

AGENDA
TOWN OF DOLORES COLORADO
PARKS/PLAYGROUND ADVISORY COMMITTEE MEETING
SEPTEMBER 23RD, 2021 6:00 P.M.

The meeting will be held in person or may be viewed on the link below

Join Zoom Meeting
<https://zoom.us/j/95193057199>

Meeting ID: 951 9305 7199
One tap mobile
+16699006833,,95193057199# US (San Jose)
+12532158782,,95193057199# US (Tacoma)

FOR THE RECORD DPAC CHANGED THE DATE OF THE MEETING. THE PUBLIC WAS NOTIFIED.

1. CALL TO ORDER

2. ROLL CALL

3. ACTION/APPROVAL OF THE AGENDA

4. APPROVAL OF THE MINUTES OF 8-12-2021 MEETING.

5. CITIZENS TO ADDRESS THE BOARD (5 MINUTES): This is an opportunity for Citizens to address the Committee.

6. BUDGET DISCUSSION FOR 2022: Capital Project

7. DISCUSSION OF CONTINUED BUSINESS:

- Community Garden: Amber Lansing
- Update on Playground sign and community celebration.
- Report on GOCO presentation: Marianne Mate
- CDOT funding for Flanders Park restrooms: Manager Ken Charles
- Aquahab: Manager Ken Charles
- Pump Track: Manager Ken Charles

8. DISCUSSION/NEW BUSINESS:

- Outdoor Fitness Equipment www.parisoutdoorfitness.com

9. ADJOURNMENT:

MINUTES

TOWN OF DOLORES COLORADO

PARKS/PLAYGROUND ADVISORY COMMITTEE

AUGUST 12, 2021, 6:00 P.M.

IN PERSON AT 420 CENTRAL

1. **CALL TO ORDER:** Commissioner Kalin Grigg called the meeting to order at 6:08 p.m.
2. **ROLL CALL:** Commissioners present: Kalin Grigg, Nikki Gillespie, Marianne Mate, and Ex-Officio Tracy Murphy. Commissioner Hugh Robinson was absent. Staff Present: Assistant Clerk Ann Swope
3. **REVIEW/APPROVAL OF THE AGENDA:** the agenda was approved by consensus with the following additions to Continuing Business: MOU for MORP review Marianne, Bike Park report, Nikki
4. **IDENTIFICATION OF ACTUAL OR PERCEIVED CONFLICTS OF INTEREST:** None stated or given.
5. **PUBLIC PARTICIPATION (5 minutes only):** The Parks Commission encourages public comment by the following sources: Live at the Town Hall, virtually via ZOOM (see the Town Website for the link), or by submitting your comments, via email , to the Town Clerk at tammy@townofdolores.com any time before the dated Board meeting.

Citizen and Dolores Family Project Director Amber Lansing presented a request to use a public space for a community garden. The purpose of the community garden is to develop sustainability for and access to fresh produce. Her organization, Good Sam's, will establish garden boxes and provide fencing, seeds, maintenance volunteers (AmeriCorps) and education. The project has water hauling solutions if the site is not irrigated. The Committee asked her to provide details such as space needs, access needs, and other information about the project and they will coordinate with the Board to pursue this development.

6. APPROVAL OF THE DMINUTES FROM PREVIOUS MEETING - NONE

7. CONTINUING BUSINESS:

- MOU with MORP apple orchard in JRP. Marianne asked to review the MOU with MORP regarding mowing of the orchard. The weeds in the orchard are problematic with the watering

method. Kalin is acquiring a riding mower to help manage the orchard between the 2 times a year that the town staff will mow.

- Bike Park update. Nikki has distributed flyers to attract volunteers for the development of the park. She has contacted Casey McClellan regarding soil for the topping the dirt mounds after configuration. The estimate is \$3500 to \$5000. Nikki is still looking for a bobcat service donation in addition to maintenance commitments.
- Playground update. Kalin reports the sign made by Meagan will be ready for the scheduled party in October. The pickets are done and installed. Randy's crew will complete the tree plaques and place the last bench in the triangle area between the basketball court and the playground.
- Capital Projects for 2022 Budget. The Committee placed priority levels for these items:
 1. Highest. Master plan for all parks trails and open space. Look to GOCO for grant opportunities.
 2. Next highest. Flanders Park Bathrooms. Apply for C-DoT funding. Flanders Park Master Plan - include in the Master Parks plan project.
 3. Important - build into 2022 budget. Shade structures.
 4. Important - build into 2022 budget. Bear proof trash containers.
 5. Important - Rehab and water supply to the ponds west of the sewer plant. Coordinate with the Agencies to develop a plan.
 6. Important - Fishing is Fun grant. Proceed and committee will help with research and applications.

8. NEW BUSINESS

- **GOCO new programs.** The committee looked over the GOCO grant calendar and are interested in pursuing a planning grant for a Master Parks Plan.
- **Proposal for review form Aquahab for Dolores River improvements.** The Committee is interested in these improvements.

9. ADJOURNMENT - Chairperson Grigg adjourned the meeting at 8:00 p.m.

2022 PARKS PROJECTS

JRP Master Plan

This project would budget \$50,000 for a MP. At this point I do not yet know the match requirements. If it follows other GOCO programs, 10% would be an expectation.

Budget \$5000

Fishing is Fun Grant and River Project

2021 expense is \$1500. This is a preliminary plan with cost estimates

2022 - getting information on the grant program. Possible that the application is due in 2022 and it becomes a 2023 project. So, the actual project expense for construction would not take place until 2023

Budget \$4000 for 2022

Bear Proof Containers

Budget \$8,000-4-5 new containers

West End Shade Structure

We need a design and cost estimate. Thinking a 12 x 16 concrete pad with a wood structure like the roof over the picnic table near the playground.

Budget \$10,000

Pump Track

No cost estimate at this point.

Budget \$5000

Flanders Park Master Plan

\$5000, Lets see what is left in the parks budget and maybe we begin this year.

Flanders Park Restroom

Potential for a CDOT Revitalizing Main Street project a construct a restroom in Flanders Georgetown grant was for \$100,000. Funds are going out quickly, so we need to act on this step.

- Obtain plan and cost estimates
- Make application

Design-\$10,000-2021 project. May compete with funds for the Flanders MP and shade structure.

Other 2021 projects yet to complete

Playground sign \$5000-this should come out of budget. The playground group said they would donate funds for that so it should be a wash.

Design for New Concession Stand

Budget \$5,000

Galloping Goose Shed for Winter Storage in Flanders Park-\$20,000 with a 50-50 share in the costs.

The GGHS have wanted to build a structure that is basically a roof, wide enough to provide winter shelter for the Goose. The location would be the west end of the park near the water tank at the end of the tracks. The shelter could double for a summer shade structure with a picnic table. This would be a shared expense with the GGHS. At this point all discussion has been verbal and I have not received a formal request.

Community Gardens

An estimated cost to get water to the community gardens from the ball fields is \$2,500. We are not anticipating costs for soil as we think that can be donated or fund raised.

RGS Goose No. 5 is owned by the Town of Dolores and leased to the Galloping Goose Historical Society.

Cranbrook BC History Centre Train Shed (Canada)



Santa Rita Park, Durango CO



Scaled down version with only one track



Rolla MO Train Shed



Breckenridge CO Train Shelter





PICTURED: BROWNIE HILLS IN THE SAN LUIS VALLEY. PHOTO BY ROSS SCHNITZER

GOCO's fiscal year runs from July 1, 2021 to June 30, 2022. This is an at-a-glance view of important dates related to our grant opportunities in that window.

TRIENNIAL GRANTS
(RUNNING 3 TIMES PER YEAR)

LAND ACQUISITION, COMMUNITY IMPACT, PLANNING & CAPACITY, AND STEWARDSHIP IMPACT

	FALL	WINTER	SPRING
Concepts accepted up to:	August 23, 2021	November 22, 2021	February 21, 2022
Applications invited:	August 31, 2021	November 30, 2021	March 1, 2022
Application due dates:	September 30, 2021	December 31, 2021	March 31, 2022
Grants awarded:	December 9, 2021	March 10, 2022	June 9, 2022

ANNUAL GRANTS
(RUNNING ONCE PER YEAR)

RESTORE COLORADO

RFP available: August 2, 2021
Applications due to NFWF: October 28, 2021
NFWF/GOCO grant decision: Spring 2022

CONSERVATION SERVICE CORPS

RFP available: July 15, 2021
Applications due to CYCA: September 2, 2021
Grants awarded: December 9, 2021

CENTENNIAL PROGRAM VISIONING

Concepts accepted up to: November 22, 2021
Applications invited: November 30, 2021
Applications due: December 31, 2021
Grants awarded: March 10, 2022

FELLOWSHIP PROGRAM

Application available by request: August 13, 2021
Applications due: October 14, 2021
Grants awarded: December 9, 2021

Fishing Is Fun Grant Program



INVESTING IN ANGLING IMPROVEMENTS ACROSS COLORADO

The Fishing Is Fun program provides up to \$400,000 annually in matching grants to local and county governments, park and recreation departments, angling organizations, water districts and others for projects to improve angling opportunities in Colorado.

Over more than 25 years, the Fishing Is Fun program has supported nearly 300 angling projects, bringing new and improved angling opportunities to Coloradoans, from small towns on the eastern plains and West Slope to every major metro area along the Front Range. In just the last few years, Fishing Is Fun grants have been awarded to projects in Hudson, Denver, Idaho Springs, Lake City, Durango, Steamboat Springs, Pueblo and more than two dozen other locations.

Projects supported through Fishing Is Fun include stream and river habitat improvements, public access easements to angling waters, pond and lake habitat improvements, new fishing pond development, parking areas and trails, and needed amenities such as benches, shade shelters and restrooms.

Project sponsors must provide non-federal matching funds or in-kind contributions equal to at least 25 percent of the total project cost. Additional match will help make a proposal more competitive in the review and ranking process; historically project partners have provided roughly 40 percent of project costs. Grants have ranged in size from \$2,500 to \$400,000, with an overall average of \$85,000.

The application period typically opens in November, with applications due by early March. Potential applicants are strongly encouraged to contact their local District Wildlife Manager or Aquatic Biologist for input into the proposed project prior to submittal. An independent review panel meets in early May for project

presentations and a develop funding recommendations. The Colorado Parks and Wildlife Director gives final approval of the list of projects by mid-June.

Fishing Is Fun funding comes from Colorado's allocation of federal Sport Fish Restoration Program funds, and projects are subject to federal reporting, compliance and accounting requirements. Grant funds are provided on a reimbursement basis, no "up-front" funding is provided.

A recent economic study found that fishing recreation contributes more than \$1.9 billion annually to the Colorado economy through direct and secondary expenditures, and supports 16,000 jobs statewide. More than 1,000,000 daily, multiday and annual fishing licenses are sold in Colorado each year.

Additional information on the Fishing Is Fun program is available on the Colorado Parks and Wildlife website at cpw.state.co.us. Potential applicants can also contact the Fishing Is Fun program coordinator, Jim Guthrie, at 303-866-3203 x4689, or by email at jim.guthrie@state.co.us



FISHING IS FUN 2021 APPLICATION CALENDAR

November 2020

Applications available on the Colorado Parks and Wildlife website, or from the Fishing is Fun Program Coordinator at jim.guthrie@state.co.us

March 24, 2021

Applications due to local Regional or Area offices by 5:00 p.m.

April 2021

Review by regional personnel, which may involve discussions with applicant and suggested improvements to the proposal.

April 21, 2021

Regional approval, rankings and recommendations to due to Program Coordinator at Denver HQ.

April 2021

Applicants notified of schedule for presentation to review panel.

May 11, 2021

Review Panel meeting. Applicants will be scheduled for a 15 minute presentation, with questions to follow. List of funding recommendations forwarded to CPW Director.

June, 2021

CPW Director's approval of final project funding list and letters to applicants with conditional approval.

June 2021 through March 2022

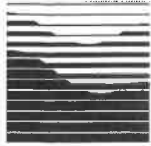
US Fish and Wildlife Service project review, including any NEPA compliance issues, Section 404 permits required and other external compliance issues. State contract preparation, routing and signatures.

By April, 2022

Letter to proceed with project mailed to program sponsors (often occurs earlier).

December 31, 2023

Deadline for project completion.



AMERICAN SOCIETY OF LANDSCAPE ARCHITECTS

STANDARD SHORT FORM CONTRACT FOR PROFESSIONAL SERVICES BETWEEN LANDSCAPE ARCHITECT AND CLIENT

Preliminary Provisions

Date

This Agreement is made as of September 1, 2021 between the Client and Landscape Architect for the Landscape Architectural Services as provided herein.

Client

Ken Charles, Manager of the Town of Dolores, Colorado

NAME

420 Central Avenue, Dolores, Colorado 81323

ADDRESS / CITY / STATE / ZIP

MANAGER

RELATIONSHIP TO PROJECT OWNER

Landscape Architect

LINDA ROBINSON STUDIO, INC

NAME

ENTITY

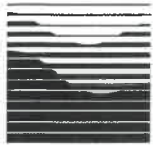
SOLE PROPRIETOR PARTNERSHIP **CORPORATION** LIMITED LIABILITY COMPANY

P.O. BOX 832, DOLORES, CO 81323

ADDRESS / CITY / STATE / ZIP

Linda Robinson Email: lr@lindarobinsonstudio.com Telephone: 970.739.0537

CONTACT INFORMATION



AMERICAN SOCIETY OF LANDSCAPE ARCHITECTS

Project

(general description of Project: name, purpose, baseline information)

Name: Flanders Park Conceptual Master Plan

Description: Schematic design for Flanders Park, 420 Central Avenue, between Central Avenue, Railroad Avenue, Fourth Street and Fifth Street in the Town of Dolores, Colorado. The deliverables will be several conceptual Master Plan options for presentation to the public for comment.

Compensation

Compensation for the Scope of Services performed under this Agreement shall be the sum of \$4999.00 plus any additional Reimbursable Expenses. A retainer of \$500.00 is due upon the signing of this contract. Invoices will be submitted intermittently based on the percentage of work completed.

Article 1

Landscape Architectural Services

1.1 Standard of Care

The Landscape Architectural Services shall be performed with care and diligence in accordance with the professional standards applicable at the time and in the location of the Project and appropriate for a project of the nature and scope of this Project.

1.2 Scope of Services

Landscape Architectural Services to be provided under this Agreement are:

Schematic Design to develop Flanders Park Conceptual Master Plan options for presentation to the public for review.

- a. Meet with Client to discuss and memorialize the Project's requirements.
- b. Prepare conceptual Schematic Design drawings that illustrate the scale and relationship of the Project components. The process proposed is as follows:

Tasks	time	Total
1 Gather existing conditions documentation from Town of Dolores Staff. Review. If necessary perform rudimentary field measurements and mark items for Surveyor (to be contracted by the Town of Dolores) to formally locate. Translate all items into digital format. *** The assistance of Town Staff and possibly Surveyor will be essential to this step.	5	375
2 Develop program - research the essential needs of the town representatives for the park, research the essential needs of the Galloping Goose Society	3	225
3 Develop digital file and draft base drawing for site analysis and design	10	750
4 Site Analysis: Develop digital files, draft base maps Document existing conditions and identify opportunities and constraints Prepare site analysis documents	17	1275

Page 2 of 6



AMERICAN SOCIETY OF LANDSCAPE ARCHITECTS

	Tasks	time	Total
5	Create several draft conceptual plan options, and format for presentation.	22	1650
6	Present to Town Staff and Parks Committee members for feed back	2	150
7	Make revisions for Final Documents to present to public in a subsequent phase.	7	525
8	Misc./ reimbursable expenses		49
	Total		4999

1.3 Supplemental Services

Supplemental Services are in addition to the basic Scope of Services and, when requested in writing by the Client, shall entitle the Landscape Architect to additional compensation beyond the Compensation stated above. Supplemental Services under this Agreement expressly include but are not limited to:

Any additional work outside the scope of this proposal, will be performed on an hourly basis as needed and directed by the Manager of the Town of Dolores, CO.

- a. Presentation models, additional drawings and renderings; sub-consultants; design development; construction documentation; construction oversight.
- b. Excluded Services are not a part of Landscape Architect's Basic or Additional Services and are the responsibility of others. Excluded Services include, but are not limited to, the following: Topography and boundary surveys; Legal descriptions of property; lot line location; Soils testing and/or engineering; Existing site engineering and utility information; engineering other than that provided within the scope of services; and project or construction cost estimates.

1.4 Changes to Approved Services

Revisions to drawings or other documents shall constitute Supplemental Services when made necessary because of Client-requested changes to previously approved drawings or other documents, or because of Client changes to previous Project budget parameters or Project requirements.

1.5 Schedule of Performance

The Client's signature on this Agreement shall be the basis for the Landscape Architect to begin providing services for the Project. The Landscape Architect shall perform the services as expeditiously as is consistent with the standard of care described in section 1.1, above.

Article 2 Client's Responsibilities

2.1 Information

The Client shall provide data about the site and other information on which the design is to be based as well as Client's budget parameters for the Project. The Landscape Architect shall be entitled to rely on the accuracy and completeness of information provided by the Client. The provision of documentation on existing conditions



AMERICAN SOCIETY OF LANDSCAPE ARCHITECTS

2.2 Budget

The Landscape Architect shall reasonably strive to propose designs and prepare documents consistent with the Client's budget parameters. If provided by the Landscape Architect as a part of the Scope of Services, opinions of probable construction costs are based on the Landscape Architect's familiarity with the landscape construction industry and are provided only to assist the Client's budget planning. Such opinions shall not be construed to provide a guarantee or warranty that the actual construction costs will be within the Project budget parameters at the time construction bids are solicited or construction contracts negotiated.

2.3 Approvals

The Client's decisions, approvals, reviews, and responses shall be communicated to the Landscape Architect in a timely manner so as not to delay the performance of the Landscape Architectural Services.

2.4 Project Permit and Review Fees

The Client shall pay all fees required to secure jurisdictional approvals for the Project.

Article 3

Ownership of Documents

The Landscape Architect shall be deemed the author and owner of all documents and deliverables developed pursuant to this Agreement and provided to the Client by the Landscape Architect (collectively, the "Design Materials"). Subject to payment by the Client of all fees and Reimbursable Expenses owed to the Landscape Architect, the Landscape Architect grants to the Client an irrevocable, non-exclusive license to reproduce the Design Materials solely for the construction of the Project and for information and reference with respect to the use of the Project.

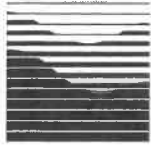
Article 4

Landscape Architect Compensation

4.1 Compensation for the Landscape Architectural Services performed under this Agreement shall be as indicated in the Preliminary Provisions plus Reimbursable Expenses as defined below. Supplemental Services, when requested in writing by the Client, shall require additional compensation to be determined on an hourly basis or on the basis of a negotiated fee.

4.2 Reimbursable Expenses are expenditures made by the Landscape Architect, its employees, and consultants in the interest of the Project plus an administrative fee of 5%. Reimbursable Expenses include but are not limited to travel expenses, costs of reproduction of documents, postage, services of professional consultants which cannot be quantified at the time of contracting, and other, similar, direct Project-related expenditures.

4.3 Monthly payments to the Landscape Architect shall be based on (1) the percentage of the Scope of Services completed, and shall include payments for (2) Supplemental Services performed, and (3) Reimbursable Expenses incurred.



AMERICAN SOCIETY OF LANDSCAPE ARCHITECTS

4.4 Payments are due and payable 30 days from the date of the Landscape Architect's invoice. Invoiced amounts unpaid 45 days after the invoice date shall be deemed overdue and shall accrue 1.5 % simple interest per month. At the Landscape Architect's option, overdue payments may be grounds for termination or suspension of services.

4.5 If through no fault of the Landscape Architect, the Scope of Services to be provided under this Agreement has not been completed within 180 days of the initial notice to proceed, the compensation for services rendered after that time period shall be equitably adjusted.

Article 5 Indemnification

Client and Landscape Architect each agree to indemnify and hold harmless the other, and their respective officers, employees and representatives, from and against liability for losses, damages, and expenses, including reasonable attorney's fees, to the extent such losses, damages, or expenses are caused by the indemnifying party's negligent acts, errors, or omissions. In the event losses, damages, or expenses are caused by the joint or concurrent negligence of Client and Landscape Architect, they shall be borne by each party in proportion to its negligence.

Article 6 Dispute Resolution

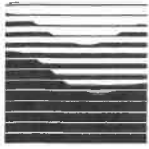
6.1 If a dispute arises out of or relates to this Agreement, the parties shall endeavor to resolve their differences first through direct discussions. If the dispute has not been settled within 14 days of the initial discussions, the parties shall submit the dispute to mediation, the cost of which shall be shared equally by the parties.

6.2 Nothing in these provisions shall limit rights or remedies not expressly waived under applicable lien laws.

Article 7 Termination

This Agreement may be terminated by either party on seven (7) days' written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination, provided the defaulting party has not cured or in good faith diligently commenced to cure the breach during the 7-day notice period.

Article 8 Other Terms and Conditions



AMERICAN SOCIETY OF LANDSCAPE ARCHITECTS

8.1 Assignment

Neither party shall assign their interest in this Agreement without the express written consent of the other, except as to the assignment of proceeds.

8.2 Governing Law

The law in effect at the Landscape Architect's principal place of business shall govern this Agreement.

8.3 Complete Agreement

This Agreement represents the entire understanding between the Client and the Landscape Architect and supersedes all prior negotiations, representations, or agreements, whether written or oral with respect to its subject matter. The person(s) signing this Agreement on behalf of the parties hereby individually warrant that they have full legal power to execute this Agreement on behalf of the respective parties and to bind and obligate the parties with respect to all provisions contained herein. This Agreement may be amended only in a writing signed by both the Client and the Landscape Architect.

Landscape Architect

Linda Robinson Studio, Inc
Linda Robinson, PLA, ASLA, President

Date

Client

Date



Kenneth Charles <manager@townofdolores.com>

Budget workshop discussion from October 26, 2020

3 messages

Patricia Gibson <treasurer@townofdolores.com>
To: Kenneth Charles <manager@townofdolores.com>

Mon, Sep 20, 2021 at 1:20 PM

Hi Ken!

I was going over budget materials and found this document from last year from our October 26th workshop, the one after we presented the draft 2020 budget to the Town. Just thought I'd share it again with you, especially the second paragraph.

I just finished assembling the ARP materials for the packet (10 pages) & figured out what I plan to say about it to the Board. So glad DOLA did such a great job summarizing the important info from the Treasury. 😊

Thanks,
Tricia

 **Budget Workshop october 26 2020.docx**
19K

Kenneth Charles <manager@townofdolores.com>
To: Patricia Gibson <treasurer@townofdolores.com>

Mon, Sep 20, 2021 at 6:45 PM

What do you think about structuring the presentation by significant Revenues and Expenses decisions.
Revenues might include:

1. Severance Taxes and Mineral Lease Funds- how to address shortfall with the idea that we omit a 2022 line item and going forward budget what we actually receive from the previous year.
This to include our recommendations on how to backfill in 2022.
2. Water and Sewer Rate Increase-when the town adopted the new rate increase Ordinance #xxx that increased rates by \$5.00/month for water and \$2.50/month for sewer we postponed including an annual \$1.00 increase for each water and sewer rate in subsequent years with a commitment to revisit the issue for the 2022 budget.
Options
 1. No increase. Leave the rate at its current \$62/month rate
 2. Raise the rates \$1.00/month for both water and sewer resulting in a monthly bill of \$64.00.
 3. Use the 2021 Consumer Price Index for the state, which is near 3%. This would result in an increase of \$1.86/month resulting in a monthly bill of \$63.86.
 We can develop why this is needed. Estimated water system improvements \$2 M +.

3. Sales Tax
How to budget
Synopsis

At this point in 2021 the town has collected \$585,834, which is \$135,834 over what is budgeted in 2021, \$450,000, with three months yet to collect. If October, November and December 2020 figures we would expect an additional \$200,000 for a total 2021 sales taxes at \$785,000, which is \$150,000 over 2020.

WE will see many requests for sales tax revenue and we will be approaching you with recommendations on how to best appropriate sales tax in 2022 and remain conservative. GIVE me your initial thoughts Trish. I think we can go at least to \$600,000.

Decisions

COL increase. If the CPI is running at 3% the resulting increase is ..., Most of which would be from the GF and sales tax based.

2% increase in Casualty and Property
x% in health care benefits.