



## MEMORANDUM

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Date: March 17, 2014 at 6:00 p.m.  
To: Mayor Dickson and City Council  
From: Dara MacDonald  
Re: Work Session Items

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- I. 6:00 Lee Hunnicutt Interview for Salida Historic Preservation Commission
- II. 6:10 Andrea Carlstrom Interview for Salida Recreation Advisory Board
- III. 6:20 NRCDC Interviews: Ron Mazzeo
- IV. 6:30 NRCDC Interviews: Ray Kitson
- V. 6:40 NRCDC Interviews: Walt Harder
- VI. 6:50 Creative District Update & Intro Discussion about Art in Public Places



**APPLICATION FOR CITY OF SALIDA  
COMMITTEES, BOARDS, AND COMMISSIONS**

DATE 2-18-14  
NAME LEE HUNNICUTT  
ADDRESS 237 E ST  
CITY SALIDA STATE CO ZIP 81201  
TELEPHONE # (home) \_\_\_\_\_ (work) \_\_\_\_\_  
(cell) 843-696-2401  
FAX # \_\_\_\_\_ E-MAIL LEE@LEE HUNNICUTT.COM.

APPLYING FOR:

- |  |  |
|--|--|
| <input type="checkbox"/> Board of Adjustment                         | <input type="checkbox"/> Salida/Chaffee County Airport Board |
| <input type="checkbox"/> Board of Appeals                            | <input type="checkbox"/> SteamPlant Commission               |
| <input checked="" type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> Tree Board                          |
| <input type="checkbox"/> Planning Commission                         | <input type="checkbox"/> Other _____                         |
| <input type="checkbox"/> Recreation Advisory Board                   |  |

**Please fill out the following information about yourself and why you are applying for this position. (Attach resume or extra sheets if necessary)**

BACKGROUND AND/OR EXPERIENCE (Business and/or Personal):

**SEE ATTACHED**

PERSONAL AND JOB RELATED INTERESTS:

SEE ATTACHED

REASONS FOR APPLYING:

THE QUALITY AND NATURE OF SALIDA'S DOWNTOWN HISTORIC DISTRICT WAS THE PRIMARY REASON SUSAN AND I CHOSE TO RELOCATE HERE 7 YEARS AGO. IT IS VITAL THAT THE INTEGRITY OF THE HISTORIC DISTRICT BE MAINTAINED. MY FORMER HOME TOWN IN CHARLESTON, SC, UNDERWENT A MASSIVE HISTORIC REVITALIZATION OVER 20 YEARS WITH REMARKABLE RESULTS. LIKE CHARLESTON, SALIDA CAN RETAIN ITS UNIQUE CHARM AND CHARACTER WHILE RECOGNIZING THAT WE LIVE IN A WORKING, GROWING TOWN AND NOT A MUSEUM.

Thank you for applying. Salida City Council

Please return the completed application to:

[audrey.gilpin@cityofsalida.com](mailto:audrey.gilpin@cityofsalida.com)

- Or -

Deputy City Clerk

City Hall

448 E. 1<sup>st</sup> Street, Suite 112

Salida, CO 81201

Lee Hunnicutt  
237 E Street  
Salida, CO 81201  
843-696-2401 (cell)  
[lee@leehunnicutt.com](mailto:lee@leehunnicutt.com)

- Currently serving as the Director of Business Development for Pinto Barn, Inc. a Salida based consumer products company producing nut free foods under the Don't Go Nuts brand. Employing over 20 people.
- Resident and property owner in Salida since 2006.
- Owner (in partnership)/ developer/project manager on the Savoy Building (119 E First St) 9000 square foot renovation from an abandoned building to a mixed use development including Gone To The Dogs, The Carl Ortman Gallery and 5 residential condominiums. The last of 7 total units was sold in 2013.
- Current owner (in partnership) of the Sandusky Building, 222 N. F St. This historically significant building is leased to Free The Monkey on the street level and 11 office spaces on the second floor. This building has been fully restored under our ownership.
- Have owned or continue to own 3 additional properties in the downtown historic area and make my residence here.
- My career before Salida was in real estate in Charleston, SC, primarily developing small (10-30 lots) residential subdivisions specializing in infill development.
- Graduate of The Citadel in Charleston, SC.
- U.S. Army Purple Heart veteran of Vietnam, 1968-69.
- Active in skydiving, 3500 jumps, holder of current world record in Formation Skydiving (400 people Thailand 2006) and the current Colorado state record (69 people, 2011).
- Activities other than skydiving include river boating, mountain biking, skiing, camping, SCUBA diving.
- Active in veteran's issues and serve as a volunteer project coordinator for Veteran's Expeditions.
- Married to Susan Mayfield, artist and F Street art gallery co-owner. Three grown children.



**APPLICATION FOR CITY OF SALIDA  
COMMITTEES, BOARDS, AND COMMISSIONS**

DATE 2.26.14  
NAME Andrea Carlstrom  
ADDRESS 6385 Terrace Ln  
CITY Salida STATE CO ZIP 81201  
TELEPHONE # (home) n/a (work) 719-221-6125  
(cell) 970-988-2814  
FAX # \_\_\_\_\_ E-MAIL asage81@hotmail.com

APPLYING FOR:

- |   |  |
|---|--|
| <input type="checkbox"/> Board of Adjustment                  | <input type="checkbox"/> Salida/Chaffee County Airport Board |
| <input type="checkbox"/> Board of Appeals                     | <input type="checkbox"/> SteamPlant Commission               |
| <input type="checkbox"/> Historic Preservation Commission     | <input type="checkbox"/> Tree Board                          |
| <input type="checkbox"/> Planning Commission                  | <input type="checkbox"/> Other _____                         |
| <input checked="" type="checkbox"/> Recreation Advisory Board |  |

**Please fill out the following information about yourself and why you are applying for this position. (Attach resume or extra sheets if necessary)**

BACKGROUND AND/OR EXPERIENCE (Business and/or Personal):

One of the reasons why my husband and I relocated to Salida is because we wanted to make a difference in the community we live in. While I have always incorporated volunteer work in my life, I have seldom felt that my efforts were making a direct and unique significant impact. In Boston and the Front Range, I have helped organize fundraising and awareness events for MS, cancer research, and healthy eating/active living initiatives. Locally, I have gotten to know our community through being an active member of the LiveWell Chaffee County coalition, a leader on the planning committee for the Tenderfoot Climb to Conquer Cancer, and a participant in community wellness challenges. In Salida, I know that my energies can lead to positive outcomes. This is just one reason why I would like to be considered as a contributor to the

PERSONAL AND JOB RELATED INTERESTS:

Professionally, I am fortunate that as the Project Coordinator for a community mental health center that serves four rural, mountain counties, I have the opportunity to get to know the communities that I serve and live in. I love having the opportunity to work with passionate, caring individuals that want to see the best health and wellness programs and resources for our communities. While behavioral health has always been an interest of mine, both in school and in employment, I am interested in finding ways that integrative health care can be delivered, treating a person wholly and not in silos. In addition, I am passionate about eradicating the stigma that mental health and substance abuse treatment carries along with it, especially in small communities. Through promoting healthy choices and enhancing education and awareness regarding healthy eating and active living, I feel as though I am making a positive contribution on behalf of the

REASONS FOR APPLYING:

As mentioned above, I am applying for a position on the Recreation Advisory Board so that I can make a positive difference in our community, while working on behalf of the parks and activities that are so special for visitors and residents to enjoy. Culminating my experience, skillset, and interests, I feel as though I can make a significant contribution to our community on this Board. I am proud of my hometown of Salida and all it has to offer everyone who lives and visits here. Because I love where I live, I want to participate in activities that perpetuate and protect the resources that make Salida one of the most active and aesthetic places in Colorado. By serving on the Recreation Advisory Board, I know that I can make a positive contribution to my community.

**Thank you for applying. Salida City Council**

**Please return the completed application to:**

**[REDACTED]**

**- Or -**

**Deputy City Clerk  
City Hall  
124 E Street  
P.O. Box 417  
Salida, CO 81201**

1. (Continued) Therefore, I can't think of a better fit for my spare time and energy than serving on the Recreation Advisory Board. I feel as though this is one way that I can pay my community back for offering me, my friends, and my family such quality venues and events for exercise and leisure.

Qualities that I can bring to the Recreation Advisory Board include: dedication, organization, strong communication, open-mindedness, honesty, and enthusiasm. Throughout my professional career in project management and coordination, I have been successful in working under pressure and deadlines, while also keeping a positive attitude and perspective. While I love working in a team-oriented environment, I also thrive when having to complete a task independently. Over the years, I have learned that flexibility, dependability, and adaptability are key ingredients to achieve and exceed project expectations. I will offer all of these qualities as a member of the Recreation Advisory Board.

- 2.



# **Andrea Sage Carlstrom**

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## **Objective**

## **Education**

### **August 2004- July 2005 American Intercontinental University**

MBA Healthcare Management

Graduated from an accelerated program with an A average, completing a wide variety of business, management, marketing, human resources and healthcare policy-related courses

### **September 1999- May 2003 Boston University Boston, MA**

Psychology/ Sociology Bachelor's Degrees

Graduated Magna Cum Laude, Spanish Achievement Award, Spanish Perfect Attendance Award, Nominated for B.U. Student Employee of the Year (1999-2000), Residence Hall Association Contribution Award, Student Alumni Council Member, Psi Chi Honor Society Member and Officer (Vice President), Alpha Kappa Delta Honor Society Member, National Collegiate Honor Society Member, Golden Key Honor Society Member, Community Service Center volunteer, Alumni Volunteer

### **September 1995- May 1999 Notre Dame Academy Worcester, MA** High School Diploma

Graduated with honors at a private, college-preparatory high school; Peer Leader Member and Award Recipient, Catalyst Award for Excellence in the Sciences, Class President for four consecutive years, Class Speaker at Graduation 1999, Junior Varsity Athlete in softball, cross-country running, winter and spring track, Editor-in-Chief and Contributor of School Newspaper, Concert Band Member (flute), Concert Chorale Member, Book Discussion Group Leader, Animal Rights Group President, Big Sister Program, Love-in-Action Volunteer

## **Work Experience**

### **November 2011-present West Central Mental Health Center Salida, CO**

Business Project Coordinator

Coordinates local and center-wide business and community projects related to behavioral health outreach, health and wellness, and integration strategies.

### **Jan 2010-May 2011 Poudre Valley Health System Foundation**

Development Officer

Responsible for a wide array of donor relations and activities to promote stewardship and generosity in the community for a non-profit



health care system. Chair of the Annual Support Committee. Employee Engagement Officer- responsible for increasing and sustaining employee giving of over 5300 PVHS employees at over 20 locations, gave regular presentations at New Employee Orientations, staff meetings, employee forums, etc. Volunteer Engagement Officer. Worked with contracted vendors to promote giving to projects. Point person to the PVH Therapeutic Garden Project- helped to raise over \$141,000 to build a garden on the campus. Active member of the Patient and Family Centered Care Committee and the Customer Service Steering Committee. Responsible for creating and cultivating a hospital-wide initiative to promote generosity in patients, visitors, and workforce alike, with the guidance of the Kaiser Institute in Philanthropy- titled Generosity in Action.

**Sept. 2006- Jan. 2010 Poudre Valley Health System Fort Collins,CO**  
Customer Relations/Payment Counseling Team Leader

Promoted to a leadership position within several months of hire, managed a team of fourteen associates in both the customer relations (reviewed below) and payment counseling teams, oversaw bad debt hospital accounts, worked closely with bad debt agencies regarding collections process, delegated tasks, worked with various departments to provide seamless customer service from every facet of the hospital billing experience, trained new hires, tracked and followed up on human resource issues, created and maintained the team schedule, tracks attendance issues, represented the department when applicable

**HIGHLIGHTS INCLUDE:**

**Employee of the Year** Recipient 2009, Employee of the Year Nominee 2007 and 2008, Emdeon Super-User and BAR Trainer, Registration and Order Entry Steering Committee, Registration Communication Team, Live Well member, Lifestyle and Active for Life Challenge participant, Wellness Champion Committee, Foundation Spring Benefit Planning Committee member, Employee Emergency Assistance Committee, Department Holiday Party Planning Committee and Leader 2007-2009, Malcolm Baldrige Interviewee and Representative, Mail Task Force, CPEx award winner and award ceremony attendee and registration volunteer, multiple leadership, communication, and health care financial workshops and trainings, National Association of Professional Women member, Human Resources Activity Volunteer, notary, Meditech user, highly proficient in Microsoft Office programs, proficient in Blackbaud's Raiser's Edge

**March 2006- Sept 2006 Poudre Valley Health System Fort Collins,CO**

Customer Relations Counselor

Providing first-rate customer service and care to hospital patients and their families regarding billing and services received, reviewing reports, taking payments, working with other corporate office staff to ensure accurate and comprehensive financial and support services, a vocal and active team member, volunteering for committees, and assisting peers on an ongoing basis, proficient in Meditech, EMS Query, Microsoft Access and Excel, and other key programs

**July 2005- February 2006                      PharMerica                      Longmont, CO**  
Team Leader (Collections Associate II)

Promoted to one of the leadership positions in the company, responsible for training new hires, monitoring team performance and meeting team goals, running reports, attending quality assurance task force meetings, assisting associates with their tasks, assuming my manager's role when she is unavailable

**November 2004- July 2005      PharMerica                      Longmont, CO**  
House Admissions Coordinator

Responsible for managing client accounts for the front end billing and collections of a national pharmaceutical company, ensuring the timely and efficient entry of new clients into the AS400 system, keeping accounts current with status changes, pay changes, and responsible party updates, corresponding regularly with facilities and clients, taking customer service calls

**Feb 2004- June 2004      Vitamin Cottage                      Fort Collins, CO**  
Vitamin/ Supplement Assistant/ Customer Service

A vitamin/ supplement assistant for a natural grocery store; duties included helping customers find the supplements that best fit their health needs, educating customers regarding general health and nutrition under the guidance of a certified nutritionist, attending various supplement and health trainings, stocking supplements on the store shelves, helping to maintain the daily organization of the department

**May 2003-Dec 2003**  
**Harvard School of Public Health Boston,MA**      Research Assistant

A research assistant for the Harvard School of Public Health Department of Maternal and Child Health and Brown University/Miriam Hospital, RI (The New England Family Study); duties included: tracking, tracing, and screening subjects for research studies, data entry of interview responses, conducting literature searches, compiling EndNote bibliographies, aiding study coordinators with general research tasks, filing and organizing paper databases for researchers

**May 2001- Jul 2003      McLean Psychiatric Hospital      Belmont,MA**  
Mental Counselor Health Specialist/ Community Residence

A mental health worker at Appleton House, a residential facility on the hospital campus, specializing in the care of those diagnosed with psychotic and bipolar disorders, duties included: ensuring medicine compliance, conducting both leisure and therapeutic groups for the residents, assisting with activities of daily living, attending client rounds, treatment meetings, and related inservices, offering a variety of support under the direction of the psychiatric treatment team

**February 2002-April 2002 Edgware Hospital London, England**  
Mental Health Nurse Intern

A full-time intern at a residential psychiatric facility for

young adults with severe emotional and psychological problems under the supervision of the head clinical psychologist and nursing staff; duties included: attending all community meetings; observing, leading, and participating in the therapeutic groups such as psychodrama, mind and body, sports and recreation, and cooking classes

**Volunteer  
Experience**

**December 2011- present LiveWell Chaffee County Coalition**

**December 2011- present Tenderfoot Climb to Conquer Cancer Planning Committee**

**March 2006- present PVHS Foundation & HR**

**October 1999-May 2000 Boston University Community Service MA Playgroup Group Leader**

A group leader for Playgroup, a community service group at BU, which brings homeless children from local shelters out for a day of fun every other week; duties included: picking up other volunteers in the service van, driving to the shelter, picking up the kids, organizing activities, caretaking of the children throughout the day

**September 1997- May 1999 You, Inc. Worcester, MA**  
Primary Caregiver

A primary caregiver for an organization which supports homeless, teenage mothers and their children; duties included: playing with, feeding, and changing the diapers of the infants and toddlers while their mothers were attending their enrichment courses, every week commitment for two years throughout the school year

**References**

Professional and Personal References Upon Request

February 19, 2014

To: Dara MacDonald  
Salida City Administrator

RE: Letter of Interest

Dear City Administrator, City Council and Mayor,

I, Ron Mazzeo hereby submit my official letter of interest to serve on the NRDC. I am interested in serving on the NRDC for the following reasons:

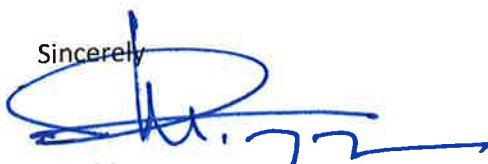
- a. The investment made by the citizens of Salida to purchase the Vandevener property was a major financial undertaking. This investment needs to be respected and all efforts must be made to make sound financial decisions for the citizens.
- b. The NRDC development has great possibilities to create jobs in the City of Salida.
- c. The NRDC development has had a great start but needs creative ideas to take it to completion. These ideas must encompass many types of projects including: Commercial, retail, educational and affordable housing.
- d. I am a resident of the City of Salida.

I believe I am uniquely qualified to serve on the NRDC. The following points state my relevant experience.

- a. Over 30 Years experience in site planning and project master planning.
- b. Over 30 Years experience in Architectural Design including: Educational, commercial, government, retail, and residential projects.
- c. Over 30 Years experience in construction related projects. This includes varied construction types and preliminary construction estimating.
- d. Over 30 Years as business owner with 20 Years as business owner in Salida.
- e. Board experience:
  1. Currently serving on the Board for the Boys and Girls Club of Chaffee County
  2. Past Board President of Salida Christian School.

Thank you for your consideration for this important position.

Sincerely,



Ron Mazzeo

RAY KITSON  
719.557.0922  
raykitson@mac.com

SUBJECT: Qualifications for position on NRC Board

EDUCATION: I have a Bachelors Degree in Industrial Technology and Construction Development. I have worked in the construction industry since 1979; mostly planning, supervising and general contracting for my own projects/businesses.

BUSINESS:

- I have owned, built and operated 12 different businesses since 1986, all but 2 in Colorado and most in Chaffee and Fremont Counties. All sold or retired at a profit.
- Employed over 1,000 locals over the past 30 years and several thousand more from all over the world.
- Employed and managed approximately 150 employees at a time and was responsible for their management, payroll, operations, benefits, etc.
- Managed approximately 4 million per year in revenue.
- Most of my experience is in tourist related service, retail, and food and beverage as well as some general business consulting. I also have significant background in buying, selling, and building commercial properties and buildings.
- In my outfitting businesses I have worked with USFS districts, BLM, AHRA, Division of Wildlife, Department of Regulatory Services and DPOR as well as other local and state government entities.

PERSONAL: Resident of Salida all of my adult life; married to Penny Kitson (local); Daughter Sage, born and raised here. I feel my experience listed qualifies me for the NRC Board position, but more importantly, my commitment to a healthy and economically viable and sustainable Salida Community.

Dara McDonald and City Council of Salida,

I am interested in a board position with the Salida NRC Corp.

I have a strong working knowledge of the Salida NRC project from before its inception to present time. I am very interested in the success of the project and in the future potential that the NRC site and surrounding property offers to Salida and Chaffee County, specifically, the possibility of a CSU campus locating here.

I have significant experience in successfully negotiating multi-million dollar projects and managing their development.

I respectfully request that you consider me for a seat on the Salida NRC Corp. Board that I may be instrumental in furthering their cause and mission.

Sincerely,

A handwritten signature in black ink, appearing to read "W. Harder", written in a cursive style.

Walt Harder.

4 February 2013

## Memorandum

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Date: March 17, 2014 City Council Work Session  
To: Mayor Jim Dickson and Salida City Council  
From: Lisa Marvel, President of the Salida Council for the Arts  
RE: Public Art Task Force

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One of the goals of the Salida Council for the Arts (SCFTA) has been to work on providing the City of Salida with a public art policy and review board, particularly in light of its designation as a Certified Creative District by the State's Colorado Creative Industries (CCI).

Because of this designation, and the growing art and culture community in Salida, there will continue to be more opportunities for public art. Therefore, it seems reasonable to consider having a City-wide public art policy that will provide guidelines and criteria for public art (art that will be installed on city-owned property). Presently, public art installations are guided by planning and zoning codes.

It has also come to our attention that the City Council is not necessarily comfortable making decisions on public art installations. Many of the upcoming public art opportunities will be funded by the City or the Creative District, so the Council and staff will need to be the final decision-makers. However, SCFTA would like to ask you to consider appointing a Public Art Task Force that would provide recommendations to the Mayor and Council. This group will not only recommend to council the artists selected for two upcoming public art installations (three creative entrance signs for the Salida Creative District and four creative sculpture bike racks).

This group presently includes myself, Larry Payne (SCFTA Board member), William Boddy (SCFTA Board member and artist), Mel and Bea Strawn (artists), Merry Cox (artist), Ryan O'Brien (artist), and Brinkley Messick (artist). Emily and Michael V. have been joining us to provide City and Creative District representation.

We have set forth the following goals:

To define public art and its purpose in Salida;

To create public art policy for the City of Salida;

To use expertise and dialog to make recommendations concerning public art;

To develop guidelines for the continuation of a Public Art Task Force. (The present members are regarded as a temporary, facilitative group.)

I believe this group could provide a valuable service to the Mayor and City Council and hope you will consider making the appointment at tomorrow's Council Meeting.

Thank you!