

Rifle Parks & Recreation Advisory Board
Agenda
January 23, 2006
5:30 PM
Rifle City Hall

1. Call to Order
2. Minutes of January 9th Meeting
3. Comments from Public
4. Recreation Coordinator – Aquatics Update
5. Secretary Update
6. Pool Evaluation Update
7. Newspaper Ad Update
8. Scoreboard Sponsorship Update
9. CTF & RMPD Monies Update
10. Playgrounds/Picnic Shelter RFP
11. GOCO Grant Project Discussion
12. 501(c)(3) Discussion
13. Park Signage Discussion
14. Moki & Arnold Park Discussion
15. Scholarship Policy Discussion
16. Other
17. Adjourn



Date: January 19, 2006
To: PRAB
From: Aleks Briedis, Recreation Director
RE: January 23rd Meeting

Below is a brief overview for the January 23rd meeting.

Recreation Coordinator-Aquatics Update

City Council unanimously approved the position! We are currently advertising with a February 3rd deadline.

Secretary

Andrea Madden declined transcribing minutes. Phil Antes also declined. We would like to discuss further options with the board. Thank you to Tom for picking up the slack.

Pool Evaluation

We are waiting for a price quote from Water Design, Inc.

Newspaper Ad

Our first advertisement will be in the January 26th newsletter. We hope to have an example at the meeting.

Scoreboard Sponsorship

We are currently accepting scoreboard sponsorships. We will be advertising in February's Chamber newsletter and will bring an example to the meeting.

CTF & RMPD Monies

RMPD sent their left over Colorado Trust Fund monies (\$133,739.13) to Department of Local Affairs (DOLA). After speaking with DOLA, \$51.68 will be distributed to Garfield County, and we should receive a check for \$133,687.45 in the next month. RMPD also submitted their left over funds in the amount of \$46,301.16 to the City.



RE: January 23rd Meeting
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Playgrounds/Picnic Shelters

We are still working on the RFP and hope to have a draft, if not a final draft, by the meeting. Tom and Aleks also met with JR from Child's Play Surfaces to discuss the poured-in-place play surfacing. More information and samples will be at the meeting.

GOCO Grant

We would like to continue on the conversation of what project if any we should apply for. The City Manager recommends applying for the 3rd softball/baseball field at Deerfield. We would also like to discuss requesting funds from EnCana, but we would need a 501(c)(3) entity, see below.

501(c)(3)

To apply for funding from EnCana, the entity needs to be a 501(c)(3). We would like to discuss options. The EnCana application is attached.

Park Signage

Materials, Inc. redesigned their signs and we have attached them. We hope to have more price quotes and examples at the meeting.

Newspaper Ad

We would still like to run the weekly advertisement in the Citizen Telegram to advertise our programs, accomplishments and available positions. We are waiting for 2006 rates and will have them available at the meeting.

Moki & Arnold Parks

These two "pocket parks" need to be improved. We would like to discuss these improvements at the meeting.

Scholarships

At the time of the packet, we have not completed an official policy. We hope to have one completed by the meeting.

Should you have any questions or concerns, please contact me.

Thanks.



**PARK AND RECREATION ADVISORY BOARD MINUTES #1, 2006
MONDAY, JANUARY 9, 2006
RIFLE CITY HALL, CONFERENCE ROOM**

CALL TO ORDER

Acting Chairman Rich Carter called the meeting to order at 5:38 p.m. in the City Hall Conference Room.

Members present: Kelly Bina, Betsy Rice, Rich Carter, Mildred Whitt, Ed Weiss, and Mark Lapka. Chairman Steve Carter-absent, excused; Alternate Jim Boone, absent.

In addition to Advisory Board members, the following individuals were present: Tom Whitmore, Parks Director; Aleks Briedis, Recreation Director.

APPROVAL OF MINUTES OF DECEMBER 12, 2005 MEETING

Minutes of the December 12, 2005 meeting were reviewed.

Moved by Ed Weiss and

Seconded by Kelly Bina.

Vote: passed unanimously

COMMENTS FROM PUBLIC

None.

DISCUSSION OF SECRETARY POSITION

Aleks stated that, due to scheduling conflicts, Andrea Madden would not be able to fill the staff secretary position and that the position was open. Aleks asked for suggestions to fill the position. Ed Weiss suggest the idea of recording the meetings and having Andrea transcribe. It was suggested to ask Phil Antes if he would be interested in filing the position.

Tom Whitmore, Parks Director, said he would be glad to take notes.

PICNIC SHELTERS AND PLAYGROUNDS

Aleks reported on the work done since last meeting on this topic. He hopes to have an RFP by the next meeting. Discussion of the topic followed. The board had questions on





bordering materials. Ed Weiss asked why the previous playground was removed from Davidson Park. Aleks stated that it was due to safety concerns on antiquated equipment.

General thoughts about location of picnic shelters were discussed. Mark Lapka noted that appropriate placement of the shelter was important and would allow for more versatile usage. Fall zone protection was discussed. Aleks stated that we were hoping to receive a DOLA (Department of Local Affairs) grant to pay for the rubber "Pour-In-Place" fall zone material. Rich Carter asked if we could get a sample.

GOCO GRANT FOR 2006

Do we think we should apply for one? Aleks mentioned that the spring grant deadline is in March and we may want to apply for a grant to complete the third softball field at the Deerfield complex. We will need the field to replace the Metro field, which will be out of service due to the construction of the Action Park. After discussion, it was decided to think about the grant and possible projects and continue discussion at the 1/23/06 meeting.

PARK SIGNS

The board looked over numerous catalog examples and a preliminary proposal from Materials Inc. There were no decisions made and we plan to continue researching signs and sign companies.

POOL MECHANICAL AND STRUCTURAL EVALUATION

Aleks said he hopes to have quotes by the next meeting.

QUARTER PAGE NEWSPAPER ADS

Aleks reviewed his reasons for the idea of quarter page ads on rec. programs; registration deadlines, scores, etc. Aleks presented the board with cost figures on ads:

4x/mo=\$94/week, \$5,000 per year

2x /mo=\$117/week, \$3042 per year

1x/mo= \$ 146.25/week, \$1755 per year

We also discussed ads and e-mail. A 1/8-page ad is \$2,400 per year.

Mildred Whitt supported the idea of the newspaper ads stating that "the paper is the best way to get the word out and it includes people with no computer and no Channel 13".





Moved by Mark Lapka to do advertising for 1 year, every other week at a cost of \$3042.00 and re-evaluate in a year.

Seconded by Mildred Whitt.

Vote: Passed Unanimously

SCOREBOARDS AND SPONSORSHIP

Aleks stated that we still need several scoreboards. If we can find business to sponsor these, they could pay \$3250.00 per year for four years. After four years, the business could renew their advertising, if not, we could seek new sponsors.

Moved by Kelly Bina to authorize Aleks to pursue scoreboard sponsorship.

Seconded by Betsy Rice.

Vote: Passed unanimously

RECREATION COORDINATOR (ACQUATICS MANAGER)

Aleks discussed the need to start the pool manager position sooner and to increase this part-time position to a full-time Recreation Coordinator/ Aquatics Supervisor. Aleks presented his written proposal including a job description and specific programs that this person would be responsible for. Rich Carter stated that he felt this move was essential to get someone on board soon enough to have the pool ready to open and not to have programs suffer. Ed Weiss asked staff to discuss alternatives to this being extended to full time. Compare 1 full-time staff to two half-time staff etc. After lengthy discussion, the board agreed to move toward the increase to a full-time position.

Moved by Ed Weiss to recommend to City council to approve the increase to a full-time Recreation Coordinator - Aquatics

Seconded by Rich Carter

Vote: Passed unanimously

SCHOLARSHIPS

Aleks brought up scholarships for the pool and recreation programs for families with financial hardships. The focus of the discussion was how to stipulate who qualified and what policies that we may wish to consider when making these decisions, i.e., need, fairness, limits per family, etc. Mark Lapka stated that he thought it was good to use school lunch program rolls to determine need. The group will come back with policy ideas.





ACTION PARK UPDATE

Aleks stated that he sent out the contract today. Hopefully construction will start in February and will be done in May.

PUBLIC OFFICIALS LIABILITY WORKSHOP 1/11/06

6-7:00p.m. Dinner will be served.

OTHER

Aleks handed out the final approved 2006 budget and asked for a recommendation from the board on purchasing auto-chains for the recently purchased Rec. bus. Aleks thought the cost would be around \$1,700.00.

Moved by Mark Lapka to recommend allowing up to \$2,000 to purchase auto chains for the bus.

Seconded by Mildred Whitt

Vote: Passed Unanimously

Moved by Mark Lapka to adjourn.

Seconded by Kelly Bina

Vote: Passed unanimously

Acting Chairman Rich Carter declared the meeting adjourned at 8:18 p.m.

Respectfully submitted,
Acting Secretary,

Tom Whitmore

Tom Whitmore
Acting Secretary

Rich Carter
Acting Chairman



Community Investment Guidelines

EnCana USA considers community investment applications in four major program areas:

1. Youth and Education

Promoting educational opportunities that empower individuals and enrich communities.

We believe that the most precious resources are the minds of young people in our communities. We support programs that develop academic skills as well as personal wellness, integrity and social conscience. We look to these programs to help develop future employees, thus recognizing that we share responsibility in generating the skills required for success.

Sample Groups or Organizations:

- Preschools, Elementary Schools, Community Schools, High Schools, Alternative Schools, Colleges, Post-Graduate Programs
- Programs within the schools – After School Programs, Summer Camps, Athletics, Promoting Math & Literacy, Science Outreach, Career Development, Job Fairs, Training for Industry Occupations, Internships
- Teen programs, Drug Awareness Programs
- Teacher Development, Staff Training, Vocational Retraining
- Parenting Classes, Adult Literacy, Outreach Programs

2. Health and Wellness

Ensuring the healthy development of children, youth, and families.

EnCana believes that promoting good emotional and physical health is vital in today's society. We prefer to support organizations and programs that focus on innovative approaches to disease prevention and improving overall wellness. We support human service initiatives that empower people to realize higher standards of self-improvement and overall well-being. And we support emergency services that provide medical response, shelter, counseling and treatment programs.

Sample Groups or Organizations:

- The Buddy Program, Family Resource Center, Youth Zone
- Community Health, Clinic Services, Counseling Centers, Prenatal Care, Emergency Response Programs, Medical Center Services
- Family Social Services, Preventative Health Care, Abuse / Assault Services
- Senior Services, Senior Meals & Transportation, Hospice, Nursing Homes

3. Environment

Protecting and respecting the environment.

EnCana is committed to being the industry leader in environmental sustainability. We voluntarily exceed industry standards and take a proactive approach to environmental responsibility. We constantly look for ways to apply the skills of our operations people, engineers and scientists to minimize the footprint of our operations and to aggressively reclaim the natural vegetation and habitation of our operational areas.

Sample Groups or Organizations:

- Homeowners Associations, Environmental, Wildlife, Agricultural or Livestock Groups

- Organizations that support air quality, water purification or reuse, soil management, native grasses, weed control, re-vegetation
- Groups that nurture or sustain native species, indigenous animals, large game and other wildlife
- Road improvement, maintenance, traffic control

4. Community Development

Strengthening communities with long-term sustainability.

EnCana takes a leadership role in partnering with organizations to build and strengthen the communities where we do business. We value partnerships that positively shape the future of our communities. Our partners are as diverse as the people they serve, but together we share the common purpose of developing creative and innovative solutions that strengthen communities over the long term.

Sample Groups or Organizations:

- Typically these grants are one time donations for permanent or infrastructure projects: parks, playgrounds, athletic fields, aquatic center, library, museum, meeting facilities, medical facilities, multi-purpose facilities, fairgrounds and other recreational or educational projects.

Eligibility

1. The organization must be located in and/or serving an EnCana community.
2. Applicants must be a tax exempt organization eligible to receive tax deductible donations. To qualify, the organization must be a corporation, community chest, fund or foundation as described in Section 501(c)(3) of the Internal Revenue Code.
3. The objectives of the organization must reflect the principles and objectives of EnCana's Community Investment Guidelines as stated herein.
4. EnCana prefers to fund specific programs and initiatives that have measurable results. We generally do not approve requests for operational funding.
5. Written applications must be submitted and may be renewed on an annual basis.
6. The organization must be in sound financial condition.
7. Final approval of grants is the sole responsibility of EnCana USA. Not all applications will be approved, but all applications that fit within our guidelines will be considered.

Limitations and Exclusions

Grants will not be made to the following:

1. Organizations outside the region or communities in which we do business (unless it fulfills a clear and specific need within an EnCana community)
2. Individuals
3. Religious organizations (except for those with non-sectarian purposes)
4. Conduit groups or events that raise money for other organizations
5. Political campaigns or organizations
6. Professional conventions, conferences or seminars unless industry related
7. Travel for individuals or groups

NOTE: Many of our employees offer their time to non-profit and charitable organizations through volunteerism in many areas, from coaching youth sports teams to Board participation. Organizations should not assume that EnCana employee participation automatically pre-qualifies their organization for funding.



EnCana Oil & Gas (USA) Inc.
370 17th Street, Suite 1700
Denver, CO 80202
720-876-5290

Grant Application Procedures

If your organization or program falls within our guidelines, and you wish to submit an application requesting funds, please complete and return EnCana's Application Form. Please answer all questions and include all pertinent financial information. Incomplete applications will be delayed in processing.

To request an Application Form or to submit a completed application, email CommunityInvestmentUSA@encana.com. *Electronic submission of requests is preferred.*

If your organization does not have email access, please request a copy of the application and submit all of the information in the order given and mail it to:

Community Investment Coordinator
EnCana Oil & Gas (USA) Inc.
370 17th Street, Suite 1700
Denver, CO 80202

Grant Deadlines

Proposals are reviewed on an ongoing basis. All applicants will be notified within eight weeks of receipt of the application. Major funding requests may require additional time for consideration.

Organizations whose grant applications have been approved will be required to submit a receipt of business or charitable contribution within sixty days of date of approval. Organizations may also be requested to sign a Grant Acceptance Agreement setting forth the terms and conditions upon which the grant is made. The Grant Acceptance Agreement establishes reporting requirements, limitations on the grant funds and other conditions.

For more information on EnCana's Community Investment Program, please call 720-876-5290.



EnCana Oil & Gas (USA) Inc.
 370 17th Street, Suite 1700
 Denver, CO 80202
 720-876-5290

**Community Investment
 Application Form**

*Electronic submission of requests is preferred. All boxes expand as you type.
 Please email this completed form to CommunityInvestmentUSA@encana.com*

| | |
|--|--|
| Date of Submission | |
| EnCana employee making referral: title, email & telephone number | |
| Region / Community Served / State | |
| Legal Name of Organization | |
| 9-digit Federal Employers Tax ID# (FEIN or EIN) Indicate IRS tax- exempt status 501(c)(1-27) | |
| Organization Information Mailing Address Telephone Number Fax Number Website | |
| Contact Information Name, Title Mailing Address Telephone Number Email Address | |
| Indicate where to send the check: interoffice to EnCana staff or mail directly to organization | |
| Project Title or Event | |
| Deadline to Commit Funds | |
| Date of Event | |
| Amount Requested / Approved | |
| Project Description - summarize what the money will be used for | |
| Indicate area of focus: <i>Youth & Education, Health & Wellness, Environment, or Community Development</i> | |
| Mission Statement of Organization | |
| Description of proposed project or program including: A. Objectives: what you hope to accomplish B. targeted audience: who and how they will benefit C. desired results and measurements of success | |



EnCana Oil & Gas (USA) Inc.

EnCana Oil & Gas (USA) Inc.
 370 17th Street, Suite 1700
 Denver, CO 80202
 720-876-5290

| | |
|---|--|
| <p>Budget Information</p> <p>A. What is the total cost of the project or event?</p> <p>B. What percentage of the total cost is this grant request?</p> <p>C. What are your other sources of funding?</p> <p>D. What other commitments has your organization received for this project or event?</p> <p>E. Attach a one page itemized income and expense report for this project or event</p> | |
| <p>Describe how this project addresses needs not being met by other community groups</p> | |
| <p>Detail how EnCana's involvement will be profiled in the community</p> | |
| <p>Did this group, organization or project receive funding from EnCana last year? If so, how much, for what?</p> | |

If applicable, please attach or insert here:

- **List of your Board of Directors & their community affiliations**
- **Applications from schools, school districts or falling within the Education area of focus require a letter of support from the district superintendent and/or school principal.**

For Office Use Only

| | | |
|--|-------------|---------------------|
| <p>EnCana Staff Recommendation and Comments</p> | | |
| <p>Status</p> | <p>Date</p> | <p>Submitted by</p> |
| | | |

Proposals are reviewed on an ongoing basis. All applicants will be notified within eight weeks of receipt of the application. Major funding requests may require additional time for consideration.

ARCHITECTURAL PRECAST CONCRETE MATERIALS, INC.

A division of **Buildology**

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Fax: (505)-867-4419
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PO Box 1507 Bernalillo, NM 87004-1507

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318 South Hill Road Bernalillo, NM 87004



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Manufacturers of Stone Back & Tile

Distributor

January 14, 2006

**To: Aleks Briedis @ the City of Rifle, Colorado
VIA FACSIMILE 970-625-6285**

From: Merlyn Nyght, Technical Services Director

RE: 22 precast concrete signs

Budget Estimate #2

MN

The following budget estimate is based on the attached drawings prepared by Materials, inc., various includes, excludes and comments plus the attached Terms and Conditions.

General Description:

All 22 signs will include a common 6' wide x 7' (5' above grade*) tall panel, which includes a 1'-6" diameter silk screened logo on an aluminum disk. The logo is set into a recess and anchored to the precast concrete panel with one of several construction adhesives.

The 11 Medium size signs are comprised of one 6' wide x 7' tall common panel with the 1'-6" diameter logo, installation name plus a GOCO and hours panels if necessary.

The 7 Large size signs are comprised of two 6' wide x 7' tall common panels. One panel will contain just the 1'-6" diameter silk screened logo plus the GOCO and hours panels if necessary. The other panel will contain the installation name.

The 4 X-Large size signs are comprised of one 6' wide x 7' tall common panel with the 1'-6" diameter logo plus the GOCO and hours panels if necessary and a 9' wide x 7' (5' above grade) tall panel with the installation name.

*** The new panel height of 5' above the grade line may be crowding the information. An above grade height of 6' might be worth considering.**

Includes:

1. Shop drawings for review and approval
2. 22 - 18" (1'-6") diameter silk screened two color logos printed on aluminum disks
3. Installation of the logo into the precast concrete panels prior to shipment to the jobsite.
4. 5000 psi 28-day compressive strength, white, hard-rock concrete.
5. Color admixture to be selected from either the Davis Colors or QC standard color charts.
6. Light sandblast or acid etch finish.
7. Lettering, logo and other plaques on one side of the panels only.
8. Backside of panels to receive a float finish
9. Delivery of the panel to the jobsite in approximately 9 truckloads. Each truckload includes one hour of unloading time. Additional time will be invoiced at \$150 per hour.

Excludes:

1. Unloading and installation of the sign panels at the jobsite
2. GOCO signs and installation
3. Patching and repair of any damage to the panels caused by other trades at the jobsite.
4. Patching and repair of any damage to the panels caused in shipment and not documented at the time the load arrives at the jobsite.
5. Jobsite concrete work
6. Loose, miscellaneous connection angles and footing plates. (Materials, inc. will assist in the design of this material)
7. Engineering calculations for the sign panels or footings
8. Surcharges that may result from increased costs of fuel, steel and other materials include in this project.

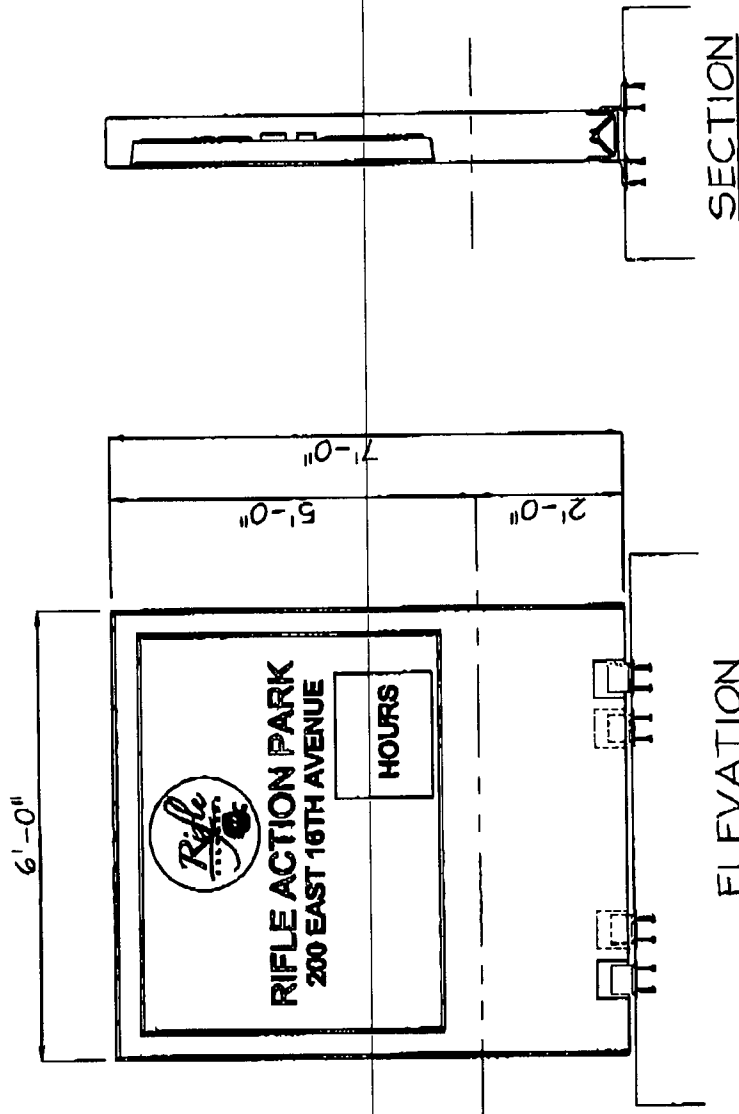
This budget estimate will be valid for 15 calendar days from the date of this document.

Terms: Custom fabrications require a down payment of 50%. The balance will be due within 15 calendar days of the delivery of the product to the jobsite.

Budget Estimate:

22 custom precast concrete signs (33 panels) for approximately \$96,000 plus applicable taxes.

This is strictly a budget estimate and must not be considered a firm fixed price without further input from your organization.



SECTION

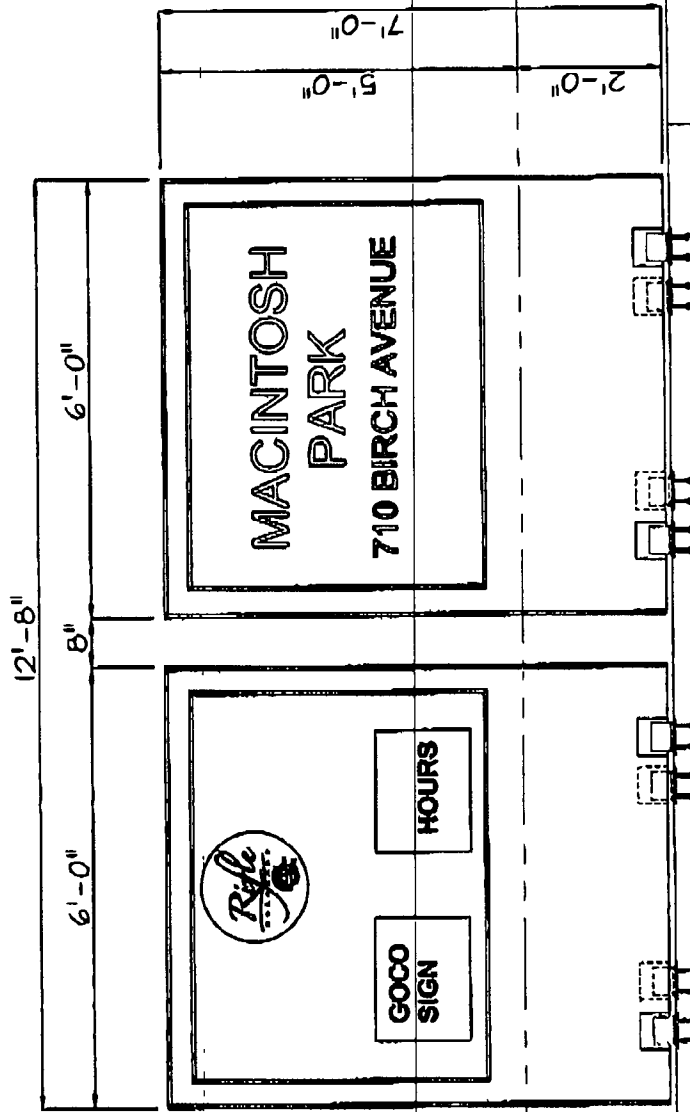
ELEVATION

RIFLE, COLORADO

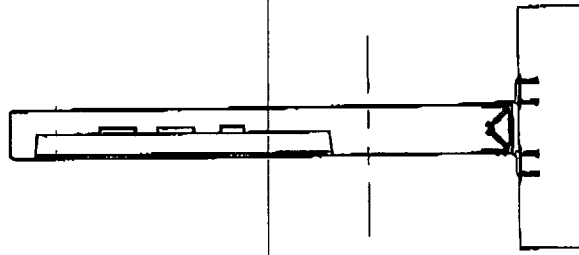
MEDIUM SERIES

CONCRETE PRECAST CONCRETE MATERIALS, INC.

MEDIUM SIGN PROTOTYPE



ELEVATION



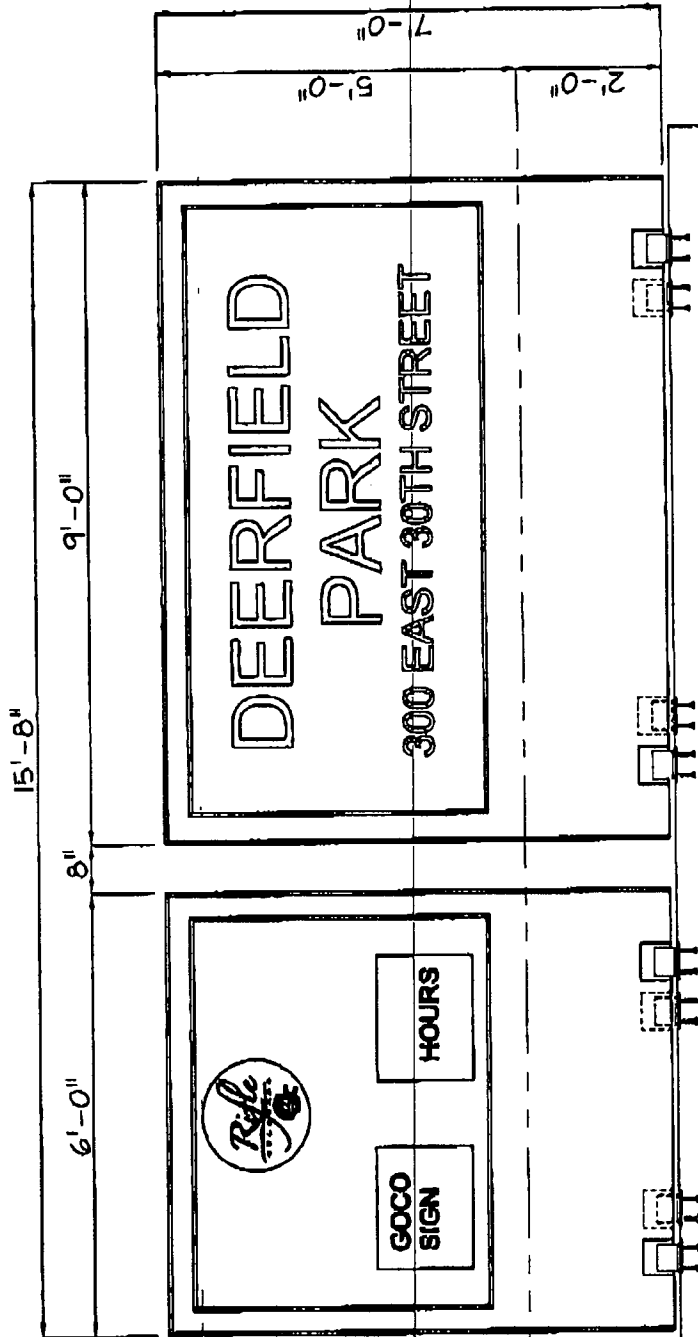
SECTION

RIFLE, COLORADO

LARGE SERIES

ACCOLLENTI MATERIALS, INC. **MATERIALS, INC.**

LARGE SIGN PROTOTYPE



SECTION

ELEVATION

| |
|---|
| RIFLE, COLORADO |
| XL SERIES |
| ACCRETIONAL RECAST CONCRETE MATERIALS, INC. |

XL SIGN PROTOTYPE

JANUARY 14, 2006

MERLYN D. NYGHT

C:\DMAH\RIFLE LOGO.DWG