



## From the desk of:

Shelley Cobau, CFM  
Interim Public Services Director  
606 Manitou Avenue  
Manitou Springs, Colorado 80829

Direct: 719-685-2605  
Fax: 719-685-5233  
scobau@comsgov.com  
www.manitouspringsgov.com

# Memorandum

To: Manitou Springs City Council  
From: Shelley Cobau, CFM, Interim Public Services Director  
Cc: Jason Wells, City Administrator  
Date: August 9, 2016  
Re: Public Services Division, Monthly Report

---

### 1. RUXTON AVENUE

- a. Planning staff has suggested that with the closing of the Incline upcoming, we should delay placement of portable toilets until next season. Staff is working with Springs Waste to identify a bear proof container for this location. Nancy Fortuin has weighed in, as well as Springs Waste, and we will order a container that meets the expectations of both.
- b. El Paso County completed centerline striping of Ruxton, and City Street's Department staff restriped the pedestrian walkway along the northerly side of the roadway near the Iron Mountain Chateau.

### 2. SODA SPRINGS PARK

- a. Staff is developing an RFP to garner concepts for a permanent solution for the Pavilion as directed by Council.
- b. Parks staff and seasonal employees cleaned up the grounds, trimming overgrown trees and bushes along Fountain Creek at the request of PARAB. During this process, it was observed that numerous large dead branches are in need of clearing, that there is damage to a greenstone wall from scour near the northwest park corner, and that tables are damaged. Staff will work with PARAB to prioritize these projects. Staff is also gathering estimates for painting the Pavilion, and re-finishing of the stage.

### 3. PROPOSALS

- a. Staff is developing contracts, gathering bids and/or developing RFP's for the following projects:
  - i. Recreation Center Pedestrian Bridge (being drafted)
  - ii. Stormwater Master Plan (issued, closed 8/5; selection process underway)
  - iii. Master Bridge Maintenance Agreement (mortar repairs/mason RFP being drafted by Flood recovery)
  - iv. Schryver Parking Lot Lighting (to be issued 8/12/16)
  - v. Water Distribution System Master Plan (drafted; under review)
  - vi. Sewer Conveyance System Master Plan (drafted; under review)
  - vii. Soda Springs Park Pavilion Conceptual Design (being drafted)
  - viii. Crystal Hills Road/Pawnee Road Mill/Overlay (drafted, pre-proposal meeting 8/10, RFP due 8/26)

#### 4. TRAINING

- a. Sara Hartley attended Certified Floodplain Manager training and will be testing in September.

#### 5. DEPARTMENTAL UPDATE:

##### a. STREETS

- i. A new asphalt patching machine will be demo'd on 8/11; this machine marks an advance in street repair technology and we will be evaluating this new style of truck.
- ii. A new staff member started on Monday, August 1, and on Wednesday, August 10. Streets Department has been short staffed for most of 2016. We will finally have a full crew on board.
- iii. A large patch was placed at Sandra Lane. Dimensions of the patch were 20'x10'. This followed a winter water repair where ongoing repairs of cold millings were not working.
- iv. Three missing signs were replaced in Crystal Hills.
- v. Crews helped set up barricades and banners for the Pike's Peak Marathon.
- vi. Low hanging branches over roadways are being cut as time allows.
- vii. Staff met with Narrow's Road residents in response to concerns over the condition of the road following the Williams Canyon Phase II improvements. In response, we are gathering estimates for millings, and paving. Residents have indicated they will pay the difference between milling and paving.
- viii. Crews repaired the intersection of Manitou Avenue and Crystal Hills Blvd.
- ix. This was done in addition to their regular work order requests (54 total)

##### b. FACILITIES

- i. RMG has completed shimming up of Memorial Hall. In the upcoming weeks they will complete work in the creek, and patching inside Memorial Hall.
- ii. Staff is gathering bids for the repainting of 7 Minute and Soda Springs Pavilions.
- iii. Staff oversaw the cleaning of the Mineral Springs.
- iv. The contractor has nearly finished clearing dead limbs off trees in the Cemetery
- v. Staff assisted the environmental testing consultant with access to Hiawatha Gardens.
- vi. Staff is gathering bids for the stage at Soda Springs Park
- vii. All "no smoking" signs have been placed at pocket parks.
- viii. City Hall door repair is scheduled for 8/19.
- ix. Facilities staff addressed 98 work orders this month



##### c. PARKS

- i. Crews did a major cleanup of Soda Springs Park.
- ii. Crews did a major cleanup of Hiawatha Gardens. This include trimming and weeding. We have gathered estimates for removal of large trees to improve visibility, and to get elms off the building. The selected contractor will start this process which will be funded by the RTA.
- iii. Staff repaired the main PRV at the cemetery.
- iv. Staff is coordinating with Clean Air Lawn to increase the water schedule during hot weather.



[Parks staff completing vegetation clean-up work in Soda Springs Park]

- v. Staff replaced approximately two dozen sprinkler heads to improve coverage, and fixed a major irrigation break at Bauer's Park.
  - vi. 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. We will be getting estimates from local contractor's inasmuch as possible for the pedestrian bridge to the Rec. Center.
  - vii. Parks staff addressed 73 Mobile311 work order requests this month.
- d. MINERAL SPRINGS
- i. Power washing of all fonts was completed.
  - ii. Staff is trying to engage Can Am to plug the abandoned well at 7-Minute, and to get a quote on drilling of the monitoring wells. The owner of the firm has been called and emailed with no response. We have been told by others that they are having trouble reaching this firm.
  - iii. The surveyor has completed preliminary work on the monitoring well survey. Dr. Shomaker was contacted by staff, with the approval of the MSF, to see if the well could be moved a few feet to avoid straddling of the property line. We are targeting drilling operations to begin in late September.
  - iv. Lights were fixed at Cheyenne and Shoshone, fixtures were replaced with LED's.
- e. WATER AND SEWER
- i. All PSD staff (streets, facilities, parks, water, flood, stormwater) went to the reservoir on 8/4 for a working team building exercise. The cabin and picnic tables were painted, wiring issues were solved in the cabin (by a flood recovery PM who is a licensed electrician—saving the City the cost of hiring an electrician), drywall replaced, the road graded, drainage improved, the USFS required fire pit was placed, and the dam was cleared per the State requirement.



- ii. Staff will identify the location of the State required flume, and get it costed out and placed.
- f. **STORMWATER**
  - i. Stormwater staff placed a rock lined concrete V-ditch on Fairmont
  - 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. Stormwater staff addressed 19 work orders.
- g. **MITIGATION and RESILIENCY** (reported by-weekly in separate report)