



Boot Brush Kiosk Instruction Document

Program paid for by the State & Private Forestry Grant

This document will explain all the steps you need to take to apply for, create, and install your Boot Brush Kiosk(s). Contacts are listed at the end of this document if you need help.

Step 1: Apply for up to 3 Boot Brush Kiosk Scholarships (maximum of \$500 each):

- Figure out where you would like to install your kiosks. Kiosks cannot be installed at actual Forest Service trailheads, but the trail should have proximity to National Forest Service (NFS) lands. It is okay if the trail eventually travels on to NFS land.
- For each kiosk, you need to know:
 - Which 2 or 3 species you would like to target. These species should be your highest priority species for that specific trail. Priorities do not have to align with CDA weed list priorities, but if there is a List A species in the vicinity, it may be smart to highlight that as one of the targeted species. Trail users could possibly help you find new infestations.
 - Find a high-resolution photo to use for each species, or ask CDA if they have one for that particular species.
 - For each species, come up with a short explanation of the issue to serve as the caption for the photo (150 characters max for 3-species signs, and 185 characters max for 2-species signs) CDA can also help with this.
 - See an [example of the 2-species sign](#)
 - See an [example of the 3-species sign](#)
- Fill out and submit the [Application](#).

Step 2: Order supplies and have the kiosk built:

- The "[Boot Brush Schematic](#)" image has all the supplies you will need. Please note that you DO NOT need to buy Plexiglass if you go with the Color High Pressure Laminate sign company that we recommend. If you decide to go with a lower quality sign, you might need to order a Plexiglass sheet to cover and protect it.
- Assemble the kiosks, and have them painted and powder coated "Forest Service green." We used the company Premium Powder Coating, Inc. out of Longmont, and the cost per kiosk is \$75 for these services. It is easiest to assemble the signs first and then have the painting and powder coating applied.

- When Boulder County made their signs, they decided that instead of mounting the kiosk on a concrete pad, they would extend the square metal tubing piece by 8 inches, and simply concrete that part directly into the ground. You are welcome to do it whichever way makes more sense for your trailhead needs.
- Purchase your boot brushes. You can find them on Amazon, and it doesn't matter which brand you buy, as long as you can mount it to the metal frame. We used the Scrusher Originals for our first 10 boot brush kiosks, but the Rhino and JobSite brands both look like they would work well. Each boot brush should cost around \$40. Here is an example of what they should look like:



Step 3: Work with CDA to create your sign template, and order:

- Send the species photos, language, and your entity's logo to the Grants and Outreach Specialist at CDA. We will plug your photos and language into the template, and we will send you a PDF for the print company.
- Contact iZone Imaging in Temple, Texas and place your order. You are welcome to use a different type of material and a different company, but these high-pressure-laminate are incredibly durable and should last 10+ years exposed to the elements. There are only two companies who make signs like this in the U.S., and we are talking with both, we chose to go with iZone Imaging for our initial 10 signs. Each sign costs about \$150. www.izoneimaging.com Toll Free 888.464.9663

Email info@izoneimaging.com

Step 4: Install your kiosk and take photos

- When you receive your completed sign from iZone, attach it to the metal frame.
- Attach the boot brush to the metal frame.
- At the trailhead, dig a hole larger than the square metal tubing, fill with concrete, and place the square metal tubing into the concrete. Let it dry.
- Take photos of your installed Boot Brush Kiosk!

Step 5: Send a Report and Invoice to CDA with proof of expenses and match. Invoice can be for up to 50% reimbursement with a maximum reimbursement of \$500 per kiosk.

- Submit the final report form, along with photos, receipts, and an invoice.
- You will be reimbursed via check within four weeks once approved!

For Questions, Contact:

Emily Gilbert (303) 869-9036 emily.a.gilbert@state.co.us

Steve Sauer, Boulder County (303) 678-6110 ssauer@bouldercounty.org for questions regarding construction of the kiosk itself.