



From the desk of:

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Memorandum

To: Manitou Springs City Council
From: Shelley Cobau, Public Services Director
Cc: Jason Wells, City Administrator
Date: September 6, 2016
Re: Public Services Division, Monthly Report

1. DUCLO AVENUE

- a. Stormwater staff oversaw construction of a new stormdrain line, and two inlets on Duclo Avenue as part of their planned capital improvements. Placement of this conveyance should address stormwater flow that Donna Ford expressed concern about at the July meeting.

2. WISRD PROJECT

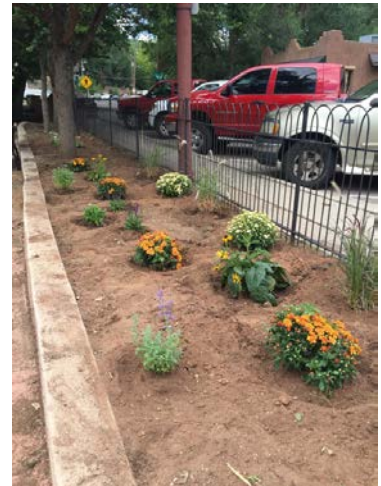
- a. The kick-off meeting for the WISRD project was held on
- b. Mark Reiner gathered pertinent plans and data from City staff, and is now working with utilities such as CSU and Century Link to get their GIS shape files. Century Link has indicated their information is proprietary, and may ask the City to sign a non-disclosure agreement.

3. SODA SPRINGS PARK

- a. Staff has secured three estimates and is entering into a contract for refinishing of the stage at Soda Springs Park. Refinishing of the stage will occur in September.
- b. PARAB members organized a flower planting in the beds on the north side of Soda Springs Park on 8/27/16, staff added bubblers and mulch to these beds on 8/29/16. (see photo at right)

4. PROPOSALS

- a. Staff is developing contracts, gathering bids and/or developing RFP's for the following projects:
 - i. Recreation Center Pedestrian Bridge (being drafted—project will have to wait to begin until CDOT has completed work on Garden of the Gods Place, as the trail will be detoured across the ped bridge)
 - ii. Master Bridge Maintenance Agreement (mortar repairs/mason RFP drafted , will be reviewed and released the second week of September)
 - iii. Schryver Parking Lot Lighting (to be issued 9/16)
 - iv. Water Distribution System Master Plan (issued 9/1/16)
 - v. Wastewater Conveyance System Master Plan (issued 9/1/16)



- vi. Soda Springs Park Pavilion Conceptual Design (being drafted)
- vii. Crystal Hills Road/Pawnee Road Mill/Overlay (bids received, contract being drafted and will be brought to council for approval on 9/20)
- viii. Stormwater Master Plan (consultant selected, contract being drafted and will be brought to Council for approval on 9/20)

5. TRAINING

- a. Sara Hartley attended Certified Floodplain Manager training and will be testing in September during the CASFPM annual meeting. Please note that the project engineer will present details about our Wildcat Gulch project to attendees at this meeting.
- b. Brad Walters and Alicia Stokes gave a presentation on the Mobile311 workorder system to the annual CIRSA meeting attendees in Beaver Creek.
- c. John Hollaway attended training in Durango on 8/26/16, and took his Wastewater Collections Level I certification test.

6. DEPARTMENTAL UPDATE:

a. STREETS

- i. Streets staff helped with the Marathon. Debriefs are being conducted post event, with the new event coordinator in an effort to make these events run more smoothly. A total of 211 staff hours were spent on the Marathon.
- ii. Staff has been continuing to fill potholes.
- iii. Staff has formulated a very detailed sign inventory in Crystal Hills to address crooked, faded and misplaced signage. These issues will continue to be addressed by our new employee Kenneth Smith.
- iv. Staff assisted Manitou PD in placing barricades during storm events.
- v. Staff met with CDOT regarding the need for additional space for the CDOT staging area at Hiawatha Gardens during the mill/overlay of Manitou Avenue. CDOT is requesting the rear third of the parking lot to facilitate placement of a trailer for their contractor, Kiewit. Neal Yowell attended the field meeting and supports this request.
- vi. Staff trimmed street trees around the elementary school, on El Monte, and Montcalm. During this process staff fixed sidewalk issues at the elementary school.
- vii. This was done in addition to their regular work order requests (72 total)

b. FACILITIES

- i. RMG has patching inside Memorial Hall. They will patch and paint outside in late September.
- ii. Staff gathered estimates for the repainting of 7 Minute and Soda Springs Pavilions, these are being reviewed by PARAB.
- iii. Staff is completing the contract for the stage at Soda Springs Park
- iv. Staff will be replacing the signage at Wichita Lot at the request of the Metro District.
- v. City Hall door repair is complete.
- vi. Staff met with Roy Chaney to address utility conflicts at the new kiddie pool. Roy will resite the pump house to avoid placement over the sewer trunk line in that area.
- vii. Facilities staff addressed 98 work orders this month

c. PARKS

- i. Staff remarked the location for the Eagle Scout ceremonial flag facility and attended a ground breaking. Staff will grade the site the first week of September, once it dries out a little from the recent storm events. Grading of this site will provide a training opportunity for new staff, and I. Brisk will give skid loader operation lessons during the grading.

- ii. A contractor has been selected for clearing of trees at Hiawatha Gardens. This work will begin right after Labor Day.
 - iii. Staff continues to provide service during burials at the cemetery. This month, they had an exhumation.
 - iv. Staff is gathering estimates and improving drainage prior to playground relocation at Schryver Park. Crews will do site grading, with contractors doing flatwork and fencing.
 - v. Parks staff addressed 48 Mobile 311 work order requests this month.
- d. MINERAL SPRINGS
- i. The drain on the Shoshone Spring has been clogging. Staff cleaned the drain on 8/31/16 to alleviate this issue.
 - ii. Staff got an estimate from CanAm on the drilling of the monitoring well, and the surveyor has completed the easement drawings. Terry Sharpton is reviewing all information
 - iii. The Mineral Springs MOU has been drafted by J. Wells, and was discussed at the MSF meeting on 8/25/16.
- e. WATER AND SEWER
- i. Reservoir road being graded due to heavy rains earlier this month. The road was washed out in several locations.
 - ii. Staff met with the CSU forester at the Mesa Tank and Water Treatment Plant. CSU will be conducting beneficial fire mitigation work near these facilities to improve fire resiliency. Fire Department staff were present, and very helpful. This project will be coordinated by Kirk Greasby in cooperation with CSU.
 - iii. Water foreman met with the State Dam Safety Inspector and the requirement for the flume has been lifted. Upon further inspection it was determined that by cleaning out the existing flume it would function sufficiently. Staff will monitor rust and degradation of the flume, and determine when/if a replacement is needed. Staff has been asked to get documentation from the State that they are fine with the current configuration.
 - iv. Staff attended the Arkansas Basin meeting on 8/24. We will attend these meetings regularly as part of our efforts to identify funding opportunities. They may be conducting their annual meeting in Memorial Hall, this will occur in April and Rafael will be coordinating this meeting for the City.
 - v. Water and Sewer staff addressed 115 work orders, conducted 69 locates, sent 50 courtesy high usage notices, and 14 non-payment shutoffs.
- f. STORMWATER
- i. Stormwater staff are repurposing the leftover infiltration block from the William's Canyon project at Schryver Park, in the area where the log cabin was removed. Staff is coordinating the project with PARAB, and it will be a demonstration of permeable surface function for table placement (ADA accessible, planted or gravel surface) using salvaged material.
 - ii. Staff cleaned inlets and swept streets as part of their normal routine.
 - iii. Cleared log jams and trash from Fountain Creek
 - iv. Conducted William's Canyon maintenance
 - v. Oversaw construction of drainage projects on Duclo and upper Ruxton.
 - vi. Stormwater staff addressed 90 work orders.



g. CDOT Projects

- i. Rainbow Bridge deck work nearly completed, CDOT has contracted to have US24 milled/overlayed from Serpentine to the bridge. This work will be completed on 10/14 and the route will remain closed through this process.
- ii. CDOT will be conducting repairs to the bridge at Garden of the Gods Place. This bridge and the trail below will be closed during these repairs. Anticipated closure is from 9/12/16 through 10/28/16—CDOT will be notifying affected residents and will hold an outreach meeting in Memorial Hall the week of 9/12/16, more details on this meeting will be posted on the City's webpage as they are developed/received from CDOT.
- iii. The mill/overlay of Manitou Avenue will begin shortly after Labor Day. Staff will attend the kick-off meeting as soon as the date and location for that meeting are established by CDOT.

h. MITIGATION and RESILIENCY (reported by-weekly in separate report)

September 21, 2016

John M. Duggan, Program Coordinator
Source Water Assessment and Protection Program
CDPHE - Water Quality Control Division
4300 Cherry Creek Drive South
Denver, Colorado 80246-1530

Dear Mr. Duggan:

The City of Manitou Springs, PWS ID # 121450, is submitting this Source Water Protection Plan invoice to the CDPHE Water Quality Control Division pursuant to Purchase Order # SWAP121450DI2015XK008. This grant award expires on 4/20/18.

Funds totaling \$4915.63 from the grant award is being invoiced for work accomplished between April 2014 and August 2016. The breakdown of SWAP funds and the in-kind match for the development and implementation of the Source Water Protection Plan were as follows:

- SWAP funds = \$ 4915.63
- In-kind match = \$6330.97
- Total Project Cost to date = \$ 11,246.60

This invoice details expenditures made by the City of Manitou Springs for the implementation, to date, of the Source Water Protection Plan:

1. BMP Implementation: Contractor work with El Paso County Sheriff's Department for wildfire mitigation
= \$4500.00
2. BMP Implementation: GotPrint.com to print SWPP outreach brochure = \$ 103.48
3. BMP Implementation: Quality Logo Products: SWPP Water Bottles = \$ 25.00
4. BMP Implementation: Quality Logo Products: SWPP Water Bottles = \$ 287.15

GRAND TOTAL = \$ 4915.63

The City of Manitou Springs is excited to be developing a Source Water Protection Plan with financial assistance from the CDPHE and technical guidance from Colorado Rural Water Association. The SWPP, along with the implementation of best management practices to support the plan, will help ensure the safety and quality of the drinking water that we provide to our community for years to come.

Sincerely,

Kirk Greasby
Operator in Responsible Charge
City of Manitou Springs

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