



Town of Green Mountain Falls

Parks, Recreation, and Trails Advisory Committee

10615 Green Mountain Falls Road

Green Mountain Falls, CO 80819

Wednesday, 1/11/2023 at 4:00 p.m.

In-person OR Zoom meeting

Zoom link: <https://us02web.zoom.us/j/81349859824?pwd=bExLWThpbUNoSGRaekRBeW1GT1RtUT09>

Meeting ID: 813 4985 9824; Passcode: 435900; Dial-in: 346-248-7799

REGULAR MEETING:

	ITEM	DESIRED OUTCOME
1.	CALL TO ORDER / ROLL CALL	
2.	ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA	PRT Action Desired
3.	PERSONS PRESENT NOT ON THE AGENDA: 3 MINUTES PER SPEAKER	Info Only
4.	CONSENT AGENDA a. Meeting Minutes from PRT Committee Meeting held on 12/14/2022	PRT Action Desired
5.	OLD BUSINESS	
	a. CWP Grant - Gans: Updated Dumpster Blind report	Info Only
	b. Stilling Basin Update	Info Only
6.	NEW BUSINESS	
	a. Election of 2023 PRT Officers	PRT Action Desired
	b. Review PRT 2022 Goals and Explore PRT 2023 Goals	PRT Action Desired
	c. 2023 Friends of Ute Pass Trails Maintenance Agreement	PRT Action Desired
	d. CDBG Phase II Grant Application Recommendation	PRT Action Desired
7.	Correspondence	Info Only
8.	Reports	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 3pm on the date of the meeting.



**Town of Green Mountain Falls
Parks, Recreation, and Trails Meeting Minutes
10615 Green Mountain Falls Road
Wednesday, November 10, 2022 at 3:00 p.m.**

REGULAR MEETING MINUTES

Board Members Present

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

Town Staff Present

Nate Scott

Board Members Absent

Secretary

Member Nancy Dixon

Trustees Present

Mayor Todd Dixon

1. CALL TO ORDER / ROLL CALL

Parks, Recreation, and Trails meeting called to order at 3:03pm by Chair Stroope.

2. ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA

Chair Stroope accepted the agenda.

3. SPEAKERS NOT ON THE AGENDA

No public speakers.

4. CONSENT AGENDA

Walker moved to approve the meeting minutes from November 10, 2022 and the minutes from the On Site Workshop on November 30, 2022. Kita seconded. Motion passed - 5/0.

5. OLD BUSINESS

- a. Chair Stroope gave the sign company the information from PRT's Parking Signage work session. Drafts should be available for the January PRT meeting.
- b. Chair Stroope contacted Lisa Kosalak who has engraved pavers for both the church and the Gazebo. She still has order forms that were used previously. Robert King has left over pavers from the Gazebo project that he is wanting to give back to the town. Chair Stroope reminded the committee that there are 100+ blank pavers at the Gazebo that could be purchased also.
- c. Gans presented his site plan for the proposed dumpster blind location. Gans asked if the plan had been shared with Waste Management (WM) to verify if there is enough clearance for their trucks to load/unload. The site plan had been forwarded to WM but

they haven't responded yet. Chair Stroope asked the following questions: Could the street side be dressed up? Should the recycling door be moved to the street side? If it is moved, could a tree be saved? Discussion was held on having the site plan as a square vs a rectangle. Dixon suggested that all the trees be examined for health. **Chair Stroope will have the trees evaluated and also follow up with WM to verify what their trucks need for loading/unloading the rolloff.** Discussion was held on what could be done with the street side of the blind. Ideas included having a mural painted or reusing the Green Box vinyl prints. Gans was thanked by PRT members for his work on this site plan.

- d. Gans has received the topo drawings for the stilling basin. Dixon relayed the information that due to a communication line that needs to be moved, the stilling basin will not be completed until Spring 2023. Chair Stroope said that will give PRT time to engage the community with beautifying the area. **Gans will have a stilling basin site plan for the January 11th PRT meeting.** He was concerned that there is very little area to work with. He also wanted to make sure the overall view is considered. This would include what could be done for the uphill of the basin site as well as the downhill. Chair Stroope would like to have a Flagpole/Squires Park site plan next to look at the possibility of having town memorials centrally located.
- e. Chair Stroope shared with PRT that the CDBG Phase II grant will be due in February 2023. Walker gave a very detailed report (attached to the minutes) about the Gazebo bridge. Summary: Emergency Public Safety Work would be \$105,900. If Restoration Work is added the total would be \$215,940. Chair Stroope asked if PRT knew what the maximum ask for the grant is. **Since PRT didn't know, the TM will be asked this question.** Chair Stroope did a walkthrough of the Gazebo with Mike Penman. Penman said the Gazebo is stable. The Gazebo is needing to be repainted and there could be water damage in the roof. Chair Stroope suggested that a historical grant could be a good fit to finance these repairs/improvements. <https://www.historycolorado.org/historic-structure-assessment-grant> This grant is up to \$15,000 with a \$5,000 match. Dixon shared her playground vision/wishlist to replace the mulch and sand ground covering with rubber base for handicap accessibility. Some of the playground equipment is still in good shape: the climbing structure, swing set and spinning circle. She suggests that one of the swings be replaced with a molded bucket seat with a harness for inclusiveness. The circle area where the sand is would have the sand replaced with a rubber base and equipment that would meet clearance requirements. She did not have any cost estimates. Kita is needing more time to get bathroom estimates.

6. NEW BUSINESS

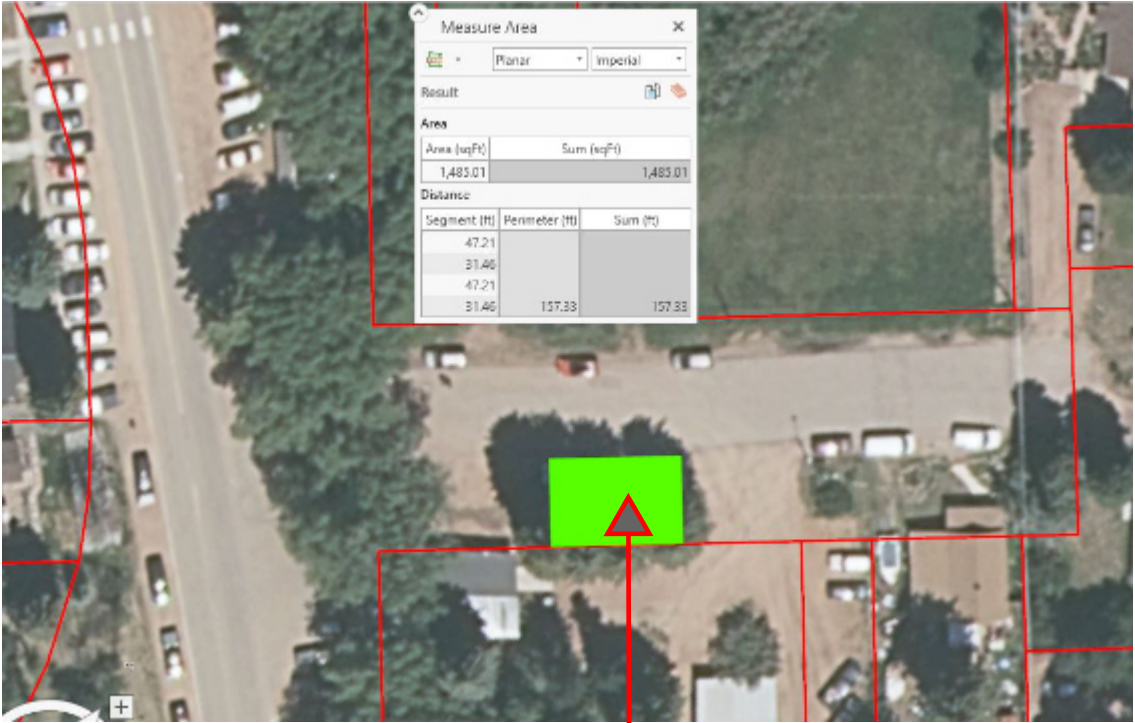
- a. The ice floe on the Hondo side of the Catamount Trail is not passable without ice equipment. Thomas Trial crossing of the falls is in the same condition. Discussion was held as to closure of that area or posting a Winter Advisory for trails. **Chair Stroope moved that a temporary Winter Advisory be posted at trailheads and that the**

Board be notified of the postings. He also moved that PRT ask the town to make permanent signs that could be posted seasonally by PRT. Seconded by Dixon. Motion passed - 5/0. Dixon will make the temporary Winter Advisory sign and bcc PRT members for their input.

7. Correspondence
No correspondence
8. Reports
 - a. The end of the year Friends of Ute Pass Trails report was reviewed. It listed the trail maintenance items that the Friends had accomplished in 2022 and a list of items to be addressed in 2023. Chair Stroope complimented the Friends group for their hard work and expertise. He mentioned that the town is fortunate to have this group to help maintain and build town trails. PRT members agreed.
9. ADJOURNMENT at 4:27pm.

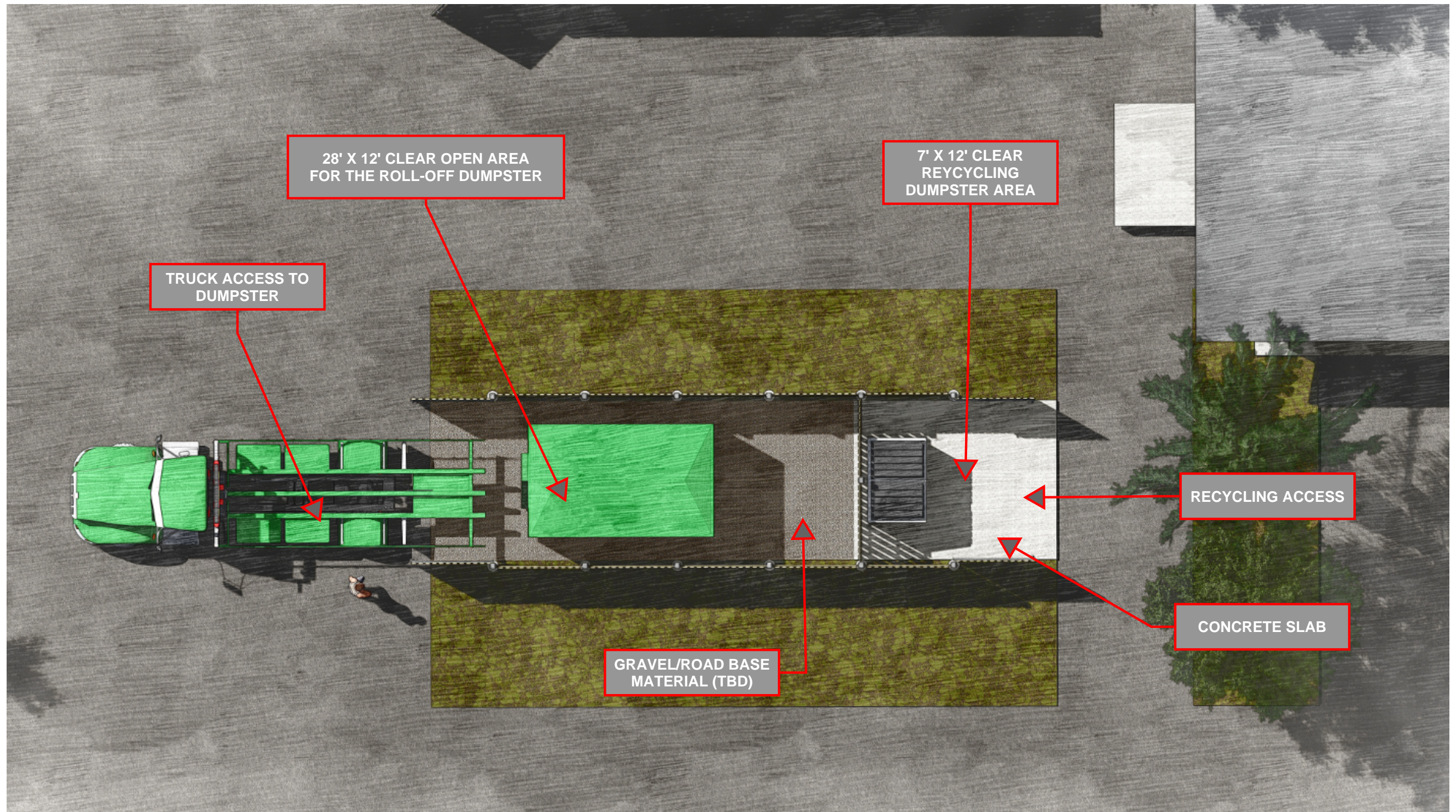


PROPOSED SITE AREA

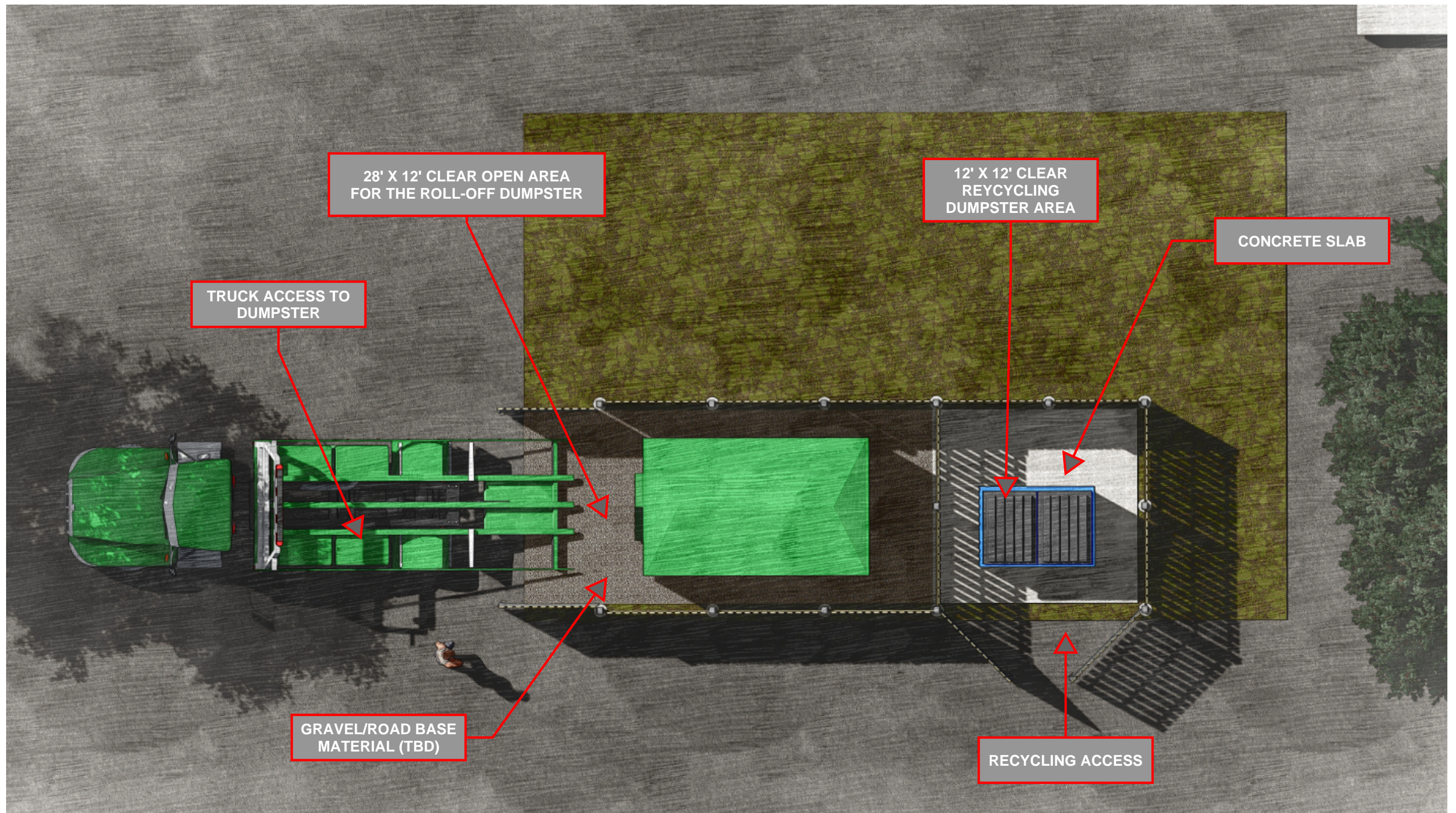


PROPOSED SITE AREA
47.21' X 31.46' (1,485 SF)

GMF ROLL-OFF DUMPSTER SITE - EXISTING CONDITIONS



GMF ROLL-OFF DUMPSTER SITE PLAN (ORIGINAL LAYOUT)



GMF ROLL-OFF DUMPSTER SITE PLAN (REVISED LAYOUT)



GMF ROLL-OFF DUMPSTER (REVISED LAYOUT)



6' TALL GATES
(P.T. WD. PICKETS ON METAL TUBE FRAME)

GATE OPENING
(RECYCLING)

GRAVEL/ROAD BASE
MATERIAL (TBD)

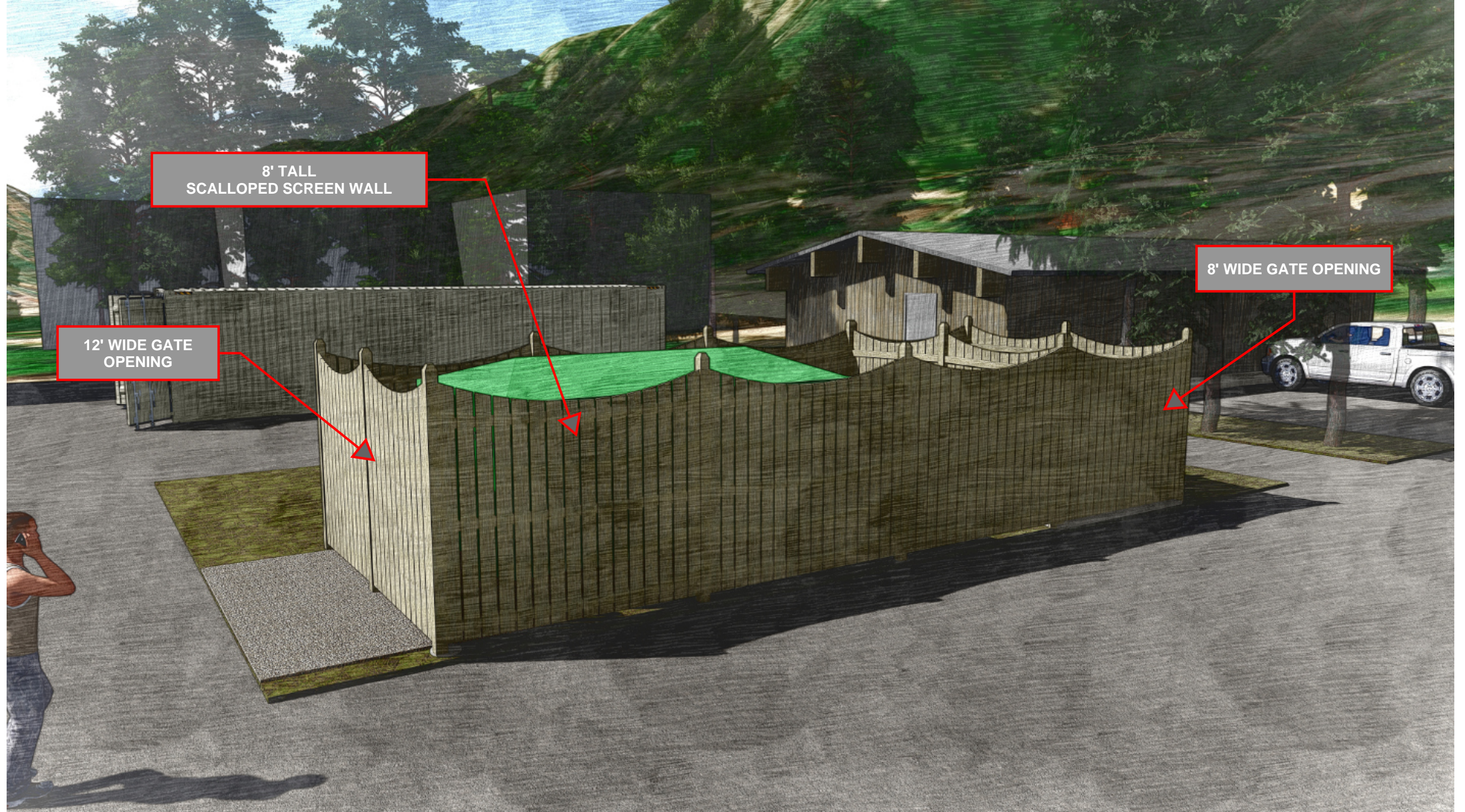
4X4 P.T. WD. POSTS
ON CONCRETE PIER FOOTINGS (TYP.)

PLACEHOLDER GRAPHICS

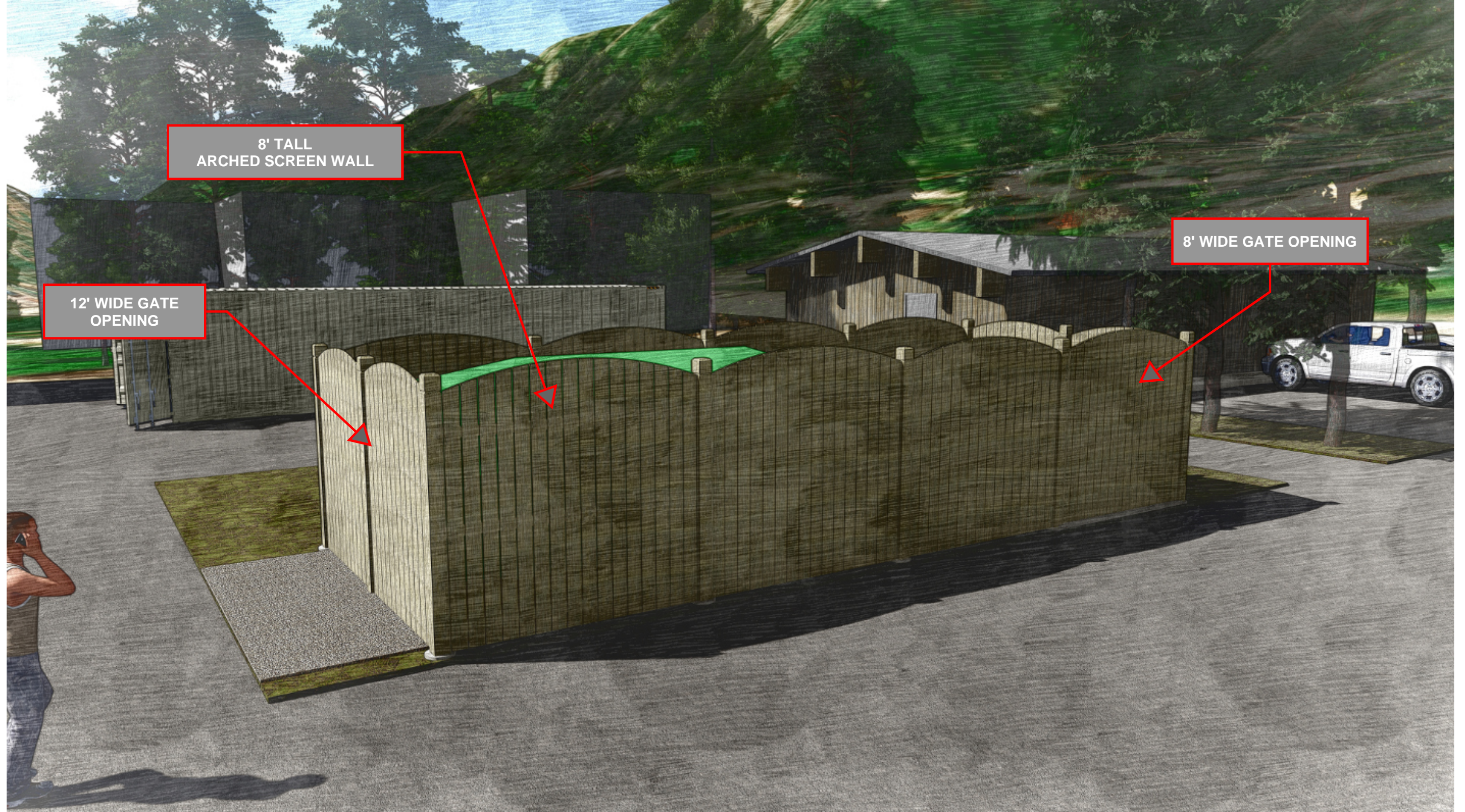
GMF ROLL-OFF DUMPSTER (WITH APPLIED PLACEHOLDER GRAPHICS)



GMF ROLL-OFF DUMPSTER (OPTION 2)



GMF ROLL-OFF DUMPSTER (OPTION 3)



GMF ROLL-OFF DUMPSTER (OPTION 4)



GMF ROLL-OFF DUMPSTER (OPTION 5)

PRT Purpose and Membership/Officers 2023

- **Sec. 2-206. - Officer positions.**

- Each board, committee and commission shall appoint a chair and vice-chair annually during the first meeting of each calendar year. Each board, committee and commission shall appoint a secretary from among the remaining members of each respective board, committee, or commission. Each board, committee or commission shall operate in accordance with the rules of procedure in [section 2-207](#). The board, committee or commission chair shall notify the town clerk in writing within one week post-election of the names of officers.

- **Sec. 2-181. - Purpose.**

- The town's health, welfare, beauty, and economic vitality would best be served if there was more coordination in planning for the maintenance and improvement of its parks, recreation, and trails; therefore, the parks, recreation and trails advisory committee, a standing committee, is hereby created.

- **Sec. 2-182. - Powers and duties.**

- (a) The parks, recreation and trails advisory committee shall have the power and duty to formulate and approve a parks, recreation, and trails master plan; to review the maintenance and capital needs of the town's parks, recreation facilities, and trails; to make recommendations to the board of trustees for additional resources that may be needed to address these needs; to recommend trail construction, maintenance, planning and acquisition; and to recommend capital projects that the town should undertake to improve recreation facilities. The decision of the parks, recreation and trails advisory committee shall be purely advisory in nature to the board of trustees. Upon the final adoption of any new version of the master plan by the committee, the same shall be presented to the board of trustees for its approval.
- (b) The parks, recreation and trails advisory committee shall have the power to solicit donations and carry out fundraising campaigns as approved by the board of trustees and in accordance with the town's donation solicitation policy. All funds donated shall be accepted in accordance with the town's donation acceptance policy and given to the town clerk for deposit in a special designated fund maintained for this purpose by the town.

- **Sec. 2-183. - Membership.**

- The parks, recreation and trails advisory committee shall consist of five members appointed by the board of trustees. All members shall be residents of the town. In addition to regular appointed members, one board of trustee member shall serve as an ex officio member of the parks, recreation and trails advisory committee and may take part in discussions but shall not vote.

- **Sec. 2-184. - Annual report.**

- At the first regular meeting of the board of trustees in February of each year, the chair of the parks and recreation advisory committee will submit a written report to the board of trustees summarizing the work of the committee during the preceding calendar year. At that time, the chair of the parks, recreation and trails advisory committee shall also present for the board of trustees review and approval a proposed work plan for the new year.

- 2022 PRT Goals
 - Participate in the Gazebo Park Renovation - **In Progress**
 - Pool Park bathroom location/design
 - Recommend location and plan for Bear Proof Trash Cans - **CWP Grant awarded, In Progress-Spring 2023 Completion**
 - Opening of the Fitness Court at Pool Park - **Completed**
 - Trail Maps
 - Continue to work on agreement with FoUPT - **Completed**
 - Spring Work Day
 - Fall Creek Week Clean Up - **Sept 25th**
 - Engage community to confirm/imagine park names
 - Re-open Catamount Trail - **Completed**
 - Town Signage Restoration - **In progress**
 - Informative trailhead signage be installed at all trailheads - **In progress**
 - Re-seed Squires (Flag Pole) Park
 - PRT Parking Privilege Permits - **Completed**
 - Trail Ambassadors schedule - **Completed**
 - Recognize private citizens or groups who have improved areas of town property with signage and thank yous
 - Inventory of the memorials in town and document for town records
 - Park Maintenance for 2023 and make a recommendation to the Board by September for 2023 budget consideration - **Completed/Submitted to the Board, 9.20.2022**

2022 Projects discussed in PRT meetings - Possible 2023 PRT Goals

- PRT Master Plan - GOCO grant
- ADT Reroute
- Flagstones on Gazebo Island
- Renovating Marshal's Office
- Renovating Creekside areas
- Engage community with reimagining 'Memorial Park' (stilling basin)
- Trail maps (in 2023 budget)

TRAIL MAINTENANCE AGREEMENT

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

___ 2022

This Agreement is between the Friends of Ute Pass Trails (“Friends”) and the Town of Green Mountain Falls, Colorado (“Town of GMF”, “Town” or “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.

Friends is a nonprofit corporation, recognized by the Internal Revenue Service as a charitable organization under Section 501(c)(3) of the Internal Revenue Code. The purposes and objectives of Friends is to advocate for and support a system of safe and sustainable hiking trails for public use in the Ute Pass area and to promote stewardship for trails, including education for responsible trails use. Friends is led by volunteers and utilizes volunteers to accomplish its purposes and objectives.

This Agreement will provide much-needed recommendations and actions to address deferred maintenance on hiking trails within the Town of GMF.

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 as of the end of the period of time covered by this Agreement. Additionally, Friends will be available to consult on trails-related issues brought forth by the PRT during the period of time covered by this Agreement.

Time Period of Agreement

The period of time covered by this Agreement will begin on the date of mutual signing of this Agreement by the Town of GMF and Friends and will end on December 31, 2022.

The trails maintenance and construction work contemplated by this Agreement will be scheduled to begin following receipt of payment by Friends from the Town and continue until final reporting to the PRT by Friends, scheduled to occur 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 negotiate 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. 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 workdays: at least 3 internally-coordinated Friends workdays and 1 externally coordinated volunteer workday. Tools and training will be provided by Friends. Work will be supervised by volunteers who are 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 1, 2022. Any outstanding or future work will be subject to the Town of GMF and Friends entering into a further written agreement providing for any such work.

- Administration, to include volunteer recruitment, crew leader and trail designer training and assignment, project monitoring and coordination, and invoicing.

- A volunteer waiver, release, and assumption of risk agreement, which will be signed by each participant or parent/guardian in any volunteer workday (required by Friends once per calendar year per person).

- Friends will procure and maintain commercial general liability insurance in effect for the time period of this Agreement, which insurance will provide for liability, personal injury, bodily injury and property coverage with a minimum single limit of \$1,000,000 per occurrence and \$3,000,000 general aggregate. 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 \$5,500 (Five thousand five hundred dollars) before any trail maintenance or construction work by Friends commences.

- Consistent with Article X, § 20 of the Colorado Constitution, any financial obligations of the Town of GMF not performed during the current fiscal year are subject to annual appropriation, and thus any obligations of the Town hereunder shall extend only to monies currently appropriated and shall not constitute a mandatory charge, requirement or liability beyond the current fiscal year.

- 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 and to provide information for potential donors.

Independent Contractor

The relationship between the Town of GMF and Friends is that of independent contractors and no persons performing or assisting with work by Friends under the terms of this Agreement shall be agents of the Town of GMF for such purposes.

Dispute Resolution

Any dispute between the Town of GMF and the Friends shall be noted in writing and the Town of GMF and Friends will make a good faith attempt to settle any dispute by negotiation before pursuing any available process and remedy available by law. If such negotiations fail, then any action to seek resolution of a dispute will be taken in El Paso County, Colorado.

Governmental Immunity

The Town of GMF, its officers, and its employees, are relying on, and do not waive or intend to waive by any provision of this Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq.*, as amended, or otherwise available to the Town and its officers or employees.

Indemnification

Friends agrees to indemnify and hold harmless the Town and its officers, insurers, volunteers, representative, agents, employees, heirs and assigns from and against all claims, liability, damages, losses, expenses and demands, including attorney fees, on account of injury, loss, or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with this Agreement if such injury, loss, or damage is caused in whole or in part by, the act, omission, error, professional error, mistake, negligence, or other fault of Friends, any subcontractor of Friends, or any officer, employee, representative, or agent of Friends. Friends' liability under this indemnification provision shall be to the fullest extent of, but shall not exceed, that amount represented by the degree or percentage of negligence or fault attributable to Friends, any subcontractor of Friends, or any officer, employee, representative, or agent of Friends or of any subcontractor of Friends. **General Provisions**

- This Agreement may be revised or modified only with the written consent of both the Town of GMF and Friends

- This Agreement constitutes the entire Agreement between Friends and the Town of GMF, superseding all prior oral or written communications.

- Neither this Agreement nor any of the rights or obligations of the Town of GMF or of Friends shall be assigned by either party without the written consent of the other.

Agreed to by:

President, Friends of Ute Pass Trails

Date

Town of Green Mountain Falls

Date

Parks, Recreation, Trails, Committee

Gazebo Bridge Project

Emergency Public Safety Work Proposal

+

Restoration of the Historic Gazebo Lake Bridge Proposal

+

Merged Work

Job Description:

A wood pedestrian walk bridge, spanning 60' from the 50' causeway to Gazebo Island on Gazebo Lake.

The bridge deck is 60' long, comprised of 75, 1.5"x9"x12' spaced wood planks.

The bridge deck is 12' wide with a wood handrail on each side, 38" high, on 5' center posts, with 1 center rail.

The bridge deck carries 8 wood benches and 6 light-poles spanning the length.

The bridge deck carries water and electric services to the island underneath.

The bridge deck is supported by 4 wood laminated beams, in 3 segments ~20' in length.

The 2 main support beams are 7"x12" in girth.

The 2 side beams are 3"x12" in girth.

The support beams are founded by 3 concrete piers and 1 concrete buttress, at each 20' intersections of the beam-spans.

The 3 piers are comprised of 2 steel-reinforced concrete columns 16" in diameter, rising ~5' from the bottom of the lake tied into a concrete header 22"x12"x12'.

The 1 buttress is 22"x12"x12' on the island.

Work Classification: Emergency Public Safety Work

<u>Demolition:</u>	Labor	Mat.
Deck: remove 6 light-poles	\$2100	
remove 8 benches	1050	
remove handrails	4200	
remove 75 deck planks	8400	
equipment - skid-steer rental	1500	
40 yd dumpster rental	1500	
<u>Repairs:</u>		
Beams: lamination water damage	8400	
Hardware:		1500
<u>Renewals:</u>		
New deck-planks 75, 3"x12"x12' fir	14000	10000
New hand-rail	11200	8000
New benches 8	2800	4000
New light-poles 6	2100	3000
Hardware		3500
	57250	24000

Total:	\$88,250
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20% Estimate Error	\$17,650
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Grand Total:	\$105,900
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Work Classification: Restoration Work + Emergency Public Safety Work

<u>Demolition:</u>	Labor	Mat.
Deck: remove 6 light-poles	\$2100	
remove 8 benches	1050	
remove handrails	4200	
remove 75 deck planks	8400	
equipment - skid-steer rental	1500	
40 yd dumpster rental	1500	
 <u>Repairs:</u>		
Beams: lamination water damage	8400	
Hardware:		1500
Piers: sand-blast concrete spalling	5600	500
epoxy patching of spalling	5600	1200
epoxy sealer of concrete	5600	1200
perma-jack concrete buttress	2500	
Hardware:		1500
 <u>Renewals:</u>		
New deck-planks 75, 3"x12"x12' fir	14000	10000
New hand-rail	14000	16000
New benches 8	2800	6000

New light-fixtures w/overhead trellis	4200	18000
Hardware:		5000

Additions:

New center beam (3) 8"x12"x20' fir	5600	1500
Reinforce side beams (6) 6"x12"x20' fir	11200	2500
New cross beams (16) 3"x12"x12' fir	11200	2200
Equipment: light crane	3400	
	112850	67100

Total: \$179,950

20% Estimate Error \$ 35,990

Grand Total: \$215,940

Other upgrade considerations:

Upgrade electrical service to island.

Upgrade causeway with sidewalk and lighting.

12-13-22 Draft

12-14-22 Draft

By Don Walker