

MINUTES
CARBONDALE PARKS & RECREATION COMMISSION
November 13,
2019

Hollis Sutherland called the Carbondale Parks & Recreation Commission meeting to order at 7:00 p.m. on November 13, 2019, in the Town Hall meeting room.

ROLL CALL

The following members were present for roll call:

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| Members: | Hollis Sutherland, Chair Rose Rosello, Vice Chair John Williams, Member Becky Moller, Member Ashley Hejtmanek, Member Kathleen Wanatowicz Genevieve Villamizar, Member (LATE) |
| Absent: | Camy Britt, Alternate |
| Town Staff Present: | Eric Brendlinger, Parks & Recreation Director Jessi Rochel, Recreation Center & Recreation Programs Manager Luis Yllanes, Board of Trustees Liaison Kae McDonald, Boards & Commission Clerk |

CONSENT AGENDA

Motion Passed: Rose *moved* to approve the minutes from the October 16, 2019 meeting. John *seconded* the motion, and it was *unanimously approved*.

PERSONS PRESENT NOT ON THE AGENDA

There was no one present, not on the agenda, who wished to address the Commission.

THOUGHTS FROM THE CHAIR – HOLLIS SUTHERLAND

As we move into a new year of leadership, I wanted to take a few minutes at the start of this meeting to talk about my vision for the coming year.

First off, I'd like to thank you for entrusting me as the Chair of this Commission. It means a lot to me that you put your faith in me to lead our team. In turn, I thank each and every one of you for being a part of this team. Everyone's life is full and for you to give of your time, talents, energy and expertise to be on this volunteer committee is a gift to the staff, trustees, citizens and visitors of Carbondale. We have a smart, thoughtful, experienced group of diverse individuals who have come together to do fantastic things for our community. While we may not always agree on priorities, the approach or the process, having these differing viewpoints ensures that we come out with a better 'product' than if we were all in the same 'group think'.

I may be stating the obvious in my various points in these thoughts, but I have found in my previous leadership roles, that when things are left unsaid, it then falls to assumption which is a byproduct of previous experiences, which are individual in nature. So, as Chair, I am stating upfront, what my expectations are for the way we conduct ourselves and how we do business.

My initial challenge to each member of this team, is to elevate your perspective. We all come in with our own passions, preferences and individual biases toward our parks and recreational activities. I ask that each time you enter this meeting room, you check those personal filters at the door and acknowledge that our role is to serve the Town of Carbondale and the diverse interests of our citizens. To look at what is possible and where opportunities lie and what is best in serving the Town, even if that is different from our own interests.

Rose and I have come up with a set of standards we would like to see adopted for our meetings. I am not saying that these have not been in our previous meetings and most likely I'm stating the obvious. But as I mentioned

before, I'm not leaving anything to assumption. Before you is an outline of expectations for how we will conduct business. Let's just run through them quickly.

- Listen to understand
- Assume value and good intent
- Respect the inherent worth and dignity of every person
- Separate the person from the behavior
- It's not me vs. you, but us vs. the issues
- Stay open and non-defensive
- Value diverse perspectives
- Create an environment where everyone feels free to speak and guests feel welcome
- Share "air-time" and don't belabor a topic
- No side bars
- Maintain a sense of humor
- Have fun!

We are the 'Commission on Fun', and we should be having fun ourselves! We have a lot of exciting things going on this year. How lucky are we to be working on things that involve people's leisure time and supports their health and wellbeing? Thank you again for being on this Commission – each of you is integral to our success! I invite you to contact me outside these meetings to talk about what's on your mind and how we can make this Commission even better than it is.

RVR TRIANGLE PARK PLAYGROUND REPLACEMENT DESIGN PRESENTATION

Leslie Marcus, a River Valley Ranch-resident, came before the commission to update them on the proposed upgrades Triangle Park. Leslie is a volunteer who has previously served on the RVR HOA Board. She initially wanted to replace a piece of play equipment at Orchard Park, but after meeting with Eric, found out that the Town's priority was Triangle Park. RJ Spurrier is a current RVR Board Member and was also on the Ross Montessori playground committee. The goals for the park upgrade are:

- To create a safe play experience;
- Meet current code and Federal safety guidelines;
- Expand accessibility play; and
- Create a similar play experience to what is currently at Triangle Park.

We feel this recommendation fits that criteria and it has been approved by the RVR Board. Orchard and Triangle Parks are owned by the Town of Carbondale, but RVR maintains them through their HOA. The proposed work at Triangle Park received unanimous approval from the RVR Board for the proposed renovation budget.

Questions/Comments:

Kathleen: Does the caboose stay?

Leslie: No. There are two pieces that are recommended to remain, and one them is the "vintage" stagecoach. The plan with that is to bring it up to current code and refurbished. The existing swing set will stay and will also be modified to meet current code; they are planning to add slip pads below the swings. They are also planning on digging out the engineered wood surface and ensure that the height meets the current standards.

Rose: I am so excited this is happening! This park is a priority, and I appreciate the work you have put in. Is there a project timeline and budget?

Leslie: The goal is to pour concrete before the ground freezes. Once the concrete is poured, the renovations will be completed with the goal to have the renovations completed sometime between the end of February and the third week in March.

RJ: Based on conversations with the playground vendor, the whole project could be completed within six weeks. It is the intent of the RVR General Manager to have the project completed as soon as possible.

Ashley: Is there an age-group target, and will it be fenced off until the installation is complete?

Leslie: Yes, it will be fenced. The user capacity is approximately 61, and the targeted age group is 2 to 12.

Rose: Will there be ADA-compliant options?

Leslie: There are 24 ADA-accessible pieces in the plan. As part of the work that went into the proposal, we went to the park and observed how the park was being used, as well as asked questions. The swing set and the overhead climbing elements are very popular. We will also be bringing the embankment slide element back.

Genevieve: What were the safety issues with the slide?

Leslie: Primarily the height of the slide and the fall-space below the slide.

RJ: When the slide was initially installed, it met the code at that time. But based on the current code, the slide is out-of-compliance—the step-up and lift surface are too high and there was an insufficient area for the fall surface.

Luis: According to the vendor, what is the life expectancy of the play elements?

Leslie: It is a heavily used park, so between 15 and 20 years.

RJ: The practical life expectancy is 20 to 25 years. Because it is heavily used, we are encouraging the HOA to underestimate slightly, so they can plan for future expenditures.

Kathleen: Would it be possible for someone to give us an update on an annual basis?

RJ: I think a year from now, that would be easy because Leslie and I could do that. The complication is that the RVR HOA Board is comprised of volunteers, so there is some potential that an update could get overlooked. That being said, the RVR Board is very supportive and it was Eric and the role he played that opened the door. The RVR Board wants to be good stewards of the parks, and the key to that is ongoing dialogue with the Town. The RVR Board plans on taking up the topic of Orchard Park next, and we are planning a fundraiser to meet the expenses of that upgrade.

Hollis: Is there any way to have someone be an HOA Liaison?

Eric: It really is project-driven, so I am not sure how that would work?

Hollis: I would like it to stay on our radar, and make the process more official. Can we check?

RJ: As an RVR Board member, I feel like there is a desire to have good communication with the Town. We can take a look at the agenda, and if there is a topic of interest to the P & R commission, we can create a liaison position. We might be able to assign one of the paid staff to the position if it is something the RVR Board wants to sustain. Our goal is to assure the Town of our desire for good communication, and we will be sure to make Eric aware of any changes.

Eric: The Town has a good staff-to-staff relationship with RVR employees.

Ashley: Does the park get inspected regularly?

RJ: The HOA doesn't have the parks audited every two weeks, but staff does maintenance on the park multiple times every week. We have helped create an increased awareness of safety issues, and will try to install a pad under the swings. Eric has invited RVR to share in the bulk purchase of EWF, so that will help trigger an inspection of the pads, as well. No one is opposed to increased inspection and maintenance, but in the past because of the absence of coordination, the maintenance hasn't been at the level I would like it to be.

Motion Passed: Ashley *moved* to support the RVR Triangle Park Playground Replacement proposal. Rose *seconded* the motion, and it was *unanimously approved*.

AQUATIC FACILITY MASTER PLAN

Eric introduced Jessica Garrow with Design Workshop, and indicated that the Professional Services Contract for the Aquatics Facility Master Plan was approved by the Board of Trustees. He went on to say that the entire proposal was included in the packet, and that this will be an in-depth process. He expressed Jessica said that there had been a slight shift in the timeline, so that the project will be completed in September; that schedule is the one in orange—with the holidays coming up, we just didn't want to set unrealistic expectations for the process. The initial steps include a Kick-off meeting and pulling together a Steering Committee. There are several pop-up opportunities we would like to capitalize on, such as First Friday—we were planning on February's, but that may be moved to March.

Questions/Comments:

Becky: April 8th is Bingo; we may be able to have that be a pool-specific fundraiser.

Kathleen: Is the Steering Committee going to be formed at this meeting? The reason I ask is that there are many ways to form the steering committee, and it is a vital part of the process.

Jessica: This is not the meeting to talk about the Steering Committee. We want to have input from a wide cross-section of users—there are many interested groups. We want to give a little thought into the timeline and how to approach specific groups and individuals for the steering committee.

Luis: How many events will there be for community engagement?

Jessica: We are planning to launch a survey in both English and Spanish, an Open House that targets the entire community, and a Design Charrette. Our goal is to have enough public engagement that we have input from the community, but not so much that it becomes overwhelming.

Rose: I would rather aim for the March 1st Friday.

Margaret: The pool will be ready May 1st, if we wanted to have one of the events there.

Jessica: It would be great to exhibit the Design Charrette at the pool!

Kathleen: I just wanted to say that while reviewing the RFP's, I was very impressed with all of the responses. I am so excited—this is a monumental day! I would like to write a press release—I will circulate it amongst the commission members before publishing.

Eric: I can also put it in the weekly Friday report.

Ashley: What is the Commission's role in this process?

Jessica: My recommendation is to have at least one or two members of the commission as part of the steering committee. I would also like to have a work session at the beginning and near the end of the process, and I am planning on presenting frequent updates. The project team wants to respond to what the commission wants and/or needs in terms of information.

Ashley: The Commission is interested in the opportunities and different milestones to engage. Please call on the Commission if you need any volunteers.

Becky: Are there alternate places proposed for the pool's location?

Eric: We aren't taking that topic off the table, and part of the Master Plan will be to see what is available. We wanted that to be part of the process and have solid reasoning to move the pool if that is the case.

Jessica: It will be part of the scope, but please keep in mind that this is a high-level analysis and changing the pool's location would require a much deeper dive than intended with this plan. If all of the information points to a different location, the team will come back to the Commission with specific options.

MEM PROJECT: NATURE PARK

Eric brought Genevieve's proposed Master's in Environmental Management (MEM) proposal for the Nature Park back to the Commission. He pointed out that there is a revised Sponsor Letter of Support that is the product of a meeting between Jay Harrington, Hollis, Genevieve, and Eric. He also highlighted the fact that it was a Management Plan process rather than a Master Plan, and that he was hoping for some feedback from the Commission members. He wanted them to look at the Environmental Management Plan as a Scope of Work, and that the anticipated outcomes and deliverables missing in the original document have now been satisfied in the project objectives and timelines outlined in the current document. He went on to say that there have been a lot of changes to the original document, and they are very close to a detailed project that satisfies both Genevieve's program requirements and the Town's requirements for a management plan for that property. Eric wanted to highlight the anticipated outcome, deliverables, and timeline in the current document:

- Park history compiled and summarized;
- Data documentation to include stakeholder input and survey results;
- Production of an Integrated Environmental Management Plan for the park using holistic regenerative acreage management and maintenance techniques;
- Envisioning conducted by TOC staff, the Parks & Recreation Commission, and steering committee members to

include a synthesis of the data summary report and recommendations for next steps.

Hollis added that one of her big questions was the role of the P & R Commission in this process. Jay pointed out that they have used graduate students for other studies including the layout of the Third Street Center and the original wetlands/soil studies at the Nature Park. Where the Commission can really add some value to this is the formation of the stakeholders list and participation on the steering committee. Genevieve already has a long list of potential stakeholders.

Genevieve reiterated the importance of reading through the proposal. She encouraged input on the stakeholders list for those user groups that she may have missed. The survey questions will come out of meetings with the stakeholders and will be approved by the P & R Commission. She will then compile the data, and the Commission will be included in the envisioning process, as well. The ultimate goal of this project is to develop a long-term strategy to take care of the park.

Questions/Comments:

Becky: I don't want to see more kids at the park. How is the stewardship program going to work? The Nature Park is primarily a dog park and I would prefer to see no contemplation of changes in the park usage.

Hollis: I think we are getting ahead of ourselves. We have the opportunity to identify what uses are adopted, as well as to request edits in the management plan. The commission is part of the process and the first objective states that it is a passive park.

Eric: The stewardship is a great asset to help kids learn the value of public lands. We have worked closely with Roaring Fork Outdoor Volunteers (RFOV) on numerous projects in our parks over the years. It is well-supervised and very organized, and we provide invaluable education on why and how our parks are managed. It would provide a great opportunity for education, and could take place in any of our parks. It also provides a level of sustainability for our park maintenance.

Becky: So, are you saying you will be using RFOV?

Eric: No, that is a model that we can use as part of this project.

Genevieve: This is going to be an envisioning process, with the goal of reassessing how the community feels about the Nature Park at this time. I am still feeling some pushback around children in this plan, and children stand to benefit the most by being exposed and in having a relationship to nature. In my project report, I reviewed all of the parks in Carbondale, and broke it down into which parks cater to children with engineered equipment—originally when I wrote the report, I was looking at the parks in terms of close-ended play versus open-ended play. Then I looked at each park in terms of whether it was a natural park versus a groomed park, following up with the criteria of access to the natural parks. Out of the five or six parks that have genuine nature in them, the Nature Park was the only one that kids have easy access to, and it is alarming to me to hear someone say that kids shouldn't be at the park.

Ashley: I am okay with the proposal as written. I still feel like there is some ambiguity and that there are potential tangents that this project could take, but I believe in the process and the review points. One of the benefits to this Commission is that we don't have a management plan for this park, and as you do your research it will help educate all of us on how the park evolved into what it is today.

Becky: I still feel like the end product is ambiguous, and the goals of the project are not clearly defined. I want to make sure we are very clear in what we are approving; and that is where my trepidation come from.

Eric: That is why there are these involvement pieces--to help clarify the direction of the project. Once the data is put together, it ends up back at the Commission and is up to the Commission to control. There is some valuable information that can be gained from this project, and it will be helpful in giving direction to the sustainability of the park.

There was continued dissension surrounding certain aspects of the project, but there was sufficient support from the Commissioners for Eric to sign the Sponsor Letter and bring it before the BOT.

RECREATION CENTER PASS DONATIONS AND FACILITY RENTAL FEE WAIVERS

Eric wanted to update the Commission on the issue of a written policy for recreation center pass donations and facility rental fee waivers. He met with the Town of Carbondale's legal counsel, and they advised Eric to review each request on a case-by-case basis according to the guidelines that have previously been put in place. Specifically, groups that are requesting donations or fee waivers need to be a non-profit organization, be a local organization, and match the mission of the recreation and community center. He reminded the commission that there are a lot of steps to obtain a facility rental fee waiver.

“MT. SOPRIS ROTARY CLUB PLAYGROUND” NAMING REQUEST FOR MINERS’ PARK PLAYGROUND

Eric introduced a naming request for the Miners’ Park Playground. The Mount Sopris Rotary Club provided funding to cover the gap in funding for the upgrades to the Miners’ Park Playground. The rotary club has requested that in recognition of their financial assistance, they would like the playground to be named the “Mt. Sopris Rotary Club Playground.” This will begin the 45-day comment period, with an announcement advertised in the paper and signs posted at the playground. Eric will compile the comments received for the January meeting.

Questions/Comments:

Genevieve: Is this a request to just name the playground?

Eric: Yes, just the playground. A sign will be posted at the playground with the name.

John: How much was the funding gap?

Eric: \$10,770.

Ashley: What happens if the equipment needs to be replaced in 20 years?

Eric: At that point, whoever subsidizes the project could choose to request a name change. They would have to comply with the re-naming rules and regulations.

Motion Passed: John *moved* to begin the 45-day comment period and advertise the request for the playground at Miner’s Park to be named the “Mt. Sopris Rotary Club Playground.” Rose *seconded* the motion, and it was *unanimously approved*.

REPORT & UPDATES: STAFF AND COMMISSION MEMBERS

Eric Brendlinger, Parks & Recreation Director:

Met with Hollis and the outcome of the meeting included a request to develop a 30/60/90-day Staff Work Plan and a Master Calendar. These two items will then help inform the monthly commission meeting agenda.

Outstanding Project Status Report (it is the last page of the packet):

- o To date, the Parks & Recreation Department is at 92% of the budget;
- o Red Hill signage is in production;
- o RVR Triangle Park playground equipment;
- o Doggie Pots are in the budget as part of Park Maintenance;
- o Working on weed management at RVR parks. Will focus on integrating the newly approved weed management plan on town-owned property before expanding to other park locations;
- o Will plan the layout of Nuche Park this year before taking to the RVR HOA Board;
- o Updating the contact list for the back of the recreation center brochure;
- o Updating the Master Plan chart;
- o Curtains in women’s restroom at Gianinetti Park;
- o Sopris Park Playground equipment painting is weather dependent;
- o Concrete at the Pickleball Courts has been poured and will cure through the winter. Contractor’s will re-mobilize in the spring to complete the work.
- o Electrical upgrades at the Gateway RV Park are in progress. It will take three years to complete;
- o Electrical upgrades at the Gus Darien Arena are also in progress;
- o The Aquatic Facility Master Plan will be underway shortly;
- o Will put together a plan to address weeds at the North Face park for spring.

Jessi Rochel, Recreation Center and Recreation Programs Manager

- The updated contact list is nearly finished;
- The Turkey Trot is coming up on Thanksgiving Day (November 28th), please contact Margaret if you would like to volunteer (6:30 to 9:30 AM) or plan on participating!
- We sent 100 pounds of candy from the Halloween Buy Back to Operation Gratitude;
- We have two new fitness classes—Hard Core and Body Pump—and Summit Amped will be from 7 to 8 AM on Tuesday and Thursday through the winter.

Luis (Board of Trustees Representative):

- If commission members are interested, there is a meal train sign-up for Tracy;

Rose (Parks & Recreation Commission Vice-Chair):

- The Miners' Park playground improvements are nice. One suggestion would be for some sort of shade structure near the playground.

ADJOURNMENT

The November 13, 2019, regular meeting adjourned at 9:10 pm. The next regularly scheduled meeting is set for December 11, 2019, at 7:00 pm.

Respectfully submitted,
Kae McDonald