

MINUTES
CARBONDALE PARKS & RECREATION COMMISSION
April 13, 2022

Hollis Sutherland called the in-person/virtual meeting of the Carbondale Parks & Recreation Commission to order at 7:04 p.m. at Carbondale Town Hall on April 13, 2022.

ROLL CALL

The following members were present for roll call:

Members:	Hollis Sutherland, Chair Rose Rossello, Vice Chair Ashley Hejtmanek, Member Leslie Keery, Member Susan Rhea, Member Brian Soby, Alternate Misha Logan, Youth Member
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Town Staff Present:	Lauren Gister, Town Manager Eric Brendlinger, Parks and Recreation Director Jessi Rochel, Recreation Center & Recreation Programs Manager Will Tempest, Recreation Coordinator: Youth and Adult Athletics Chris Gleason, Parks and Recreation Facilities Lead Kae McDonald, Boards & Commission Clerk
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CONSENT AGENDA

Motion Passed: Rose *moved* to approve the minutes from the March 9, 2022, meeting with the correction of one typographical error on page two. Leslie *seconded* the motion, and it was *unanimously approved*.

ITEMS FROM CITIZENS PRESENT NOT ON THE AGENDA

Lauren Gister introduced herself as the new Town Manager and commented that she is attending commission meeting in order to familiarize herself with the members and topics being discussed.

CELEBRATING 2021 ACCOMPLISHMENTS RECOGNIZING PARKS & RECREATION STAFF

Eric noted that Hollis brought up the fact that the Parks and Recreation staff has been doing an amazing job through Covid by keeping the parks well maintained and having an optimistic outlook on the programming side, even though the pandemic restrictions limited what could be done. He explained that the pause also gave staff the chance to assess what we do and a lot of good came out of that reflection. He noted that with programming suspended staff realized what their jobs meant, not only to themselves, but the role the Rec Center plays in the community from having kids in the basketball gym or in other programming or having the parks unmaintained. Eric noted how proud he was of the department and where it is today and went on to point out that staff was able to review the department's mission and match it with how best to serve the community. He added that the department has come through the crisis with better core values and that is largely a reflection on staff. He finished by saying that with the new vision comes new energy and thanked all staff.

Hollis commented that she is always impressed by the staff's dedication and how welcoming everyone is at the Rec Center – even during the difficult time presented by Covid restrictions. She noted that even when Eric is approached by community members regarding projects, they are passionate about, he addresses everyone with an even temper and tries to satisfy their inquiries. She added that the community is so fortunate to have such a fabulous and cohesive team and with so many community activities spearheaded by the Department, it is an integral part of the community. Hollis also thanked Leslie for preparing the posole and Rose for organizing the appreciation party.

Rose added that she appreciated how kid friendly most of the events are and she appreciated Eric's leadership.

PARKS & RECREATION COMMISSION VACANT POSITION PROCESS & INTERVIEW QUESTIONS

Hollis began the discussion by noting that although it is a dry subject, the point of developing the process is to facilitate seamless transitions through Commission member and/or staff changes. She reminded the commission members that the Parks and Recreation Commission recommended changes to Article 7 to the Board of Trustees, which were approved in 2021. She also reminded commission members that at the March meeting, the Commission agreed to move forward with an appointment to fill the position vacated by Kathleen Wanatowicz and that appointment would be for a three-year term to balance turnover. Hollis referred to the packet attachment which describes the timeline for filling vacancies.

Ashley commented that July might be a difficult month to get community members involved and thought August might be better.

Hollis replied that the timeline should be a good fit, but she doesn't want it to be overlooked. She asked if both interviews and voting should take place in August. She suggested another scenario would be to interview some candidates in July and some in August, keeping in mind the August 31st deadline.

Rose thought it best to interview all the candidates during the same meeting, even if it is via a virtual connection.

Susan asked if the current applicants would need to wait until August to be interviewed.

Hollis reminded the commission members that the current situation is the exception and those candidates applying for Kathleen's vacated position will be interviewed in May.

Motion Passed: Susan *moved* to accept the proposal for the new commission members application process. Rose *seconded* the motion, and it was *unanimously approved*.

Hollis asked the commission members to review the Interview Preparation handout and questions for adoption. She asked if there were any changes that needed to be made.

Motion Passed: Rose *moved* to approve the accept the Interview Preparation handout and questions. Susan *seconded* the motion, and it was *unanimously approved*.

SENIOR MATTERS PROGRAM SURVEY RESULTS

Eric explained that Jessi worked with Ron Kokish to produce the Senior Matters Survey and he reviewed the data to better understand how Rec Center programming is received. He noted that they will also be meeting with Senior Matters to discuss that programming. He explained that Senior Matters is trying to decide if the \$14,000.00 in rent and \$3,000.00 in insurance is worth the cost to maintain a physical location or if there is a better way to serve the older adult community. He added that while the Rec Center and Senior Matters don't duplicate programming, there may be room to expand programming if the interest is there.

Eric specifically addressed Survey Question #6 which addressed programming at the Rec Center and noted that of the 70 people that responded, 55% participate in the SilverSneakers fitness classes (SilverSneakers Boom and SilverSneakers Classic) and 38% participate in other fitness classes offered (yoga, chair yoga, pilates mat class). He added that in addition to fitness classes, Rec Center programming includes older adult field trips, Mah Jong, and drop-in Pickleball.

Rose noted that the Rec Center provides all kinds of information if you call and ask a question and explained that she learned there are several insurance programs that allow use of the facility free of charge.

Jessi added that the Rec Center partners with several insurance programs including SilverSneakers, Silver & Fit, Acitive & Fit and Renew Active. She also noted that these memberships are valid at the pool.

Eric added that the Rec Center receives a stipend for up to ten visits per month per patron. He went on to comment that it was great to see how the SilverSneakers program has evolved and branched out since they introduced the programming at the Rec Center. He returned to the survey results by noting that many of the respondents didn't know about the Rec Center programming, which suggests more effort needs to be put towards communicating what is available.

Rose commented that there are a few home health businesses that might be able to distribute information.

Susan responded that the survey was sent to a list composed of older adults that use the Rec Center and Senior Matters. She added that more than 300 people received the survey, but that these people were targeted because they are already involved in programming. She wasn't sure how many more aren't involved or informed.

Eric added that they did compile a large list of people indicating an interest in the Rec Center programming or Senior Matters. He wasn't sure if those names had been cross-referenced to those individuals that are already on the Rec Center list.

Rose suggested reaching out to the local doctor's offices and hospital for help identifying older adults in need of programming.

Hollis wondered if AARP maintains a master list of places that cater to older adults but noted that it will be a big effort to figure out how to disseminate information.

Susan commented that when Senior Matters was founded in 2004, they had to figure everything out, because they were trying to build on the model of other locations in Garfield County such as the Senior Center in Rifle. She noted that Garfield County doesn't support Carbondale even though they support meals in Rifle every week and have a game room among other things. She added that Senior Matters tried to do some things last year, but with Covid there weren't many participants.

Hollis noted that survey comments identified the need to have one location, but wondered if it were available how many would participate.

Susan replied that Carbondale does have an active older adult group. She noted that there may have been an agreement with Sopris Lodge to offer community programming as part of their Planned Unit Development agreement, but she wasn't sure if there had been any follow-up.

Rose expressed the desire to figure out how to get programming to people and also how to get people to places.

CREATION OF CUSTOM PARKS ASSESSMENT TOOL ALIGNED WITH OUR NEEDS UTILIZING AARP AND O-LAT SUBCOMMITTEE FORMATION

Eric reminded the commission members that Niki Delson and Sue Zislis representing the Carbondale Age-Friendly Community Initiative had presented information on the AARP park assessment and O-LAT tools several months ago. He noted that Niki had used the O-LAT tool at Gianinetti Park and provided feedback. Eric explained that he is considering the use of these tools to collect data during the Parks assessment tour in June, and also use the collected information as both a budget and long-term planning tool, but the O-LAT tool as it is currently configured is more urban than rural-centered. He would like to form a subcommittee to take features from both assessment tools and create a customized tool for use in Carbondale, noting that while it might be a big job on the one hand, it should be fun and relatively easy. He added that it would be helpful for both short- and long-term budgeting as well as the upcoming Master Plan process.

Susan asked if it could have been used for decisions such as the Hendricks Park playground equipment.

Eric replied that it isn't used in that regard, but it does have the potential to show the different strengths and weaknesses of each park. He added that there needs to be a SWAT analysis for each park as they head into another Master Plan process. He thought it would be helpful to combine the analysis with the June Parks tour.

Hollis commented that the subcommittee would create a template by eliminating what doesn't work in Carbondale and keeping what does.

Susan thought that when Niki and Sue made their presentation, the O-LAT tool was still in beta testing and not ready for release.

Hollis agreed that they may need to ask permission to use the O-LAT tool, but thought it might be useful to provide them with something created to work in Carbondale.

Hollis, Susan and Ashley agreed to be members of the subcommittee.

Eric agreed to communicate with Niki as well as the O-LAT developers.

Hollis thought that CAFCI members had indicated a willingness to complete an assessment of each park. She thought it might be even better to have the assessments completed prior to the Parks tour.

AQUATICS FACILITY MASTER PLAN—NEXT STEPS HILLTOP SECURITIES CONSULTANT AND BUTLER SNOW BOND COUNCIL TIMELINE

Eric explained that the Town of Carbondale is working with Hilltop Securities and Butler Snow on the bonding for the Aquatics Facility Master Plan. He noted that the next step is to move forward with the design and engineering phase, but how that happens – design-build, RFP, owner-architect, etc. – hasn't yet been discussed in detail. Eric pointed out that with the public vote of approval to go into debt via the bond process, there are a number of very specific steps that have to be followed prior to having the money in hand. He added that there is a lot of financial work to be done and an underwriter still needs to be hired for the bond issuance. He wasn't sure if the previously hired financial consultant would be provided the opportunity or if a new RFP would be released. He noted that the Town attorney will write the legal disclosure document for the underwriter utilizing all the available financial data, which is then used by the underwriter to determine the interest rate and length of payback.

Hollis noted that Heather explained that Basalt had two different projects and for one project they had a group that assessed the amount that the project cost and on the other project they didn't have that.

Lauren explained that that was something completely different – that was when a contractor was hired – and didn't have anything to do with the financing. She assured the commission members that everything would be carefully considered.

Susan thought that the Board of Trustees already voted to accept an underwriter.

Eric explained that that was the Bond Council – it is the legal counsel that will be working on the language for the process.

Brian asked how the current rise in interest rates will affect the payback costs.

Lauren replied that the Town will be subject to whatever is assigned, but that the process requires as much time as it takes to get everything together.

Brian responded that the longer it takes, the larger the payback.

Eric commented that there will be a meeting to map out the timeline fairly soon and added that it is at least a couple month process to get the paperwork in order.

Brian suggested comparing bids based on a time differential as well as cost.

Susan pointed out that this will be an expensive project and agreed it is important to move with all haste, but carefully.

Hollis thought it was exciting that the decision was so definitive.

Jessi asked about the construction timeline.

Eric replied that the "perfect world" construction timeline would be September 2023 through May 2024.

Hollis asked if it was possible to start looking at a firm design now, or if the timeline had to be more linear.

Eric replied that the first item to address is the bond, and the second is when the funds are needed. He thought the design/build process could start without the bond, but they have to have confidence that the project will be going forward.

Hollis reminded the commission members about Rose's question at the last meeting concerning the relocation of the pool to the newly acquired property across from the Rec Center.

Lauren replied that the parcel has been measured and there isn't sufficient room for the pool.

REPORT & UPDATES: STAFF AND COMMISSION MEMBERS

Eric Brendlinger, Parks and Recreation Director:

30/60/90 spreadsheet shows numerous projects coming to fruition:

- Red Hill kiosk signage will be installed within the next few weeks
- RFP's have been released for the Red Hill picnic shade shelter and landscaping, and the Highway 133 irrigation project
- Crystal River/Weaver Ditch project is fully funded. The construction window is tight – summer and early fall for in-river construction with additional time for bank work after September 30th but before the December 1st Bald Eagle closure
- A to Z Recreation was awarded the Hendricks Park playground project and the final design is forthcoming. There is an eight-to-nine-week delay on product delivery, so the project is anticipated to take place in late summer and early fall.
- The 50-amp project at the Gateway RV Park is completed and they are working to complete the high-speed radio WiFi project by the May 1st opening. Although incomplete, it appears that bookings may be down somewhat through the end of March 2022 versus the end of April 2021.
 - Brian asked how maintenance costs are tracked for the RV Park and the employee housing located at the RV Park.
 - Eric pointed out that the RV Park maintenance is a line item in the Parks and Recreation Department budget while employee housing is a line item in the Planning Department budget.
 - Lauren added that the vacancy is because an employee recently moved out and some renovations are being completed. She assured the commission members that there is a demand for employee housing. She noted that a lot of the work is completed in-house and there isn't a specific account just for employee housing maintenance.
 - Jessi commented that there hasn't been any negative feedback about the rate increase and changes to the cancellation policy.
- The Youth Art Park – which is in partnership with Carbondale Arts under a mini-GoCo grant – received an extension to complete the project by September 2022.
- The lines are being retrofitted at the North Face Bike Park.
- The Weed Management Plan is in process with manual extraction of Canada thistle at the Nature Park and non-chemical methods on the baseball in-field. Extra engineered wood fiber will be laid down on the trail through the dog park in wet and muddy zones.
 - Susan noted that the Roaring Fork Conservancy is looking at natural remedies at Filoha Meadows. She also pointed out that based on her observations during various hikes, the Forest Service hasn't figured out how to get rid of thistles, either. She asked what the Dogs in Park story map is.
- Eric noted that the Dogs in Park story map is a way to lay out rules for dogs in each of the Town of Carbondale parks.

Hollis asked about Lot 1.

Eric explained that it will be presented at the May 10th Board of Trustees meeting.

Rose asked if the Red Hill maps will be adding the requested mileage and elevation gain.

Eric explained that the maps are done and those items weren't added because of space required and complexity. He urged everyone to take the Red Hill Council survey and consider volunteering to help construct the C-Line Trail; participants can sign up through Roaring Fork Outdoor Volunteers and the planned dates for this project are May 3rd, 10th and 17th from 4 to 8 pm.

Eric announced that a special work session for Master Plan budget priorities has been planned for May 18th at 6:00 or 6:30 pm.

Jessi Rochel, Recreation Center & Recreation Programs Manager:

- A vaccine clinic was held on ***, with 100 participants (mostly for second booster shots). Another clinic has been scheduled for May 1st between 11:00 am and 2:00 pm.
- Where My Peeps At will be this coming Saturday (April 16th)
- The 5Point Film Festival is April 21st through 24th
- The Gateway RV Park opens May 1st
- The next Blood Drive is Wednesday, May 4th
- Registration for summer programming has begun; most pre-Covid activities are being offered and staff will continue to add new programming

Susan Rhea, Parks & Recreation Commission Member:

- Governor Polis signed the Colorado Safety Stop Law and it is now in effect.

ADJOURNMENT

The April 13, 2022, adjourned at 9:01 pm. The next regular meeting is scheduled for May 11, 2022, at 7:00 pm.

Respectfully submitted,
Kae McDonald