

Ridgway Sustainability Advisory Board Meeting Agenda



Wednesday, February 7, 2024

Pursuant to the Town's Electronic Participation Policy, the meeting will be conducted both in person and via a virtual meeting portal. Members of the public may attend in person at the Community Center, located at 201 N. Railroad Street, Ridgway, Colorado 81432, or virtually using the meeting information below.

Join Zoom Meeting

<https://us02web.zoom.us/j/89864706024?pwd=QytuN1Fnayt0RG5zZGJ1YkZoallyUT09>

Meeting ID: 898 6470 6024

Passcode: 867454

Dial by your location

+1 346 248 7799 US

+1 253 215 8782 US

+1 312 626 6799 US

5:00 p.m.

CALL TO ORDER & ROLL CALL Angela Hawse, Joyce Huang, Dana Ivers, Dave Jones, Ken Mihelich, JT Thomas

ADDITIONS TO THE AGENDA

NEW BUSINESS

***Item 1 – Review of *DRAFT* Request for Proposal for Master Plan for Green Street Park**

***Item 2 – Review of SAB logo options**

***Item 3 – Update on the Space to Create Microgrid and Resilience Hub Project**

Item 4 – Discussion regarding establishing goal for net zero carbon emissions

Item 5 – Approval of minutes from the December 12, 2023 meeting

Item 6 – Approval of minutes from the January 3, 2024 meeting

ADJOURNMENT

****Items that will be limited to 15 minutes.***

AGENDA ITEM #1



TOWN OF RIDGWAY REQUEST FOR PROPOSAL FOR MASTER PLAN FOR GREEN STREET PARK

INTRODUCTION

The Town of Ridgway is issuing a “Request for Proposal” (RFP) seeking qualified and experienced individuals or firms to submit proposals to provide a plan, process, and approach for the public engagement and master planning for a parcel known as the Green Street Park.

The Green Street Park is 6.98 acres in size and sits east of the Parkside and River Park subdivisions in Ridgway. A general map depicting the boundary of Green Street Park can be found in Exhibit 1. While the majority of the park area is currently vacant, existing uses include:

- Community Garden
- Bee Apiary

In 2014-2015, the Town undertook a master planning process to develop the “[Green Street Park Plan](#).” It was developed to understand and identify the overall purpose and function of the park focused on community inputs and desires. Since that time, the priorities and vision of the Town have changed, which has necessitated an updated guiding document for Green Street Park.

There are innovative ideas, suggestions, and concepts for additional uses of the Park the Town Council and Town staff are considering. Rather than look at these innovative ideas individually or piecemeal, the Town has decided to have community conversations and design concepts completed by utilizing the services of a professional team.

It is the objective of the Town, as expressed by the Ridgway Town Council, to:

1. Develop an overall evaluation of Green Street Park for park and sustainability-driven amenities and site opportunities and constraints. The plan should address how each park amenity functions in relation to the others with program elements based on the big picture.
2. Provide a priority list of elements, uses and facilities for Green Street Park to meet current and future desires of the community.
3. Conceptually design the new park elements in accordance with federal, state and local standards, ADA accessibility standards and specifications.



4. Name the park as the “Green Street Sustainability Park” with all amenities and uses falling in line with the theme of sustainability and climate friendliness. The following park amenities and uses could be considered for conceptual development:
- Community Solar Garden and Microgrid
 - Pollinating Plants
 - Evergreen tree visual and sound buffer
 - Outdoor Sustainability Education Center
 - Landscaping that promotes water conservation
 - Interpretive Perimeter Trail
 - Exercise Circuit Trail
 - Covered Picnic Pavilion
 - Electric Vehicle Chargers
 - Information Kiosks

It’s worth noting that the Town has been working with San Miguel Power Association over the last year to evaluate the construction and implementation of a community solar garden and microgrid at Green Street Park to serve as an emergency power system to provide electrical resilience to the Ridgway community. The Ridgway Town Council has expressed strong interest in a community solar garden and microgrid being the prominent and noteworthy feature of Green Street Park.

ADMINISTRATIVE INFORMATION

The point of contact for questions concerning this RFP and the procedures for responding to the RFP should be directed to Preston Neill, Town Manager, at pneill@town.ridgway.co.us or 970-626-5308, ext. 212.

SCOPE OF WORK

The Town is looking for a consultant to provide professional site planning, landscape architecture, public participation, and conceptual design services, with the overarching goal of developing a conceptual master plan for the Green Street Park.

Program

Through a public meeting process, develop a program or detailed list of uses and facilities that are appropriate for Green Street Park. The detailed program should include quantity, size, description, character of facilities and uses. The master plan must take into consideration current uses.

Conceptual Design

Conceptual design alternatives for Green Street Park should be developed by the consultant in coordination with Town staff, the Town’s Sustainability Advisory Board (SAB), the Town’s Parks,



Trails and Open Space Committee (PTOS), and the Town Council. Conceptual design should be developed to sufficiently depict the design concepts and provide detail for evaluation and comparison of the concepts. A minimum of two design alternatives shall be prepared.

Meeting Attendance

The consultant shall facilitate an estimated three meetings. These meetings shall include:

1. A public meeting with affected interest/stakeholder groups, members of SAB, members of PTOS, and the public.
2. Public meeting to review design ideas and options for park design with the affected interests and the public.
3. Public meeting to present final option.

Additional staff and consultant phone conferences and/or meetings will be held as needed. The consultant shall provide hourly rates and associated fees for additional meetings and preparation of conceptual plan drawings and maps required for meetings.

SUBMITTAL REQUIREMENTS

Proposers shall submit one (1) paper copy printed double sided and one (1) electronic copy of the proposal in a sealed envelope, clearly marked with "Request for Proposal for Master Plan for Green Street Park", no later than 10:00 a.m. on Friday, March 1, 2024 to:

*Ridgway Town Clerk
PO Box 10
201 N Railroad Street
Ridgway, CO 81432*

Proposals should focus on the qualifications and experience of the proposed individual or firm. A short list of individuals or firms may be developed based upon the proposals submitted. Proposals shall include the following in the order given:

- A. **Letter of Interest:** Provide a letter of introduction stating your firm's interest and understanding of the scope of this project. The letter must be signed by an authorized agent for your firm.
- B. **Capabilities and Experience:**
 - a. Provide specific information regarding your experience and capabilities on similar projects or related services. Please provide at least two (2) examples of reviews completed. The review may be redacted to protect the company and municipality.



If you do not have the required examples, a letter explaining your approach to review could stand as a substitute.

- b. Provide resumes for key personnel that would be assigned to the project.
- C. **Work Plan:** Describe your work plan for each element of the project. The selected consultant will be required to submit a detailed work plan that should include a spreadsheet quantifying each Scope of Work component by estimated hours by staff. Include all services that will not be included in the contract and are expected to be provided by the Town of Ridgway.
- D. **Cost:** Include a lump sum cost for the service of each element of the proposal.

TIMELINE

Identified below are the milestone dates associated with this project (subject to change).

<i>RFP Published:</i>	<i>Thursday, February 8, 2024</i>
<i>Last Date for Questions</i>	<i>Monday, February 26, 2024 by 10:00a</i>
<i>Proposal Due Date:</i>	<i>Friday, March 1, 2024 by 10:00a</i>
<i>Final Consultant Selection/Notice of Award:</i>	<i>Wednesday, March 13, 2024</i>
<i>Kickoff Meeting/Schedule Confirmation:</i>	<i>Wednesday, March 20, 2024</i>
<i>Final Presentation</i>	<i>Wednesday, July 10, 2024</i>

Please note that the Town desires services to start as soon as possible once an agreement is executed. Interested parties are encouraged to submit questions regarding the Request for Proposal to Preston Neill, Town Manager, at pneill@town.ridgway.co.us. Responses to questions will be provided directly by email and posted on the Town’s website directly after the “Last Date for Questions” identified in the timeline above.

SELECTION PROCESS

The Town’s review of proposals will focus in general on the expertise, experience and understanding of the scope of work as evidenced by the project team. The Town may elect to conduct interviews of project teams associated with this solicitation. Interview times would be scheduled by the Town. Proposals will be evaluated using the following criteria:



- Qualifications of the individual or team members and their experience with similar projects.
- Narrative and project approach including goals, controls, concepts and critical issues.
- Time frame for completion of the project
- Ability of the consultant to complete the work in a cost-effective manner.
- Overall responsiveness to the RFP.
- The degree to which the proposal meets or exceeds the terms of the Request for Proposal.
- Results of reference checks and past performance for other clients.

ADDITIONAL INFORMATION

The Town intends to select one individual or firm to provide the services described herein. The Town reserves the right to accept or reject any or all proposals, to waive any and all informalities and to negotiate contract terms with the successful Proposer, or to accept the proposer for the contract, which in its judgement best serves the interest of the Town, and the right to disregard all non-conforming, non-responsive, or conditional proposals.

The Town will work to honor confidentiality requests to the extent possible and reasonable. If you feel certain aspects of your proposal are proprietary in nature, please clearly indicate those specific components in the submittal.

For more information about the Town of Ridgway, please visit <https://townofridgway.colorado.gov/>.

ATTACHMENT

Exhibit 1 - Map of Green Street Park



Exhibit 1



AGENDA ITEM #2



A



B



C



A



B



A



B



A



B

AGENDA ITEM #4

RESOLUTION NO. 23-XX

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
RIDGWAY, COLORADO REAFFIRMING RIDGWAY’S
COMMITMENT TO CLIMATE ACTION, ESTABLISHING A
GOAL FOR NET ZERO CARBON EMISSIONS, AND
ESTABLISHING AN ALL ELECTRIC, NET ZERO ENERGY USE
POLICY FOR HOUSING PROJECTS WITH FINANCIAL
INVESTMENT FROM THE TOWN OF RIDGWAY**

WHEREAS, the Town of Ridgway, Colorado (the “Town”) is a home rule municipality and political subdivision of the State of Colorado organized and existing under a home rule charter pursuant to Article XX of the Constitution of the State; and

WHEREAS, the Town has long been committed to sustainability and to preserve natural resources for current and future generations, and endeavors to be a leader in responsible stewardship of the environment; and

WHEREAS, the impacts of climate change affect everyone regardless of age, gender or socioeconomic background; and

WHEREAS, addressing climate change equitably requires transition from fossil fuels to emission-free, renewable energy that is ecologically sustainable for all people, especially those most impacted by climate change today and those who will be most impacted in the future; and

WHEREAS, the Town of Ridgway Master Plan, adopted on June 12, 2019, contains ***POLICY ENV-4.2: Renewable Energy***, which states: “Encourage the use of carbon-free renewable energy systems within the Town and support the goal of carbon neutrality for Colorado. Support the inspiration and innovation of those who live, work, and visit Ridgway to create a low-carbon economy and lifestyle that improves the health, shared prosperity, and long-term security of our unique mountain community.”; and

WHEREAS, on June 14, 2023 the Ridgway Town Council adopted the ***San Miguel and Ouray County Regional Climate Action Plan***, which has a goal to reduce greenhouse gas emissions 50% by 2030 and 90% by 2050; and

WHEREAS, the State of Colorado has created a roadmap to reach 100% renewable energy by 2040, and in 2019, passed HB19-1261, which sets a statewide goal to reduce greenhouse gas emissions by 50% by 2030 and 90% by 2050; and

WHEREAS, carbon-free energy resources paired with energy storage, and microgrids, where feasible, are important strategies to build disaster resilience into our communities and will assist with disaster recovery; and ensuring equitable distribution of the benefits of these resources is imperative to adequately prepare for disasters, particularly those exacerbated by climate change; and

WHEREAS, the Town desires to establish a goal for net-zero greenhouse gas emissions and to promote all electric, net zero energy use in residences around the Town of Ridgway.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF RIDGWAY, COLORADO the following:

1. The Town hereby updates its greenhouse gas emission goals to reach net-zero greenhouse gas emissions by 2040; and
2. Housing projects that receive financial investment from the Town of Ridgway, including but not limited to tax and fee waivers, shall be all electric and shall not include natural gas service or any appliances or equipment which use natural gas; and
3. Housing projects that receive financial investment from the Town of Ridgway, including but not limited to tax and fee waivers, shall achieve net zero energy use, which is preferred to be achieved on-site to the extent economically practicable and may be achieved by enrolling in San Miguel Power Association’s Totally Green Program from 100% renewable sources.

APPROVED AND ADOPTED by the Town Council at a regular public meeting held on the _____ day of January 2024.

John Clark, Mayor

ATTEST:

Pam Kraft, Town Clerk

AGENDA ITEM #5



Ridgway Sustainability Advisory Board Meeting Minutes

Tuesday, December 12, 2023

1. Call to Order and Roll Call

The meeting was called to order at 5:05 p.m. Ridgway Sustainability Advisory Board (SAB) members present were Dave Jones, Ken Mihelich, JT Thomas, and Joyce Huang. Town Council member Terry Schuyler and staff representative Preston Neill were also present. Angela Hawse and Dana Ivers were absent.

2. Update regarding Green Street Sustainability Park

It was decided that Item 4 on the agenda would be discussed first. Terry Schuyler, speaking from his role as key accounts executive with San Miguel Power Association, gave an update on his work coordinating with GRID Alternatives to develop a microgrid site feasibility study. He explained that GRID is evaluating the suitability of potential sites for renewable power infrastructure deployment, including the Town-owned Green Street Park area. The group discussed the master planning process for the Green Street Park area that is slated to take place in 2024.

3. Review of Authority & Procedures and the purpose of the Board

Preston gave a short presentation on the Authority and Procedures that govern the SAB, including the purposes and duties, membership and term, and qualification of members.

4. Discussion regarding terms of office and selection of officers

The group held a short discussion about staggering terms of office among active members and potentially selecting different officers or going to a rotating schedule. The group decided to further the conversation at the next SAB meeting.

5. Presentation regarding Fall 2023 Colorado Growing Water Smart Workshop

Preston gave a presentation about the Town's participation at the Fall 2023 Colorado Growing Water Smart Workshop in Grand Junction, CO. The program introduced participating communities to the full range of communications, public engagement, planning, and policy implementation tools to realize their watershed health and community resiliency goals. The Town learned about the best approaches for integrating land use and water planning.

6. Approval of minutes from the November 1, 2023 meeting

Ken Mihelich made a motion to approve the minutes. Dave Jones seconded the motion and the motion carried unanimously by those present.

7. Approval of minutes from the November 14, 2023 work session

Dave Jones made a motion to approve the minutes. Joyce Huang seconded the motion and the motion carried on a vote of 3 to 0. Ken Mihelich abstained from the vote as he was not present for the November 14th work session.

8. Adjournment

There being no further business to come before the Board, the meeting was adjourned. The time was 6:25 p.m.

AGENDA ITEM #6

Ridgway Sustainability Advisory Board Meeting Minutes

Wednesday January 3, 2024



1. Call to Order and Roll Call

The meeting was called to order at 5:09 p.m. Ridgway Sustainability Advisory Board (SAB) members present were Angela Hawse, Dana Ivers, Joyce Huang, Dave Jones and Ken Mihelich. Staff representative Deb Overton was also present. JT Thomas was absent.

2. Appointment of new SAB officers

The Board members expressed their appreciation for the great work JT has done as the Board Chair and for his dedication to the SAB. They also expressed their concerns about how much work is involved with being an Officer as well as a Council member and whether a Council Liaison should hold a position as an Officer on the Board. After much discussion, Angela made a motion that Dave Jones be the new Board Chair, that Joyce Huang be the new Vice Chair and that the terms of office for the Board Chair and Vice Chair be one year, with an option to do additional years with Board approval. Ken Mihelich seconded the motion and the motion passed unanimously by those present.

3. Discussion regarding staggering terms for Board Members

The Board discussed different options for staggering terms of office, including reducing the existing members terms to end in August 2024, increasing the term periods to four years, increasing the number of Board members by two each year. Staff agreed to prepare a draft proposal for the Board to review at their next meeting.

4. Discussion regarding SAB logo

The Board had a short discussion regarding logo options. Staff presented some options from the Town's Brand book and suggested they consider these to reduce the cost of developing a new logo. Angela requested that they also consider modifying the logo that Dana submitted last fall. The Board requested that staff provide draft logos using the Town's Brand book as well as a draft logo using the concept that Dana submitted.

5. Staff Update

Staff informed the Board that Preston is preparing the draft Request for Proposal (RFP) for the Green Street Park Master Plan and the RFP will be presented to the SAB at the next meeting for review.

6. Adjournment

There being no further business to come before the Board, the meeting was adjourned. The time was 6:20 p.m.