



Town of Green Mountain Falls

Parks, Recreation, and Trails Committee

P.O. Box 524; 10615 Green Mountain Falls Road

Green Mountain Falls, CO 80819

Wednesday, 4/13/2022 at 3:00 p.m.

Zoom link; Meeting ID: 817 4374 9983; Passcode: 907455;

Dial-in: 346-248-7799

To make a **public comment** please **pre-register** by 12pm on the day of the meeting via email: clerk@gmfco.us

REGULAR MEETING:

TIME*		ITEM	DESIRED OUTCOME
3:00	1.	CALL TO ORDER / ROLL CALL	
3:05	2.	ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA	PRT Action Required
3:10	3.	PERSONS PRESENT NOT ON THE AGENDA: 3 MINUTES PER SPEAKER	Information Only
3:15	4.	CONSENT AGENDA a. Meeting Minutes from PRT Committee Meeting held on 3/2/2022 b. Meeting Minutes from PRT Committee Meeting held on 3/9/2022	PRT Action Required
3:20	5.	New Business: a. GoCO Presentation b. Discussion - change PRT meeting time c. Thomas Trail d. Friends of Ute Pass Trail agreement with the town e. CIRSA training - April 19, 2022, 7:00-9:00pm, @ Sallie Bush f. Ribbon cuttings - Fitness Court and ADA Fishing Pier	
4:00	6.	Old Business: a. Catamount Trail update b. Wayfinding signage update c. Gazebo Park renovation update d. Pool Park bathrooms e. Bear Proof Trash Cans f. Fitness Court installation	
4:20	7.	Correspondence	Information Only
4:25	8.	Reports a. Trail Ambassadors	Information Only
4:30	9.	ADJOURN	

*Please note: Times are approximate.

**The Town shall provide reasonable accommodation for those with disabilities on a case by case basis. Please send accommodation requests to clerk@gmfco.us by 4pm on the date of the meeting.



**Town of Green Mountain Falls
Parks, Recreation, and Trails Meeting Minutes
10615 Green Mountain Falls Road
Wednesday, March 2, 2022 at 3:00 p.m.**

REGULAR MEETING MINUTES

Board Members Present

Chair Jesse Stroope
Vice Chair Jay Kita
Member Nancy Dixon
Member Don Walker

Board Members Absent

Secretary

Member Nancy Dixon

Town Staff Present

Nate Scott

Trustees Present

1. CALL TO ORDER / ROLL CALL

Parks, Recreation, and Trails meeting called to order at 3:02pm by Chair Stroope.

2. ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA

Chair Stroope amended the agenda to include the CIRSA Training on April 19th at 7:00pm.

3. SPEAKERS NOT ON THE AGENDA

No speakers present.

4. CONSENT AGENDA

Kita moved to approve the meeting minutes from February 16, 2022. Walker seconded. Motion passed - 4/0.

5. OLD BUSINESS

- a. Catamount Trail update - HGMFF waiting on attorney for the MOU documents to give to the town's legal.
- b. Wayfinding Signage - Stroope and Walker met with the sign company to go over which town signs are being refurbished. Dixon sent the Signage Removal report to town staff on February 17. Town manager wanted the marshal and public works to review. Scott said at the last staff meeting, the report was accepted as submitted and recommended signs would be removed by public works.

- c. Walker presented his research on the CDBG grant and RFP. The RFP has been posted on BidNet. Walker engaged the committee in discussion as to what Phase I of this grant should include. Scott provided maps and artist rendition sketches of proposed gazebo lake improvements that had been included with the grant. After a lengthy and productive group discussion, the committee agreed on the following changes to the RFP Project Overview and Scope of Services:

Modified proposal (Phase 1A)

Project Overview & Scope of Services

Install an accessible fishing pier on the south end of Gazebo Lake to include:

- Installation of ADA compliant fishing pier
- Concrete for 200ft of west lake wall with pier to repair existing wall
- Fabrication and installation of stainless-steel handrail

Install ADA compliant concrete pathway from parking areas at the south end of Gazebo Lake connecting to a fishing pier:

- ADA compliant pathway (measurement needed)

Add Alternatives:

Reinforce drainage pipe to stabilize outlet (integrate it into west wall)

Add playground equipment with remaining funds

Concrete stamping

This will be presented to the bidders who will be attending the Pre-Proposal meeting on March 11th. Walker will be in attendance.

Dixon moved to approve the changes made to the Project Overview and Scope of Services for the CDBG grant. Stroope seconded. Motion passed 4/0.

Walker will present the PRT recommended changes to the town manager. He will also contact Tom Hughes for history of gazebo lake improvements. Stroope recommended that PRT schedule a meeting for March 7th if Walker has any new information that needs to be shared with the committee.

During this discussion, Walker brought up the concern of using stilling basins for the runoff into the lake. He proposed that a retaining wall on the Ute Pass Ave side of the lake would be a more viable solution.

- d. Pool Park Bathrooms - Walker presented visuals for different exterior aesthetics which included: log cabin, Victorian, stucco and stacked stone. Members agreed that the log cabin look would fit best with the town aesthetic. Members went through the list of exterior and interior features of the bathroom and made recommendations to the town manager. Stroope moved to accept the bathroom features that the committee recommended. Dixon seconded. Motion passed - 4/0. **Stroope will present the bathroom recommendations to the town manager.**

Lengthy discussion followed regarding the location of the Pool Park bathroom using Walker's drawing. No firm location was agreed on. More research is needed to make a final recommendation.

- e. Bear Proof Trashcans - Dixon moved to table this agenda item. Walker seconded. Motion passed - 4/0.

6. NEW BUSINESS

- a. PRT member application - Ron Gans. After a short discussion, the committee agreed that Ron would be an asset to the committee. Dixon moved to recommend Ron Gans to the Board as a new PRT member. Stroope seconded. Motion passed - 4/0. **Dixon will write up an agenda memo to be included in the next Board agenda packet.**

7. CORRESPONDENCE

No correspondence.

8. REPORTS

Stroope presented the PRT committee report at the Board meeting on March 1st. Board is interested in the PRT making the naming of the parks a community activity.

Dixon mentioned she is starting to gear up the Trail Ambassador program. She sent an email to last year's ambassadors and provided a short blurb that is going to be in the TOSC weekly enewsletter. Scott will be posting Ambassador info on the town website and on Facebook. Walker suggested contacting the Friends of Pike's Peak for their newsletter. Stroope said he will give Green Box the contact info for the Trail Ambassadors.

3. ADJOURNMENT at 4:51pm.



**Town of Green Mountain Falls
Parks, Recreation, and Trails Meeting Minutes
10615 Green Mountain Falls Road
Wednesday, March 9, 2022 at 3:00 p.m.**

REGULAR MEETING MINUTES

Board Members Present

Vice Chair Jay Kita
Member Nancy Dixon
Member Don Walker

Town Staff Present

Nate Scott
Becky Frank

Board Members Absent

Chair Jesse Stroope

Secretary

Member Nancy Dixon

Trustees Present

Katharine Guthrie

1. CALL TO ORDER / ROLL CALL

Parks, Recreation, and Trails meeting called to order at 3:05pm by Vice Chair Kita.

2. ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA

Vice Chair Kita accepted the agenda.

3. OLD BUSINESS

- a. Update on CDBG grant - Town Manager Frank explained the spillway of the project had been modified to be a water play feature. The spillway was also a safety issue.

Walker - The proposed Phase I would include an ADA compliant fishing pier, 200' concrete wall on the Hotel Street side of the lake and stainless steel handrail.

Frank - The ADA fishing pier and paved sidewalk to the fishing pier need to be constructed to make the minimum requirements of the grant.

Walker presented and explained the agenda packet drawings and artist renditions which included the ADA fishing pier (location and dimensions) and concrete path to the fishing pier. He proposed a terraced wall on the Ute Pass Ave side of the lake for protection against runoff.

Frank - Engineering costs related to the fishing pier footings? Walker - a week was not enough time to do a cost analysis. Guthrie - would pier footings affect the water flow in the lake? Pier footings were not part of the grant cost analysis. Walker - the final pier construction would not have as many footings as the image presented in the packet. Frank - There are time and budget constraints on this project. Walker agreed to help with bid proposals. He said he had talked with Tom Hughes about a wood pier vs a concrete pier. Hughes agreed with a wood pier.

Walker continued to describe the pictures in the agenda packet which included: shot creek wall with flat rocks, stoop to put boulders on, a retaining wall example. Walker added that he has historical information on the lake from Bratton archives. Two major problems with the lake are runoff sediment and the shore sloughing off into the lake.

Dixon thanked Walker for his hard work regarding the presentation. She suggested using the old park rules sign as a "Coming Soon" info board. Frank said she would not recommend doing this until the contract has been awarded. Dixon agreed.

Frank said that the goal is to have a draft contract to the Board on April 14th. The stilling basin project needs to be interfaced with the ADA gazebo project so the lake is only drained once this year.

Frank offered to have a GOCO representative come to the next PRT meeting to help with future parks, recreation and trails planning by developing a PRT Master Plan. The Master Plan would contain concept drawings and cost estimates and would supplement the town comp plan. GOCO has grants that are available this year. PRT members present all agreed this would be helpful.

Walker asked what are the top 3 priority grant items? Guthrie replied that the fishing pier and outlet stream are priority. She would like to have the ADA playground equipment included. Ute Pass retaining wall is a bigger conversation. The path around the lake on the Ute Pass side is not safe at either street or lake level. She thinks the stilling basins will make a big difference with sediment runoff. She is confident that the cost of the ADA fishing pier is covered by what was proposed in the grant. However, there was not an engineered design submitted with the grant. She understands that the cost of supplies and labor have gone up and could see that grant funding might possibly be shifted from either playground equipment or the pathway to the fishing pier.

Kita asked when the final document on the stilling basins is ready? Frank said that final details are being made and it is coming soon. She sees no issue with aligning the two projects.

Guthrie requested the PRT committee change their meeting times since 3:00pm is hard for her to attend due to her job. Dixon said it could be discussed at their next PRT meeting.

Frank mentioned that some of the features in Walker's proposal could be cost-prohibited. Reiterated that she would like to have Walker's help with evaluating proposals.

Guthrie - the outlet/spillway is in the grant with \$25,000 for repairs. Walker - the outlet needs to be rebuilt and could be more than \$25,000.

Frank - the Proposal Meeting will be Friday, March 11th, at 11:00am in Town Hall.

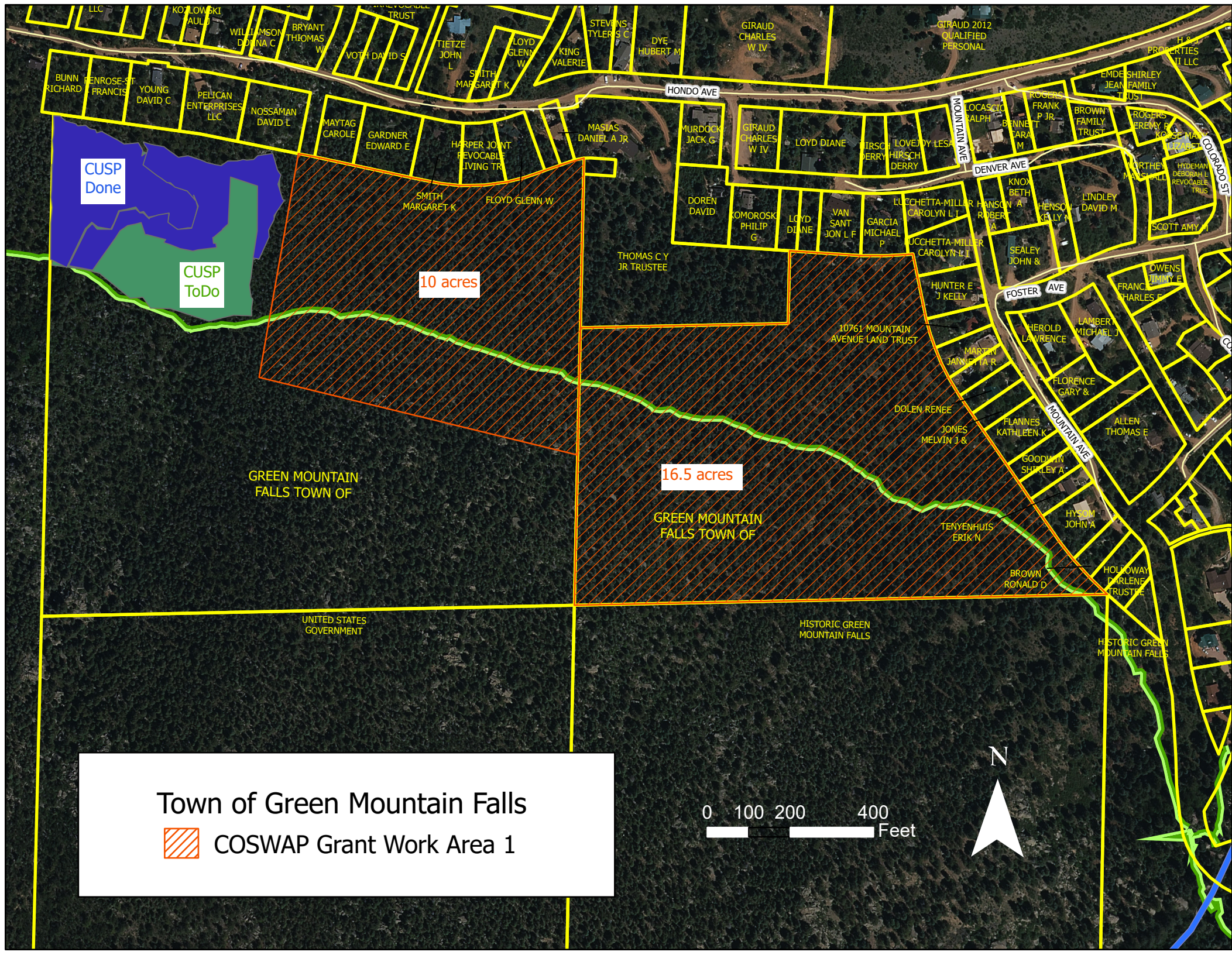
Contractors will be there to ask questions and gather information. Frank asked Scott if this could be streamed on the Youtube channel also. Engineering on the project could impact the timeline and this project needs to be completed and successful for future grant applications.

Kita - next regular scheduled PRT will be April 13th. If a special meeting needs to be held before that, it will need to be scheduled.

3. ADJOURNMENT at 4:28pm.

Thomas Trail Recommendation
During Fire Mitigation
Summer 2022

- a) Close Trail, Monday - Thursday, the segment of the Thomas Trail within the area of forestry work for the duration of work (12 weeks).
- b) Open Trail, Friday - Sunday, the segment of the Thomas Trail within the area of forestry work for the duration of work (12 weeks).
- c) Post Signs, stating open and closed days and dates, also distance to trail work (e.g. Trail Work in 1500')
 - i) @ Catamount & Thomas Trail intersection
 - ii) @ Thomas Trail Boulder St intersection
 - iii) @ Thomas Trail Mountain Ave intersection
- d) Erect Orange Barrier Fence on the forestry work boundaries.
 - i) erect 60' of barrier fence, perpendicular to the trail, 30' on each side of trail with a lockable gate on the trail tread.
 - ii) locate barrier fence 300' in advance of the forestry work boundaries.
 - iii) post signs on gates (will be taken down when trail is open) " Danger, Tree Felling Ahead, No Trespassing, Trail Closed, by Order of GMF Marshal"
 - iv) gates managed by Mile High (forestry workers)
 - v) trail clean-up managed by Mile High (forestry workers)
- e) Press Release of forestry enhancement work along Thomas Trail with trail open and closed days and dates.
- f) Execute Enforcement.
 - i) information sign at Hiking Welcome Center
 - ii) post on social media
 - iii) train Trail Ambassadors
 - iv) confer with Town Marshal



TRAIL MAINTENANCE AGREEMENT

Between the Friends of Ute Pass Trails and the Town of Green Mountain Falls, Colorado

March 10 2022

This agreement is between the Friends of Ute Pass Trails ("Friends") and the Town of Green Mountain Falls, Colorado ("Town of GMF").

Background & Purpose

The \$100,000 10-year 2019 GMF Comprehensive Plan identifies 'trails' and 'hiking' as 2 of the top 6 most loved things about GMF. No formal hiking trails maintenance has occurred on the Town of GMF land since June 2020. During this period, deferred maintenance has accumulated to the point where it must be addressed. The risks of doing nothing include increased risk of erosion; trail braiding, where multiple trails are created by users; cut switchbacks; and overgrowth. The Town's 5-member Parks, Recreation and Trails (PRT) Committee does not have the capacity to perform trails maintenance to the extent required. This agreement will provide much-needed recommendations and actions to address deferred maintenance on hiking trails within Town of GMF land.

Project and Scope

Friends will provide a trails inspection report, prioritized trails maintenance schedule, a minimum of 4 trail work days on Town of GMF land, and a report on work accomplished and work outstanding. Additionally, Friends will be available to consult on trails-related issues brought by the PRT during the period covered in this agreement.

Time Period

Work will occur from receipt of payment until final reporting to the PRT by December 1st, unless delayed by severe weather or rain. If there is a delay due to weather, the Town of GMF and the Friends will renegotiate a new deadline to be agreed upon by each in writing.

Friends will provide:

- An inspection report to the PRT. Inspections are aimed to discover the trails' environmental impact. Formal inspection will be accomplished at least once in the Spring. The report will include a proposed prioritized maintenance schedule, focusing on correcting the largest deficiencies and safety items as well as making the most impactful improvements along the busiest areas.

- A minimum of 4 trail work days: at least 3 internally-coordinated Friends work days and 1 externally coordinated volunteer work day. Tools and training will be provided. Work will be supervised by trained and certified Crew Leaders, Trails Designers, or by those with other applicable trail building certifications. Work can include trail maintenance and construction.

- Maintenance is the routine or periodic repair of existing trails to restore the trail to the originally designed and built condition. Maintenance does not change the original design, purpose, or intent for which a trail was designed, however minor re-routes may be developed when warranted for safety and sustainability of the existing trail. Maintenance may include: vegetation and debris removal; clearing the trail of encroaching vegetation; removing rock slides and soil deposits; maintaining trail tread (surface), such as filling ruts, reshaping a trail bed, repairing a washout, and constructing retaining walls or cribbing to support trail tread; performing erosion control and drainage work; and repairing or replacing deteriorated or

damaged trail or trailhead structures, including signage, information boards, and fencing and railings.

-- Construction is the design, layout and building of new trail alignments. Guidelines will keep safety and sustainability foremost in mind, recognizing that erosion is the key issue leading to trail failure. Construction will adhere as closely as practicable to design standards and technical guidelines set forth by the United States Department of Agriculture, Forest Service's "Trail Construction and Maintenance Handbook, 2007."

- Final trails report, to include work accomplished and work outstanding (deferred maintenance), to the PRT by December 1st.

- Administration, to include volunteer recruitment, crew leader training and assignment, project monitoring and coordination, invoicing, and liability insurance. A Certificate of Insurance naming the Town of GMF as additional insured will be provided.

The Town of GMF will provide:

- Payment in the amount of \$4,500 (Four thousand five hundred dollars) before any work commences.

- Free parking for volunteers and at least one vehicle authorized to park at or near the end of a public road closest to the trailhead where work will be performed. The vehicle(s) will not block emergency vehicle access. The Town will provide appropriately marked and certified parking credentials.

- Use of Trailhead boards, posting at the welcome center, Post Office board, Town of GMF website and Town facebook to advertise trails-related volunteer opportunities.

- A volunteer agreement, which will be signed by each participant or parent/guardian, required once per calendar year per person.

Modifications

This agreement may be revised or modified only with consent of all parties.

Dispute Resolution

Any dispute between the Town of GMF and the Friends shall be noted in writing and settled by negotiation, but if such negotiations fail, then all disputes will be handled in El Paso County Colorado.

Agreed to by:

President, Friends of Ute Pass Trails

Date

Town of Green Mountain Falls

Date

Trail Ambassador Report

4.13.2022

Gearing up for the 2022 season!

1. Saturday, May 28th, will be the first day. Hours will stay the same as last summer: 8:00am-noon, Saturday and Sunday.
2. Posted new recruitment flyers at Post Office, Pantry, Catamount TH, Old Trailhead sign at Gazebo Lake, Mt. Dewey and Boulder Street. Town website has a call for Trail Ambassador volunteers.
3. Sign Up Genius is ready for the month of June. Will share with Trail Ambassadors mid-April.
4. Providing information on the Turrell Skyspace on TA clipboards for the purpose of answering questions from visitors.
5. Providing updated Trail Information on TA clipboards which includes the new wayfinding signage and animal designations.

Requests/Recommendations

1. Since the Pool Park bathrooms will not be completed in time for hiking season and the pool bathrooms are only available to pool patrons, I would request that the PRT recommend to the Board to provide porta pots at the Welcome Center.
2. Recommend that a larger Trailhead sign be installed at the Catamount Trailhead. Many hikers miss the beginning of the trailhead. One of the trail indicators is too high to be seen. Would like permission to post signage that indicates the trailhead as a temporary solution.

3. Since all known trail encumbrances are resolved, request the PRT work on trail maps that can be used by the TAs and also be distributed to town businesses, town lodging and VRBOs.