



**Open Space & Recreation Advisory Committee
Unapproved June Meeting Minutes
Tuesday, June 1, 2021
9:00 AM
ONLINE MEETING
Public Meeting Room / Eagle Town Hall
200 Broadway
Eagle, CO**

*This agenda and the meetings can be viewed at www.Townofeagle.org.
*The public is invited to comment at the end of each agenda item**

MEETING ACCESS PUBLIC WIFI - TOEG – townofeagle2019

This will be a Zoom meeting, and the link can be found here: <https://us02web.zoom.us/j/83472864496>
Meeting ID: 834 7286 4496

9:00am CALL TO ORDER

Call to order at: 9:04am

Absent: John Bailey

9:05am APPROVAL OF MAY MINUTES

Motion to approve the May minutes by Sager second by Owens. Motion passes unanimously.

9:10am DISCUSSION

9:10am (10 min) Updated approval of Adam's Way motion

- Eagle County Open Space and Vail Valley Mountain Trails Alliance started work on the eastern portion of the new trail in late May. Trail crews will continue building the trail from Hardscrabble Road towards Riddle on County land.
- Lieberman will continue coordinating with the County on the best instrument to memorialize seasonal trail closures and maintenance responsibilities for Adam's Way through Town of Eagle open space.

Subject to final BLM approval, motion to approve the proposed trail alignment of Adam's way through the Town open space property southeast of Eagle Ranch, with the completion of an MOU, maintenance plan, or similar instrument with the County that outlines maintenance and trail closure responsibilities by Wescoatt, second by Owens. Motion passes unanimously.

9:20am (15 min) Open Space and Trails Master Plan proposals review

- Lieberman said the Town received seven proposals for the Open Space and Trails master plan RFP.
- Staff has narrowed the application pool to just two finalists. Staff has scheduled interviews with the two finalists, and we hope to have a firm under contract by the end of June.
- The selected firm will start the planning process in July. Staff will provide regular updates on the progress to the Committee.

9:35am (30 min) Alternate member discussion and recommendation

- Four applications were received to fill the OSRAC member vacancy.
- OSRAC will nominate a candidate, but Council will make the official appointment at the next Council meeting.

Motion to nominate the applicant that receives the highest overall score from the scoring rubrics, submitted by all current Committee members, for the Alternate OSRAC member vacancy by Foulis, second by Hoban. Motion passes unanimously.

10:05am (10 min) Haymaker Trailhead improvements update

- Staff should have a new contractor under contract for work at the Haymaker Trailhead by the middle of June. Work is anticipated to be completed by the end of August, depending on the availability of supplies.
- The BMX gate was installed in late May, and new trail signage was erected at the trailhead.

10:15am (10 min) LOV Connection bridge/ Abrams stewardship projects update

- Staff will continue coordinating with Eagle Valley Land Trust to ensure the fence removal and bridge maintenance do not impact the property's conservation values.
- The Youth Corps will start to remove the fence on June 21.

10:25am (5 min) Future agenda items/ new business

- The next OSRAC meeting will be in person at the Town Hall Council Chambers.
- The next OSRAC meeting will be postponed one week owing to the 4th of July holiday.

Motion to ADJOURN at 9:45am by Seager, second by Foulis. Motion passes unanimously.

Adam's Way Trail Map

Fence removal completed
by youth crew in June

Gate

Brush Creek Valley Ranch Trailhead

3 Sisters Trail

Connection with TH
proposed for 2022

Brush Creek Road

Riddle Trail

Connects with
Hardscrabble Road

Legend

Adam's Way

Existing Trails

BLM

Eagle County Open Space

Town of Eagle



Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, AeroGRID, IGN, and the GIS User Community

Town of Eagle GIS
July 9, 2021

Open Space	Open Space	Open Space Acquisition - Ridgway	Ridgway	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Open Space	Open Space	Haymaker II Trail - Brush Creek Valley Ranch	Haymaker II Trail construction on Brush Creek Valley Ranch (Not a priority for the County. As of now, project not happening).												
				\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Open Space	Open Space	BMX Starting Gate		\$ 17,000	\$ 18,867	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Open Space	Open Space	Abrams Creek Property - Trail Improvements		\$ 17,960	\$ 17,960	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Open Space	Open Space	Existing Children's Fishing Pond Improvements	Eagle Ranch Wildlife Committee and CPW partnership. Improvements should include established casting zones, fishing line/ trash disposal, fishing pole rental set up, navigation around the lake, and signage.												
				\$ -	\$ -	\$ 10,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Open Space	Open Space	Soft Path Trail Construction - East Eagle SRMA - Phase 1	New trail building on East Eagle SRMA (Phase 1)												
				\$ -	\$ -	\$ 15,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Open Space	Open Space	Trailhead Kiosk replacements	Replace all Trailhead kiosks with updated map, signage, and steel frame. Ten kiosks @ \$7,500 per kiosk plus \$15,000 for design cost and \$10,000 contingency.												
						\$ 105,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Open Space	Open Space	Open Space Signage project	Signage to and for Open Space amenities. Replace old faded signs and those that need updated information.	\$ -	\$ -	\$ -	\$ 11,025	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Open Space	Open Space	Hardscrabble Mountain SRMA Trail Reroutes	Trail reroute done with volunteers, funding for BLM Environmental clearances	\$ -	\$ -	\$ -	\$ 16,538	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Open Space	Open Space	Soft Path Trail Construction - East Eagle SRMA - Phase 2	New trail building on East Eagle SRMA- Phase 2	\$ -	\$ -	\$ -	\$ 22,050	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Open Space	Open Space	Irrigation for the Haymaker Trail Descent	500 gallon tank & gravity fed lines (Cost is based on Public works labor)	\$ -	\$ -	\$ -	\$ 11,025	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Open Space	Open Space	Riparian Habitat & Streambank Improvements on Brush Creek Phase 1	Address immediate needs for hydrology, vegetation, and wildlife habitat on Brush Creek Open Space properties	\$ -	\$ -	\$ -	\$ -	\$ 57,881	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Open Space	Open Space	Bike Park Improvements/Dirt Jumps	Similar to Frisco and now Minturn (VWMTA fundraiser, GOCO grants) - This is a project if the MTN REC Bond does not get passed - Town's Contribution	\$ -	\$ -	\$ -	\$ -	\$ 173,644	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Open Space	Open Space	Soft Path Trail Construction - East Eagle SRMA - Phase 3	New trail building on East Eagle SRMA m- Phase 3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,465	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Open Space	Open Space	Haymaker Trailhead Master Plan Implementation	Mountain Rec proposed bond measure but may necessitate Town contributions and grant matching	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,775	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Open Space	Open Space	Boat Ramp on Red Mountain Ranch	Contingent upon needs as Red Mountain is developed. Would be a good opportunity for grant funding as well.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 319,070	\$ -	\$ -	\$ -	\$ -	\$ -
Open Space	Open Space/Fleet	Vehicle Replacement	Replacement of Ford 1-ton truck and Jeep with used vehicles from Public Works	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 67,005	\$ -	\$ -	\$ -	\$ -
Open Space	Open Space	Riparian Habitat & Streambank Improvements on Brush Creek Phase 2	Follow up - Address hydrology, vegetation, and wildlife habitat on Brush Creek Open Space properties	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 67,005	\$ -	\$ -	\$ -	\$ -
Open Space	Open Space	Haymeadow Cabin Improvements	In the event cabin is donated to Town along with the land - could serve as nature center	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,710	\$ -	\$ -	\$ -
Open Space	Open Space	Open Space Land Acquisition(s)	Partnership funds to purchase land or access to Hockett Gulch, river front property, campground property, or other lands yet to be specified - Partnership with Eagle County Open Space	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 295,491	\$ -	\$ -	\$ -
Open Space	Open Space	Campground	County/Town Partnership	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 310,266	\$ -	\$ -
Open Space	Open Space	Nature Center/Interpretive Cabin	Partnership funds to build environmental education and meeting facility near the community gardens or other location	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 162,889	\$ -
Total				\$ 44,960	\$ 36,827	\$ 131,250	\$ 60,638	\$ 231,525	\$ 97,241	\$ 319,070	\$134,010	\$ 140,710	\$ 295,491	\$ 310,266	\$ 162,889

Draft 2022 Open Space CIP

OPENSOURCE FUND-OPERATING EXPENDITURES		2020 BUDGET REVISED						2021 BUDGET REQUEST					
ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL	DETAIL	ONE TIME (X)	ON GOING (X)	CARRY OVER (\$)	NOTES	TOTAL	DETAIL	ONE TIME (X)	ON GOING (X)	CARRY OVER (\$)	NOTES
8150110	SALARIES & WAGES	43,031	43,031		X			83,326	83,326		X		
8150120	OVERTIME	-	-		X			-	-		X		
8150125	BONUS	112	112		X			863	863		X		
8150141	UMEMPLOYMENT INSURANCE	129	129		X			253	253		X		
8150142	WORKER'S COMPENSATION	1,168	1,168		X			2,253	2,253		X		
8150143	HEALTH BENEFITS	2,526	2,526		X			21,960	21,960		X		
8150144	FICA - EMPLOYER'S	3,300	3,300		X			6,441	6,441		X		
8150145	RETIREMENT	167	167		X			5,137	5,137		X		
8150146	WAGE ADJUSTMENT	-	-		X			-	-		X		
8150210	OFFICE SUPPLIES	100	100		X			100	100		x		
8150225	UNIFORMS	150	150		X			150	150		x		
8150230	R & M SUPPLIES	4,000	4,000		X			5,000	5,000		x		Lumber, hardware, signs, materials, etc. (Alpine
8150231	VEHICLE REPAIR & MNT SUPPLIES	1,000	1,000		X		Repairs for Jeep, truck, and ATV	1,000	1,000		x		Repairs for Jeep, truck, and ATV
8150232	GAS & OIL	600	600		X			800	800		x		gas for Jeep, truck, and ATV
8150235	EQUIPMENT - SUPPLIES	38	38	x			Computer Replacement - 3% HR Mgr. Allocation	3,575	3,575		x		Computer Replacement-Laptop for Open Space Coordinator - \$1500 New Laptop: 3% x \$1500- IT Mgr Office Furniture: 3% \$1,000 - IT Mgr chainsaw, trailer, brushmower, hand tools, trail buiding tools,
8150310	COMMUNICATION & TRANSPORTATION	-	-		X			200	200		x		
8150320	LEGAL NOTICES	-						-					
8150343	RECRUITMENT	1,500	1,500	X				-	-				
8150347	PROFESSIONAL SERVICES	-		x			OS master plan moved to Conservation Trust Fund per Brandy	-					
8150351	LEGAL	500	500		X			500	500		x		
8150352	AUDITING	-						-					
8150355	APPRAISALS	-						10,000	10,000	X			Appraisal for Corky's Property
8150359	GRANT WRITING SERVICES	-						-					
8150360	REPAIR & MAINTENANCE SERVICES	2,000	2,000		X		Miscellaneous contracted services	9,800	9,800		x		Miscellaneous contracted professional services, Plant ecologist, restoration consulting services, tree services, outside skilled labor, etc.
8150361	TRAIL REPAIR & MAINTENANCE	6,000	6,000		X		Annual trail maintenace and reroute services in technical locations to be performed by professional trail builders. Open Space Seasonal technician and volunteers will be used for additional maintenance.	6,000	6,000		x		Annual trail maintenace and reroute services in technical locations to be performed by professional trail builders. Open Space Seasonal technician and volunteers will be used for additional maintenance.
8150362	COMPUTER SUPPORT	2,506	2,506		X		Computer Tech: \$1,500; Office 365: \$456; Adobe: \$200 1/3 GIS license maintenance (Open Space, Com Dev, Water/WW) - \$350	2,097	2,097		x		Executech/Forward Tech Support: \$1,056 Office 365: 2.03 x \$22/mo =\$536 Adobe: \$155 GIS 1/3 subscription-WATER, WW, OPEN SPACE - \$350
8150363	WEED & PEST CONTROL	21,000	21,000		X		2019 has been a very bad year for weeds due the the unusually wet winter and spring, generating addional seed which will germinate in 2020. Problems with ground squirrels occuring in field south of pump track due to development pressure.	21,000	21,000		x		2020 has lesser weed infestation, but increased problems with ground squirrels occuring town wide.
8150364	WEB SITE	-						-					
8150365	SURVEYING SERVICES	-	-		X		BLM NEPA permitting for trail expansions in the East Eagle SRMA will require additonal archeological surveys.	10,000	10,000		x		BLM NEPA permitting for trail expansions in the East Eagle SRMA will require additonal archeological surveys.
8150366	RESTORATION PLANNING SERVICES	-						-					

OPENSOURCE FUND-OPERATING EXPENDITURES		2020 BUDGET REVISED						2021 BUDGET REQUEST					
ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL	DETAIL	ONE TIME (X)	ON GOING (X)	CARRY OVER (\$)	NOTES	TOTAL	DETAIL	ONE TIME (X)	ON GOING (X)	CARRY OVER (\$)	NOTES
8150380	TUITION & BOOKS	-	-		X		2020 Open Space conference and/or trails conference attendance registration fee; one class registration for Seasonal Tech	1,000	1,000		x		2021 Open Space conference and/or trails conference attendance registration fee; one class registration for Seasonal Tech
8150385	PROPERTY TAXES & TREASURER FEE	-						-					
8150394	VOLUNTEER RECOGNITION	-	-					-					
8150395	CONTRACT SERVICES	-						-					
8150510	INSURANCE	2,286	2,286		x		CIRSA	2,355	2,355		x		CIRSA-ADD 3%
8150900	CONTINGENCY	-						-					
8150915	COMMUNITY REQUESTS	5,000	5,000	X			Contribution to Eagle Valley Land Trust to help raise \$3.5 million to purchase sweetwater lake for public use (10k-removed) - Added \$5k for Will's Thrill Trail to Hardscrabble Trails Coalition	-	-		x		Contribution to annual monitoring efforts on Abrams Creek and Spud Cellar Open Space Properties.
8150920	TRANSFER TO GENERAL FUND	-						-					
8150930	TRANSFER TO WATER	-						-					
8150940	TRANSFER TO SALES TAX CIF	-						-					
8150950	TRANSFER TO CAPITAL IMP. FUND	-						-					
TOTAL		97,113	97,113	6,538	90,575	-		193,810	193,810	10,000	183,810	-	

Summary & Detail Agree

2020 Revised Budget is =< Original Budget

One Time & On Going = Total Budget

GOOD

GOOD

GOOD

Summary & Detail Agree

2021 Budget is within Target Budget

One Time & On Going = Total Budget

GOOD

ERROR

GOOD

TARGET BUDGET	
WAGES&BENEFITS	120,233
ALL OTHER ON GOING EXPENDITURES	25,294
INCREASED CONTRACTS	-
CARRY OVER FROM 2020	-
TARGET	145,527

OPEN SPACE - CAPITAL EXPENDITURES													
8150710	EQUIPMENT PURCHASE	-											
8150715	ACQUISITIONS	10,000	10,000	x			Ridgeway Acquisition	-					
8150730	BRUSH CREEK INV. & ENHANCEMENT	-	-	X			Eagle Ranch Wildlife Committee Capital Project - Partnership Funding-Yet to be specified capital projects such as Brush Creek structural habitat improvments, additional fishing ponds, etc.	-					
8150747	TRAIL CONSTRUCTION	-	-		X		New trail building on East Eagle SRMA	27,960	17,960	X			Adrams Creek Property Trail Improvements (50% Covered by CO Youth Conservation Core Grant) - If Grant is not received project will be delayed
8150751	DOG PARK IMPROVEMENTS	-						10,000	X				Haymaker II Trail - Brush Creek Valley Ranch
8150752	EAGLE RIVER PLANNING/GYPSUM	-											
8150753	EAGLE RIVER PARK IMPROVEMENTS	-											
8150755	SWALLOW OIL PROPERTY	-											
8150756	POOL & ICE CAMPUS IMPROVEMENTS	-						17,000					BMX Starting Gate
8150757	CAMPGROUND	-	-				Campground moved to CTF						
TOTAL		10,000	10,000	10,000	-	-		27,960	44,960	27,960	-	-	
TOTAL		107,113	107,113	16,538	90,575			221,770	238,770	37,960	183,810	-	

Open Space and Trails Master Plan

EXHIBIT A SCOPE OF SERVICES

Scope Part 1

PHASE 1: ESTABLISH THE FOUNDATION

The first step is to define the Plan's foundation to understand Eagle's assets and perspectives. During this first phase we see several important tasks.

TASK A: FINALIZE THE SCOPE, TIMELINE AND PROJECT EXPECTATIONS

Key members of the consultant team will attend a kickoff meeting with the Plan's point of contact and others from the Town that will be working closely on the project. During this meeting we will review and come to a consensus on the overall project scope, timeline, anticipated deliverables, and community engagement approaches. We will also work to define the stakeholders to be engaged for the roundtable workshop. This will be the first of monthly project check-in meetings between the consultant Project Manager and Eagle's point of contact (POC). Additional participants for those meetings can be accommodated if requested.

TASK B: ROUNDTABLE WORKSHOP

The Roundtable is an important part of the project and initiating it at the onset helps assure its continued value to the work. The workshop will be held early in the project and facilitated to enable remote members to participate over a video-conferencing platform to maximize convenience. The assembled stakeholders will reflect diverse interests and perspectives, land management agencies, and partners. At this workshop, the group will discuss the overarching goals for the project and start a brainstorming discussion about community values. The group will do a SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis that will help the consultant team understand all the issues that must be addressed in the planning process.

TASK C: GATHER DATA AND MAPPING

A good trails master plan requires a good understanding of the existing network and connectivity. Our team's local familiarity with the system gives us a considerable knowledge base of how things currently work. Using Geographic Information System (GIS) data our team will create a baseline map of existing pathways and trails. We will document trail location, trail condition, surface type, user classification, functionality, sustainability, and any seasonal restrictions, among other characteristics of note. This includes all facilities used for active transportation and recreation: sidewalks and multi-use paths, county and Forest Service roads, shoulders of paved roads, single-track trails, etc. The study area can include trails outside the Town's boundary. This will be defined early in the process.

Open space parcels will also be mapped and evaluated based on information from the Town's GIS database. Acquisition information on each parcel will be compiled into a working spatial database, and attribution established to document current management objectives. This may include activities for the management of weed or invasives, wildfire fuel management, identified capacity-related resource issues, partnerships for forestry management, etc. Existing plans and initiatives of the Town will be reviewed.

Task D: Project Branding and Website

A successful public engagement campaign not only reaches more community members and visitors, but it also galvanizes the community to support future projects and builds momentum for short and long-term implementation. Project branding and marketing can help support this engagement process. This task will include the creation of a color scheme, project logo, project tagline and project website. It should be integrated with logos and color schemes that are already being used in the community. We will use the ESRI StoryMap platform to distribute information about the project, show plan ideas and maps, and tell the story of the plan. The consultant team will work with the Town to develop a strategy for where and how marketing materials will be distributed (social media, existing Town website, etc.).

PHASE 1 DELIVERABLES:

Project kick-off notes

Roundtable meeting notes and summaries in graphic and narrative form

GIS Database and Base mapping

Project Branding (logo, graphics)

Project StoryMap Website

PHASE 1 MEETINGS:

Project Check-ins (1 per month)

Roundtable Meeting

PHASE 2: VISION AND EVALUATION FRAMEWORK

The RFP makes it clear that stewardship is at the heart of the strategic direction for Eagle's open space and trails system. We have organized this phase around two efforts; first to clearly understand the dynamics of the existing system and identify the key ecological and human criteria that influence decision making; and second, engagement to gain a deeper understanding of the communities needs and desires for its trails and open spaces.

TASK A: DEFINE THE EVALUATION FRAMEWORK

We propose to use GIS tools to establish the ecological underpinnings of an evaluation framework. We will do this by through a two-step process:

(1) Build the Baseline Conditions – The initial GIS layers compiled in Phase 1 will be used and expanded upon to create a series of baseline conditions plans to highlight identified and important natural, cultural, and scenic resources within a defined study area encompassing the Town and broader parts of the surrounding landscape.

(2) Create Planning Zones – We will review these baseline conditions and break down the study area into “planning zones” where the pattern of environmental resources and potential stewardship elements align. We will look at existing open spaces and, working with the Town, address how they respond to current ecological realities and what might be stressed in the future.

TASK B: ANALYZE THE TRAIL SYSTEM

The consultant team will analyze the existing trail and open space system, its current conditions, user profiles, capacities, and connections. Working closely with the Town, we will

develop analyses and map products that illustrate areas of high use and low use, crowding, and user conflict. We will explore the connectivity of the system relative to where people live, work, stay, and gather. This will consider how the current trail system intersects with in-town pathways, sidewalks, and other modes of connectivity.

The consultant team will leverage available existing trail counting data, information from Strava and the existing transportation system to help illuminate the system's flows. We will consider seasonal and event-related system usage to appreciate the ebb and flow of trail usage throughout the year.

The consultant team will evaluate the capacities of the trail system against the existing supply of parking and access. The supply of parking and access would be based on existing parking spaces available (including on-highway parking), on-site accommodations, and vehicle occupancy. This analysis would also consider existing transit services and be designed to support the analysis of future transit solutions.

TASK C: DEFINING COMMUNITY NEEDS—POLLS AND FOCUS GROUPS

The core objective for engagement is to expand the range of people who participate in the conversation. To enable this, the consultant team will complete two steps during this task.

We will design and launch a series of small "polls" through the project StoryMap website and other Town social media channels to better understand community values related to the trail network and the Town's open spaces. Questions will be kept short and cast widely. We plan for at least 3 quick polls conducted over several months and will organize and summarize all findings.

We will facilitate a hybrid (some participants in-person, some via video chat) focus group series to get input on trails and open spaces from diverse participants. We expect to host 3 events during this task with up to 8 participants in each focus group. We will work with the Town and key partners towards new thinking of how to broaden participation in the groups. These sessions will be kept to no more than 90 minutes. We will organize and summarize the results from the focus groups.

Following these engagements, we will prepare an updated vision and goals statements for the open space and trails system.

PHASE 2 DELIVERABLES:

Draft Evaluation Framework documentation and associated mapping products

Trail System Analysis and Capacity Evaluations

Community Values polling summary

Focus Group meeting summaries

Draft Vision and Goals

PHASE 2 MEETINGS:

Project Check-ins (1 per month)

Focus Groups (3)

Schedule

Phase	Task	June '21	July '21	Aug '21	Sept '21	Oct '21	Nov '21	Dec '21	Jan '21
1	A	@							
	B		#						
	C								
	D								
2	A								
	B								
	C		%	&	%		%		
3	A								
	B								
	C					!			
4	A								
	B							!	
	C								
	D								*

KEY MEETINGS/DELIVERABLES:

@ = Kick-off (June)

= Roundtable (July)

% = Polls

& = Focus Groups

! = Community Outreach Event

* = Presentation

Cost Proposal

	SE Group	Direct Expenses	Total
Scope Part 1			\$ 25,480
Phase 1: Establish the Foundation			\$ 12,960
Task A: Finalize the Scope, Timeline and Project Expectations	\$ 1,280		\$ 1,280
Task B: Roundtable	\$ 1,320		\$ 1,320
Task C: Gather Data	\$ 4,860		\$ 4,860
Task D: Project Branding and Website	\$ 5,500		\$ 5,500
Phase 2: Reframe the Vision			\$ 11,120
Task A: Define the Evaluation Framework	\$ 2,540		\$ 2,540
Task B: Analyze the Trail System	\$ 3,820	\$ 500	\$ 4,320
Task C: Defining Community Needs - Polls, Crowdsourced Outreach and Focus Groups	\$ 4,260		\$ 4,260
Project Management	\$ 1,400		\$ 1,400