



## Town of Green Mountain Falls

Regular Board of Trustees Meeting Agenda

P.O. Box 524; 10615 Green Mountain Falls Road

Green Mountain Falls, CO 80819

Tuesday, December 15, 2020 at 7:00 p.m.

**Online Meeting ONLY\*\***

Join the Zoom Meeting by clicking on the following link:

<https://us02web.zoom.us/j/85299412887?pwd=QjMvMVMvMmNoYzBYcC8vOEszRkkyZz09&from=addon>

Meeting ID: 852 9941 2887      Passcode: 548393

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:

TIME*		ITEM	DESIRED OUTCOME
7:00	1.	CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE	
7:00	2.	ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA	
7:00	3.	PERSONS PRESENT NOT ON THE AGENDA: 3 MINUTES PER SPEAKER	
7:05	4.	CONSENT AGENDA a. Bring into record Accounts Payables December 1 to 8, 2020 b. Board of Trustees Minutes December 1, 2020	<b>BOT Action Desired</b>
7:10	5.	Resolution No. 2020-19 A Resolution Levying General Property Taxes for the Year 2021, to Help Defray the Costs of Government for the Town of Green Mountain Falls, Colorado, For the 2021 Budget Year	<b>BOT Action Desired</b>
7:15	6.	2021 Fee Schedule	<b>BOT Action Desired</b>
7:25	7.	2021 Budget Adoption: Resolution No. 2020-17 Resolution to Adopt 2021 Budget, A Resolution Summarizing Expenditures and Revenues for Each Fund and Adopting A Budget for the Town of Green Mountain Falls Colorado, for the Calendar Year Beginning on the First Day of January 2021, and Ending on the Last Day of December 2021	<b>BOT Action Desired</b>
7:40	8.	Public Hearing: <b>Parking &amp; Signage Community Forum</b> , Presentation by Jon Cain – Consultant, Community Survey Open to the Public, Public Comment 3 Minutes Per Speaker	Information Only
8:40	9.	Fire Mitigation Committee Applications a. Rich Bowman b. Daniel Batton	<b>BOT Action Desired</b>
8:50	10.	Consideration of draft Resolution No. 2020-18, A Resolution Naming Appointments to Committees, Commissions, and Outside Agencies	<b>BOT Action Desired</b>
9:00	11.	REPORTS a. Trustee Reports b. Committee Reports a. Staff Reports	Information Only
9:10	12.	ADJOURN	

\*Please note: Times are approximate.

\*\*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.

Town of Green Mountain Falls  
Vendor Invoices Journal  
from October 01, 2020 to December 11, 2020

Date	Reference	Entity Number	Name	Acct Number	Acct Name	Amount	Payment Method
1-00-00-2000 General-Accounts Payable							
09/22/2020	D62668	utepassconc0000	Ute Pass Concrete- Sand & Grav	1-70-02-5124	General-Public Works-Operations-Maintenance - Roads	3,736.39	Check
10/19/2020	04-10.19.20	COSpringUtil	Colorado Springs Utilities	1-50-03-5204	General-Parks and Recreation-Utilities-Utilities - Electric - Gazebo	74.59	Check
10/19/2020	25-10.19.20	COSpringUtil	Colorado Springs Utilities	1-70-03-5200	General-Public Works-Utilities-Utilities - Electric	94.17	Check
10/19/2020	35-10.19.20	COSpringUtil	Colorado Springs Utilities	1-10-03-5200	General-Administration-Utilities-Utilities - Electric	146.38	Check
10/19/2020	57-10.19.20	COSpringUtil	Colorado Springs Utilities	1-50-03-5203	General-Parks and Recreation-Utilities-Utilities - Electric - Fountain	227.16	Check
10/19/2020	57-10.19.20	COSpringUtil	Colorado Springs Utilities	1-50-03-5203	General-Parks and Recreation-Utilities-Utilities - Electric - Fountain	429.64	Check
10/19/2020	78-10.19.20	COSpringUtil	Colorado Springs Utilities	1-40-03-5200	General-Public Safety-Utilities-Utilities - Electric	18.84	Check
10/20/2020	82-10.20.20	COSpringUtil	Colorado Springs Utilities	1-70-03-5206	General-Public Works-Utilities-Utilities - Electric - Street Lights	146.19	Check
11/11/2020	Expense Report1	angiesprang0000	Angie Sprang	1-10-03-5202	General-Administration-Utilities-Utilities - Telephone/Internet	539.53	Check
11/16/2020	982618	4riverequip0000	4River Equipment	1-70-02-5136	General-Public Works-Operations-Equipment - Repair and Service	44.97	Check
11/23/2020	PPRCN1142	cityfinanceacct	City Finance Accts Rec	1-20-02-5101	General-Interdepartmental-Operations-Fees - Annual Dues, Licenses, Memberships	1,350.00	Check
11/24/2020	57-11.24.20	COSpringUtil	Colorado Springs Utilities	1-50-03-5203	General-Parks and Recreation-Utilities-Utilities - Electric - Fountain	461.64	Check
11/30/2020	2020-661	pavementrep0000	Pavement Repair & Supplies	1-70-02-5124	General-Public Works-Operations-Maintenance - Roads	863.00	Check
11/30/2020	D63966	utepassconc0000	Ute Pass Concrete- Sand & Grav	1-70-02-5124	General-Public Works-Operations-Maintenance - Roads	2,530.75	Check
12/03/2020	20268432	Pinnacol	Pinnacol Assurance	1-00-00-1300	General-Prepaid Expenses	741.00	Check
12/04/2020	000351993	municipalcodeco	Municipal Code Coportion	1-20-02-5104	General-Interdepartmental-Operations-Fees - Software	225.00	Check
12/04/2020	12042020	brianbundy0000	Brian Bundy	1-10-01-5002	General-Administration-Labor-Labor - Part Time	220.00	Check
12/07/2020	233117-01	coloradospr0000	Colorado Springs Winwater	1-70-02-5124	General-Public Works-Operations-Maintenance - Roads	3,578.13	Check
12/08/2020	122456	4riverequip0000	4River Equipment	1-70-02-5124	General-Public Works-Operations-Maintenance - Roads	10,768.19	Check
12/09/2020	2474233	WoodlandH&H	Woodland Hardware and Home	1-70-02-5136	General-Public Works-Operations-Equipment - Repair and Service	15.99	Check
12/09/2020	2475445	WoodlandH&H	Woodland Hardware and Home	1-70-02-5137	General-Public Works-Operations-Tools	15.49	Check

Total For 1-00-00-2000 General-Accounts Payable

\$ 26,227.05

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

\_\_\_\_\_  
Angie Sprang, Town Manager

**TOWN OF GREEN MOUNTAIN FALLS**  
**Regular Board of Trustee Meeting**  
**December 1, 2020 – 7:00 P.M.**

**MEETING MINUTES**

**Board Members Present**

Mayor Jane Newberry  
Trustee Margaret Peterson  
Trustee Katharine Guthrie  
Trustee Dyani Loo  
Trustee Chris Quinn

**Board Members Absent**

**Town Attorney**

Not present

**Town Manager**

Angie Sprang

**Public Works**

Not present

**Town Clerk**

Position Open

**Marshal's Dept.**

Virgil Hodges

**Administrative Assistant**

Mallory Redmon

**Town Planner**

Julia Simmons

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

Mayor Jane Newberry called the meeting to order at 7:04 p.m. The Pledge of Allegiance was recited. All members were present.

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

Agenda items 7 and 8 were proposed to be moved until the next BOT meeting on 12/15/20. Mayor Newberry made a motion to accept the agenda as corrected, seconded by Trustee Quinn. All in favor, none opposed. Motion passes.

**3. Persons Not Present on the Agenda**

(3 minutes given per speaker)

**A. Rocco Blasi – 10955 Belvidere Ave**

Mr. Blasi suggested that funding for FM Committee be reduced in half and applied towards Fire Mitigation grant with matching funds from grant to be used towards fire mitigation projects.

**B. Dick Bratton – 11190 Hondo Ave.**

Mr. Bratton stated that two new applicants have applied for FM Committee.

**4. Consent Agenda**

- a. **Bring into record Accounts Payable for 11/17/2020-11/27/2020**
- b. **Meeting minutes from 11/17/2020 BOT meeting**

**c. Meeting minutes from 9/1/2020 BOT meeting**

Trustee Peterson asked why 9/1/20 agenda was on the agenda for approval; Angie Sprang stated that it was due to formatting.

Trustee Guthrie stated her name was misspelled on 11/17/20. Mayor Newberry made motion to approve consent agenda with corrections; Trustee Peterson seconded motion. All in favor, none opposed. Motion passed.

**5. Fire Restoration and Wildfire Risk Mitigation Grant Opportunities – presented by Michelle Connelly**

Ms. Connelly from CUSP presented a grant opportunity, proposing that Green Mountain Falls dedicate \$15,000 per year for a three-year period, which would be matched by grant, for a total of \$90,000 over a three-year period to be dedicated to fire mitigation. Mitigation work would only take place on Town lands, not on private lands. Mayor Newberry stated that the Green Mountain Falls could only commit to one year's budget at a time. Angie Sprang stated that a letter of commitment could be possible, detailing intentions of committing \$15,000 the first year, and prioritizing \$15,000 for the next 2 years during the budgetary process but not guaranteeing funds for a full 3 years. Trustee Loo asked how much of a project could be completed with \$90,000 over 3 years; Ms. Connelly stated that work was completed in acreages, but it was difficult to determine since the high-risk areas in Town are in "patches." Trustee Loo asked if there were other grants to apply for fire mitigation work in the future; Ms. Connelly affirmed this. Ms. Connelly stated funds would go to identifying nuisance and diseased trees, and to removing the trees. Trustee Guthrie asked if funding would also go to educating private owners about nuisance trees, and Ms. Connelly affirmed. Ms. Connelly explained that there is a mistletoe infection throughout the trees in Town, which weakens the trees and can lead to a beetle infestation. Mayor Newberry asked that Angie Sprang work with Ms. Connelly Mayor Newberry made motion to apply for this grant; seconded by Trustee Peterson. Trustee Loo asked if \$30,000 for grant efforts in 2021 budget was allocated to any specific project; Angie Sprang said, it was up to the Board. Mayor Newberry said it would be good for \$15,000 to be allocated to FM grant opportunity, but to use the remaining funds for other grant opportunities. Board agreed. Mayor made motion to support Michelle Connelly to pursue grant for \$15,000 pledge from Town, seconded by Trustee Quinn. All in favor, none opposed. Motion passes.

**6. Consideration of Resolution 2020-18: A Resolution of the Town of Green Mountain Falls, Adopting a Three Mile Plan**

Julia Simmons presented resolution with no changes as it stands. Trustee Quinn made motion to approve, seconded by (46). All in favor, none opposed. Motion passes.

**7. Proposed 2021 Fees Schedule**

Item continued until BOT meeting on 12/15/2020.

**8. Advisory Board Membership Applications – Fire Mitigation Advisory Committee applicant Pamela Giraud**

Item continued until BOT meeting on 12/15/2020.

**9. CORRESPONDENCE:**

No correspondence.

**10. REPORTS**

- a. Trustee Reports – Trustee Guthrie said Chamber of Commerce would decorate garden in Town. No other trustee reports.
- b. Committee Reports – No committee reports.
- c. Staff Reports – No staff reports from manager, planner or administrative assistant. Town Marshal suggested a project called GMF Cares, where residents write Christmas cards to residents in nursing homes, with drop boxes located at Town Hall and Marshal’s office. Mayor Newberry stated this was a good idea and to pursue it.

**11. ADJOURNMENT**

Mayor Newberry adjourned meeting at 7:53 PM.

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Mallory Redmon, Administrative Asst.

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Jane Newberry, Town Mayor

**RESOLUTION NO. 2020 - 19**

**RESOLUTION TO SET MILL LEVIES**

**A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2021, TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE TOWN OF GREEN MOUNTAIN FALLS, COLORADO, FOR THE 2021 BUDGET YEAR.**

**WHEREAS**, the Board of Trustees of the Town of Green Mountain Falls has adopted the annual budget in accordance with the Local Government Budget Law, on December 15, 2020; and,

**WHEREAS**, the amount of money necessary to balance the budget for general operating purposes from property tax revenue is \$180,409; and,

**WHEREAS**, the 2021, valuation for assessment for the Town of Green Mountain Falls as certified by the El Paso County Assessor is \$9,645,750; and,

**WHEREAS**, the 2021, valuation for assessment for the Town of Green Mountain Falls as certified by the Teller County Assessor is \$609,790;

**NOW, THEREFORE BE IT RESOLVED** by the Board of Trustees of the Town of Green Mountain Falls Colorado:

**Section 1.** That for the purpose of meeting all general operating expenses of the Town of Green Mountain Falls during the 2021 budget year, there is hereby levied a tax of 17.588 mills upon each dollar of the total valuation for assessment of all taxable property within the Town for the year 2021.

**Section 2.** That the Mayor is hereby authorized and directed to immediately certify to the County Commissioners of El Paso and Teller Counties, Colorado, the mill levies for the Town of Green Mountain Falls as hereinabove determined and set.

Adopted: This 15th day of December 2020.

**ATTEST:**

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**Jane Newberry, Mayor**

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**Angie Sprang, Town Manager**

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners<sup>1</sup> of El Paso County, Colorado.

On behalf of the El Paso County Office of the County Assessor, the Board of Trustees of the Town of Green Mountain Falls (local government)

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 9,645,750 assessed valuation of: (GROSS assessed valuation, Line 2 of the Certification of Valuation Form DLG 57)

Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area the tax levies must be calculated using the NET AV. The taxing entity's total property tax revenue will be derived from the mill levy multiplied against the NET assessed valuation of: (NET assessed valuation, Line 4 of the Certification of Valuation Form DLG 57) USE VALUE FROM FINAL CERTIFICATION OF VALUATION PROVIDED BY ASSESSOR NO LATER THAN DECEMBER 10

Submitted: 12/15/2020 for budget/fiscal year 2021 (no later than Dec. 15) (mm/dd/yyyy) (yyyy)

Table with 3 columns: PURPOSE (see end notes for definitions and examples), LEVY<sup>2</sup>, and REVENUE<sup>2</sup>. Rows include General Operating Expenses, Temporary General Property Tax Credit/Temporary Mill Levy Rate Reduction, General Obligation Bonds and Interest, Contractual Obligations, Capital Expenditures, Refunds/Abatements, and Other. Includes a TOTAL row at the bottom.

Contact person: (print) Angie Sprang Daytime phone: (719) 684-9414 Signed: Angie Sprang Title: Town Manager

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 864-7720.

1 If the taxing entity's boundaries include more than one county, you must certify the levies to each county. Use a separate form for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution. 2 Levies must be rounded to three decimal places and revenue must be calculated from the total NET assessed valuation (Line 4 of Form DLG57 on the County Assessor's FINAL certification of valuation).

**CERTIFICATION OF TAX LEVIES, continued**

**THIS SECTION APPLIES TO TITLE 32, ARTICLE 1 SPECIAL DISTRICTS THAT LEVY TAXES FOR PAYMENT OF GENERAL OBLIGATION DEBT (32-1-1603 C.R.S.).** Taxing entities that are

Special Districts or Subdistricts of Special Districts must certify separate mill levies and revenues to the Board of County Commissioners, one each for the funding requirements of each debt (32-1-1603, C.R.S.) Use additional pages as necessary. The Special District's or Subdistrict's total levies for general obligation bonds and total levies for contractual obligations should be recorded on Page 1, Lines 3 and 4 respectively.

**CERTIFY A SEPARATE MILL LEVY FOR EACH BOND OR CONTRACT:**

**BONDS<sup>J</sup>:**

1.	Purpose of Issue:	N/A
	Series:	N/A
	Date of Issue:	N/A
	Coupon Rate:	N/A
	Maturity Date:	N/A
	Levy:	N/A
	Revenue:	N/A

2.	Purpose of Issue:	N/A
	Series:	N/A
	Date of Issue:	N/A
	Coupon Rate:	N/A
	Maturity Date:	N/A
	Levy:	N/A
	Revenue:	N/A

**CONTRACTS<sup>K</sup>:**

3.	Purpose of Contract:	N/A
	Title:	N/A
	Date:	N/A
	Principal Amount:	N/A
	Maturity Date:	N/A
	Levy:	N/A
	Revenue:	N/A

4.	Purpose of Contract:	N/A
	Title:	N/A
	Date:	N/A
	Principal Amount:	N/A
	Maturity Date:	N/A
	Levy:	N/A
	Revenue:	N/A

Use multiple copies of this page as necessary to separately report all bond and contractual obligations per 32-1-1603, C.R.S.

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners<sup>1</sup> of Teller County, Colorado.

On behalf of the Teller County Office of the County Assessor, the Board of Trustees of the Town of Green Mountain Falls.

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 609,790 assessed valuation of: (GROSS<sup>D</sup> assessed valuation, Line 2 of the Certification of Valuation Form DLG 57<sup>E</sup>)

Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area<sup>F</sup> the tax levies must be calculated using the NET AV. The taxing entity's total property tax revenue will be derived from the mill levy multiplied against the NET assessed valuation of: (NET<sup>G</sup> assessed valuation, Line 4 of the Certification of Valuation Form DLG 57) USE VALUE FROM FINAL CERTIFICATION OF VALUATION PROVIDED BY ASSESSOR NO LATER THAN DECEMBER 10

Submitted: 12/15/2020 for budget/fiscal year 2021 (no later than Dec. 15) (mm/dd/yyyy) (yyyy)

Table with columns: PURPOSE (see end notes for definitions and examples), LEVY<sup>2</sup>, REVENUE<sup>2</sup>. Rows include General Operating Expenses, Temporary General Property Tax Credit/Temporary Mill Levy Rate Reduction, General Obligation Bonds and Interest, Contractual Obligations, Capital Expenditures, Refunds/Abatements, Other, and a TOTAL row.

Contact person: (print) Angie Sprang Daytime phone: (719) 684-9414 Signed: Angie Sprang Title: Town Manager

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 864-7720.

<sup>1</sup> If the taxing entity's boundaries include more than one county, you must certify the levies to each county. Use a separate form for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution. <sup>2</sup> Levies must be rounded to three decimal places and revenue must be calculated from the total NET assessed valuation (Line 4 of Form DLG57 on the County Assessor's FINAL certification of valuation).

**CERTIFICATION OF TAX LEVIES, continued**

**THIS SECTION APPLIES TO TITLE 32, ARTICLE 1 SPECIAL DISTRICTS THAT LEVY TAXES FOR PAYMENT OF GENERAL OBLIGATION DEBT (32-1-1603 C.R.S.).** Taxing entities that are

Special Districts or Subdistricts of Special Districts must certify separate mill levies and revenues to the Board of County Commissioners, one each for the funding requirements of each debt (32-1-1603, C.R.S.) Use additional pages as necessary. The Special District's or Subdistrict's total levies for general obligation bonds and total levies for contractual obligations should be recorded on Page 1, Lines 3 and 4 respectively.

**CERTIFY A SEPARATE MILL LEVY FOR EACH BOND OR CONTRACT:**

**BONDS<sup>J</sup>:**

1.	Purpose of Issue:	N/A
	Series:	N/A
	Date of Issue:	N/A
	Coupon Rate:	N/A
	Maturity Date:	N/A
	Levy:	N/A
	Revenue:	N/A
2.	Purpose of Issue:	N/A
	Series:	N/A
	Date of Issue:	N/A
	Coupon Rate:	N/A
	Maturity Date:	N/A
	Levy:	N/A
	Revenue:	N/A

**CONTRACTS<sup>K</sup>:**

3.	Purpose of Contract:	N/A
	Title:	N/A
	Date:	N/A
	Principal Amount:	N/A
	Maturity Date:	N/A
	Levy:	N/A
	Revenue:	N/A
4.	Purpose of Contract:	N/A
	Title:	N/A
	Date:	N/A
	Principal Amount:	N/A
	Maturity Date:	N/A
	Levy:	N/A
	Revenue:	N/A

Use multiple copies of this page as necessary to separately report all bond and contractual obligations per 32-1-1603, C.R.S.

## Green Mountain Falls 2021 Fee Schedule

Code Authority	Description	2020 Fees	Proposed 2021 Fees	Difference
	<b>Publications, Hard Copy</b>		<b>Publications, Hard Copy</b>	
1-50	Comprehensive Plan	actual cost	cost	
1-50	Municipal Code Book	actual cost	cost	
1-50	Zoning Code section of Code Book	\$0.25/page	\$0.50/page	
	<b>Administrative</b>		<b>Administrative</b>	
state law	Notary Public services	\$5.00/document	\$5.00/document	
state law	Open Records fees	See separate policy and fee schedule	See Open Records Request	
	<b>Law enforcement fees</b>		<b>Law enforcement fees</b>	
	Personal service of documents	\$30.00	\$50.00	\$20.00 increase
	<b>Court fees:</b>			
8-9(e)	Court costs	\$30.00 per appearance	\$30.00 per appearance	
2-138	Subpoena issue fee	\$30.00	\$30.00	
8-9(e)	Surcharge	\$20.00 per offense	\$25.00 per offense	\$5.00 increase
	<b>License fees</b>			
	Business license	\$50.00	\$75.00	\$25.00 increase
10-294	Fireworks sales license	\$75.00	\$100.00	\$25.00 increase
6-53	Liquor Licenses	see State fee schedule	see State fee schedule	
Ord. 2018-02	Mobile Food Vendor license	\$50.00	\$50.00	
6-103	Peddler and solicitor	\$50.00	\$50.00	
6-122	Restaurant fee	\$200.00	\$200.00	
	<b>Animals</b>			
7-132	Dog license fee	\$25	\$25.00	
7-135	Dog license - Duplicate	\$5.00	\$10.00	
7-142	Dog redemption fee	\$15.00	\$15.00	
7-164	Horse permit	\$30.00	\$30.00	
	<b>Planning/Land Use Administrative</b>			
11-114	Easement fee	\$50.00/year	\$50.00/year	
11-41	Sidewalk/Curb permit	\$125.00	\$125.00	
11-71	Address number fee	\$50.00	\$100.00	\$50.00
15	Annexation fee	\$750 + Legal Retainer + \$50/acre for 1-5 acres; + \$25/each acre over 5	\$750 + Legal Retainer + \$50/acre for 1-5 acres; + \$25/each acre over 5	No change
18-61	Revocable permit	\$100.00-400.00/yr	\$250.00-\$400.00/year	\$150.00
			\$50.00-200.00/year	\$50.00-200.00/year
			\$50.00/year	\$50.00/year
	<b>Zoning and Architectural Review</b>			
16-705	Building - Architectural Review	\$250.00	350	\$100.00
			125	\$125.00
			250	\$250.00
			300	\$300.00
16-705	Building - Deck - New	\$150.00	125	(\$25.00)
16-705	Building - Deck - Replacement -Existing footprint	\$50.00	50	No change
16-706	Sign permits	\$125.00 new \$50.00 repair	100	(\$75.00)
16-707(c)	Building - Fence permit	\$100.00	100	No change
16-709	Variance - Subdivision	\$500.00	500	No change

16-709	Variance - Zoning	\$500.00	500	No change
16-711	Special Use Permit	\$300.00	350	\$50.00
16-711	Zoning Amendment	\$500.00 + \$50.00/lot	500	No lot charge
			250	\$250.00
16-713	Planned Use Development (0-1 acre)	\$750.00 + \$75 (1+ to 5 acres) + \$25 per acre (over 5 acres)	\$1000 + \$75 (1+ to 5 acres) + \$25 per acre (over 5 acres)	\$250.00
16-714	Waiver - Hillside Overlay	\$100.00	100	No change
			100	\$100.00
16-813	Development in Flood Hazard Zone	\$150.00/lot	\$200.00/lot	\$50.00/lot
	<b>Subdivisions</b>			
17-22	Plat Review - Preliminary	\$400.00 + \$50.00/lot	\$400.00 + \$50.00/lot	No change
17-23	Plat Review - Final Plat	\$450.00 + \$50.00/lot	\$450.00 + \$50.00/lot	No change
17-83	Grading Permit - Erosion Control Plan	\$200.00 plus Engineering Review passthrough	100	
			\$250 + engineer review	\$250 + engineer review
17-92	Engineering Review	Actual Cost Pass-Through + Administrative fee (\$150.00)	Actual Cost Pass-Through + Administrative fee (\$150.00)	No change
17-101	Road Cut/Driveway - Gravel	\$100 plus Engineering Review passthrough	\$200 + engineer review	\$100.00
17-101	Road Cut/Driveway - Paved	\$100 plus Engineering Review passthrough	\$300 + engineer review	\$200.00
17-131	Plat Review - Vacation by Plat	\$200.00-\$500.00 based on staff review	500	\$300.00
17-133	Plat Review - Minor Subdivision	\$450.00 + \$50.00/lot	\$500.00 + \$50.00/lot	\$50.00
17-136	Vacation - Road Right of Way	\$600.00	500	(\$100.00)
17-135	Vacation - Lot Line With Easement	\$100.00 + Attorney passthrough	\$200.00 + Attorney passthrough	\$100.00
17-135	Vacation - Lot Line without Easement	\$100.00	\$200 + Legal Review Pass-through cost	\$100.00 + Legal review pass-through cost
	<b>Short Term Rental</b>			
6-155	Initial License	\$350.00	500	\$150.00
6-156	Renewal	\$200.00	250	\$50.00
			50	\$50.00
			0.15	15%
			20	\$20.00
	<b>Facilities Use</b>			
11-95	Gazebo Rental Permit	\$100.00/hr (2 hr minimum) plus hourly increments thereafter	\$100.00/hr (2 hr minimum) plus hourly increments thereafter	
18-74(12)	Special Event Fee for use of public property or rights of way	\$500.00/day or \$150.00/hour (2 hr minimum) + \$100.00 deposit	\$500.00/day or \$150.00/hour (2 hr minimum) + \$100.00 deposit	
18-74(12)	Traffic control fee (Accounts for the placement of barricades only; applicant is responsible for preparing traffic control plan and is responsible for supporting personnel costs)	\$100.00/hr (2 hour minimum)	\$100.00/hr (2 hour minimum)	
	**See separate schedule for pool pricing			

**RESOLUTION NO. 2020-17**

**RESOLUTION TO ADOPT 2021 BUDGET**

**A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE TOWN OF GREEN MOUNTAIN FALLS COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2021, AND ENDING ON THE LAST DAY OF DECEMBER 2021**

**WHEREAS**, the Board of Trustees of the Town of Green Mountain Falls, has authorized the Budget Officer, to prepare and submit a proposed budget to said governing body at the proper time; and,

**WHEREAS**, the City's Budget Officer, Angie Sprang, has submitted a proposed budget to the governing body on October 15, 2020, for consideration, and,

**WHEREAS**, a workshop was held for the purpose of receiving public input on November 17, 2020; and

**WHEREAS**, upon due and proper notice, published in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on December 1, 2020, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and,

**WHEREAS**, changes in the draft budget were done in such a manner that the budget remains in balance, as required by law.

**NOW, THEREFORE, BE IT RESOLVED BY** the Board of Trustees of the Town of Green Mountain Falls, Colorado:

**Section 1.** That estimated expenditures for each fund are as follows:

General Fund	<u>\$ 740,619</u>
Capital Improvement Fund	<u>\$ 361,474</u>
Conservation Trust Fund	<u>\$ 8,500</u>

**Section 2.** That the budget, as submitted herein above summarized by fund, hereby is approved and adopted as the budget of the Town of Green Mountain Falls, Colorado for the year stated above. The Budget hereby adopted shall be signed by the Mayor and made a part of the public records of the Town.

**INTRODUCED, READ, PASSED, AND ADOPTED**, this 15th day of December, 2020.

**ATTEST:**

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

\_\_\_\_\_  
**Angie Sprang, Town Manager**



## 2021 Budget Message

Town of Green Mountain Falls, Colorado  
10615 Green Mountain Falls Road  
Green Mountain Falls, CO 80863

Board of Trustees and Citizens of Green Mountain Falls,

Pursuant to §29-1-103(1)(e) of the Colorado Revised Statutes, it is my pleasure to present the following budget message to accompany the 2021 Annual Budget for the Town of Green Mountain Falls. The following budget sets forth projections of Town expenditures and revenues for the period of January 1, 2021 through December 31, 2021.

For 2021, the Town's overall budget is \$1,095,417. Of this total, \$740,619 in expenses are attributable to the General Fund. A remaining \$8,500 in expenses are budgeted within the Conservation Trust Fund. The Capital Improvement Fund for 2021 is anticipated to be \$346,298. After these expenses, anticipated end-of-year unrestricted fund balance are budgeted as follows:

General Fund – \$644,619.

Capital Improvement Fund – \$361,474, \$20,500 TABOR emergency reserve.

Conservation Trust Fund – \$8,500.

Per C.R.S. §29-1-102(2)(b), the Town's budget is based on a modified accrual basis.

Per C.R.S. §29-1-103(1)(e), this budget will permit the Town to continue to afford the following basic municipal services:

- Public Works
  - Road maintenance and upkeep
  - Parks maintenance and upkeep
  - Facilities maintenance and upkeep (including municipal Pool facility)
  - Fleet maintenance and upkeep
- Town Marshall
  - Respond to complaints/enforce all provisions of the Town's municipal code
  - Manage all law enforcement-related records
  - Maintain all administrative compliance elements of the department
  - Manage part-time volunteer reserve officers
  - Municipal Court – assist in prosecution of municipal code infractions
  - Serve as general liaison to the public in keeping the peace (community policing)
  - Emergency management – assist in the immediate management of emergency/disaster events
  - Events management – lend operational support to local events to ensure permit compliance, proper traffic management, and the general safety of attendees
- Office of the Clerk-Treasurer
  - Town Board of Trustees and appointed committee management
    - Agenda publication and management

- Public notifications
    - Recording and publication of minutes of proceedings
    - Vacancy announcements and management
  - Designated Local Election Official
  - Licensing Official (businesses, short-term rentals, animals, liquor, special event permits, etc.)
  - Records Management (financial, personnel, contractual, municipal court, etc.)
  - Municipal Code Updates
    - Ordinance tracking
    - Interface with online code publishing company to maintain updates
  - Municipal Court Clerk
  - Human Resources Support (payroll administration, policy development, professional development, onboarding/offboarding, volunteer management, etc.)
  - Information Technology Support
    - Website content management
    - Interface with independent consultants for network upkeep
    - Software/hardware maintenance
    - Legal Services
    - Interface with Town Attorney's Office as needed/appropriate
  - Insurance Administration – property/casualty, workers compensation, health
    - Enrollment
    - Renewals
    - Claims
  - General Financial Services
    - Procurement officer
    - Accounts payable/receivable management
    - Annual auditing support
    - Banking/credit/investment management
    - Budget tracking/maintenance
    - Fiscal reporting
    - Procurement assistance
  - Events Management
    - Manage Pavilion bookings
    - Provide event support as appropriate (e.g. insurance, scheduling)
- Planning/Land Use
  - Staff support to Planning Commission
  - Liaison between Planning Commission, Board of Trustees, Town residents, applicants, other Town staff
  - Land use/zoning determinations – e.g. vacations, annexations, development
  - Grant writing/administration
  - Capital project planning/management
  - Economic development
  - Trails management
  - Short-term rental administration
  - Plan reviews
  - Permit request review/issuance (development, revocable permits, grading, street cuts, etc.) 3
  - Primary interface with Regional Building Department, EPC Health, other entities as needed

- Comprehensive Plan monitoring/implementation
- Code enforcement (relating to land use, zoning, construction, etc.)
- GIS technician
- Event support
- Town Manager
  - Liaison between Town staff and Board of Trustees
  - Operations management (principle supervisory authority for Public Works)
    - Hiring/firing non-appointed staff
    - Day-to-day oversight/work plan management
    - Performance reviews/goal-setting
    - Disciplinary matters
  - Municipal budget officer
  - Liaison to Town Attorney's Office
    - Communication of Town Board articulated legal questions/concerns
    - Direction on desired legislation
    - Strategizing/negotiating regarding actual or potential legal disputes
  - Capital project budgeting/planning/management
  - Contract management
  - Grant oversight/strategic planning
  - Intergovernmental liaison/representative
  - Organizational health
    - Professional development planning
    - Ongoing staff analyses/evaluation of outsourcing opportunities
  - Public Information Officer
  - Emergency management
  - Insurance administration
  - Event support
  - ADA coordination

Note: All departments are jointly responsible for providing basic administrative support – i.e. general customer service, office management, fielding public inquiries, etc.

Included in the budget is a three (3) percent COLA increase. Significant line item changes notable are increased fee revenues, which will offset the cost of planning services.

Relative to the general fund expenses of \$678,569 balance with anticipated revenues in 2021, which are \$678,569. Net revenues after expenses in the General Fund are therefore anticipated to be \$0 above general fund expenses, before the transfer to the Capital Improvement Fund. The total net revenues after expenses for the Capital Improvement Fund for 2021 is anticipated to be \$96,000. The Conservation Trust Fund (lottery proceeds) is projected to bring in \$8,500 in 2021 funds, which per State law will be used for parks maintenance/grant matching funds/parks capital improvements.

The primary capital achievements contemplated are as follows:

- \$151,306 for the completion of the Stilling Basin's Project (PPRTA) – left over/remaining funds from the Belvidere Avenue Widening/Overlay Project in the amount of \$85,306 rolled into the Stilling Basin's Project which was originally slated for \$66,000 bringing us to \$151,306
- \$84,392 For the completion of two (2) health and safety critical flood recovery projects (DOLA/local match 75/25)
  - Repair/Replace Maple St. Culvert/Bridge
  - Repair/Replace Midland Ave. Culvert Crossing

- \$TBD\* - Trustees & Staff are continuing to pursue funding from CDBG EL Paso County Block Grant for the completion of ADA accessible lake wall/walkway improvements and beautification of Lake Park
- \$30,000 for a comprehensive signage and parking project (Kirkpatrick \$30k, no match)
- \$70,000 for a Planning Code Re-write (DOLA \$25k 50/50 match, Kirkpatrick \$45k no match)
- \$16,975 for fire mitigation efforts (applying for grant funding – analysis is being performed and the amount of funding listed here may change)
- \$10,600 for parks, rec., and trails related capital improvements (i.e. \$4k to trails maintenance,
- \$TBD Trustees & Staff are continuing to pursue funding for Broadband improvements
- \$TBD Trustees & Staff are continuing to pursue funding for a Main Street Program & Main Street Improvements

\*Note: Funding has not been secured yet for the projects marked with an asterisk. Town Staff is actively seeking grant funding, which may or may not be awarded. If funds are not awarded, these projects will not be completed in 2021 without use of Board approved reserve funds.

In summary, the Board of Trustees continues to address the Town's financial needs in a prudent and fiscally responsible manner, while investing in the Town's infrastructure. Trustee assistance and guidance in preparation of this document is appreciated.

Town Staff is to be commended for the professionalism they displayed throughout the budget preparation process.

It is a pleasure working for the Town of Green Mountain Falls and I look forward to continuing my work with its' citizens, The Board of Trustees, and Town Staff.

Respectfully Submitted,

Angie Sprang  
Town Manager

# Town of Green Mountain Falls

## GENERAL FUND

### Budget Status Report - GAAP Basis

#### Proposed 2021 Budget

Unaudited

	2019 Actual	August 2020 Actual	2020 Estimated	Proposed 2021 Budget
<b>REVENUE</b>				
<b><u>Intergovernmental Revenue</u></b>				
Grants- State	\$ 71,984	\$ 13,028	\$ 18,000	\$ 25,000
HUTF	32,728	13,195	28,933	30,000
Motor Vehicle Fees- El Paso County	2,468	1,393	2,500	2,500
Motor Vehicle Fees- Teller County	174	52	200	200
Reimbursements- PPRTA	-	5,209	39,139	40,689
Road and Bridge- El Paso County	1,344	1,439	1,300	1,300
Road and Bridge- Teller County	-	137	150	150
DOLA Comp Plan	23,812	-	-	-
Planning Code Rewrite	-	-	-	45,000
Parking and Signage Plan	-	-	-	30,000
Severance/Mineral Lease	1,222	437	1,400	1,400
Total Intergovernmental Revenue	<b>\$ 133,732</b>	<b>\$ 34,890</b>	<b>\$ 91,622</b>	<b>\$ 176,239</b>
<b><u>Taxes</u></b>				
Auto Use Tax- El Paso County	\$ 31,905	\$ 9,724	\$ 35,000	\$ 32,000
Auto Use Tax- Teller County	4,003	1,916	2,500	2,500
Franchise- Cable	10,634	6,107	10,900	10,900
Franchise- Electric	20,636	20,636	21,000	21,000
Franchise- Gas	10,476	9,358	11,000	11,000
Franchise- Telephone	4,200	1,050	4,200	4,200
GMF Sales Tax (3%)	161,857	97,719	145,000	150,000
PPRBD Construction Use Tax	19,253	12,988	17,000	17,000
Property Tax- El Paso County	148,255	154,419	155,000	169,684
Property Tax- Teller County	9,149	8,848	9,300	10,725
Short Term Rental Occupancy Tax	28,662	8,829	15,000	20,000
Specific Ownership- El Paso County	18,091	10,249	17,600	17,600
Specific Ownership- Teller County	1,122	743	850	850
Tobacco Tax	408	276	300	400
Total Taxes Revenue - 468680	<b>\$ 468,651</b>	<b>\$ 342,862</b>	<b>\$ 444,650</b>	<b>\$ 467,859</b>
<b><u>Fee Revenue</u></b>				
Court- Traffic	\$ 276	\$ 155	\$ 300	\$ 350
Court- Non Traffic Offenses	600	18	200	200
Animal Licenses	374	600	625	1,000
Business Licenses	8,250	3,374	5,000	5,000
Land Use- Administrative Review	75	4,953	5,000	5,000
Land Use- Subdivisions	-	-	1,000	2,450
Land Use- Zoning and Architectural Review	4,030	6,757	7,500	8,075
Liquor Licenses	225	-	500	500
Short Term Rental Licenses	5,900	1,200	2,500	11,500
Special Event Permits	2,500	2,422	2,500	3,000
Special Use Permits	-	2,025	6,000	6,000
Road Cut Permit	1,546	-	-	-
Gazebo- Rentals	6,900	2,000	3,000	7,000
Pool- Admissions & Passes	4,830	-	-	5,000
Special Events- Traffic Control Fees	-	200	400	400
VIN Checks	-	-	75	75
Interest	2,582	1,010	1,500	1,000
Marshal's Department	5	-	-	-
Miscellaneous Revenue	53,868	69,494	70,000	-
Total Fee Revenue	<b>\$ 91,960</b>	<b>\$ 94,207</b>	<b>\$ 106,100</b>	<b>\$ 56,550</b>
<b><u>Other Revenue</u></b>				
GMF Promotional Merchandise	\$ 30	\$ -	\$ 30	\$ 30
Total Other Revenue	<b>\$ 30</b>	<b>\$ -</b>	<b>\$ 30</b>	<b>\$ 30</b>
<b>Total General Fund Revenue</b>	<b>\$ 694,373</b>	<b>\$ 471,958</b>	<b>\$ 642,402</b>	<b>\$ 700,678</b>
<b>EXPENDITURES</b>				
<b><u>Administration Department</u></b>				
<b><u>Salaries and Benefits</u></b>				
Labor- Full Time	\$ 113,682	\$ 75,746	\$ 119,440	\$ 123,023
Labor- Part Time	20,359	21,716	37,760	44,893
Labor- Health Insurance	12,717	15,787	34,708	36,443

# Town of Green Mountain Falls

## GENERAL FUND

### Budget Status Report - GAAP Basis

#### Proposed 2021 Budget

Unaudited

	2019 Actual	August 2020 Actual	2020 Estimated	Proposed 2021 Budget
Labor- Employee Share Health Insurance	96	45	-	100
Labor- FICA	10,241	7,499	13,300	12,846
Labor- State Unemployment Insurance	270	159	200	300
Labor- Workman's Comp	397	146	500	500
Labor- Retirement	-	-	1,750	1,803
Labor- Cell Phone Stipend	-	-	720	720
Total Salaries and Benefits	<b>\$ 157,762</b>	<b>\$ 121,099</b>	<b>\$ 208,378</b>	<b>\$ 220,628</b>
<u>Operations</u>				
Insurance- Surety Bond	\$ 270	\$ -	\$ 500	\$ 500
Maintenance- Building	1,528	1,187	1,600	1,600
Publications- Code	1,988	-	3,000	3,000
Publications- Legal Notices	727	559	1,200	1,200
Supplies- Office	2,760	1,762	2,500	2,500
Training- Professional Development, Per Diem	3,343	3,611	4,000	5,000
CARES Act Expenses	-	27,395	30,000	-
Utilities- Electric	1,943	942	2,100	2,100
Utilities- Natural Gas	646	311	700	700
Utilities- Telephone/ Internet	1,337	729	2,500	2,500
Total Operations	<b>\$ 14,541</b>	<b>\$ 36,496</b>	<b>\$ 48,100</b>	<b>\$ 19,100</b>
<b>Total Administration Department Expenditures</b>	<b>\$ 172,302</b>	<b>\$ 157,595</b>	<b>\$ 256,478</b>	<b>\$ 239,728</b>
<u>Interdepartmental Expenditures</u>				
<u>Professional Services</u>				
Services- Audit	\$ 6,150	\$ -	\$ 6,250	6,250
Services- IT	5,815	2,166	5,000	3,500
Services- Marketing	1,496	794	2,584	2,500
Services- Professional	108,913	5,604	10,448	10,000
Services- Town Attorney	24,653	18,848	20,000	43,109
Total Professional Services	<b>\$ 147,027</b>	<b>\$ 27,412</b>	<b>\$ 44,282</b>	<b>\$ 65,359</b>
<u>Operations</u>				
Election	\$ -	\$ 27	\$ 6,200	\$ -
Fees- Annual Dues, Licenses, Memberships	2,983	1,088	3,100	3,500
Fees- Banking Charges	192	265	500	500
Fees- Payroll Processing	1,839	608	1,000	1,000
Fees- Software	19,633	9,962	10,500	10,500
Fees- Tax Collection	1,669	2,739	2,800	2,800
Insurance- Property/ Casualty Liability Premiums	11,853	16,866	17,000	21,233
Insurance- Workman's Comp- Board Members	2,029	24	150	150
Miscellaneous Expense/Grant Matching Funds	200	-	-	35,584
Transfers- Capital Improvement	-	-	5,000	-
Total Operations	<b>\$ 40,398</b>	<b>\$ 31,578</b>	<b>\$ 46,250</b>	<b>\$ 75,267</b>
<b>Total Interdepartmental Expenditures</b>	<b>\$ 187,425</b>	<b>\$ 58,990</b>	<b>\$ 90,532</b>	<b>\$ 140,626</b>
<u>Judicial Department</u>				
<u>Professional Services</u>				
Services- Professional	\$ -	\$ -	\$ 1,800	\$ 1,000
Services- Prosecutor	433	-	3,000	1,500
Total Professional Services	<b>\$ 433</b>	<b>\$ -</b>	<b>\$ 4,800</b>	<b>\$ 2,500</b>
<b>Total Judicial Department Expenditures</b>	<b>\$ 433</b>	<b>\$ -</b>	<b>\$ 4,800</b>	<b>\$ 2,500</b>
<u>Public Safety Department</u>				
<u>Salaries and Benefits</u>				
Labor- Full Time	\$ 44,148	\$ 32,992	\$ 50,000	\$ 51,500
Labor- Health Insurance	19,474	11,110	11,600	12,180
Labor- Employee Share Health Insurance	-	718	1,000	1,000
Labor- FICA	4,677	2,524	3,200	3,940
Labor- State Unemployment Insurance	91	74	100	100
Labor- Workman's Comp	1,014	1,161	1,500	1,500
Labor- Cell Phone Stipend	-	-	240	-
Total Salaries and Benefits	<b>\$ 69,404</b>	<b>\$ 48,580</b>	<b>\$ 67,640</b>	<b>\$ 70,220</b>
<u>Operations</u>				
Fees- Annual Dues, Licenses, Memberships	\$ 1,320	\$ 105	\$ 2,000	\$ 2,000

# Town of Green Mountain Falls

## GENERAL FUND

### Budget Status Report - GAAP Basis

#### Proposed 2021 Budget

Unaudited

	2019 Actual	August 2020 Actual	2020 Estimated	Proposed 2021 Budget
Insurance- Surety Bond	100	100	200	200
Maintenance- Vehicle	964	1,553	4,000	4,250
Supplies- Ammunition	-	255	500	500
Supplies- Clothing	886	-	1,000	1,000
Supplies- Fuel	1,138	-	3,000	3,000
Supplies- Office	543	-	700	700
Supplies- Operational	307	15	4,000	4,000
Training- Certifications	-	-	400	400
Training- Professional Development, Per Diem	100	-	2,000	2,000
Utilities- Electric	334	318	400	400
Utilities- Natural Gas	632	259	900	900
Utilities- Telephone/Internet	413	322	360	360
Total Operations	<b>\$ 6,737</b>	<b>\$ 2,927</b>	<b>\$ 19,460</b>	<b>\$ 19,710</b>
<b>Total Public Safety Department Expenditures</b>	<b>\$ 76,142</b>	<b>\$ 51,507</b>	<b>\$ 87,100</b>	<b>\$ 89,930</b>

#### **Parks and Recreation Department**

##### Parks Operations

Part time employee	\$ -	\$ -	\$ -	\$ 9,768
Maintenance- Grounds	3,853	-	4,000	1,000
Services- Wildlife Mitigation	4,679	111	1,000	1,000
Supplies Operational	412	198	700	700
Utilities- Electric- Fountain	564	899	1,000	1,000
Utilities- Electric- Gazebo	611	720	1,000	1,000
Total Parks Operations	<b>\$ 10,119</b>	<b>\$ 1,928</b>	<b>\$ 7,700</b>	<b>\$ 14,468</b>

##### Pool

Labor- Part Time	\$ 11,575	\$ -	\$ -	\$ 12,000
Labor- FICA	866	-	-	850
Labor- State Unemployment Insurance	16	-	-	100
Labor- Hiring/New Employee Expenses	-	-	-	280
Maintenance- Building	3,748	-	-	-
Services- Inspections	130	-	-	130
Food	59	-	-	-
Supplies- Office	81	-	-	50
Supplies- Operational	846	-	-	300
Supplies- Pool Start Up Funds	120	-	-	120
Utilities- Electric	61	217	500	900
Utilities- Natural Gas	809	-	-	630
Utilities- Telephone/Internet	249	-	-	210
Utilities- Water	-	-	-	900
Total Pool	<b>\$ 18,560</b>	<b>\$ 217</b>	<b>\$ 500</b>	<b>\$ 16,470</b>
<b>Total Parks and Recreation Department Expenditures</b>	<b>\$ 28,679</b>	<b>\$ 2,145</b>	<b>\$ 8,200</b>	<b>\$ 30,938</b>

#### **Public Works Department**

##### Salaries and Benefits

Labor- Full Time	\$ 30,659	\$ 31,029	\$ 48,880	\$ 70,720
Labor- Part Time	20,910	16,062	20,280	20,000
Labor- Health Insurance	6,758	11,875	14,000	14,700
Labor- FICA	3,604	3,709	5,400	6,940
Labor- Overtime	2,906	1,390	5,000	5,000
Labor- State Unemployment Insurance	174	157	200	200
Labor- Workman's Comp	3,648	2,884	3,600	3,650
Labor- Cell Phone Stipend	-	-	240	-
Total Salaries and Benefits	<b>\$ 68,660</b>	<b>\$ 67,106</b>	<b>\$ 97,600</b>	<b>\$ 121,210</b>

##### Operations

Equipment- Rental	\$ -	\$ 100	\$ 3,000	\$ -
Equipment- Repair and Service	6,674	905	12,500	12,500
Maintenance- Building	416	627	-	-
Maintenance- Roads	35,808	2,021	39,139	40,689
Maintenance- Vehicle	5,204	1,431	4,000	4,000
Supplies- Fuel	7,983	3,363	6,300	6,300
Supplies- Office	59	237	300	300
Supplies- Operational	4,216	1,593	3,000	1,600
Supplies- Clothing	791	49	200	-
Tools	123	217	500	250

# Town of Green Mountain Falls

## GENERAL FUND

### Budget Status Report - GAAP Basis

#### Proposed 2021 Budget

Unaudited

	2019 Actual	August 2020 Actual	2020 Estimated	Proposed 2021 Budget
Training- Certifications	-	-	650	-
Training- Professional Development, Per Diem	762	-	450	-
Recovery	21,195	-	-	-
Utilities- Electric	2,676	1,534	3,000	3,000
Utilities- Natural Gas	834	472	900	900
Utilities- Telephone/Internet	925	74	1,500	1,500
Utilities- Trash	1,239	805	1,100	1,100
Utilities- Electric- Street Lights	1,999	1,112	6,200	6,200
Total Operations	<u>\$ 90,903</u>	<u>\$ 14,540</u>	<u>\$ 82,739</u>	<u>\$ 78,339</u>
<b>Total Public Works Department Expenditures</b>	<u>\$ 159,563</u>	<u>\$ 81,646</u>	<u>\$ 180,339</u>	<u>\$ 199,549</u>
<b>Total Expenditures</b>	<u>\$ 624,544</u>	<u>\$ 351,883</u>	<u>\$ 627,449</u>	<u>\$ 703,271</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<u>\$ 69,830</u>	<u>\$ 120,075</u>	<u>\$ 14,953</u>	<u>\$ -</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer to Capital Improvement Fund	\$ -	\$ -	\$ (15,000)	\$ (96,000)
<b>Total Other Financing Sources (Uses)</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (15,000)</u>	<u>\$ (96,000)</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES</b>	<u>\$ 69,830</u>	<u>\$ 120,075</u>	<u>\$ (47)</u>	<u>\$ (96,000)</u>
<b>FUND BALANCE - BEGINNING</b>	<u>\$ 353,742</u>	<u>\$ 423,572</u>	<u>\$ 423,572</u>	<u>\$ 423,525</u>
<b>FUND BALANCE - ENDING</b>	<u>\$ 423,572</u>	<u>\$ 543,647</u>	<u>\$ 423,525</u>	<u>\$ 327,525</u>

**Town of Green Mountain Falls**  
**CAPITAL IMPROVEMENT FUND DETAIL**

**Budget Status Report - GAAP Basis**

**Proposed 2021 Budget**

**Unaudited**

	2019 Actual	August 2020 Actual	2020 Estimated	Proposed 2021 Budget
<b>REVENUE</b>				
<b><u>Intergovernmental Revenue</u></b>				
Capital- Block Grants- El Paso County	\$ -	\$ -	\$ 24,000	\$ -
Capital- Pikes Peak Rural Transportation Authority	40,689	-	157,341	151,306
Capital- State Grants- Dept of Natural Resources	-	-	9,000	-
Capital- State Grants- DOLA 2 (Flood Recovery)	-	-	128,265	84,392
Capital- State Grants- DOLA 3 (Planning Code Re-Write)	-	-	25,000	25,000
Capital-Kirkpatrick Family Foundation (Planning Code Re-Write)	-	-	45,000	45,000
Capital-Kirkpatrick Family Foundation (Comprehensive Signage & Parking)	-	-	30,000	30,000
Total Intergovernmental Revenue	<u>\$ 40,689</u>	<u>\$ -</u>	<u>\$ 418,606</u>	<u>\$ 335,698</u>
<b><u>Other Revenue</u></b>				
Capital- Bank Interest	\$ -	\$ -	\$ 2,100	\$ 2,100
*Capital- Donations- Monies	31,028	-	99,000	-
Total Other Revenue	<u>\$ 31,028</u>	<u>\$ -</u>	<u>\$ 101,100</u>	<u>\$ 2,100</u>
<b>Total Revenue</b>	<u>\$ 71,717</u>	<u>\$ -</u>	<u>\$ 519,706</u>	<u>\$ 337,798</u>
<b>EXPENDITURES</b>				
<b><u>Capital Outlay (from General Fund)</u></b>				
<b><u>Capital Outlay</u></b>				
Capital- Administrative Infrastructure (Planning Code Re-write)	\$ -	\$ -	\$ 70,000	\$ 70,000
Capital- Fire Mitigation	-	-	16,500	-
Capital- Repairs- Park	-	-	55,000	10,600
Capital- Repairs- Roads and Infrastructure	70,249	2,492	-	-
Belvidere Widening/ Overlay	-	-	91,341	-
Maple St Bridge	-	-	73,000	42,196
Midland Culvert	-	-	73,000	42,196
Stilling Basins	-	-	66,000	151,306
Comprehensive Signage and Parking Project	-	-	30,000	30,000
<b>Total Expenditures</b>	<u>\$ 70,249</u>	<u>\$ 2,492</u>	<u>\$ 474,841</u>	<u>\$ 346,298</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<u>\$ 1,468</u>	<u>\$ (2,492)</u>	<u>\$ 44,865</u>	<u>\$ (8,500)</u>
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Capital- Transfer from Conservation Trust Fund	\$ -	\$ -	\$ 8,500	\$ 8,500
Capital- Transfer from General Fund	-	-	15,000	96,000
<b>Total Other Financing Sources (Uses)</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 23,500</u>	<u>\$ 104,500</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES AND OTHER FINANCING SOURCES (USES)</b>	<u>\$ 1,468</u>	<u>\$ (2,492)</u>	<u>\$ 68,365</u>	<u>\$ 96,000</u>
<b>FUND BALANCE - BEGINNING</b>	<u>\$ -</u>	<u>\$ 1,468</u>	<u>\$ 1,468</u>	<u>\$ 69,833</u>
<b>FUND BALANCE - ENDING</b>	<u>\$ 1,468</u>	<u>\$ (1,024)</u>	<u>\$ 69,833</u>	<u>\$ 165,833</u>

**Town of Green Mountain Falls**  
**CONSERVATION TRUST FUND DETAIL**

Budget Status Report - GAAP Basis

Proposed 2021 Budget

Unaudited

	2019 Actual	August 2020 Actual	2020 Estimated	Proposed 2021 Budget
<b>REVENUE</b>				
<b><u>Intergovernmental Revenue</u></b>				
CTF- Lottery Proceeds	\$ 10,752	\$ 4,396	\$ 8,800	\$ 8,500
Total Intergovernmental Revenue	<u>\$ 10,752</u>	<u>\$ 4,396</u>	<u>\$ 8,800</u>	<u>\$ 8,500</u>
<b><u>Other Revenue</u></b>				
CTF- Bank Interest	\$ 4	\$ 6	\$ 10	\$ 25
Total Other Revenue	<u>\$ 4</u>	<u>\$ 6</u>	<u>\$ 10</u>	<u>\$ 25</u>
<b>Total Conservation Trust Fund Revenue</b>	<u>\$ 10,756</u>	<u>\$ 4,402</u>	<u>\$ 8,810</u>	<u>\$ 8,525</u>
<b>EXPENDITURES</b>				
<b><u>Parks and Recreation</u></b>				
<u>Parks and Recreation</u>				
CTF- Parks and Recreation Projects Labor	\$ 1,220	\$ -	\$ 8,500	\$ 8,500
<b>Total Parks and Recreation Expenditures</b>	<u>\$ 1,220</u>	<u>\$ -</u>	<u>\$ 8,500</u>	<u>\$ 8,500</u>
<b>Total Expenditures</b>	<u>\$ 1,220</u>	<u>\$ -</u>	<u>\$ 8,500</u>	<u>\$ 8,500</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	<u>\$ 9,536</u>	<u>\$ 4,402</u>	<u>\$ 310</u>	<u>\$ 25</u>
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
CTF- Transfer to Capital Improvement Fund	\$ -	\$ -	\$ (8,500)	\$ (8,500)
<b>Total Other Financing Sources (Uses)</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (8,500)</u>	<u>\$ (8,500)</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES</b>	<u>\$ 9,536</u>	<u>\$ 4,402</u>	<u>\$ (8,190)</u>	<u>\$ (8,475)</u>
<b>FUND BALANCE - BEGINNING</b>	<u>\$ 1,169</u>	<u>\$ 10,705</u>	<u>\$ 10,705</u>	<u>\$ 2,515</u>
<b>FUND BALANCE - ENDING</b>	<u>\$ 10,705</u>	<u>\$ 15,107</u>	<u>\$ 2,515</u>	<u>\$ (5,960)</u>



## Town of Green Mountain Falls

P.O. Box 524; 10615 Green Mountain Falls Road  
Green Mountain Falls, CO 80819

Monday, December 7, 2020

### **RE: PARKING AND SIGNAGE VIRTUAL COMMUNITY FORUM & ONLINE COMMUNITY SURVEY**

To Residents, Property and Business Owners of Green Mountain Falls:

For the past several years, there have been growing concerns about Trail Use, Signage, and Parking in Green Mountain Falls. This last summer, as people looked for opportunities to recreate outdoors in light of the COVID-19 Pandemic, these problems became even more apparent.

On September 26, a Task Force consisting of Town Staff, Residents, and Business Owners was convened to both discuss Parking, Signage, and Trail Use in Green Mountain Falls, as well as potential opportunities to address issues that the Town has been experiencing. Many such opportunities were discussed, from creating a managed parking program (to potentially include paid visitor parking), to surveying trail heads and looking to consolidate access into the trail system around Green Mountain Falls.

The next step in this process for the town is to hold a Virtual Community Forum during a Board of Trustees Meeting on December 15 at 7:30pm, and publish an online Parking & Signage Community Survey, so that your voice can be expressed in this process. This survey is available now and through January 19, 2021, and takes approximately 10 minutes to complete. Links to join the December 15 Virtual Community Forum and to take the Parking & Signage Community Survey are available now on the homepage of our Town's website [www.gmfco.us](http://www.gmfco.us). This is an opportunity for you to tell the Town your opinion regarding these important issues that impact us all.

Once the Survey is complete, we will hold another Virtual Community Forum to discuss the problems that were identified by the Task Force & the Community Survey, as well as potential opportunities to improve the situation in the future. This meeting will be virtual and will be held on February 2. There will be opportunities for Residents, Property and Business owners to receive information, ask questions, and provide comments on Parking, Signage and Trail Use in Green Mountain Falls.

The Board of Trustees and I firmly believe that addressing these problems related to use of our community is an important step that we can take to improve the quality of life and experience for all Residents, Property and Business Owners of the Town, as well as for visitors to the town. Please feel free to contact us with your ideas and concerns about this planning process we are undertaking, and please complete the Community Survey. I look forward to speaking with you at our Community Forum.

Sincerely,

*Jane Newberry*  
Jane Newberry, Mayor



# **Green Mountain Falls Parking and Signage Plan**

**Stakeholder  
Workshop #1  
September  
26, 2020**



# **The Problem expressed by the Community**

The Town of Green Mountain Falls has a parking problem. Parking is often congested due to recreational use of Trails, which limits others ability to visit Town restaurants and shops and to use other town facilities.

Signage in Green Mountain Falls is also a problem. There is sign “pollution”, and the Town needs to work on formalizing Wayfinding and other signage.

This Stakeholder group is tasked with providing input regarding how a potential managed parking program and signage plan for the Town should work.



I am Jonathan Cain. I am the Assistant City Administrator of the City of Idaho Springs, and the Director of Community Outreach and Engagement for the Clear Creek Economic Development Corporation.

I study Equitable Governance and Asset Based Community Development at CU Denver; I am writing my thesis regarding the Right to the City and Parking Management in Rural Towns and City's with tourism-based economies.

I had a lead role in the creation and design of the City of Idaho Springs Parking Management Program and am responsible for it's ongoing management, along with Community Outreach and Engagement in the City and County.



IMPORTANCE TO  
RESIDENTS AND  
COMMUNITY MEMBERS



IMPORTANCE TO  
BUSINESS OWNERS

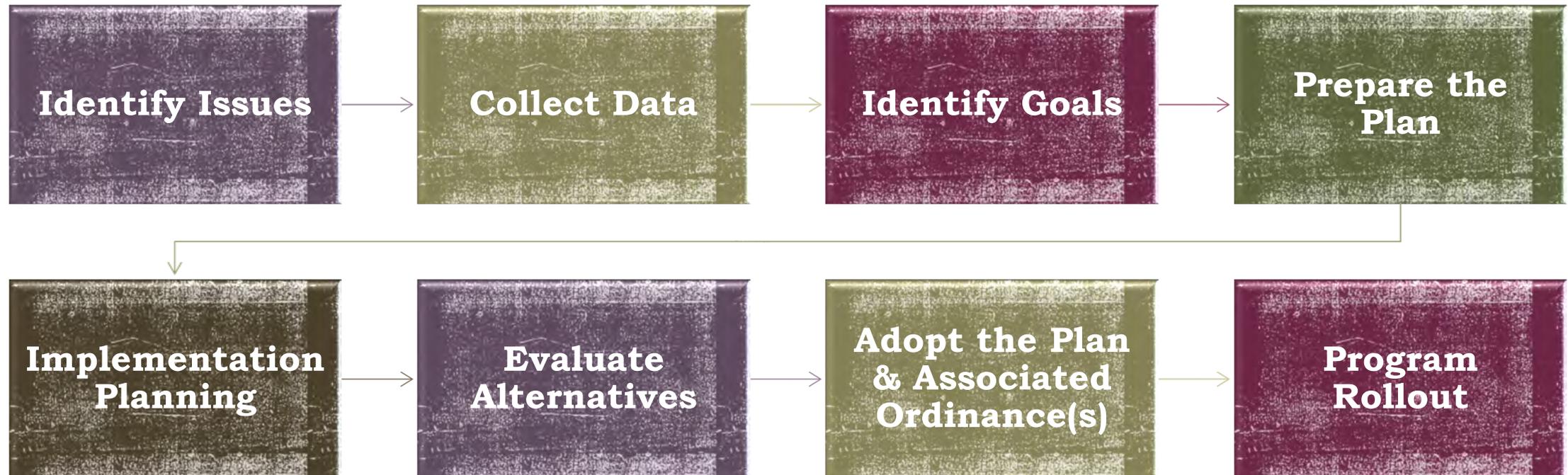


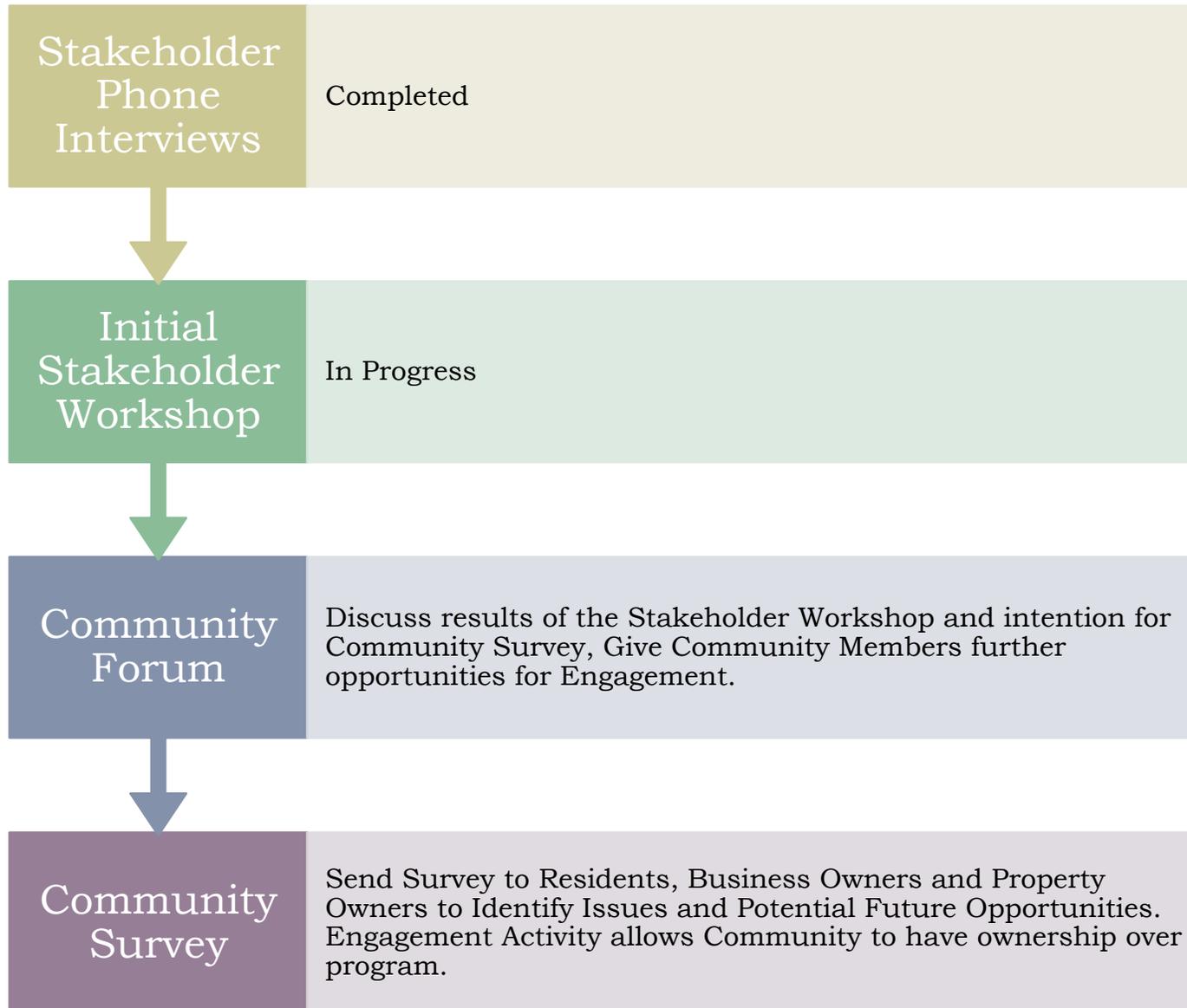
BETTER AND SAFER  
ACCESS FOR  
COMMUNITY "VISITORS"

**Parking  
Lots are a  
Community  
Asset.**



# General Overview of the Process

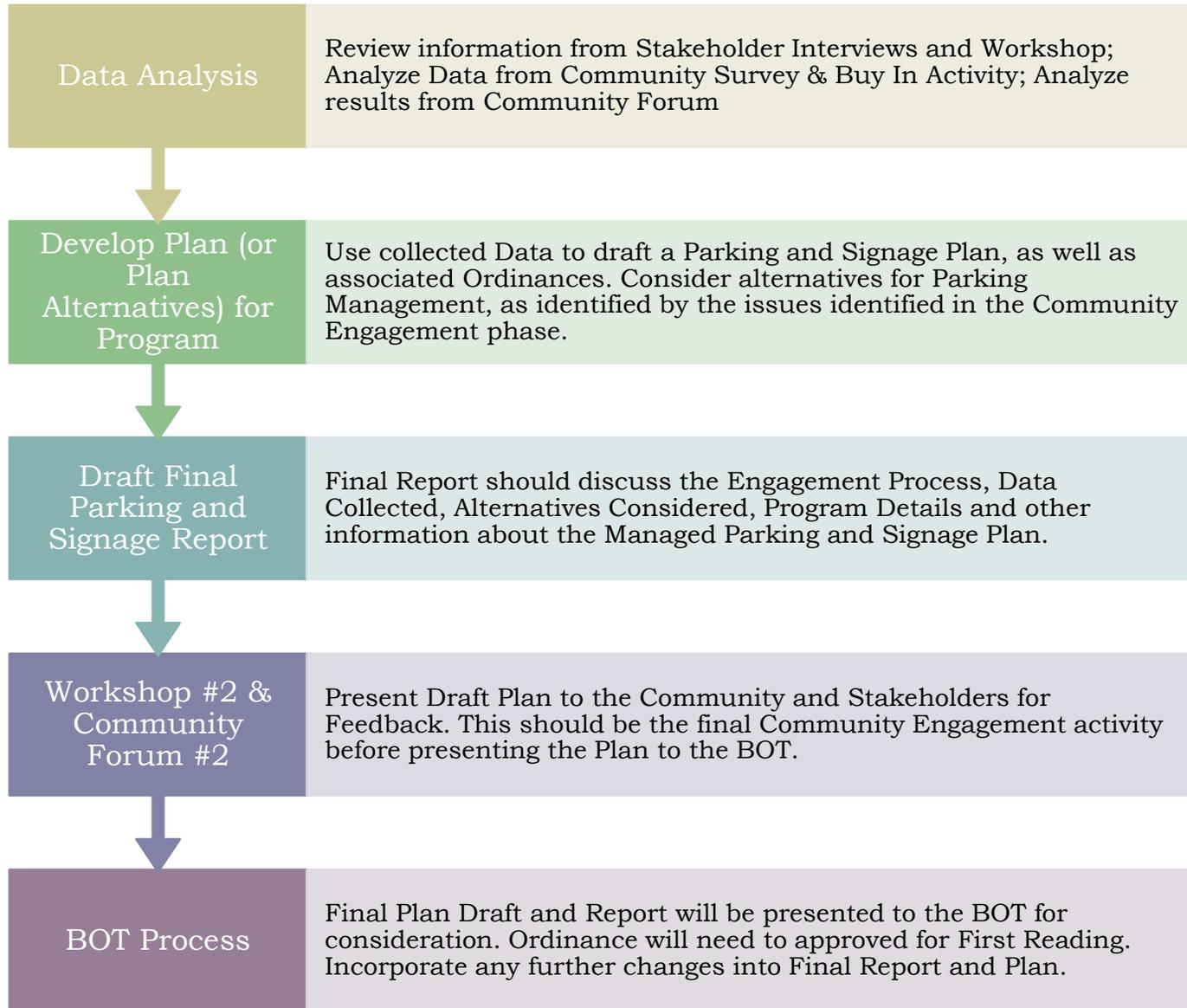




**Step 1:  
Identify  
Issues**

**The first Step in  
the Process is to  
identify the  
problems to be  
solved.**





# Step 2: Identify Goals & Build Program

The Second Step is to identify Goals for the Program and create a Draft of the Parking and Signage Plan.



# Themes from the Stakeholder Interviews

**Green Mountain Falls  
has a Parking  
Problem.**

**It would be  
beneficial for the  
City to Manage  
Parking in Town.**

**The Capacity of City  
Staff to manage  
such a program is  
important to  
consider.**

**We should ensure that  
the impact on  
residents and other  
community members  
from the program is  
low.**

**Green Mountain Falls  
has a Signage  
Problem.**

**There is sign  
“pollution” in the  
Town.**

**There should be  
reasonable signage  
standards for signs  
displayed in Town.**

**It is important for  
signage to be  
“welcoming”.**



# Considerations for a Managed Parking Program

---

**RATES**

**DATES**

**ZONES**

**SYSTEM USERS**

**EQUIPMENT AND  
CONTRACTORS**

**SIGNAGE  
CONSIDERATIONS**

**REVENUE  
PROJECTIONS AND  
USES**

**OTHER  
CONSIDERATIONS**





First Question: Why do we want to charge for Parking?



Rule 1: Keep it simple.



All Day Rates?



Season Pass (Employee Parking)



Incremental Rates



Different Users, Different Rules?



Vendor Program



Violation Rates: What is Town Cost for a Violation?

# Rates





Residents



Business Owners and Employees



Community Users



Trail Users

# System Users

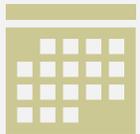




Rule #1: Keep it Simple.



Year Round: Rates, Hours of Operation, etc. do not necessarily need to stay “the same”.



Summer Only

# Dates





Free Zone



Paid Zone (Cheap)



Paid Zone (Premium)



Residential Zones  
(requires ordinance)

# Zones





Low Tech vs. High Tech



Staff Capacity



Registration System



Contractors

# Equipment and Contractors





Existing Signs & “Sign Clutter”



Required Signs for Program



CDOT, FHWA and GMF Standards



Design Elements & Technology

# Parking Signage Considerations





Is Wayfinding Signage a part of this Plan?



If so, is wayfinding just for trails or for points of interest throughout Town?



How should we pay for it? Resiliency Grant, Other Funding Opportunities



Legal Considerations for Wayfinding Signage. Important to consider liability.

# Wayfinding Signage Questions





Parking Inventory



Accounting for the Money



Uses



The Calculator

# Revenue Projections and Use





Staff Capacity



Short Term Rental Parking



The Future

# Other Considerations





In terms of Community Engagement, another “channel” for community members to engage governmental leaders regarding the program.



Vitally important to have documented and clear evidence that there were multiple different sorts of opportunities to provide the Town with Feedback on the program.



Community Leaders explain Background, Goals of Program. Tell Community about the upcoming survey, how important it is to build a “contextually sensitive plan that takes the needs of the community into account”



Allow the conversation, take the feedback. As long as it takes.

# Community Forum





Letter should provide background, explain the process and timeline, and include a good call to action to complete the survey.



Important that questions are designed to be unbiased, and that we get statistically significant results.



Potential for multiple surveys for different sorts of users (Business, Resident, etc.)



Do we have a budget; how will we ensure everyone knows about the survey, what will we do if they don't?

# Community Letter and Survey





Stakeholder Interviews and Initial Workshop (complete as of 9/26/20)



Formulate & Approval of Community Letter and Survey (Draft by 10/3/20)



Community Forum, Publish Letter & Survey upon approval of letter and Survey. Publish Letter & Survey night of Forum.



Data Collection (Survey should run at least 2 weeks, longer would be better)



Draft Final Plan, Report, Ordinances (Done Early 2021)



Secondary Community Engagement Phase (Workshop 2, Community Forum 2) (Upon completion of Drafts)



BOT Consideration, Ordinance Readings (First available meeting after community forum)



Program Roll Out (March-May 2021)



Implementation Date & Follow Up Process Improvement (May 31 (Memorial Day))

# Proposed Timeline



**GREEN MOUNTAIN FALLS, COLORADO  
RESOLUTION NO. 2020-17**

**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:**

<i>PPACG Board of Directors 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 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.  PPACG Board of Directors Bylaws, Article IV</i>		
Tyler Stevens, Trustee	April 18, 2016	April 21, 2020
Jane Newberry, Mayor (Alternate)	April 15, 2014	April 21, 2020

**PPACG Community Advisory Committee**

*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.*

*PPACG CAC Bylaws*

*Vacancy*

Jane Newberry/Tyler Stevens  
(alternates)

May 1, 2018

November 30, 2020

**PPACG Water Quality Management Committee**

*The purpose of this committee is to advise the Pikes Pak 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.*

*Vacancy*

**PPRTA Board of Directors**

*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.*

*Intergovernmental Agreement Regarding the Pikes Peak Rural Transportation Authority*

Tyler Stevens, Trustee

January 1, 2018

April 20, 2020

*Vacancy (alternate)*

**PPRTA Citizen Advisory Committee**

*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.*

*PPRTA CAC Bylaws*

<i>Vacancy</i>		
Richard “Reb” Williams	January 1, 2019	December 31, 2021
Jane Newberry/Tyler Stevens (alternates)	May 1, 2018	April 21, 2020

**PPRBD Advisory Board**

*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.*

*By-laws of the Regional Building Commission*

<i>Vacancy</i>		
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**El Paso County Community Development Advisory Board (CDAB)**

*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.*

*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.*

*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.*

Tyler Stevens	(2)	May 2017	April 20, 2020
Angie Sprang	(1)	April 21, 2020	April 20, 2025

BATTIN



### The Town of Green Mountain Falls

P.O. Box 524, 10615 Green Mountain Falls Road, Green Mountain Falls, CO 80819  
(719) 684-9414 [www.gmfco.us](http://www.gmfco.us)

## Committee Volunteer Application

Volunteer Position applying for: GMF FIRE MITIGATION COMMITTEE  
 Name: Daniel Battin  
 Street Address: 6865 Hotel St.  
 City, State: Green Mtn. Falls Zip Code: 80819  
 Phone Number: 303-594-8844 Email address: dlbattin17@gmail.com  
 How many years have you been a resident of Green Mountain Falls: 9 yrs  
 Current Employer/Occupation: Colorado Division of Fire Prevention & Control  
 Work Experiences that may apply: Wildland Fire Management

Other Volunteer Experiences that may apply: \_\_\_\_\_

Any Special Qualifications that may apply to this volunteer position: \_\_\_\_\_

Other Current Volunteer Positions you hold: \_\_\_\_\_

Reasons for choosing this Volunteer Opportunity: To help plan & implement wildland fire mitigation.

\*Please attach any other relevant information/documentation that would enhance your application.

By signing below, you acknowledge that the Town of Green Mountain Falls IS NOT liable for any harm and/or injury sustained while volunteering at any Town facilities or activities.

You also agree that all information you have provided in this application is true to the best of your knowledge.

Volunteer Signature: [Signature] Date: 1 Dec 2020

Are you 18 years or older? YES  NO

If NO, Guardian Signature: \_\_\_\_\_

BATTIN



### The Town of Green Mountain Falls

P.O. Box 524, 10615 Green Mountain Falls Road, Green Mountain Falls, CO 80819  
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