

**MINUTES
CARBONDALE PARKS & RECREATION COMMISSION
May 11, 2022**

Hollis Sutherland called the in-person/virtual meeting of the Carbondale Parks & Recreation Commission to order at 8:13 p.m. at Carbondale Town Hall on May 11, 2022.

ROLL CALL

The following members were present for roll call:

Members: Hollis Sutherland, Chair
Rose Rossello, Vice Chair
Ashley Hejtmanek, Member
John Williams, Member
Brian Soby, Alternate

Town Staff Present: Eric Brendlinger, Parks and Recreation Director
Jessi Rochel, Recreation Center & Recreation Programs Manager
Jamie Wall, Recreation Coordinator, Facility and Special Events
Luis Yllanes, Board of Trustees Liaison
Kae McDonald, Boards & Commission Clerk

Guests: Jacob Baker, Roaring Fork Outdoor Volunteers

CONSENT AGENDA

Motion Passed: Rose *moved* to approve the minutes from the April 13, 2022, meeting. Ashley *seconded* the motion, and it was *unanimously approved*.

ITEMS FROM CITIZENS PRESENT NOT ON THE AGENDA

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

ROARING FORK OUTDOOR VOLUNTEER SUMMER PROJECT SCHEDULE AND TOWN SPECIFIC PROJECT DETAILS: JACOB BAKER

Jacob explained that with the 2022 work season coming up, he wanted to share Roaring Fork Outdoor Volunteers' plans. He noted that this year's theme is "Share Common Ground." He pointed out that in 2021 for every \$1 of unrestricted donations, RFOV created \$5.50 in stewardship value ultimately totaling over \$700,000.00. Jacob added that specific to Carbondale, the 2021 project season completed 2.45 miles of built, maintained, and/or restored trails with 631 hours of volunteer and staff time and noted his appreciation for Town of Carbondale staff for facilitating this work.

Jacob explained that there are several changes to RFOV's programming this year:

- RFOV will be adding a wilderness trail crew in 2022 – funded by a Great Outdoors Colorado grant and Garfield County – to work on projects that are less easily accessible. He thought that this team may help with local projects if there is time at the end of the season.
- RFOV is expanding its geographic area to include projects outside of Rifle and Silt as well as the Crystal River Valley including Marble and Redstone.
- RFOV will be adding childcare increase the programming accessibility to a wider audience.
- RFOV's offices relocated to the Third Street Center

Jacob noted that RFOV will sponsor 87 projects in 2022 and they have taken on the maintenance of the Rio Grande Trail. He added that Carbondale-specific projects include the new C-Line Trail on Red Hill and projects taking place near Carbondale include Coffman Ranch, Coal Basin Ranch, two projects in Marble, Glassier Open Space, and the Lorax Trail in Prince Creek. He pointed out that the "adopt-a-trail" program is growing on Red Hill and there are

other group specific projects taking place in Carbondale, as well.

Hollis asked for clarification on the "Adopt-A-Trail" program.

Jacob replied that a business agrees to commit 60 to 90 hours (1 to 3 volunteer days) per season to maintain a specific trail.

Hollis commented that it was interesting to watch the evolution of RFOV and it was exciting to see how vibrant the organization is becoming.

Luis asked if RFOV is involved in the Crystal River Restoration.

Jacob replied that they were involved on specific implementation aspects of the project – for example, transplanting willows – but not in the planning.

RECREATION COORDINATOR (FACILITY AND SPECIAL EVENTS & ADA COORDINATOR)

Jamie introduced herself as the Facility and Special Events & ADA Coordinator for the Town of Carbondale Recreation and Community Center. She noted that the Recreation Department has shifted their Special Events focus to healthier endeavors and added that the Tri for the Sun triathlon is an example of that. She explained that this will be the second year for the triathlon, and they are hoping to beat the 25 participants that registered last year. She noted that proceeds will go to the Rifle Animal Shelter. She added that other upcoming events include the Bike Rodeo on June 6th, the Pump Track Time Trials on June 8th and that the Farmer's Market also begins on June 8th.

TOWN STAGE RENTAL FEE WAIVER POLICY

Eric explained that the Board of Trustees asked that a rental fee waiver policy be developed for the portable stage. He noted that while similar language exists for other Parks & Recreation facilities it was necessary to include a clause that Town of Carbondale staff time can't be waived for setup and takedown. He pointed out that the criteria are included as an addendum to the Parks rental agreement and if an organization meets those criteria, they may be eligible for the fee waiver.

John suggested clarifying the language of Criterion 7: "...we will offer our lowest published rates only."

Eric agreed that that verbiage could be stricken because they would be charged the normal nonprofit rate.

Ashley asked for clarification on Criterion 1: "Event must be free and open to the public" but that it could also be a fundraiser.

Jessi gave the example of the Family Block Party – even though there is a silent auction, there is no charge to attend, and anyone can attend.

Ashley suggested clarifying the mission statement as stated in Criterion 5.

Hollis wondered if all organizations would be held to the mission statement standard in Criterion 5 or just those that are religious in nature.

Eric replied that he looks at it as an overarching philosophy for any fee waiver.

Hollis suggested moving the mission statement to the top of the page with the first criterion stating that the interested party must comply with the mission statement. She asked if the statement under Criterion 5 matters: "If the organization is religious in nature, the organization must be open to the public and able to prove that the fundraiser is for a specific cause ..."

Eric replied that that language was added because of previous requests to use the Rec Center by religious organizations.

Hollis suggested combining the statement in Criterion 5 with that of Criterion 6.

Rose ***moved*** to recommend the Carbondale Parks and Recreation Mobile Stage Rental Fee Waiver to the Board of Trustees for approval with the following changes: 1) The mission statement is moved to the top of the page, 2) Include as Criterion 1 stating that the activity must comply with the mission statement and renumber the remaining criteria, 3) Strike the statement in Criterion 7 “we will offer our lowest published rates only,” and 4) Combine Criterion 5 and 6. John ***seconded*** the motion.

Discussion

Brian questioned the legality of disqualifying interested parties based on religious or political affiliation.

Eric acknowledged his concerns but pointed out that the contract will be vetted by the Town of Carbondale attorney prior to its presentation to the Board of Trustees for approval.

Motion Passed: Rose ***moved*** to recommend the Carbondale Parks and Recreation Mobile Stage Rental Fee Waiver to the Board of Trustees for approval with the following changes: 1) The mission statement is moved to the top of the page, 2) Include as Criterion 1 stating that the activity must comply with the mission statement and renumber the remaining criteria, 3) Strike the statement in Criterion 7 “we will offer our lowest published rates only,” and 4) Combine Criterion 5 and 6. John ***seconded*** the motion, and it was ***unanimously approved***.

AQUATICS FACILITY BOND – HILLTOP SECURITIES CONSULTANT. BUTLER SNOW BOND COUNCIL NEXT STEPS

Eric commented that the May 4th meeting agenda included in the packet was meant to illustrate the anticipated bonding process. He noted that it will take four months to complete the process. He added that one of the two underwriters that previously submitted a response to last year’s RFP will be chosen, and the next step will be to create a memo for the Board of Trustees.

JUNE PARKS TOUR MAP DRAFT: WHAT PARKS OR PROJECTS DO YOU WANT TO SEE?

Eric asked the commission members to read through this item in the packet and it will be discussed more fully during the upcoming work session.

WORK SESSION MAY 18TH DRAFT AGENDA AND BRAINSTORM

Eric noted that a draft agenda for next week’s work session is included in the meeting packet. He asked that the commission members review Chapter Four of the Master Plan in detail for the work session.

REPORT & UPDATES: STAFF AND COMMISSION MEMBERS

Eric Brendlinger, Parks and Recreation Director:

- Please review the 30/60/90 spreadsheet included in the meeting packet

Ashley Hejtmanek, Parks & Recreation Commission Member:

- Ashley noted that she, Hollis and Susan have been reviewing the OLAT tool and thinking through specific points to streamline the checklist. She noted that there may be items added to reflect the diversity of the community and increase its relevancy. She added that their goal is to bring in other people to consider a second iteration and Ashley noted her intent to have a worksheet available for the upcoming Parks tour.

John Williams, Parks & Recreation Commission Member:

- John noted that last month’s meeting minutes contained a statement by Susan Rhea that Garfield County doesn’t help older adults living in Carbondale. He pointed out that Garfield County does, in fact, provide meals for older adults every Wednesday at The Orchard.

ADJOURNMENT

The May 11, 2022, meeting adjourned at 9:13 pm. The next regular meeting is scheduled for June 8, 2022, at 7:00 pm.

Respectfully submitted,
Kae McDonald

