaw.com/company/findlaw-terms-of-service.html)  
[Disclaimer \(https://www.findlaw.com/company/disclaimer.html\)](https://www.findlaw.com/company/disclaimer.html)  
[Advertising \(https://www.findlaw.com/company/media-kit.html\)](https://www.findlaw.com/company/media-kit.html)  
[Jobs \(https://www.findlaw.com/company/employment/employment.html\)](https://www.findlaw.com/company/employment/employment.html)  
[Cookies \(https://info.evidon.com/pub\\_info/15540?v=1&nt=0&nw=false\)](https://info.evidon.com/pub_info/15540?v=1&nt=0&nw=false)  
[Do Not Sell My Info \(https://privacyportal-cdn.onetrust.com/dsarwebform/dbf5ae8a-0a6a-4f4b-b527-7f94d0de6bbc/5dc91c0f-f1b7-4b6e-9d42-76043adaf72d.html\)](https://privacyportal-cdn.onetrust.com/dsarwebform/dbf5ae8a-0a6a-4f4b-b527-7f94d0de6bbc/5dc91c0f-f1b7-4b6e-9d42-76043adaf72d.html)

## Social

 [Facebook \(https://www.facebook.com/FindLawConsumers\)](https://www.facebook.com/FindLawConsumers)  
 [YouTube \(https://www.youtube.com/watch?v=WQINbzazOhw\)](https://www.youtube.com/watch?v=WQINbzazOhw)  
 [Twitter \(https://twitter.com/findlawconsumer\)](https://twitter.com/findlawconsumer)  
 [Pinterest \(https://pinterest.com/findlawconsumer/\)](https://pinterest.com/findlawconsumer/)  
 [Newsletters \(https://newsletters.findlaw.com/\)](https://newsletters.findlaw.com/)

## Law Firm Marketing

[Attorney Websites \(https://www.lawyermarketing.com/services/mobile-friendly-websites/?ct\\_primary\\_campaign\\_source=701130000027LuU&ct\\_source=Website&ct\\_source=701130000027LuU\)](https://www.lawyermarketing.com/services/mobile-friendly-websites/?ct_primary_campaign_source=701130000027LuU&ct_source=Website&ct_source=701130000027LuU)  
[Online Advertising \(https://www.lawyermarketing.com/services/integrated-marketing-solutions/?ct\\_primary\\_campaign\\_source=701130000027LuU&ct\\_source=Website&ct\\_source=701130000027LuU\)](https://www.lawyermarketing.com/services/integrated-marketing-solutions/?ct_primary_campaign_source=701130000027LuU&ct_source=Website&ct_source=701130000027LuU)  
[Buy a Directory Profile \(https://sales.legalsolutions.thomsonreuters.com/en/findlaw/sales.html\)](https://sales.legalsolutions.thomsonreuters.com/en/findlaw/sales.html)

## Marketing Resources

[On-Demand Webcasts \(https://www.lawyermarketing.com/webcasts/?ct\\_primary\\_campaign\\_source=701130000027LuU&ct\\_source=Website&ct\\_source=701130000027LuU\)](https://www.lawyermarketing.com/webcasts/?ct_primary_campaign_source=701130000027LuU&ct_source=Website&ct_source=701130000027LuU)  
[White Papers \(https://www.lawyermarketing.com/white-papers/?ct\\_primary\\_campaign\\_source=701130000027LuU&ct\\_source=Website&ct\\_source=701130000027LuU\)](https://www.lawyermarketing.com/white-papers/?ct_primary_campaign_source=701130000027LuU&ct_source=Website&ct_source=701130000027LuU)

8. As alternatives or supplements to the standards in this section, the applicant may provide recommendations from a certified arborist to the Director for consideration.

#### 5.2.8. PARK LAND

- A. Site disturbance or development of land located within a public park shall not be permitted.
- B. Exceptions:
  1. Buildings and site improvements shall be permitted within a park where the building and site improvements serve a park-related purpose.
  2. Park lands owned and managed by the federal or state government shall be exempt from this prohibition.
  3. Privately held property located within the established boundary of a park shall be exempt from this prohibition.

### 5.3 OPEN SPACE

#### 5.3.1. PURPOSE

- A. This section addresses the character of those portions of development that are not occupied by platted lots or streets and that are reserved for formal and informal open space, parks, and greenways.
- B. Open space serves numerous purposes, including preservation and protection of natural areas and features, providing opportunities for passive and active recreation, enhancing management of stormwater runoff to protect water quality and reduce flooding, and mitigating the heat island effect of developed areas.
- C. The purpose of this section is to ensure that portions of most development sites are set aside as either publically dedicated open space or private common open space. It is not the intent of this section to require both public open space and private common open space.

#### 5.3.2. PUBLIC OPEN SPACE DEDICATION (RESIDENTIAL)

##### A. Purpose

The purpose of this section is to ensure that new residential subdivisions include or contribute to the provision of public recreation areas sufficient to meet the passive and active recreation needs of residents of the subdivision, as well of the surrounding neighborhood.

##### B. Applicability

This section shall apply to any development that contains 10 or more residential dwelling units and is subject to preliminary plat, final plat, or condominium plat approval pursuant to Section 2.6, *Procedures and Approval Criteria: Subdivisions*.

##### C. Land Dedication or Payment of Fee In-lieu Required

1. As part of the submission of preliminary plat, the developer of a subdivision subject to this section shall submit a proposal that provides for one of the following options:

**a. Dedication**

A dedication or conveyance by the subdivider to the Town of a minimum of 15 percent of the land within the residential subdivision for public open space. "Public open space" shall mean property that is dedicated for use by the general public for recreational purposes and shall include land designated for use as a park. All parks shall be developed by the subdivider according to the standards set forth in the park master plan for the Town of Carbondale as it may be amended from time to time. If the Town elects to accept a dedication of undeveloped park land, a park development fee, in addition to the dedication of land, shall be paid by the developer at the time of final plat approval based on the number of dwelling units created by any final subdivision plat or subdivision exemption plat.

**b. Payment of Fee In-Lieu**

In lieu of land dedication, or if the Town determines the proposed land dedication for park land does not meet the needs of the Town, the developer shall propose a payment to the Town in cash in an amount equal to the fair market value of the land at the time of final plat plus the amount of the park development fee as established by the Board of Trustees. In the event both parties cannot agree on a fair market value, the value shall be determined by a licensed appraiser, who shall be selected by the Town and whose fee shall be charged to and paid by the developer.

**c. Alternative Parcel**

The developer may offer another parcel of land equal in size and owned by him that is acceptable to the Town and pay the amount of the park development fee as established by the Board of Trustees.

2. Consideration may be given to the developer for reduction of land dedication and park development fee requirements if the developer provides a commercial recreation facility for general public use within the subdivision. The decision of whether or not to accept a payment in lieu of land dedication of public open space or to accept dedication of land outside the subdivision shall be made by the Board of Trustees in its sole discretion.

**D. Town Review and Consideration**

1. The developer's proposal shall be submitted to the Parks and Recreation Commission for review and recommendation to the Board of Trustees. The Parks and Recreation Commission and Planning and Zoning Commission shall consider the necessity for parks and public open space uses in connection with each plat and shall make recommendations based upon:
  - a. Concurrence with the Town and parks and recreation master plans and Town mission statement;
  - b. Comments from other agencies and Town staff;
  - c. Consideration of whether the size of the development justifies the dedication and development of public open space;
  - d. Consideration of whether the proposed dedication is consistent with the needs and requirements of the citizens of the Town and the letter and intent of the Carbondale Municipal Code provisions dealing with such dedications;

- e. The location, geography, slope, usability by Town, and other factors will be considered.
2. All lands dedicated for public open space shall be free of all liens and encumbrances as evidenced by a current title insurance policy to be provided by the developer and shall be dedicated to the Town solely as public open space on the final subdivision plat.
3. The Board of Trustees shall make a determination of whether or not the proposal for dedication of public open space or a fee in lieu is acceptable. If not acceptable, the Board of Trustees may impose additional conditions or requirements in connection with the dedication of public open space lands or a fee in lieu thereof consistent with the provisions of this Code.

**5.3.3. PRIVATE COMMON OPEN SPACE (RESIDENTIAL, INSTITUTIONAL, COMMERCIAL, MIXED-USE, AND PUD)**

**A. Purpose**

The purpose of this section is to ensure that developments other than residential subdivisions include or contribute to the provision of common open space for the use and enjoyment of the development's occupants and users.

**B. Applicability**

1. This section shall apply to any development containing an institutional use, a commercial use, a mixed-use development, or a residential use for a development that contains 10 or more residential units and when public open space is not required. This section does not apply to development in the HCC zoning district.
2. This section shall apply to any PUD rezoning.
  - a. A PUD that devotes up to 50 percent of its gross site area to residential uses shall be required to provide 25 percent of the site development area as open space pursuant to Section 5.3.3.C below.
  - b. A PUD that devotes 50 percent or more of its gross site area to residential uses shall be required to provide 25 percent of the site development area as open space pursuant to Section 5.3.2 above; however, 15 percent of the site area shall be in the form of a public dedication meeting the requirements of Section 5.3.2, *Public Open Space Dedication (Residential)*, above, with the remaining 10 percent required to meet the private common open space standards of this section.

**C. Amount of Open Space Required**

**1. Minimum Percentages**

Any development subject to this section shall set aside a minimum amount of total land area consistent with the following table, based on the development's use classification.

**Table 5.3-1:**

**Minimum Common Open Space Requirements**

Use Classification	Minimum Common Open Space
--------------------	---------------------------

	(as percentage of development site area)
Residential use (10 or more units)	15%
Institutional use	15%
Commercial use	15%
Mixed-use development	15%
PUD	25%

**2. Alternate Requirements**

The total amount of land set aside as common open space shall not be less than the applicable percentage in the above table, unless the Board of Trustees makes an individualized finding that supports an alternate requirement. Any such alternate requirement shall be reasonably related to the impacts upon the Town's parks and recreation system and infrastructure that will be generated by the residents and users of the subject development.

**D. Areas Counted as Common Open Space**

The following features and areas shall be credited towards the common open space requirements of this section:

**1. Natural Features**

Where significant natural and scenic resource assets exist on a property, the subdivider, developer, or owner shall give priority to their preservation as common open space. In reviewing the proposed location of common open space areas, the Director shall use all applicable plans, maps, and reports to determine whether significant resources exist on a proposed site that should be protected, with priority being given to the following areas:

- a. Water features, including wetlands, drainage canals, lakes, natural ponds, streams, rivers, and irrigation ditches;
- b. Designated wildlife habitat areas for threatened and endangered species; and
- c. Native trees and vegetation.

**2. Active Recreational Areas**

Land occupied by active recreational uses such as pools, ball fields, playgrounds, tennis courts, and jogging trails.

**3. Required Landscape Areas**

All areas occupied by required landscaping, except for landscaped areas within parking lots and areas occupied by right-of-way landscaping,

**4. Formal Plantings, Public Art, and Gardens**

Formally planned and regularly maintained open areas that include arranged plantings, gardens, gazebos or similar structures, fountains, sculpture, and other forms of public art.

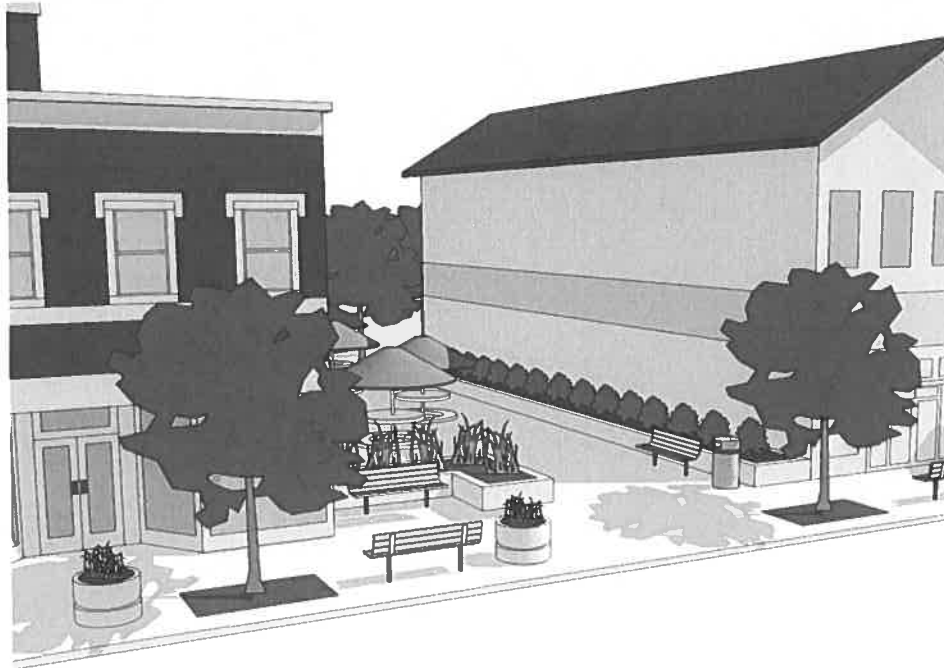
**5. Squares, Forecourts, Plazas, and Parks**

Squares, forecourts, plazas, and parks designed in accordance with the standards in this section.

**6. Outdoor Gathering Spaces**

Outdoor gathering spaces shall include amenities that encourage pedestrian activity, such as benches, water features, drinking fountains, planters, public art, trash receptacles and bicycle racks. Figure 5.3.3-A shows a building with a range of outdoor gathering spaces.

**Figure 5.3.3-A: Outdoor Gathering Spaces**



**7. Public Access Easements**

Public access easements (often combined with utility easements) that are maintained and available for passive recreational activities such as walking.

**8. Stormwater Management Devices**

The land area occupied by stormwater management devices, including retention ponds and other bio-retention devices, may be counted towards the common open space set-aside requirement when such features are treated as a site amenity. To qualify, they shall support passive recreation uses by providing access, gentle slopes less than 4:1, and pedestrian elements such as paths and benches.

**E. Areas Not Credited**

Lands within the following areas shall not be counted towards required common open space:

1. Private yards;
2. Public or private streets or rights of way;
3. Open parking areas and driveways for dwellings; and
4. Land covered by structures not intended solely for recreational uses.



**F. Use of Common Open Space Areas**

Common open space areas shall not be disturbed, developed, or improved with any structures or buildings, except for the limited purposes allowed below:

1. Facilities for active recreation (equipment for such uses shall be indicated on the site and/or subdivision landscape/amenity plan provided by the developer);
2. Open space areas may include passive recreational and educational purposes approved by the Town, including but not limited to walking, biking, picnicking, fishing, preservation of natural areas and scenic resources, parks, environmental education, and wildlife habitat protection.
3. Clearing of debris and the provision of walks, fountains, fences, restrooms and similar features are allowed.
4. Minimal clearance of native and existing vegetation and trees is allowed.
5. Outdoor dining areas are encouraged within plazas and along the perimeter of open spaces, building frontages, and street frontages. Outdoor dining areas should be oriented away from off-site uses affected by noise.
6. In projects of 10 units or more, a children's play area shall be developed at a minimum of 400 square feet or one percent of the required open space, whichever is greater (unless children are excluded from residing in the project). The play equipment shall be ADA and fall-attenuation compliant.

**G. Design**

Land set aside for common open space shall meet the following design criteria, as relevant:

1. The lands shall be compact and contiguous unless the land shall be used as a continuation of an existing trail, or specific topographic features require a different configuration. An example of such topographic features would be the provision of a trail or private open area along a riparian corridor.
2. Where open space areas, trails, parks, or other public spaces exist adjacent to the tract to be subdivided or developed, the common open space shall, to the maximum extent feasible, be located to adjoin, extend, and enlarge the existing trail, park, or other open area land.
3. In larger projects, open space should flow through the site linking recreation facilities to dwellings with uninterrupted green belts.

**H. Location**

1. Open space areas shall be located so as to be readily accessible and useable by residents throughout the development, unless the lands are sensitive natural resources and access should be restricted. A portion of the open space should provide focal points for the neighborhood.
2. Where possible, the open space should be designed as a single, contiguous space, rather than multiple smaller spaces.
3. Potential locations include near anchor tenants, transit stops (if applicable), as a centralized site feature, or as a continuation of an adjacent natural area, trail, or riparian corridor.

**I. Ownership**

All common open space areas shall be owned jointly or in common by the owners of the development, or may be in public ownership pursuant to an agreement approved by the Town.

**J. Maintenance**

1. The common open space required by this section may be owned and maintained by the property owners within the development, or by an organization chosen by the property owners.
2. In the event that the organization established to own and maintain common open space, or any successor organization, shall at any time fail to maintain the common open space in reasonable order and condition, the Board of Trustees may serve written notice upon such organization or upon the residents of the development setting forth the manner in which the organization has failed to maintain the common open space in reasonable condition. The notice shall include a demand that such deficiencies of maintenance be cured within 30 days, and shall state the date and place of a hearing which shall be held within 14 days of the notice.
3. At the hearing the Board of Trustees may modify the terms of the original notice as to deficiencies and may give an extension of time within which they shall be cured. If the deficiencies set forth in the original notice or in subsequent modifications are not cured within 30 days or any extension granted, the Board of Trustees in order to preserve the taxable values of the properties and to prevent the common open space from becoming a public nuisance, may enter the common open space and maintain it for a period of one year. The entry and maintenance shall not vest in the public any rights to use the common open space except when the same has been voluntarily dedicated to the public by the owners.
4. Before the expiration of the year the Board of Trustees shall, upon their initiative or upon the written request of the organization responsible for the maintenance of the common open space, call a public hearing upon notice to such organization, or to the residents of the development, to be held by the Board. At the hearing, the organization or the residents of the development shall show cause why maintenance by the Board of Trustees shall not, at the election of the Board of Trustees, continue for a succeeding year.
  - a. If the Board determines that such organization is ready and able to maintain the common open space in reasonable condition, the Board shall cease maintenance of such common open space at the end of the year.
  - b. If the Board of Trustees determines such organization is not able to maintain the common open space in a reasonable condition, the Board may, in their discretion, continue to maintain the common open space during the next succeeding year and, subject to a similar hearing and determination, in each year thereafter.
5. The cost of maintenance by the Board of Trustees shall include actual cost, plus overhead, plus 25 percent, and shall be paid by the owners of properties within the development that have a right of enjoyment of the common open space, and any unpaid assessments shall become a tax lien on the properties. The Board of

Trustees shall file a notice of such lien in the office of the Garfield County Clerk and Recorder upon the properties affected and shall be such unpaid assessments to the County Commissioners and the Garfield County treasurer for collection, enforcement, and remittance in the manner provided for by law for the collection, enforcement, and remittance of general property taxes.

## 5.4 LANDSCAPING AND SCREENING

### 5.4.1. PURPOSE

This section is intended to ensure that new landscaping and the retention of existing vegetation are integral parts of all development and that they contribute added high quality to development, retain and increase property values, conserve water, and improve the environmental and aesthetic character of Carbondale. It is also the intent of this section to provide flexible requirements that encourage and allow for creativity in landscape design.

### 5.4.2. APPLICABILITY

This section establishes minimum standards for landscaping and screening. These requirements apply to all nonresidential uses and to multifamily projects containing three or more dwelling units.

### 5.4.3. MINIMUM LANDSCAPING REQUIRED

#### A. Site Area Landscaping

1. Any pervious area of a site not used for impervious surfaces such as buildings, parking, driveways, sidewalks, etc. shall be landscaped. All landscape material shall comply with landscaping as defined in Section 8.3.
2. All undeveloped building areas within partially developed residential, commercial, or industrial uses shall control dust and erosion by use of vegetative ground cover or other means.
3. Minimum site area landscaping may count towards a development's common open space requirements, provided it meets the standards of Section 5.3: *Open Space*.

#### B. Streetscape Landscaping

1. Except in the HCC district and along local streets in the R/LD district, a landscape area shall be established along all streets between the public right-of-way and any buildings, parking lots, loading areas, storage areas, screening walls or fences, or other improvements in association with any use, in accordance with the following:

**Table 5.4-1:  
Minimum Width of Landscaped Area**

Adjacent To	Width (Feet)
Highway 133	10
Any other street	5



**TOWN OF CARBONDALE  
511 COLORADO AVENUE  
CARBONDALE, CO 81623**

## **Parks & Recreation Commission Agenda Memorandum**

**Meeting Date:** October 13, 2021

**TITLE:** Acknowledgement of service on Parks & Recreation Commissioners Tracy Wilson, Rebecca Moller and Celeste Fullerton

**SUBMITTING:** Parks & Recreation Department

**ATTACHMENTS:** List of the accomplishments for the Parks & Recreation Department since 2007

---

**PURPOSE:**

The staff of the Parks & Recreation Department of the Town of Carbondale and the Parks & Recreation Commission members would like to thank Tracy Wilson and Rebecca Moller for their service as commission members since September of 2007.

**BACKGROUND:**

As the attachment shows a lot was accomplished by the department during their tenure. Becky served as the Vice chair for the commission from 2009-2012 and then as Chairperson with Tracy as her co-chair from 2013-2019 . We would also like to acknowledge Celeste Fullerton for fulfilling her duties as our Youth member last year. Her perspective was useful and needed. We wish them luck in their future endeavors and thank them for their valuable volunteer service.

**Prepared By:** Eric Brendlinger, Parks & Recreation Director

**Figure 11: List of Parks and Recreation Accomplishments, 2003 to 2014**

### **2003**

- Nature Park (Delaney property) Master Plan (\$30,000)
- North Face In-Line Roller Hockey Rink conversion to Tennis Courts (\$85,000)
- North Face Baseball Field Lighting (\$90,000)
- High School Synthetic Surface Running Track (\$230,000 - GOCO Grant & RE-1 assisted)
- Gus Darien Riding Arena Maintenance Service Building & New Well (\$95,000)
- RVR Triangle Park Picnic Shelter (\$25,000)

### **2004**

- Gateway River Park Feasibility & Conceptual Design Study (\$35,000)
- Parks, Recreation & Trails Master Plan (\$35,000)
- North Face Skateboard Park (\$210,000)
- Gus Darien Arena Fencing, Irrigation & Bleacher Improvements (\$35,000)
- Tiny Nightingale Baseball Field Backstop Hood & New Fencing (\$15,000)
- Colorado Meadows Park New Playground (\$35,000)
- Recreation van purchase (\$25,000)
- North Face Park Landscape & Master Plan (\$22,000)
- Sopris Park Gazebo Renovation (\$16,000)
- Rio Grande Trail Completion (\$80,000 - RFTA funding assistance provided)

### **2005**

- Thunder River Theatre Construction Contribution (\$50,000)
- Frisbee Disc Golf Course at Gianinetti Park (\$5,000)
- Highway 133 Bike Path - Hendrick Rd. to RVR Dr. (\$130,000 - Federal grant assisted)

### **2006**

- Gianinetti Park ADA Playground & New Slide (\$30,000)
- Sopris Park Picnic Shelter New Solar Roof (\$12,000)
- John Fleet Swimming Pool Liner Installed (\$37,000)

### **2007**

- Gus Darien Arena New Bleachers Purchased (\$40,000 - split with Rodeo Board)

### **2008**

- Recreation Community Center (\$3,200,000 + \$700,000 grant assistance)
- Promenade Park & Recreation Center Landscape (\$340,000 - GOCO Grant assisted)

### **2009**

- Crystal Trail - Meadowood Dr. to Prince Creek Rd. (\$210,000 - GOCO Grant assisted)
- Roaring Fork School District Sports Complex Master Plan (\$4,000 - RE-1 District Funded)

### **2010**

- Tennis Court Crack Repair at Middle School (\$5,000 - split with RE-1 School District)
- Crystal Trail - Snowmass Dr. to Meadowood Dr. (\$112,000 - Safe Routes School Grant assisted)
- Gateway River Park Acquisition (\$500,000 (plus \$2,000,000 grant assistance)

### **2011**

- North Face Tennis Courts & Skateboard Park Phase 2 (\$185,000 - GOCO Grant assisted)
- Third Street Center Community Partnership Park Master Plan (\$3,000)

### **2012**

- Gateway River Park Master Plan (\$30,000 - GOCO Grant assisted)
- Archery Range at the Nature Park (\$3,000)
- Downtown Ice Rink (\$2,500)

### **2013**

- Red Hill Recreation Area Pedestrian Transportation Study (\$160,000 - Federal Grant)
- Third Street Community Partnership Garden (\$60,000 - GOCO Grant assisted)
- Gus Darien Arena Relighting (\$117,000 - GarCo FMLD Grant assisted)

### **2014**

- Parks, Recreation & Trails Master Plan Update (\$45,000 - GOCO Grant assisted)
- North Face Bike Park (\$105,000 - GOCO & GarCo FMLD Grant assisted)
- Pickleball Courts striped at North Face & RVR Tennis Courts (\$2,000)

# **PARKS, RECREATION & TRAILS MASTER PLAN**

## **Completed Projects**

---

### **1. Improved the Bicycle and Pedestrian Network**

- (1) Completed a paved trail along Snowmass Drive connecting from Main Street and the Rio Grande Trail to the existing Snowmass Drive multiuse trail leading to the elementary and middle schools (approximately 900 feet).
- (2) Completed sidewalk connection on Weant Boulevard between Historic Museum/Bridges High School and the Crystal Valley Trail (from Grace Drive to Highway 133) This is an incomplete portion of the Safe Routes to School network (approximately 325 feet).
- (3) Created a bicycle/pedestrian connection from the Roaring Fork Transit Authority (RFTA) Highway 133 Park and Ride facility to Dolores Way (approximately 200 feet). Half of this connection exists in the form of a 10 foot paved spur pathway that runs from the Rio Grande Trail to the northwest corner of the RFTA parking lot..
- (4) Completed the paved pedestrian/bicycle trails identified on the Community Park Master Plan for Third Street Center to connect to the Crystal Valley Trail (approximately 650 feet). Bonnie Fischer trails.
- (5) Added a path connection from the Highway 133 trail south of City Market to Barber Drive (approximately 350 feet). Involved privately held lands and will require an easement or property purchase.
- (6) Improved connections along the bike/pedestrian path located behind the Orchard Church and Crystal River Elementary School. The creation of a smoother transition from this path to the Elementary School . Also, a short break (60 feet) in the pathway connecting to North Face Park was filled.
- (7) Completed a paved spur connection from Thompson Park/Thompson House Museum to Holland Drive. This was a developer requirement (approximately 250 feet).
- (8) Completed a multi-use paved trail from the Triangle Park parking lot to Highway 133 (approximately 300 feet). (Completed with a Garfield Health Communities Coalition Built Environment Grant in 2017)



## **Additional Bicycle and Pedestrian Network Recommendations:**

- Provide trail amenities that improve comfort and make for a more enjoyable experience along existing trails including
  - wayfinding and signage,
  - doggie stations, added some
  - bench seating, adding a bench to the Triangle park trail 2017 with GHCC Built environment Grant 2017 Cafci added 2 benches behind Heritage Park on the Weaver cemetery trail.
  - water bottle filling stations, One placed inside of recreation center 2017. Sopris Park for 2022
  - bike tool stations. (2) Promenade Park, Catherine Store Bridge, North Face Bike Park and one at Red Hill Trailhead

Within Town boundaries it is important to provide connections to mountain recreation opportunities that provide recreation and tourism activity Support the efforts of public and private entities that provide trails outside of the Town boundaries by completing connections in-town, and providing signage and trailheads in town: Red Hill Trails Project Trail Signage and trail head amenities, trash and toilets and new parking lot

- Supported efforts of the neighboring community to create a connection from Satank Bridge and the Rio Grande Trail to the trail extension south of CRMS. Trail extension has not been built but public access has been secured on this route.
- Supported opportunities with Garfield County to create a safer pedestrian/bike access route along County Road 107 to access the BLM Red Hill Special Recreation Management Area trailhead. Acquisition of parking area land and alternative trail location with AVL 2018-19.
- Supported efforts to connect road and mountain bike trails throughout the region in an environmentally sensitive manner. Red Hill Trails & Sutey Ranch Trails.
- Providing kiosks or overview trail maps for Red Hill and major trail gateways into Town, including at trailheads and key convergent points, such as the intersections of the Rio Grande Trail and Crystal Valley Trail with Highway 133, Main Street and County Road 100. GOCO Resilient Communities Grant Received by AVL and Parks & Recreation Department for a trailhead picnic shade shelter and outdoor classroom Fall construction 2021
- The Highway 133 multiuse trails paralleling both sides of the highway creates confusion surrounding the official route of the Crystal Valley Trail. Designate the Crystal Valley Trail's official route through signage and pavement markings. (There is signage designating the Crystal River Trail and the Rio Grande trail by Hwy 133 and Village Road.)

- Coordinated and collaborated with RFTA on signage developed for the Rio Grande Trail through town to ensure that key community destinations and amenities are highlighted. Creative District signage is out there.
- Celebrated the Rio Grande Trail as a key corridor through town, and coordinated with RFTA to support aesthetic improvements that highlight the trail as a source of community pride to visitors. Managing a GOCO mini-grant with Carbondale Arts for Youth Art Park
- Creating a Native Birding Trail and Preserve in partnership with River Valley Ranch and the Roaring Fork Audubon Society along the Crystal River and Riverfront Park. Provide interpretive, directional and regulatory signage. Crystal River Restoration Project is 100 % designed and permitted stage with a GOCO Resilient Communities Grant and a Fishing is Fun Grant.
  - Providing additional nature paths within parks with scenic or natural qualities. Working with RFOV and other youth groups as stewards on river park trail enhancements and other locations. Also sustainability of the trail system and an assessment of existing uses and needs.
  - Continue to collaborate with the County on winter use opportunities on the Rio Grande Trail east of town. (It's possible that RFTA will maintain a cross-country trail through town in the winter. We conducted a Winter Triathlon and utilized RFTA Rio Grand Trail and the Gus Darien Rodeo Grounds.) Working on this for winter trails for fat bikes and cross-country skiing at the rodeo grounds.
  - Coordinating and facilitating with cyclocross race organizers their use of North Face Park for all fall and/or wintertime race series with assurances that park damage will not occur. (Fall races organized including a Turkey Trot 5 K running Race. Have organized winter races for bikes and snowshoes in Redstone and Sunlight) winter tri race for 2019 & 2020 and 2021 at Rodeo Arena and Rio Grande Trail
  - Sidewalk constructed at End of Weant to 133 next to History and Jail Park
  - Snowmass Drive Garfield County Built Environment Priority project completed
- Bike, Pedestrian and Trails Commission to evaluate lighting needs for commuters along town trails. Map of priority routes created in response to these meetings.

Providing community education on pedestrian and bicycle rules and safety. Leverage local events such as Bonedale Bike Week, the Wild West Rodeo, Mountain Fair, etc. and engage the local police department and Bicycle, Pedestrian and Trails Commission to help educate the community and visitors about various recreation opportunities, surrounding trails and Town regulations.

Maintain the 2014 Bicycle Friendly Community Gold Level designation and pursue recommendations to expand to Platinum status by doing the following: Carbondale is currently at the gold level.

Offering bike park lessons to youth. Utilizing Roaring Fork Cycling Instructors as sub-contractors for 2020, but unable to conduct due to covid. .

- Ensure that police officers are initially and repeatedly educated on traffic law as it applies to bicyclists and motorists. Continue to encourage police officer patrolling to occur on foot and bicycle. Police now have some e-bikes.

## **2. Enhance Gateways**

### **Recommendations**

- Enhanced wayfinding, signage and art along trails, specifically the Rio Grande Trail and Crystal Valley Trail. Carbondale Arts and Creative District efforts on Rio Grande Trail
- Working with RFTA in the development of Rio Grande Trail gateway features on their property across from the Highway 133 Park-and-Ride. This location was identified in the RFTA Transit Oriented Development Master Plan as a promising location for a gateway.
- Designated locations for banner placement to advertise events at or near the major identified gateways.
- Expanded Main Street light pole banners all the way to the Highway 133 and Main Street roundabout.

## **3. Celebrate the Rivers**

- Developing “sitting areas” along an appropriate section of the Crystal or Roaring Fork River if concluded from river ecology experts that it will not undermine the environmental quality of the river riparian area. Suggested this be taken under consideration within the 2014 Crystal River Conceptual Stream Restoration Design Plan produced for the Aspen Valley Land Trust and Town of Carbondale. Now called the Crystal river Restoration Plan and Weaver Ditch Efficiency Project.
- Leveraging partnerships to improve and maintain existing riverfront trails, such as partnering with the Roaring Fork Audubon Society to implement a Native Birding Trail and Preserve along Riverfront Park RFOV Youth Group trail work.
- Partnering and collaborating with Colorado Parks and Wildlife Department (CPWD) for improvements to the boat launch ramp area at Gateway River Park that is partially funded through a boater required launch put-in fee or take-out fee.(potential shared funding responsibility with CPW ,Guide Alliance and “Fishing is Fun” granting sources).

- Support the 2015 Crystal River Conceptual Stream Restoration Design Plan produced for the Aspen Valley Land Trust and Town of Carbondale. The plan addresses approximately 1.4 miles of river within town, and makes the following recommendations: This project is in the 100% design phase and funding information gathering phase 2020 Received Pitkin County Healthy Rivers Grant(\$50,000) to help finish design and permitting and received a Federal Fishing is Fun Grant for \$30,000 for ADA Accessibility trail and \$50,000 for instream improvements. GOCO resilient communities grant with AVL T for \$55,000 for the outdoor classroom construction. 2022 will have other grant asks for the implementation and construction plan.

## 4. Address Financial Stability

- Developing and identifying fundraising strategies for assisting with upkeep and maintenance of existing parks, trails and recreation amenities.
- Utilizing volunteers for efforts that provide opportunities to engage the public in park and trail improvement projects. Prior volunteer labor efforts have helped in the establishment of park amenities and features, but typically dwindles over the life span of the improvements. If there are unsustainable maintenance needs created from volunteer led projects, then volunteer help is better suited for efforts that have finite schedules.(North Face Bike Park Volunteer “Dig to ride” days).Working with Ascendigo Vocational Volunteers for weed mitigation in our parks and public spaces. Roaring Fork Leadership created Garden Squad is a volunteer effort to take care of the Town gardens. 2019-20 and the Friends of the Nature Park in 2020-21
- Providing protocol for how individual donors, organized groups, local and regional businesses and corporations can honor a person or event; memorialize a family member or colleague; or celebrate a birthday, anniversary, or other special event through a commemorative gift to the Parks and Recreation Department. (Should create long term protocol to provide money for public improvements.)Turnbulls donated picnic shade shelter to town at the Rodeo Grounds and new protocol and contractual procedures were created to finalize that donation in 2017 and Roaring Fork Pickleball Association donated the development and construction costs of a 6 court dedicated pickelball courts in 2020-21.Reimbursement has been finalized prior to the Dec 31 2021 deadline.
- Creating special capital fundraising opportunities through a special recognition program. Special signage programs can be useful tools for attracting sponsorships, donations, grants and other types of funding that help to enhance the parks and trails system. Providing opportunities for naming a newly constructed recreational facility after a corporate business, organization or individual donors who make a significant monetary contribution to funding the capital construction costs of the

facility. Young Calloway Alpine Bank Pickleball Courts at the North Face Park  
Potential Naming rights for the future Aquatics Facility.

### **Developer Created Parks and Trails:**

- Adopting policies and requirements within the Unified Development Code that discourage reliance on Town financial and staff resources for the creation and maintenance of parks to serve development projects.
- Requiring new development to construct and maintain trail and sidewalk connections within their development to the larger Town sidewalk/trail system.

Strengthening the local food system through promoting community garden space as open space that contributes to development and subdivision park exactions. (Do we currently have enough? Hendricks Community Garden Full 2019 & 2020 Demeter's Garden Full in 2020-21

### **Recreation and Community Center Operations Cost Recovery:**

- Implementing modifications to the Recreation and Community Center to improve cost recovery by providing services that will attract and retain members, guests and participants. Cooking Classes, new class offerings, collaboration w/Carbondale Arts. 2019-2020 before Covid-19 Modifications include renovating existing space, or adding to this space, to provide dedicated areas for both fitness classes and cardio equipment( re-purposing the activity room for yoga and personal training, kitchen for cooking classes.)
- Studying the membership price point to see if costs are competitive within the Roaring Fork Valley and value-added for user groups including children, adults, seniors and families. ( conducted benchmarking in 2017 for fee restructure in 2018 Next Fee restructuring in 2022 for benchmarking, 2023 price increase. .

### **Town Facilities Operations Cost Recovery:**

- Charging event organizers or event sponsors standard overtime labor costs of Town employees who are associated with hanging banners, closing and blocking of streets, facility setup/breakdown, etc. (We don't charge for these, but we do require some parties to provide security at own cost, and trash service and clean-up services.) We will be charging for staff time to set up and take down the new mobile stage.
- Requiring park rental fees from all private vendors and instructors (i.e., yoga, tennis, CrossFit classes) who utilize Town parks for profit-making fitness classes or lessons non-profits are not being charged due to covid-19 emergency in 2020.Charging in 2021.
- 2020-21 Developed a fee structure and rental agreement for use of the mobile stage by other event producers. To date we have used the stage 8 times as of Oct 2021.

## 5. Maintain Existing Amenities

Completion of existing park projects, including certain element features of the Nature Park, Gateway River Park, and Bonnie Fischer Park should become the priority. However, if opportunities arise to acquire park dedicated properties through residential or commercial land-use development, through a joint public and private partnership, through a property gift to the Town, or through other affordable options, then the Town should determine the long-term maintenance care costs of the park property being considered within their decision making to acquire the property. North Face Pickelball Court Project.2019-20 Several ways the Town can exemplify their focus on caring for existing parklands, both for passive recreational use and active recreational use, is through the following means:

- Continuing a culture of pride in the operation, maintenance and care of existing parks.
- Advancing the completion of existing park master plan projects. (Working on Bonnie Fisher and Gateway) FMLD grant received for fence at Bonnie Fisher Park Gateway Water storage and system enhancement scheduled and budgeted for 2018. 2019-20 budget will contain electrical improvements at Gateway RV Park from 30 amps to 50 amp pedestals and the replacement of the Miners' Park Playground funded from two \$25,000 FMLD Mini-grants and a donation from the Carbondale Noon Rotary Club. .FMLD Grant Received Spring 2020 for Gianenetti Park playground renovations
- Establishing clear policies of park and trail use, with rules and regulations, and enforce these policies.
- Continuing to address park safety issues and ADA compliance accessibility issues, and if possible meet the standards of Universal Design.
- Wherever feasible, and fiscally possible, the Town should strive for designing and developing parks and recreation facilities to meet standards of Universal Design, but at a minimum, will comply with ADA requirements.
- Balancing short-term park improvements to meet long-term sustainability and suitability objectives.
- Addressing existing park maintenance needs and park enhancement improvement needs Produced FMLD grant for Spring 2018 for bathroom renovations at Sopris and Miners. New Roof at Gianinetti Park Bathrooms and a new solar system and roof at Miners Park .Grant for Playground replacement in Miners acquired. Spring (received)and Fall (did not receive) FMLD mini grants slated for Park Playground improvements at Gianinetti Park. Hendricks Playground is slated for replacement in 2022.



## **Recommendations**

- Continuing to fundraise, develop a park gifts catalog, and apply for grants to fund park improvements.
- Ensured park and bathroom closures at designated times to prevent public use when park grounds and facilities are not adequately monitored.
- Created a neighborhood “Adopt-a-Park” program. Friends of the Nature Park Group formed 2020
- Seeking solutions to provide greater organizational structure and resources for growing food, permaculture and community gardens on public properties. Look to examples such as the Mid Valley Community Garden Collective Working with FARM RX programs with Garfield Healthy Communities Coalition, Roaring Fork Food Alliance, Roaring Gardens, Cooking Matters and Colorado State university Extension for cooking classes. Farmers Market is also accepting SNAP USDA Supplemental Nutrition Assistance Program (SNAP) which works like Food Stamps

### **Advance the completion of existing park master plan projects:**

- Before constructing additional parks or larger scale facilities, and as funding becomes available, prioritize and advance the completion of financially feasible recreational amenities outlined within existing approved master plans (Working on Bonnie Fisher and Gateway Master Plans and park improvements from the 2015 Master Plan).

### **Establish clear policies of park and trail use with rules and regulations, and enforce these policies:**

- Park signage with rules, regulations, opening/closing hours, and user expectations to maintain quality of facilities, eliminate park user conflicts, and provide means for law enforcement to regulate and enforce rules. Park signage is symbolled so it is bilingual and easily visible.
- Prohibiting use of tent stakes in parks for events, as they have the potential to puncture and damage park irrigation water lines. Use of water drums, sand bags or a built-in system to secure tents should be considered. Created New rules for vehicles in Sopris Park and new bounce House Rules
- Developed and adopted by Town Ordinance an updated set of park rules, regulations and policies that address new park user conflicting issues (i.e., driving golf balls, operating drones, bike and skate park helmet requirements, private vendors, etc.). E-Bikes on asphalt trails and dirt trails public outreach in progress.

### **Continue to address park safety and ADA compliance accessibility issues:**

- Conducted a restroom facility review at each park site to determine and prioritize a plan to renovate, repair, enlarge, or build a restroom where rented portable toilets are currently located. This review considered ADA compliance and accessibility

issues, along with adequate restroom size to accommodate spectator and public usage needs at large athletic and/or special community events (i.e., North Face Park, Sopris Park, Bonnie Fischer Park, Miners Park, Gianinnetti Park, Nature Park and etc.).

- Exploring the opportunities for minor and major outdoor public swimming pool improvements (*see additional recommendations in the “Plan for the Future” section*). *Aquatics Facility Master Plan Completed*
- All new construction and renovation projects for existing facilities should meet or exceed the requirements and specifications of the ADA (*for reference see Department of Justice compliance table for ADA*.) New ADA automatic door at the Carbondale Recreation Center
- Updated an ADA facilities compliance list.
- Wherever possible, the Town will also strive to meet standards of Universal Design.

**Balance short-term park improvements to meet long-term sustainability and suitability objectives:**

- Seeking solutions to weed management and noxious weed controls within parks, along open-space corridors and trails. Working with the Town of Carbondale Environmental Board and others to seek solutions to the weed problems within parks. Experimenting with natural burn down herbicides *Avenger* and Vinegar based products on bike park, ball field infields, RV Park, Recreation center Fall 2017 and Spring 2018, Summer 2018-2019. Integrated Weed Management Plan was adopted in 2019. Testing steam machine control Methods 2020-21. Requesting use of chemical based herbicide use on our problem parks for 2021
- Adding filtration systems for park irrigation to reduce annual costs of sprinkler irrigation head replacement.
- Addressing existing park maintenance needs and park enhancement improvement needs:

**Carbondale Nature Park**

- Developing a park “Friends Group” to assist with special projects and encourage volunteer efforts. BP& T suggestion to create a more sustainable and permanent path not subject to spring time puddles and erosion.
- Conducting a controlled burns in the spring. Conducted a burn in spring of 2020 and 2021. Testing plot in 2021 for a side by side comparison of a natural vs. a chemical based herbicide.

**Gateway River Park**

- Renovating or rebuilding the bathroom and shower facility and upgrade ADA accessibility. (Completed in both women’s and men’s by May 2017.)

- Made upgrade improvements to the water and sewer infrastructure serving the RV Campground. State Permit to create water storage unit and pump to enhance water service for park users. 2018 budget. Purchased and installed prior to 2018 season.
- Made improvements to the lower boat launch parking lot and widen the boat ramp launch area.
- Upgrading electrical service within the RV Campground from the existing 30 amp service to 50 amp service in order to meet the demands of today's RV users. Check on feasibility for 2019-20 season. A phased project.2019-2022
- If funding becomes available, implementation of additional amenity features outlined within the 2012 Master Plan . Upgrading wifi system to radio until line of site to enhance coverage for 2022. Looking at feasibility of irrigating park and additional tree landscaping. CIP for 2021-2024.

**Gianinetti Park** We replaced the basketball court concrete in 2017 and the backboards. Not in plan.)

- Expanded park ADA playground equipment and park features with FMLD Spring 2020 Mini-grant.
- Park playground bench installed for parents watching their children.
- Renovated the restrooms. Small improvements for 2020 Added handicap sink on outside of bathrooms.2017, new sidewalks and roof on bathroom.

### **Gus Darien Riding Arena**

- Constructed a covered roof over the bleachers FMLD Traditional Grant.
- Improved the announcer's booth through a renovation and reconstruction project so that it meets Town code. FMLD Traditional Grant
- Expanded bike, pedestrian and alternative transportation incentives Made a connector path to rodeo grounds off of Rio Grande Bike Trail. (enhance alternative transportation incentives.)
- Added electric service to picnic shade pavilion and for caterer's locations.

### **Hendrick Dog Park**

- Replaced the irrigation pump.
- Monitoring weed issues in periphery areas. Weed whacking method .(purchased dog agility equipment to replace existing with a more permanent pre-fabricated structures. Switched out information kiosk.

### **Hendrick Community Garden**

- New By-laws and Garden elections for officers yearly from 2017-2021

- New shed (from Rodeo Lot) Fence repair. Renovated for functionality and received architectural review from Hendricks Homeowners association.
- New alignment of irrigation lines to enhance access on main trail 2017
- New surplus chip rock used for pathway enhancement and weed control 2017
- New VFD Pump installed for irrigation of the entire Hendricks Park, dog park and Community Garden.

### **Miner's Park**

- Completed park sidewalk on south perimeter.
- Park playground bench installed for parents watching their children.
- Repaired cracks and/or replace concrete basketball court surface.
- Explore opportunities to add infrastructure to utilize this park for events. Bathroom roof replacement Fall 2018 and solar enhancement from FMLD grant. Playground replacement with mini-FMLD grant Fall 2018 and spring 2019 . Work was conducted Fall of 2019.

### **North Face Park**

- Enlarging existing or adding an additional restroom facility. Installing an additional porta potty at the Tennis and Pickleball courts year round.
- Repairing concrete surfaces. Repaired CIRSA identified concrete hazards in 2019.
- Assessing the electrical power availability and needs for larger events to be used with our mobile stage.
- Phase 2 improvements and/or expansion of the Bike Park. (Added small pump track for strider bikes and ongoing improvements, upkeep, maintenance , and weed mitigation. Hired The Jump Doctors for some jump line Maintenance 2021-22
- Tried test plots for organic herbicide for weed control Fall 2017 and Spring 2018, 2019 and in 2021. Avenger works, but requires multiple applications. Potential location for steam machine weed mitigation along with chemical herbicide spot spraying of list A & B noxious weeds.
- Conducted feasibility study for lighting at the skate park, user driven fundraising efforts presently underway, in-kind electric work and repurposing of existing poles from other town project (would need a planning grant in 2022-2023 due to scope of projects and public outreach) Musco Quote of \$390,000 2020-21
- Constructed 6 designated Pickleball where the existing 12 & under soccer practice field now exists. Looked at school district property on Meadow wood Drive and Fire Department Land for stand alone pickleball courts .Roaring Fork Pickleball Association raised money to build 6 pickleball courts at the North Face Park.2020

Completed Summer 2020 RFP completed their reimbursement of the construction costs prior to the Dec 31, 2021 deadline.

- A fence was installed on the south side of the soccer field, north side of parking lot, to keep vehicle traffic from accessing the park.

#### Nuche Park

- Improved the ecology and environmental habitat with manual weed extraction annually with RFOV
- Other than the minor park improvements listed above, the park should be preserved in its natural state as much as possible. Established parking area to stop degradation by vehicles. 2020 and 21 funded project. Completed for Spring 2021.

#### Promenade Park

- Created a raised garden and used it for the summer garden boot camp, camp moved to Demeter's garden 2018. Possibility of expanding this community garden and renting plots. Presently being used by citizens for free 2019-20

#### Sopris Park

- FMLD Fall Grant 2017-8 to replace worm and added spinning element to playground.
- Park playground bench installed for parents watching their children.
- Added trees in locations that do not conflict with circulation or event setup. A fence was installed on South West corner along with rocks to protect trees. .
- Pave with asphalt the existing crusher fine trail leading to the picnic shade shelter to avoid current weed and vegetation growth issues that impact these trails and to improve ADA accessibility. Budgeted for 2022.

#### Stairway Park

- Maintain safe stairway access into the park by providing a non-slip surface on the stairs. (Completed fire mitigation.)

#### Bonnie Fisher Park

- Implement those amenity features outlined within the 2011 Master Plan that are financially feasible with available funds and the ones that are relevant to enhancing the needs of current and future park users. (Completed bread oven, shelter, trails.). Fence along 133 west edge FMLD Fall Grant Park Improvements 2017- 2018. Signage in 2021 and continued improvements of garden paths and amenities.

### **RVR Triangle Park**

- Park playground bench installed for parents watching their children. And one along side new Triangle Park Connector Trail from parking lot to 133 trail. Replaced railroad ties with boulders on west berm access road.
- Park Playground replacement project funded by RVR . Orchard Park Playground replacement and park amenities enhancements. Funded by RVR and completed Winter/ Spring 2020.

### **Hendrick Park**

- Park playground bench installed for parents watching their children.
- Playground replacement is part of Capital Improvement Plan in 2022 budget.

## **6. Plan for the Future**

Citizen voter approval to secure bonds may also be required for larger projects that include improvements to the following:

- John M. Fleet Swimming Pool Planning grant Nov 2018 for potential award March 2019 Received grant of \$56,500 with a match of \$18,500 from the RSUT Fund for a Pool Master plan. Closeout of GOCO grant is March 2021

### **Swimming Pool:**

An aquatic facility and financial feasibility study will need to be conducted concerning all future options for the John M. Fleet Pool that was built in 1978 and is now 42 years old. Design Workshop was hired to conduct this master Plan and it should examine all the various cost options ranging from renovating/remodeling the existing pool facility to building a new swimming pool facility. The following are facility improvements currently done.

- Provided a temporary pool shade canopy or covering.
- Renovated pool exterior and interior spaces to improve appearance and user comfort. Replaced outside pool door and paint every year, flower box repair, new chairs, new pool heater, new hot water heater.
- Replaced the filtration system and upgraded mechanical systems.
- Repaired Wading Pool with new plaster 2018, new pumps 2019
- Installed a semi-permanent shade structure.

## **7. Distinguish Carbondale**



Identify, enhance and promote sites that are suitable for hosting recreation events. Many of Carbondale's existing parks and open spaces are excellent choices and well suited for hosting local, regional and national events. Sites such as Sopris Park, North Face Park, Miners Park, Bonnie Fischer Park, Gus Darien Riding Arena, and the Downtown Fourth Street Park and Plaza all should be considered. Amenities and services for events should include water, electrical and adequate restroom facilities.

- Advertising and utilizing both the North Face Bike Park and the North Face Skateboard Park, which will draw out-of-town visitor users. Hosted events centered in these facilities including competitions and community festivals.
- Hosting winter events in parks, such as ice skating, hockey classes , winter bike races, winter triathlons, etc.
- Rotate events throughout Town parks in order to allow sites to recover from use impacts, and to lessen neighborhood impacts with increased noise and traffic, and to keep events unique and special. The Town is purchased a portable bandshell with stage for use in hosting events in a variety of locations. A mobile 20'x16' stage has been used in park and on the street and for a large community concert at RVR Driving Range in 2021.
- Calendar/Schedule of events: Collaborating across Town departments to manage a Parks Calendar of Events. A well-managed event calendar balances park events with non-event days to maintain the intended use of the system and allow for grounds recuperation after events. This calendar should also be used to coordinate various departments on extra labor needs leading up to and after events, such as Public Works and Police/Public Safety. This is the byproduct of the Special Events Task Force.

Encouraging the creation of a signature food event or festival celebrating Carbondale's Food Heritage, Ranching Heritage, and proximity to educational farms like Sustainable Settings and Rock Bottom Ranch. (Our Town, One Table and Potato Day Event )

- Carbondale is a diverse and bilingual community. Highlight the diversity within events that appeal to both Latino and Anglo populations to bridge the differences within the community and focus on the commonalities. Music acts that appeal to English and Spanish speakers is one opportunity to embrace the diversity, as are events highlighting food. ( Festival Las America & 3 Mexican Rodeos scheduled in 2019 and in 2020. Cancelled due to covid-19.Re-scheduled for 2022).
- Encourage and support emerging recreational activities such as Pickleball that offer unique opportunities for hosting tournaments that bring visiting players into the community. tournaments scheduled by RFPA for 2020 Cancelled due to Covid-19.Two tournaments scheduled for 2021and more for 2022.
- Maintaining all Town events as green and environmentally friendly that promote zero waste.

## 8. Provide Sports Facilities

- Look for shared opportunities for fields and indoor gym use that are compatible uses for user groups.
- Focus on providing youth team practices in town, so that it's convenient for parents to drop off and pick up children and/or they can bike or walk to the fields.

Maintaining the multipurpose nature of many of the Town's parks in order to provide locations for up-and-coming activities such as bicycle polo, mountain bike team training, cyclocross races, Frisbee disc golf, etc. Allowing these activities to happen only when assurances are in place that park turf damage will not occur

- Youth soccer has combined to be Roaring Fork Soccer Club and use our fields spring and fall for youth programs and use our lit Bill Hanks outfield for nighttime soccer league in the Fall after softball has concluded. .
- Coordinating with local youth and adult athletic organizations and leagues to ensure shared equipment purchases meet the standards and requirement needs of both the Town and organizations to reduce the need to duplicate equipment purchase investments.
- Provide storage space at athletic field locations where needed to accommodate equipment storage needs and to reduce set up and tear down required at each use. Pickleball Shed at Darien Pickleball Courts and Soccer Club and Little League storage sheds at North Face Bill Hanks Park

## 9. Build and Enhance Strong Partnerships

- Senior Services (recreational opportunities and programming) CAFCI, Senior Matters and Garfield County Senior Services collaboration
- Special Needs (recreational opportunities and programming)
- Environmental Education Programming Forest Service Hiking Permit
- Community Safety (park rule enforcement)
- Special Events and Festivals
- Hispanic/Latino Organizations
- Trail Advocacy
- Schools (RE-1, CRMS, CMC, etc.)
- Mt. Sopris Historical Society
- LiveWell Garfield County (Garfield County Healthy Community Coalition)

## Recommendations

- Hold periodic meetings between the Recreation Department staff and other Roaring Fork Valley recreation coordinators to discuss program and activity schedules, address conflicts caused by overlap, agree to consistent rules and regulations within league play, and discuss best practices and lessons learned with one another. Use these meetings to identify opportunities for shared resources. These took place due to covid-19 with a collaboration on rules and regs and opening schedules when possible due to different county health orders.
- Develop collaborating partnerships between neighboring communities, other agencies, land trusts and environmental education providers when working on common goals and issues. Crystal River Restoration, Red Hill Trails Project, and Roaring Fork Outdoor Volunteers and Ascendigo.
- Develop collaborating partnerships with LiveWell Garfield County,(now known as Garfield Healthy Communities Coalition) physical therapists, special needs providers and health care groups to enhance the recreation and health/well-being offerings on Town properties.(New cooking and wellness classes 2017 to continue in 2018 & 2019 and 2021)
- Provide Town support for organizations with resources to complete outdoor projects that benefit Carbondale citizens (i.e., BLM, RFMBA, RFOV, Audubon Society, Red Hill Council, Roaring Fork Conservancy, Pitkin County, Garfield County, etc.).
- Developing relationships with local Hispanic/Latino organizations and support agencies (i.e., Club Rotario Roaring Fork, English in Action, Latino/Hispanic Rodeo Series organizers and more) to keep community members informed about recreation programs offered by the Town and to better understand the recreation needs and desires of all community members.
- Developing a relationship with the Mt. Sopris Historical Society on the future planning, development, and community use of the Thompson Park property. There has been interest expressed regarding developing agri-heritage tourism themed activities centered around the historic Thompson Home museum, along with a proposed agri-heritage-learning center that would include a heritage demonstration orchard and garden. FMLD Grant for window and patio restoration 2017. MOU with Roaring Fork Food Alliance with support from CMC Sustainability Program for maintenance of Historic Food Forest on property will continue .Potato Day 2018 and 2019, 2020, 2021 will benefit Carbondale Historical Society, as partners with Sopris Sun, Library, RE-1 school District, Ross Montessori School and KDNK.
- Continue working in partnership collaboration with the local U.S. Forest Service office in Carbondale, we have a recreation permit with them to conduct hiking and backpacking trips. and also with the local Colorado Parks and Wildlife Department office. Working with them at Gateway River Park ( Bob Terrell State Wildlife Area)
- Continue working in partnership collaboration with RFTA Transit and Trails. GOCO planning grant for 2018 submitted Nov 2017 for lighting Rio Grant Artway trail

project was not funded. Grant accepted by GOCO for Youth Art Park with Carbondale Arts and RFTA and the Town on the Rio Grande Trail in 2019 and construction will commence in Spring of 2022.

- Encouraging collaboration between Town departments, including Parks and Recreation, Planning, Public Works and Public Safety.

## **10. Broaden, Enhance and Promote Recreation Opportunities**

### **Overview**

The Town of Carbondale seeks to provide services, programs and provide amenities that encourage all segments of the population to use them. The following groups have been identified as needing additional focus to serve their recreation and activity needs:

- Youth and Teens
- Seniors
- Hispanic/Latinos
- Special needs groups
- Low Income/Underprivileged
- Families
- Commuters

### **Recommendations**

#### **Youth and Teens**

- Providing early release programs entry to the rec center,
- Encouraging Teen representation on the Parks and Recreation Commission. We have a High school junior now as a commission member for two years.
- Encouraging and providing opportunities for teens to participate in the Community Gardens. Garden Boot Camp at Demeter's Garden. 2016 & 17, 2018, 2019 program was through the Carbondale Community School, not us.
- Partner with schools to determine how the Recreation Center offerings could be better suited to Teen's interests and schedules. Early Release Programs and through a school grant provided Middle School Rec Punch passes for 2018-19. Pool punch passes for Summer 2019 and Bridges High School Punch passes for summer 2019 at the Rec Center. Covid stopped this program for 2020.

## Seniors

- Providing opportunities to partner with other valley-wide and Garfield County providers and share senior programming and marketing opportunities throughout. An example of this is fieldtrips where vans may leave from up valley and pick down valley seniors up along the way.
- Focusing on increased advertisement for senior activities. Regular advertisements in local papers are a better means to reach this population over digital and online updates. Directed e-mail blasts and announcement at senior fitness classes, promote programs in newsletter at senior housing.
- Pickleball is a popular sport amongst the older adult and senior populations. Demand for facilities currently exceeds space. In order to promote this growing sport and the health benefits it provides to the population, we are accommodating regular Pickleball times in the recreation center, particularly in colder weather months where outdoor play is prohibitive. Promote recreation center memberships to these users. Average 14 hours of dedicated pickleball gym time in the winter at the CRCC. 2017, 2018, 2019 and 2020. Two indoor leagues. Offering Sport Court Rentals during covid winter.

## Hispanic/Latinos

- Providing contracts, literature and advertisements in Spanish. Expanding marketing to radio in 2018-19 & 19-20, 20-21
- Host enrollment events that have a Spanish translator present to translate important information and answer questions that may arise. Some of our free Self Defense classes have an English to Spanish translator. Attending Latino Parent Night at RFHS to inform of various program offerings and summer job opportunities if covid allows..
- Providing information in Spanish regarding the Community Garden to encourage Hispanic/Latino participation. Demeter's Garden has information translated, and so does Hendricks Community Garden.
- Provide at least one fitness class in Spanish, and advertise it in Spanish. Yoga en Espanol class offered in 2018-19. Stopped during covid.
- Providing more opportunities for drop-in activities that appeal to Hispanic/Latino populations Unable due to covid..

## Special Needs Groups

- Seek partnership with special needs providers to support recreation activity offerings. Summer and Winter Ascendigo Programming on the climbing wall, at the pool and the fitness area

## **Promote Recreational Activities**

- Added a master list of all programs and local recreation-based opportunities available within the region to the Parks and Recreation website for easy-to-find information. Website Links page to other recreation offerings.
- Advertised and connected better with schools regarding opportunities for youth participation scholarships. Created clear requirements to qualify for scholarships, including proof of residency, income bracket and monetary matching commitments. Scholarships can be used to supplement program fees and personal equipment needs. Partner with local organizations such as the Elks or Rotary Clubs, banks/businesses and others to help fund scholarships.

## **11. Support the Creative District Plan**

- Coordinate and follow signage guidelines defined by the Creative District Plan for all parks. Consider signs that enhance connectivity and aid in navigation, provide opportunities for natural or cultural educational interpretation, and communicate parks and trails rules and regulations.
- Created guidelines for appropriate memorials and art placement in Town parks and along Town trails. We now have a memorial bench policy.

In Progress	Carbondale P & R Outstanding Projects			9/13/2021	Completed	30 days	60 days	90 days
Need to check on status								
2020-21 proposed projects								
*delayed final design/ permit	Red Hill Signage for completed kiosk			Trailhead amenities built	Kiosk sign design work	RFP and Bidding for sign production	Kiosk signage completed and installed	
	GOCO Resilient Communities AVL T Red Hill Shade Shelter & landscaping			\$55,000	GOCO Contract & Resoution	Town fiscal agent of grant	RFP and bidding	Contracting and construction
	Red Hill B-Line Trail Improvments and alternate bike trail.			AVLT Trail Maintenance Endov	RFP to RFOV for 2022 work	BLM Written Plan, map new trail , site visi	RFP and Bidding	Contracting and construction
	Crystal River Restoration and Weaver Ditch Efficiency Project			100 % conceptually designed	Final permitting Army Corps	Grant writing for construction		Phase 1 Bidding
	GOCO Resilient Communities AVL T ADA Access/ classroom			\$55,000	GOCO Contract & Resoution	Town fiscal agent for grant	Fall final design	Phase 1 bidding
	Fishing is Fun Grant Crystal River Project. CPW 2020 ADA access/classroom			\$30,000	processed	submitting ACOE requested information	Fall final design	start construction
	Fishing is Fun Grant Crystal River Project. CPW 2021 In-channel improvemei			\$50,000	processed	submitting ACOE requested information	Fall final design	start construction
	CIWMP- Approval for 2021 weed mitigation strategies			Trustees approved Plan 2/23	Test Plots Data collected	Reveg efforts completed	Report of efficacy of test products	start work on 2022 plan
	Playground & Park equipment painting & repairs			Gianinetti & Sopris Gazebo	Park Signs staining and repair	Hendricks & Miners playground repairs		
	Fence at White Hill (Hillcrest) Cemetery			received bid Taylor Fencing	Old Fence Removed & contrac	Construction (week of October 11)	scheduled completion	contract for survey and plotting
*no staff training	Electric Work at RV Park			Phase 2 complete	Contract Lassiter for phase 3	Budget for sites 15-19 for 2022		
	High Speed Radio WiFi Internet at Gateway RV Park			new proposal	budget acceptance & Contract	purchasing infratructure for wi-fi radios	Install tower on concrete base	March/ April install and on-line by May
*delayed fundraising	Batting Cage at Bill Hanks			construction complete	Inspected install signage	permanent signage and final details	open for use	open for use store for winter in shed
	Mobile Stage 3 trained Rental contract created			Legal review of rental contract used 6x		use scheduled first Friday	Family Block Party	
*delayed production/ delivery	Aquatics Facility Master Plan Grant Closed out			Produce Marketing displays	displays pool, rec center town	RSUT evaluation process for budget	RFP for bond finance ballot language	
	Bear Proof Trash and Recycling Cans			4 arrived and placed	2 in triangle, 2 in Thompson	Budget for 4 more in 2022		
* affected by covid-19	Nature Park-loop pathway improvements assess trail maintenance techniques				Test sections wood chips	test sections and report	Test Pea gravel on muddy sections	Report
	RVR Park Weed Management - can/will they adopt Town weed plan			Orchard & Triangle Park	Town Staff request to GM	homeowners approaching RVR board	Present CIWMP to RVR Board	
	Bonnie Fisher Park signage and enforcement			Demeters Garden/Access roac	public outreach /sign producti	Install Signs	install signs	Enforcement
	Hendricks Playground Replacement Potential grant from Burke 50%			available in 2022	Bid received for \$82,604	playground design options	public outreach	Write Grant budget match
	Nuche Park Parking Lot improvements Grade and Road base			Street Crew		Timing TBD but before Bald Eagle Closure	Construction	Bald Eagle Closure Dec 1
Completed	Sopris Park Water Fountain replacements			ordered	1 arrived need a second	order second need new concrete pads poi	spring project	
	Updated Highlighted Chart of Master Plan			Completed on Website				<a href="https://www.carbondalerec.com/rec-misc/master-plans/">https://www.carbondalerec.com/rec-misc/master-plans/</a>
	Orchard Park Playground Replacement Project			Construction completed	Completion Winter 2021			
	RVR Triangle Park Playground Equipment			Completed				
	Pickleball Courts			Completed				
	Red Hill Road Realignment and parking lots			Started 5/18-Completed 9/2	Grand opening Oct 13th, 2020			
	Park Bathroom work			Floor Treatment in Sopris	Installing curtains in Miners			
	FMLD Gianinetti Park playground renovation			completed	FMLD Grant Closeout			
	Aquatics Facility Master Plan			completed	GOCO Grant closeout			
	Electric work at Rodeo Grounds			phase 1 & 2 complete	Completed & Inspected			
* timing pushed back	Nuche Park - Parking & Signage			Fence Permit and approval	fence completion			
	Miners Park Volleyball Border Project			net sleeves, lines, grass seed	Completed			
	Triangle Park Tennis Courts crack repair			completed with final fix	open			
	FMLD Gianinetti Park Playground phase 2				submitted	Not awarded		
* delayed construction	GOCO Gianinetti Park ADA enhancements Resilient Communities Grant				did not qualify			
	GOCO/ NFWF Restore Grant for Crystal Ri \$249,947 submitted				Award notification March 202: Not awarded			
* timing pushed back								
* delayed bidding								
* change scope public outreach								
*delayed completion								

# ***Carbondale Park & Recreation Commission Master Calendar***

*Current as of 9/24/2021*

## ***January***

- Update Highlighted Chart of Master Plan
- Review Integrated Weed Management Plan for Coming Growing Season

## ***February***

- Parks & Recreation Department Quarterly Report Oct. Nov, Dec. (Previous year)
- Check in with RFOV for Spring, Summer, Fall program collaboration
- Present Integrated Weed Management Plan to E-Board and Trustees for approval.

## ***March***

- RVR's check in prior to growing season Triangle Park, Orchard Park, Nuche Park, Riverfront Park Maintenance Review
- Check in with Roaring Fork Pickleball Association MOU (staff)
- Check in with Roaring Fork Soccer Club and contract field use
- Grant Proposal Deadline:
  - Fishing is Fun Phase 2
- Grant Award Notification:
  - GOCO Restore Colorado Program

## ***April***

- Annual check in with Board of Trustees at a work session
- Check in with Hendricks and Demeter's Community Garden Groups
- Check in with Bike Pedestrian Trails Commission
- Check in with Red Hill Council and AVLIT in regard to Red Hill Trails

## ***May***

- Parks & Recreation Department Quarterly Report Jan, Feb, March
- Check in with Tree Board
- Check in with CAFCI

## ***June***

- Parks Tour – looking at current projects, future projects & budget priorities
- Advertise for any open P & R Commission positions
- Grant Award Notification:
  - Fishing is Fun Grant

## ***July***

- Parks Tour Review for Budget Priorities
- Commission Officer Nominations
- Advertise and interviews for any open P & R Commission positions
- Grant Proposal Deadline:



### **August**

- Parks & Recreation Department Quarterly Report April, May, June
- Commission Officer Elections Vote
- Interview then vote on candidates for open commission positions
- Draft Department Budget Goals for the Coming Year

### **September**

- New Commission Officers first meeting
- New Commission Member Welcome and Recognition of Outgoing Commission Members
- Update Commission Contact List & Note Commissioner's Terms Set to Expire in the Year
- Revise Onboarding Materials
- Check in with Roaring Fork Food Alliance in regard to the MOU for the Permaculture Gardens at the Thompson Heritage Park (Staff)

### **October**

- Integrated Weed Management Plan – Assess Current Conditions & Create Management Plan for Next Season
- Check in with Roaring Fork Pickleball Association in accordance with the MOU (staff)
- Budget Goals & Objectives as submitted to TOC Trustees

### **November**

- Parks & Recreation Department Quarterly Report July, August, Sept.
- Budgeted Cost Recovery & Recreation Sales & Use Tax Update
- Review and Approval of Current Town Recreation Fees
- Grant Proposal Deadline:
  - GOCO Community Impact Grant Concepts due Nov. 22, application Due Dec 31, Grant awarded March 10, 2022

### **December**

- Special Events Task Force Calendar Approval
- Final Annual Budget as Approved by TOC Trustees

### **Other Town Advisory Commissions and P & R Point of Contact:**

E-Board	P & R Commission Point of Contact	_____
Bike, Pedestrian & Trails Commission	P & R Commission Point of Contact	_____
Tree Board	P & R Commission Point of Contact	_____
Public Arts Commission	P & R Commission Point of Contact	_____

### **Relationships through Memorandum of Understanding:**

Thompson Heritage Park Permaculture Gardens  
Roaring Fork Food Alliance  
Roaring Fork Pickleball Association

**Relationships through Intergovernmental Agreements:**

Roaring Fork School District

**Relationships through amenity use, partnerships or association:**

Carbondale Chamber & the First Friday Committee

Demeter's Community Garden

Hendrick's Community Garden

Roaring Fork Valley Soccer Club

Carbondale Wild West Rodeo Association

Three Rivers Little League

Roaring Fork Outdoor Volunteers

Roaring Fork Mt. Bike Association

Roaring Fork Transportation Authority

Friends of the Nature Park

Special Event Task Force

Carbondale Age Friendly Community Initiative (CAFCI)

Carbondale Historical Society

Red Hill Council

Aspen Valley Land Trust

Colorado Parks & Wildlife (Bob Terrell State Wildlife Area)

**Miscellaneous Links**

Bond Information and Status Links

Master Plan Update Links to Executive Summaries

Current as of 9/24/2021