

# Parks, Trails and Open Space Committee Meeting Minutes

## Tuesday, March 22, 2022

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### 1. Call to Order and Roll Call

The meeting was called to order at 5:34 p.m. and Parks, Trails and Open Space (PTOS) Committee members present were Jared Coburn, Sue Husch, Dave Jones, Judi Chamberlain and Nick Williams. Also present was Town Manager Preston Neill.

### 2. Approval of Minutes from January 19, 2022 Meeting

Jared Coburn made a motion to approve the minutes from the January 19, 2022 PTOS Committee meeting. Dave Jones seconded the motion and the motion passed unanimously by members present.

### 3. Update regarding the Ridgway Community Garden

Preston explained that the Town Council approved a new lease agreement between the Town and Ridgway Community Garden for use of a portion of Town property as a community garden. The term of the lease is 20 years.

### 4. Update regarding Heritage Park Site Plan

Preston explained that staff worked with Colorado Main Street to utilize technical assistance support to hire a contractor to update the Heritage Park site plan to depict the latest recommendations of the Long-Term Implementation Plan and Strategy, which was approved by Town Council in June 2021. A Request for Proposals (RFP) was developed and issued, which sought a contractor to:

- Update the preferred site plan for Ridgway's Heritage Park to align with current conditions and an updated vision for the site (e.g., existing Visitor Center to be removed).
- Update cost estimates for park structures to inform the site plan update with consideration for available funding and financial feasibility.

He also explained that as a result of the RFP and interview processes, DOLA executed a "Task Order" with DHM Design, allowing work to begin on the Heritage Park Site Plan Update. On February 8<sup>th</sup>, staff met with DHM Design reps for a Kick-Off Call to discuss the purpose of the project, any changes in existing conditions in the past few years, the project schedule, and the desired outcome. DHM Design will take the information garnered during the Kick-Off Call to begin updating the Site Plan and preliminary cost estimates. A revised Site Plan draft will be shared with Town Council and other stakeholders for review and comment in the coming months. A Final Site Plan will be presented to Council at a formal meeting in June.

### 5. Update and discussion regarding repurposing of PTOS Committee to Sustainability Committee

The group discussed the possibility of the PTOS Committee being repurposed to a Sustainability Committee. Input was provided on what the roles and responsibilities of the Sustainability Committee should be. Consensus among members present was that the PTOS Committee serves a purpose that generally falls outside of the scope of a Sustainability Committee and should remain intact, albeit informally. Preston explained to the group that staff has not located any documentation that the PTOS Committee was formally established by Council and the group does not have any bylaws in place. The group committed to meeting, only if needed, on the first Tuesday of every other month.

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### **6. Town Manager's Report**

Preston briefly highlighted items in the March edition of the Town Manager's Report.

### **7. Adjournment**

There being no further business to come before the PTOS Committee, the meeting was adjourned.  
The time was 6:47 p.m.