



**Town of Green Mountain Falls**  
**Regular Board of Trustee Meeting Agenda**  
**10615 Green Mountain Falls Road**  
**Tuesday, April 07, 2020 at 7:00 p.m.**

**Online Meeting ONLY\*. Join the Zoom Meeting by clicking on the following link:**

**<https://zoom.us/j/875498006?pwd=bGpXV21LOEJFUWRIUUtDbGJWY2VFZz09>**

To make a **public comment** please **pre-register** by 4pm on the day of the meeting via email:

**[clerk@gmfco.us](mailto:clerk@gmfco.us)**

**REGULAR MEETING:**

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE
2. Resolution No. 2020-06, A Resolution of The Town of Green Mountain Falls, Colorado:
  - a. Canceling The April 7, 2020 Election And
  - b. Declaring Certain Individuals Elected To The Office Of Trustee Of The Town Of Green Mountain Falls
3. ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA
4. CONSENT AGENDA
  - a. Approve Board of Trustees Meeting Minutes from February & March
  - b. Bring into Record Checks Run
5. NEW BUSINESS
  - a. Resolution No. 2020-05 A Resolution of the Town of Green Mountain Falls Colorado, Making Appointment of Town Officials
  - b. Town Clerk – Treasurer Oath of Office, Nathan Scott
  - c. Resolution No. 2020-04 A Resolution of the Town of Green Mountain Falls, Colorado, Designating Authorized Signatories on Town Bank Accounts and Individuals Authorized to Conduct Online Banking on Behalf of Town
  - d. Ordinance No. 2020-03, An Emergency Ordinance Repealing and Reenacting Article VII of Chapter 2 of the Green Mountain Falls Municipal Code Regarding Emergency Protection
  - e. Trustee Liaison Program – Volunteer to Volunteer Management
  - f. GMF Trails Committee Update, presented by Rocco Blasi, Trails Committee Member
6. OLD BUSINESS
  - a. DOLA Flood Recovery Project Bids, presented by Andre Bracken, Project Engineer
  - b. Consideration of Resolution No. 2020-03, A Resolution Naming Appointments to Committees, Commissions, And Outside Agencies
7. PUBLIC INPUT: 3 Minutes per speaker
8. CORRESPONDENCE
  - a. Trails Committee Minutes January, February, & March 2020
  - b. Stage 1 Fire Ban is in Effect Until Further Notice – El Paso County
  - c. Press Release from Senators Bennet and Gardner – CARES Act Funding
9. REPORTS
  - a. Trustees
  - b. Marshal
  - c. Town Manager
10. 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](mailto:clerk@gmfco.us) by 4pm on the date of the meeting.

## MEMO TO THE BOARD OF TRUSTEES

<b>DATE: 4.7.2020</b>	<b>AGENDA NO 2.a</b>	<b>SUBJECT:</b>
<b>Presented by:</b>  Angie Sprang, Town Manager		Resolution Of The Town Of Green Mountain Falls, Colorado, Canceling The April 7, 2020 Election And Declaring Certain Individuals Elected To The Office Of Trustee Of The Town Of Green Mountain Falls

### **Recommend action:**

**Move to approve Resolution No. 2020-06, A Resolution of the Town of Green Mountain Falls, Colorado, Cancelling the April 7, 2020 election and declaring certain individuals elected to the office of the trustee of the Town of Green Mountain Falls.**

### **Background:**

This resolution will cancel the April 7<sup>th</sup>, 2020 election, and appoint the Board of Trustees, Mayor, Mayor Pro Tem to office. An Oath of Office will need to be read after the motion to Approve. Please discuss and decide who will take hold the Mayor Pro Tem seat on the Board of Trustees for this coming term.

### **Issue Before the Board**

Please discuss and decide who will take hold the Mayor Pro Tem seat on the Board of Trustees for this coming term.

### **Alternatives**

N/A

### **Conclusion**

Recommended Motion of the BoT: **Move to approve Resolution No. 2020-06, A Resolution of the Town of Green Mountain Falls, Colorado, Cancelling the April 7, 2020 election and declaring certain individuals elected to the office of the trustee of the Town of Green Mountain Falls.**

**RESOLUTION NO. 2020-06**

**TITLE:       A RESOLUTION OF THE TOWN OF GREEN MOUNTAIN FALLS,  
COLORADO, CANCELING THE APRIL 7, 2020 ELECTION AND  
DECLARING CERTAIN INDIVIDUALS ELECTED TO THE  
OFFICE OF TRUSTEE OF THE TOWN OF GREEN MOUNTAIN  
FALLS**

**WHEREAS**, the Board of Trustees desires to cancel the April 7, 2020 election pursuant to C.R.S. § 31-10-507.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF  
THE TOWN OF GREEN MOUNTAIN FALLS, COLORADO, THAT:**

Section 1.       The April 7, 2020 election is hereby canceled pursuant to C.R.S. § 31-10-507, because the only matter before the voters is the election of persons to office and as of the close of business on February 3, 2020, there were not more candidates than offices to be filled at the election.

Section 2.       The following individuals are hereby declared elected to the office of Trustee or Mayor for the following terms:

Jane Newberry – Mayor	Term: April 7, 2020-April 5, 2022
Margaret Peterson – Trustee	Term: April 7, 2020-April 5, 2022
Katharine Guthrie – Trustee	Term: April 7, 2020-April 2, 2024
Dyani Loo – Trustee	Term: April 7, 2020-April 2, 2024

Section 3.       This Resolution shall become effective on the effective day of Ordinance No. 2020-01.

INTRODUCED, READ and PASSED this 7th day of April, 2020.

TOWN OF GREEN MOUNTAIN FALLS,  
COLORADO

\_\_\_\_\_  
Jane Newberry, Mayor

(SEAL)

ATTEST:

\_\_\_\_\_  
Nathan Scott, Town Clerk



## OATH OF OFFICE

STATE OF COLORADO )

EI PASO AND TELLER COUNTIES )

TOWN OF GREEN MOUNTAIN FALLS )

I, Jane Newberry, do solemnly swear or affirm, that I will support the Constitution and Laws of the United States and of the State of Colorado; and the ordinances of the Town of Green Mountain Falls; and will faithfully perform the duties of the office Mayor of the Town of Green Mountain falls to the best of my ability.

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Jane Newberry, Mayor

### **ATTEST:**

Subscribed and sworn before me this 7<sup>th</sup> of April 2020.

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P. Angie Sprang, Town Manager



## OATH OF OFFICE

STATE OF COLORADO )

EI PASO AND TELLER COUNTIES )

TOWN OF GREEN MOUNTAIN FALLS )

I, Dyani Loo, do solemnly swear or affirm, that I will support the Constitution and Laws of the United States and of the State of Colorado; and the ordinances of the Town of Green Mountain Falls; and will faithfully perform the duties of the office Trustee of the Town of Green Mountain falls to the best of my ability.

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Dyani Loo, Trustee

### **ATTEST:**

Subscribed and sworn before me this 7<sup>th</sup> of April 2020.

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Jane Newberry, Mayor



## OATH OF OFFICE

STATE OF COLORADO )

EI PASO AND TELLER COUNTIES )

TOWN OF GREEN MOUNTAIN FALLS )

I, \_\_\_\_\_, do solemnly swear or affirm, that I will support the Constitution and Laws of the United States and of the State of Colorado; and the ordinances of the Town of Green Mountain Falls; and will faithfully perform the duties of the office Trustee of the Town of Green Mountain falls to the best of my ability.

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, Trustee

### ATTEST:

Subscribed and sworn before me this 7<sup>th</sup> of April 2020.

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Jane Newberry, Mayor



## OATH OF OFFICE

STATE OF COLORADO )

EI PASO AND TELLER COUNTIES )

TOWN OF GREEN MOUNTAIN FALLS )

I, \_\_\_\_\_, do solemnly swear or affirm, that I will support the Constitution and Laws of the United States and of the State of Colorado; and the ordinances of the Town of Green Mountain Falls; and will faithfully perform the duties of the office Mayor Pro Tem of the Town of Green Mountain falls to the best of my ability.

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, Mayor Pro Tem

### **ATTEST:**

Subscribed and sworn before me this 7<sup>th</sup> of April 2020.

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Jane Newberry, Mayor

**TOWN OF GREEN MOUNTAIN FALLS**  
**Regular Board of Trustee Meeting**  
**February 4, 2020 – 7:00 P.M.**

**REGULAR MEETING MINUTES**

**Board Members Present**

Mayor Jane Newberry  
Trustee Margaret Peterson  
Trustee Tyler Stevens  
Trustee Katharine Guthrie

**Board Members Absent**

Trustee Chris Quinn

**Town Attorney**

**Public Works**

**Marshal's Dept.**

**Town Manager**

Angie Sprang

**Town Clerk**

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**Public workshop** - Ordinance 2020-01, An Ordinance Amending Article I Of Chapter 2 Of The Green Mountain Falls Municipal Code Regarding Elections

Called to order at 7:07pm, and with no public input, adjourned at 7:08pm.

**1. Call to Order/Roll Call/Pledge of Allegiance**

Mayor -- called the meeting to order at 7:09 p.m. The Pledge of Allegiance was recited, and roll was taken.

**2. Additions, Deletions, or Corrections to the Agenda**

Ms. Angie Sprang asked for an amendment to the agenda to add an Executive Session Pursuant to C.R.S § 24-6-402(f) for the Purpose of Personnel Matters, Specifically to Evaluate Applicants for Position of Town Clerk/Treasurer.

Mayor Newberry made a motion, seconded by Trustee Stevens, to accept the Agenda with the addition of the Executive Session after item 8.a. Motion passed.

**3. Consent Agenda**



- a. Approve Board of Trustees Meeting Minutes January 7, 2020
- b. Bring into Record Checks Run January 23, 2020

Mayor Newberry made a motion, seconded by Trustee Guthrie to accept the Consent Agenda. Motion carried.

#### **4. New Business**

- a. Consideration of Special Event Application – Green Box Arts Project

Mr. Jesse Stroope shared information about the event.

Mayor Newberry made a motion, seconded by Trustee Stevens to approve the Event Application. Motion carried.

- b. Consideration of Special Event Application – Pooch Parade

Mr. Jesse Stroope shared information about the event. Board questions were addressed.

Mayor Newberry made a motion, seconded by Trustee Stevens to approve the Event Application. Motion carried.

- c. Consideration of New Revocable Permit Application – Green Box Arts – Gazebo Park

Mr. Jesse Stroope described the art installation, location, and lighting plan addressed in the Permit Application.

Mayor Newberry made a motion, seconded by Trustee Peterson to approve the Revocable Permit Application for an Art Installation at Gazebo Park. Motion carried.

- d. Consideration of Renewal of Revocable Permit Application – Green Box Arts – Lake St

Mr. Jesse Stroope took questions and comments from the Board regarding the installation.

Mayor Newberry made a motion, seconded by Trustee Stevens to approve the Revocable Permit Application for the exhibit at the end of Lake St. Motion carried.

e. Consideration of Public Works Flood Recovery Project Analysis and Proposal

Both Ms. Angie Sprang and Mr. Jerome Lumpry addressed and took questions from the Board regarding completing the Flood Recovery Project inhouse. The Board recommended checking with the Counties to obtain materials they may have available. The timeline was also discussed.

Mayor Newberry made a motion, seconded by Trustee Peterson to approve the recommendation to complete the Flood Recovery Project inhouse. Motion carried.

f. Consideration of Public Works Equipment Plan

Both Ms. Angie Sprang and Mr. Jerome Lumpry addressed and took questions and comments from the Board. Financing was discussed along with equipment and road maintenance expenses in conjunction with the Plan cost.

The Board expressed support of the idea, but there needs to be more research completed before a final recommendation can be given by the Board.

g. Introduction Ordinance 2020-02, An Ordinance Adding A New Article XIII To Chapter 2 Of The Green Mountain Falls Municipal Code To Establish An Fire Mitigation Advisory Committee

Mayor Newberry and Ms. Angie Sprang gave some background information about the purpose of the committee.

Mayor Newberry made a motion, seconded by Trustee Peterson to set this matter for Public Hearing on March 3, 2020. Motion carried.

Trustee Stevens questioned the use of an Ordinance, as it costs the Town more than a Resolution would. The Board asked the Ordinance be changed to a Resolution to be revisited in March.

h. Consideration of Resolution 2020-06 A Resolution Of The Town Of Green Mountain Falls, Colorado, Canceling The April 7, 2020 Election

Trustee Stevens made a motion, seconded by Trustee Guthrie to approve the Resolution to Cancel the 2020 Election. Motion carried.

i. WORK SESSION: Potential Grant Funded Public Land Improvement Projects – Concepts & Community Engagement Brainstorming Session

Ms. Angie sprang addressed the Bullet points of the Memo. Discussion followed which included ideas for promoting the Parks Committee, posting of the above-mentioned Memo at the Post Office, and public comment was taken. It was noted that the ideas presented were the result of brainstorming, and the introduction for a Parks and Rec Committee to form.

The Potluck to be held in conjunction with the Census was mentioned, and it was suggested that committee participation could be advertised. Trustee Stevens commented on the fact that the Census and population measures can increase the Town's available budget. Outreach will be key.

## **5. Old Business**

a. Public Hearing and Final Adoption, Ordinance 2020-01, An Ordinance Amending Article I Of Chapter 2 Of The Green Mountain Falls Municipal Code Regarding Elections

Mayor Newberry made a motion, seconded by Trustee Stevens to approve Ordinance 2020-01. Motion carried.

b. Consideration of Resolution 2020-03 Naming Appointments

Mayor Newberry noted more interest from the Community in positions. Information from the Planning Commission memo was shared. The Mayor recommended that other committee opportunities be shared with those not appointed to the Planning Commission. She also mentioned that all members of the Planning Commission should attend the Mandatory training in February as a condition of appointment.

All committee meetings need to be publicly noticed and recorded and open to the public.

Discussion followed regarding open positions for appointment on the Planning Commission.

Mayor Newberry made a motion, seconded by Trustee Guthrie to appoint all 3 applicants to the Planning Commission. Motion carried.

Mayor Newberry made a motion that the Planning Commission make a recommendation to the Board regarding which position each appointee will hold to the Board, seconded by Trustee Guthrie. Motion passed.

Trustee Stevens mentioned that he will be leaving the PPRTA Board in April, so replacement should be considered. That appointment is for an elected official of the Town.

## **6. Public Input – 3 Minutes Per Speaker**

No public comments were heard.

## **7. Correspondence:**

There was no correspondence.

## **8. Reports**

- a. Trustees – Trustee Guthrie spoke about a reboot of the Chamber of Commerce, as the Pikes Peak Chamber of Commerce, to expand upon the local area.  
The Mayor discussed a meeting of the local Mayors she recently attended. Mayor Suthers, of Colorado Springs has been approached to serve as the Mayor representative on a National Fire Urban Interface Committee and has asked Manitou Springs and Green Mountain Falls to share input. Mayor Newberry will go to Washington in April and has volunteered to take any messages to any of the local representatives.
- b. Manager Angie Sprang noted we are on point with the 6 month goal planning and invited the Board to start planning the next 6 months at the next Board meeting.

## **9. Executive Session:**

Mayor Newberry made a motion to recess the Regular Board Meeting and enter into Executive Session Pursuant to C.R.S § 24-6-402(f) for the Purpose of Personnel Matters, Specifically to Evaluate Applicants for Position of Town Clerk/Treasurer at 8:31pm. It was seconded by Trustee Peterson. Motion carried.

Staff was invited to attend. The Executive Session adjourned and the Regular Board Meeting resumed at 8:54pm. No action was taken during the Executive Session.

## **10. Adjournment**

Meeting adjourned at 8:55 p.m.

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Jane Newberry, Mayor

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Laura Kotewa, Town Clerk/Treasurer

**TOWN OF GREEN MOUNTAIN FALLS**  
**Board of Trustees Special Meeting**  
**March 10, 2020 – 7:00 P.M.**

**REGULAR MEETING MINUTES**

**Board Members Present**

Mayor Jane Newberry  
Trustee Tyler Stevens  
Trustee Katharine Guthrie

**Board Members Absent**

Trustee Chris Quinn  
Trustee Margaret Peterson

**Town Manager**

Angie Sprang

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Called to order at 7:09 pm, and with no public input, adjourned at 8:41 pm.

**1. Call to Order/Roll Call/Pledge of Allegiance**

Mayor -- called the meeting to order at 7:09 p.m. The Pledge of Allegiance was recited, and roll was taken.

**2. Additions, Deletions, or Corrections to the Agenda**

None.

**3. Consent Agenda**

- a. Mayor Newberry moved to approve consent agenda. Seconded by Mayor Pro Tem Stevens. Motion carried.

**4. New Business**

- a. Mayor ProTem nominated Trustee Peterson to PPRTA meeting Wednesday morning, Mayor Newberry afternoon meetings, and Trustee Guthrie as alternate. Trustee Peterson to serve on PPACG; PPRDB advisory board will be Trustee Quinn. Mayor Newberry seconded. Nominations carried.
- b. Mayor Newberry moved to approve Resolution 2020-06 as stated in the packet. Mayor Pro Tem Stevens seconded. Motion carried.
- c. Mayor Newberry moved to approve Resolution 2020-07 as stated. Trustee Guthrie seconded. Motion carried.

5. Nathan Scott addressed the Board regarding the 2020 Census.

6.
  - a. Discussion ensued regarding Trails Committee meetings and minutes. The trails committee will be presenting an update to the Board on 4/7 and all can be addressed then.
  - b. CDAB put on calendar for ADA grant application due dates. Staff/Trustees planning to create a community board for grant writing.

7. None.

8. Mayor Newberry moved to start executive session. Trustee Peterson seconded. Motion Carried.

No motions were made from executive session.

Mayor Newberry moved to adjourn. Trustee Peterson seconded. Motion carried.

## **9. Adjournment**

Meeting adjourned at 8:41 p.m.

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Jane Newberry, Mayor

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P. Angie Sprang, Town Manager

**TOWN OF GREEN MOUNTAIN FALLS**  
**Board of Trustees Special Meeting**  
**March 18, 2020 – 7:00 P.M.**

**REGULAR MEETING MINUTES**

**Board Members Present**

Mayor Jane Newberry  
Trustee Tyler Stevens  
Trustee Katharine Guthrie

**Board Members Absent**

Trustee Chris Quinn  
Trustee Margaret Peterson

**Town Manager**

Angie Sprang

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Called to order at 6:00 pm, and with no public input, adjourned at 7:08pm.

**1. Call to Order/Roll Call/Pledge of Allegiance**

Mayor -- called the meeting to order at 7:09 p.m. The Pledge of Allegiance was recited, and roll was taken.

**2. Additions, Deletions, or Corrections to the Agenda**

None.

**3. New Business**

- a. Mayor Newberry made a motion to approve Executive Order Declaring a Local Emergency in and for the Town of Green Mountain Falls, Colorado seconded by Trustee Guthrie. Motion carried.
- b. Mayor Newberry made a motion to approve Resolution No. 2020-08, A Resolution Consenting to and Extending the Order Declaring a Local Disaster Emergency in and for the Town of Green Mountain Falls, Colorado seconded by Trustee Guthrie. Motion carried.
- c. Mayor Newberry made a motion to approve Town of Green Mountain Falls Board of Trustees Remote Participation & Remote Meetings Policy seconded by Trustee Guthrie. Motion carried.
- d. Mayor Newberry made a motion to approve Town of Green Mountain Falls, Response to COVID-19 Temporary Policy seconded by Trustee Guthrie. Motion carried.

**4. Adjournment**



Meeting adjourned at 8:55 p.m.

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Jane Newberry, Mayor

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P. Angie Sprang, Town Manager

# Town of Green Mountain Falls

## Vendor Invoices Journal

from March 01, 2020 to April 06, 2020

Date	Reference	Entity Number	Name	Acct Number	Acct Name	Amount	Ref Total
<b>1-00-00-2000 General-Accounts Payable</b>							
03/01/2020 3/19-4/19		COLDepLE	Colorado Department of Labor and Employmen	1-10-01-5011	General-Administration-Labor-Labor - State Unemployment Insurance	48.62	
03/01/2020 3/19-4/19		COLDepLE	Colorado Department of Labor and Employmen	1-40-01-5011	General-Public Safety-Labor-Labor - State Unemployment Insurance	24.30	
03/01/2020 3/19-4/19		COLDepLE	Colorado Department of Labor and Employmen	1-70-01-5011	General-Public Works-Labor-Labor - State Unemployment Insurance	48.62	121.54
03/01/2020 OS8140		cityfinanceacct	City Finance Accts Rec	1-20-02-5111	General-Interdepartmental-Operations-Services - Marketing	793.90	793.90
03/03/2020 Mar12-Apr11		comcastbusiness	Comcast Business	1-10-03-5202	General-Administration-Utilities-Utilities - Telephone/Internet	101.91	
03/03/2020 Mar12-Apr11		comcastbusiness	Comcast Business	1-40-03-5202	General-Public Safety-Utilities-Utilities - Telephone/Internet	37.06	
03/03/2020 Mar12-Apr11		comcastbusiness	Comcast Business	1-70-03-5202	General-Public Works-Utilities-Utilities - Telephone/Internet	74.11	213.08
03/06/2020 12057-3.6.20		COSpringGaz	Colorado Springs Gazette, LLC	1-10-02-5118	General-Administration-Operations-Publications - Legal Notices	152.36	152.36
03/10/2020 19943524		Pinnacol	Pinnacol Assurance	1-20-02-5108	General-Interdepartmental-Operations-Insurance - Workman's Comp - Board Members	6.06	
03/10/2020 19943524		Pinnacol	Pinnacol Assurance	1-40-01-5021	General-Public Safety-Labor-Labor - Workman's Comp	290.28	
03/10/2020 19943524		Pinnacol	Pinnacol Assurance	1-70-01-5021	General-Public Works-Labor-Labor - Workman's Comp	721.12	
03/10/2020 19943524		Pinnacol	Pinnacol Assurance	1-10-01-5021	General-Administration-Labor-Labor - Workman's Comp	36.54	1,054.00
03/10/2020 multi accounts		blackhills	Black Hills Energy	1-70-03-5201	General-Public Works-Utilities-Utilities - Natural Gas	109.75	
03/10/2020 multi accounts		blackhills	Black Hills Energy	1-40-03-5201	General-Public Safety-Utilities-Utilities - Natural Gas	49.00	
03/10/2020 multi accounts		blackhills	Black Hills Energy	1-10-03-5201	General-Administration-Utilities-Utilities - Natural Gas	64.50	223.25
03/11/2020 04-Apr-20		chasecardservic	Chase Card Services	1-70-02-5130	General-Public Works-Operations-Supplies - Operational	1,918.38	1,918.38
03/11/2020 11-Mar-20		govpro	GovPro	1-10-02-5113	General-Administration-Operations-Services - Professional	825.00	825.00
03/12/2020 79212/79203		FlairData	Flair Data Systems DBA	1-20-02-5104	General-Interdepartmental-Operations-Fees - Software	193.85	
03/12/2020 79212/79203		FlairData	Flair Data Systems DBA	1-20-02-5110	General-Interdepartmental-Operations-Services - IT	80.00	273.85
03/23/2020 multi accounts		COSpringUtil	Colorado Springs Utilities	1-50-03-5203	General-Parks and Recreation-Utilities-Utilities - Electric - Fountain	70.77	
03/23/2020 multi accounts		COSpringUtil	Colorado Springs Utilities	1-50-03-5204	General-Parks and Recreation-Utilities-Utilities - Electric - Gazebo	223.03	
03/23/2020 multi accounts		COSpringUtil	Colorado Springs Utilities	1-70-03-5200	General-Public Works-Utilities-Utilities - Electric	693.84	
03/23/2020 multi accounts		COSpringUtil	Colorado Springs Utilities	1-60-03-5200	General-Pool-Utilities-Utilities - Electric	66.77	
03/23/2020 multi accounts		COSpringUtil	Colorado Springs Utilities	1-70-03-5206	General-Public Works-Utilities-Utilities - Electric - Street Lights	250.00	
03/23/2020 multi accounts		COSpringUtil	Colorado Springs Utilities	1-10-03-5200	General-Administration-Utilities-Utilities - Electric	238.76	
03/23/2020 multi accounts		COSpringUtil	Colorado Springs Utilities	1-40-03-5200	General-Public Safety-Utilities-Utilities - Electric	152.41	
03/23/2020 multi accounts		COSpringUtil	Colorado Springs Utilities	1-10-03-5200	General-Administration-Utilities-Utilities - Electric	53.80	1,749.38
03/30/2020 63636938		cnasurety	CNA Surety	1-40-02-5116	General-Public Safety-Operations-Insurance - Surety Bond	100.00	100.00
04/03/2020 89306		wilsoncompany	Wilson & Company	2-10-00-5708	Capital Improvement-Administration-Capital Repairs - Roads	445.00	445.00
04/06/2020 03/31/2020		Hoffman	Hoffman, Parker, Wilson & Carberry	1-20-02-5114	General-Interdepartmental-Operations-Services - Town Attorney	682.50	682.50
<b>Total For 1-00-00-2000 General-Accounts Payable</b>						<b>8,552.24</b>	

## MEMO TO THE BOARD OF TRUSTEES

<b>DATE: 4.7.2020</b>	<b>AGENDA NO 5.a</b>	<b>SUBJECT:</b>
<b>Presented by:</b> Angie Sprang, Town Manager		Resolution No. 2020-05, A Resolution of the Town of Green Mountain Falls, Colorado, Making Appointment of Town Officials

### **Recommend action:**

**Move to approve Resolution No. 2020-05, A Resolution of the Town of Green Mountain Falls, Colorado, Making Appointment of Town Officials.**

### **Background:**

This resolution updates the previously vacant Town Clerk – Treasurer position reflecting that newly appointed Nathan Scott is the Town Clerk – Treasurer for the Town of Green Mountain Falls.

### **Issue Before the Board**

Updating appointments of Town Staff.

### **Alternatives**

N/A

### **Conclusion**

Recommended Motion of the BoT: **Move to approve Resolution No. 2020-05, A Resolution of the Town of Green Mountain Falls, Colorado, Making Appointment of Town Officials.**

**RESOLUTION NO. 2020-05**

**A RESOLUTION OF THE TOWN OF GREEN MOUNTAIN FALLS  
COLORADO, MAKING APPOINTMENT OF TOWN OFFICIALS**

**WHEREAS**, Colorado Revised Statutes 31-10-304 requires the Town Board of Trustees to appoint a Clerk, Treasurer, and Attorney, as well as any other officers it deems necessary; and

**WHEREAS**, this statute further specifies that the appointment of officers shall not extend more than 30 days after election; and

**WHEREAS**, The Town of Green Mountain Falls' Code of Ordinances Section 2-21(b) also provides the authority of the Board of Trustees to appoint officers;

**WHEREAS**, in addition to the Clerk, Treasurer, and Attorney, the Board of Trustees wishes to also appoint a Town Manager and Marshal;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF  
THE TOWN OF GREEN MOUNTAIN FALLS, COLORADO, THAT:**

Town Officials are appointed as follows:

Town Clerk/Treasurer – Nathan Scott

Town Attorney – The Firm of Hoffmann, Parker, Wilson & Carberry, P.C.

Town Manager – Angie Sprang

Town Marshal – Virgil Hodges

INTRODUCED, READ and PASSED this 7<sup>th</sup> day of April, 2020.

TOWN OF GREEN MOUNTAIN FALLS,  
COLORADO

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Jane Newberry, Mayor

(SEAL)

ATTEST:

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Nathan Scott, Town Clerk/Treasurer

## MEMO TO THE BOARD OF TRUSTEES

<b>DATE: 4.7.2020</b>	<b>AGENDA NO 5.b</b>	<b>SUBJECT:</b>
<b>Presented by:</b> Angie Sprang, Town Manager		Town Clerk – Treasurer Oath of Office, Nathan Scott

### Recommend action:

1. **Move to appoint Nathan Scott to the position of Town Clerk – Treasurer.**
2. Nathan Scott takes Oath of the Office of Town Clerk – Treasurer.

### Background:

Staff is pleased to present Nathan Scott, the new Town Clerk – Treasurer. Nathan comes to the Town with 20 years of local government experience, mostly in the areas of Geographic Information Systems and Information Technology program management. He has managed significant budgets, a long list of projects, and has supported colleagues of all backgrounds and specialties, from Accounting to Public Safety to Wastewater. He is a resident of Green Mountain Falls and is excited to bring his experience and attention to detail to Town Hall!



## OATH OF OFFICE

STATE OF COLORADO )

EI PASO AND TELLER COUNTIES )

TOWN OF GREEN MOUNTAIN FALLS )

I, Nathan Scott, do solemnly swear or affirm, that I will support the Constitution of the United States and of the State of Colorado; and the ordinances of the Town of Green Mountain Falls; and will faithfully perform the duties of the office of Town Clerk/Treasurer.

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Nathan Scott, Town Clerk/Treasurer

### **ATTEST:**

Subscribed and sworn before me this 7<sup>th</sup> of April 2020.

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Jane Newberry, Mayor

## MEMO TO THE BOARD OF TRUSTEES

<b>DATE: 4.7.2020</b>	<b>AGENDA NO 5.c</b>	<b>SUBJECT:</b>
<b>Presented by:</b> Angie Sprang, Town Manager		Resolution No. 2020-04, A Resolution of the Town of Green Mountain Falls, Colorado, Designating Authorized Signatories on Town Bank Accounts and Individuals Authorized to Conduct Online Banking on Behalf of Town

### Recommend action:

Move to approve Resolution No. 2020-04, A Resolution of the Town of Green Mountain Falls, Colorado, Designating Authorized Signatories on Town Bank Accounts and Individuals Authorized to Conduct Online Banking on Behalf of Town

### Background:

This resolution will update bank signatory privileges to two Board of Trustee elected officials, the Mayor and Mayor Pro Tem. Also, two staff members will be granted signatory privileges, the Town Manager and Town Clerk – Treasurer. Any debit transaction from the bank requires two signatures on checks, which creates a check and balance as no one person will ever both approve a payment and write the checks.

Changes being made with this resolution:

1. Removal of Mayor Pro Tem, Tyler Stevens as a signer
2. Addition of new Mayor Pro Tem as a signer
3. Addition of Town Clerk – Treasurer, Nathan Scott as a signer
4. Re-addition of Mayor, Jane Newberry as a signer
5. Re-addition of Town Manager, P. Angie Sprang as a signer

Once this resolution is reviewed and approved by the BOT, the bank will create new paper signature cards for all signers. After the signature cards are signed and handed into the bank, this resolution will officially be in effect going forward until the BOT decides to change it.

### Issue Before the Board

Who will be added as a signer in place of former Mayor Pro Tem, Tyler Stevens?

### Alternatives

N/A

### Conclusion

Recommended Motion of the BoT: **Move to approve Resolution No. 2020-04, A Resolution of the Town of Green Mountain Falls, Colorado, Designating Authorized Signatories on Town Bank Accounts and Individuals Authorized to Conduct Online Banking on Behalf of Town, with the addition of \_\_\_\_\_, Mayor Pro Tem as a signed.**

**RESOLUTION NO. 2020-04**

**A RESOLUTION OF THE TOWN OF GREEN MOUNTAIN FALLS,  
COLORADO, DESIGNATING AUTHORIZED SIGNATORIES ON TOWN  
BANK ACCOUNTS AND INDIVIDUALS AUTHORIZED TO CONDUCT  
ONLINE BANKING ON BEHALF OF TOWN**

**WHEREAS**, the Board of Trustees desires to designate the individuals with authority on behalf of the Town for activity involving the Town's bank accounts

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF  
THE TOWN OF GREEN MOUNTAIN FALLS, COLORADO, THAT:**

Section 1. The following individuals shall be the sole authorized signatories on behalf of the Town for Town bank accounts:

1. Jane Newberry, Mayor
2. TBD, Mayor Pro Tem
3. Angie Sprang, Town Manager
4. Nathan Scott, Town Clerk/Treasurer

Section 2. The following individuals shall be the sole individuals authorized to access the Town's bank accounts online and conduct online banking activity on behalf of the Town:

1. Angie Sprang, Town Manager
2. Nathan Scott, Town Clerk/Treasurer

Section 3. The following individuals shall be removed from the authorized list of signatories and/or those authorized to access the Town's bank accounts online or conduct online banking activities.

1. Laura Kotewa
2. Tyler Stevens

**INTRODUCED, READ and PASSED** this 7th day of April 2020.

TOWN OF GREEN MOUNTAIN FALLS,  
COLORADO

---

Jane Newberry, Mayor

(SEAL)

ATTEST:

---

Nathan Scott, Town Clerk



## MEMO TO THE BOARD OF TRUSTEES

<b>DATE: 4.7.2020</b>	<b>AGENDA NO 5.d</b>	<b>SUBJECT:</b>
<b>Presented by:</b> Angie Sprang, Town Manager		Ordinance No. 2020-03, An Emergency Ordinance Repealing and Reenacting Article VII of Chapter 2 of the Green Mountain Falls Municipal Code Regarding Emergency Protection

### Recommend action:

**Move to approve Ordinance No. 2020-03, An Emergency Ordinance Repealing and Reenacting Article VII of Chapter 2 of the Green Mountain Falls Municipal Code Regarding Emergency Protection.**

### Background:

Here is a draft ordinance that updates the Town's current emergency powers. Here are the main highlights:

1. It gives the initial power to declare an emergency to the Town Manager. The Town Board can always change this and give the power to the Mayor. The power is given to the Manager, because often the Manager is in a better position to declare an emergency and coordinate emergency efforts. But the ordinance does allow the Town Board to alter this if the Trustees think otherwise or the Manager is unavailable.
2. It extends the permitted duration of an emergency declaration issued by the Town Manager (or Mayor if authorized by the Town Board) from its current 48 hours to 7 days. This is the maximum period allowed by state law. The Trustees can then extend the emergency declaration for a longer period if they desire. The current Code only allows for a series of 48-hour emergencies – nothing more.
3. It redefines and expands what can constitute an emergency. The current Code provisions did not include pandemics in the definition of emergency.
4. It provides for a better method of notifying the public. The current Code included a provision requiring the Marshall to drive around Town with a bullhorn warning people (that can still occur – it is just not the primary means of providing notice).
5. It updates the powers of the Town Manager (or Mayor) during an emergency. It specifically addressing closing businesses and now they can be ordered to remain closed for periods longer than just 48 hours. They can be ordered to remain closed for the entire duration of the emergency if deemed necessary, and still be re-evaluated at their discretion.
6. It provides for an enforcement mechanism, including penalties. I chose to include a penalty of jail time and a fine of \$2,650 instead of the Town's standard general penalty of \$1,000 fine. I did this because in a true emergency sometimes a court needs the ability to imprison people (or at least have the threat of imprisoning a person) to be able to enforce the law. I have seen situations where people willfully violate the law because they are willing to risk a monetary fine. If jail was a threat, they would be much less likely to violate the law. I have also included a provision allowing the Town to enforce violations under the Town's nuisance code. This just gives the Town another enforcement option and the ability to go and abate a violation without waiting for the municipal court.

**Issue Before the Board:** Update of a Town Ordinance.

**Alternatives:** Do not move to approve Ordinance No. 2020-03, An Emergency Ordinance Repealing and Reenacting Article VII of Chapter 2 of the Green Mountain Falls Municipal Code Regarding Emergency Protection.

**Conclusion:** Town Staff recommends that the Trustees **move to approve Ordinance No. 2020-03, An Emergency Ordinance Repealing and Reenacting Article VII of Chapter 2 of the Green Mountain Falls Municipal Code Regarding Emergency Protection.**

## **TOWN OF GREEN MOUNTAIN FALLS**

### **ORDINANCE NO. 2020-03**

#### **AN EMERGENCY ORDINANCE REPEALING AND REENACTING ARTICLE VIII OF CHAPTER 2 OF THE GREEN MOUNTAIN FALLS MUNICIPAL CODE REGARDING EMERGENCY PROTECTION**

WHEREAS, Article VIII of Chapter 2 of the Green Mountain Falls Municipal Code ("Code) establishes emergency powers and procedures that can be activated during emergencies;

WHEREAS, these provisions are in need of revision to better address how the emergency powers are exercised and enforced, particularly in response to the current COVID-19 pandemic;

WHEREAS, C.R.S. § 31-15-401(1)(b) provides that "in relation to the police power, the governing bodies of municipalities have the following powers: . . . To do all acts and make all regulations which may be necessary or expedient for the promotion of health or the suppression of disease;" and

WHEREAS, the Board of Trustees desires exercise its full authority to grant certain emergency powers to the Town Manager or the Mayor during an emergency and therefore desires to amend the emergency provisions in the Code to better protect the health, safety and welfare of the residents of the Town and the public in general.

#### **NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF GREEN MOUNTAIN FALLS, COLORADO:**

Section 1. Article VIII of Chapter 2 of the Green Mountain Falls Municipal Code is hereby repealed and reenacted to read as follows:

#### **ARTICLE VIII - Emergency Protection**

##### **Sec. 2-201. - Purpose.**

(a) The purpose of this chapter is to provide for continuity and efficient operation of local government in times of emergency.

(b) This Article provides the necessary organization, powers and authority to enable a timely and effective use of all available resources to prepare for, respond to and recover from civil emergencies, emergencies or disasters that are likely to affect the health, security, safety or property of Town residents.

(c) The Town Manager, or in the Town Board's discretion, the Mayor, shall declare, manage and end an officially declared state of civil emergency, emergency or disaster.

(d) All the provisions of this Article are to be interpreted and enforced in a manner that is consistent with the Constitution of the United States, with the

Constitution of the State of Colorado, and with Colorado law on Emergency Management, C.R.S. § 24-33.5-701, et seq., as amended.

**Sec. 2-202. – Definition.**

As used in this Article, local emergency shall mean the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons or property within the Town, including, without limitation, fire, flood, wind, storm, earthquake, epidemic, pandemic, infestation, explosion, aircraft crash, air pollution, hazardous substance incident, oil spill or other contamination of air or water requiring immediate action to avert danger or damage, water or power shortage, drought, civil disturbance, condition of riot or insurrection, hostile military or paramilitary action, or any other declared disaster that requires the aid and assistance of outside, local, state or federal agencies.

**Sec. 2.203. – Declaration and Term of Local Emergency.**

(a) The Town Manager may declare a local emergency pursuant to C.R.S. § 24-33.5-709, as it may be amended, when the Town Manager determines there is reasonable cause to believe that the Town, or any part of the Town, is suffering from, or is in imminent danger of suffering from, an emergency, and that a declaration of emergency is required to avoid or mitigate serious injuries to members of the public or the loss of life or property. However, the power to declare a local emergency is subject to the power of the Town Board to determine, by appropriate motion and vote, that the Mayor, instead of the Town Manager, shall declare the local emergency or exercise the powers enumerated in Section 2.204, below, to administer the emergency.

(b) Any declaration of a local emergency shall be promptly filed with the Town Clerk, delivered to the El Paso County Sheriff, and forwarded to the State Office of Emergency Management. As soon as possible thereafter, the Town Manager shall notify the Town Board of Trustees and the El Paso County Clerk. The public shall also be notified promptly through general dissemination to the news media, posting on the Town website and by the use of other means of communication appropriate for informing the general public.

(c) No declaration of local emergency may exceed seven (7) days from the time of declaration or the conclusion of the local emergency, whichever occurs first. Upon declaration of a second or further emergency, the emergency powers set forth herein may be exercised during such further emergency period, but never for more than seven (7) days in one (1) declared emergency period.

(d) Upon declaration of a local emergency, the Town Board shall assemble as soon as possible after the declaration of local emergency to review and consider ceasing or extending the local emergency declaration. Such meeting may be held with less than twenty-four (24) hours' notice but in all other respects shall be held in compliance with the Colorado Open Meetings Law. However, the Town Board shall meet, in any event, no later than seven (7) days following the initial declaration of local emergency unless the nature of the local emergency makes such

a meeting impossible, in which case the Town Board shall meet as soon as is feasible thereafter.

(e) Any official act or meeting that must ordinarily be performed at regular or specified locations shall be valid when performed at a temporary location or via electronic means during the period of declared emergency.

#### **Sec. 2.204. – Powers.**

Upon the issuance of a declaration of local emergency, the Town Manager shall, upon a finding of need, issue such orders as may be required to protect the health, safety, and welfare of persons or property within the Town or to otherwise preserve the public peace or abate, clean up, or mitigate the effects of any local emergency. Such orders, once issued, may be changed from time to time during the period of the declared local emergency based upon the discretion of the Town Manager and may include, without limitation, orders to accomplish the following objectives:

- (1) To call upon regular and auxiliary enforcement agencies and organizations within or without the Town to assist in preserving and keeping the peace and the preservation of life and property of the citizenry of the Town.
- (2) To close streets, sidewalks and parks and to delineate areas within the Town wherein an emergency exists.
- (3) To impose a curfew upon all or any portion of the Town, thereby requiring all persons in such designated curfew areas to immediately remove themselves from the public streets, alleys, parks or other public places; provided, however, that professionals providing medical services, utility personnel maintaining essential public services, firefighters, police and such other enforcement officers and personnel authorized or requested by the Town may be exempted from such curfew.
- (4) To order the closing of any business establishments or any other business or non-business activity within the Town for the period of the emergency, or to impose restrictions on the operation of business establishments or any other business or non-business activity to mitigate the threat to the public health, safety and welfare.
- (5) To appropriate and expend funds, execute contracts, authorize the acquisition of property, equipment, services, supplies, and materials on the open market at not more than commercial prices without the strict compliance with normal Town procurement procedures. The purchasing and contracting procedures set forth by administrative procedure or regulation, including the limits on the authority of the Town Manager to enter into contracts, if any, shall be automatically suspended in the event of an official declaration of a local emergency. Such suspension shall occur without the need for any

formal action by the Town Board.

- a. The Town Manager's authority to approve contracts during a local emergency shall be limited to contracts that are reasonably related to the local emergency and in an aggregate amount not to exceed [REDACTED] (\$ [REDACTED]). The temporary suspension shall remain in effect for the duration of the declared local emergency unless earlier terminated or modified by action of the Town Board.
  - b. If such powers are exercised during a local emergency, the Town Manager shall provide to the Town Board a summary of all contracts approved, including the name of the contractor, amount of the contract and purpose of the contract, on a daily basis.
- (6) To hire or contract for construction, snow removal, engineering, architectural, building, electrical, plumbing, or other professional or construction services essential to continue the activities of the Town without the advertising of bids or strict compliance with other formal procurement requirements.
  - (7) To close or cancel the use of any Town-owned or operated building or other public facility.
  - (8) To control, restrict, allocate, or regulate the use, sale, production, or distribution of food, water, clothing, and other commodities, materials, goods, services, and resources;
  - (10) To issue administrative regulations and procedures necessary and consistent with the Chapter.
  - (11) To suspend or modify provisions of any ordinance if strict compliance with such ordinance would prevent, hinder, or delay action that is necessary to cope with the local emergency.
  - (12) To do any and all acts necessary and incidental to the preservation of life, limb and property within the Town.

**Sec. 2.205. – Conflicting ordinances, orders, rules and regulations suspended.**

Any orders, rules and regulations promulgated during a proclaimed state of local emergency shall take precedence over existing ordinances, rules and regulations if a conflict arises.

**Sec. 2.206. – Enforcement and Penalties.**

Violations of any order issued by the Town Manager or Mayor authorized by this Article shall be enforced by the Town Marshall or any other law enforcement agency with jurisdiction in the Town, and such violations shall be punishable by imprisonment of up to one (1) year or a fine of up to \$2,650. In addition, violations of any order issued by the Town Manager or Mayor under this

Article shall constitute a nuisance subject to the provisions of Article 1 of Chapter 7 of the Code and may be subject to enforcement, penalties, and abatement as set forth in such article. Each day a violation continues shall be considered a separate violation.

Section 2.      Safety Clause. The Board of Trustees hereby finds, determines and declares that this Ordinance is promulgated under the general police power of the Town of Green Mountain Falls, that it is promulgated for the health, safety and welfare of the public and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Board of Trustees further determines that this Ordinance bears a rational relation to the proper legislative object sought to be attained.

Section 3.      Severability. If any clause, sentence, paragraph, or part of this Ordinance or the application thereof to any person or circumstances shall for any reason be adjudged by a court of competent jurisdiction invalid, such judgment shall not affect application to other persons or circumstances.

Section 4.      Effective Date. This Emergency Ordinance is necessary for the immediate preservation of the public health and safety to provide the Town and its officers and employees the necessary authority to take measures to address the COVID-19 pandemic. It shall be effective immediately upon adoption.

ADOPTED AND ORDERED PUBLISHED the \_\_\_\_ day of \_\_\_\_\_, 2020, at the Green Mountain Falls Town Hall, 10615 Green Mountain Falls Road, Green Mountain Falls, Colorado.

\_\_\_\_\_  
Jane Newberry, Mayor

ATTEST:

\_\_\_\_\_  
Laura Kotewa, Town Clerk/Treasurer

Published in the Pike Peaks Courier, \_\_\_\_\_ 2020.

## MEMO TO THE BOARD OF TRUSTEES

<b>DATE: 4.7.2020</b>	<b>AGENDA NO 5.e</b>	<b>SUBJECT:</b>
<b>Presented by:</b> Angie Sprang, Town Manager		Trustee Liaison Program

### Recommend action:

Develop a volunteer to volunteer management program, in which, there is a Trustee Liaison who attends each Advisory Board meeting.

### Background:

Many municipalities have a Trustee Liaison program in effort to keep the lines of communication open between the BOT and the Advisory Board(s). In many Trustee Liaison Programs, a Trustee will act as a Liaison based on Civic interests, and a desire to facilitate certain types of legislation or projects. The program is a volunteer to volunteer management program with the goal that the Advisory Board(s) is/are running more smoothly within their pre-determined scope of work, and communication is always open between Advisory Boards and Trustees. Each Trustee usually reports back to the larger BOT group at regular BOT meetings, so everyone knows what is going on, communication is clear, and misunderstandings are reduced. Volunteer oversight also ensures that proper public process is followed, and the program improves overall efficiency.

### Issue Before the Board

Trustee Liaison Program creation.

### Alternatives

Do not create a Trustee Liaison program.

### Conclusion

Develop a volunteer to volunteer management program, in which, there is a Trustee Liaison who attends each Advisory Board meeting. Staff recommends creation of the program, and if the Trustees see it as a good thing, staff respectfully requests that the BOT choose or draw straws for an Advisory Board Liaison assignment. These Trustee determined assignments could be re-evaluated annually as are committee appointments or as the Trustees so see fit.

Advisory Board	Trustee
Fire Mitigation	
Planning Commission	
Parks & Rec Commission	
Trails Commission	



# GMF Trails Committee

## Spring 2020 Update







## What We Do

- **Advisory Committee on trails-related matters to GMF Board of Trustees**
- **Build and Maintain 11+ miles of hiking trails in / around GMF**
- **Six work days / year**

**One per month beginning in May**

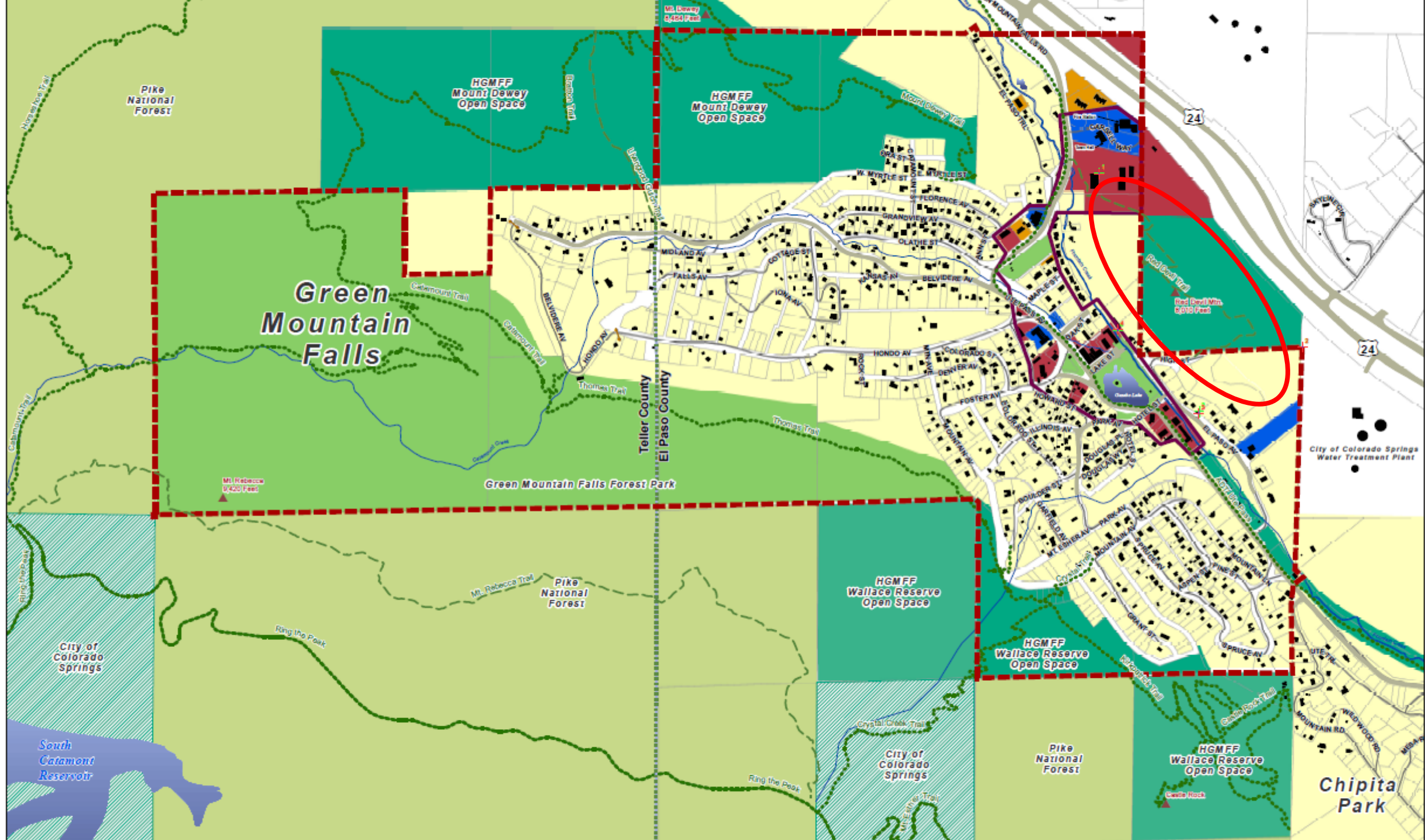
- **All volunteer**
- **No cost to Town, taxpayer**

# TRAIL CONSTRUCTION PROJECTS (2019-2029)

**Priority**     (Incorporates discussion from June 2019 TC Meeting)

1. **Angel's Trail**   along Scott Ave right-of-way (ROW) ✓
2. **Red Devil Mountain Trail**   Requires land purchase or owner approval   now: "Pittman Trail"
3. **Horseshoe Detour Trail**   900 LF   Bypass private in-holding on Sheepherder's Ridge. New connector down to Catamount
4. **Mount Rebecca Trail**   1.9 miles   From Crystal Creek Trail to Catamount Trail along ramparts. Requires USFS process
5. **Livingood Gulch Trail**   On county line from Belvidere Ave to Mt Dewey saddle. Requires land purchase or owner approval
6. **Mt Dewey Open Space**   Create additional hiking loop. Requires HGMFF coordination / approval
7. **American Discovery Trail / Ute Pass Trail re-route:** move ped & bicycle traffic from Ute Pass Ave to El Paso Ave.  
Consider re-align near tennis court
8. **Crystal Trail**                      0.4 miles   Extend Crystal Trail up to Visitor Center at Crystal Reservoir. Requires CSU approval
9. **Kirkpatrick Trail**                1.3 miles   Extend east, connect with Mt. Esther Trail near Crowe Gulch. Requires land purchase or owner approval
10. **Power Plant Spur Trail**   300 LF   Access from Crystal Trail to site of Empire Power Plant. Install Historical Interpretation Panels
11. **Lester Dusenbury Trail**                      From Belvidere Ave to Power Plant site on Crystal Creek
12. **Other ROW** neighborhood connector trails: as opportunities / interest dictate







# What We Need From You



April 3, 2020

Angie Sprang  
Town Manager  
Town of Green Mountain Falls

Re: Recommendation for Award, IFB no. 20-001, Flood Recovery Projects

Dear Angie:

I am providing this Recommendation for Award letter for the above Invitation for Bid package recently advertised. There were 3 bidders responding and included; Frontier Environmental Services, LLC, Water on Marrs Design Group, and Sun Construction, Inc. An evaluation was completed by Wilson & Company which verified the bids provided including a math check for accurate quantities and extended costs, and also a review of required documents and information required per the IFB package. A determination of responsiveness was completed first to determine if the bidders are qualified. Then the actual bids are checked for accuracy and actual low bidder(s) determined (see enclosed bid results). Bids were also compared to the engineer's estimate from July, 2019. We had provided the opportunity for bidding on all four projects, and/or to provide bids on the projects separately. In so doing, the Town may elect to award projects separately to multiple bidders based upon bid amount, contractor qualifications, budget, and scheduling impacts. The result of the evaluation is found the ranking below:

1. **Frontier Environmental Services**
2. **Water on Marrs**
3. **Sun Construction.**

Frontier Environmental was found to be responsive on all the required documentation and provided the low bid on one of the four projects.

Water on Marrs provided the low bid on three of the four projects. (They were unresponsive on a bid for El Paso Trail Road project.) The company information provided was not responsive (or was missing) regarding the following requirements:

*Comparison of prior like projects to this scope of work,  
Qualifications and resume of project manager,  
Largest Bid Bond to date not provided,  
Amount of work to be performed by the prime contractor,  
List of subcontractors, assuming less than 20% to be performed by the prime contractor,  
Detailed schedule,  
Acknowledgment of Addendum not provided.*

Regarding the bid amounts provided by Water on Marrs, their bids for Midland Avenue and Iona Avenue were both somewhat lower than the engineer's estimate. The engineer's estimate has not been revised in the last 6 months to account for inflation and changes in industry pricing. So there is some concern that these two projects are underbid, i.e. will lack adequate resources allocated for satisfactory completion.

Sun Construction was found to be responsive on all the required documentation. Their bids however were well above the project budget and are not recommended for award, for any or all of the projects.

The recommendation to award is for ***Frontier Environmental Services***. In the event the Town wishes to make separate project awards, including Water on Marrs, it is recommended that the remaining company information related to qualifications be provided, prior to making an award, and also to address a potential underbidding situation on the two projects mentioned.

It has been a pleasure to serve the Town of Green Mountain Falls and I look forward to working with the Town in the future. If you have any questions please don't hesitate to call or email.

Sincerely,

André P. Brackin, PE, MPA,  
Senior Water Resources Project Manager  
719-400-9548 (M)

enclosure

**BID OPENING****Town of Green Mountain Falls Flood Recovery Projects****Advertisement # 20-001****23-Mar-20**

BID	Company Name	Maple Street	Midland Avenue	El Paso Trail Road	Iona Avenue	Total
1	Water On Mars	69,448.00	46,611.00	NR	21,389.00	137,448.00
2	SUN CONSTRUCTION	NR	NR	NR	NR	509,652.00
3	Frontier Environmental Services, LLC	76,957.00	65,058.00	69,185.00	30,797.00	241,997.00
4						
5						
6						



## DATE: 7/12/19

PREPARED BY: N. BURNS

<b>COMBINED PROJECT TOTAL</b>	<b>\$176,107</b>
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**GREEN MOUNTAIN FALLS, COLORADO  
RESOLUTION NO. 2020-03**

**A RESOLUTION NAMING APPOINTMENTS TO COMMITTEES,  
COMMISSIONS, AND OUTSIDE AGENCIES**

**WHEREAS**, the Board of Trustees of the Town of Green Mountain Falls, Colorado, pursuant to Colorado statute and the Town of Green Mountain Falls Municipal Code, is vested with the authority of administering the affairs of the Town of Green Mountain Falls, Colorado; and

**WHEREAS**, the Board of Trustees appoints members to the Planning Commission for regular, limited terms; and

**WHEREAS**, the Board of Trustees appoints members to various standing and ad-hoc advisory committees for regular, limited terms; and

**WHEREAS**, the Board of Trustees appoints various people to outside agency appointments to represent the interests of the town; and

**WHEREAS**, minimizing vacancies to these appointments – whether by reappointment or new appointment in advance of term expirations – maximizes continuity in each agency;

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF GREEN MOUNTAIN FALLS, COLORADO, THAT:**

**Section 1.**

The following members, alternates, or secretaries—as indicated—are hereby appointed, nominated, or reaffirmed to these commissions, committees, and outside agencies for the terms as specified:

<b>Member Name</b>	<b>Term Beginning*</b>	<b>Term Ending**</b>
<b>GMF Planning Commission</b>		
<i>The Planning Commission is charged with advising the Board of Trustees in matters of building permits, parking, signage, architectural controls, planning, and zoning, as well as the formulation of a Comprehensive Plan. The Commission consists of a fixed membership of five (5) members serving two (3) year terms, until replaced, appointed by the Board of Trustees. The Planning Commission itself elects a Chair and Vice Chair from among their members.</i>		

Member Name		Term Beginning*	Term Ending**
<i>The Board of Trustees may designate a Secretary who is not a Member of the Commission. In addition, the Mayor is a non-voting ex-officio member of the Planning Commission.</i>			
<i>Town Code Chapter 2 Article IX C.R.S. Title 31 Article 23 Part 2</i>			
Dick Bratton	(2)	February 4, 2020	December 31, 2020
Nathan Scott	(1)	December 18, 2018	December 31, 2021
Rocco Blasi	(1)	April 4, 2017	December 31, 2020
Gregory Williamson	(2)	February 4, 2020	February 4, 2023
Paul Yingling	(1)	February 4, 2020	February 4, 2023
Katharine Guthrie (Secretary)			Until replaced
<b>GMF Parks &amp; Recreation Advisory Committee</b>			
<i>The Parks &amp; Recreation Advisory Committee is a standing committee charged with reviewing the maintenance and capital needs of the Town's parks, recreation facilities, and trails, as well as the formulation of a Parks &amp; Recreation Master Plan. The Committee consists of a fixed membership of seven (7) members serving staggered three (3) year terms, appointed by the Board of Trustees. The Committee itself elects a Chair and Vice Chair from among their members. In addition, the Board of Trustees appoints a Secretary who is not a Member of the Committee.</i>			
<i>Town Code Chapter 2 Article XII</i>			
Nolan Williams		March 3, 2020	March 3, 2023
Paul Yingling		March 3, 2020	March 3, 2023
Vacancy (Member)			
Vacancy (Member)			
Vacancy (Member)			
Vacancy (Member)			
Vacancy (Member)			

Member Name	Term Beginning*		Term Ending**
<i>Vacancy (Secretary)</i>			
<b>GMF Trails Committee</b> <i>The Trails Committee is an ad-hoc committee charged with recommending for approval and carrying out a body of work maintaining and expanding the Town trail system. The Committee consists of a fixed membership of nine (11) members serving staggered three (3) year terms, appointed by the Board of Trustees. The Committee itself elects a Chair and Vice Chair from among their members. In addition, the Board of Trustees appoints a Secretary who is not a Member of the Committee.</i>			
<i>Resolution 2017-09</i>			
Dick Bratton, Vice Chair	(1)	January 16, 2018	January 16, 2022
Claudia Eley	(1)	January 16, 2018	January 16, 2022
Rocco Blasi, Chair	(1)	January 16, 2018	January 16, 2022
Richard Brown	(1)	January 16, 2018	January 16, 2021
Jan Smith	(1)	January 16, 2018	January 16, 2021
Don Walker	(1)	January 16, 2018	January 16, 2021
Mike Lohman	(1)	January 16, 2018	January 16, 2021
Greg Pfander	(1)	January 16, 2018	January 16, 2023
Lisa Townsend	(1)	January 16, 2018	January 16, 2023
Rebecca Ochkie, Secretary	(1)	January 16, 2018	January 16, 2023
<i>Vacancy</i>			
<b>PPACG Board of Directors</b> <i>The Pikes Peak Area Council of Governments is comprised of membership spanning 16 participating local counties and municipalities. Its Board of Directors is charged with establishing objectives and policies related to issues that cross political boundaries, shared opportunities and challenges, and collaborative strategies for action. As a participating</i>			

<b>Member Name</b>	<b>Term Beginning*</b>	<b>Term Ending**</b>
<i>member government, the Town Board of Trustees designates a voting representative and an alternate from among the elected Board of Trustees to represent the Town during their term of office.</i> <i>PPACG Board of Directors Bylaws, Article IV</i>		
Margaret Peterson, Trustee	April 21, 2020	TBD
Jane Newberry, Mayor (Alternate)	April 15, 2014	April 21, 2020
<b>PPACG Community Advisory Committee</b> <i>The Community Advisory Committee serves as the formal mechanism for the active participation of citizens in the planning, promotion, and evaluation of activities of the Pikes Peak Area Council of Governments, and assists the PPACG staff in keeping the general public informed relative to regional plans and programs. The CAC is a nontechnical body comprised of volunteers who offer a citizen's perspective on issues such as transportation, the environment, economic development and military impact planning in the Pikes Peak region. The Town Board of Trustees nominates a citizen representative who has a sincere interest in serving the community. The PPACG Board of Directors approves all nominations. Representatives may serve up to two (2) consecutive three (3) year terms.</i> <i>PPACG CAC Bylaws</i>		
Ann Esch	June 1, 2020	May 31, 2023
Jane Newberry/Tyler Stevens (alternates)	May 1, 2018	November 30, 2020
<b>PPACG Water Quality Management Committee</b> <i>The purpose of this committee is to advise the Pikes Peak Area Council of Governments and PPACG staff on current and emerging issues, goals, plans, and programs affecting the water quality of the Pikes Peak Region, to aid in the review of site applications, and to aid in the development of the water quality management plan updates and amendments.</i>		
Vacancy		
<b>PPRTA Board of Directors</b> <i>The Pikes Peak Rural Transportation Authority Board of Directors has primary responsibility for the management and disbursement of funds generated by the Authority, and the activities that support those functions. As a participating member government, the Town Board of Trustees appoints a single Director from among the elected Board of Trustees to represent the Town, for a calendar year term of office.</i> <i>Intergovernmental Agreement Regarding the Pikes Peak Rural Transportation Authority</i>		

<b>Member Name</b>	<b>Term Beginning*</b>	<b>Term Ending**</b>
Margaret Peterson, Trustee	TBD	TBD
Jane Newberry, Mayor Katharine Guthrie, Trustee (alternates)	TBD	TBD
<b>PPRTA Citizen Advisory Committee</b> <i>The 17-member Pikes Peak Rural Transportation Authority Citizen Advisory Committee's primary objective is to ensure the capital, maintenance, and public transportation projects and programs approved by voters during the November 2, 2004 election and the November 6, 2012 election are accomplished with PPRTA funds. The committee reports directly to the PPRTA Board of Directors, and is charged with reviewing the budgets of the five local member governments to monitor the expenditure of PPRTA funds on capital, maintenance, and public transportation projects and programs. The Town Board of Trustees appoints two members from among the residents of the PPRTA geographic boundaries to three-year staggered terms. Representatives from member governments do not have term limits.</i> PPRTA CAC Bylaws		
Ann Esch	TBD	TBD
Richard "Reb" Williams	January 1, 2019	December 31, 2021
Jane Newberry/Tyler Stevens (alternates)	May 1, 2018	April 21, 2020
<b>PPRBD Advisory Board</b> <i>The Pikes Peak Regional Building Department Advisory Board renders advice in the administration operation of the department in matters related to administration and financing and budget of the department. The Town Board of Trustees appoints one representative to the Advisory Board.</i> By-laws of the Regional Building Commission		
Chris Quinn	TBD	TBD
<b>El Paso County Community Development Advisory Board (CDAB)</b> <i>On April 1, 2009, El Paso County became an "entitlement community" and was awarded a Community Development Block Grant (CDBG) from the U.S. Department of Housing and Urban Development (HUD) to carry out a wide range of community development activities directed toward revitalizing neighborhoods, economic development, and providing improved community facilities and services.</i>		

<b>Member Name</b>	<b>Term Beginning*</b>	<b>Term Ending**</b>
<p><i>The Community Development Advisory Board (CDAB) reviews matters of importance regarding the CDBG program and makes recommendations to the El Paso County Board of Commissioners concerning community development issues and use of CDBG funds.</i></p> <p><i>The CDAB is comprised of 12 voting members, including a representative from each of the municipalities participating in the El Paso County CDBG Program and a representative from each of the commissioner districts. Participating municipalities advise the Board of County Commissioners who they have designated as their representative. Members are appointed for five-year terms, with terms initially staggered, and are limited to serving two consecutive five-year terms.</i></p>		
Tyler Stevens	(2) May 2017	April 20, 2020
Angie Sprang	(1) April 21, 2020	April 20, 2025
<p><b>CML Policy Committee</b></p> <p><i>The Colorado Municipal League represents the shared interests of 269 of Colorado's 272 incorporated municipalities. The CML Policy Committee has significant policy development responsibilities. The committee is responsible for reviewing of requests from member municipalities for CML-initiated legislation and recommending specific positions to the CML Board, reviewing of requests for policy positions from member municipalities and recommending specific positions to the CML Board, review of known or potential legislative issues or bills, consideration of staff recommendations, and recommending specific positions to the CML Board, and review of the League's Annual Policy Statement that guides League positions on policy issues affecting municipalities and proposing revisions, if necessary, culminating in the ballot questions presented to CML members at the Annual Business Meeting that takes place as part of CML's Annual Conference. Each member municipality of CML is entitled to designate one representative to the League's Policy Committee. One alternate may also be designated, and that alternate should attend only if the appointed member is unable to attend.</i></p>		
Tyler Stevens, Trustee	July 2018	April 20, 2020
Angie Sprang	April 21, 2020	Ongoing
<p><b>Fire Mitigation Committee</b></p> <p><i>The Fire Mitigation Committee is an ad-hoc committee charged with recommending for approval and carrying out a body of work outlined in the Town's Comp Plan, p.73 item 2.6 Work with El Paso County Emergency Management and Colorado State Patrol to develop a notification and evacuation plan for the community, and pp. 93 Table 2. Action</i></p>		

<b>Member Name</b>	<b>Term Beginning*</b>	<b>Term Ending**</b>
<i>Recommendations for Structural Ignitability and Public Outreach.. The Committee consists of a fixed membership of six (7) members serving staggered three (3) year terms, appointed by the Board of Trustees. The Committee itself elects a Chair and Vice Chair from among their members. In addition, the Board of Trustees appoints a Secretary who is not a Member of the Committee.</i>		
<i>Ann Esch</i>	March 3, 2020	March 3, 2023
<i>Rocco Blasi</i>	March 3, 2020	March 3, 2023
<i>Dick Bratton</i>	March 3, 2020	March 3, 2023
<i>Vacancy</i>		
<i>Vacancy</i>		
<i>Vacancy</i>		

\* (N) indicates that the specified term is the member's N<sup>th</sup> consecutive term.

\*\* "X" indicates that the member is term-limited at the conclusion of the specified term.

## **Section 2.**

Severability. If any article, section, paragraph, sentence, clause, or phrase of this Resolution is held to be unconstitutional or invalid for any reason such decision shall not affect the validity or constitutionality of the remaining portions of this Resolution. The Town Board hereby declares that it would have passed this resolution and each part or parts thereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.

## **Section 3.**

Repeal. Existing resolutions or parts of resolutions covering the same matters embraced in this resolution are hereby repealed and all resolutions or parts of resolutions inconsistent with the provisions of this resolution are hereby repealed except that this repeal shall not affect or prevent the prosecution or punishment of any person for any act done or committed in violation of any ordinance hereby repealed prior to the effective date of this resolution.

**Introduced, Read, Passed, and Adopted at a regular meeting of the Board of Trustees of the Town of Green Mountain Falls on this 21<sup>st</sup> day of January, 2020.**



**TOWN OF GREEN MOUNTAIN FALLS,  
COLORADO**

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Jane Newberry, Mayor

**ATTEST:**

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Laura J. Kotewa, Town Clerk

**GMF TRAILS COMMITTEE MEETING**  
**January 9, 2020- Mucky Duck Restaurant- 6 pm**  
**MINUTES**

1. **Meeting called To Order** at 6:00 PM by Chairman Rocco Blasi M/S Blasi/Smith 6:0
2. **Attending:** Rocco Blasi, Dick Bratton, Rebecca Ochkie, Don Walker, Mike Lohman, Jan Smith. Richard Brown and GMF resident Judith Piazza arrived after roll call.
3. **Agenda Approval-** M/S Blasi/Bratton. Passed 6:0.
4. **Approve Minutes** of November 14,2019 – M/S Blasi /Brown. Passed 6:0.
  - Blasi and Bratton worked with town clerk to get minutes posted
5. **Public Input** - none- Piazza came to observe
6. **Progress Reports-** since last meeting
  - Bratton, Brown, Ochkie, Walker, Wines and Blasi met at the Joyland property for informal Trails Design training. Discussed and preliminary flagged potential Pittman Trail route.
  - Bratton coordinated preliminary Pittman Trail routing with Stroope and Mile High Youth Corps
  - Pittman Trail status: Awaiting site visit with Jesse Stroope
  - BoT requested Trails Cmte Chair quarterly verbal trails update. Blasi's response accepted: 2x/year, April for a preview and October for a recap of trail work
  - Fire Mitigation on Mt Dewey- report on CUSP work. Does the TC have a role in future mitigation? It was noted that CUSP has done a great job of cutting and disposing of downed trees as well as reinforcing the trail. The TC role in fire mitigation has been to provide trail access to CUSP in the Wallace Reserve as well to Mt. Dewey and in public rights of way. Future efforts will include a walk thru with public works to identify evacuation routes. Blasi will provide CUSP with GPS coordinates from the trails system and suggest CUSP gets on the next GreenBox calendar to discuss fire mitigation in the community.
7. **TC Website and Maps-** Lohman noted that the trails website had about 3,000 hits and generated some volunteers. He posts work dates in Next Door Cascade and will begin posting on a community site in Woodland Park. In all the site had over 11,000 hits from 4 continents, 26 countries and 40 of Colorado's 64 counties. Trip Advisor collects ratings from hikers.
8. **Education- Trails Watch Program** – Will discuss when we get new Catamount Board.
9. **TO DO LIST:**
  - Coordinate memorial for Tom McCormick. Claudia Eley suggested a memorial plaque and Blasi a bench. A request was sent to Jesse Stroope for permission to place on HGMFF land as it was the last trail Tom worked on building a fine rock wall. Mike Lohman and others recalled fond memories of Tom and his favorite shovel, his hard work and devilish smile. Lohman will research specs for bench.
  - Finalize 2020 Work Dates: May 17 (Sun), June 20 (Sat), July 19 (Sun), Aug 15 (Sat), Sept 20 (Sun), Oct 3 (Sat). M/S Bratton/Brown 7:0.
  - Coordinate Crew Leader training for Walker and Ochkie. It is usually a 2 day event in May.
  - Build & install trail signs at Bratton/Catamount int. and Mt. Dewey summit. Bratton coordinated with public works for universal posts. Coming soon as Heidi's dad improves.

- Design and install Catamount trailhead board. Will request previous drawings from Stroope for Mt. Dewey trailhead board
- Advertise 2020 work dates. Blasi will post 8 ½ x 11 laminated sheets at THs.
- Discuss Illinois St right-of-way to field check general route. TC members encouraged to go up Illinois and walk the route. Bratton recommends naming potential trail Felton Trail.
- Ora Street trail access feasibility- Blasi received a proposal from a landowner on Ora Street for a donation of one of three lots for Mt. Dewey trail access. After review of maps of the site and discussion of the difficult terrain, the TC determined that although very grateful for the offer, it does not benefit the trails system which already has adequate access to Mt. Dewey.

#### **11.Other-**

- Waldo Canyon: Final public meeting pushed back to Jan 22, 2020 from 5:30 - 7:00 p.m. at the Westside Community Center gym. There will be an Open House.
- Can route from Catamount Trail over to Horseshoe Trail be marked with blue tape? Several options discussed.

**12.NEXT MEETING-** February 13, 2020 at the Mucky Duck at 6 pm.

**13.ADJOURNMENT** at 7:31 pm.

**ALL MEETINGS ARE OPEN TO THE PUBLIC**



**Chairman- Rocco Blasi**



**Recording Secretary- R. Ochkie**

**GMF TRAILS COMMITTEE MEETING**  
**February 13, 2020- Mucky Duck Restaurant- 6 pm**  
**MINUTES**

1. **Meeting called To Order** at 6:02 PM by Chairman Rocco Blasi M/S Blasi/Bratton 7:0
2. **Attending:** Rocco Blasi, Dick Bratton, Rebecca Ochkie, Don Walker, Jan Smith. Richard Brown, Lisa Townsend and TC applicant Chris Watling
3. **Agenda Approval-** M/S Blasi/Bratton. Passed 7:0
4. **Approve Minutes** of January 9, 2020– M/S Brown /Smith. Passed 7:0.
5. **Public Input** – none. **Items not on agenda-** discuss 2 vacancies on TC
6. **Progress Reports-** since last meeting
  - Bratton and Blasi discussed a more refined Pittman Trail layout with Stroope. Most 2 likely efforts: Pittman Trail and Green Box access. Blasi explained that the trail would go from the Joyland area over Red Devil mountain towards the lake. It has been surveyed and will be again. Will discuss if fences can be moved to accommodate switchbacks to keep the incline <12 degrees to be family friendly.
  - Blasi provided work day liability waiver to Town Planner for legal review and update.
7. **TC Website and Maps-** TBD
8. **Education- Trails Watch Program** – Discussed wording and will get it on trail headboard.
9. **TO DO LIST:**
  - Coordinate memorial for Tom McCormick.
  - Advertise 2020 Work Dates: May 17 (Sun), June 20 (Sat), July 19 (Sun), Aug 15 (Sat), Sept 20 (Sun), Oct 3 (Sat). Blasi will send dates to TOSC.
  - Discuss and recommend BoT approve 2 new TC members. Watling and Schillinger nominated and will be recommended to BoT. Blasi /Townsend 7:0.
  - Field check general route of Illinois St right-of-way path proposal
  - Investigate (blue tape?) route from Catamount Trail over to Horseshoe Trail
  - Coordinate Crew Leader Training for Walker and Ochkie in Evergreen May 2-3. Watling will attend the training thru another group.
  - Build and install trail signs at Bratton/Catamount intersection and Mt. Dewey Summit
  - Design and install Catamount trailhead board
  - Layout and build Pittman Trail
10. **Other-**
  - Waldo Canyon: Final public meeting, open house format, was held Jan 22. Inputs awaiting discussion among Roundtable participants and recommendations will be given to the Forest Service.
11. **NEXT MEETING-** March 12, 2020 at the Mucky Duck at 6 pm.
12. **ADJOURNMENT** at 6:51 pm.

**ALL MEETINGS ARE OPEN TO THE PUBLIC**

  
**Chairman- Rocco Blasi**

  
**Recording Secretary- R. Ochkie**

**GMF TRAILS COMMITTEE MEETING**  
**March 12, 2020- Mucky Duck Restaurant- 6 pm**  
**MINUTES**

1. **Meeting called To Order** at 6:02 PM by Chairman Rocco Blasi M/S Blasi/Bratton 7:0
2. **Attending:** Rocco Blasi, Dick Bratton, Rebecca Ochkie, Jan Smith. Richard Brown, and TC applicants Chris Watling and Rob Schillinger
3. **Agenda Approval-** M/S Blasi/Smith. Passed 7:0
4. **Approve Minutes** of February 13, 2020– M/S Blasi /Bratton. Passed 7:0.
5. **Public Input** – none. **Items not on agenda-** none
6. **Progress Reports-** since last meeting
  - Bratton and Blasi met with Stroope to refine Pittman Trail layout. Will be two efforts: Pittman Trail and Green Box Trail. The Mile High Youth Corp. is scheduled to begin work for 3 weeks in July for 3,900 linear feet which is the bulk of the project.
  - Contract between HGMFF and MHYC signed for July Pittman Trail construction
  - Blasi provided Bratton with box of trail maps
  - Blasi laminated work date ads for trailhead boards
  - Blasi prepared business cards to advertise work dates
7. **TC Website and Maps-** TBD
8. **Education- Trails Watch- Leave No Trace-** TBD
9. **To Do List:**
  - BoT approval of 2 new TC members in early April
  - Check general route of Illinois St right-of-way proposal & conduct clinometer training
  - Layout and build Pittman Trail
  - CIRSA Training recap: transparency (meetings)- see **Other**
  - Review draft TC presentation for April BoT meeting- M/S Bratton/ Smith 6:0
  - Coordinate memorial for Tom McCormick
  - Advertise 2020 Work Dates: May 17 (Sun), June 20 (Sat), July 19 (Sun), Aug 15 (Sat), Sept 20 (Sun), Oct 3 (Sat).
  - Investigate (blue tape?) route from Catamount Trail over to Horseshoe Trail
  - Build and install trail signs at Bratton/Catamount intersection and Mt. Dewey Summit
  - Design and install Catamount trailhead board
  - Conduct trails inspections
  - Bratton will discuss Pittman sign boards with Jesse Stroope
10. **Other-**
  - In an effort to improve TC transparency, TC members are encouraged to send proposed items for the agenda to the Recording Secretary NLT 7 days prior the next scheduled meeting. This will allow about a week for community review before to the next TC meeting.
  - Similarly, the Recording Secretary will email a copy of the minutes to the TC members within 72 hours after a TC meeting for any corrections, additions etc. so the minutes can be signed and posted more expeditiously.
11. **NEXT MEETING-** April 9, 2020 at the Mucky Duck at 6 pm
12. **ADJOURNMENT** at 7:05 pm. **ALL MEETINGS ARE OPEN TO THE PUBLIC**

 Chairman Rocco Blasi

 Secretary R. Ochkie

**From:** Steve Murphy <[gmfcpcchief@gmail.com](mailto:gmfcpcchief@gmail.com)>

**Sent:** March 24, 2020 3:19:43 PM MDT

**To:** Jane Newberry <[gmfnewberry@gmail.com](mailto:gmfnewberry@gmail.com)>, Virgil Hodges <[gmfhodges@gmail.com](mailto:gmfhodges@gmail.com)>, Tyler Stevens <[tylers@tymosaco.net](mailto:tylers@tymosaco.net)>

**Subject:** stage 1 fire ban

All,

I have received notification from El Paso County and Manitou Springs that they are putting stage 1 fire restrictions in place. We typically follow El Paso County on this for GMF. The fire danger out east is getting worse, the other concern is the possibility of the COVID-19 event taxing emergency services already without adding wildland fires to the equation. I wanted to run this by you all. Chipita Park will be under the restriction per county guidelines.

I don't have Angie's email if some one can forward this to her please.

Thanks,

Chief Murphy

Mayors, managers, and clerks in towns without managers:

I wanted to pass this along to you directly, as this bipartisan support and call for action is precisely what is needed now and will be needed going forward as we see a fourth economic aid bill begin to be drafted. Please pass this and the attachment along to your council or board members.

I encourage each of you that have a relationship with members of our congressional delegation stay in touch with them to continue to stand up and support local governments in Colorado that are on the front lines and that are dealing with significant economic impacts. Your voices have been heard thus far, and your continued efforts will ensure municipal needs (and those of our colleagues at the county and special district level) continue to be recognized in stabilization programs.

On behalf of all of us at CML, thank you for everything that you are doing for your respective municipalities. You inspire us every day, and we are all working hard to ensure CML is doing everything we can do to help you. If there is something you need that we aren't doing – or have questions that aren't getting answered – please let us know. I may use this distribution list for future critical communication, so please let me know if you do not wish to get future emails directly from me.

If you need to get a hold of me directly, please email or call/text my mobile at (303) 564-0442.

Sincerely,

Kevin



COLORADO  
MUNICIPAL  
LEAGUE

**Kevin Bommer**  
**Executive Director**  
Colorado Municipal League  
1144 Sherman Street  
Denver, CO 80203  
(303) 831-6411 · (866) 578-0936  
[kbommer@cml.org](mailto:kbommer@cml.org) · [www.cml.org](http://www.cml.org)

**Empowered cities and towns, united for a strong Colorado**

CML's COVID-19 Resource Page: [www.cml.org/covid19](http://www.cml.org/covid19)



## COLORADO U.S. SENATORS

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**FOR IMMEDIATE RELEASE**

Friday, April 3, 2020

Courtney Gidner (Bennet) – 202-224-5852

Annalyse Keller (Gardner) – 202-224-0355

### **Bennet, Gardner Urge Administration to Ensure Small and Rural Communities Receive Fair Share of CARES Act Funding**

*Pair Request Treasury Allocate \$150 Billion in Emergency Support for State and Local Governments as Congress Intended: Flexibly, Inclusively, and Quickly*

**Denver** – Today, Colorado U.S. Senators Michael Bennet (D) and Cory Gardner (R) called on the Trump Administration to follow Congressional intent as it distributes the \$150 billion Coronavirus Relief Fund, which provides emergency funding for state and local governments as part of the *Coronavirus Aid, Relief, and Economic Security (CARES) Act*. Provisions of the *CARES Act* stipulate that only jurisdictions with populations over 500,000 residents can apply directly for this emergency funding, shortchanging smaller and rural communities that also face staggering budget shortfalls. Bennet and Gardner did not support these provisions, and in a letter to Secretary of the Treasury Steven Mnuchin, they urged the Department to ensure small and rural communities receive their fair share of the funds, while allowing all state, tribal, and local governments to use funds flexibly to address the many unanticipated expenditures and fill revenue gaps caused by the public health and economic crisis.

The letter, which drew on input from community leaders across Colorado, comes as the Trump Administration develops guidance to allocate \$150 billion from the Coronavirus Relief Fund to state, tribal, and local governments.

“We request that you develop guidance for the state recipients of the funding consistent with Congress’s intent that local governments with populations below 500,000 should receive their



fair share of the remaining funding allocated to the state,” **wrote the senators.** “Clearly, Congress intended to provide fiscal support not only to states and larger local jurisdictions, but also to acutely affected local jurisdictions with fewer than 500,000 residents.”

Bennet and Gardner’s letter also called on Treasury to make clear in its guidance that allocated funds can cover a broad range of responses by state, tribal, and local governments to the pandemic, from increasing Medicaid coverage to rehousing people experiencing homelessness to slow the spread of the virus, to expanding food delivery for seniors and vulnerable populations.

“We request that...your guidance allows unanticipated expenditures related to both the direct public health response and to human services or other needs that are a result of the economic effects of the public health emergency, including but not limited to the effects on social expenditures due to limiting or shutting down non-essential businesses as well as shelter-in-place orders,” **continued the senators.**

Bennet and Gardner’s letter noted that these necessary and unanticipated costs include backfilling state and local revenue shortfalls caused by the pandemic.

“We have also heard from communities across all corners of Colorado that the drop-off in their anticipated revenues has been severe and is expected to remain so throughout the public health crisis and as the economy recovers in the months following. The language clearly allows for necessary expenses that are not ‘accounted for’ in the most recent budget, which includes the ability for state and local governments to fill a gap in revenues resulting from the public health emergency,” **wrote the senators.**

**The senators concluded by stressing the urgency of rapidly allocating the \$150 billion in emergency funds:** “While the statute requires paying state, tribal, and local governments within 30 days of enactment, we urge you to move much faster than that deadline, given the urgency of the budgetary issues faced by state, tribal, and local governments, especially those most acutely affected by the COVID-19 pandemic.”

The text of the letter is, attached, available [HERE](#) and below.

Dear Secretary Mnuchin:

We write you to express support for Treasury ensuring that funding from the \$150 billion Coronavirus Relief Fund included in the CARES Act for state, tribal, and local governments is provided as flexibly, inclusively, and quickly as possible. While substantial additional federal support will be required to address the immense budget gaps faced by state and local governments as a result of the COVID-19 pandemic and we strongly encourage its inclusion in the next assistance package, this \$150 billion is an essential down payment to help state, tribal, and local governments meet critical and immediate needs.

As you develop guidance for recipients of the funds, we urge you to follow the language and intent of the statute, specifically by putting in place guidance that allows for:

1. **Flexibility of Use.** The statute states that the funds are to be used to cover costs that “(1) are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19); (2) were not accounted for in the budget most recently approved as of the date of enactment of this section for the state or government; and (3) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.”

We request that, consistent with the first and second requirements, your guidance allows unanticipated expenditures related to both the direct public health response and to human services or other needs that are a result of the economic effects of the public health emergency, including but not limited to the effects on social expenditures due to limiting or shutting down non-essential businesses as well as shelter-in-place orders.

This would include the following: salary and benefits for local and state government employees who would have been furloughed from their normal duties but who have been reassigned in response to the COVID-19 public health crisis and thus are working; increased operational expense for local health departments; the costs of paid sick and paid family and medical leave for local and state government employees; the costs to communicate or enforce public health orders related to COVID-19; the additional human services costs incurred due to the knock-on economic effects caused by actions taken due to the public health emergency (for example, the need to provide Medicaid coverage to people who have lost their jobs and need health care in the context of a pandemic; to rehouse people experiencing homelessness in a manner that reduces the risk of spread of COVID-19; to staff and support efforts to make up for lost learning time in schools and higher education institutions; or to expand food delivery for seniors and other vulnerable populations, among many others). These are just a few examples of a much wider array of necessary and unanticipated expenses being incurred by state and local governments, including local governments in smaller and rural communities where a few people often bear the burdens of a wide and varied array of responsibilities.

We have also heard from communities across all corners of Colorado that the drop-off in their anticipated revenues has been severe and is expected to remain so throughout the public health crisis and as the economy recovers in the months following. The language clearly allows for necessary expenses that are not “accounted for” in the most recent budget, which includes the ability for state and local governments to fill a gap in revenues resulting from the public health emergency. Ongoing expenses that remain necessary but are no longer able to be financed should qualify by this standard, as they are no longer “accounted for” as they were in the most recent pre-crisis budgets.

2. **Inclusivity of All Local Jurisdictions.** While we never supported population thresholds for any state and local government stabilization funding, which would eventually

become the Coronavirus Relief Fund, the statute only allows direct applications to Treasury for funding by local jurisdictions with populations in excess of 500,000 people. Our understanding is this population threshold was put in place due to the administrative complexity and potentially substantial delays caused by directly issuing payments to every jurisdiction in the United States with fewer than 500,000 people as well. We request that you develop guidance for the state recipients of the funding consistent with Congress's intent that local governments with populations below 500,000 should receive their fair share of the remaining funding allocated to the state. Clearly, Congress intended to provide fiscal support not only to states and larger local jurisdictions, but also to acutely affected local jurisdictions with fewer than 500,000 residents.

3. **Speed of Delivery.** While the statute requires paying state, tribal, and local governments within 30 days of enactment, we urge you to move much faster than that deadline, given the urgency of the budgetary issues faced by state, tribal, and local governments, especially those most acutely affected by the COVID-19 pandemic.

Please do not hesitate to be in touch if we can be of any assistance in getting these funds to state, tribal, and local governments as flexibly, inclusively, and quickly as possible.

Sincerely,

###

# United States Senate

WASHINGTON, DC 20510-0609

April 3, 2020

The Honorable Steven T. Mnuchin  
U.S. Department of the Treasury  
1500 Pennsylvania Ave NW  
Washington, DC 20220

Dear Secretary Mnuchin:

We write you to express support for Treasury ensuring that funding from the \$150 billion Coronavirus Relief Fund included in the CARES Act for state, tribal, and local governments is provided as flexibly, inclusively, and quickly as possible. While substantial additional federal support will be required to address the immense budget gaps faced by state and local governments as a result of the COVID-19 pandemic and we strongly encourage its inclusion in the next assistance package, this \$150 billion is an essential down payment to help state, tribal, and local governments meet critical and immediate needs.

As you develop guidance for recipients of the funds, we urge you to follow the language and intent of the statute, specifically by putting in place guidance that allows for:

1. **Flexibility of Use.** The statute states that the funds are to be used to cover costs that “(1) are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); (2) were not accounted for in the budget most recently approved as of the date of enactment of this section for the state or government; and (3) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.”

We request that, consistent with the first and second requirements, your guidance allows unanticipated expenditures related to both the direct public health response and to human services or other needs that are a result of the economic effects of the public health emergency, including but not limited to the effects on social expenditures due to limiting or shutting down non-essential businesses as well as shelter-in-place orders.

This would include the following: salary and benefits for local and state government employees who would have been furloughed from their normal duties but who have been reassigned in response to the COVID-19 public health crisis and thus are working; increased operational expense for local health departments; the costs of paid sick and paid family and medical leave for local and state government employees; the costs to communicate or enforce public health orders related to COVID-19; the additional human services costs incurred due to the knock-on economic effects caused by actions taken due to the public health emergency (for example, the need to provide Medicaid coverage to people who have lost their jobs and need health care in the context of a pandemic; to rehouse people experiencing homelessness in a manner that reduces the risk of spread of COVID-19; to staff and support efforts to make up for lost learning time in schools and higher education institutions; or to expand food delivery for seniors and other vulnerable populations, among many others). These are just a few examples of a much wider array of necessary and unanticipated expenses being incurred by state and local governments, including

local governments in smaller and rural communities where a few people often bear the burdens of a wide and varied array of responsibilities.

We have also heard from communities across all corners of Colorado that the drop-off in their anticipated revenues has been severe and is expected to remain so throughout the public health crisis and as the economy recovers in the months following. The language clearly allows for necessary expenses that are not “accounted for” in the most recent budget, which includes the ability for state and local governments to fill a gap in revenues resulting from the public health emergency. Ongoing expenses that remain necessary but are no longer able to be financed should qualify by this standard, as they are no longer “accounted for” as they were in the most recent pre-crisis budgets.

2. **Inclusivity of All Local Jurisdictions.** While we never supported population thresholds for any state and local government stabilization funding, which would eventually become the Coronavirus Relief Fund, the statute only allows direct applications to Treasury for funding by local jurisdictions with populations in excess of 500,000 people. Our understanding is this population threshold was put in place due to the administrative complexity and potentially substantial delays caused by directly issuing payments to every jurisdiction in the United States with fewer than 500,000 people as well. We request that you develop guidance for the state recipients of the funding consistent with Congress’s intent that local governments with populations below 500,000 should receive their fair share of the remaining funding allocated to the state. Clearly, Congress intended to provide fiscal support not only to states and larger local jurisdictions, but also to acutely affected local jurisdictions with fewer than 500,000 residents.
3. **Speed of Delivery.** While the statute requires paying state, tribal, and local governments within 30 days of enactment, we urge you to move much faster than that deadline, given the urgency of the budgetary issues faced by state, tribal, and local governments, especially those most acutely affected by the COVID-19 pandemic.

Please do not hesitate to be in touch if we can be of any assistance in getting these funds to state, tribal, and local governments as flexibly, inclusively, and quickly as possible.

Sincerely,



Michael F. Bennet  
United States Senator



Cory Gardner  
United States Senator



**Marshal's Office  
Green Mountain Falls Colorado**

Marshal Virgil Hodges  
10615 Green Mountain Falls Road, PO Box 549 Green Mountain Falls, Colorado 80819  
Phone (719) 684-9415

3/31/20

TO: The Board of Trustees  
FROM: Marshal Virgil Hodges  
SUBJECT: Activity for March 2020

	MARSHAL	RESERVES	TOTAL
HOURS WORKED	180 PATROL (75)	72.5 PATROL (72)	252.5 PATROL (147)
ACTIVITY			
CIVIL	4		
CHECK WELFARE	4		
CODES	1 WARNING ISSUED		
DOMESTIC DISPUTE (CHILD CUSTODY)	2 (ONGOING)		
TRAFFIC	1		
RESIDENTIAL ALARM	1		
ABANDONED VEHICLE	1		
SUSPICIOUS VEHICLE	3		
OPEN DOOR	1		
TRESPASS	1		
RUNAWAY	1		
COVID-19 ORDER VIOLATIONS	4		

**Other items of interest: One reserve was on National Guard training for 2 weeks**

Respectfully Submitted,  
Virgil Hodges Marshal, Town of Green Mountain Falls, CO.  
719-684-9415  
[marshal@gmfco.us](mailto:marshal@gmfco.us)

To the Town Board of Trustees and Town of Green Mountain Falls Employees:

Employment Opportunities: **Please send qualified candidates our way!!**

- Public Works: PRN Snow Plow Operators (continuous job posting, need 10/10 minimum)
- Public Works: PRN Road Grader/PRN Heavy Equipment Operators (continuous job posting, need 9/10 minimum)

### **Town Manager**

- COVID19 preventative measures
  - Close Town Hall to in person traffic, transition all employees and town hall operations to remote desktops where possible
  - GMF Policies & Public Relations Materials for COVID19
  - COVID19 response in GMF & coordinate with NGOs/State/Fed/Local agencies and stakeholders
  - Working on COVID19 Incident Command Team in Teller County
  - BOT Meetings are moving to the Zoom.com platform – info/link/call in number will be included in the Agenda Packet on the Town’s website as usual
- Cover Town Clerk – Treasurer vacant position duties
- Review of Accounting Practices – Update/New Internal Policies and Controls
- Work with Finance 3<sup>rd</sup> party to ensure checks and balances are being maintained in vacancy of Town Clerk – Treasurer position
- New Town Clerk-Treasurer Onboarding Plan, Onboarding, New Hire Paperwork, Accounting Training, Other duties training in progress ongoing
- SIPA website platform upgrade contract negotiation, schedule kick-off call
- Muni & Lodging Revs contract negotiation and kick-off call
- DOLA Flood Recovery BIDs re-opened, review bids, contract negotiation
- Kirkpatrick Foundation Board of Directors – query Re decision on grant application multiple capital projects support request – decision coming in a few weeks!

### **Planning Department**

- Transition to full-time remote work. Planning is available for Zoom video meetings, via Jabber phone calls, and to answer email inquiries during normal Town Hall business hours. Land Use Approval Applications are still being accepted for upcoming Planning Commission meetings
- Supporting Town Clerk and Town Manager on any coordination regarding COVID-19
- Deliverables for onboarding LodgingRevs, the Short-Term Rental licensing service
  - Parcel map and data of GMF
  - Excel spreadsheet of current STR licenses
  - Excel spreadsheet of all STR in non-compliance for license renewal and quarterly lodging tax
- Deliverables for onboarding MuniRevs for Business Licensing
  - Excel spreadsheet of all active and inactive Business Licenses
- Attending PPACG Joint Land Use virtual meetings. Regional planning officials offer data-sharing resources
- Attending PPACG water quality and air quality meetings
- Continuing to develop Web content and forms for the upcoming summer’s increase of Land Use Approval Applications

- Looking forward to Kirkpatrick Foundation Board of Directors review and decision of grant application for matching funds dedicated to Land Use Code rewrite and intern
- Coordination between Land Use Attorney and Applicants to create annexation agreement and annexation petitions for Spring/Summer 2020 review by PC and BoT
- PPRBD coordination meeting for GMF electronic permit approval is postponed until in-person meetings are permissible
- Coordination meeting with Reverend Avery of Church of Wildwood to discuss land use, emergency resources, and ongoing communication
- Pursuing CU Denver graduate student project RFP for land use and architecture Capstone work

#### **Planning Commission**

- Scheduled for April 14, the first meeting of the newly elected officers and of a virtual meeting on new Zoom software
- Staff is working to make sure all members have the technical capabilities for a virtual meeting and all interested members of the public can participate equitably
- Anyone wanting to receive the PC agenda or updates via email can sign-up on the Town Website

#### **Public Works Department**

- Equipment: Cutting edges on both snowplows have been replaced. Base unit control on the Henderson sander replaced. Both plow trucks pressure washed after snow removal duties. Leaky hydraulic hose replaced in the Hamm roller. Cat backhoe has been greased and lubed. All chainsaws sharpened and serviced.
- Roads: Roads plowed and sanded on two occasions. Snow melt mitigated to prevent pooling water and premature ruts on roadways. Several potholes have been filled in zones 1 & 4.
- Parks: Park trash emptied. Parks and park bathroom have been shut down due to COVID-19 emergency.
- Townhall: Town hall bathrooms cleaned, sanitized, restocked. Floors vacuumed, trash taken out. Drywall project in storage room ongoing.

#### **Town Marshal**

- See the attached report.

GMF Staff is adhering to the social distancing recommendations of Federal, State, and County agencies and Town Hall is closed for face-to-face business. Our Public Works team is still providing services at this time, and they intend to continue providing services throughout the COVID19 outbreak. Please do not approach Public Works Staff, and instead contact Town Hall or submit an online Kudos/Concern on our website homepage if you have a public works related praise/request rather than approaching Staff.

You should know that although office staff is working remotely and not in the office, we continue to be responsive and accessible. Staff is available during Town Hall business hours by phone, email, and/or video conferencing. All of our contact information remains the same and can be found on the contacts page of the Town's website [www.gmfco.us](http://www.gmfco.us).



Above all else, please be sure to take care of yourself, your family, and household during this very difficult time. Your health and safety are paramount, and we want to make sure we all get through this safely.

Respectfully,  
The Town of Green Mountain Falls Team

Contact Angie Sprang 719-684-9414 extension 5 with questions.