



Town of Green Mountain Falls

Parks, Recreation, and Trails Advisory Committee

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

Green Mountain Falls, CO 80819

Wednesday, 9/14/2022 at 4:00 p.m.

IN PERSON or Via Zoom link:

<https://us02web.zoom.us/j/81839789575?pwd=UDAvdXNPVVZtQWR1KzAvVG0vV01qdz09>

Meeting ID: 818 3978 9575; Passcode: 112679; Dial-in: 346-248-7799

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

REGULAR MEETING:

	ITEM	DESIRED OUTCOME
1.	CALL TO ORDER / ROLL CALL	
2.	ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA	PRT Action Requested
3.	PERSONS PRESENT NOT ON THE AGENDA: 3 MINUTES PER SPEAKER	Info Only
4.	CONSENT AGENDA <ul style="list-style-type: none">a. Meeting Minutes from PRT Committee Meeting held on 8/10/2022b. Meeting Minutes from PRT Work Session held on 8/24/2022	PRT Action Requested
5.	Old Business: <ul style="list-style-type: none">a. Wayfinding/Parking Signage Updateb. Creek Weekc. 2023 Park Maintenance Plan - PRT Budget Recommendation to Board	
6.	New Business: <ul style="list-style-type: none">a. Gazebo Island Paver Projectb. Adopt a Garden Proposal - Todd and Nancy Dixonc. Community Tree Lightingd. CWP Non-Motorized Trails Grant Opportunity	
7.	Correspondence <ul style="list-style-type: none">a. FoUPT Internal Work Day - Sept 7th	Info Only

*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@gmfc.us by 4pm on the date of the meeting.

8.	Reports a. Town Manager Update i. Gazebo Lake Reno, CWP Grant, COGO Concept Grant, Pool, Stilling Basin	Info Only
9.	ADJOURN	

***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.**

*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, August 10, 2022 at 4:00 p.m.**

REGULAR MEETING MINUTES

Board Members Present

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

Town Staff Present

TM Becky Frank

Board Members Absent

Secretary

Member Nancy Dixon

Trustees Present

Katharine Guthrie

1. CALL TO ORDER / ROLL CALL

Parks, Recreation, and Trails meeting called to order at 4:00pm by Chair Stroope.

2. ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA

Chair Stroope accepted the agenda.

3. SPEAKERS NOT ON THE AGENDA

No comments.

4. CONSENT AGENDA

Kita moved to approve the meeting minutes from July 13th and July 27th, 2022 with the following edit, Change June to July on the July 27th minutes. Walker seconded. Motion passed - 4/0.

5. OLD BUSINESS

- a. Chair Stroope said that the sign company has the mockup for the parking signage.
- b. TM Frank gave an update on the Gazebo lake renovation. Lake will be lowered after the Sunday concerts are done, August 29th. While the lake is lowered, the Stilling Basin project will be putting a drainage pipe under the road and rock wall. Chair Stroope asked when the projected end date for the project was and TM said by the end of September.
- c. TM Frank let the committee know that the CWP Human Bear Conflict grant (\$56,000) had been given notice to proceed on August 9th. PRT will use the remainder of the year to plan and map out the location of the trash cans. TM would also like suggestions for the best location and design of the dumpster blind. RFP will be submitted in the late

Fall/Winter time frame with the project being completed by Spring 2023. **Gans will design a dumpster blind for PRT to consider.** TM said the blind should hold 4-5 dumpsters on a concrete pad. Chair Stroope would like to have a recycling receptacle considered in the future.

- d. TM Frank said the GOCO concept paper has been submitted and we should hear back at the end of the week or next week. **TM asked PRT to reach out for letters of support and to draft a community engagement plan.**
- e. TM Frank gave an update on the pool saying that staffing issues have been challenging. The pool will only be open weekends till it closes on August 28th. Discussion was held regarding the current contract and if it should be kept or have other options for next year. TM said town legal is looking at the contract and feels it could be a mutual split between the town and the contractor. She has put in a money dispute to the contractor for services that were not delivered but were paid for by the town. The communication between the contractor and their employees has been lacking. She has contacted Woodland Park and they could help certify lifeguards for the GMF pool next year. It was recommended that next year's hours be more consistent and earlier due to afternoon storms. Chair Stroope gave TM Frank kudos for the work to get the pool open after 2 years of closure. Chair Stroope also said that PRT would be willing to help with the pool next year if the Board asks them to do so.
- f. TM Frank said there will be interruptions to the water service when CSU puts in a new water line and that residents in that area have been notified by postcards. There will also be notifications through the town website, CSU and social media. She has been contacted by people who are interested in reinvising Memorial Park. It was discussed that until the project is finished, the usable space is not easy to distinguish. Chair Stroope asked when the end date was projected and it will be in 6 weeks. **He asked that an agenda item be added at the next meeting to talk about a plan for community engagement.**

6. NEW BUSINESS

- a. Chair Stroope shared a spreadsheet from the PRT Park Maintenance work session which showed the general park maintenance and maintenance for specific parks. Each item was given a designation of maintenance being done by either a contractor, designated town employee or a community work day (volunteers). Dixon suggested that Chair Stroope email to the members so feedback can be given. **Chair Stroope will email the list and requests that feedback be given by Friday, Sept 19. He also wants to schedule a PRT special meeting on Wednesday, Sept 24th to have the list finalized to be recommended to the Board for 2023 budget considerations.**
- b. Chair Stroope presented the audio tour that was commissioned by Greenbox. This is a commission that goes to the end of this year and Greenbox would like to work with the town to possibly add locations and use it as a community resource. This will be added to the next PRT agenda.

- c. The Friends of Ute Pass Trails vice president, Chris Watling, presented their inspection report and what trail maintenance Friends recommend for the rest of this year. Rocco Blasi said per the contract with the town, Friends owe 3 more work days on town trails. **Chair Stroope moved that the top 3 recommendations made by the Friends be approved with possible work on the Conn Trail during Creek Week.** Kita seconded. Motion passed - 5/0.
 - d. Creek Week will be September 24-October 2 this year. Kita will be Crew Leader and coordinator this year. The date will be Sunday, Sept 25th. TM said that the town is getting a chipper on Sept 24th/25th. **Dixon will submit an advice memo to the Board to get approval for Creek Week cleanup day on Sept 25th.** Chair Stroope said tools/equipment can be stored at Joyland, if needed.
- 7. Correspondence
 - a. No correspondence
 - 8. Reports
 - a. Kita is maintaining the Fitness Court and asked if there is a water source to spray down the court to get goose poo removed. TM said there is a source at the back of the pool but will need a long hose. Chair Stroope said he will recommend that there be a hose bib added to the Pool Park beautification plan. Kita also asked for help from either the PRT or PW to maintain the Fitness Court during the winter.
- 9. ADJOURNMENT at 5:15pm.



**Town of Green Mountain Falls
Parks, Recreation, and Trails Meeting Minutes
10615 Green Mountain Falls Road
Wednesday, August 24, 2022 at 4:00 p.m.**

REGULAR MEETING MINUTES

Board Members Present

Chair Jesse Stroope
Vice Chair Jay Kita
Member Nancy Dixon
Member Ron Gans

Board Members Absent

Member Don Walker

Secretary

Member Nancy Dixon

Town Staff Present

Trustees Present

Katharine Guthrie

1. CALL TO ORDER / ROLL CALL

Parks, Recreation, and Trails meeting called to order at 4:02pm by Chair Stroope.

2. ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA

Chair Stroope accepted the agenda.

3. OLD BUSINESS

- a. Chair Stroope presented a draft 2023 Park Maintenance spreadsheet that listed the parks in GMF and the specific duties for each park. This included: Initial Engagement, Ongoing Engagement, Frequency of Task, Time Spent, Total Hours, Budget. The committee members discussed the list and made some edits. **Chair Stroope will email the file to members so each member can have time to look over and give input at the September PRT meeting.** The purpose of this list is to compile a comprehensive park maintenance list for 2023 budget consideration. This will outline duty responsibilities: Designated Employee, Public Works, Community Work Day and PRT committee assignment. A total PRT budget was estimated that included: Park Maintenance, Trail Maintenance, Trail Ambassadors and Wayfinding Signage.

6. OTHER BUSINESS

- a. Chair Stroope shared a text from TM Frank that said the GOCO grant had not been awarded to GMF. There had been 31 entries and 13 had been chosen. Plan to reapply in November.

9. ADJOURNMENT at 5:00pm.

**Initial
engagement**

PARKS

Gazebo Park
Squires Park (Flagpole Park)
Memorial Park
Pool Park
Triangle Garden
McArthur Park on Iona - who maintains this public park?
Trees on Lake Street to be considered Lake Street

PARK MAINTENANCE FOR ALL PARKS

Health planning and treatment for signature trees Contractor

SPECIFIC PARK MAINTENANCE

GAZEBO PARK

mowing/trimming

CWD

Remove invasive plants, mitigate weeds
Spray Goose Repellent and weekly goose poop clean up
Remove debris
Tree trimming/inspections including Lake Street
Reseeding and or fertilizing
Irrigation systems maintained and winterized 5/15 to 9/10
Lake fountain serviced and maintained
Drinking fountain inspected and functional and winterized 5/15 to 9/10
Trash removal
Septic maintenance on bathrooms
Monitor and empty fishing line receptacles
Add dog waste stations
Repair split rail fence
Inspect/repair playground equipment and grounds
Inspect/repair picnic tables and benches

Maintain trail around the lake

CWD
CWD
CWD
PRT

PW
PW
PW
PW

PRT
CWD
PRT
PRT

CWD

POOL PARK

Remove invasive plants, mitigate weeds
Non lawn areas weeded and cleared
Remove debris
Tree trimming/inspections
Reseeding and or fertilizing
Irrigation systems maintained and winterized 5/15 to 9/10

CWD
CWD
CWD
PRT

mowing/trimming

Inspect/repair playground equipment and groups
Maintain and inspect equipment on tennis/pickle ball and basketball courts
Inspect/repair picnic tables and benches
Inspect and maintain creek bridge

PRT
PRT
PRT
PRT

Creek Clean UP	CWD
SQUIRES PARK (FLAGPOLE PARK)	
mowing/trimming	CWD
Remove invasive plants, mitigate weeds	CWD
Non lawn areas weeded and cleared	CWD
Remove debris	CWD
Tree trimming/inspections	PRT
Reseeding and or fertilizing	
Irrigation systems maintained and winterized 5/15 to 9/10	
Repair split rail fence	CWD
Inspect flag memorial and light and timer	PRT
MEMORIAL PARK	
Due to the stilling basin project - TBD	
TRIANGLE GARDEN	
Work with community partners	PRT
Awareness plaque	PRT
TRAILS/TRAILHEADS	
Mountain Road Welcome Sign	PRT
Angel's Trail	
Garden of Eden	
TRAILS/TRAILHEAD MAINTENANCE	
Inspect dog waste stations - good conditions/stocked.	PRT
Joe Old's volunteers to empty and stock.	
Clarify with public works if they do this job sometimes?	
Additional dog waste stations - Mt. Dewey	PRT
Inspect physical trailheads for paint conditions and current signage	PRT
Check landscaping and mitigate invasive plants	PRT
Physical inspections of the trails in addition to FoUPT or private contractor	PRT
Inspect trail markers on the trails	PRT

Dix will use the above list and provide a list of what could be done on a Spring/Fall community clean up day.
 Kita will do the same for what could be done by a contractor and/or public works.
 Chair Stroope will provide budget assignments to appropriate maintenance items.
 Give lists to Chair Stroope before the next PRT meetings, August 10th.

Abbreviations:	
Community Work Day	CWD
Parks Recs and Trail Committee	PRT
Public Works	PW
Designated Employee or Contractor	D
Season is 20 weeks or 5 months	

Ongoing engagement	Frequency	per	Time spent	Hours	Budget Item
		1 Year			\$ 2,000.00
D	2 Month		4	32	
D	1 Month		3	12	
D	1 Week		2	40	\$ 600.00
D	1 Week		0.5	10	
PW	1 Season		24	24	
PW	1 Season				\$ 300.00
PW	2 Season		2	4	\$ 250.00
Contractor	1 Season				\$ 850.00
PW	2 Season		0.5	1	
PW	7 Week		0.5	3.5	
PW	2 Week		2	40	
D	1 Week		0.5	10	
Volunteer	1 Season				\$ 50.00
PW	1 Season		5		\$ 250.00
PW	1 Season		2	2	\$ 100.00
PW	1 Season		2	2	\$ 100.00
D	1 Week		1	20	
D	1 Month		2	8	
D	1 Month		2	8	
D	1 Week		0.5	0.1	
PW	1 Season		24	24	
PW	1 Season				\$ 300.00
PW	2 Season		2	4	\$ 250.00
D	2 Month		4	32	
PW	1 Season		2	2	\$ 100.00
PW	1 Season		2	2	\$ 200.00
PW	1 Season		2	2	\$ 100.00
PW	1 Season		2	2	\$ 200.00

D	1 Week	0.5	10	
D	1 Month	2.5	10	
D				
D				
D	1 week	0.25	5	
PW	1 Season	1	1	
PW	1 Season			\$ 300.00
PW	1 Season	2	2	\$ 250.00
PW	1 Season	2	2	\$ 250.00
PW	2 Season	0.5	1	\$ 25.00

Volunteer

Volunteer

Private Donation

CWD

Contractor

Contractor

ay.

PW	Contractor	1 Season			\$	300.00
PRT	Contractor					
CWD	D	2 Month	4	32		
CWD	D	1 Month	3	12		
CWD	D	1 Week	2	40	\$	600.00
CWD	D	1 Week	0.5	10		
	D	1 Week	0.5	10		
CWD	D	1 Week	1	20		
CWD	D	1 Month	2	8		
CWD	D	1 Month	2	8		
CWD	D	1 Week	0.5	10		
	D	2 Month	4	32		
CWD	D	1 Week	0.5	10		
CWD	D	1 Month	2.5	10		
CWD	D					
CWD	D					
CWD	D	1 week	0.25	5		
207 Hours						
PRT	PW	1 Season	24	24		
	PW	1 Season				
	PW	2 Season	2	4		\$250
PW	PW	2 Season	0.5	1		
PW	PW	7 Week	0.5	3.5		
PW	PW	2 Week	2	40		
CWD	PW	1 Season	5		\$	250.00
PRT	PW	1 Season	2	2	\$	100.00
PRT	PW	1 Season	2	2	\$	100.00
PRT	PW	1 Season	24	24		
	PW					
	PW	2 Season	2	4		
PRT	PW	1 Season	2	2	\$	100.00
PRT	PW	1 Season	2	2	\$	200.00
PRT	PW	1 Season	2	2	\$	100.00
PRT	PW	1 Season	2	2	\$	200.00
PRT	PW	1 Season	1	1		
	PW					
	PW	1 Season	2	2	\$	250.00
CWD	PW	1 Season	2	2	\$	250.00
PRT	PW				\$	25.00
118 Hours						
PRT	Volunteer	1 Season			\$	50.00
Contractor		1 Year			\$	2,000.00

	\$4,755
\$	300.00
\$	4,500.00
\$	600.00
\$	300.00
	4140
	2360
DON WALKER	

Designated Employee

Public W

Parks

Trail Ambassadors supplies and recognition event

FOUPT Contract

Trail Signage and Trail head clean up

Equipment Maintenance - mower, weeder, backpack sprayer

Estimated labor of Designated Employee

Estimated labor of Public Works

Repair/repaint fence that surrounds the pool/inside also

ADOPT A PARK AGREEMENT
BETWEEN THE TOWN OF GREEN MOUNTAIN FALLS
AND
TODD AND NANCY DIXON
Sep 7, 2022

This Agreement is to allow Todd and Nancy Dixon to maintain the park area as shown in Figure 1, for one year from the signing of this agreement. Additional work may be done in surrounding areas per Todd and Nancy's discretion. Todd and Nancy Dixon agree to the following:

1. Maintain vegetation height (grass) at no more than 12 inches
2. Purchase, plant and maintain indigenous, perennial or annual flowers in the rock garden
3. Adjust the rock landscaping (move rocks back to where they should be)
4. Mitigate weeds in the area as needed
5. Trim trees in the area (within reach of a pole saw)
6. Fertilize and/or weed & feed per Todd and Nancy's discretion

The following is requested from the Town:

1. A place to dispose of yard waste from the work area (proposal is to leave it by the dumpsters)
2. A weed trimmer may be needed on occasion (and fuel if gas powered)
3. A sign indicating that this area has been "adopted"

This Agreement may be terminated at any time by either party.

Todd G Dixon

Todd Dixon

Nancy Dixon

Nancy Dixon

Town of Green Mountain Falls



Figure 1: Area Proposed to be Adopted by Todd and Nancy Dixon

**Ute Pass Triangle
Chamber of Commerce**

Community Tree LIGHTING

Join Us

Saturday, November 26th

6:30 pm



HOT

CHOCOLATE

& COOKIES

AT SALLY BUSH



6:30pm



THE

TREE LANE

WALK BEGINS

AT SALLY BUSH



7:00pm



OUR

TREE LIGHTING

& CAROLERS

IN GAZEBO PARK



After Walk



Sponsored by Ute Pass Triangle Chamber of Commerce
visit: www.utepasstrianglechamberofcommerce.org

COLORADO PARKS & WILDLIFE



CPW News Release

8/10/2022

2023 Non-Motorized Trails and LWCF Grant Cycles are now open

FOR IMMEDIATE RELEASE



COLORADO
Parks and Wildlife
Department of Natural Resources

Travis Duncan
Public Information Supervisor
720-595-8294 / travis.duncan@state.co.us

2023 Non-Motorized Trails and LWCF Grant Cycles are now open



The Colorado State Recreational Trails Grant Program funds projects to continue to improve outdoor recreation opportunities, including trail construction, maintenance, planning, and support while protecting wildlife, habitat, and cultural resources.

Colorado Parks and Wildlife is pleased to announce the opening of the 2023 Non-Motorized Trail and Land and Water Conservation Fund Grant Cycles. These grant cycles are open now through Tuesday, October 4.

Non-Motorized Trail Grants

To continue our goal to improve trail recreation opportunities while protecting wildlife, habitat, and cultural resources, we are offering three categories for this year's Non-Motorized Trails Cycle:

1. Construction: Maximum Award of \$250,000

- New Trail or Trailhead Construction - New trail or trailhead construction, including the installation or creation of new facilities where none currently exist.

2. Maintenance: Maximum Award of \$250,000

- Maintenance, Re-route or Reconstruction of Existing Trails - Enhancement or improvement of a current trail to address resource damage or visitor safety concerns.
- Enhancements or Upgrades to Existing Trailheads - Improvement of current trailhead facilities

3. Planning/Support: Maximum Award of \$45,000

- Planning - Trail layout, design, engineering, feasibility studies, inventory, use studies, and analysis of existing and proposed trails.
- Support - Building and enhancement of volunteer organizations, increasing volunteer capacity, and implementing trail training and education.

While funding is available for all four categories, the program is placing an emphasis on maintenance projects for the 2023 cycle to address the increased need to repair and improve existing trails in the state.

Applicants may submit two applications for a State Trails grant: one can be in either the Construction or Maintenance category and another in the Planning or Support category.

Land and Water Conservation Fund Grants

The Land and Water Conservation Fund (LWCF) grant cycle has a separate grant application for projects to acquire, develop, and maintain public lands for outdoor recreation to improve quality of life and the health and vitality of present and future generations. LWCF requires 100% matching funds and can

only be awarded to local, state, or tribal governments. The maximum request for this year's cycle is \$1,250,000 and the minimum request is \$100,000. Please visit our website to learn more about the [LWCF program](#).

In addition to information found on the website, we will also be hosting two webinars to discuss application requirements and answer commonly asked questions for both funding opportunities.

To register for a webinar, click on a link below:

[August 11, 2022 at 11 a.m.](#)

[August 17, 2022 at 2 p.m.](#)

Wildlife Review Process

To help address potential wildlife impacts in their applications, all potential Non-Motorized or LWCF applicants must contact the corresponding Colorado Parks and Wildlife Area Wildlife Manager by Tuesday, September 6 to discuss their project. Please email a basic project scope and site map to both the appropriate Area Wildlife Manager ([AWM Contact Map](#)) and trails@state.co.us by that date to be eligible for full application submission. Guidance on addressing wildlife impacts for trail projects can be found [here](#).

###



Share



Tweet



Share



Forward

CPW is an enterprise agency, relying primarily on license sales, state parks fees and registration fees to support its operations, including: 42 state parks and more than 350 wildlife areas covering approximately 900,000 acres, management of fishing and hunting, wildlife watching, camping, motorized and non-motorized trails, boating and outdoor education. CPW's work contributes approximately \$6 billion in total economic impact annually throughout Colorado.



COLORADO
Parks and Wildlife
Department of Natural Resources



Friends of Ute Pass Trails

Catamount + Bratton Trails

Internal Work Day, September 7 2022
(Work Day for GMF Trails Contract)

9 Volunteers, 39 volunteer hours

- Reclaimed creek area above and at Catamount Falls
- Removed tree stump trip hazards
- Cleaned trail tread, added backslope above trail
- Cut back encroaching vegetation



★ = Areas Addressed

Reclaimed Creek Area

Before



After



Removed Tree Stumps

Before



After



Removed Tree Stumps

Before



After



Removed Tree Stumps

Before



After



Bratton Trail

Cleaned Trail Tread, Added Backslope

During



After



Thanks to our sponsors!

Kirkpatrick Family Fund



Bratton Trails Fund





Green Mountain Falls

COLORADO
OFFICE OF THE TOWN MANAGER

10516 Green Mountain Falls Road
PO Box 524
Green Mountain Falls, CO 80819
www.gmfco.us

PARKS, RECREATION AND TRAILS ADVISORY COMMITTEE AGENDA MEMO

DATE: 09/14/2022	AGENDA NO 6	SUBJECT:
Presented by: Becky Frank, Town Manager		Projects Update

Updates:

Stilling Basins: there was a gas line identified that needed to be lowered which delayed the tie into the lake until parts can be acquired. The Gazebo Lake project timeline will be adapted to accommodate the tie in.

Gazebo Lake Project: the contractor will work on the pathway and other aspects of the project that don't require water lowering. Access to the land office will be maintained.

CPW: staff will have more to report on this at your next meeting. We are working on some final details relating to property lines.

Pool: the pool has been closed for the season and PW has begun winterization of the facility. Staff is preparing an operational analysis that will be presented to the BOT at a future meeting.

Respectfully,

Becky Frank

Green Mountain Falls: Parks, Recreation and Trails Masterplan

Describe the organization(s) leading this effort including mission(s), impact, current organizational goals, the respective roles each will play:

Town of Green Mountain Falls:

The Town of Green Mountain Falls is a statutory town in Colorado located on the Northeastern slope of Pikes Peak. The elected body consists of four trustees and a mayor who took office in May 2022. The Board of Trustees acknowledges the need for improvements for the aging facilities and is dedicated to ensuring that the community is central in the prioritization of projects. Their goal is to ensure that the Town has a long-term plan to manage and care for the parks and facilities that we have. The Green Mountain Falls Board of Trustees will play a role in fiscal planning for future projects. The Town staff is comprised of two full-time and one part-time administrative staff, three full-time public works employees and the Town Marshal. The Town's administrative staff will serve as program administrators (project management, grant administration and reporting, fiscal management) and the Town's Public Works Department will assist the selected consultants with developing a maintenance plan. The Town Marshal will also assist in making recommendations to enhance public safety.

Green Mountain Falls Parks Recreation & Trails Advisory Committee:

This committee is an advisory committee to the Board of Trustees which will facilitate much of the stakeholder and community engagement needed for this project.

Friends of Ute Pass Trails:

Friends of Ute Pass Trails (FOUPT) is a volunteer-centered non-profit advocating for and supporting a system of safe and sustainable hiking trails for public use in the Ute Pass area, promoting stewardship for trails and education for responsible trails use. FOUPT's focus areas include maintenance, education, and projects. The Town of Green Mountain Falls funds 4 workdays/year that are dedicated to trail maintenance. Much of the land that the town trails traverse is on private property owned by the Historic Green Mountain Falls Foundation. The Town has a maintenance agreement with the Foundation which is partly fulfilled through the partnership with FOUPT. FOUPT will play a vital role in the planning process of this project through stakeholder engagement, data collection and by providing a list of maintenance needs.

Historic Green Mountain Falls Foundation/Kirkpatrick Family Fund:

The Historic Green Mountain Falls Foundation is committed to the enhancement and preservation of the unique qualities of Green Mountain Falls and Chipita Park area. The purpose of the Foundation is to focus on open space, parks, trails, and projects that are an integral part of this distinctive setting at the base of Pikes Peak. Both organizations have been generous partners with the Town and have funded several projects. The events/amenities that these organizations have created bring thousands of visitors to town each year. For this project, Historic Green Mountain Falls Foundation and the Kirkpatrick Family Fund will participate as stakeholders.

Colorado Parks and Wildlife/Colorado Springs Utilities:

CPW has been a valuable partner in supporting the Town's Gazebo Lake Park and trail systems. CPW will be involved with this project to ensure that current and future projects promote a healthy parks system that places human-wildlife health at the center. Colorado Springs Utilities will be a valuable stakeholder as we examine ways to maximize our water resources as part of this project as well.

Describe the proposed research, planning, or capacity project and the issue, need, and/or opportunity it will address. Discuss expected outcomes including the community and/or resources impacted:

Parks, Recreation and Trails Masterplan

The Town of Green Mountain Falls is seeking funding to create a Parks, Recreation and Trails Master Plan to help identify community priorities, foster a culture of outdoor stewardship, and ensure that our local resources are available for everyone to access for future generations. Green Mountain Falls is largely comprised of retirees who seek respite by living near outdoor recreational opportunities and families. The town shares its recreational assets with thousands of visitors each year as they flock to the high country to beat the heat or interact with a wilder environment than the nearby communities' parks can offer. Because of this, the capacity of the infrastructure at many of the Green Mountain Falls parks has been greatly exceeded and needs significant upgrades.

The town's goals with this project are to create a maintenance/renovation plan to be used for capital improvement planning and to identify ways to increase the utilization of assets through additional programming and diversification of user groups. For several decades, the town has used the "squeaky wheel" approach to maintenance, which has resulted in quick fixes. Having a masterplan as a tool would ensure that the capital improvements that the town is budgeting for are reflective of the community's priorities and that a culture of intentionality is achieved when considering maintenance needs. Timing is everything... The town is poised to facilitate not only this project, but ones that this project will identify. The community is operating in a cohesive manner and this project will nurture the collaborative spirit of Green Mountain Falls.

Environmental/Ecological Assessment

The Town of Green Mountain Falls lies within the wildland-urban interface. The trail systems meander through heavily forested areas that are home to black bears, big horn sheep, mountain lions and a variety of other species. Also, the Gazebo Lake Park is a summer nesting area for Canada Geese. The lake is one of the few non-fee areas for fishing in the area. Because of the steep terrain that the town was built upon, frequent storms wash material from the roadways and other drainage areas into the lake. The town is constructing a stilling basin to catch debris on the Southeast side of the lake but there is additional runoff that occurs from the northeast. The town also struggles to maintain a park that is shared by both people and geese. CPW receives several "aggressive geese" reports each year as mother geese are hatching their young, and several geese have been killed by cars or dogs while near the lake or venturing up into the residential areas of town. The town would like to include an environmental assessment as part of this project to ensure that future designs of these community spaces are contributing to the ecological and environmental health of our shared spaces.

PROJECT BUDGET & DETAILS

APPLICATION SCOPE OF WORK

Source of Funds (CASH)	Date Secured	GOCO Funds	Matching Funds
		\$140,000.00	
Town of Green Mountain Falls			\$10,000.00
Source of Funds (IN-KIND)			
Town of Green Mountain Falls			\$5,000.00
	subtotal	\$140,000.00	\$15,000.00
TOTAL SOURCE OF FUNDS			\$155,000.00

Use of Funds (CASH)	Description	GOCO Funds	Matching Funds	Total Funding
PRT Master Plan		\$105,000.00	\$5,000.00	
TBD				\$0.00
				\$0.00
Environmental Assessment				\$0.00
TBD		\$30,000.00	\$5,000.00	\$35,000.00
				\$0.00
Contingency			\$10,000.00	\$10,000.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
	subtotal	\$135,000.00	\$20,000.00	\$45,000.00
Use of Funds (IN-KIND)				
	Description		Matching Funds	
Project Management	Staff Time			\$0.00
Public Meetings	facilitation, space donation			
				\$0.00
Celebration	Public Meeting			\$0.00
				\$0.00
	subtotal			\$0.00
		GOCO Funds	Matching Funds	
	subtotal	\$135,000.00	\$20,000.00	
TOTAL USE OF FUNDS*				\$155,000.00

* The Total Use of Funds must equal the Total Source of Funds in the section above.

OTHER LEVERAGED RESOURCES (OPTIONAL)

CASH OR IN-KIND	Description	Total Funding
Category		
vendor/service provider		\$0.00
Category		
vendor/service provider		\$0.00
Category		
vendor/service provider		\$0.00
Category		
vendor/service provider		\$0.00
Category		
vendor/service provider		\$0.00
	subtotal	\$0.00

TOTAL PROJECT VALUE **\$155,000.00**

GOCO % of project cost 87%
GOCO % of project value 87%

PROJECT BUDGET & DETAILS

APPLICATION SCOPE OF WORK

Source of Funds (CASH)	Date Secured	GOCO Funds	Matching Funds
		\$150,000.00	
City of Alamosa	20-Jul		\$10,000.00
School	20-Dec		\$13,000.00
Colorado Health Foundation	1-Jun		\$30,000.00
Source of Funds (IN-KIND)			
City of Alamosa	20-Jul		\$3,000.00
School	20-Aug		\$10,000.00
Alamosa Gravel	TBD		\$8,000.00
Pete's Playground Company	20-Aug		\$2,000.00
	subtotal	\$150,000.00	\$76,000.00
TOTAL SOURCE OF FUNDS			\$226,000.00

Use of Funds (CASH)	Description	GOCO Funds	Matching Funds	Total Funding
Design				
TBD	Final design/drawings	\$25,000.00		\$25,000.00
Site Preparation				
John's Construction Company	Earthwork		\$3,000.00	\$3,000.00
Play Equipment				
Playworld Vendor	Water feature	\$25,000.00		\$25,000.00
Pete's Playground Company	Playground	\$75,000.00		\$75,000.00
TBD	Garden boxes		\$5,000.00	\$5,000.00
TBD	Picnic tables/benches		\$20,000.00	\$20,000.00
Outdoor Classroom				
TBD	Concrete seating		\$15,000.00	\$15,000.00
TBD	Shade structure	\$25,000.00		\$25,000.00
Contingency	Flat amount		\$10,000.00	\$10,000.00
	subtotal	\$150,000.00	\$53,000.00	\$203,000.00
Use of Funds (IN-KIND)				
Site Preparation		Matching Funds		
Removal of old equipment	School staff time, cost of equipment disposal and re-grading			\$10,000.00
Project Management				
City of Alamosa	City staff time			\$3,000.00
Play Equipment				
Pete's Playground Company	Discount on playground equipment			\$2,000.00
Gravel				
Alamosa Gravel	Gravel donation			\$8,000.00
	subtotal			\$23,000.00
		GOCO Funds	Matching Funds	
	subtotal	\$150,000.00	\$76,000.00	
TOTAL USE OF FUNDS*				\$226,000.00

* The Total Use of Funds must equal the Total Source of Funds in the section above.

OTHER LEVERAGED RESOURCES (OPTIONAL)

CASH OR IN-KIND	Description	Total Funding
Sports field and lighting		
various vendors	The initial phase of site development includes field construction completed last year.	\$500,000.00
Fitness stations		
Fit 4 Life program	5 donated fitness stations previously reflected as match with CHF. Part of this phase of work.	\$75,000.00
	subtotal	\$575,000.00

TOTAL PROJECT VALUE	\$801,000.00
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GOCO % of project cost 66%
GOCO % of project value 19%

PROJECT BUDGET & DETAILS

APPLICATION SCOPE OF WORK

Source of Funds (CASH)	Date Secured	GOCO Funds	Matching Funds
		\$230,000.00	
Colorado Land Trust	20-Jul		\$50,000.00
NRCS	20-Dec		\$75,000.00
Family Foundation	1-Jun		\$250,000.00
Source of Funds (IN-KIND)			
Legal	20-Jul		\$1,750.00
Contractors	20-Aug		\$1,250.00
	<i>subtotal</i>	\$230,000.00	\$378,000.00
TOTAL SOURCE OF FUNDS			\$608,000.00

Use of Funds (CASH)	Description	GOCO Funds	Matching Funds	Total Funding
Property Acquisition				
	Conservation Easement Purchase	\$200,000.00	\$340,000.00	\$540,000.00
				\$0.00
Due Diligence				
				\$0.00
<i>Appraise It, Inc.</i>	Appraisal	\$15,000.00	\$10,000.00	\$25,000.00
<i>O.K. Environmental Services</i>	Baseline	\$4,000.00	\$1,000.00	\$5,000.00
O.K. Environmental Services	Environmental Assessment		\$3,000.00	\$3,000.00
<i>Dr. A. Rock, PhD</i>	Geologist's Remoteness Letter	\$2,000.00		\$2,000.00
<i>Cheatham, Steele, & Hyde, LLP</i>	Legal Services		\$10,000.00	\$10,000.00
Map It, Inc.	Mapping		\$2,000.00	\$2,000.00
	Survey		\$9,000.00	\$9,000.00
Endowment				\$0.00
	Stewardship Endowment	\$9,000.00		\$9,000.00
	<i>subtotal</i>	\$230,000.00	\$375,000.00	\$605,000.00
Use of Funds (IN-KIND)				
	Description		Matching Funds	
Due Diligence				
<i>Appraise It, Inc.</i>	Donated appraisal services			\$1,250.00
<i>Cheatham, Steele, & Hyde, LLP</i>	Donated legal services			\$1,750.00
	<i>subtotal</i>			\$3,000.00
		GOCO Funds	Matching Funds	
	<i>subtotal</i>	\$230,000.00	\$378,000.00	
TOTAL USE OF FUNDS*				\$608,000.00

* The Total Use of Funds must equal the Total Source of Funds in the section above.

OTHER LEVERAGED RESOURCES (OPTIONAL)

CASH OR IN-KIND	Description	Total Funding
<i>Trail Easement on property</i>	A portion of this property will accommodate a 2 mile trail easement to be held by the city.	\$25,000.00
	<i>subtotal</i>	\$25,000.00

TOTAL PROJECT VALUE	\$633,000.00
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GOCO % of project cost 38%
GOCO % of project value 36%



PLANNING & CAPACITY PROGRAM

Great Outdoors Colorado's (GOCO) Planning & Capacity Program will invest in planning, capacity, research, and education projects that address opportunities, explore issues, and examine trends in the outdoors. The broad, complex natural resource and outdoor recreation needs of Colorado's communities requires a program that values thoughtful, comprehensive planning efforts to best understand the needs and opportunities and to design adequate strategies and solutions.

We believe that people are our partners greatest assets, and that human capital is vital to the success of our partners and, ultimately, our communities. GOCO will invest in capacity building and education efforts intended to support partners with resources, tools, and skills helpful in advancing their work in service of the people and places of Colorado. Through this program, GOCO will also invest in research projects that develop knowledge and facilitate learning, as well as community engagement and education efforts to develop and foster networks, partnerships, and collaboratives.

Through this program, GOCO invites partners to apply for funding to develop local, regional, or statewide plans e.g. master plans, strategic plans, comprehensive site plans; to create organizational capacity in order to address a natural or recreational resource need; to research a conservation or recreation issue facing Coloradans; to provide educational opportunities to communities and partners for salient topics needing broad or targeted dissemination.

Proposed projects must reflect one or more of GOCO's program values as identified in our [2020 strategic plan](#) and outlined later in this document. These values are intentionally open to interpretation and definition by our partners; how they are or could be reflected in each project and community is unique. And not every project will integrate multiple values. Projects that demonstrate several values, as well as projects that embody a singular value, can have meaningful impacts and significant merit.

GOCO regional program officers look forward to working with partners on project visioning and development to ensure your valuable time is spent on projects that will compete well in this program. Please connect with us early so that we can provide guidance on competitive proposals, review our concepting to application framework, and have our team provide feedback on draft materials. We know the community needs of our statewide network are vast and we look



forward to hearing your ideas and working with you to advance projects throughout Colorado.

ABOUT US: GOCO invests a portion of Colorado Lottery proceeds to help preserve and enhance the state's parks, trails, wildlife, rivers, and open spaces. Our independent board awards competitive grants to local governments and land trusts and makes investments through Colorado Parks and Wildlife. Created by voters in 1992, GOCO has committed more than \$1.3 billion in lottery proceeds to more than 5,300 projects in all 64 counties without any tax dollar support. For more information, please visit www.GOCO.org.

General Guidance and Grant Information

BEFORE YOU BEGIN: Contact your GOCO regional program officer to discuss your project in detail using the contact information on our staff [webpage](#). Together, you will determine whether your vision will compete well in the Planning & Capacity Program.

APPLICANT ELIGIBILITY: This program is open to entities eligible to receive GOCO open space and local government funds as listed below. Ineligible entities can partner with an eligible entity to apply. GOCO will consider awarding funds to ineligible entities on a case-by-case basis; please contact your regional program officer to discuss. As always, GOCO strongly encourages partnerships.

- a. Colorado municipality or county
- b. Title 32 special district eligible to receive distributions from the Conservation Trust Fund
- c. Political subdivision of the State of Colorado that includes in its mission the identification, acquisition, or management of open space and natural areas
- d. 501(c)(3) non-profit land conservation organization that includes in its mission the identification, acquisition, or management of open space and natural areas, e.g., land trusts
- e. Colorado Parks and Wildlife

APPLYING: Applicants should work with their regional officer through a concepting process, which can take several months or longer depending on the proposal. GOCO will accept draft concept papers on a rolling basis and can provide feedback. As part of an iterative process, staff will reflect on the readiness and competitiveness of a proposal and make recommendations regarding a concept paper submission. Staff collectively considers all concept papers submitted in a cycle and will invite the most competitive projects to submit a full application.



GOCO may ask clarifying questions of applicants at the concept or application stage to better understand your project. Staff may coordinate site visits to learn more about the opportunities in a community and hear more from the residents and stakeholders involved in planning processes. We may also seek additional written information for certain proposals. The content of conversations and any additional information submitted become part of the concept or application and open for discussion during staff or peer review as a means of vetting the merit of individual projects. All application materials and related communications may be subject to Colorado Open Records Act requests.

PROGRAM VALUES: Projects should encompass one or more of GOCO's program values as identified in our [2020 strategic plan](#):

Resource conservation | We value strategic land conservation and resource protection work.

Outdoor stewardship | We support sustainability of and improvements to the state's natural and recreational resources.

Community vitality | We invest in conservation and outdoor recreation efforts that support communities and quality of life.

Equitable access | We partner with communities to break down barriers to the outdoors.

Youth connections | We believe children and their families deserve opportunities to get outside and experience all the benefits of doing so.

GRANT AMOUNT AND MATCH REQUIREMENTS: Grant amounts should reflect expected project outcomes. Please remember that GOCO serves communities throughout Colorado and appreciates applicants keeping requests reasonable and reflective of expected outcomes. Applicants will work with their GOCO regional program officer to customize a request and match amount for your project based on your community's ability to match and to identify expenses eligible as match.

TIMELINE FOR COMPLETION: Applicants will work with their GOCO regional program officer to customize a timeline for your project based on the various deliverables. GOCO will prioritize projects that will begin immediately upon notice of award or execution of a grant agreement.

PROPERTY OWNERSHIP: The applicant or partner entity must own or have control over the property upon which the proposed project will take place. GOCO requires a formal agreement between parties when the applicant is not the owner or controlling entity. Applicants seeking



funding for projects involving federal land must discuss the proposal with GOCO staff prior to submitting a concept paper or application. GOCO cannot fund the recreational development of a property that a government entity condemned specifically for that recreational development. GOCO may consider participating in recreational development on lands previously acquired through condemnation for a purpose *other* than recreational development.

WILDLIFE REVIEW: Applicants should work with their GOCO regional program officer and the local CPW Area Wildlife Manager (AWM) to understand, document, and mitigate any impacts to wildlife habitat. We ask that you contact the AWM well in advance of the application deadline.

ELIGIBLE COSTS AND MATCH: The following table, though not comprehensive, outlines specific eligible costs for this program. Please discuss any potential project expenses with GOCO to determine the eligibility of those expenses prior to applying.

ELIGIBLE COSTS
Costs associated with project planning/coordination/implementation/communications/celebration
Staff expenses incurred by the applicant and any contracted service providers for professional services directly related to project outcomes and administration
Strategic planning and consulting services
Staff/board development, training, and workshops
Costs of surveys, engineering, design, GIS/mapping, etc.

PROPOSAL REVIEW: The guidelines and criteria that inform GOCO's project review and decision-making process is available on our [website](#). GOCO strives to support applicants through the application process with feedback and guidance to minimize the investment of time and resources on concepts and applications deemed less competitive. GOCO is committed to a fair, equitable, and efficient review process from concept papers to applications and will use a consensus-based process to arrive at funding recommendations. GOCO relies upon on the collective wisdom of reviewers rather than vesting power or authority in individual reviewers.

GOCO staff will review concept papers on a rolling basis, prior to the concept paper submission deadline for the concurrent grant cycle. The concepting stage is an iterative process between GOCO's regional program officers and partners to generate the best possible proposal for any given grant round. GOCO staff will evaluate the merit of each proposal and assess the project's relative potential to help advance one or more of GOCO's program values. The review is



comprehensive across GOCO's four base programs – Community Impact, Stewardship Impact, Planning & Capacity, and Land Acquisition. GOCO staff will invite successful concept paper applicants to submit a full application and will provide feedback to unsuccessful applicants.

Invited applications submitted by the due date are subject to a formal peer review process where GOCO will convene a group of peer reviewers to evaluate project merit. Reviewers will assess each application, including any additional supplemental or clarifying information submitted. As with the concept paper review, GOCO will provide feedback to unsuccessful applicants.

Grant Administration Information

If a grant is awarded, GOCO will assign a Grants Officer to work with the project lead on all aspects of grant administration including execution of a grant agreement, reporting criteria, and grant payment options.

GOCO prefers to disburse funds on a reimbursement basis with a single payment occurring when the project is completed. However, grantees can request one progress payment of up to 75% of the grant amount prior to project completion with the remaining 25% paid upon project completion. Should either reimbursement option create barriers for project completion, please discuss available alternatives, including advanced and partial advanced payments, with your regional program officer.

Please contact a Grants Officer now if additional grant administration information is a necessary consideration prior to application. You can find relevant contact information at the link below.

Contact

Our Grant Programs team is available to discuss your project and proposal so feel free to reach out using the contact information found on our staff [webpage](#). We look forward to working with you!



PLANNING & CAPACITY PROGRAM
CONCEPT PAPER

Project Summary Information

Project Title:

Applicant
Organization(s):

Applicant
Name(s):

Partner Organization (if applicable):

Partner Name (if applicable):

Amount Requested:

Estimated Total Project Cost:

Estimated Grant Period (years):

Brief Project Description (limit to space provided without expanding the text box; use 10 pt font)



Please use the summary information sheet above as the cover sheet for the concept paper. Refrain from using letterhead or logos as part of materials and limit submissions to the following documents.

A concise narrative should address the following prompts. Responses need not follow the formatting below but should answer all considerations put forth. Please limit narrative responses to 2 pages using 11 pt font or larger and 1-inch margins for formatting:

- Describe the organization(s) leading this effort including mission(s), impact, current organizational goals, the respective roles each will play.
- Describe the proposed research, planning, or capacity project and the issue, need, and/or opportunity it will address. Discuss expected outcomes including the community and/or resources impacted.

Budget

Please review the budget instructions and use the GOCO Budget Form provided on the [program page](#). The budget instructions outline the option to include a budget narrative if helpful to further provide context about your proposal.

Additional Attachments

- Up to two maps (a context map and a detailed/schematic map)
- Up to two pages of photos

While not requested at the concept paper phase, those invited to application will be asked to provide the wildlife review form, resolution from the governing body of each applicant organization, and evidence of community support as part of the application packet.