

**MINUTES**  
**CARBONDALE PARKS & RECREATION COMMISSION**  
**August 14, 2019**

Becky Moller called the Carbondale Parks & Recreation Commission meeting to order at 7:00 p.m. on August 14, 2019, in the Town Hall meeting room.

**ROLL CALL**

The following members were present for roll call:

Members:	Becky Moller, Chair John Williams, Member Hollis Sutherland, Member Rose Rosello, Member Genevieve Villamizar, Alternate
Absent:	Ashley Allis, Member Todd Chamberlin, Member Tracy Wilson, Vice Chair Camy Britt, Alternate
Town Staff Present:	Eric Brendlinger, Parks & Recreation Director Jessi Rochel, Parks & Recreation Manager Jamie Wall, Facility & Special Events Coordinator

**CONSENT AGENDA**

After some discussion between John Williams and Eric Brendlinger regarding the details in a question concerning the pickleball courts and a possible FMLD grant application, Hollis Sutherland ***moved*** to approve the minutes from the Parks & Recreation Commission meeting in July 2019 with corrections. Rose Rosello ***seconded*** the motion, and it was ***approved by majority with John Williams dissenting.***

**PERSONS PRESENT NOT ON THE AGENDA**

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

**RECREATION COORDINATOR—FACILITIES & SPECIAL EVENTS. JAMIE WALL**

Jamie Wall presented information on the upcoming Our Town, One Table event scheduled for Sunday, August 18, 2019 at 6:30 pm. The theme is Somewhere Over the Rainbow, Where Everyone Is Welcome. There are two tables reserved for town staff and commission members; she asked that anyone interested send her an e-mail to reserve spaces at the table. To date, there are 106 tables reserved, with 110 tables rented. There are more tables available at the recreation center, if needed. The Parks & Recreation Department considers funding for these types of events in the budget, but sponsors are also sought in order to offset the cost, as well. A brief discussion ensued about the pros and cons of allowing alcohol at town events. Genevieve suggested a high-end non-alcoholic tasting event could be a profitable fundraiser.

**SPONSORSHIP SUPPORT LETTER FOR GENEVIEVE VILLAMIZAR MASTERS IN ENVIRONMENTAL MANAGEMENT**

Eric and Genevieve presented her proposed project "Wild Child Nature Park at North Bridge" as part of Genevieve's requirements for the completion of her Masters in Environmental Management. The Town of Carbondale Parks & Recreation Department is the community sponsor, and will provide oversight. The process for this project is a philosophical shift in how open space is perceived.

Genevieve indicated North Bridge was selected because of the small parking area associated with it, which is key for a successful project in River Valley Ranch (RVR). The Project Summary, Objectives, and Timeline have previously been submitted to her mentor, and the deliverables will include a literature review of successful projects, a detailed history of land use, how it became RVR property, and the restrictions that went along with that acquisition. Once that research is complete, it will inform where and what can be done. Part of the project will also include baseline studies of the current flora and fauna and their seasonal use of this environmental zone with the goal of developing a plan to help mitigate the impact of use on the local wildlife. The park will be unconventional in that there will be no swing sets or slides, but will encourage open, free play. Consequently, the park must also be free of major hazards and will also need to comply with RVR covenants.

Once the planning is completed, Genevieve hopes to work with Roaring Fork Outdoor Volunteers and Second Shift to develop afterschool programming that harnesses available technology to develop apps to help kids learn about nature. The driving goals of the project are to explore its feasibility, a cost-benefit analysis, and to bring back diversity in the flora which will then encourage fauna diversity.

Questions and Discussion:

Hollis: What is needed from Parks & Recreation Commission?

Genevieve: Vote of Support—will the Commission sponsor possible open houses, provide feedback on various aspects of the project, etc.

Rose: Love the idea.

Becky: This is basically a Master Plan—how many other Master Plans are on record, and how will this be implemented?

Genevieve: The project does not require infrastructure, and she hopes it will encourage community involvement.

Hollis: How does this mesh with the 2015 Parks, Recreation & Trails Master Plan?

Rose: Genevieve isn't asking for money or time, just support.

Hollis: I support the project, but the project may not be supported in the budget.

Genevieve: I have never done anything like this, but I am here to learn and am very excited about the process.

Eric: The 2015 Parks, Recreation & Trails Master Plan provides a good template, in terms of the Master Plan process, to help guide the project.

Hollis Sutherland **moved** that the Carbondale Parks & Recreation Commission endorse Genevieve Villamizar for her proposed project "Wild Child Nature Park at North Bridge" as part of her requirements for the completion of her Masters in Environmental Management. Rose Rosello **seconded** the motion, and it was **unanimously approved**.

### **DRAFT 2020 DEPARTMENT BUDGET GOALS**

Eric presented a draft of the 2020 Budget Goals; along with Jessi Rochel (Parks & Recreation Manager) he will continue to meet with Jay Harrington (Town Manager) and Renae Gustine (Director of Finance) to work out the details.

#### Parks & Recreation Administration

1. Submittal of two Garfield County Federal Mineral Lease District mini-grants for a park improvement project that dovetail with our master plan recommendations. Apply for a Spring 2020 FMLD Nature Park picnic shade shelter and trail improvements (\$25,000). Fall 2020 FMLD playground equipment replacement, and enhancement of ADA access to our parks and playgrounds. (\$25,000).

Questions/Comments:

Hollis: Who picks grants?

Eric: The whole group (handpicked by Commission). The application for this grant can be tricky; must be able to demonstrate how Carbondale is affected by mineral extraction.

Hollis: Miners Park ramp needs to be completed.

Becky: Are all of the bathrooms done?

Eric: No, they are not all going to get done for \$25,000. The bathrooms in Giannetti Park will need to be scraped.

Hollis (referring to spreadsheet from previous minutes): Where are we for 2019?

Eric: Pool RFP is completed, but not quite out for bid. Miners Park is done. Bear-proof trash containers is ongoing. Highway 133 irrigation is done. There is money in the budget for Nuche Park and it is in-process; still need vehicular access/gate and fence for control and access.

Becky: It might be very helpful to update the spreadsheet for each meeting, so the Board can stay up-to-date.

2. Work with consultants to produce the Aquatics Center Master Plan for a pool feasibility study from the Fall 2018 Greater Outdoors Colorado grant program. Plan is due in the Fall of 2020. (75-4800- 9365 \$18,750 matching funds came out of 2019 budget for a \$75,000 reimbursable grant at completion of plan in 2020) look to GOCO LPOR Funding Cycle for 2021 to implement master plan findings.

Questions/Comments:

Rose: Will there be another pool meeting?

Eric: It will all happen again for the Master Plan.

Rose: We still would like a voice in the development of the plan.

3. Gateway RV Park Improvements: Electrical Work at the leech field (RV Park Maintenance 01-4525-3600 \$2,500) Replace shingled roof with metal seam for future solar potential on bathhouse. (RV Park Building

Maintenance 01-4525-3660-\$ 9,000) Continue work for the phased project process of adapting all RV sites to 50 amp power pedestals. (RV Park improvements/equipment 01-4525-9360 \$35,000)

#### Parks Department

1. Utilize the Conservation Trust Fund to replace existing trash cans with bear proof trash cans and recycling specific bear proof cans in Town Parks. Staircase, Miners Park, Sopris, North Face, Hendricks, Gianinetti have been completed. Delaney Nature Park (3), Colorado Meadows (2), and Glacier (2) and Thompson Park (1) RVR Triangle park (2) and (1) one additional in Sopris Park will be the next parks slated to receive bear proof trash cans. Total of 11 needed. (Parks Maintenance 10-4800-3600 \$12,000 will fund 8 for 2020)

#### Questions/Comments:

Rose: Will local artists be able to decorate?

Eric: The previous batch were wrapped and sealed. There was a lot of unforeseen staff time spent to complete the project.

2. Red Hill Trails Maintenance (Trail Maintenance 01-4520-3684 \$15,000)

#### Questions/Comments:

Becky: Is this an ongoing fund?

Eric: There is a total of \$150,000 budgeted for completing infrastructure (trails, kiosk, signage, dog pots, some sort of bathroom facilities, etc) from AVL's "Save Red Hill" campaign. It has been budgeted as \$15,000 per year for ten years. If the allotted money isn't used one year, it can be rolled over to the next year, however, the \$150,000 is all there is.

Hollis: Then the Town would absorb any additional costs?

Eric: Yes.

Genevieve: Will it require a tax increase or mill levy in the future?

Eric: The tax increase is being reserved for the pool. It will need to be voted on. The Board of Trustees can propose a Capital Improvement Tax rather than being proposed by Parks and Recreation.

Hollis: It is ½ cent in perpetuity.

Eric: We have to determine how to manage and maintain the reserve. The debt payment on the Recreation Center will be completed in 2024, and it is anticipated that that money can then be used for the pool.

3. Paint Sopris Park Gazebo and repair. (Park Maintenance 01-4520-3600 \$6,000)
4. Reconfigure irrigation in North Face Park to accommodate new pickleball Courts and fence lines (Sprinkler System Maintenance 01-4520-2380 \$4,000). Re-imbursed by Roaring Fork Pickleball Association
5. New border for Miners' Volleyball courts. 6' Rubber border 8" (Parks Maintenance 01-4520-3600 \$3,500)
6. Bike Racks at the North Face Bike Park and the Darien Pickleball and Tennis Courts. (Park Improvements/equipment 01-4520-9360 \$1,900)
7. Partially fund a steam weed machine 50%. (Park Improvements/Equipment 01-4520-9360 \$12,137)
8. VFD Pump for Hendricks Irrigation System. (Park Improvements/Equipment 01-4520-9360 \$30,000)
9. Implement attachments for Ventrack requested by priority: 1. Sidewalk broom ( \$4,870) 2. Stump grinder (50% = \$1,702) 3. Aeravator. Aerates and seeds (\$8,705) (Park Improvements /Equipment 01-4520-9360)
10. Two new weed eaters Stihl 240 ( Park Improvements/Equipment \$1,500)

#### Recreation Department

1. Maintain budget in Temp labor for ongoing weed mitigation in our Parks. (Temp Labor O 1-4500-3982 \$10,000 Temp Rodeo Cleanup is reimbursed from CWWRC)
2. Ball Park dugout improvements. Roof and Soffit repairs and/or replacement and paint RVR, Tiny Nightingale, Bill Hanks. (Baseball/Soccer Field Maintenance 01-4500-3652 \$3,500)
3. 4th Street storage shed repairs and replace door with safer option. (Building Maintenance Expense 01-4500-3660 \$4,000)
4. Towable, mobile stage. (Park Improvements/Equipment 01-4520-9360 (\$60,000)

#### Recreation Center

1. Increase marketing in social media and other non-traditional forms of program promotion (ie.- website, e-mail blasts, Facebook, Twitter, linked-in, u-tube, Instagram). Updated website will be able to support video feeds. Increase marketing to the Latino community with a radio campaign focusing on membership opportunities, scholarships and youth and adult sports leagues.

#### Questions/Comments:

Becky: Do you track the data to see if this is successful?

Eric/Jessi: We can add a question about how they heard about the program to capture the data.

2. Program budget improvements utilizing our Program Cost Break Even Analysis data. Scrutinizing our fee structure and cost recovery on a per program basis and making the necessary changes according to our cost recovery philosophies. New fitness classes: Circuits & Conditioning, Alpine Conditioning, & Pound. Continue to

find ways to re-purpose activity room and to increase fitness class offerings. Yoga, foam rolling classes, small group personal training, Tai Chi, Mah Jongg.

3. Active Energy Management Plan. Continue to monitor energy use and production at the CRCC and make the necessary changes to our energy consumption through an active energy management plan that includes HVAC tune-ups and HVAC software upgrades to a cloud-based control system. (Building Maintenance and Grounds Line Item 75-4500-3660 \$8,500)
4. Retrofit one of the East Patio doors to be automatic to upgrade our ADA accessibility. (Building Maintenance Line Item 75-4500-3660 -\$6,000)
5. Climbing Wall Inspection. (Equipment Maintenance /Repair 75-4500-3530 \$2,000)
6. Purchase additional bike racks for south side/front entrance of Carbondale Rec Center. (Rec Facilities /Equipment 75-4500-9410 \$1,900).
7. Purchase and install industrial fan in fitness area. (Rec Facilities/Equipment 75-4500-9410 \$5,500)
8. Equipment replacement schedule for 2 new ellipticals. (Rec Facilities/Equipment 75-4500- 9410-\$8,345)

#### Swimming Pool

1. Re-paint and repair facility prior to opening. Repair concrete holes in pool deck and secure ladders. (General Maintenance and repairs 75-4512-3661 \$3,000)
2. Repair outside chemical room door. (Building Maintenance Line Item 75-4512-3660-\$4,000)
3. Repair liner in large pool with vinyl patches. (General Maintenance and repairs 75-4512-3661\$3,000)
4. Purchase more durable lounge chairs for the pool deck. (Umbrellas and Chairs 75-4512-9362\$2,000)

#### Recreation Programming

1. Continue to produce two sheets of ice for public use. (Gus Darien and 4th St. Plaza Park)
2. Continue to provide a positive community experience with our special events and scrutinize the ability to enhance existing events with sustainability and cost recovery in mind. These events include: 4th of July Parade and Pool Party (added Pool Birthday festivities), Celtic Fest & Oktoberfest, Light-Up Carbondale, First Friday Events, Bonedale Bike Week Bike Jam and Bike Rodeo, Easter Egg Hunt, Easter 5K Scavenger Hunt, Spring into Fun Family Block Party, Skate Park Competition, Pickleball Tournament, Full Moon Tri in January and the Turkey Cross Trot 5K Running Race. We will maintain our managerial role for both Our Town, One Table and Potato Day. (Self-Funded Special Events Line Item 01-4500-8000 \$25,000 for all events besides Celtic and Oktoberfests; Special Programs Line Item 01-4500-8201, \$55,170 Celtic and Oktoberfests.)
3. Continue to be involved with the Garfield County Healthy Community Coalition. Continuation of the local HEAL committee and collaboration with Live Well Colorado, Roaring Fork Food Alliance, Cooking Matters, Garfield County Public Health, and the Colorado State University extension programs and instructors. Consider submittal of a mini-grant, which does not require matching funds, for sustaining Farm RX program or for programming that matches the Healthy Eating, Active Living mission. (i.e.- cooking classes and our wellness programs).

#### **REPORT & UPDATES**

Eric Brendlinger, Parks & Recreation Director:

- KDNK Fundraiser "The Hoot" this weekend
- One Town, One Table also this weekend
- Weaver Ditch ADA access presented to the Board of Trustees. The next step is 60% design engineering and cost estimate for shovel-ready project
- Bid process for Red Hill Trail Signs underway, anticipate award and installation sometime this fall
- Participated in a meeting with RE-1 and Town of Carbondale leadership. The purpose of the meeting was to discuss the needs of Carbondale area students and how Parks & Recreation programming meshes with school district programming. All agreed the dialogue needs to be initiated outside of needs and there are many areas of compatibility in both programming and outreach
- The RFP for Aquatic Facility feasibility study will be released next week

Jessi Rochel, Recreation Center and Program Manager:

- The new website has been launched!
- The Fall Brochure will be ready for distribution in mid-September
- Due to the lack of staff, the pool went on modified hours on August 11, one week earlier than anticipated
- A Quincenera will be held on Saturday, August 17, and will be the last major event at the Recreation Center for the summer
- Programming is wrapping up for the summer at the Recreation Center and Pool but includes a

science and recreation mini-camp, a backpacking trip, Rock Warriors, a Senior trip to Palisade on Friday, August 23, and the Youth Triathlon on Saturday, August 24

- Farm Rx started on Wednesday, August 14, and will continue through September
- The Pickleball Tournament is scheduled for September 21 and 22

Becky Moller, Parks & Recreation Commission Chair

- Susan Crisman and Desiree Rothschild contacted her about the Town Weed Management Plan and where its adoption was at. They were concerned about the level of weed spraying in RVR and when they contacted RVR, they were told that RVR was following the Town plan. Becky indicated she had forwarded the Weed Management Plan to them and would follow up, if needed.

### **ADJOURNMENT**

The August 14, 2019, regular meeting adjourned at 9:10 pm. The next regularly scheduled meeting is set for September 11, 2019 at 7:00 pm.

Respectfully submitted,  
Kae McDonald