



Roaring Fork Outdoor Coalition
FINAL CHARTER
March 2024

A. Purpose and Need

1. **Introduction:** The Roaring Fork Outdoor Coalition (RFOC) serves as the Roaring Fork Watershed regional advisory body for the Colorado Outdoor Regional Partnership Initiative as codified by [Executive Order B 2020 008](#). The Roaring Fork Outdoor Coalition is committed to advancing the vision to protect the area’s land, water, wildlife and sustenance while providing inclusive outdoor recreation opportunities to sustain the State’s people and economy. In alignment with the intent of the initiative, the RFOC will convene a broad spectrum of voices and partners throughout the region.

2. **Scope:** The Roaring Fork Outdoor Coalition encompasses the Roaring Fork Watershed located on Colorado’s Western Slope. The geographic area encompasses all of Pitkin County and portions of Eagle and Garfield counties from the Continental Divide atop Independence Pass – the headwaters of the Roaring Fork River – to the confluence of the Colorado River and includes the major tributaries of the Crystal and Fryingpan River valleys. The planning area includes the mountain resort communities of the City of Aspen, Town of Snowmass Village, Town of Basalt and City of Glenwood Springs as well as the White River National Forest, the most-visited recreational forest in the country, and lands managed by the Bureau of Land Management and Colorado Parks and Wildlife.

3. **Mission, Vision and core values.**



- a. **Who we are:** The Roaring Fork Outdoor Coalition is a cross-jurisdictional collaboration among state, federal and local governments in our region with participation from community members, local organizations and visitors.
- b. **Our mission:** The Roaring Fork Outdoor Coalition works collectively to turn ideas into action for the benefit of recreation and conservation in our region and seeks funding to support these efforts.
- c. **Vision:** The Coalition fosters partnerships, anticipates current and future trends, and promotes an inclusive environment for recreation while stewarding conservation values and goals.
- d. The following **core values** serve as guideposts for decision-making for all representatives of the RFOC.
 - i. We are collaborative, long-standing partners.
 - ii. We are community-oriented and value relationships.
 - iii. We believe in access for all and a range of experiences.
 - iv. We are driven by action for the future generations.
 - v. We protect our natural resources and environment.
 - vi. We value and respect others and nature.

4. Priorities and Initiatives.

- a. Recreation Volume and Impacts.
- b. Access and Equity.
- c. Education and Stewardship.
- d. Conservation and Habitat Connectivity.
- e. Cross-Jurisdictional Partnerships.

B. Membership

1. **Representation:** The Coalition is a partnership of local governments, municipalities, and state and federal land managers in the Roaring Fork Watershed. Individual memberships are appointed respectively by each partner entity. A partner entity may include up to three members and each partner can select their representatives and replace them as needed. All members are to be considered full voting members who are engaged in the activities and decision-making process of the RFOC. The RFOC will be comprised of representatives from the following partner entities:
 - a. USFS Aspen-Sopris Ranger District,
 - b. Bureau of Land Management,
 - c. Colorado Parks and Wildlife,
 - d. City of Aspen,
 - e. Town of Snowmass Village,
 - f. Town of Basalt,
 - g. City of Glenwood Springs.
 - h. Town of Carbondale (pending expansion of scope),



- i. Eagle County,
 - j. Pitkin County.
2. **Terms:** No term limits are in place. All agencies shall keep a minimum of one representative appointed.
 3. **RFOC sponsorship:** Pitkin County Open Space and Trails is the sponsor of the Coalition and responsible for grant administration and contract execution. The RFOC may choose to establish a third-party coordinator at a later date. Such a decision must be made according to the decision-making processes outlined in this Charter.
 4. **Chair and Co-chair:** The Committee may appoint a Chair and a Co-Chair. These roles will be voted upon to serve 2-year terms. The Chair and/or Co-Chair will be responsible for representing the initiatives of the RFOC and attending monthly meetings with the Regional Partnership Initiative, bi-annual meetings with the Mountain Communities Outdoor Collective and quarterly meetings with the Statewide Co-op.
 5. **Sub-committees:** The Committee may also informally appoint sub-committees on a given topic, meeting, or agenda, based on the recreational issue and jurisdiction at hand. Sub-committees may engage relevant organizations and outside experts to advise and execute initiatives.
 6. **Resignation and vacancies:** Individual members who are no longer able to participate will notify the chair/project sponsor. Replacements are to be determined by the partner entity – see Memberships.
 7. **Membership expansion:** Members consist of the core membership of partner entities as defined in section 1. The Coalition recognizes that broadening membership will enhance its impact and reach and will explore this at a future time.
 8. **Community collaborators:** To maintain high level of involvement with regional organizations, the Coalition will maintain an up-to-date contact list of interested and affected organizations and will involve these organizations at planning milestones and key decisions points to ensure that community feedback remains core to the Coalition.

C. Structure and Governance

1. **Roles and responsibilities.**
 - a. Compliance with this charter.
 - b. Commitment to the vision and core values, and active support of the priorities and initiatives.



- c. Collaboration and respect for all Coalition partners with the ability to be present, committed and engaged in discussions.
- d. Represent as ambassadors of the Coalition to support the initiatives within organizational and valley-wide perspectives, not personal bias.
- e. Support priorities and programs of the Coalition, within the ability, capacity and legal bounds.
- f. If unable to attend a meeting, Coalition members are responsible for reviewing materials and providing feedback promptly.

2. Meetings and communication.

- a. **Meeting frequency:** The Coalition will hold regular meetings. It is anticipated that the RFOC will meet quarterly. Additional meetings will occur as needed. Meeting summaries will be provided and should include members present, matters discussed, votes taken with the names of the individual members when a vote is called.
 - i. Meetings will be scheduled for the 2nd Wednesday in the months of February, May, August and November.
 - ii. Additional meetings will be scheduled at least 21 days in advance.
 - iii. The Coalition facilitator, sponsor and/or chair will send an agenda at least 24 hours in advance of the meeting.
- b. **Meeting format:** Meetings are to be conducted in person; an agenda will be prepared and distributed to members in advance. Virtual or hybrid meetings are permitted as necessary subject to the Coalition's preferences.
 - i. **Remote participation.** While in-person meetings are preferred, the Coalition recognizes that members are from different geographies. Remote participation will be accommodated, when possible, to ensure that all members have the opportunity to engage.
 - ii. **Special meetings.** Special meetings are permitted at the request of the members, the purpose will be clearly stated and submitted in writing to all members.
- c. **Communication:** The chair/co-chair or project sponsor is responsible for communications to the Coalition. Email will be the primary method for sharing agendas, notes, meeting information, announcements, etc.

3. Decision-making process.

- a. The RFOC is an advisory coalition of representatives from partner organizations. As necessary, representatives should review and align decisions within their organizations. Some decisions may also require administrative review or governing board approval in addition to or beyond RFOC decisions.
- b. **Decision-making principles:** The Coalition values decision-making based on the principles of transparency, inclusivity and collaboration.



- i. **Transparency:** Decisions are made transparently, and all members have the right to access relevant information and participate in the decision-making process.
 - ii. **Inclusivity:** The coalition strives to include diverse perspectives, recognizing that different viewpoints enrich the decision-making process.
 - iii. **Collaboration:** Members are encouraged to work together, share knowledge, and collaborate in shaping the coalition's direction and actions.
- c. **Decision-making process:** The RFOC will make decisions on issues brought before the group through consensus-based decisions. A formal vote will be executed for funding-based decisions and charter amendments.
- i. **Consensus-based decisions:** The RFOC will strive for consensus in administrative-, goals- or project-based decisions. A coalition member can move a consensus to a vote at any time. Consensus is defined as an agreement of 1 to 3 (Agree to support), that members can support or do not formally object to. Consensus is defined as:
 - i. 1- Strongly Agree.
 - ii. 2- Agree.
 - iii. 3- I can support this, I see some pluses and minuses, but I will go with the group's decision.
 - iv. 4- Disagree, let's discuss some changes to support this.
 - v. 5- Strongly disagree, I cannot support this.
 - ii. **Voting:** Voting should be executed when needed for large project decisions, funding-based decisions, and/or amendments to the charter. In the absence of consensus, voting may occur and would require the approval of a two-thirds vote.
 - A quorum of greater than 50% of Coalition partners is required.
 - Each partner entity will have one vote. Coalition partners may self-determine their voting representative.
 - Absentee voting is permitted.
 - Members will be permitted to proxy vote.

D. Funding and resources.

1. The Coalition recognizes the need for financial resources to support activities and initiatives. The Coalition may jointly fund projects or staff time from each partner entity and pursue grant opportunities. Building the RFOC and expanding partnerships with regional stakeholders has been funded through the Statewide Regional Partnership Initiative Grant to 'get it off the ground.' Funding for a conservation and recreation plan will be sought from the Statewide Regional Partnership Initiative Grant. Financial records and reporting is prepared twice annually to comply with the grant requirements.



As the Coalition initiative is more self-sustaining, a future amendment to this charter should address (1) Financial Resources, (2) Budgets, and (3) Financial Records and Reporting.

E. Amending the Charter

1. Recognizing that circumstances change over time, this charter may need to evolve. The amendment process is intended to ensure that the RFOC remains flexible and responsive to the valley and the goals of the members.
 - a. **Proposal for amendments:** Any member may propose an amendment to this charter. It should be submitted in writing to the coalition’s leadership or a designated committee and include specific text, rationale and the sponsor for the amendment.
 - b. **Decision process:** If consensus can be reached with all members, the proposal may be accepted without a formal vote. If consensus cannot be reached, a vote may occur. Once the amendment is approved, it will be incorporated into this charter.
 - c. **Records and notification:** All members will be notified regarding revisions to this charter. The Coalition will maintain a record of all amendments by date.

F. Work Plan and Activities

With additional planning funding.

G. Reporting and Evaluation

With additional planning funding.