



INFORMATION PACKET MEMORANDUM

To: Mayor Osborne and City Council

From: Jane S. Brautigam, City Manager
Paul J. Fetherston, Deputy City Manager
David Driskell, Executive Director, Community Planning & Sustainability
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Date: September 28, 2011

Subject: Information item: Update on the Chautauqua Stewardship Framework

EXECUTIVE SUMMARY

This is the first of several periodic updates to council regarding the collaborative process being undertaken by the Colorado Chautauqua Association (CCA) and the city to develop a “stewardship framework” for the Chautauqua area. In June, a draft proposal for this effort was presented at a joint meeting of the Landmarks Board and the City Council. A Request for Proposals (RFP) was subsequently developed and widely distributed, including to the Colorado American Planning Association (CO APA), the American Society of Landscape Architects (ASLA), and the National Trust for Historic Preservation. A total of six proposals were received and three consultant teams were interviewed. The team of Anderson Hallas Architects and Mundus Bishop was selected by the interdepartmental staff team and CCA.

This memo provides information about the consultants’ scope of work, process and timeline, and the first public meeting scheduled for October 11, 2011 in the Municipal Building Lobby from 5 to 7 pm. This first public meeting will include a presentation at 5:15 pm and five open house stations where staff members will answer questions and receive input. The five stations’ topics are:

1. General information about the Stewardship Framework;
2. Chautauqua User Survey, Summer 2011;
3. Access and Parking Data;
4. Chautauqua’s 2020 Plan and Priorities; and
5. Preliminary Principles and Evaluation Criteria for the Stewardship Framework.

The public will be asked to provide input on all of these topics.

FISCAL IMPACT

The contract for the consultants is not to exceed \$50,000 and will be split by the Colorado Chautauqua Association (CCA) and the City of Boulder departments of Community Planning & Sustainability, Transportation, Parks and Recreation, Open Space and Mountain Parks, and Parking Services. The required funds are available within each department's current budget.

COMMUNITY SUSTAINABILITY ASSESSMENTS AND IMPACTS

- **Economic:** Visitors to Chautauqua are an important part of Boulder's overall tourism, and lodging and other revenue-generating activities at Chautauqua provide income that helps support ongoing maintenance and improvement of the historic buildings and site. The purpose of the Framework is to create a decision-making tool to be used jointly by the city and CCA for analyzing and coordinating future activities at Chautauqua, including any potential reuse or expansion of existing facilities. However, the Framework in and of itself does not have any specific economic impacts or benefits.
- **Environmental:** The Framework will provide the opportunity for the identification and analysis of both current and potential future impacts at Chautauqua that might be associated with program and facility management as well as any proposed changes.
- **Social:** The Framework will provide a decision-making tool for analyzing and coordinating future activities and programs at Chautauqua to balance the needs of various community interests and the multiple groups that use Chautauqua and share responsibility for its stewardship.

BACKGROUND

The Colorado Chautauqua Association (CCA) brought its Chautauqua 2020 Plan to the Boulder City Council in February 2011 for input and consideration. The CCA's mission is "to preserve, perpetuate and improve the site and spirit of the historic Chautauqua by enhancing its community and values through cultural, educational, social and recreational experiences."

A joint proposal between the city and CCA was the result of the City Council discussion at its April 12 Study Session and the joint Study Session between the City Council and Landmarks Board in June 2011. A joint proposal between the city and CCA was developed which defined a Chautauqua Stewardship Framework to be accomplished within a 6 to 8 month time frame. The joint proposal and related documents are available on the city's website:

http://www.bouldercolorado.gov/index.php?option=com_content&task=view&id=14155&Itemid=22

SCOPE OF WORK

The city and CCA jointly developed and released a Request for Proposals (RFP) in August 2011. Six proposals were received, three teams were interviewed, and the team of Anderson Hallas and Mundus Bishop was selected to develop the Stewardship Framework. The overall purpose of the Stewardship Framework is to establish a shared understanding and approach to Chautauqua's stewardship, including a process by which potential changes to facilities in the historic district and adjacent area could be considered. It also seeks to lay the foundation for continued success of the Colorado Chautauqua through coordination of uses and a shared management philosophy and practice between the city and CCA.

The scope of services has been finalized and includes the following tasks:

- Review and analysis of user, parking, and access data.
- Inventory of the programs held at Chautauqua by each of the relevant agencies and program entities.
- Development of principles and evaluation criteria for a decision-making matrix that considers the interplay between facilities and grounds planning and management; program management and coordination; and access and parking management.
- Development and evaluation of alternatives that respond to identified facility and program needs and are informed by the agreed upon stewardship principles.
- Public input at three public meetings to be held throughout the process, with the first one to be held on October 11 from 5 to 7 pm.
- Recommendations to the City Council.

CCA is partnering with an interdepartmental team to oversee the project and provide input throughout the process. City departments represented on the team include Community Planning & Sustainability, Transportation, Parks & Recreation, Open Space & Mountain Parks, and Parking Services.

The relevant city boards and commissions as well as the CCA board and the City Council will be provided with regular updates about the framework development process. The boards will also be provided an opportunity to review and give input on the ultimate recommendations prior to presentation and review by the City Council. City boards and commissions that will be included in this process include: Landmarks Board, Parks and Recreation Board, Open Space Trustees, Planning Board, and the Transportation Advisory Board.

NEXT STEPS

The first of three public meetings will be held on October 11 from 5 to 7 p.m.

The general project timeline is in **Attachment A**.

ATTACHMENTS

A. Proposed Chautauqua 2020 Stewardship Framework Timeline

Proposed Chautauqua 2020 Stewardship Framework Timeline 9.27.2011

2011		2012
Phase 1 Data Gathering	Phase 2 Develop Alternatives	Phase 3 Recommendations
<p>Scope of Work: Data review; Develop evaluation criteria; Public Input</p>	<p>Develop decision-making matrix What are the alternatives for Chautauqua? How are they evaluated? Public Input</p>	<p>Revise decision-making matrix Recommendations Review with PRAB, OSBT, TAB, CCA, PB Review with Landmarks Board and City Council</p>
Aug - Oct	Nov - Dec	Jan - Feb
<div style="border: 1px solid black; padding: 5px;"> <p>Consultant Team: scope of work</p> <p>Data review: Summer 2011 User Survey Programs Parking Access</p> <p>Develop preliminary principles and criteria for Framework</p> </div> <div style="border: 1px solid black; padding: 5px; margin-left: 20px;"> <p>Public Review & Input Oct. 11, 5-7 pm Municipal Lobby</p> </div>	<div style="border: 1px solid black; padding: 5px;"> <p>Develop & integrate alternatives:</p> <ul style="list-style-type: none"> • Program management & coordination • Facilities & grounds planning & management • Access & parking management <p>Develop matrix</p> <p>Evaluate alternatives</p> </div> <div style="border: 1px solid black; padding: 5px; margin-left: 20px;"> <p>Public Review Dec 7</p> <p>Public Input on alternatives & evaluation</p> </div>	<div style="border: 1px solid black; padding: 5px;"> <p>Develop & integrate alternatives:</p> <ul style="list-style-type: none"> • Program management & coordination • Facilities & grounds planning & management • Access & parking management <p>Develop matrix</p> <p>Evaluate alternatives</p> <p>Recommendations</p> </div> <div style="border: 1px solid black; padding: 5px; margin-left: 20px;"> <p>Public Review & Input Jan.</p> </div> <div style="border: 1px solid black; padding: 5px; margin-left: 20px; background-color: #e6e6fa;"> <p>Review with city boards & CCA Board</p> <p>Review with City Council (SS Feb 14)</p> </div>