CARBONDALE PARKS & RECREATION COMMISSION REGULAR MEETING

WEDNESDAY, August 9, 2023 7:00 P.M. Carbondale Town Hall Trustee Chambers

TIME*		ITEM	DESIRED OUTCOME
7:00	1.	Roll Call	
7:05	2.	Approval of July 12, 2023 Minutes	INFORMATIONAL
7:10	3.	Items from Citizens Present Not on the Agenda	
7:15	4.	358 Main Street building alteration designs Ramsey Fulton, Architect BLDG SEED ARCHITECTS	INFORMATIONAL (Attachment A)
7:30	5.	Update on Pollinator Friendly Resolution Lisa Dinardo	INFORMATION DISCUSSION DECISION (Attachment B)
7:40	6.	Chacos Park Master Plan Proposals Evaluation Criteria	INFORMATION (Attachment C)
8:05	7.	Draft Parks & Recreation Department Budget Goals 2024 & 5-year capital improvement plan	INFORMATION (Attachment D)
8:25	8.	Aquatics Facility Design Update – Fundraising Plan Grant Potentials	INFORMATION (Attachments E)
8:40	9.	New Commission by-laws and rules go into effect August 26, 2023 • Commission & Boards Open House August 15 th , 6 pm Town Hall	INFORMATION (Attachment F)
8:45	10.	Report & Updates: Staff & Commission Members • Eric Brendlinger, Parks & Recreation Director • 30/60/90 Day Outlook	INFORMATION (Attachment G)

		 Margaret Donnelly, Rec Center Manager Parks & Recreation Commissioners Luis Yllanes, Trustee Liaison 	
9:00	10.	Adjournment*	*Please note: Times are approximate

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358 Main Street: Building Alteration Cover Letter

Carbondale Parks & Recreation Commission
Hollis Sutherland (Board Chair)
C.O. Kelley Amdur (Town Planner)

Dear Hollis and Parks & Rec Commission,

Thank you for including our design proposal on the agenda for discussion in this August's monthly meeting. We look forward to hearing your feedback and thoughts as it relates to the design bordering Carbondale's newest park. We understand that Chacos Park is in a planning phase and we are open to hearing how the two properties might complement each other as we all work to increase the commercial vibrancy and preserve the character in the heart of Carbondale's Historic Commercial Core. The energy to explore this concept of opening-up with seating to the park first resonated with support during the Owner's liquor license hearing with Trustees earlier this year, and we are now excited to discuss this with Parks and Rec.

We understand that Kelley has forwarded the design documents provided to the town for our discussion of this proposal. Below is the project narrative from our design documents provided:

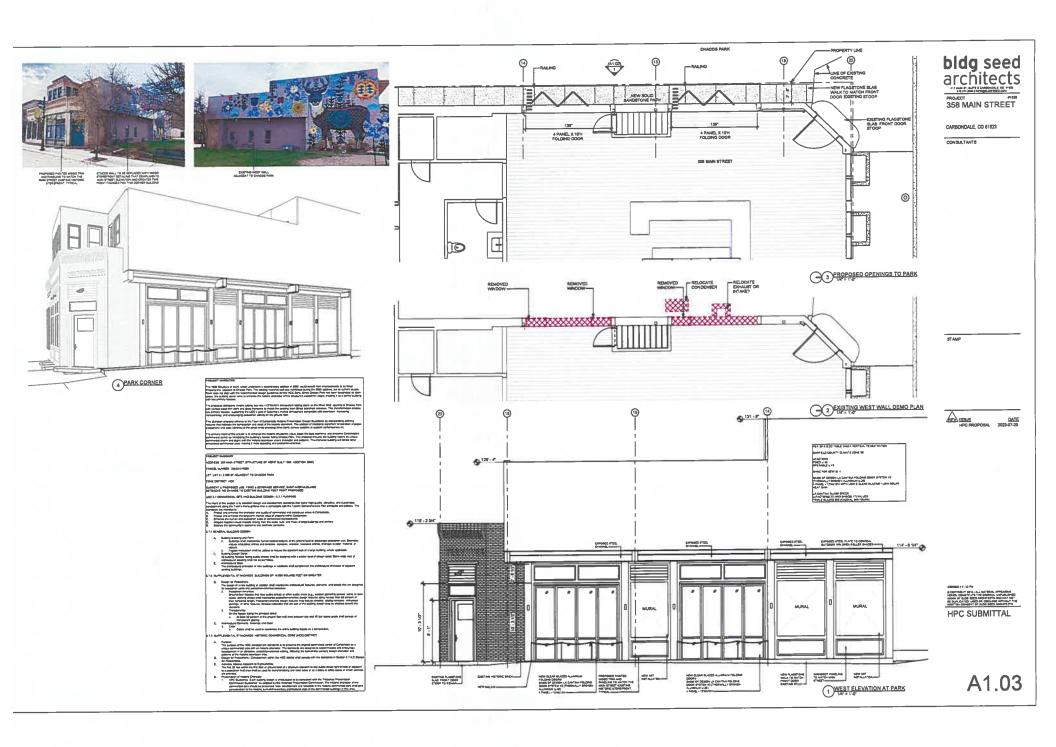
- The 1908 Structure of Merit, which underwent a second-story addition in 2006, could benefit from improvements to its West Property line, adjacent to Chacos Park. The existing masonry wall was reinforced during the 2006 addition, but its current stucco finish does not align with the recommended design guidelines for the HCC Zone. Since Chacos Park has been designated as open space, the building owner aims to enhance the historic character of the structure's pedestrian edges, treating it as a corner building with two primary facades.
- The proposed alterations involve adding two new ~12'Wx10'H transparent folding doors on the West Wall, opening to Chacos Park, with painted wood trim work and glass transoms to match the existing Main Street storefront elevation. This transformation creates two primary facades, supporting the UDC's goal of fostering a market atmosphere compatible with downtown, increasing transparency, and encouraging pedestrian activity on the ground floor.
- This alteration proposal adheres to the Town of Carbondale Historic Preservation Design Guidelines by incorporating
 defining features that replicate the composition and detail of the historic storefront. The addition of traditional storefront
 fenestration engages pedestrians and adds vibrancy to the street while providing three blank canvas sections to support
 contemporary art.
- The primary intent of this project is to enhance the historic structure's value, boost the local economy, and preserve Carbondale's commercial center by revitalizing the building's facade facing Chacos Park. This proposal ensures the building retains its unique commercial charm and aligns with the historic downtown area's character and patterns. The improved building will attract other street-level commercial uses, making it more appealing and pedestrian-oriented.

Our Design proposal also includes language and sections from the Town of Carbondale's Unified Development Code that further illustrate our desire to adhere to the vision and guidance of our community's objectives.

Thank you once again and we look forward to discussing this with you.

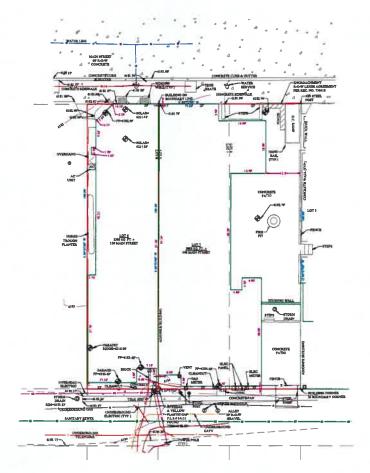
Sincerely,

Ramsey Fulton, AIA Principal / Design Architect Bldg Seed Architects



PARTIAL EXISTING CONDITIONS
LOTS 6, 7, & 8, BLOCK 12, TOWNSITE OF CARBONDALE ACCORDING TO THE PLAT RECORDED DECEMBER 16, 1887 AS RECEPTION NO. 5889 TOWN OF CARBONDALE, COUNTY OF GARFIELD, STATE OF COLORADO







10. Serving 10. 10. Se	SHIP	MO	Date	Rentains	h	EUROPEAN ANTIQUES CONDO. ASSOC., INC TOWN OF CARBONDALE, COLORADO	Project NO. 18003
	APRIL 12, 2023					PARTIAL EXISTING CONDITIONS LOT 6, 7, & 8, BLK 12, CARBONDALE 348/358 MAIN STREET	1 OF 1



bldg seed architects
bldgseed.com | 970 340 8211



bldg seed architects
bldgseed.com | 970 340 8211

Working Draft 6-28-23

Resolution No. Recognizing the Importance of Protecting and Supporting Pollinators

WHEREAS, pollinators of all kinds, including native bees, beetles, moths, wasps, bats, birds, flies, butterflies and European honey bees, are a critically important part of our agricultural and food systems, and their pollination contributes to a significant amount of our food supply and is extremely important to food production and is valued at \$20 to \$30 billion annually in the United States; and \$235 to \$577 billion globally; and,

WHEREAS, many of the trees and plants that beautify our landscapes and form key elements of our ecosystems rely on pollinators to propagate and to contribute their ecosystem services such as provisioning (food), regulating (pollination), cultural (recreation) and supporting services (photosynthesis). The natural world provides so many services that ecosystems themselves couldn't be sustained without the consistency of these underlying natural processes; and,

WHEREAS, decline in the populations of pollinators, including commercial European honeybees, native bees, butterflies and birds as well as invertebrates in soil and water systems, is of serious concern and natural stressors such as parasites, pathogens (bacterial, viral and fungal diseases), poor nutrition, and habitat loss combined with improper or excessive application of chemical pesticides can endanger pollinators; and,

WHEREAS, the loss of habitat and food supply for pollinators through the use of pesticides, development resulting in habitat loss, and other negative environmental impacts are contributing to this decline and U.S. cities and counties have taken steps to raise awareness of this issue and review their policies and practices; and, the improper use of pesticides, changes in land use, and continued land development all contribute to the loss of habitat and food supply for pollinators; and,

WHEREAS, in June 2022, the U.S. 9th Circuit Court of Appeals determined the registration of glyphosate by the EPA in 2020 to be unlawful in the face of global evidence of carcinogenesis and negative impacts on endangered animals; and several U.S. cities and counties have taken steps to raise awareness of this issue and instituted bans on the municipal use of neonicotinoids; and,

WHEREAS, a large and growing body of independent, peer-reviewed scientific studies indicate that the most widely used classes of insecticides may adversely impact beneficial soil invertebrates and avian and aquatic organisms, contaminate water resources and soils, and translocate throughout all parts of plants including the pollen and nectar that is gathered by pollinators; and,

WHEREAS, in addition, residential, agricultural, and commercial use of chemical pesticides on crops, home gardens, public parks, public grounds, and other local and municipal areas poses risks to people, pets, pollinators and aquatic invertebrates, and their introduction into the environment is often unintentional and/or inadvertent since labeling is not required for some treated materials; and,

WHEREAS, we, the youth of our community as the future leaders and visionaries of our town, implore town leadership to exercise ecological foresight to preserve inhabitable lands with clean air and water, for people, insects, animals, and all plant life in Carbondale for the coming generations; and,

WHEREAS, establish a pollinator and butterfly sanctuary in town planting native and pollinator-friendly perennial plants that require less maintenance once established, including less water, fewer resources; and,

WHEREAS, from this day forward, let it be known that the community of Carbondale is committed to the health and well being of the land and all of its occupants, including people, pets, plants and pollinators.

WHEREAS, the Town of Carbondale who is tasked with creating and maintaining our parks and open space have committed to following the policies of the approved Integrated Weed Management Plan which details measures and land management practices that support pollinators and their habitats.

NOW THEREFORE. BE IT PROCLAIMED BY THE CARBONDALE TOWN TRUSTEES:

Section 1. That the Town of Carbondale recognizes June as Pollinator Month and thanks the People and Pollinators Action Network for all their work to elevate awareness and action around pollinator issues.

Section 2. That the Clerk of the Town of Carbondale shall attest and affix the seal of the town to this resolution.

Eric Brendlinger

From: Lisa DiNardo <sweetbirchxoxo@yahoo.com>

Sent: Thursday, June 29, 2023 6:00 PM **To:** Eric Brendlinger; Carl Meinecke

Subject: Pollinator Protection Resolution from the Carbondale Pollinator Advocacy Group **Attachments:** 6-28-23 Submitted Final Draft Proposal ~ Town of Carbondale Pollinator Protectio

6-28-23 Submitted Final Draft Proposal ~ Town of Carbondale Pollinator Protection Resolution.pdf; 5-26-23 Camille, Ava, Delilah & Violet ~ Pollinator Girls Difference at the Carbondale Library II.JPG; June 2023 Carbondale Community School's Summer Garden

Boot Camp ~ Diana Alcantara, Director.jpg

Hello Eric and Carl,

I hope this note finds you both well.

Carl, I know you have your hands full from the confirmed Emerald Ash Borer (EAB) detected in Carbondale. There are many partnering national resources available, with some states having 10-20 + years experience in education and management of EAB. Carbondale is not alone, thank goodness.

Please see the attached Pollinator Protection Resolution. It has had many iterations to reflect the comments of the Pollinator Advocacy Group (listed below) and two pollinator youth groups, the Difference group, with ten year olds Delilah, Ava, Camille and Violet and the Carbondale Community School's 2023 Summer Garden Boot Camp.

The pollinator advocacy group thought it was very important to include the inspired and passionate voices of our youth in this document as this land will be theirs to live in and caretake as adults. The 3rd and 4th WHEREAS statements from the bottom reflect Carbondale's youth voice regarding their concern for animals, pollinators, pets and people and the health of their living environment and habitats.

Please see the bullet points below:

- Carl, when we spoke on main street a few weeks back you mentioned adding an exclusion clause to the pollinator protection resolution in the event of an unforeseen pest in town that would necessitate using chemicals/pesticides. An example is the necessary management of the recently detected emerald ash borer. Because a resolution and proclamation are non-binding, they do not carry a permanent rule of conduct or fines that an ordinance does as a legislative act. This pollinator protection resolution does not instruct or inhibit the town's decision/s to manage unexpected occurrences in land management protocols. What are your thoughts on this?
- A resolution is a formal statement of intent, an act of discerning detail. A proclamation is an official
 declaration, a formal public announcement, both with no teeth and non-binding. They both do not rise to
 the status of an ordinance.
- Dan Bullock of the Carbondale Tree Board mentioned to me on Thursday, May 18 when I presented to the tree board the draft of the pollinator protection resolution, that he wanted to see a more robust Dark Skies Initiative in Carbondale and would it be possible to add language to the pollinator protection resolution. I texted and emailed Dan asking to share his thoughts on the Dark Skies and if wished to see a WHEREAS statement in the resolution to please submit one. I saw Dan recently and he mentioned he would write something up but I have not heard from him, thus a Dark Skies Initiative language is not included in this draft resolution.

Below are the members the Pollinator Advocacy Group

- 1. Jane Hendricks, Environmental Board
- 2. Jillene Rector, Bee Friendly Group
- 3. Susan Rhea, Environmental Board
- 4. Diana Alcantara. Director of Garden Boot Camp for Kids
- 5. Mark Burrows, Pollinator Chocolate, Bee Keeper
- 6. Lisa McKenzi, Environmental Educator
- 7. Carbondale Community School's difference Group (Delilah, Violet, Ava and Camille)
- 8. Carbondale Community School's 2023 Summer Boot Ca

Eric, I completed what you asked of me and met with the four town boards that relate to parks and landscaping to receive their comments and suggestions. The dates I presented are listed below:

- Environmental Board Monday, April 17 6:00pm and Monday May 15th
- Tree Board Thursday May 18th 6:00pm
- Bee Friendly Group May 20th 5:00pm
- Parks and Rec Commission May 10th 7:00pm

The Parks and Rec Commission shared that early spring in April and May would be a good opportunity to share pollinator education with the schools and the community.

Dan Bullock mentioned at the tree board meeting the importance of supporting a Dark Skies initiative for night pollinators and humans.

I understand you will be discussing this draft pollinator protection resolution with your staff. The pollinator advocacy group looks forward to your comments and guidance.

Please keep me posted on the next processes for honing the resolution and the eventual submission to the four boards and the Town Trustees.

We thank you and the parks staff for the dedicated and nonstop work you do in making Carbondale a beautiful place to live.

Sincerely,

Lisa

Lisa DiNardo, Horticulturist/ Certified Arborist. RM-7161A 970-618-0034

Eric Brendlinger

From: Sent: To: Subject:	Lisa DiNardo <sweetbird Friday, June 30, 2023 6:2 Eric Brendlinger; Carl Me Please add the Bee Frien</sweetbird 	29 PM	the email	
Hi Eric and Carl,				
Please see the Bee Friendly's	comments I forgot to add to	yesterday's email, 6/29/2	23.	
Bee Friendly's pollinator prot	tection resolution comments:	:		
 Using non-technical 	the integrated weed manager		nsure town staff have buy-in	
End of Bee Friendly's comme	ents.			
~ Referencing the weed man	nagement plan is a wonderful	idea.		
~ There was a reference in the does not plant and maintain		nent to convert annual be	eds to perennials, however the Tow	/n
	ne last whereas statement tha agement on turf grass and lar		ut is valid: Prioritize, the use of	
~ The last whereas statemen See the draft resolution.	nt was reduced so the Park's s	staff can contribute their r	recommendations.	
Thank you,				
Lisa DiNardo				
Sent from my iPhone				



June 21, 2023

Dear Principal – Park Planning Design Firm:

The Town of Carbondale, Colorado is soliciting written proposals from a qualified consultant team to provide a Chacos Park "Site Master Plan & Report". This site plan and report that accompanies it will determine how best the Town should develop this downtown parcel to meet the local & regional needs of the site.

This Request for Proposals (RFP) is being issued for the purpose of developing a short list of firms/individuals to interview, so that a consultant team can be selected to engage in working with the Town of Carbondale to develop this Site Master Plan. To be eligible for consideration, the proposing firm/individual must be capable of supplying the services as noted herein and must also meet all other criteria outlined in this RFP.

Proposing firms/individuals shall submit in writing, information outlined under the Submittal Requirements (SECTION 6). Please address all six items requested, and such other data as may be useful in evaluating the ability of the consultant team to perform the work required. Information contained in the RFP, and the proposal submitted, shall be incorporated by reference into and be considered part of the contract between the Town and the firm/individual selected.

All proposals can be e-mailed and must be received by the Town of Carbondale prior to 3:00 pm, Wednesday, July 26, 2023

If you should require or would like additional information regarding this Site Master Plan project and/or RFP, or need a clarification of any part thereof, please don't hesitate to contact me. My office number is (970) 510-1277 and e-mail address is: ebrendlinger@carbondaleco.net

Sincerely.

Eric Brendlinger

Town of Carbondale Parks & Recreation Director

Cc: Lauren Gister, Town Manager

TOWN OF CARBONDALE, COLORADO

Request For Proposals

Chacos Park "Site Plan & Report"

1. Request for Proposal Introduction:

The Town of Carbondale is seeking professional services from a qualified consultant team to conduct a public scoping process that will result in the development of a "Site Plan & Report" for the *Chacos Park* property. Total funding available for this site plan and report is \$30,000. Interested firms should submit to this Request for Proposal based on what's requested within the Proposal Submittal Requirements under Section #7.

2. Chacos Park Background Information:

Chacos Park, formerly known as 4th Street Plaza Park, is located in downtown Carbondale on the corner of 4th Street and Main Street. The property location is the center of the commercial core of downtown Carbondale. The Town recently acquired this parcel as a donation, after many years of public use under a lease agreement with the landowner. The generous donation of this property has created the opportunity for a public park in the downtown core.

This park is approximately 7,500 sq feet. This park was recently renamed *Chacos Park*, in honor of the late Chris and Terry Chacos, who started The Village Smithy restaurant and were champions of creating a vibrant and sustainable downtown core. The donation of the property will allow improvements to the park in perpetuity for special events and recreation use. The Town feels this public park is vital to the vibrancy and economic well-being of the entire Town. Developing a "Site Plan & Report" on how best to develop the property for ongoing public recreational and special event use is now needed.

The intersection of 4th street and main street could be considered the epicenter of the downtown core has also been viewed and recognized by many people as the character of Carbondale and should reflect a positive image of our community that encourages, welcomes, and attracts people to visit the town.

Prior to the *Chacos Park* property being acquired by the Town of Carbondale, this parcel was leased and used for a special event space and a seasonal ice rink.

With the recent donation of this property, the Town of Carbondale desires to move forward with improvements to the park with public input, financial backing, budget allocation and potential future grant funding. Grant sources place importance on community park planning with public involvement, hence the need for a comprehensive "Site Plan & Report" with citizen and stakeholder input.

3. Overall Deliverables, Scope of Services & Outline of Project Tasks:

The overall objective of this site planning project is to determine how best this parcel should be developed and improved upon to meet local and regional needs.

- > Following a public scoping process with stakeholders and citizens, a final "Site Plan & Report" shall be completed that incorporates and outlines how the *Chacos Park* should be developed. This Site Plan & Report will reflect a strategized and prioritized plan to develop the park.
- > The "Site Plan & Report" shall include individual schematic design drawings of the development of the park property.

- > The "Site Plan & Report" shall include a surveyed 1 ft contour base map of the park property.
- A detailed projected construction cost estimate for recommended park development elements, taking into consideration limited town funds.
- The planning study shall address and detail within the final report both the existing site's advantages and challenges to developing the property. Examined and determined will be what new proposed recreational facilities are needed, and also what needs to be done to improve the existing facility amenities already in place. The planning study will consider the physical characteristics of the property, vehicular access, pedestrian access, and potential connectivity to other adjacent properties. The final "Site Plan & Report" will meet and address all these objectives and threshold issues so that it can serve as a planning guide to direct the development.

Project Task #1

<u>Consultant Selection:</u> Upon selection of a consultant, a contract with a defined scope of work will be signed. Information contained in this RFP, and the proposal submitted, will be incorporated by reference, and be considered part of the contract between the town and consultant selected.

Deliverables: Consultant awarded a contract that outlines scope of services and work to be completed.

Project Task #2

Project Initiation & Site Visit: Consultant kick-off meeting and site visit with the Town of Carbondale Parks & Recreation Staff. The purpose of this task is to confirm the planning project objectives and goals, project tasks and schedule, and define the expectations for the project. This will assist the consultant team in developing project messages for use during the public outreach portion of the project. In addition, this meeting will identify who the key stakeholders are. The meeting will allow for discussion of existing data sources, identify data needs, and identify existing work and/or studies performed within the park area. A site visit will follow to walk the property to discuss and brainstorm specific ideas and options involving future proposed development.

<u>Deliverables:</u> Meeting notes (including action items); List of steering committee members and key stakeholders; Project timeline.

Project Task #3

<u>Consultant Team Data Collection</u>: Consultant selected engineering firm shall survey and produce a property site base map (1 foot contour). Consultant team shall begin park project visits to scope proposed locations of improvements and park amenities to enhance park site. Site scoping will be done to determine ADA accessibility within the park.

<u>Deliverables:</u> Property base map survey showing drainage, existing resource inventory & site utilities; Develop preliminary schematic site program.

Project Task #4

Stakeholder Meeting #1: Consultant shall schedule, conduct, and facilitate a project start-up meeting and tour of the site with the stakeholders to clearly define the Site Plan objectives and to discuss status and schedule of the planning process, provide the base map and land survey data, discuss development of a preliminary program for the park property.

<u>Deliverables:</u> Meeting notes (including action items); Comments and issues discussed regarding preliminary program; and a refinement to the preliminary program.

Project Task #5

Stakeholder Interviews: Consultant shall coordinate an individual timeslot schedule to arrange and conduct personal interviews with all identified and interested stakeholders of the Chacos Park property to determine and establish objectives that they wish to see occur with future construction and development of the park property. Among these stakeholders, but not all inclusive, may include Town Trustees & staff (Town Manager, Utilities, Public Works & Parks & Recreation Director); Carbondale Bike, Pedestrian & Trails Commission; Carbondale Parks & Recreation Commission; Carbondale Arts (neighbor) members of the Special Event Task Force and any other individuals or groups that may be identified. The purpose is to review the preliminary program with stakeholders and to receive comments as well as input to the preliminary program plan. The intent of stakeholder interviews will be to identify one or more program site plans that will be carried forward

into the public outreach portion of the planning process. Consultant will take the comments received during these interviews and incorporate them into one or more proposed site plans.

<u>Deliverables:</u> Interview notes & comments; Preliminary Site Program Plan(s) (electronic & hard copy); Prepare brief document for those who participated in interviews and to post on Town of Carbondale website.

Project Task #6

Public Outreach Open House: Consultant shall schedule, conduct, and facilitate a citizen Public Outreach Open House to present the draft preliminary Site Program Plan that's developed following Task #5. The consultant shall advertise the Open House in the Sopris Sun newspaper through a ¼ page advertisement and developed news article and shall also advertise through a local KDNK radio station announcement. Purpose of this Open House is to ensure and give an opportunity for local citizens and other stakeholder interests to be heard, to inform local citizens and other stakeholders about the project, and to solicit citizen and other stakeholder recommendations regarding the project. Comments received at the Open House will be considered in the development of the final "Site Plan".

Deliverables: Open House newspaper & radio ads, social media promotions and invitations. Open House meeting notes & materials.

The first program / preferred design

Project Task # 7

Stakeholder Committee Meeting #2: Consultant shall meet to discuss Public Outreach Open House meeting results, and to discuss recommendations for developing final "Site Plan & Report". Discuss with stakeholder committee the program of proposed amenities and improvements that have been identified for future development of the Gateway River Park. Discuss the recommended locations for these proposed amenities and improvements. Address vehicle access and parking needs. Address pedestrian, bicycle, and visitor user access to and through the park for appropriate linkages, safety, functionality, and efficiency. Address trash and recycling needs. Address proposed landscaping and aesthetics within the park for appropriateness, safety and needs of recreational users; along with effect, buffering concepts, longevity, and maintenance needs. Address Park lighting and other infrastructure needs including overhead and underground utility costs.

<u>Deliverables:</u> Meeting notes (including action items).

Project Task #8

Finalize Site Plan: Based on comments received from the public & stakeholders, the "Site Plan" will be updated and finalized by the consultant team accordingly.

Deliverables: Final Site Plan in graphic form (electronic and hard copy) with a supporting written report.

Project Task #9

<u>Adoption Assistance:</u> Consultant shall identify a cost estimate for each recommendation.

Deliverables:

Final Site Plan & Report on implementation, timeline, and potential cost analysis of the plan. This will include the schematic design drawings of the development recommendations and cost estimates for each development phase. A potential list of project partners and funding sources will also be included in the report.

Project Task #10

Final Plan Approval: Consultant shall refine, prepare, and present first to the Parks & Recreation Commission and then will present to the Carbondale Board of Trustees the final Gateway River Park "Site Plan & Report".

Deliverables: Final "Site Plan & Report" that can be utilized to seek GOCO and other grant sources, and that will assist in developing future construction bid documents for park construction. Provide electronic copy of Site Plan & Report.

4. User Groups Targeted within Site Master Plan:

There are four (4) primary and historic uses of this park that have been identified as being integral to the outcome of the Chacos Park Site Plan. The scope of work in developing this Site Plan should respect and balance the interests, issues, and concerns of these diverse uses and/or stakeholders listed below:

a) Special Event Use:

The location of this park in the center of the Town of Carbondale has contributed to the production of a plethora of special events in this location. Presently the location contains a hardscape plaza to the west and the road area on 4th street connects to main street to the north and down to Garfield Ave to the south. The launchpad is on the east side of 4th street across the alley from the park, and a parking area is to the West of the Launchpad. The Launchpad is home to a flex studio for performing arts, a studio space for fine arts and the offices of Carbondal Arts, a local arts, education based non-profit and special event producer. The following is an annual special event List of Chacos Park uses from 2023.

TOWN OF CARBONDALE 2023 EVENT CALENDAR Chacos Park & 4th Street and Plaza

Event	Organizer	Date	Location
			4th Street Rink in
First Friday Family Skate Night	Parks & Rec Dept	January 6th (Fri)	Chacos Park
	First Friday		
First Friday	Committee	February 3rd (Fri)	Downtown
	First Friday		
First Friday "Creative District Focus	Committee	March 3 (Fri)	Downtown
First Friday Healing Hoof It 5K & Animal	First Friday		Chacos Park &
Parade	Committee	April 7 (Fri)	Downtown
First Friday "Family Block Party" & Pride			Chacos Park & 4th
Parade	Parks and Rec Dept	May 5 (Fri)	Street
Bonedale Bike Week Morning Coffee for			
Bikers	Bonedale Bike Week	May 15-21 (Mon-Sun)	Chacos Park
First Friday "Art Around Town" Band on	First Friday		
Stage	Committee	June 2 (Fri)	Downtown
		June 7-Sept 27th	Chacos Park and 4th
Downtown Farmers' Market Music on Stage	Farmers' Market	Every Wednesday	street
	First Friday		
First Friday "Mt. Sopris Music Fest"	Committee	July 7 (Fri)	Chacos Park Stage
	First Friday		
First Friday "Car Show" Band on Stage	Committee	August 4 (Fri)	Downtown Main St.
			Chacos Park & 4th
Our Town One Table	Parks and Rec Dept.	August 20 (Sun)	Street
	Cowboy Up		Chacos Park & 4th
Cowboy Up Dance & BBQ	Committee	August 25 (Fri)	Street
	First Friday		
First Friday Band on Stage	Committee	Sept 1 (Fri)	Downtown Main St.
	First Friday		= "
First Friday Potato Day	Committee	Oct 6th (Fri)	Downtown Main St.
Potato Day Ross Montessori School Tator	Ross Montessori		Chacos park &
Trot Fun Run	School	Oct 7th (Sat)	Downtown
	Carbondale Rotary		
Potato Day Pancake Breakfast	Club	Oct 7 (Sat)	Chacos Park
Bonedale Flashmob Thrill the World	Bonedale Flashmob	Oct 28 (Sat)	Chacos Park & Plaza
	First Friday		Chacos Park &
First Friday "Dia De Los Muertos"	Committee	Nov 3 (Fri)	Downtown
	First Friday		Chacos Park &
First Friday "Light Up Carbondale"	Committee	Dec 1 (Fri)	Downtown

b) Community At-Large Use Honoring the Legacy of Chris and Chacos:

The park recently went through our "Renaming of a Park or Town Facility Process". Marty Silverstein, one of our Board of Trustees, presented the idea to name this newly donated space Chacos Park, in honor of the late Chris and Terry Chacos. This idea saw no opposition in the 45-day public comment period and received unanimous support from the Parks & Recreation Commission and the new name received a unanimous vote from the Trustees in January of 2023. The Chacos Family started the Village Smithy Restaurant in Carbondale and were civic minded local business owners and spent countless hours on the beautification of the downtown core through volunteer efforts, so this park is a fitting legacy for the family and for the Town to honor and continue that work.

A strong focus of the Site Plan for developing Chacos Park will be for access and improvements that will benefit local community users of all ages and interests. The park has the opportunity to provide citizens of Carbondale with a place to experience open space amidst a built-out environment and street scape. It can provide a natural setting that resonates with Carbondale values of family, community, recreation and environment. Selective areas could provide enjoyment for families with children. The area could be popular with picnickers, or for just spending time outside in a downtown park. Park development could also offer opportunities for the elderly and handicapped visitors.

c) Winter Recreation:

The Town Parks & Recreation Department installs a temporary ice rink in the park from late December to early February. This is a non-refrigerated plastic liner that we flood with water and it is contained within a with a plastic walled rectangular system that acts as the side boards. The size of the *Nice Rink* product is 40 'be 70'. We rent ice skates at the Carbondale Recreation & Community Center which is a 2 blocks away from the ice rink. There are no stick sports i.e.-hockey or broomball allowed at this rink and the main purpose is for families with kids to enjoy some skating time. We provide picnic tables and a fire pit for special events.

d) Concert Venue:

The Town of Carbondale has a mobile stage called the *Stageline* 75 with stage dimensions below: This is a trailered stage that can be set up anywhere. We have set it up in the park in a northwest front of stage configuration and also to the west in the 4th Street Plaza facing east and on the 4th street itself facing north. The stage requires a flat location and truck access to deliver it to the location and take it away. The front of stage is the back of the trailer so access and space for the truck is needed on the back side of the stage.

Stage Dimensions

Stage Floor space: 16' X 20' Stage height from ground: 3'2"

Front of Stage roof height from ground: 17'2" Rear of Stage roof height from ground: 13'3" Front of stage roof to stage floor distance: 10'9"

5. Site Plan Design Stakeholder Group:

The consultant team selected, along with town staff, will work together with a Site Plan Stakeholder Group. The Stakeholder Group will assist as an advisory sounding board for the project, and assist with general guidance and recommendations throughout the design process, and will also assist with helping to get public information out. The Stakeholder Group will hopefully be made up of individuals representing the following anticipated user groups or stakeholders:

- > Parks & Recreation Commission representative
- > Bicycle, Pedestrian, Trail Commission representative
- > Town Trustee representative
- > Carbondale Parks & Recreation Director
- Non-profit Groups
- Special Event Task Force Members
- Downtown Business Owners
- > Carbondale chamber
- > TCC

6. Project Schedule & Milestones:

June 21, 2023 Request For Proposals (RFPs) sent out: a) July 26, 2023 Request For Proposals (RFPs) due date: **b**) from - les in - Wolfs August 2, 2023 c) Parks & Recreation Screening of RFPs: Interviews (if needed) Selection of Consultant Team: -August 9, 2023 d) August 7-9, 2023 Develop, Review & Finalize Contract: e) Town Trustee Award of Contract: August 22, 2023 g) Consultant Project Start-up: August 23, 2012 h)

Site Master Plan & Report presented to Town Trustees:

** The Chacos Park "Site Plan & Report" must be completed by this date to be included in the 2024 Town budget process for implementation in 2024.

November 1, 2023**

7. Proposal Submittal Requirements:

a) Letter of Intent:

i)

Submit a letter of interest that references your ability to complete the scope of services within the above timeline requested, and that you and your team has the professional expertise and knowledge to perform the work requested. Also, please include the name and phone number of the project manager or contact person assigned to submit and head-up this Request for Proposal submittal. Feel free to submit any other relevant information you wish.

b) Project Understanding & Approach:

Provide narrative information that reflects and outlines your understanding of the scope of services, goals and objectives, and tasks that need to be completed. Describe your approach and planning methodology to complete the *Chacos Park* "Site Plan & Report" within the time frame requested.

c) Project Schedule:

Provide a narrative on your proposed timetable schedule and/or a timeline graph that you and the Stakeholder Group will follow to complete the tasks outlined in the scope of work. Your work schedule shall keep within the time frame established for completion and submittal of the Chacos *Park* "Site Plan & Report".

d) Project Experience & References:

Submit information and descriptions of similar projects you and your team have completed. Include the name of the client, project location, services provided, date completed and client contact including telephone number.

e) Project Team:

Does the project team have demonstrated design experience with developing similar park site master plans. List the credentials, qualifications and prior experience of key personnel who will be assigned to this project. Describe the responsibilities of all relevant staff assigned to this project. Identify the key contact and/or project manager. If an individual or firm is proposing a joint venture or collaboration arrangement with another individual or firm, state the nature of the relationship, and reflect how the team has worked together on past projects.

e) Personnel Fees & Project Cost Schedule Breakdown:

The Contract to be awarded for this project is not to exceed \$30,000 and must include all project related consultant team expenses (survey, travel, advertising for public open house meeting, copy material costs, etc.)

- Provide an hourly fee schedule for all staff personnel working on the project.
- Provide a cost breakdown on each phased task, as outlined within your proposed scope of services, which will total the complete \$30,000 project cost.

f) Optional Submittal: Deviation from Scope of Services & Outline of Phased Tasks:

The project team may propose and recommend a deviation from the scope of services and phased tasks outlined in the RFP. A detailed justification and rational explanation must be provided on why an alteration to the scope of services is being proposed, along with an explanation on how they will reach the same *Chacos Park* "Site Plan & Report" results. A required cost breakdown of each task, as outlined within the altered scope of services, must still be included.

8. Selection Process & Criteria:

Written proposals submitted will be reviewed and screened by a review committee. An interview will be scheduled (if necessary) with the consultant firm(s)/individual(s) shortlisted and selected for consideration.

Selection of the consultant will be based on the following criteria:

- Credentials of firm/consultant team and any key personnel (lead person) assigned project.
- Previous experience with similar projects.
- Quality of proposal and specific approach to project.
- Expertise dealing with the technical issues important to the project.
- Knowledge of project background, needs, goals, limitations, and special considerations.
- Reasonableness and credibility of estimated cost breakdown of all tasks to complete the project.
- Physical location relative to project site in order to minimize response time to project needs.

9. Supplemental Information:

a) Please submit one electronic copy of the proposal by 3:00 pm, Wednesday, July 26, 2023 to:

Town of Carbondale Attn: Eric Brendlinger-Parks & Recreation Director 511 Colorado Avenue Carbondale, CO 81623

b) Incurring Costs, Limitation and Award:

This Request for Proposals (RFP) does not commit the Town of Carbondale to award a contract, nor to pay any costs incurred by successful or unsuccessful individuals/firms in the preparation and submission of proposals in anticipation of a contract. The Town of Carbondale reserves the right to reject any or all proposals received, to waive formalities, to cancel or change the RFP, to negotiate and to award on basis other than anticipated cost to the Town, and to proceed or not proceed with the project as it deems to be in its best interest. After a priority listing of the final individuals/firms is established, the Town will negotiate a contract. If negotiations cannot be successfully completed with this individual/firm, negotiations will be initiated with the next priority individual/firm.

10. Completion Schedule:

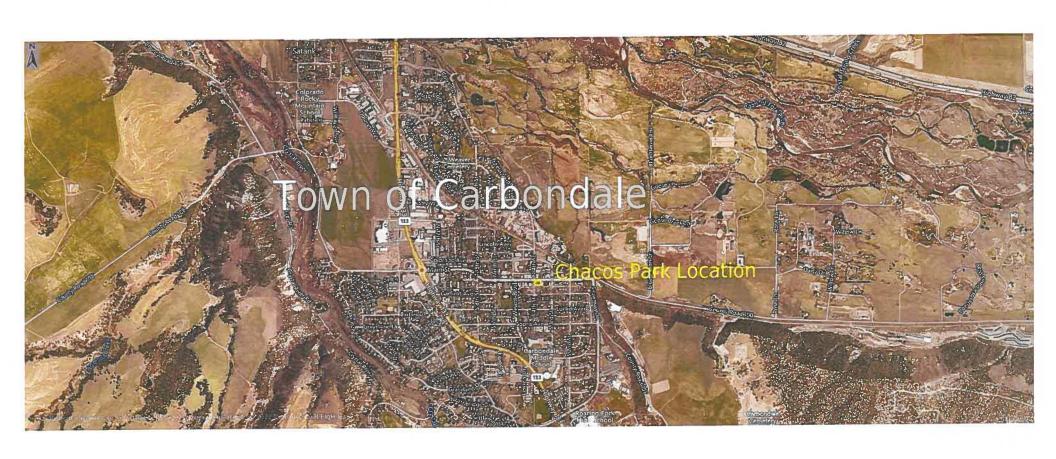
The finished work product contemplated for this "Site Plan & Report" and all associated documents shall be completed within 70 days of the award of contract between the Town and Consultant.

11. Inquiries:

Any questions regarding this *Request for Proposals* can be directed to the Town of Carbondale Parks & Recreation Director, Eric Brendlinger, at the above address, or at this email address: ebrendlinger@carbondaleco.net

His office phone number is (970) 510-1277, and his cell number is (970) 319-2494

FYI-Eric will be out of the office from June 22-July 9. Any questions requiring shared addendum answers will be answered and shared with the potential contractors after July 10th, 2023.



Town of Carbondale Chacos Park

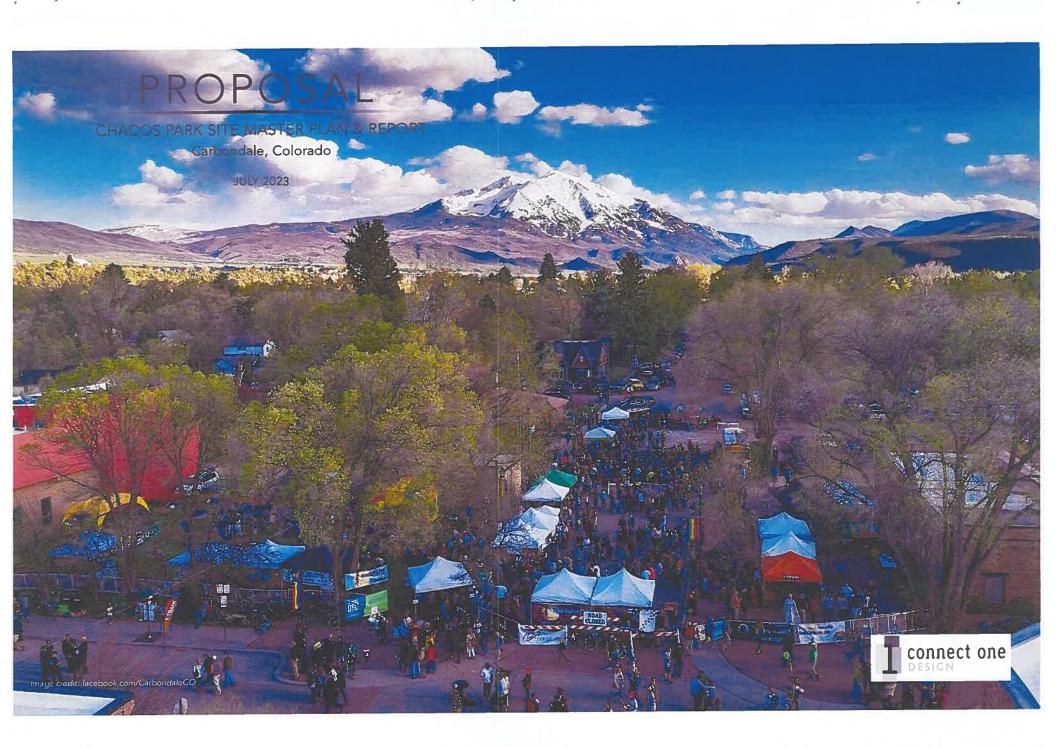


Town of Carbondale Chacos Park Site Plan RFP

Evaluation Criteria for Proposal:		Chacos Park Master Plan Proposals	
This matrix creates a standard framework for which to evaluate contractor proposals, based on 10 specific items listed in the RFP. Item #10 gives reviewer opportunity to score items he/she may not have found fit into other categories.	Available Points	Reviewer Remarks or Questions	Points Given
 Credential of firm/consultant team and any key personnel (lead person) assigned to project. 	10		
2. Qualifications and experience as indicated by prior successful completion of similar projects.	10		
3. Quality of proposal and specific approach to project.	10		
4. Expertise Dealing with the technical issues important to the project. I.E survey, as-builts, deliverables value	10		
5. Knowledge of project background, needs, goals, limitations and special considerations.	10		
6. Reasonableness and credibility of estimated cost breakdown of all tasks to complete the project in a timely manner.	10		
7. Physical location relative to project site in order to minimize reesponse time to answer and act on specific project needs.	10		
8. Knowledge of present multiuse facity Special Event Use, activities (Special Events, Chacos Legacy, Winter Recreation, Concert Venue)	10		
9. Degree to which the proposal meets or exceeds the terms of the Request for Proposal.	10		
10. Personal impression or any additional items not listed above you feel the need to comment and score.	10		
Total Points Possible	100	Total Points earned by Proposal	

Town of Carbondale Chacos Park Site Plan RFP

Scope of Work Pro/Con Evaluation Criteria	Chac	os Park Site Master Plan and Report RFP		Proposal:
This matrix creates a standard framework for which to evaluate the responses in regards to the scope of work requirements listed in the RFP. Task 1 was selection of a contractor and defining contract availability.	Pro	Reviewer Remarks or Questions	Con	Reviewer Remarks or Questions
Fask 2- Project Initiation, Site Visit and Deliverables				
Task 3- Data Collection and Deliverables				
Task 4 & 5- Stakeholder Meeting, Interviews and Deliverables				
Task 6- Draft Site Plan and Open House Methods				
Task 7 -Stakeholder Committee Meeting Finalize Site Plan and Report and deliverables				
Task 8- Final Site Plan and Deleiverables				
Fask 9- Final Plan Addoption Assistance and deliverables				
Fask 10- Final Plan Approval				
Project Schedule				
Additional Services Fee structure				
Overall Submittal Impression				





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A. COVER LETTER



MAILING: 435 N 8TH STREET | CARBONDALE, CO 81623 OFFICE: 350 MARKET STREET, UNIT 307 | BASALT, CO 81621 PHONE: 970.355.5457 | WWW.CONNECTONEDESIGN.COM

Eric Brendlinger, Parks & Recreation Director Town of Carbondale 511 Colorado Avenue Carbondale, CO 81623 ebrendlinger@carbondaleco.net

July 26, 2023

Re: Chacos Park Site Master Plan & Report, Carbondale

Dear Eric,

Long before the land dedication of the property at 4th and Main, this small piece of downtown Carbondale held a very special place in the hearts of all of us. Residents and visitors alike could feel the energy emanating from this place, a pulsing and vibrant spot on special event nights and a quiet, cozy, and unassuming gathering place the rest of the time. Now renamed Chacos Park, this gem in the heart of our community also embraces the indelible legacy of the family who brought so much life, success, and brilliance to downtown Carbondale. How does one 'design' a master plan for a beloved space that already sees tremendous successful usage from multiple diverse uses?

We come to this project with clear modesty in mind, don't redesign for the sake of redesign, but rather to bolster and make more resilient and functional this beautiful gem in the center of town. Chacos Park takes on many historic, recreational, special event, and every day uses throughout the year. The master plan must focus on the uses and users, carefully evaluating everything that is working and the areas that need enhancement, directing improvements on the latter. We see this as a master plan focused on the

stewardship of this precious space, rather than a question of 'D'esign.

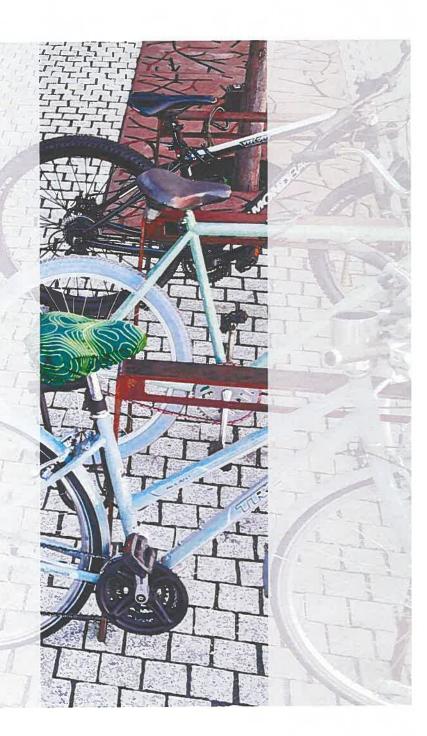
It would be an honor to be selected to help steward a master plan for this space. The following outlines our approach, schedule, and fees to accomplish just that with the Town and innumerable stakeholders who believe this space is as special as we do. Please do not hesitate to call me with any questions regarding this proposal.

As a note regarding schedule, I will be out of Town on August 9th sneaking in one last break before school starts. Should we be fortunate enough to be selected for an interview I would respectfully ask that a Zoom option be made available. Others from the Connect One team will be available to join in person.

Best regards,

Heather Henry, Owner, Connect One Design hh@connectonedesign.com

cell: 970.618.3244





1. PROJECT SCOPE

PROJECT APPROACH & SCOPE OF SERVICES

While we have described the below tasks in a linear manner, given the timeline it will be necessary to approach several of these tasks concurrently. That has been described in more detail in Section 2: Project Schedule. Connect One Design will perform the following tasks to reach a Final Site Plan and Report by November 1.

TASK #1 PROJECT KICK-OFF

Connect One will coordinate, schedule, and lead a project kick-off meeting with Parks & Recreation staff and other participants staff deem appropriate. The objective of this kick-off is to 1) finalize the project timeline; 2) identify key stakeholders; 3) gather previous studies and applicable background data, and 4) finalize the projects goals, objectives, and program assumptions.

Attachment A (following page) is an example of our kickoff questionnaire that we tailor to each park project and
request staff to complete prior to the kick-off meeting.
This assists Connect One in quickly digging deep into the
how and why of a community space such as this. This kickoff questionnaire will also drive the preliminary program
ideas that will be evaluated and discussed in the first set of
stakeholder interviews.

DELIVERABLES:

- Timeline
- Kick-Off Questionnaire Summary
- Final Steering Committee List
 Key Stakeholders Contact List
- Draft Preliminary Program



TASK #2 DATA COLLECTION

It is imperative at this stage to have an accurate base map to complete the Site Plan. However, given the budget, it is prudent to develop this at minimal cost. The scope of this task will develop an accurate base map including all boundaries, utilities, and site features. Connect One will also develop a site analysis, including the opportunities and constraints of the site. It is our intention to consider 'the site' to include the entire streetscape along Main Street and to extend across 4th Street and encompass the plaza at the Century Link building and the streetscape connection to the Launchpad. Base mapping and the site analysis will encompass these extents. This site survey is not stamped by a licensed surveyor and cannot be used for property boundary validation. A final stamped survey would be included in the cost estimates included in the Final Site Plan Report.

DELIVERABLES:

· Site Survey and Site Analysis at 1:10 scale

TASK #3 Draft Program and Stakeholder Interviews

Connect One will coordinate, schedule, and conduct an initial site walk with the identified stakeholders. The site walk will include the final stakeholders that were established in Task 1. Connect One Design will review the Site Analysis and discuss the Preliminary Program with the stakeholders. Connect One will then schedule and conduct up to six (6) individual stakeholder interviews to discuss in depth the use of the park, goals of the individual stakeholder, current deficiencies, and priorities for that stakeholder. Like stakeholders may be grouped together in interviews in order to streamline the process. A modified version of the kick-off questionnaire will be used to gather similar information from each stakeholder.

DELIVERABLES:

 Stakeholder Summary Report (Complete version and an executive summary that can be published on the website and shared with stakeholders)

TASK #4 DRAFT SITE PLAN AND OPEN HOUSE

Connect One Design will develop the Draft Site Plan for review first by the Steering Committee. We envision up to two (2) versions of the site plan may be developed OR there may be the framework of a basic Site Plan and then different options for various areas of the site. As mentioned in the cover letter, there is a very unique way to approach this park, with particular stewardship of certain pieces and improvements of others. There will likely be a very

distinctive way to think about the designs and how to convey these designs. Connect One will make refinements of the Draft Site Plan based on Steering Committee feedback in preparation for an Open House.

Connect One Design will coordinate, schedule, and conduct one (1) public open house with the Draft Site Plan. This will include all necessary advertising and ad placement, as well. Connect One will simultaneously post the plan on the



Carbondale Connect website platform to solicit feedback there. We anticipate the timing of the Open House to be the end of September. It is anticipated that the Carbondale Space to Create: Town Center project may be conducting open houses around that same time. We should carefully consider any synergy in trying to combine these efforts or ways to keep them separate but not create outreach overload in the community (there may be aquatics center outreach occurring then as well). Fees include translation of all advertising materials into Spanish, simultaneous translation of Open House materials into Spanish and an interpreter on site at the Open House.

DELIVERABLES:

Open House Report

TASK #5 FINALIZE SITE PLAN & REPORT

Connect One Design will coordinate, schedule, and conduct a stakeholder meeting to review the feedback from the Open House and finalize the Draft Site Plan. Connect One will prepare an initial cost analysis that corresponds to the proposed improvements. Knowing cost of improvements considerations and potential phasing of park amenities will be a likely possibility, this meeting will also focus heavily on discussing priorities within the proposed improvements. Connect One recommends a brief presentation of the Draft Plan at a Parks and Recreation Commission meeting as well as any other Boards identified by staff with whom it would be important to meet during the Draft Plan phase. Three (3)

meetings with these boards are included in the fee. Fees do not include translation of the final report into Spanish.

Feedback from these meetings and final commentary from staff will be addressed in the Final Site Plan and Report. The Final Site Plan and Report will include the following:

- I. Executive Summary
- II. Site Analysis
- III. Summary of Stakeholder and Open House Outreach
- IV. Program and Final Site Plan
- V. Phasing Plan
- VI. Cost of Improvements Summary

DELIVERABLES:

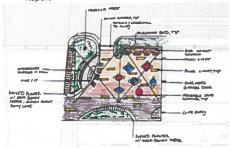
- Stakeholder Meeting Summary
- Final Site Plan and Report

TASK #6 ADOPTION ASSISTANCE

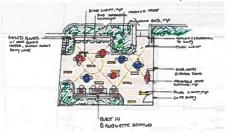
Connect One will present the Final Plan and Report to the Parks and Rec Commission and the Board of Trustees for final adoption.

DELIVERABLES:

 Completion of any refinements to the Final Plan and Report



Cafe Options 1 & 2



ATTACHMENT A - NEW PARK QUESTIONNAIRE

For whom are we building this park? Why are we creating this park? What is your overall vision for this park? What are your specific goals for this park? What is important about this park and its surroundings? How do you define place and what kind of place are we trying to create? Do we need to name this park? If so, when? What are your overall budget goals for this park? How do you intend to fund the implementation of this park? How do you intend to fund the maintenance of a new park? Have you ever had community build days for your parks, trails, or other City project? If so, was |t| successful? What do you think will be the biggest hurdle for this park to be developed?

2. PROJECT SCHEDULE

SCHEDULE

The schedule outlined in this RFP is for a 70-day turnaround of the Final Plan and Report. It will take all of us firing on all cylinders to make this happen. Timing is such that final adoption may have to occur during the first week of November. Connect One Design will endeavor to integrate cost analyses into the plan throughout the process so these can be included in the Town's budgeting process as necessary. The following will be finalized in the kick-off meeting:

Aug 23rd: Start Date and Kick-off
Aug 23rd – Sept 1st: Survey Completion and Stakeholders Interviews
Sep 1st – Sep 15th: Develop Draft Plan and Conduct Internal Review
End of Sep (Possibly October First Friday): Conduct Open House
Oct: Complete Final Site Plan and Report
Nov 8th: Parks and Rec Commission Adoption followed by Trustee Adoption











BASALT RIVER PARK MIDLAND PARK

BASALT, CO

Basalt River Park (BRP) is a nearly decade-long transformation from mobile home park in a floodway to a centerpiece park. Connect One Design was engaged to masterplan the park for public purchase and subsequently develop design and construction documents that would ultimately gift the river's edge back to the public. Connect One developed the "Eddy Out" concept imagining the directional force of the river breaking off and swirling into the park both as a metaphor for activity and a representation of form. A generous plaza, marked with the colors of the area's native rock and swirling with the energy from the eddy, invites users to partake in park life. Circling inside the eddy is a grand lawn and a bandshell that will serve the town's growing performing arts scene and double as a bouldering wall when not in use. Dispersed play features activate all areas of the park and will include riversedge shaded picnic areas at boat pull-offs for the enjoyment of Basalt residents and visitors alike.

Across the river is BRP's big sister, Midland Park, which began with the goal of creating a diverse, beautiful, and peaceful destination along the Roaring Fork River adjacent to the Town's new showpiece library. Connect One designed an inclusive park that visibly and physically connects the town to the river in an ecologically sensitive manner. The natural setting of the park is punctuated by small seating and gathering areas scattered throughout the site inviting visitors to enjoy the woods, meadow, and river. The park features three primary spaces connected by a raised walkway allowing access to the site during high water, as well as in winter. A 'Spirit Nest' highlights folklore relating to the river and provides an outdoor space for library activities, while a splash pool allows safe, universal access to the water at the river's edge. Streetside, a dynamic and beloved skate park, featuring American Ramp Company features, invites activity and provides a counterpoint to the peace within. Midland Park won a 2019 CCASLA Honor Award.

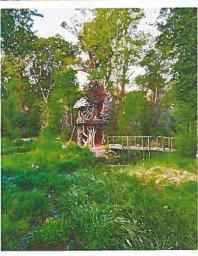
Conceptual Design, Community Outreach, Design

Client: Town of Basalt

Reference: James Lindt, Assistant Planning Director (970) 279-4468, james.lindt@basalt.net







Midland Park

Completed 2016













Development, Construction Documentation, Specifications

MIDLAND AVENUE **STREETSCAPE**

BASALT, CO

Midland Avenue is Basalt's main historic corridor, with building facades that date back to the Town's 1890s railroad heyday. Today, Midland Avenue is one of two commercial activity hubs for Basalt and serves to transport people from Highway 82 up the Fryingpan River canyon to Ruedi Reservoir. In 2020, the Town's Master Plan identified the Midland Avenue streetscape as a priority project that would ensure continued commercial vitality in Downtown. In November of 2021, the Basalt Forward 2030 initiative passed via citizen vote and authorized the Town to utilize bond proceeds to revitalize Midland Avenue's streetscape and update utilities. The project scope includes the entirety of Midland Avenue, building face to building face, from (and including parts of) the Midland Spur to East Homestead Drive.

The issues facing Midland Avenue include failing and lacking utilities (sewer, water, gas, fiber, etc), truck loading zones, inconsistent connectivity, parking disorientation, inadequate bike infrastructure, lack of universal accessibility, aging and narrow sidewalks, snow/icing on sidewalks, inadequate signage, etc. The design team is executing on a plan to update utilities, create comfortable outdoor spaces, prioritize the pedestrian experience, implement sustainable technologies, bring vibrancy to the entire corridor, and create a beloved "front porch" that honor's Midland Avenue's history and quaint character.

Services:

Conceptual Design, Community Outreach, Design Development, Construction Documentation, Specifications

Client: Town of Basalt

Reference: Michelle Thibeault, Planning Director, (970) 279-4397, michelle.thibeault@basalt.net



Estimated Completion Fall 2024













SOUTH COMMUNITY PARK MASTER PLAN

CORTEZ, CO

Connect One worked with the City of Cortez to develop a master plan for a new park at the site of an old high school. The needs and desires of the community were gathered through a series of open houses, public surveys, and conversations with stakeholders. These outcomes were was synthesized into two design concepts, which were consolidated into a final master plan using additional public and City input. This master plan was unveiled at the third and final public open house as well as presented to the City Council.

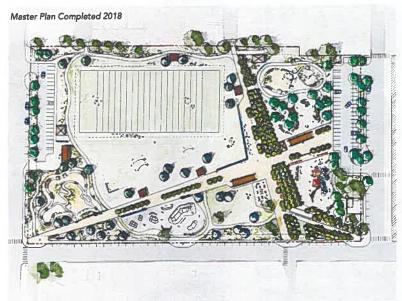
The final design was a sophisticated blending of the multiple concepts, and was rooted in the identity of the surrounding neighborhood. Local families, teens, and youth provided invaluable input as to what program elements they would consider successful in the park and even the best relationships between uses. Once completed, Connect One Design created cost estimate tiers and phasing plans to prepare the City of Cortez for grant solicitation and fundraising.

Services:

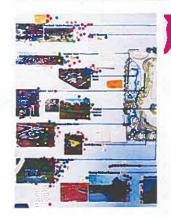
Master Planning, Community Outreach, Cost Estimating, Grant Writing

Client: City of Cortez

Reference: Dean Palmquist, Parks and Recreation Director (970) 564-4081, dpalmquist@cityofcortez.com





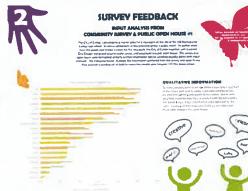




#1. Diseñarlo con legos.

#2. Dibujar con lapices de colores..

#3. Pintalo en una plantilla de parque.







EMMA BRIDGE PEDESTRIAN CORRIDOR

BASALT, CO

The improvements to Emma Bridge, an important pedestrian link to downtown Basalt, were spear-headed by the Emma Bridge Committee, comprised of Basalt citizens in collaboration with the Town of Basalt. On a limited budget and very constricted time-frame, Connect One Design faithfully translated the conceptual design created by the Committee into a built work. The resulting design melded concepts created by the committee with simple, durable, and exciting detailing appropriate for volunteer construction. Completed in 2012, Roaring Fork Outdoor Volunteers provided much of the construction labor through a weekend "build day", with additional construction assistance provided by the Rifle Correctional Facility.

Services:

Site Planning, Conceptual Design, Community Outreach, Design Development, Construction Documentation

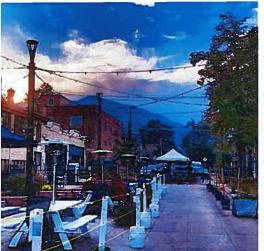
Client: Town of Basalt

Reference: James Lindt, Assistant Planning Director (970) 279-4468, james.lindt@basalt.net

















THE HILL EVENT STREET BOULDER, CO

The Hill Event Street is a stretch of Pennsylvania Avenue between 13th Street and an alleyway in the infamous University Hill neighborhood near the University of Colorado Boulder campus in Boulder, CO. Completed in 2017, the Event Street features an innovative street design that creates a unique venue for everything from concerts to outdoor dining to public art shows when closed to street traffic. The Event Street design created a raised sidewalk on the south side of the street with a grade differential of approximately two feet between the two sides of the street, along with staggered height planter barriers that double as benches, stairs with hand-railings that define a 'stage' area, and "Tivoli Lights" to enhance the ambiance of the setting sun over the Flatirons mountains.

Services:

Site Planning, Conceptual Design, Community Outreach, Design Development, Construction Documentation

Client: City of Boulder/The Hill Merchant Association Reference: Sarah Wiebenson, Former Sr. Project Manager, City of Boulder, (303) 921-4314, swiebenson@downtowndenver.com

*Work performed at previous firm.



1. FIRM PROFILE



Connect One Design is dedicated to making sound, actionable, and environmentally conscious design decisions on all of our projects, regardless of scale. We consider the conservation of resources to make both environmental and financial sense. We follow a design process that establishes critical sustainable design strategies early in the course of a project and tracks the progress of those ideas throughout the design stages into implementation and beyond.

At Connect One Design, we believe that by listening carefully, communicating effectively, and designing for generations to come, we will exceed expectations on every project.



INTRODUCTION

Located in Basalt, CO, Connect One Design is a landscape architecture and land planning firm focused on delivering superb value for our clients while planning and designing landscapes that regenerate our human, financial, and natural capital. Gyles Thornely, Heather Henry, and Sara Tie formed Connect One Design in 2009 with the goal of combining the highest quality of design available at larger firms with the personalized service of a boutique company. Our collective experience in planning, design, and construction anchors our solutions in financial reality and provides added value at every step.

CONNECTING PEOPLE TO LAND



CONNECTING PEOPLE TO PEOPLE

At Connect One Design, the hallmark of our approach is personal connections. This includes our connection to the project and client team throughout the work, as well as creating outdoor spaces where individuals, friends, and families can connect or reconnect with each other.

Our approach to projects begins with the understanding that lasting designs are created through a highly collaborative, Iterative, and transparent process. Our favorite projects are the ones where we are able to fully engage with the client and project team to produce built works that truly capture the client's vision. We employ the latest production and visualization tools to convey our designs from the beginning to the end of the project process to ensure that vision is being met.

We also recognize that bringing together experts results in the best possible final product. We are always eager to collaborate with other disciplines or specialties in any field to create truly remarkable work.

2. Key Personnel



T connect one

Heather Henry Principal-in-Charge

EDUCATION

BS in Landscape Architecture - University of Connecticut, 1997 Fordham University, 1993 - 1995

PROFESSIONAL CERTIFICATIONS

LEED Accredited Professional
The Effective Facilitator Certification Leadership Strategies

COMMUNITY

Town of Carbondale Trustee, 2016 - Present Town of Carbondale Planning and Zoning Commission, 2012 - 2016 Town of Carbondale Parks and Recreation Commission, 2012 - 2016 Aspen Historical Society Board of Directors, 2004 - 2008

RFL Board President 2006-2007

SELECTED PROJECTS

Midland Avenue Streetscape, Basalt, CO
Basalt River Park, Basalt, CO
Battlement Mesa Community Park,
Battlement Mesa, CO
Cortez Community Park, Cortez, CO
Snowmass Master Housing Plan,
Snowmass Village, CO
Aspen Mountain Summer Enhancement Plan,
Aspen, CO
RFTA BRT, Roaring Fork Valley, CO

Heather has worked across the United States creating award winning designs that solve social, environmental, economic and aesthetic issues, solutions grounded in a sound approach to public and political involvement. Her Clients have included public, quasi-public, non-profit and private sector groups seeking thoughtful approaches to complex problems. She is an accomplished speaker, trained facilitator and engaged volunteer in her community.

Heather arrived at the internationally renowned planning and landscape architecture firm Design Workshop in 2000 interested in putting her background in environmental sciences and passion for communication to better use. Soon after arriving Heather was running the 35 person Aspen office of Design Workshop as the Operations Manager. Heather departed the firm in 2009 as the Legacy Environment Forum Leader, at the time responsible for bringing sustainable building practices knowledge to the entire 250 person firm and infusing these practices into every project. Late in 2009, Heather and her partners began Connect One with the goal of combining the highest quality of design available at larger firms with the personalized service and lower costs of a boutique company.



T connect one

Sara Tie
Design Principal

EDUCATION

Master of Landscape Architecture, University of Arizona, 2006

PROFESSIONAL CERTIFICATIONS

LEED Accredited Professional Certified Construction Documentation Technologist

COMMUNITY

Carbondale Bicycle, Pedestrian, and Trail (BPT) Comission, Chair Highway 133 CDOT Project Leadership Team, Carbondale BPT Alternate Representative English in Action, Small Group Tutor

SELECTED PROJECTS

Snowmass Town Park, Snowmass Village, CO
Battlement Mesa Community Park,
Battlement Mesa, CO
Cortez Community Park, Cortez, CO
Paepcke Transit Hub, Aspen, CO
Little Red School House Pre School,
Aspen, CO
Fanny Hill Concert Improvements,
Snowmass Village, CO
Town Park Planting, Snowmass Village, CO
Limelight Planting, Snowmass Village, CO
High Lonesome Xeroscape,
Garfield County, CO
Mountain Queen, Aspen, CO
Skybeam Ranch, Pitkin County, CO

Sara has a dedication to celebrating and preserving the beauty of the West. Her education and professional experience throughout Colorado has given her a deep appreciation and understanding of delicate and nuanced landscapes. She is a highly able and creative designer, favoring solutions that balance social, aesthetic, functional, economic, and environmental considerations.

Sara's specialized interest lies in creating lasting and engaging outdoor play spaces for youth and adults. Sara has exercised this passion over the course of her career, beginning with her master's thesis on education in designed outdoor spaces. Since then she has completed many recreation projects serving all ages, from toddlers to teens, and even senior citizens. Sara's volunteer experience includes being both a member and chair of the Bicycle, Pedestrian, and Trails commission in Carbondale. She has also written and contributed to many parks and recreation grant efforts in professional and volunteer capacities.





Katie Tabor Project Manager

EDUCATION

Master of Landscape Architecture, Louisiana State University, 2011 Bachelor of Animal Science + Environmental Horticulture, Louisiana State University, 2006

PROFESSIONAL CERTIFICATIONS Member ASLA

COMMUNITY

Aspen Center for Environmental Studies (ACES), Volunteer, 2012- 2018

SELECTED PROJECTS

Aspen Historic Society, Aspen, CO
Brandt Residence, Aspen, CO
Kelly Residence, Aspen, CO
Berko Residence, Aspen, CO
Aspen Country Inn, Aspen, CO
The Sky Hotel, Aspen, CO
Rubey Park Transit Center, Aspen, CO
The Gap Building Streetscape, Aspen, CO
Victorian Square, Aspen, CO
Hallam Street Cabins, Aspen, CO

Fascinated by the malleability and evolution of living systems in human scale applications, Katie pursued her Master in Landscape Architecture at Louisiana State University. She is inspired by the articulation of space between architecture and the surrounding environment. Katie's goals include designing thoughtful outdoor living spaces that reflect client's lifestyles while also effortlessly blending constructed elements with the natural context of the site. She specializes in refined planting designs that accomodate the desires of each individual client.

Her professional experience ranges from the intricate, detailed design of memorable residential spaces to the broad-level conceptual design of public parks and hotels. She continues to strenghthen her vision of these outdoor spaces through ongoing work on a variety of projects throughout Aspen and Colorado.



T connect one

Darren Duroux, RLA Landscape Architect

EDUCATION

Bachelor of Science, Landscape Architecture -Colorado State University I 2011

PROFESSIONAL CERTIFICATIONS

Registered Landscape Architect State of Colorado #1367

SELECTED PROJECTS

Spring Mountains Visitor Center, Mt Charleston, NV Bright Angel Trailhead, Grand Canyon Village, AZ Sheridan North Main Interchange, Sheridan, WY Siena at Brightwater, Gypsum, CO Carbondale Aquatics Center, Carbondale, CO ASC Conceptual Workforce Housing Study, Snowmass, CO East Reds Road Residence, Pitkin County, CO

City of Lafayette Xeriscape, Lafayette, CO Sopris Mountain Ranch, Pitkin County, CO South Coast Botanic Garden - Children's Garden, Palos Verdes, CA Darren grew up in a small town in the Colorado Rockies which cultivated a love for Colorado native and adaptive planting and a desire to see all lawns replaced. But don't misunderstand, he's still in favor of 'patio beers' and outside spaces conducive to drinking his precious Starbucks coffee, playing scrabble or doing puzzles, and playing with his kids. Darren's reliability and solid communication skills combined with his strong background in planting, site and grading design, and technical documentation make him an ideal project manager. Darren claims to be expecting an invitation to the Masters golf tournament any day now, but while he's waiting, this highly knowledgeable licensed landscape architect, with experience in a wide variety of projects from regional planning to urban design to botanic gardens, is reinventing his world one landscape at a



1. Cost Schedule Breakdown

COST BREAKDOWN

Connect One Design anticipates the following fees for each task and reserves the right to move fees between tasks. Connect One will bill on a lump sum basis as a percent complete of the total project, not to exceed \$30,000. This estimate anticipates project completion by mid-November.

Task 1: \$4,200

Task 2: \$3,500

Task 3: \$6,200

Task 4: \$9,400 Task 5: \$4,200

Task 6: \$2,500

Total: \$30,000

2. Hourly Rates

WAGE RATES

Connect One Design professional fees through December 2023 will be as follows:

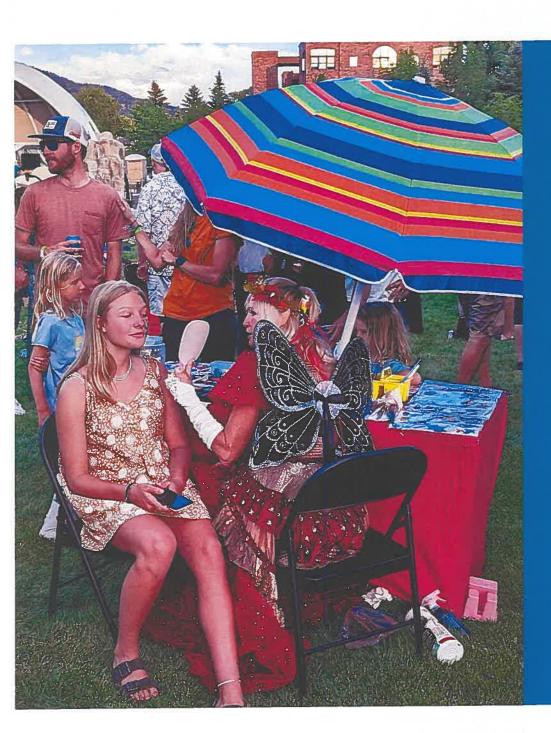
Principal: \$250/hr

Senior Project Manager: \$210/hr

Project Manager/Lead Designer: \$205-\$145/hr

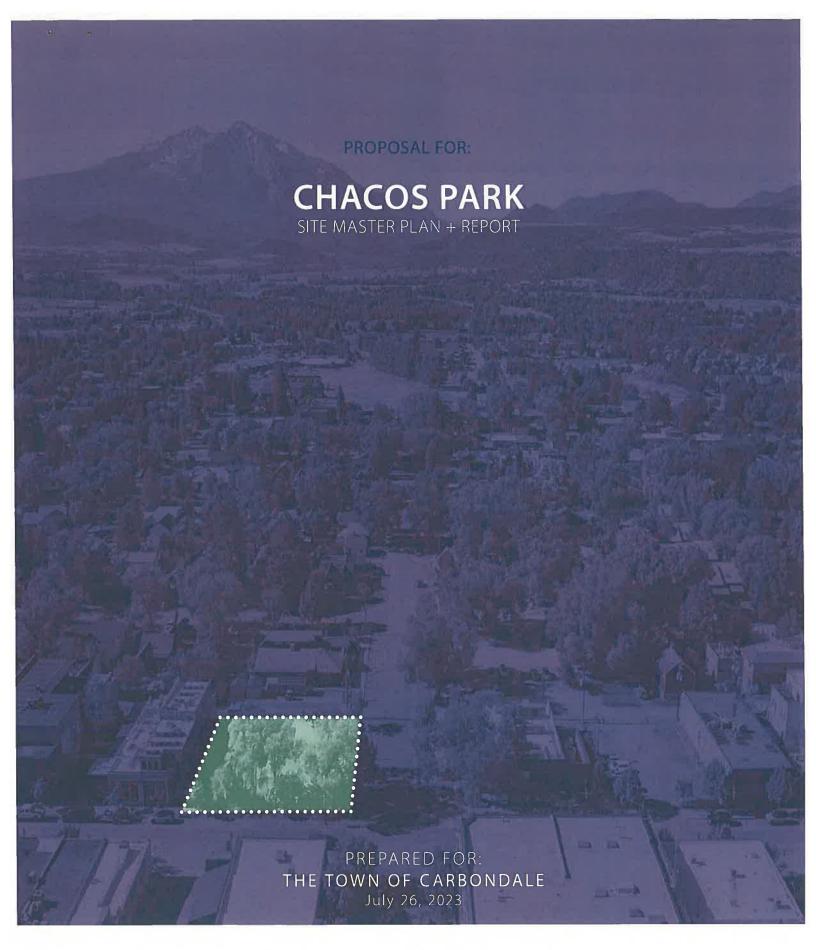
Drafting/Rendering: \$80/hr

Administrative Assistant: \$95/hr



THANK YOU.







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Attachment A: Standard Agreement





July 26, 2023

Eric Brendlinger, Parks + Recreation Director Town of Carbondale 511 Colorado Avenue Carbondale, CO 81623

Re: Chacos Park - Site Master Plan + Report (transmitted via email)

Dear Eric and Selection Committee:

On behalf of the RE:LAND team, I am pleased to submit this proposal for professional urban park design services for the Chacos Park Site Master Plan + Report. As a team of local design professionals with extensive experience in the design and implementation of civic/recreation projects, we are excited to bring our public engagement, local knowledge, and passion for the Carbondale community to this effort.

The Town of Carbondale is on the cusp of an incredible opportunity to create a vision for one of the Town's most significant place-making projects. Chacos Park will become an iconic and welcoming civic heart in the core of Historic Downtown Carbondale and will affirm its role as the epicenter of recreational and social interaction experiences for residents and visitors alike. We believe the realization of this park represents a significant and transformative moment to redefine how residents and visitors will physically and energetically perceive Downtown Carbondale, engage with the historic core, and access Main Street.

The design of the Chacos Park and its peripheral streetscape will grow out of a 21st century approach that focuses on community, economics, environmental and aesthetic resilience, resulting in a premier town destination and a key piece of civic infrastructure that will captivate the imagination of residents and visitors alike, while reinforcing the authentic and timeless character of Carbondale. This project supports a growing commitment from the Town alongside concurrent Downtown planning and investment efforts. The RE:LAND team is unwavering in its desire to work with the Town of Carbondale to realize a built and successful park. We applied the Town for recognizing the benefits this civic space can bring to the local community and greater Roaring Fork Valley.

We recognize that Chacos Park needs to provide a synergistic relationship and natural value to Carbondale's downtown context. The RE:LAND team believes creating vibrant and successful urban parks requires more than just design style. Solutions must be grounded in an approach that includes programming, operations, and maintenance considerations to best leverage the Town's financial investment and to achieve longterm sustainability in meeting the needs of adjacent neighbors and the larger community. Our team offers a strong commitment to community-based design, ensuring that the Chacos Park Project will be an engaging, timeless, and sustainable park for decades to come.

WHY US?

RE:LAND has assembled a highly qualified team of established local experts specifically in response to the nuances of the Chacos Park project. Our leadership team includes Nicholas DiFrank of RE:LAND who will lead the project and provide landscape architecture and urban design services; Jim Kehoe of KEO Studioworks will provide urban design/architectural support and stage planning; and Yancy Nichol of Sopris Engineering will oversee civil engineering and survey services.

THE STRENGTHS OF OUR TEAM INCLUDE:

Community Outreach

Our team is comprised of design professionals who all believe in the power of a thoughtful and intentional community engagement process. With over 55 years of combined experience (DiFrank + Keo) leading outreach processes for similar projects, our team is excellent at working with divergent opinions, and have enjoyed great success creating urban park /plaza plans that incorporate multiple needs, desires, and values.

Park and Recreation Experience

All of the key firms and personnel on our team have over 20 years (each) of work experience on urban parks and recreation related projects. We understand the process, requirements, and expectations. The personnel listed in this proposal are all the same professionals who prepared the project work listed in the *Project Experience* section of this proposal.

Local Presence

All teams and personnel included in this project live and work in the Roaring Fork Mid-Valley. RE:LAND and Sopris Engineering both have offices and employee residences in Carbondale. Our team is deeply committed to supporting the resilience, vibrancy, and economic fortitude of Carbondale.

Park Character

We believe that Chacos Park should be an inspired place for the Carbondale Community. Our experience-based approach outlines a road map to merge the Town and Park history with attractive urban placemaking, multi-generational interest, and seasonal functionality to develop a park within Carbondale's urban core that will support passive/active uses, special events, and local business needs.

Multi-functional Approach

Our team is very experienced in helping clients identify opportunities for multi-functional design approaches throughout the schematic phase. By "stacking" uses, Chacos Park can be envisioned as a more dynamic space that responds to seasonal and programmatic changes in an cost-effective, efficient, and elegant manner.

We are very familiar with the extra care and communication required for such a sensitive community project and look forward to supporting Town staff, the Site Plan Stakeholder Group, and the greater Carbondale community. RE:LAND and our partners are value-based firms and we care deeply that our efforts and results not only meet, but exceed the expectations of our clients and project stakeholders.

Thank you very much for considering us for Carbondale's Chacos Park Master Plan project. I personally look forward to working with you and being part of a process that leaves a legacy for many generations to come. Please do not hesitate to contact me on my cellphone **303.829.8362** or by email at **nick@re-land.com**.

Nicholas DiFrank, PLA, SITES AP, LEED Green Associate Principal/Owner

QUALIFICATIONS



re:LAND was formed by Nicholas DiFrank in 2020 as a boutique landscape architecture, urban design and land planning studio based in Carbondale, CO. With over 20-years of excellence in the Colorado AEC industry, we collaborate with clients and project partners nationally. Our design ethos combines award-winning experience, excellent customer service and a professional work ethic to envision, lead, and create compelling outdoor environments from a systems design approach. Nicholas leads the practice based on his public/private background with nationally recognized groups. He places service, design ingenuity, quality and value at the forefront of his practice and approach to every project.

Our work, regardless of scope, scale or budget, begins with a focus on the specific character and opportunities that define the project. Nicholas leads all site planning and design projects as an active listener and passionate project partner to ensure each project thoughtfully responds to its unique goals, requirements and budgetary considerations. With a deep appreciation for guiding clients and project partners through the creation of timeless projects, our team balances creativity and practicality to develop innovative solutions that respond to the dynamic opportunities within each site.

RE:LAND is a full-service landscape architecture and planning firm that is equipped to support client needs from site planning and concept development through entitlements, design documentation and construction observation. Our practice was founded with the intention of guiding diverse communities and projects alike through inspirational land planning and landscape architecture processes.



KEO studioworks is a collaborative design practice focused on the public realm, multifamily housing, and creating community-driven design within resorts and municipalities throughout the Intermountain West.

Having 30 years of experience designing for public and private clients we are able to keep a focus on schedule and budget within all phases of the project. In early planning we provide an effective process with an emphasis on land use feasibility, and practicality, establishing reachable project goals with value and impact. We develop projects with a focus on people and place; deriving design solutions through program, context, culture, and health.

The practice is led by Jim Kehoe who has lived in Colorado since 2004. He has predominantly been working with municipalities throughout the Western Slope developing an array of public projects including affordable housing, town and city halls, public safety facilities, parks and recreation, and transportation projects. Prior Jim has led significant projects in the public, private, corporate interiors, and educational sectors for the past 27 years within firms in St. Louis, Chicago, Salt Lake City, and Aspen in the roles of Design Leader, Design Principal, and Design Director.

KEO studioworks pushes the limits of design within the boundaries of reality, practicality, and budget while keeping focusing on design results that provide a high level of value, functionality, longevity, human health, and habitation.



Sopris Engineering, LLC (SE) is a locally owned and operated Roaring Fork Valley company providing Consulting, Land Surveying, Civil Engineering and Geographic Information Systems services to corporations, governmental agencies, and private clients across the state of Colorado. Founding Principals Yancy Nichol and Mark Beckler each hold more than 30 years of experience in project planning and management. The firm has three additional principal engineers. Our staff includes seasoned engineers, technicians, field engineers, and field surveyors using state-of-the-art software and surveying equipment to produce exacting designs, informative presentations, professional submittal drawings, and construction management confidence on the job site.

SE typically has ± 60 ongoing projects under contract at a time with ± 200 new projects per year over the last 5 years. We strive to keep our firm at a manageable size to be able to provide the level of service necessary to deliver for our clients.

SE is located at 502 Main Street in Carbondale which is less than 1 block away from Chacos Park. We have extensive knowledge of the Town's infrastructure, layout, buildings, and properties in and around the subject site which can prove to be valuable through site design and construction efforts. We also are very familiar with the Town of Carbondale review processes through multiple successful design, survey, and construction projects and have built strong relationships with Town Staff through the years. We feel like our local knowledge, proven track record, and professional expertise allows our firm to be well qualified to meet the requirements of this project.

TEAM CONNECTION

The members of our team are well-versed at working together. In both our current design practices and with previous offices, each member of our team has worked together to solve complex design challenges in variety of project typologies.

This team was gathered not only for its expertise on the topic of Carbondale and the Chacos Park project, but also due to the familiarity and mutual respect between all team members.

TEAM QUALIFICATIONS SUMMARY

We understand that the Town of Carbondale is seeking a Park Master Plan that will recommend specific built strategies for recreation and program development, while being environmentally sensitive and innovative in its approach.

We believe our team is highly qualified to deliver a Park Master Plan that exceeds the Town's expectations because of our:

- Working knowledge of the Town of Carbondale
- Interdisciplinary design team, with expertise in urban park/plaza master planning, design, public engagement, urban design and landscape architecture.
- Track record of success guiding municipalities through grant applications.
- Experience with projects in both public and private settings, throughout Colorado.

PROJECT UNDERSTANDING

Our team welcomes the opportunity to support the Town of Carbondale in the Site Master Plan process for Chacos Park. We understand the value of a first-class park amenity in the core of Carbondale. Chacos Park is an amenity that will reflect the beauty of Carbondale's history, while supporting the daily needs of the greater community.

The evolution of Chacos Park will be defined by its ability to safely and elegantly house a broad array of programmatic events for a growing, active, and passionate mountain community. As such, a successful vision must respond to regular programming needs on First Fridays or Wednesday Farmers Markets, while also providing the necessary infrastructure for annual community highlights like Dia De Los Muertos, winter ice skating events, and Light Up Carbondale.

Understanding that Chacos Park occupys the role as the epicenter of Downtown life in Carbondale helps frame the value and opportunities that will be studied during this site master plan process. A successful Site Master Plan for Chacos Park must:

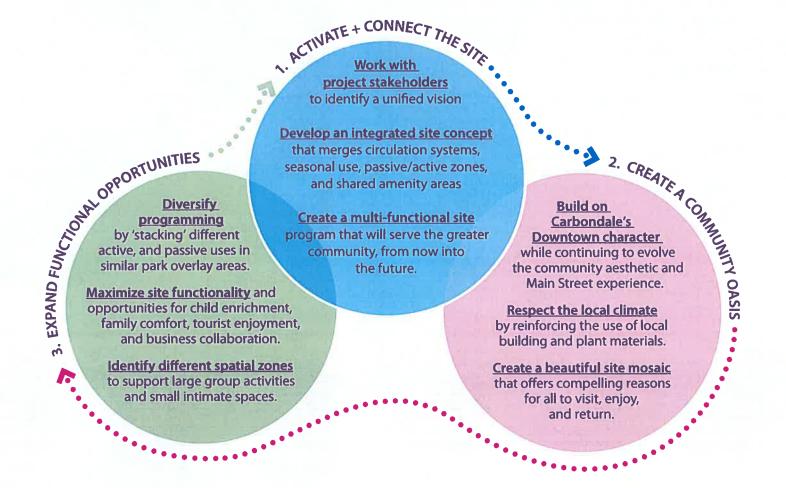
- Embrace Chacos Park's role as the civic epicenter and community heartbeat of Downtown Carbondale.
- Build on Town history and aesthetic character while establishing a timeless design quality for the future.
- Incorporate a mix of active and passive uses with strategies that will protect and enhance the beauty of Downtown.
- Provide a welcoming, accessible and comfortable experience while also being memorable by virtue of its design quality.
- Support the social pursuits of local residents, businesses, activity groups, and project stakeholders.
- Establish an exciting and durable site plan that minimizes ongoing maintenance needs.

As an overarching goal, the RE:LAND team will deliver a master plan for Chacos Park that illustrates a long-term vision with community buy-in to make the Town of Carbondale's grant applications more competitive and implementation ready.



APPROACH + METHODOLOGY

PRELIMINARY DESIGN PRINCIPLES



CREATIVE COLLABORATION

The RE:LAND approach begins with a focus on collaboration between Client, Project Stakeholders, and Design Team to develop a well-informed and integrated site planning solution that responds to the project goals and objectives. We look forward to maximizing the functionality throughout Chacos Park site while developing compelling design options that catalyze a positive Downtown image, welcoming experience, resident/visitor enjoyment, community connection and appreciation for the final site design within the Main Street context.

We understand that the project is located on a central parcel in the heart of Carbondale's downtown core. As such, we will expect to pay special attention to the thoughtful integration between site circulation and functional value for community residents and visitors of all ages and ability levels. Being considerate of relationships to the existing Downtown fabric, sun/ shade cues, plant/material selection, and site programming to extend seasonal enjoyment and functionality, we believe that Chacos Park can provide an exciting core area that supports the evolution of Downtown Carbondale.

The urban qualities of the project site will respond well to the coupling of contemporary design concepts and material selections. Our goal is to lead your team through the creation of a beautiful outdoor experience that is fitting of the surrounding architectural precedents, while minimizing maintenance needs, and standing the test of time.

CONTEXTUALLY INSPIRED + COMMUNITY CATALYZED

We believe that each park should be an inspired place for its community to enjoy. Urban parks are gathering spaces that should be universally accessible for all events, active/passive uses, and daily community connection. Urban parks like Chacos are most successful when they authentically reflect their community's unique character and history while setting in motion a vision for the future.

ACTIVE COMMUNITY INVOLVEMENT PROCESS

We will approach community involvement as a collaborative effort with Town staff. We offer a workshop-based process focused on communication and outreach, intended to engage participants. Our facilitation style is tailored to listening and to providing essential data. Our presentations provide visually informative graphics, and document input and ideas.

BIG IDEAS WITH A FINANCIAL RESPONSIBILITY

Exciting design concepts come in all shapes and sizes. We understand all projects have financial parameters that help ensure their feasibility. Our team will work with Town staff to provide updated pricing and design alternatives throughout the planning and design process to help identify the best fit for the final site.

HISTORY + DESIGN FOR THE FUTURE

The future of Chacos Park presents an exciting opportunity to unite the history of Carbondale and the Chacos family with a dynamic design approach for the future of Downtown. In response, our team will consider how to "stack" functionality and aesthetics in a manner that elegantly supports the complex combination of history and the future vision as guided by staff and stakeholders.

FACTS, STANDARDS + DATA

We build our park programming, and design solutions around factual information, current-day standards, and data. Throughout our experience with similar parks and plazas, we will bring examples, comparisons and best practices to share with staff, stakeholders, and the community as we develop the program and schematic design for Chacos Park.

We seamlessly integrate standards and best practices within the park design process. Some that will relate to Chacos Park include universal accessibility (Universal Design Principles + ADA standards), park and recreation standards (CAPRA), and maintenance standards. Other standards and best practices that apply include specific uses such as for ice rinks or for urban planting in arid climates.

LOCAL PRESENCE, LOCAL PASSION

Nicholas DiFrank practices and lives in Carbondale and will lead the project. Locally, he provides technical expertise as the Vice-Chair of the Planning + Zoning Commission related to the Town's Unified Development Code, and Town Character guidance as developed within the Carbondale Comprehensive Plan. As a past member of the Carbondale Arts Board, Nicholas also knows first-hand the challenges, issues, and opportunities related to Downtown programming and the Chacos Park site.









PROPOSED WORK PLAN

PRELIMINARY PROJECT SCHEDULE

We understand that the Town of Carbondale intends to complete the Site Master Plan process for Chacos Park within a 70 day time frame to gain approval for future budget or phasing considerations. The Proposed timeline outlined below proposes a Three Phase strategy to complete the process accordingly. The strategy is outlined in the following pages within the Proposed Scope of Services.

We are happy to adjust the schedule or scope of services as needed to best meet the Town's needs.

		SEPTEMBER				OCTOBER			
		WEEK 1	2	3	4	WEEK 1	2	3	4
РНА	SE 1: Project Start-up + Site Analysis				A E			117	
1.1	Start-up + Kick-off								
1.2	Data Collection + Site Analysis								
1.3	Character + Program Analysis								
РНА	SE 2: Program Development								
2.1	Preliminary Stakeholder Engagement								
2.2	Preferred Site Program + Sketch Plan								,
2.3	Public Open House					1			_
РНА	SE 3: Finalize Schematic Package								
3.1	Final Stakeholder Engagement								
3.2	Site Plan Package								
3.3	Plan Adoption + Approval								

PROPOSED SCOPE OF SERVICES

The following narrative describes the professional site planning and landscape architectural services and Detailed Work Plan required to prepare a coordinated schematic site master plan package for Chacos Park in Downtown Carbondale, CO.

The detailed scope to be performed by the RE:LAND Team in connection with this agreement is as follows:

• PHASE 1 Project Start-up + Site Analysis: The Basecamp [Developing a Context of Understanding]

• PHASE 2 Program Development: The Ascent [Creating a Shared Vision]

• PHASE 3 Finalize Schematic Package: The Summit [Package Development + Adoption]

PHASE 1: THE BASECAMP

[DEVELOPING A CONTEXT OF UNDERSTANDING]

TASK 1.1: PROJECT START-UP + STRATEGIC KICK-OFF

The objective of this initial sub-task is to initiate the Chacos Park Master Plan process while developing a thorough understanding of the Town's desires and project goals.

- Project Start-up: Consultant team will develop a draft schedule, stakeholder engagement plan, and communication plan in coordination with Town staff.
- Strategic Kick-off: Consultant team will lead a kick-off meeting and site visit with Town staff to review and confirm project approach, project goals and objectives, project scope and schedule, and to define expectations for the project.

TASK 1.1 DELIVERABLES:

- a. Draft Schedule for Town discussion and review
- b. Stakeholder Engagement Plan for Town discussion and review
- c. Communications Plan for Town discussion and review
- d. Strategic Kick-off Meeting, to review:
 - Project vision + intent
 - Project scope, schedule +deliverables
 - List of Key Steering Committee Members and Key Stakeholders
- e. Meeting Minutes

TASK 1.2: DATA COLLECTION + SITE ANALYSIS

During this task existing site conditions will be surveyed and the resulting inventory will be analyzed to identify notable opportunities and constraints. The consultant team will also collect and organize all available and relevant site data to ensure the surrounding Main Street context is referenced.

- Review all available project documents, existing designs, pertinent codes, current entitlements and planning resolutions, design guidelines and conditions of approval of the property, which may impact site development concepts.
- Coordinate a georeferenced project base map in AutoCAD, to be provided by project surveyor/civil team.
- Review the site survey and any available geotechnical reports, and visit the site to compare the provided site survey to actual conditions. Document site context, adjacent impacts, opportunities, and constraints.
- Prepare a Project Area Inventory + Analysis Package to identify major influences of the property that will shape planning and design decisions. These influences may include jurisdictional setbacks, boundaries and easements, access, water/well rights, mature specimen trees, drainage ways, utilities, solar exposure and views to be enhanced and/or edited.

TASK 1.2 DELIVERABLES:

- a. Site Survey by Project Engineer
- b. Site Inventory and Analysis Diagram
- c. Memo documenting any impactful policy items
- d. Site Visit + Photo-documentation
- e. Coordination with Architect/Civil/Survey team for base map development

TASK 1.3: CHARACTER + PROGRAM ANALYSIS

To conclude Task 1, the Consultant will identify potential character defining elements for the Chacos Park Site and preliminary programming considerations. After review and discussion with Town staff, this sub-task will conclude with a Matrix of Preferred Park Character and Feature Elements and Draft Park Programming Alternatives. The combined matrix and alternatives will be used to support activities during the initial Stakeholder Meeting (#1) engagement exercises.

- Identify potential Site Character Elements that may be used to define the material and/or aesthetic character of the future park site.
- Identify potential Site Features and Programmatic Approaches that may be used to conceptualize the Site Framework Alternatives for the future park site.
- Prepare Two (2) Draft Park Programming Alternatives for the site, based on Client and Design Team input. The Draft Park Program Alternatives will be used in upcoming engagement activities to guide site planning and design decisions.

TASK 1.3 DELIVERABLES:

- a. Preferred Park Character Elements Matrix
- b. Preferred Park Features and Programmatic Approaches Matrix
- c. Two (2) Draft Site Programming Alternatives
- d. Meeting Minutes for Town staff meetings

PHASE 2: THE ASCENT

[CREATING A SHARED VISION]

TASK 2.1: PRELIMINARY STAKEHOLDER ENGAGEMENT

This task will initiate the first round of stakeholder engagement activities between the Consultant team and the identified Project Stakeholders. Key Stakeholders will be identified during the Strategic Kick-off event with Town staff.

- Consultant will lead Stakeholder Meeting #1 work session with Key Stakeholders/Steering Committee and Town Staff to review Project Deliverables to date. The work session agenda and charrette events will developed after project kick off and provided to Town staff for review and comment as part of the Stakeholder Engagement Plan. It is anticipated that the work session will be a three (3) hour event that will include a group site visit.
- Consultant will lead series of up to Four (4) personal stakeholder-specific group interviews. The stakeholder groups will be confirmed with the Town during the Strategic Kick-off Meeting and the associated interviews will be outlined in the Communications Plan.

Task 2.1 Deliverables:

- a. Stakeholder Meeting #1 3 hour work session with Key Stakeholder group (on site + indoor)
- b. Up to Four (4), Stakeholder Group Interviews (anticipated to last 1 hr/ea.)
- c. Meeting Minutes for all Stakeholder meetings

TASK 2.2: PREFERRED SITE PROGRAM + SKETCH PLAN

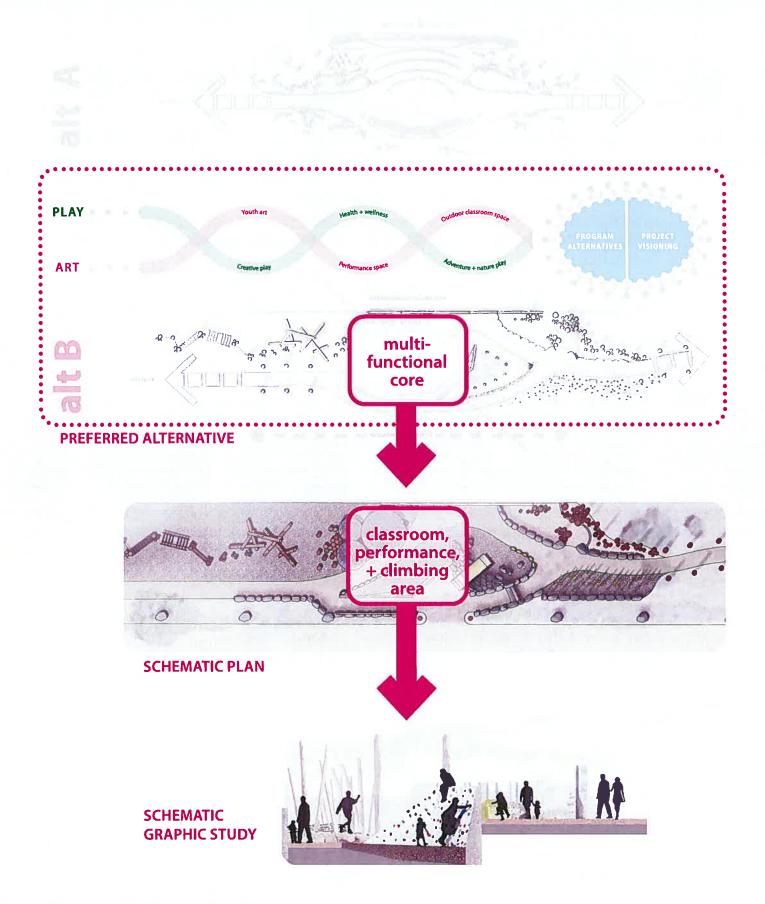
As a follow-up to the Preliminary Stakeholder Engagement sessions and Town direction provided during Phase 1, this task will be used to confirm the Preferred Site Program and a subsequent Sketch Plan for the Chacos Park site.

- Prepare a Preferred Site Program from previous iterations and comments received during the Preliminary Stakeholder Engagement sessions. This Preferred Site Program may be a refinement of an alternative presented during Task 1.3, or it may be a hybridized solution that merges the most applicable qualities of both plans into a new/third alternative.
- Review the Preferred Site Program with Town and make adjustments as needed to receive approval prior to initiating the Site Sketch Plan and Public Open House documents.
- Develop a Site Sketch Plan that examines the design nuances set forth in the Preferred Site Program. In addition to the application of design standards and best practices, the Site Sketch Plan will also begin to examine opportunities to thoughtfully integrate circulation, hardscape, planting, grading and specialty features. Draft Image Character Boards will be developed to help identify the site character and proposed materials and products.
- Review the Site Sketch Plan with Town and make adjustments as needed to receive approval prior to initiating Task 2.3 (Public Open House).

Task 2.2 Deliverables:

- a. Preferred Site Program
- b. Preferred Site "Sketch Plan", which will include:
 - One (1) Site Sketch Plan
 - One (1) Schematic Circulation Diagram
 - One (1) Schematic Grading Diagram
 - One (1) Schematic Hardscape + Special Features Diagram
 - One (1) Planting Diagram
- Two (2) Draft Image Character Boards

THE DNA + EVOLUTION OF CARBONDALE'S YOUTH ART PARK A MULTI-FUNCTIONAL CREATIVE PLAY SPACE



TASK 2.3: PUBLIC OPEN HOUSE

This task will be used to present the collection of planning and design processes to-date. Here, the greater community will have the opportunity to review the current planning and design work while engaging with the design team.

- The Consultant team will lead the Public Open House. An event agenda will developed after project kick off and provided to Town staff for review and comment as part of the Stakeholder Engagement Plan. It is anticipated that the Open House will be a two (2) hour event located on site or at a suitable location to be determined with Town staff.
- · An updated set of large-format documents (presentation boards) will be developed specifically for the Open House event to clearly describe the planning, design, and engagement process to-date. The boards will identify the Preferred Site Program, Site Sketch Plan, and Preferred Materials/Specialty Site Features.
- Attendees will be encouraged to provide comments and feedback on all items presented. All feedback will be documented and reviewed with Town staff prior to updating the plan documents.

Task 2.3 Deliverables:

- a. Open House agenda (provided as part of the Stakeholder Engagement Plan)
- b. Open House advertisements, which will include:
 - One (1) 1/4 page advertisement in the Sopris Sun
 - One (1) advertisement through KDNK
 - One (1) flyer + project narrative update, to be used by the Town for social media promotion and email invitations
- Draft (to be reviewed by Town staff) + Final set of presentation boards, which will include:
 - Site Inventory + Analysis Diagram
 - Approved Site Program Diagram
 - Approved Site Sketch Plan
 - One (1) Schematic Circulation Diagram
 - One (1) Schematic Hardscape + Special Features Diagram
 - One (1) Planting Diagram
- d. Two (2) Draft Image Character Boards
- e. Meeting Minutes and photographic documentation to capture all events and responses

PHASE 3: THE SUMMIT

IPACKAGE DEVELOPMENT AND ADOPTION

TASK 3.1: FINAL STAKEHOLDER ENGAGEMENT

This task will provide an opportunity for the Key Stakeholder Group to review, discuss, and provide direction on all previous stakeholder engagement activities/results and the current site planning/design documents.

- · Consultant will lead Stakeholder Meeting #2 work session with Key Stakeholders/Steering Committee and Town Staff to review all updated Project Deliverables.
- The work session agenda and charrette events will developed after project kick off and provided to Town staff for review and comment as part of the Stakeholder Engagement Plan. It is anticipated that the work session will be a two (2) hour event at a location to be determined with Town staff.

 All feedback will be documented and reviewed with Town staff prior to moving forward with the 90% Draft Site Plan Package.

Task 3.1 Deliverables:

- a. Stakeholder Meeting #2 2 hour work session with Key Stakeholder group
- b. Meeting Minutes and photographic documentation to capture all responses
- c. Review session with Town (as needed) to receive direction for the Site Plan Package

TASK 3.2: SITE PLAN PACKAGE

As a follow-up to the final Key Stakeholder Engagement session, the consultant team will move forward with all approved comments and direction to complete the Site Plan Package. A 50% and 90% level set of document will be developed in coordination with Town staff. The 90% documents will include final drafts of all items to move forward with Plant Adoption, Grant Processes, and other funding assistance measures.

- Develop the 50% Draft Site Plan Package with Town direction and comments received during the Stakeholder Engagement sessions.
- Review the Draft Site Plan Package with Town and make adjustments as needed to receive approval prior to initiating the 90% Site Plan Package.
- Develop the 90% Draft Site Plan Package with Town direction and comments received from 50% Draft review.
- Compile and Schematic Level opinion of Probable Cost in coordination with civil team.
- Develop a preliminary project construction timeline and if necessary, add/alternate items, and phasing options.

Task 3.2 Deliverables:

- a. Site Inventory + Analysis Diagram
- b. Preferred Site Program
- c. 50% Draft + 90% Schematic Landscape Design Package, which will include:
 - One (1) Schematic Site Plan
 - One (1) Schematic Circulation Diagram
 - One (1) Schematic Hardscape Diagram
 - One (1) Schematic Planting Diagram
 - One (1) Schematic Grading Diagram
 - Plan/Design Report
 - Summary of Stakeholder + Public Engagement Input
- d. 90% Schematic Landscape Illustrative Package, which will include:
 - One (1) Illustrated Site Plan.
 - Two (2) Character Boards, portraying the envisioned material/planting palette.
 - Two (2) Composite Section/Elevation illustrations to describe vital connections.
 - Two (2) Rendered Perspective illustrations to describe the proposed site experience.
 - Schematic Level Cost Estimate
 - · Anticipated Construction Timeline and Phasing options
- e. Town staff/Team meetings to review the 50% + 90% Draft Schematic Design Package
- f. Meeting Minutes for review sessions

TASK 3.3: PLAN ADOPTION AND APPROVAL

As a final step in the project, the Consultant Team will support Town staff during the Final Plan Approval process.

- Present 90% Draft Site Plan Package to the Carbondale Parks + Recreation Commission
- Present 90% Draft Site Plan Package to the Carbondale Board of Trustees
- · Document any final input from presentations into final Meeting Minutes
- Review and provide minor updates, if necessary, to develop Final Site Plan Package

Task 3.3 Deliverables:

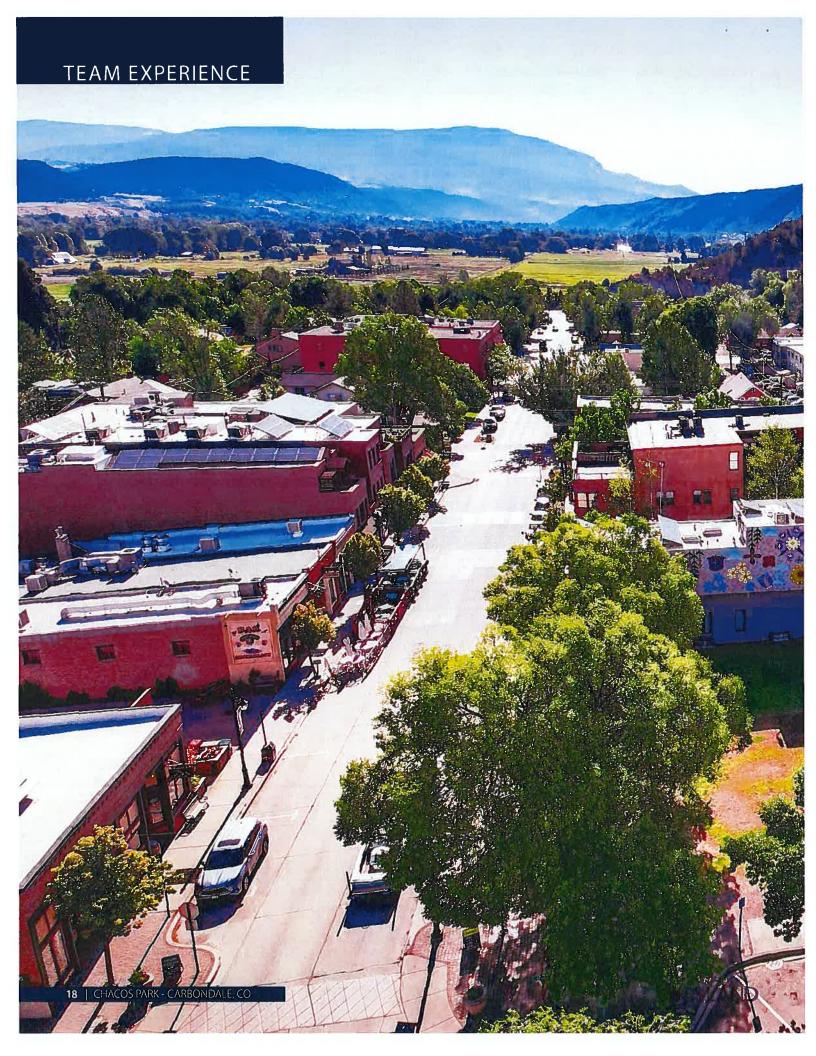
- a. Two (2) Presentations: Parks + Recreation Commission, Board of Trustees
- b. Meeting Minutes for presentation sessions
- c. Final review with Town staff
- d. Final Site Plan Package (digital form)

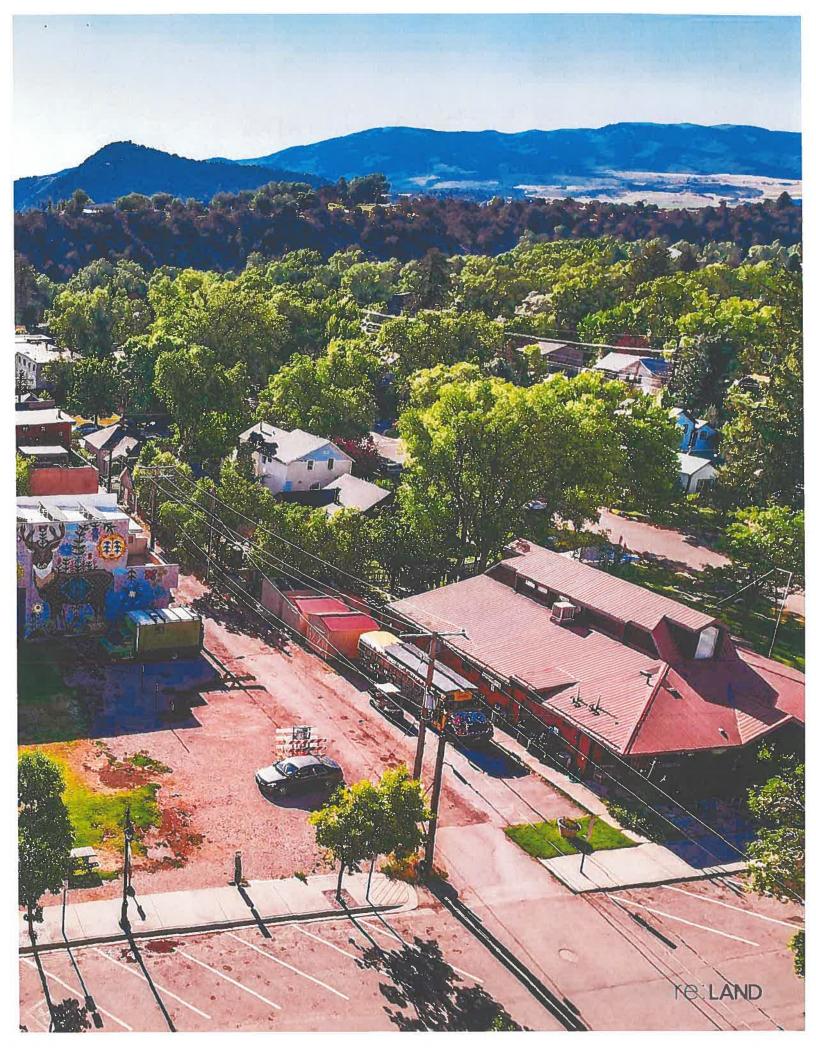
Additional Notes

If any contractor, governmental authority, building department, or any other third-party requests or requires that changes be made to the Design Documents prepared by RE:LAND, then Client shall notify RE:LAND of the same before any such changes are made. In the event Client, Client's contractors or subcontractors, or anyone for whom the Client is legally liable makes or permits to be made any changes to any documents prepared by RE:LAND or its consultants without obtaining RE:LAND's written consent, or in the event of termination of this Agreement consistent with the terms herein, Client shall assume full responsibility for the results of and any damages caused by such changes. Therefore, Client agrees to waive any claim against RE:LAND and to release RE:LAND from any liability arising directly or indirectly from such changes not consented to by RE:LAND. In addition, Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless RE:LAND, including RE:LAND's consultants, from any damages, liabilities or costs, including reasonable attorneys' fees and costs of defense, arising from such changes.

In the event Client uses RE:LAND's work product without retaining RE:LAND to either finalize the Construction Documents or to perform construction observation services, Client releases RE:LAND and RE:LAND's consultant(s) from all claims and causes of action arising from such uses. Client, to the fullest extent permitted by law, further agrees to indemnify and hold harmless RE:LAND and its consultants from all costs and expenses, including the cost of defense and attorneys' fees, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from such use of the documents by Client.

It is assumed for purposes of this Proposal that either the Client or Representative, Contractor or a separate consultant retained by the Client will act as the Construction Administrator or Manager. RE:LAND's role during Construction Observation does not include any administrative or project management responsibilities.







Education

Master of Landscape Architecture: Highest Honors, University of Colorado Denver

Master of Urban Design; University of Colorado Denver

Bachelor of Fine Arts; Wittenberg University

Licensure and Certifications

Registered Landscape Architect (Colorado #1359, Nebraska #427)

SITES Accredited Professional

LEED Green Associate

Professional Affiliations

American Society of Landscape Architects

Vice Chair - Carbondale Planning & Zoning Commission

Carbondale Arts - Board of Directors (Past)

Recent Awards and Honors

Colorado Park + Recreation Association: Columbine Award (Croke Reservoir + Urban Plaza)

Colorado APA Merit Award: Planning (Estes Park Downtown Resilience Plan)

Colorado ASLA Merit Award: Design (Croke Reservoir + Urban Plaza)

National ASLA Honor Award Communications (Artful Technology Methods for Communicating Non-Standard Construction Materials)

Colorado ASLA Merit Award Analysis + Planning (Middlebrook Agri-hood Community)

Nicholas DiFrank

PRINCIPAL/OWNER, PLA, SITES AP, LEED GREEN ASSOCIATE

With over 20-years in the AEC industry, Nicholas is a licensed landscape architect and urban designer, whose award-winning background is informed by his experience as a leader in both public and private development projects. His work ranges from compelling civic designs and complex community plans, to dynamic play spaces and elegant residences. Focusing on the thoughtful integration between client goals, local context and timeless design concepts, Nicholas believes in a deeply collaborative process where integrated design solutions result in greater functionality and social connection.

With a passion for leading projects that reinforce an engaging experience at the threshold between built and natural environments, Nicholas provides experience based on his work around the country and globe. He approaches each project with a balance of creativity and practicality to develop innovative solutions that respond to project objectives, local needs and the exciting potential within each site. His professional background includes, urban and civic design, park and recreation facilities, open space, community and environmental planning, historic preservation, multi-family, and estate design.

Nicholas's practice and professional approach blend his extensive experience in project management, design and team leadership, public process and client engagement. He uses these tools to support and guide teams as they create exceptional visions that are unique to each project site and client.

Select Public Project Experience:

Youth Art Park | Carbondale, CO

Colorado Extreme Youth Hockey Facility | Carbondale, CO

Main Street Underpass + Public Plaza | Louisville, CO

River Grand Site Design + Terraced Plaza | Glenwood Springs, CO

Estes Park Downtown Resilience Plan | Estes Park, CO

Old Town Link Civic/Recreation Master Plan | Louisville, CO

Stanley Park Master Plan | Estes Park, CO

North Reserve/Scott Street Master Plan | Missoula, MT

Boulder Reservoir Site/Master Plan | Boulder, CO

Autrey Park Master Plan | Superior, CO

Northwest Open Space | Northglenn, CO

E.B. Rains Memorial Park + Webster Lake Shoreline | Northglenn, CO

Eastwood Storage Facility Artwalk Streetscape | Carbondale, CO

104th/Greenway Trail | Northglenn, CO

Colorado Mountain College Master Plan Update | Aspen, CO

Lake to Lake Trail Underpass + Cottonwood Park | Louisville, CO



Education Master of Architecture; Washington University St. Louis

Bachelor of Science, Interior Design; University of Bridgeport

Licensure and Certifications Registered Landscape Architect (Colorado #00403772, NCARB Certificate #77741)

Professional Affiliations ANFA | Academy of Neuroscience for Architecture

ACS | Architecture Culture and Spirituality Forum Lecturer: Architecture + Wellbeing

Jim Kehoe

PRINCIPAL/OWNER, RA

Jim Kehoe brings 27 years of professional experience in the capacity of Project Management, Project Architect, Project Lead, and Designer. He has been in the Project and Design Leadership role over the past 22 years and has lived in Snowmass Colorado since 2004.

Jim's experience spans from large-scale corporate projects, education facilities, mixeduse, public facilities, affordable housing and free-market multi-family. Jim's work in the 18 years in Aspen and the Western Slope has predominantly been with community-oriented clients and projects, driving success in the combined roles of Design Architect, Project Leader, and Project Management.

Jim has a passion for design, especially within the public realm. Known for a high level of collaborative spirit he is accustomed to rolling up his sleeves and being flexible to get the job done in the most appropriate fashion. His diversity of project types and clients allows the project to have a wide range of experience applied with sensitivity to schedule, budgets, appropriate materials, and early concepts that help define and drive the client's goals.

With an interest in well-being and human flourishing, Jim has been drawn beyond his own practices into neuroscience and biology research as relates to human habitation. In architecture practice, he focuses on the biological and cognitive effects of the built environment and has developed design methodologies and approaches for creating environments that promote occupant health and well-being.

Select Public Project Experience:

Ouray Town Park Stage | Ouray, CO

Telluride Town Park Stage | Telluride, CO

Cortez Bandshell | Cortez, CO

Aspen City Hall | Aspen, CO

Snowmass Town Hall | Snowmass, CO

RFTA - BRT System Bus Shelters | Roaring Fork, CO

Telluride Town Hall Renovation | Telluride, CO

Aspen Police Department | Aspen, CO

Mountain Village Bus Stops | Mountain Village, CO

Ouray County Courthouse Restoration | Ouray, CO

O'Fallon Public Safety Facility | O'Fallon, IL

St. Charles Sherriff Facility | Charles, MO

Phillips Affordable Housing | Pitkin County, CO

West Eagle Affordable Housing | Eagle, CO

Pathfinder Affordable Housing | San Miguel County, CO

Sopris Engineering

Yancy Nichol, P.E. #28377

Principal

Yancy is the Principal Engineer and founding partner of Sopris Engineering, LLC. He has more than 30 years of experience in the coordination of engineering related activities including Education: BS Civil Engineering-University of Wyoming Registration: Professional Engineer (CO, WY)
Affiliations: American Society of Civil Engineers (ASCE)

Email: ynichol@sopriseng.com

management, planning, and design oversight. Yancy has performed as liaison between owners, professional consultants, utility companies, and contractors, where responsibilities ranged from reviewing and directing design decisions, resolving cost overruns, and incorporating necessary field design changes. His work often involves maintaining direct interface with clients, consulting engineers, and contractors to ensure project completion according to deadlines and specifications. Yancy's broad private sector project development and site assessment work enables him to advise clients regarding site suitability including infrastructure requirements and cost analysis. He has an extensive background working directly with the Town of Carbondale throughout his more than 30 years of experience.

Mark Beckler, P.L.S #28643

Principal

Mark is the Principal Surveyor and founding partner of Sopris Engineering, LLC. He is responsible for overall coordination and Education: BS Civil Engineering-University of Wisconsin

Registration: Professional Land Surveyor (CO)

Email: mbeckler@sopriseng.com

management of the surveying department. As the survey division director, Mark interfaces with the engineering department, clients, contractors, design technicians, and field surveyors on projects ranging from simple real estate transactions to complex, multi-property development exchanges. Specializing in the legal aspects of boundary surveying, Mark's 35 years of experience (25+ yrs in the Colorado and Roaring Fork Valleys) spans the profession from Project Management to civil design surveys and from property dispute resolution to subdivision development. His local experience developed a comprehensive working knowledge of Garfield County and Town of Carbondale.

John Petaisto, PE #42758

Project Manager/Design Engineer

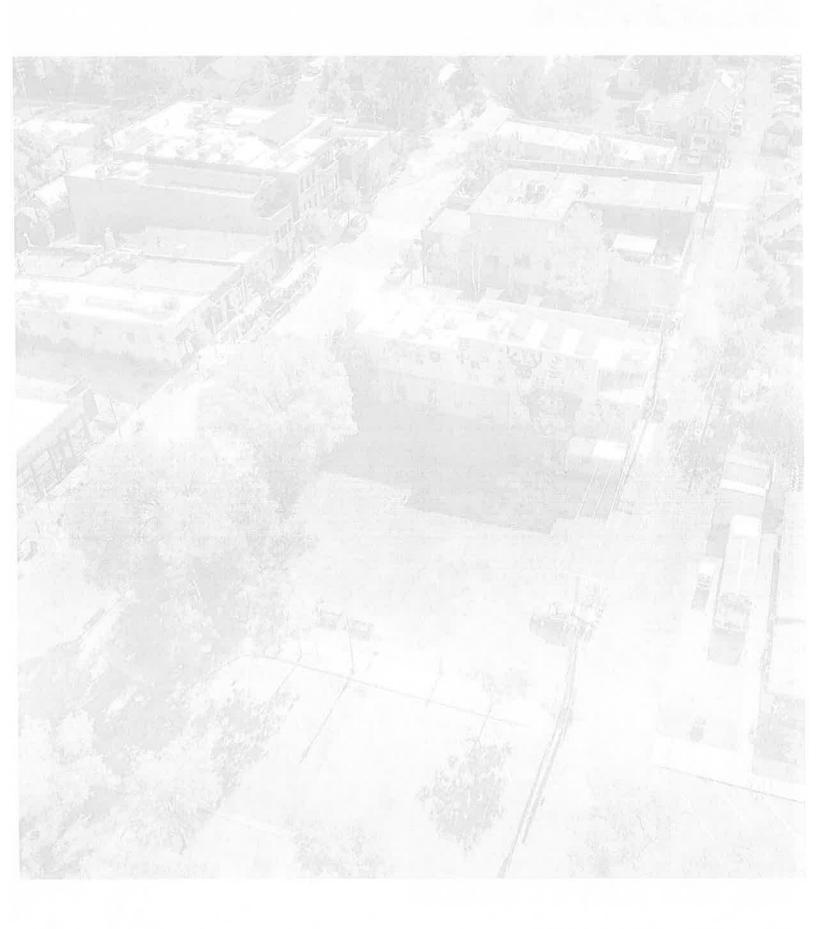
John has been with Sopris Engineering since 2005. He has managed and designed local area projects including

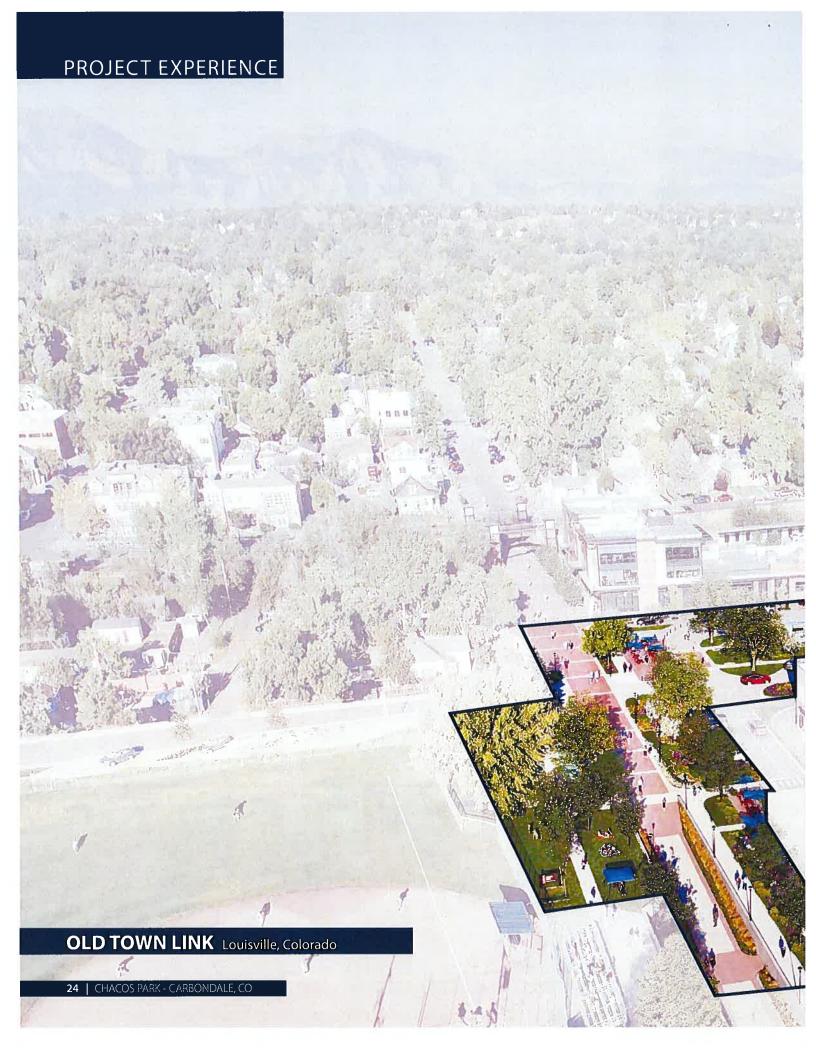
Education: BS Civil Engineering-Arizona State University

Registration: Professional Engineer (CO)

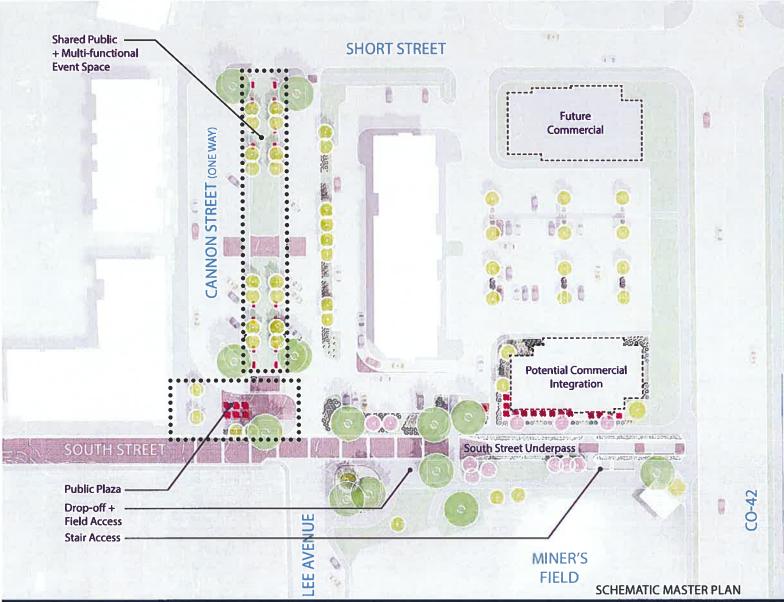
Email: jpetaisto@sopriseng.com

residential, multi-family, commercial, and mixed-use developments/subdivisions, school projects, and irrigation design. John has performed all necessary tasks related to the design and construction implementation of projects. He has worked on many projects in the Town of Carbondale, has built strong relationships with Town Staff, and is well versed in the Town's Site Plan Review and Building Permit processes with focus on the Town's Unified Development Code (UDC) and Comprehensive Plan.









OLD TOWN LINK Louisville, Colorado

TEAM:

City of Louisville (Owner/Client)
RE:LAND (Urban Des/Landscape Arch.)
Kimley Horn (Civil)
OTAK (Structural)
Pinyon (Environmental)

CONTACT:

Kurt Kowar, Director of Public Works (City of Louisville) 303-419-7445

STATUS:

Schematic Design complete. Detailed design process on hold due to Louisville fire.

TYPOLOGY:

Public civic and recreation project with publicprivate partnership phasing goals.

SIZE: Park/Multi-function Plaza (8,500 sf), Small Plaza (5,700 sf)

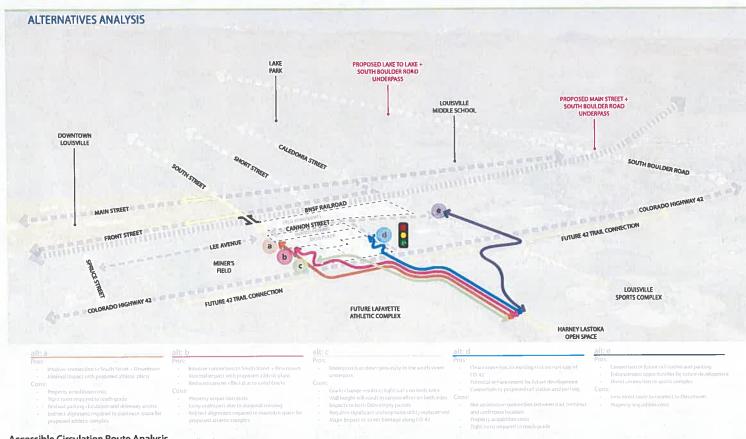
DESCRIPTION:

The Old Town Link project began as an opportunity to connect Louisville's bustling Historic Downtown with a growing mixed-use development and recreation complex. RE:LAND was selected to lead concept development and site planning for the exciting project with a goal of improving safety and equitable accessibility while building on current public-private

partnership successes between the City and Delo Development.

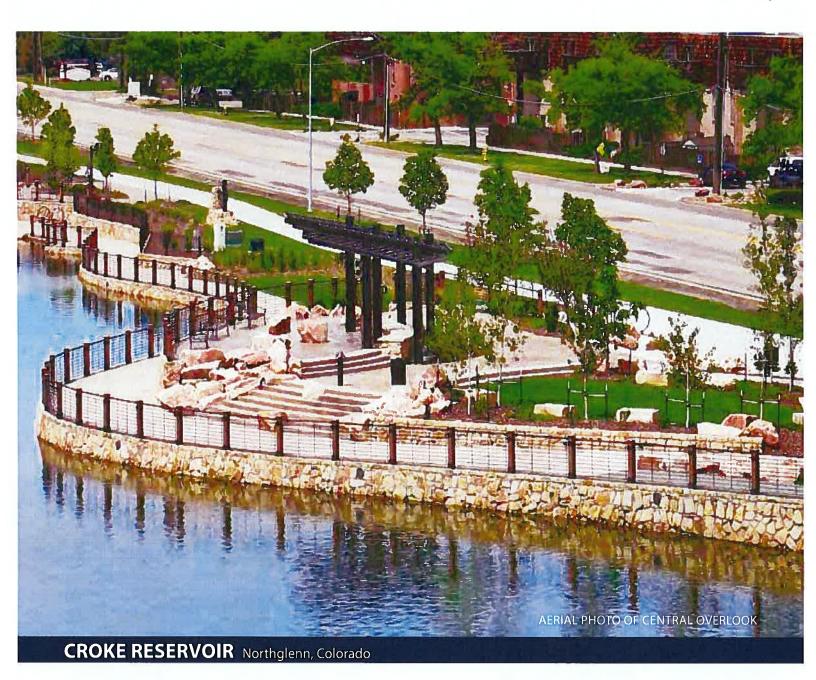
The Old Town Link project transforms a challenged vehicular intersection to a multifunctional, pedestrian-centric corridor and public amenity space. At the core of the project is the parking lot conversion to a shared public + multi-functional event space and public plaza. These areas will build on the successes of the mixed-use Delo Development, which is further integrated with the Town's historic fabric, with the South Street Underpass.

OLD TOWN LINK Louisville, Colorado



Accessible Circulation Route Analysis





TEAM:

City of Northglenn (Design, Grants, Proj. Man.) J&T Engineering (Civil) ECI (Site Construction + Management) DHM (Planting Design)

CONTACT:

Kurt Kowar, Previously Dir. of Design Logistics with Northglenn (Now with City of Louisville) 303-419-7445

STATUS:

All phases of construction complete (2009).

TYPOLOGY:

Pubilc / Civic / Recreation

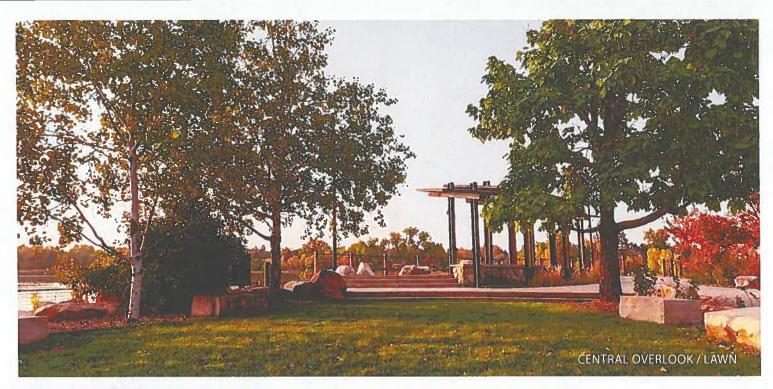
SIZE: Central/Upper Overlook Plaza (9,500 sf), Lower Fishing Plaza (8,700 sf)

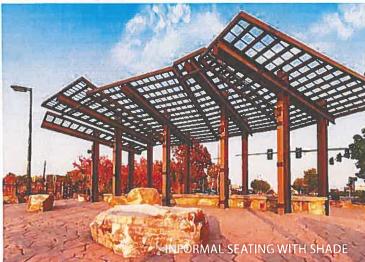
DESCRIPTION:

As lead landscape architect for the City of Northglenn, DiFrank led the multi-year public planning, engagement, grant development, and in-house design efforts for the dynamic Croke Reservoir project. A series of public workshops, visioning exercises and concept surveys were used to gauge resident and stakeholder opinion. Social life and urban connectivity is catalyzed by Croke's position as a central urban feature that draws from nearby residential areas, the commercial core, transit hub, and natural areas. A set of informal spaces support diverse uses and user groups within the park site.

The project successfully provides a timeless community amenity and award-winning City infrastructure for residents and visitors. The variety of accessible active and passive use areas connects users with the commercial core of Northglenn and Greenway Trail system.

CROKE RESERVOIR Northglenn, Colorado











TEAM:

Remonov (Developer)
Move Matter (Architect)
RE:LAND (Urban Design/Landscape Architect)
JVA (Civil)

CONTACT:

Makenzie Mueller, President (Remonov) 303-419-7445 Zachary Stevens, AIA (MV MTTR architects) 401-741-5107

STATUS:

Currently in Eagle County Land Use review.

TYPOLOGY:

Workforce Housing / Private Development Shared Public Transition Areas

SIZE: 1. Urban Nature Park (8,500 sf),

- 2. Main Plaza (5,500 sf)
- 3. Rear Terrace (6,300 sf)

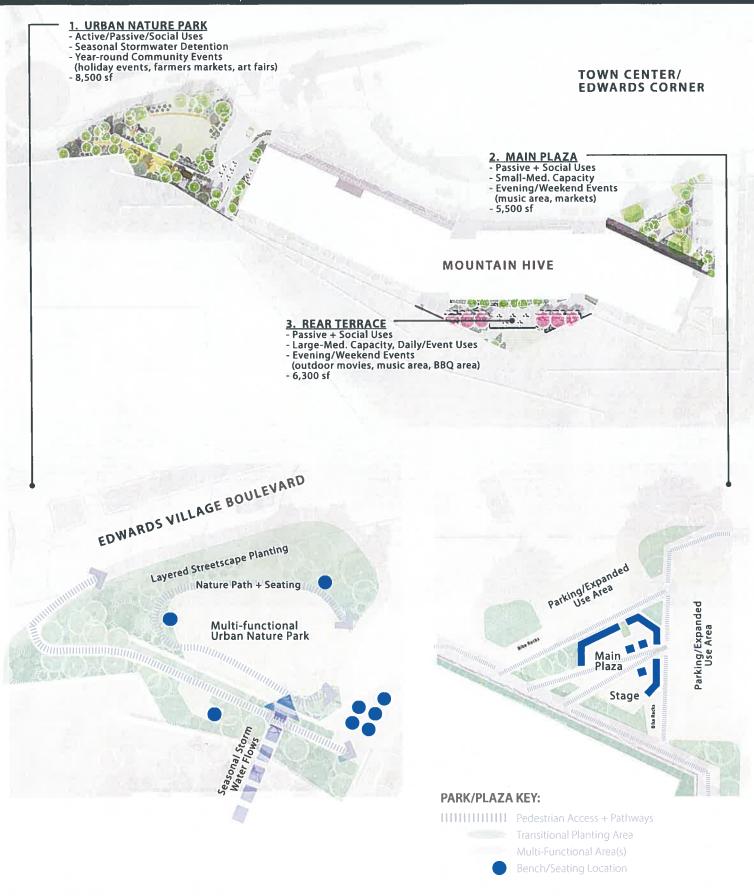
DESCRIPTION:

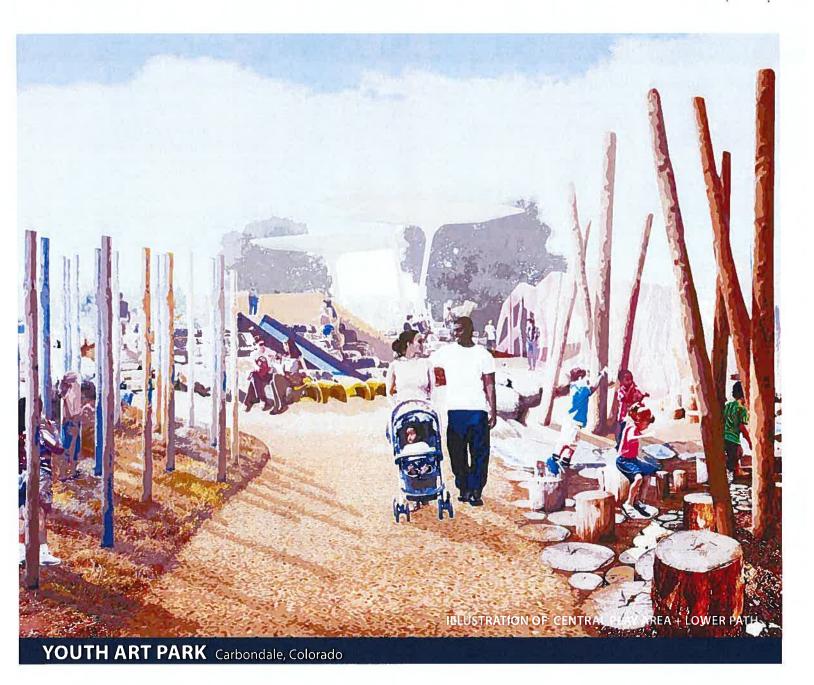
Mountain Hive is being developed in response to the dire need for workforce housing in the Vail Valley. The project is located in downtown Edwards, CO and based around a four (4) story, 230-unit co-housing building with integrated commercial services. Nestled in between

existing mixed-use developments, the project is constrained by extreme slopes, access challenges and restrictive zoning.

In response to the proposed development RE:LAND was selected to lead the urban and site design process alongside Architecture Research Office/Move Matter Architects. A series of highly collaborative studies were performed to examine solutions for public/private social use, recreation, stormwater management, and site circulation. Using a value-stacking approach, a series of multi-functional plazas was envisioned to provide social, ecological and functional value to the site, developer and future residents.

MOUNTAIN HIVE Edwards, Colorado





TEAM:

Carbondale Arts /Town of Carbondale/RFTA (Clients /Owners) RE:LAND (Urban Design/Landscape Architect) Crystal River Civil (Civil) Evolve (Structural)

CONTACT:

Jamie Abbott, Executive Director Michael Stout, Project Manager 401-741-5107

STATUS:

Phase I construction to be complete in Fall 2023

TYPOLOGY:

Recreation / Civic Amenity / Creative Play

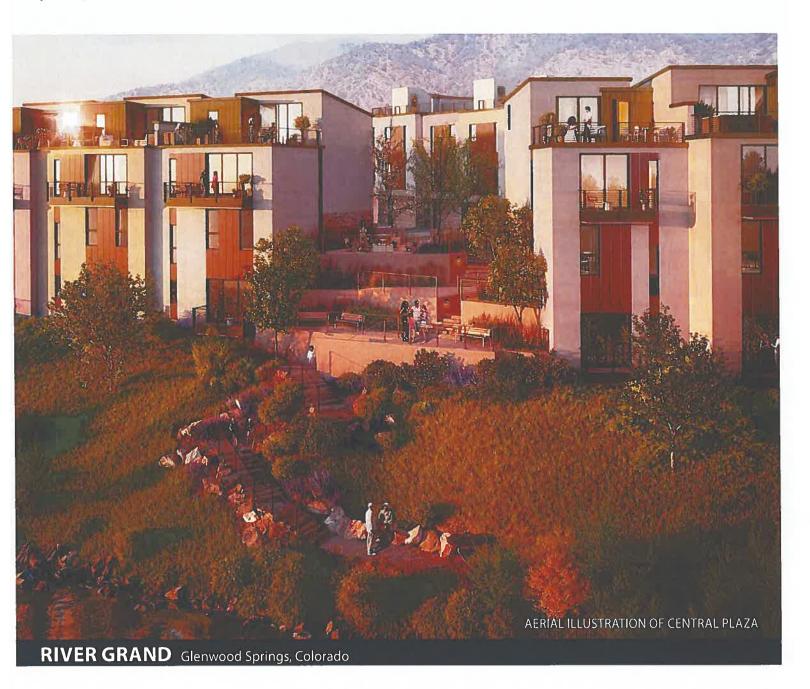
SIZE: Park Site (7,600 sf)

DESCRIPTION:

The Carbondale Youth Art Park was designed to provide a fresh approach to integrated play and creativity for residents and visitors of the community. Located in the Carbondale's downtown core, the linear park is intended to revitalize space previously left vacant within a rails-to-trails right of way. The project will also provide a vital link between the historic downtown/civic center areas and new mixeduse developments as part of the upcoming Downtown North project.

As a project that began prior to COVID, but extended into the pandemic, the RE:LAND

team was challenged to dream big during concept development in order to provide a site where people of all ages and backgrounds can safely gather in a multi-functional, creative environment. As a result, a dynamic site was designed to offer outdoor classroom and performance space, climbing and creative play (otherwise known as "p-art-kour" adventure play), sculptural installations, and a comm(Unity) Sculpture. As a gateway between Downtown and future mixed-use neighborhoods, the Unity Sculpture will provide a canvas for high-schoolers to regularly repaint and re-imagine as a storyboard to share their local experiences, challenges, and dreams.



TEAM:

Move Matter (Architect)
RE:LAND (Urban Design/Landscape Architect)
JVA (Civil)
BWR (Structural)
BG Buildingworks (Mechanical)

CONTACT:

Zachary Stevens, AIA (MV MTTR architects) 401-741-5107

STATUS:

Construction to begin Fall of 2023

TYPOLOGY:

Multi-family Housing / River Access / Plaza

SIZE: Central Plaza (5,500 sf)

DESCRIPTION:

The Rivers project brings 17 luxury townhomes to the City of Glenwood Springs and Roaring Fork Valley. The RE:LAND team was selected to lead site concept approach through entitlements and construction documents. The site is located on a prime riverfront location that provides direct views of Sopris Mountain and the upper valley.

Based on a plan that integrates internal pedestrian and vehicular circulation, a site plan was developed to ensure a pedestrian-first community environment. This approach maximized green spaces and river access while minimizing paving and vehicular circulation requirements.

A centrally-located, terraced plaza highlights the the site by providing a series of shared spaces for residents to gather, celebrate, exercise, relax, and access the river. Local plant and material solutions were selected throughout the project to support water-wise and long-term maintenance considerations.



RIVER GRAND Glenwood Springs, Colorado

TEAM:

RE:LAND (Urban Design/Landscape Architect) KEO Studioworks (Architect) JVA (Civil)

CONTACT:

Simon Bentley (Project + Facility Manager, Owner's Representative) 970-309-9151

STATUS:

Phase 2Temporary construction to begin 2023 Permanent Phase CDs currently underway

TYPOLOGY:

Private / Plaza / Recreation / Workforce housing

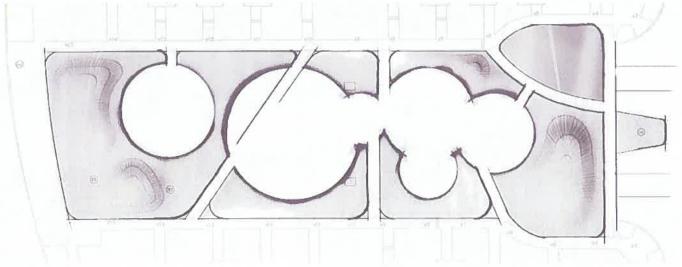
SIZE: Central Plaza (8,000 sf)

DESCRIPTION:

With a focus on diversity, equity, and inclusion, Colorado Extreme Youth Hockey provides free hockey to all interested youths in the Roaring Fork Region. The project's initial temporary phases are based on the activation of the local community and families where non-traditional groups are able to gain access to the competitive sport.

The overwhelming community response highlighted the need for a central outdoor gathering and event space within the greater facility. The central plaza will provide families, players, and visitors with a large outdoor and informal space for nightly practices, games, and larger events.

The plaza space will provide a transitional site element between the covered, outdoor rink and the adjacent hillside. All circulation routes provide accessible connections to the main indoor facility, workforce housing, retail, and rental/shop areas.



SKETCH CONCEPT



SCHEMATIC MASTER PLAN

DAKOTA SQUARE PARK Boulder, Colorado

TEAM:

Dakota Square HOA (Ownership Group)
N. DiFrank/NJD Studios
(Urban Design/Landscape Arch.)
Native Edge (General Contractor)

TYPOLOGY:

Public-Private / Plaza / Multi-family

SIZE: Central Plaza (9,500 sf)

DESCRIPTION:

During the construction of Dakota Ridge, in North Boulder, it was determined that the market would not support the mixed-use plan. As a result, the developer built the 18 town homes that now make up Dakota Square. The associated central parking lot was deemed unnecessary by the HOA which resulted in an alternatives analysis, schematic study, and financial feasibility review. The project intent was to convert the existing parking area into a pedestrian square and green-space for local residents and visitors.

DiFrank teamed up with a local contractor to explore a series of concepts for the Dakota

Square HOA. The preferred solution maintains existing sidewalks and entry grades. The design accommodates the 12' of grade change through a series of plazas that are all ADA accessible. Each area supports different gathering opportunities that range from large group to small family/individual spaces.

Large berms, multiple connection points, and layered plantings help create a sense of outdoor rooms. Shade tree plantings, ornamental grasses and shrubs provide winter interest and privacy between different nodes and upper balcony views.



ASPEN CITY HALL PLAZA

Aspen, Colorado

CLIENT: City of Aspen

TYPOLOGY: Municipal/Passive Use/Gathering

DATE: 2017-2021

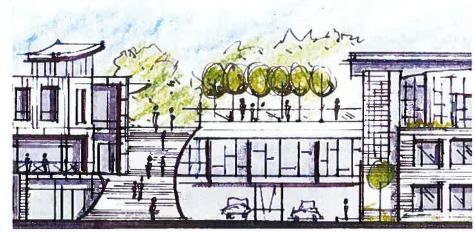
DESCRIPTION:

The Aspen City Hall Plaza design consolidates the significant public interfacing departments into one structure. The building straddles the Rio Grande Plaza two levels above Rio Grande Place. Coupling two distinct entries within the design separated by 2 floors was achieved by a daylit circulation column connected to the plaza with a glass enclosure tying all floors together and leading to the lower Rio Grande Place entry. This feature was also a driving force to the configuration of departments needing access along a so-called main drag both horizontally and vertically.

The civic headquarters engaging and activating the prior vacant Rio Grande Plaza was a key element to the design. The main entry at this level is also flanked by the Council Chambers which open the plaza activating a new energetic public space. To the northeast, a multi-use flexible space connects to an outdoor patio facing Rio Grand Park and is equipped with a food and beverage area.

Jim Kehoe as project and design lead w/ CCA







ASPEN POLICE DEPARTMENT PLAZA

Aspen, Colorado

CLIENT: City of Aspen

TYPOLOGY: Municipal/Passive Use/Gathering

DATE: 2015-2019

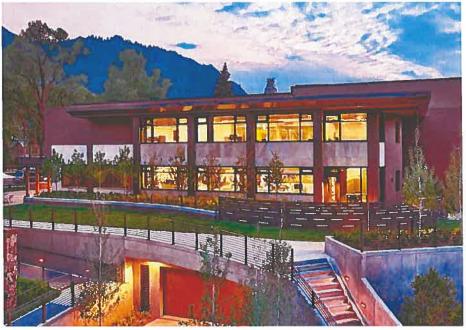
DESCRIPTION:

The building is situated at the crossroads of Obermeyer Place, Main Street, Hunter Street, and the County Civic Center, which allows for a significant parklike corridor to the east. A pedestrian connection from Main Street to Obermeyer Place and the Rio Grande Park area brings a significant amount of green space and daylight into the site.

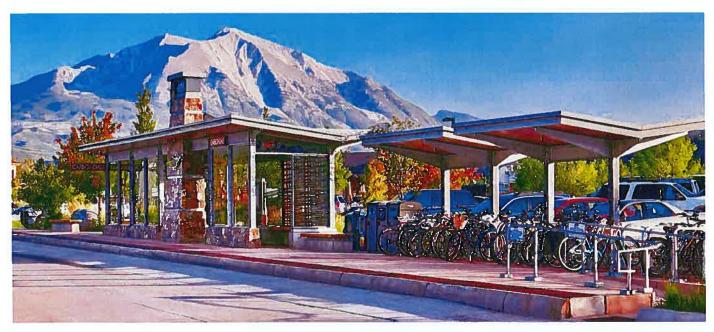
The layout of the building places a main access corridor running through maximizes daylight in busy office areas, and conference spaces. The breakroom connects directly to the green daylit park area to the southeast, while the entry plaza engages Main Street and the view of Bell Mountain.

The project is LEED certified and maximizes renewable energy and daylighting. The project is also WELL Building certified maximizing the building's health and well-being aspect focused on human habitation.

Jim Kehoe as design and project lead w/ CCA







RFTA BRT PLAZAS

Roaring Fork, Colorado

CLIENT: RFTA

TYPOLOGY: Transportation

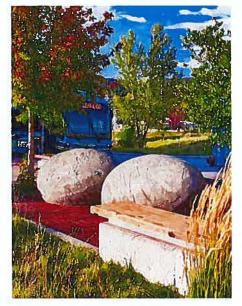
DATE: 2010-2014

DESCRIPTION:

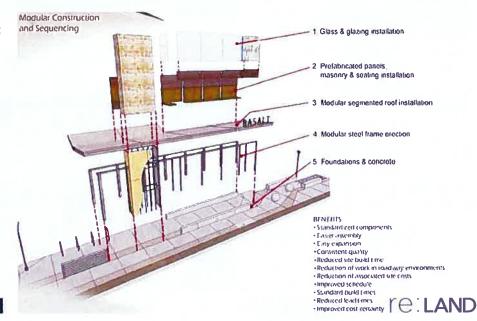
The RFTA bus stop structures were designed as a beacon to the public eye encouraging ridership. The design was coordinated with the development of RFTA's Bus Rapid Transit branding and marketing efforts and evolved into several unique features including the landscape dinosaur eggs and footprints, and the shelter graphics and signage.

Durability and integration with the contemporary mountain context are the main thrust of the design. The use of a local aesthetic of wood and stone is combined with exposed industrial structural elements culminating in a recognizable and robust timeless aesthetic.

Jim Kehoe as project and design lead w/ **Z-Group architects**







CONTOUR

CONTOURED GEOMETRY OF THE SADDLE MASS ALLOWS FOR A SOFTENING OF THE BUILDING FORM WITHIN THE PARK AND IT ENGAGES THE NEIGHBORHOOD AND STREET TO THE WEST.





CORTEZ BANDSHELL

Cortez, Colorado

CLIENT: Friends of the Bandshell, City of Cortez TYPOLOGY: Municipal/Multi-functional

DATE: 2021

DESCRIPTION:

The Cortez Bandshell will add a significant outdoor Public Civic venue to Centennial Park, adjacent to the Public Library. The geometry and spatial design are largely driven by the symphonic and acoustic ensembles in the region with built-in flexibility to operate for live bands, theater performances, and on-stage events such as the black box theater, yoga, dance, and art exhibits.

The position of the bandshell facing northeast is optimal for afternoon and evening events for both audience and performers in relation to the sun angle. The back of the stage accesses the library parking area for service entrance to the southwest separated from the main access of the audience from nearby parking to the northeast.

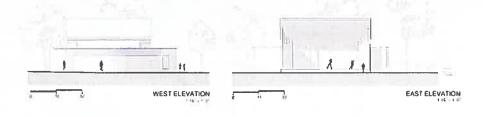
The design as an object in a park considers all sides of the building as visually significant to the neighborhood instigating the contoured backstage elements which also function as a public entry for onstage uses.

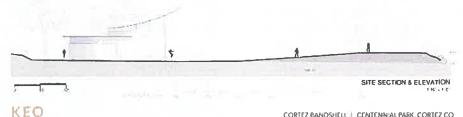
KEO Studioworks Jim Kehoe Jim Kehoe as project and design lead





CONCEPT DESIGN





CORTEZ BANDSHELL || CENTENNIAL PARK, CORTEZ CO



THEATRE ASPEN CONCEPT PLAN

Aspen, Colorado

CLIENT: City of Aspen

TYPOLOGY: Performance/Public

DATE: 2020

DESCRIPTION:

The Theatre Aspen facility is a summer-only venue with the organization gaining interest and growing programming for year-round performances. The District Theater in the Aspen Middle School is an older facility that has been utilized but the location and the dated facility are not equipped for modern performances and the location is a challenge.

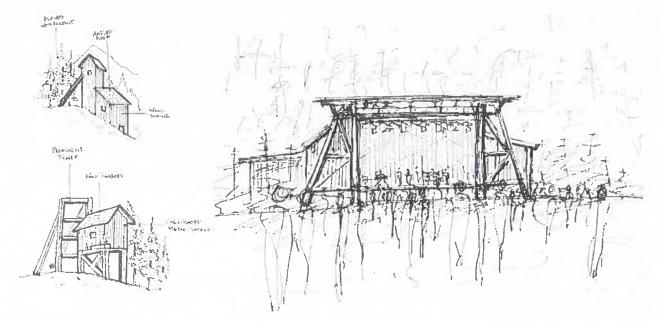
The Theatre Aspen Concept Plan is to integrate a theater facility within Rio Grande Park as a combined vision of the Aspen Parks Department and Theatre Aspen. The location is an ideal destination that weaves into the urban pattern of parks and public cultural venues just outside the Aspen urban grid and tied to the web of pedestrian pathway.

The design of the performance space within the park integrates the back of the theater and elevated park space on the roof in a landform feature which opens to the view of Aspen Mountain and the surrounding landscape.

Jim Kehoe as design and project lead w/ CCA







TELLURIDE TOWN PARK STAGE

Telluride, Colorado

CLIENT: Town of Telluride

TYPOLOGY: Municipal/Performance/Public

DATE: 2015-2017

DESCRIPTION:

The Telluride, CO Stage was designed to replace the prior 1994 stage that has been a mainstay of summertime performances since 1973. The prior stage was in need of replacement to meet the demands of the growing number of festivals including Telluride Bluegrass Festival, Blues and Brews, the RIDE Festival and the Jazz Festival.

The programming of the stage considers future needs and also partners with Telluride Theater for use as a black box theater venue. A catering and public restroom building has also been added to the site in response to growing daily park needs.

The design in inspired by the prior stage massing and form that the town had come to love with new more durable cladding materials with the addition of the speaker towers that structurally hark to the mining era.

Jim Kehoe as design and project lead w/ CCA



SOPRIS ENGINEERING - PROJECT EXPERIENCE

Carbondale Community and Recreation Center (Town of Carbondale):

Sopris Engineering, LLC performed both civil and survey services for the Town's Recreation Center Facility. The Center's energy efficient design contains a mix of recreational uses including indoor courts, weight room, and climbing area, in conjunction with office, and day care space. The site improvements included demonstration gardens, water quality swales, recreation amenities, street and onsite parking in coordination with Town Hall.

SE prepared the drainage study, grading and drainage plan, demolition plan, master utility plan, site plan, details, and As-Builts. SE also prepared the Improvement Location Survey. SE's in house field engineers conducted the construction observation.

North Face Athletic Fields & Fire Station #1 District Office and Training Center (Town of Carbondale):

The North Face Athletic Fields, located in the Town of Carbondale, consists of a skate park, baseball, softball, and soccer fields. The Fire District Training Center comprises a training, operations, and maintenance facility for Station #1, including an outdoor training area.

Sopris Engineering, LLC was responsible for all survey and civil aspects of the site including aerial mapping, irrigation ditches, boundary survey, plats, and utilities. Sopris Engineering also performed survey work on the skateboard park and adjoining athletic field. Additionally, Sopris Engineering coordinated our efforts with both the Town of Carbondale and Carbondale and Rural Fire Protection District.

Sopris Lofts (Town of Carbondale):

SE served as the Engineer of Record for a mixed use residential and commercial development located at the corner of Highway 133 and Main Street in Carbondale. This site includes a small private/public plaza area on the west side adjacent to Highway 133. The park public access and improvements were carefully coordinated and reviewed with the Town and with CDOT during the design and construction process. Our scope included existing conditions base mapping, civil design and survey support, construction survey, and construction management services for all scopes of the development including the Town's Site Plan Review, Building Permit Review, and construction installation. Construction was completed in the spring of 2022.

Carbondale Center Place (Town of Carbondale):

SE served as the Engineer of Record for all aspects of the Carbondale Center Place development which includes 76 residential Units, 10,000-SF mixed use commercial, and outside park plaza areas. Our scope included civil and survey support of a rezoning and lot line adjustment plat, existing conditions base mapping, and support for the site demolition. It also included civil design and survey support for CDOT permitting, design, and construction for Highway 133 access and for all scopes of the development including the Town's Site Plan Review, Building Permit Review, and construction installation. Construction is scheduled for completion in Summer of 2023.

Crown Mountain Park (El Jebel, Eagle County):

This Park was a Design Build project and included both outdoor active sports facilities and passive family-oriented amenities with a foundation as an environmental habitat. The Park design and development process included strong community input. The facilities include ball fields, horseshoe pits, a dog park, volleyball courts, and public restrooms.

Sopris Engineering was responsible for the details, drainage study, grading permit set, construction staking and observation, and as-builts. Additionally, Sopris Engineering prepared the engineering drawings for the PUD submittal and amended plat for the Phase I application, the engineering report to the Recreation District, and the calculation of the consumptive water use. Sopris Engineering also responded to staff comments, coordinated with the utility companies, and prepared preliminary utility quantity for budgeting.

Basalt High School Field of Dreams (Town of Basalt):

The Basalt High School Field of Dreams project was a two-phased re-vamp of the existing football and track and field facilities. The first phase of the project required regrading of portions of the existing ball field, repair/ redesign of the existing drainage facilities, and design and installation of a rubber track to meet NHFS standards. The second phase of the project included design and installation of a new access path and grandstand, and design and installation of a new concession stand.

Sopris Engineering performed an existing conditions survey to supplement and verify the existing conditions given to the team. In the first phase, Sopris Engineering provided grading and drainage drawings, technical specifications, and site layout for the ball field and track. The grading and drainage design required the replacement of the existing drainage facilities, as they were not functioning correctly. In the second phase, Sopris Engineering provided a layout, utilities, and grading and drainage design for the access path, grandstand, and concession stand. Sopris Engineering also was responsible for the construction staking, construction administration, and as-builts for both phases of this project.

Iselin Park and Recreation Center (City of Aspen):

This project consisted of a new recreation facility for the City of Aspen including an indoor pool, indoor ice rink, and fitness facilities with indoor climbing wall. This new facility was in response to the community's need for an indoor sports facility to respond to the City's lack of sufficient recreational space.

Sopris Engineering was responsible for the engineering design and construction survey, and the platting. Sopris Engineering was also responsible for the property easement and property boundary details, geometric site plan, grading and drainage plan, master utility plan, storm drain plan and profile, paving and drainage details, water details, and concrete grading details. Sopris Engineering attended several coordination meetings with the architects and City of Aspen staff. Sopris Engineering also coordinated the site grading and utility locations with the other consultants, and with the Aspen Consolidated Sanitation District, for the sewer service location.

Glenwood Springs Whitewater Park (City of Glenwood Springs):

The City of Glenwood Springs created this project for residents, vacationers, and competitive team to experience a unique recreational opportunity for kayaking and surf boarding in a man made wave situated in the Colorado River. Sopris Engineering prepared the grading and drainage plan, utilities plan including drinking fountains, irrigation system, and wi-fi system, and street design for this project, in addition to coordinating the utilities, permits, and as-builts.

Harmony Park (City of Aspen):

Located at the Burlingame project, an affordable housing development in the City of Aspen, this park contains both adult recreational facilities, a children's playground, and water features.

Sopris Engineering performed survey services for construction staking for this project. Sopris Engineering also prepared the design of the site improvements, including and intricate stormwater management function, into this park design.

PROJECT FEE

The standard RE:LAND approach is to complete high-quality projects on-time and at, or under, budget. As such, both RE:LAND and KEO Studioworks have reduced our typical rates to offer a local discount for all services provided for this project. In addition, a 10% Design Contingency line item has been added to provide an additional services/fee buffer.

To the right are our projected team fees based on the specific requests for the Chacos Park Site Master Plan. These may be adjusted (with Town direction) after we have the opportunity to review and discuss the final deliverables required by Town staff.

PHASE 1	Rate (hr)	Total Hrs		Phase 1 Fee		
RE:LAND						
Principal	\$150	12	\$	1,800.00		
Staff	\$100	24	\$	2,400.00		
KEO Studio	works					
Principal	\$150	8	\$	1,200.00		
Sopris Engi	neering					
Principal	\$220	4	\$	880.00		
Staff	\$140	2	\$	280.00		
	**	Dhara 4 Tata		C F CO OO		

Phase 1 Total \$ 6,560.00

PHASE 2	Rate (hr)	Total Hrs	Phase 2 Fee		
RE:LAND					
Principal	\$150	12	\$	1,800.00	
Staff	\$100	38	\$	3,800.00	
KEO Studio	works			7.1	
Principal	\$150	13	\$	1,950.00	
Sopris Engir	neering				
Principal	\$220	6	\$	1,320.00	
Staff	\$140	3	\$	420.00	

Phase 2 Total \$ 9,290.00

PHASE 3	Rate (hr)	Total Hrs	Pl	Phase 3 Fee		
RE:LAND		J 10		- 100		
Principal	\$150	6	\$	900.00		
Staff	\$100	18	\$	1,800.00		
KEO Studio	works					
Principal	\$150	14	\$	2,100.00		
Sopris Engi	neering					
Principal	\$220	2	\$	440.00		
Staff	\$140	3	\$	420.00		

Phase 3 Total \$ 5,660.00

	Labor Sub-tot	tal \$	21,510.00
	Estimated Expenses		
	Site Survey	\$	3,000.00
	Advertising	\$	500.00
	Printing	\$	500.00
(10%) Des	ign Contingency	\$	3,000.00
TOTAL PR	ROJECT FEE	\$	28,510.00

ADDITIONAL SERVICES:

Additional Services in addition to those described above are to be compensated on a Time and Materials basis per RE:LAND's published rate schedule. Additional services will include (but are not limited to) redesign of previously approved work, major revisions to program and/or expansion of scope of services. Changes, additions, or modifications to the scope of services must be authorized by Client by written change request.



TOWN OF CARBONDALE 511 COLORADO AVENUE CARBONDALE, CO 81623

Parks & Recreation Commission Draft Budget Goals & Work Plan

Item #: 7 Attachment: D
Date of Meeting: August 9, 2023

TITLE:

Parks & Recreation Dept. FY-2024 Draft Budget Goals and Work Plan

SUBMITTING:

Eric Brendlinger- Parks & Recreation Director

ATTACHMENTS:

5 year Capital Improvement Plan

Aquatics Facility Construction Timeline

BACKGROUND: This is the work plan budget goals that have been used in developing our FY-2024 budget specific to maintenance needs, potential grants and master plan goals.

Parks & Recreation Administration

- 1. Playgrounds and Park Bathroom Improvements:. Closing out the Youth Art Park GOCO Mini-Grant with Carbondale Arts for phase one of this new playground-art park. (\$35,000) This was a collaboration with Carbondale Arts to receive the GOCO grant. A GOCO Board grant extension has been requested for a closeout in the Fall of 2023. Colorado Meadows playground replacement and the remodel and replace of parks bathrooms are scheduled on the 5 year capital improvement plan, but not until after the pool project has been complete.
- 2. Aquatics Facility Design and Construction needs: FYI- Additional granting options will be researched including GOCO, FMLD, Colorado Parks & Wildlife Land and Water Conservation Fund (LWCF) and DOLA for implementation of the Aquatics Facility Master Plan recommendations. Hiring a capital campaign manager to solicit donations and to come up with a strategy for the campaign and a grant manager for the campaign.
- 3. Crystal River Restoration and Weaver Ditch Efficiency Project. Staff is managing a Federal Fishing is Fun Grant from 2020 offered by Colorado Parks & Wildlife for \$30,000. This grant will partially fund ADA access from the road to the property. A secondary Fishing is Fun grant for 2021 was applied for and \$50,000 was promised and is earmarked for instream fish habitat improvements. The Town has requested a grant extension of one year from the GOCO Board for the Aspen Valley Land Trust grant of \$55,000 awarded from the 2020 GOCO Resilient Communities grant cycle. The Town has entered as a grant partner and will be fiscally responsible for this reimbursable grant expenditures and contractual relationships. This grant is also earmarked for river access and classroom landscaping at the entrance to the project which should be completed this fall but not in time for the September 30th grant deadline.

Parks Department

- 1. The Parks & Recreation Commission has received public input on dogs in park issues, and other rules of use of Town parks. The goal is for the department and the commission to develop a multi-pronged approach to convey the existing rules and regulation in Town Parks. This will be accomplished with a public information campaign to include education, signage, mapping, public outreach, social media posts and enforcement. Graphic artist hired for Dog Park signage design and content. This branding and design style could be duplicated for other sigh regulatory signs for 2024.
- 2. Utilizing the Conservation Trust Fund to replace existing trash cans with bear proof trash cans and recycling specific bear proof cans in Town Parks. The next parks slated to receive bear proof trash cans will be the Gus Darien Rodeo Grounds permanent trash can locations on the property. Two will be budgeted in 2024 for \$4,000
- 3. Red Hill Trails Maintenance utilize Aspen Valley Land Trust (AVLT) endowment maintenance fund to hire Roaring Fork Outdoor Volunteers (RFOV) trial crew for two weeks of trail work. Also continuing the Adopt-A-Trail with local groups through RFOV of Ruthies, B-Line, Lower Three Gulch and C-line trails.
- 4. Electrification of mow crew equipment: Replacement of gas mowers, blowers and weed whackers with electric units is a multi-year strategy to switch the fleet to electric. We will be replacing the diesel Toro mower with an additional electric mower.
- 5. North Face Bike Park maintenance needs and spring re-build with additional capping material. We have contracted with *The Jump Doctors INC*., to maintain our North Face Bike Park and to do a spring rebuild in 2024.
- 6. Weed Management Plan Information: The comprehensive plan can be found on the Carbondale Recreation Center website: https://www.carbondalerec.com/rec-misc/parks/. Park-specific plans and the information on the techniques used in 2023 can be found here https://www.carbondalerec.com/rec-misc/parks/ In 2023 we utilized a Natural Land Managers techniques at the Nature Park. The product stemmed the growth and partially worked on the Canada Thistle and the Yellow Toadflax. Our manual extraction will need to continue of the Type B and C noxious weeds to stem their spread (i.e.- Houndstounge, Burdock, Absinth Wormwood, Plumeless and Scotch thistle) so we are asking for additional temp labor allocations in the budget. Additional training session and treatment from Bee Happy Lands on natural techniques to control noxious weeds.
- 7. Cemetery Improvements: Purchased *CemSites* software and are being trained presently. After initial mapping and software set-up there is an ongoing annual fee of up to \$700.00 to host the data with different levels of services. Increase in topsoil needs and river coble removal from each burial. Additional funding will be needed in the cemetery budget to cover these costs. \$10,000

Recreation Department

- 1. Continue to provide a variety of programming for all ages. The goal is the growth of youth league play for 2024 with our indoor youth basketball programs and to bring back or overnight "Learn to Backpack" trips, which is part of our Trails & Tents program. We apply and receive an outfitters permit with the White River National Forest to conduct these hikes and backpacking trip.
- 2. Gateway RV Park: Bathhouse roof replacement with metal seam material. \$25,000

Recreation Center:

- 1. The CRCC has averaged a cost recovery for the last 15 years of our operations of 61%. Our cost recovery for 2023 was budgeted at only 46%. We hope to get back to normal operations, the sale of memberships and special event rentals in 2024 and we will work to maximize recreation center use in the coming year.
- 2. Building Maintenance Expenditures: Skylight replacements \$22,000

Swimming Pool:

- 1. With design and engineering proposed in 2023-24 Fall and Winter, this will allow for an amended pool season with demolition and construction of the new pool starting in March/April of 2024. This would allow for a tentative opening date of June 2025. Existing maintenance needs of the present pool: Potentially will need a new Chemtrol unit for distribution of sanitizing chemicals if our present system becomes unrepairable. Estimate \$15,000
- 2. Hire a Capital Campaign Manager and a grant writer to help conduct the Capital Campaign and for a timely delivery of potential grants.

Recreation Programming:

- 1. Continue to Produce two sheets of ice for public use and some youth recreation "Learn to Play Hockey" programming. (Gus Darien and 4th St. Plaza Park)
- 2. Our self-produced Special Events for 2024. Easter 5K Scavenger Hunt and egg hunt, First Friday Events, Pump Track Time Trials and Bike Safety Rodeo, 4th of July Parade and concert, Spring into Fun Family Block Party, the Turkey Trot 5K Running Race, Light-Up Carbondale. We will maintain our managerial role for both Our Town, One Table and Potato Day. Events that will continue in 2024, some concert and dance series taking place at the Thompson Park and potential use of the stage for benefit concerts. Arturo Marban, will promotor conducting 2 Mexican rodeos at the Gus Darien Rodeo Arena in 2024.
- 3. Continue to be involved with the Garfield County Healthy Community Coalition with Margaret serving as a board member. Continuation of the local HEAL committee and collaboration with

Roaring Fork Food Alliance, Cooking Matters, Garfield County Public Health, and the Colorado State University extension programs and instructors. Continue to produce an events calendar and conduct the public process of the Special Events Task Force each fall to plan out the special events calendar for the upcoming year.

Prepared By: Eric Brendlinger, Parks & Recreation Director

Parks and Recreation Department and Open Space 2024-2028 Capital Improvement Plan						
Parks	2023	2024	2025	2026	2027	2028
Renovate Pool & Bath House GOCO Community Impact Grant and Bonding & Fundraising	\$5,000,000	\$5,000,000				
Park Playground Equipment Replace/Retrofit Colorado Meadows RSUT Grants				\$200,000		
Park Playground Equipment Replace/Retrofit Sopris RSUT and potential grants						\$200,000
Park Playground Youth Art Park Rio Grand GOCO Mini-Grant	\$35,000					
Improvements at Bonnie Fischer Park Bread Oven Solar, power to pavilion					\$35,000	
4th Street Plaza & Chacos Park event space retrofit (artificial turf, hardscape or irrigated turf)	\$30,000	\$75,000	\$120,000			
Crystal River Front Park (ADA access ramp and outdoor classroom Fishing is Fun Grant)	\$30,000					
Crystal River Front Park (River restoration Fishing is Fun Grant)	\$50,000					
Crystal River Front Park (river/ park restoration, CWCB / Colorado River District/PCHRB partnership and grants)	\$1,875,839					
Crystal River Front Park (AVLT lead on GOCO Resilient Communitys Grant)		\$55,000				
Crystal River Front Park \$600,000 Town of Carbondale(200k Capital, 200K RSUT, 200k Water Fund)	\$600,000					455.55
Thompson Park & History Park Improvements (Permaculture and Park signage / groundswork)						\$25,000
North Face Bike Park re-design and maintenance needs	\$20,000	\$20,000	\$10,000			
Park Bathroom Improvements North Face Park/Gianinetti Park General Fund and grants	\$200,000		\$200,000		\$200,000	
Skateboard Park, Tennis & Pickleball Lighting Project (GOCO Community Impact grant)					\$360,000	
Nuche Park Improvements (CPW trail grant, RFOV trail work, plantings, dedication sign, picnic shade shelter)				\$125,000		
Gateway RV Park Irrigation System				\$65,000	\$65,000	4222
South Highway 133 corridor Irrigation System						\$250,000
Pickleball Courts North Face Park		\$250,000				

Total Capital Outlay

Potential Grant Funding or Donations

Grant Funded %

CARRY OVER FROM 2022-23 BUDGET closing out grants

Grant accepted Grant Requested Grant Denied

\$7,840,	839	\$5,400,000	\$330,000	\$390,000	\$660,000	\$475,000
\$2,010	,000	\$2,250,000	\$60,000	\$120,000	\$250,000	\$75,000
	25%	42%	17%	30%	30%	15%

bond + grants bond + grants & donations



TOWN OF CARBONDALE 511 COLORADO AVENUE CARBONDALE, CO 81623

Board of Trustees Agenda Memorandum

Meeting Date:

May 23, 2023

TITLE:

Coordination and Uniformity of Boards and Commissions - Recommendation

SUBMITTING:

Town Manager

ATTACHMENTS:

None

BACKGROUND: Carbondale currently has varying standards for appointments, differing numbers of members and terms of office, different renewal dates, numbers of allowable out of town members, etc. from one Board and Commission to another. An effort to align the structures and terms of Boards and Commission where possible has been in process for the past few months at the BOT's request. All Boards and Commissions have been asked to review possible changes and comment since the initial Board of Trustees discussion of this matter in March of this year.

Current and anticipated Boards and Commissions:

Board of Trustees

Quasi-Judicial:

Board of Adjustment Planning and Zoning

Planning and Zoning Commission Historic Preservation Commission

VALE Board

Advisory to the Board of Trustees:

Bike, Pedestrian & Trails Commission

Environmental Board Latino Advisory Board

Parks & Recreation Commission

Plant Management Advisory Commission

Public Arts Commission

Tree Board

<u>DISCUSSION:</u> Virtually all Boards and Commissions had comments about proposed changes to the number of members, number of alternates, and the length of terms. Although there were some differences of opinion, the majority of members were in agreement with the proposals offered and were generous in their discussions of other factors that could be addressed at the same time, such as the diversity of board membership and the expectations for attendance of regular members and alternates. Most important in the conversations was the need for consistency and clear expectations across the spectrum.

The following changes are recommended to the code with regard to Board and Commission organization and structure. Should the Board of Trustees agree, formal code changes will be submitted to the Board for approval.

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Future Schedule to anticipate Board and Commission engagement and appointments

All Board and Commission Open House in March of each year Board appointments in May to be effective June 1 of each year Board and Chairpersons training in June and July of each year

All Board and Commission members to receive binder with relevant mission, contacts and reference information at the beginning of their term

Membership:

- 1. All Boards and Commission shall have 7 regular members, 1-2 alternates at the option of the individual Board, and an optional youth member.
- 2. Terms will be for a period of three years and shall begin on June 1st and expire May 31st. Currently serving members' terms will transfer to the new system and remain staggered.
- 3. Appointments made to fill vacancies at other times of the year will fulfill the remainder of the former member's term and maintain the June to May schedule.
- 4. No more than two total members can live outside of town limits. Board of Adjustment members must reside within town limits.
- 5. Prospective members should attend at least one regular meeting of that Board or Commission prior to applying for membership.
- 6. Board and commission membership, where not specifically directed elsewhere in the Municipal Code, shall be chosen from a diverse selection of possible members, keeping a priority on having a healthy mix of professionals and laypersons, ethnicities, ages and other factors to make Carbondale's Boards and Commissions representative of the town as a whole.

Officers:

At the first meeting in June of each year, each Board or Commission shall elect two of its members to serve as Chair and Vice-Chair, respectively. The Vice-Chair shall serve as Chair and preside over meetings when the Chair cannot be present.

Attendance:

- It is expected that all members, regular or alternates, will attend all regular Board and Commission meetings in person. Members are encouraged to notify the Chair and the Staff Liaison to the Board or Commission at least a week in advance if the member will not be able to attend the next meeting.
- 2. Members who miss three consecutive meetings without extenuating circumstances or who are not present for a minimum of 70% of meetings in a term year shall be referred to the Board of Trustees for possible removal.

Appointment methods for one applicant to any position:

For the Planning and Zoning Commission, Board of Adjustment and the Historic Preservation Commission

- 1. The Board chair and one other member shall join the Board of Trustees to interview applicants for these quasi-judicial positions at a regular or special Board of Trustee meeting.
- 2. The Board of Trustees will then vote to appoint new members.

For all other Boards and commissions

- 1. The individual Board or Commission shall interview the applicant and make a written recommendation to the Board of Trustees.
- 2. The Board of Trustees will vote on the recommendation to appoint the new member.

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Shall there be **more than one applicant** for any position, the Board of Trustees shall interview the applicants with the assistance of the Board Chair and one other Board member, and then the Board of Trustees will select and vote on appointment of the applicants.

RECOMMENDATION: That the Board of Trustees approve the above changes for better coordination of commission recruitment, appointment, membership requirements and orientation for new members. Appropriate documentation based on these decisions will be forthcoming to formalize approved changes.

Prepared By:

Lauren Gister, Town Manager

To: P&R Commission Members

From: Hollis Sutherland, Chair

Meeting Date: July 12, 2023, P&R Commission Meeting

Subject: Appointments, Terms and Election of Officers

Dear Fellow Commission Members,

As we have discussed in previous meetings the Town has been looking at how to align the structure and terms of Boards and Commissions for better coordination and uniformity. In a conversation I had with Lauren Gister, our Town Manager, on July 6, she shared with me that the recommendations outlined in her memo (included in this packet), were approved by the Trustees, and are just waiting to be codified by ordinance on the 25th of July.

How this affects the commission currently is that while the start and end dates of terms will commence on June 1 going forward, we still have 4 terms coming to completion on August 31, 2023, and currently one open position, the Youth Commissioner. Those members who terms are finishing are:

- Hollis Sutherland
- Rose Rossello
- Ashley Hejtmanek
- Brian Soby
- Youth Commission Position

These positions will be filled this August with the terms expiring May 31, 2 or 3 years from now. Also, all Commission members whose terms are not expiring in 2023, now have an expiration date of May 31. Here is what that looks like:

Terms expiring May 2024

- Susan Rhea
- John Williams
- Leslie Keery
- Youth Commissioner

Terms expiring May 2025

- Drew Sorenson
- Youth Commissioner

In a previous meeting the Commission did vote to move into a more evenly staggard rotation. Which means that one of the voting members up for appointment/reappointment this August will be appointed to a 2-year term and that term will expire in May of 2025. So, the outline above reflects where we are right now and following this appointment cycle, this is what the rotation will look like:

Terms expiring May 2024

- Susan Rhea
- John Williams
- Leslie Keery
- Youth Commissioner

Terms expiring May 2025

- Drew Sorenson
- Voting Member
- Youth Commissioner

Terms expiring May 2026

- Voting Member
- Voting Member
- Alternate Member
- Youth Commissioner

Considering all of this, that means that the application process is now open with interviews and appointments occurring in August. Given how the appointment process is outlined in Lauren's memo, which is dependent upon the number of applicants to the number of open positions, it is unclear if this appointment cycle the Commission will be interviewing and putting forth our recommendations, or if the Trustees will be taking a more active role in the appointment process. We will need to get further clarification from Lauren as we move forward.

For those whose terms are expiring, (Hollis, Rose, Ashley, Brian) it would be helpful to the Commission to know of your interest in being reappointed. I am putting this information in the packet, so that you have time to consider your interest and are prepared to inform the Commission at the meeting of your intent.

Additionally, with these changes, the election of Commission Officers will also be affected. Lauren suggested that the elections take place after the appointments are complete and the full Commission is in place. In the past we have had members express interest in positions the month prior, to give Commission members a chance to consider their choices. If we continue in this fashion, nominations would occur in September and voting in October with officers holding their position until new officer elections would take place in June.

Unfortunately, I am unable to attend our meeting on July 12, as that is the day of my mother's funeral in Ohio; and because I asked for folks to state their intention on the open positions, I can tell you that I am interest in being reappointed and will file my application soon. I would also be quite honored if reappointed to be reelected as Commission Chair.

Please feel free to reach out to me if you have any questions or if you would like to discuss this (or any other Commission business) further.

n Progress Need to check on status 2023 New projects	Carbondale P & R Outstanding Projects 7/12/2023	Funding source or amount	Completed	30 days	60 days	90 days
	'		C-LineTrail open installed new signs	New replacement signs	RFOV dedicated trail crew 2 day build	Ongoing trail maintenance
*delayed final design/ permit	t Crystal River Restoration and Weaver Ditch Efficiency Project	Grant Funded	Contracted with Redoubt Excavation	work commenses	work continues	grant processing
	GOCO Resilient Communities AVLT ADA Access/ classroom	grant \$55,000	GOCO Contract & Resoution	grant extension requested		
	Fishing is Fun Grant Crystal River Project. CPW 2020 ADA access/classroom	Grant \$30,000	processed received PO		grant closout started	grant closeout
	Fishing is Fun Grant Crystal River Project. CPW 2021 In-channel improvements	Grant \$50,000	processed received PO		"	"
no staff training	CIWMP- Approval for 2023 weed mitigation strategies	2023 Budget	BOTApproval Feb Bee Happy Lands train	·	Implement plan-no chemical use	evaluate plan
	Playground & Park equipment repairs Cirsa audit	2023 Budget	installed test swing mats in Sopris	vinyl coating on playgrounds	horseshoe pits	vinyl coating on metal, horseshoe pits backstops
*delayed production/ deliver	· · · · · · · · · · · · · · · · · · ·	2023 budget	BOT Fee Waiver paperwork approved	August FF, FM	Sept FF, FM	October FF, FM Dia
	Aquatics Facility	2023 Budget Bond	Owners Rep, Design and construction	OAC for CD pricing/ fundraising	OAC / SD/ fundraising/grants	OAC/SD/ pricing
	Nature Park-loop pathway improvements trail maintenance techniques	surplus EWF from 2022	wood chips donated, burned small secti	,	weed work, sign work	evaluate weeds
	RVR Park Weed Management - can/will they adopt Town weed plan	Orchard & Triangle Park	Town Staff request to GM	report on Triangle and Orchard	include strategy in weed management plan	• •
	Miners Park Irrigation Retrofit to ditch water	2022 parks CIP budget	1 1 00	Electrician to hook up system	process vfd rebate	functional
	Park Signage and Branding (Dogs in park story map)	2023 Budget	subcontracted Manifiest Communicatio		produce sign designs	Install signs
	Highway 133 South Irrigation replacement project	2023 Parks CIP budget		low bid 2x budget value engineer	functional but not new system	functional
	Youth Art Park Rio Gande with Carbondale Arts	·	extension to Sept 2023	summer project	Grant closeout with GOCO, Sept	Extension needed?
	CWWRA-Carbondale Wild West Rodeo Association MOU and solutions	2023 Rodeo Maintenance	MOU, parking ideas, garco approval	new rules evaluation	new rules evaluation	parking solutions meetings
	Replace Rec Center Skylights and new security cameras	2023 Rec budget	seek contractor for 2023 work	select contractor	contract with contractor	
	Replace Boiler and Pool Chemtrol distribution unit	2023 Pool Budget	boilers replaced , chemtrol malfunction	replace or retrofit, with manual backup	extended season	
	Updated Highlighted Chart of Master Plan	na	April P & R Meeting	review and update master plan	budgeting for 2024	Budgeting for 2024
	4th Street Plaza Park Improvements (Chacos Park)	2023 budget	fmld grant not attained, rfp for design	Review proposals/ contract /public outrea		budgeting for implimentati
	Electrification of mow equipment	2023 parks budget	equipment purchased	use and evaluation	budget for Toro diesel replacement	busdget for additional equipment
	Cemetery Software Purchase and implementation	2023 Budget 3 quotes	Chose and purchase CemSites	software training and implementation	software training and implementation	Implementation
* affected by covid-19	=					
Completed 2022-2023						
' change scope public outrea	c Aquatics Facility Master Plan	completed	GOCO Grant closeout			
	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			
delayed fundraising	Batting Cage at Bill Hanks	construction complete	Inspected install signage	shut down store for winter in shed		
delayed bidding	Fence at White Hill (Hillcrest) Cemetery received bid Taylor Fencing	Old Fence Removed & contrac	Construction and completed			
	Nuche Park Parking Lot improvements Grade and Road base	Street Crew		Timing TBD but before Bald Eagle Closure	Construction	Bald Eagle Closure Dec 1
	Bear Proof Trash and Recycling Cans	conservation Trust Fund	2 in triangle, 2 in Thompson	arrived and placed	done	done
	Bonnie Fisher Park signage and enforcement	Demeters Garden/Access road	public outreach /sign production	Signs Installed send letters to homeowner	Enforcement	Enforcement
	Electric Work at RV Park	2022 rv park budget	Contracted w/Lassiter phase 4	work complete sites 15-19	completed	completed by May
	Red Hill Signage for completed kiosk	2022 budget	RFP with Proposals	Kiosk signage completed and installed	done	
	North Face Bike Park Jump line capping	2022 Rec budget	project completed			
	Replace pool water heater at Pool	2021 budget partial	replaced , waiting to test	installed	test in spring when water back on	functioning
	Electrification of mow equipment	2022 parks budget	equipment purchased	Use	use	use assesment
	High Speed Radio WiFi Internet at Gateway RV Park	2022 rv park budget	project completed	completed	completed by May 6th	completed
	Hillcrest Cemetery	2022 budget	Fence Completed	contract for survey and plot layout	work concluded	work concludes
	GOCO Resilient Communities AVLT Red Hill Shade Shelter & landscaping	Grant \$55,000	GOCO Contract grant extension	Grant closed	money transferred to Town Bank	
	CIRSA Claims property work in Parks	CIRSA Reimbursed	CIRSA payments to Town work complete	North Face Bathroom and Red Hill Porta P	projects complete	
	Red Hill C-line alternate bike trail.	AVLT Maintenance Endowmen	Trail open	completed	no probuild needed	
	Hendricks Playground Replacement Burke bid \$82,604	2022 Budget appropriatioin	A & Z Contracted	construction began	completed by May 30	completed
	Ramey-Harvey Park Improvements CAFCI AARP grant 2 benches concrete	2022-23 budgeted	completed	Town reimbursed for concrete work from	CAFCI	
	Sopris Park ADA Path & Water Fountain replacements	ordered & contracted	construction complete	charge and make functional	hook up water fountains	
	Hendricks Dog Park Water Fountain Replacement	2022 budget	Product received pad poured	make functional	complete	complete
	Red Hill C-line alternate bike trail.	AVLT Maintenance Endowmen	C-LineTrail open installed new signs	RFOV dedicated trail crew 2 day build	Ongoing trail maintenance	Ongoing trail maintenance
Grants not awarded 2022	FMLD Rec Center Gym LED Lighting Retrofit	FMLD Mini-Grant	submitted	not awarded		