



Town of Green Mountain Falls

Regular Board of Trustee Meeting Agenda 10615 Green Mountain Falls Road

7:00 p.m.

Tuesday, December 18, 2018

WORKSHOP: Public Input on Ordinance 2018-10, An Ordinance Adding A New Section 11-51 To The Green Mountain Falls Municipal Code To Address The Installation Of Improvements In Public Right-Of-Way

WORKSHOP: Public Input on Ordinance 2018-11, An Ordinance Of The Green Mountain Falls, Colorado, Approving A Cable Franchise Agreement Between The Town And Comcast Of Colorado/Pennsylvania/West Virginia, LLC, To Operate A Cable System In The Town Pursuant To The Terms Of Such Cable Franchise Agreement

REGULAR MEETING:

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE
2. ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA
3. CONSENT AGENDA
 - a. Approve Board of Trustees Meeting Minutes December 4, 2018
 - b. Bring Into Record Bills Run December 4, 2018 and December 17, 2018
4. NEW BUSINESS
 - a. Introduction Of Ordinance 2018-12, An Ordinance Repealing And Reenacting Article XV Of Chapter 10 Of The Green Mountain Falls Municipal Code Regarding Fire Restrictions
 - b. Resolution 2018-24, A Resolution Naming Appointments To Committees, Commissions, And Outside Agencies
 - c. Resolution 2018-25, A Resolution Adopting An Updated Municipal Fee Schedule
 - d. Resolution 2018-26, A Resolution To Set Mill Levies
5. OLD BUSINESS
 - a. Public Hearing and Final Adoption, Ordinance 2018-10, An Ordinance Adding A New Section 11-51 To The Green Mountain Falls Municipal Code To Address The Installation Of Improvements In Public Right-Of-Way
 - b. Public Hearing and Final Adoption, Ordinance 2018-11, An Ordinance Of The Green Mountain Falls, Colorado, Approving A Cable Franchise Agreement Between The Town And Comcast Of Colorado/Pennsylvania/West Virginia, LLC, To Operate A Cable System In The Town Pursuant To The Terms Of Such Cable Franchise Agreement
6. PUBLIC INPUT: 3 Minutes per speaker
7. CORRESPONDENCE
 - a. Planning Commission Minutes November 27, 2018 and December 11, 2018
8. REPORTS
 - a. Trustees
 - b. Town Manager
 - c. Town Clerk
 - d. Marshal
9. ADJOURN

TOWN OF GREEN MOUNTAIN FALLS
Regular Board of Trustee Meeting
December 4, 2018 – 7:00 P.M.

MEETING MINUTES

Board Members Present

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

Interim Town Manager

Jason Wells

Interim Town Clerk

Judy Egbert

Town Clerk/Treasurer

Laura Kotewa

Board Members Absent

Trustee Chris Quinn

Town Attorney

Public Works

Marshal's Dept

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

Mayor Newberry called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

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

Mayor Newberry moved, seconded by Trustee Peterson to approve the agenda as presented. The motion carried unanimously.

3. Consent Agenda

- a. Approve Board of Trustees Meeting Minutes November 20, 2018
- b. Bring Into Record Bills Run December 4, 2018 - Removed

The bills list was not available and will be moved to the next meeting.

Trustee Stevens moved, seconded by Trustee Guthrie to approve the consent agenda as presented. The motion carried unanimously.

4. New Business

a. Oath Of Office, Town Clerk/Treasurer Laura Kotewa

Mayor Newberry administered the oath of office to Ms. Kotewa, and welcomed her.

b. Introduction Of Ordinance No. 2018-10, An Ordinance Adding A New Section 11-51 To The Green Mountain Falls Municipal Code To Address The Installation Of Improvements In Public Rights-Of-Way

Mayor Newberry moved, seconded by Trustee Stevens, to introduce Ordinance No. 2018-10 and set a workshop for December 18, 2018 beginning at 7:00 p.m., with final action anticipated at the same meeting. The motion carried.

c. Introduction Of Ordinance No. 2018-11, An Ordinance Of The Green Mountain Falls, Colorado, Approving A Cable Franchise Agreement Between The Town And Comcast Of Colorado/Pennsylvania/West Virginia, LLC, To Operate A Cable System In The Town Pursuant To The Terms Of Such Cable Franchise Agreement

Nicolas Jimenez represented Comcast and made introductory remarks.

Mayor Newberry moved, seconded by Trustee Peterson, to introduce Ordinance No. 2018-11 and set a workshop for December 18, 2018 beginning at 7:00 p.m., with final action anticipated at the same meeting. The motion carried.

d. Andre Brackin Proposed Scope of Work NRCS Emergency Watershed Protection Program Grant

Mr. Brackin reviewed the projects and work needed that may be included in the watershed and DOLA grants.

e. Acceptance of Grant EIAF E-001 Green Mountain Falls Emergency Flood Infrastructure Repair

The total project cost of the proposed projects under this grant is \$462,060.44, with the Town's responsibility at \$117,586.74.

Trustee Stevens moved, seconded by Trustee Guthrie to accept this grant as presented, subject to approval in the budget. The motion carried unanimously.

Clay Brown, DOLA Regional Manager, reviewed the review process of this grant. The Town initially requested 100% of the costs, and the approved grant covers 50%.

The NRCS grant funds have been allocated at the federal level. Mr. Brown reviewed the elements of this funding source, and other jurisdictions receiving this grant.

5. OLD BUSINESS

a. Budget Public Hearing

Mr. Wells gave an overview of the budget as updated since the last meeting.

Mayor Newberry opened the hearing at 7:58 p.m. and asked for those wishing to speak. There being none, the hearing closed at 7:58 p.m.

b. Resolution No. 2018-20, 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 2019, And Ending On The Last Day Of December 2019

Mayor Newberry read the Resolution in full.

Trustee Stevens moved, seconded by Trustee Peterson to adopt Resolution No. 2018-20 as presented. The motion carried unanimously.

c. Resolution No. 2018-21, A Resolution Levying General Property Taxes For The Year 2019, To Help Defray The Costs Of Government For The Town Of Green Mountain Falls, Colorado, For The 2018 Budget Year

Trustee Stevens moved, seconded by Trustee Guthrie, to adopt Resolution No. 2018-21 as presented. The motion carried unanimously.

d. Resolution No. 2018-22, A Resolution Appropriating Sums Of Money To The Various Funds And Spending Agencies, In The Amount And For The Purpose As Set Forth Below, For The Town Of Green Mountain Falls, Colorado, For The 2019 Budget Year

Trustee Stevens moved, seconded by Trustee Peterson, to adopt Resolution No. 2018-22 as presented. The motion carried unanimously.

e. Resolution No. 2018-23, A Resolution Naming Appointments To Committees, Commissions, And Outside Agencies For Terms In Calendar Year 2018

The Board requested that this resolution be amended to carry into 2019.

Trustee Stevens moved, seconded by Trustee Peterson, to adopt Resolution No. 2018-23 as amended. The motion carried unanimously.

f. Public Hearing and Final Adoption, Ordinance No. 2018-10, An Ordinance Adopting By Reference The Revised 2017 Pikes Peak Regional Building Code and Amending Section 18-1 of the Green Mountain Falls Municipal Code Accordingly

Virginia Koultschitzka, legal counsel for the Pikes Peak Regional Building Department, noted that this ordinance has been introduced and published in accordance with statutory requirements. The changes proposed are promulgated by FEMA, and gives no discretion for declining to adopt the changes.

The amendments have been adopted by the other participating jurisdictions.

Keith Curtis was available for questions.

Mayor Newberry opened the public hearing and asked for those wishing to speak. There being none, the hearing closed.

Trustee Stevens moved, seconded by Trustee Guthrie to finally adopt Ordinance No. 2018-10 as presented. The motion carried unanimously.

6. PUBLIC INPUT – 3 Minutes Per Speaker

Mac Pittrone spoke regarding snow removal.

Dick Bratton invited everyone to the December 11 Comprehensive Plan public input meeting.

Ann Esch noted that she has been attending Water Quality Control meetings of the Pikes Peak Area Council of Governments, and recommended that Nathan Scott be appointed to serve on this committee.

7. CORRESPONDENCE: None.

8. REPORTS

a. Trustees

Trustee Peterson noted the yule event this weekend.

Trustee Stevens reported that the fire mitigation tree removal contractor has started work.

b. Town Manager

Mr. Wells reminded citizens that his door is open for comments regarding operational concerns. He noted that the Marshal's report was distributed prior to the meeting.

The quote from Axis Audio for a projector, screen, and installation is over \$5,000. Staff has recommended purchasing an independent projector and laptop at a price that would be significantly less.

The possibility of wiring the niche for projector use with get independent laptop and projector. The Board agreed by consensus to pursue this option.

c. Town Clerk

Ms. Egbert told the Board that she will be spending training time with Ms. Kotewa as needed.

c. Marshal

The Marshal's report was provided in writing in advance of the meeting.

9. EXECUTIVE SESSIONS

a. Pursuant to C.R.S § 24-6-402(4)(e) for the purpose of matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators

Mayor Newberry moved, seconded by Trustee Peterson, to enter into Executive Session at 8:15 p.m. pursuant to C.R.S § 24-6-402(4)(e) for the purpose of matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators. The motion carried unanimously. Mr. Wells was invited into this session.

Went back in Regular Session at 8:25 p.m., Mayor Newberry confirmed that the Executive Session was held solely for the stated purpose and no action was taken.

b. Pursuant to C.R.S § 24-6-402(4)(b) for the purpose of receiving legal advice regarding implementation of the lodging occupation tax

Mayor Newberry moved, seconded by Trustee Guthrie, to enter into Executive Session at 8:25 p.m. pursuant to C.R.S § 24-6-402(4)(b) for the purpose of receiving legal advice regarding implementation of the lodging occupation tax. The motion carried unanimously. Mr. Wells was invited to attend the session. Hilary Graham was present by phone.

When back in Regular Session at 9:39 p.m., Mayor Newberry confirmed that the Executive Session was held solely for the stated purpose and no action was taken.

10. Adjournment

Meeting adjourned at 9:39 immediately following the Executive Session.

Mayor Jane Newberry

Judy A. Egbert

DRAFT

11:58 AM

12/13/18

Town of Green Mountain Falls
Check Detail
 December 1 - 4, 2018

Type	Num	Date	Name	Item	Account	Original Amount
Bill Pmt -Check	20245	12/03/2018	Acme Fire & Safety Eq...		11000 · Park State Ban...	-186.50
Bill		12/03/2018			63060 · Building Mainte...	71.50
					64400 · Pool & Pool Bui...	115.00
TOTAL						186.50
Bill Pmt -Check	20246	12/03/2018	ADD Staff		11000 · Park State Ban...	-581.91
Bill		12/03/2018			62730 · Contract Services	210.27
Bill		12/03/2018			62730 · Contract Services	371.64
TOTAL						581.91
Bill Pmt -Check	20247	12/04/2018	Century Link		11000 · Park State Ban...	-59.52
Bill		12/03/2018			63500 · Comcast-Internet	59.52
TOTAL						59.52
Bill Pmt -Check	20248	12/04/2018	Chase Card Services		11000 · Park State Ban...	-1,438.86
Bill		12/04/2018			63095 · Disaster Respo...	599.00
					63055 · Training/Meals	50.00
					62020 · Office Supplies	60.98
					62030 · Postage	50.00
					61420 · Dept. Supplies	522.00
					61210 · Police Dept. Cl...	156.88
TOTAL						1,438.86
Bill Pmt -Check	20249	12/04/2018	Comcast		11000 · Park State Ban...	-76.90
Bill		12/03/2018			63500 · Comcast-Internet	76.90
TOTAL						76.90

11:58 AM

12/13/18

Town of Green Mountain Falls
Check Detail
 December 1 - 4, 2018

Type	Num	Date	Name	Item	Account	Original Amount
Bill Pmt -Check	20250	12/04/2018	DANNY VANDERHOEF		11000 · Park State Ban...	-151.94
Bill		12/03/2018			63020 · Tools	20.98
					63060 · Building Mainte...	12.33
					63020 · Tools	43.04
					63060 · Building Mainte...	11.96
					63060 · Building Mainte...	32.98
					63055 · Training/Meals	3.50
					63060 · Building Mainte...	11.31
					63060 · Building Mainte...	15.84
TOTAL						151.94
Bill Pmt -Check	20251	12/04/2018	Drive Train Industries,...		11000 · Park State Ban...	-367.50
Bill		12/03/2018			63075 · Large Equipme...	367.50
TOTAL						367.50
Bill Pmt -Check	20252	12/04/2018	GovPro Consulting		11000 · Park State Ban...	-2,120.00
Bill		12/03/2018			62730 · Contract Services	2,120.00
TOTAL						2,120.00
Bill Pmt -Check	20253	12/04/2018	Kiowa Engineering Co...		11000 · Park State Ban...	-725.00
Bill		12/03/2018			62730 · Contract Services	725.00
TOTAL						725.00
Bill Pmt -Check	20254	12/04/2018	Teller County Clerk & ...		11000 · Park State Ban...	-331.84
Bill		12/03/2018			60730 · Election	331.84
TOTAL						331.84
Bill Pmt -Check	20255	12/04/2018	The UPS Store		11000 · Park State Ban...	-22.68
Bill		12/03/2018			69000 · Miscellaneous ...	22.68
TOTAL						22.68

11:58 AM

12/13/18

Town of Green Mountain Falls
Check Detail
December 1 - 4, 2018

Type	Num	Date	Name	Item	Account	Original Amount
Bill Pmt -Check	20256	12/04/2018	Waste Management		11000 · Park State Ban...	-91.55
Bill		12/03/2018			63700 · Trash	91.55
TOTAL						91.55
Bill Pmt -Check	20257	12/04/2018	Wilson & Company		11000 · Park State Ban...	-846.60
Bill		12/03/2018			63095 · Disaster Respo...	846.60
TOTAL						846.60

VENDOR	All	TYPE	Bill	STATUS	Open	DATE	This Week	12/9/2018 - 12/15/2018	GROUP BY	None
<input type="checkbox"/>	VENDOR	TYPE	NUMBER	DATE	DUE DATE ▲	STATUS	AMOUNT	OPEN BALANCE		
<input type="checkbox"/>	Pinnacol Assura...	Bill		12/13/2018	1/12/2019	Open	627.00	627.00		
<input type="checkbox"/>	Colorado Spring...	Bill		12/13/2018	1/12/2019	Open	170.31	170.31		
<input type="checkbox"/>	Colorado Spring...	Bill		12/13/2018	1/12/2019	Open	17.38	17.38		
<input type="checkbox"/>	Colorado Spring...	Bill		12/13/2018	1/12/2019	Open	250.66	250.66		
<input type="checkbox"/>	Colorado Spring...	Bill		12/13/2018	1/12/2019	Open	44.43	44.43		
<input type="checkbox"/>	Colorado Spring...	Bill		12/13/2018	1/12/2019	Open	29.22	29.22		
<input type="checkbox"/>	Colorado Spring...	Bill		12/13/2018	1/12/2019	Open	52.69	52.69		
<input type="checkbox"/>	Colorado State T...	Bill		12/13/2018	1/12/2019	Open	106.94	106.94		
<input type="checkbox"/>	Woodland Hard...	Bill		12/13/2018	1/12/2019	Open	20.89	20.89		
<input type="checkbox"/>	The Gazette	Bill		12/13/2018	1/12/2019	Open	143.02	143.02		
<input type="checkbox"/>	Black Hills Energy	Bill		12/13/2018	1/12/2019	Open	72.29	72.29		
<input type="checkbox"/>	Black Hills Energy	Bill		12/13/2018	1/12/2019	Open	74.74	74.74		
<input type="checkbox"/>	Black Hills Energy	Bill		12/13/2018	1/12/2019	Open	135.86	135.86		
<input type="checkbox"/>	Municipal Code...	Bill		12/13/2018	1/12/2019	Open	225.00	225.00		
<input type="checkbox"/>	Comcast	Bill		12/13/2018	1/12/2019	Open	123.88	123.88		
<input type="checkbox"/>	Quill	Bill		12/13/2018	1/12/2019	Open	149.99	149.99		
<input type="checkbox"/>	LAW OFFICES...	Bill		12/13/2018	1/12/2019	Open	44.46	44.46		
<input type="checkbox"/>	The UPS Store	Bill		12/13/2018	1/12/2019	Open	155.59	155.59		
<input type="checkbox"/>	Hoffman, Parker...	Bill		12/13/2018	1/12/2019	Open	2,045.50	2045.50		
<input type="checkbox"/>	ADD Staff	Bill		12/13/2018	1/12/2019	Open	635.70	635.70		
<input type="checkbox"/>	Sanders Consult...	Bill		12/13/2018	1/12/2019	Open	165.00	165.00		

TOTAL **5,290.55**

TOWN OF GREEN MOUNTAIN FALLS

ORDINANCE NO. 2018-12

AN ORDINANCE REPEALING AND REENACTING ARTICLE XV OF CHAPTER 10 OF THE GREEN MOUNTAIN FALLS MUNICIPAL CODE REGARDING FIRE RESTRICTIONS

WHEREAS, under C.R.S. § 31-15-401(q), the Town has the general police power to "control and limit fires, including but not limited to the prohibition, banning, restriction, or other regulation of fires and the designation of places where fires are permitted, restricted, or prohibited";

WHEREAS, the Town wishes to establish the various stages of Town fire restrictions depending on the level of fire danger and provide for the authority and method of declaring such restrictions;

WHEREAS, the Town wishes to clarify the activities that are prohibited and allowed under each Town fire restriction stage; and

WHEREAS, for these purposes, the Green Mountain Falls Municipal Code is amended as follows.

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

Section 1. Article XV, Chapter 10, of the Green Mountain Falls Municipal Code is repealed in its entirety and reenacted to read as follows:

ARTICLE XV - Fire Restrictions

Sec. 10-325. Purpose.

The purpose of this Article is to preserve and protect the public health, safety, and welfare of the citizens of the Town of Green Mountain Falls, Colorado, and surrounding areas by restricting open fires and open burning within the Town of Green Mountain Falls in order to prevent forest and grass fires, which, as a result of atmospheric conditions including lack of moisture and other local conditions, pose a significant danger to the Town and its citizens.

Sec. 10-326. Interpretation.

This Article shall be so interpreted and construed as to effectuate its general purpose to preserve and protect the public health, safety, and welfare of the citizens of the Town of Green Mountain Falls, Colorado, by restricting open fires and open burning to prevent forest and grass fires.

Sec. 10-327. Authority.

The restrictions imposed by this Article shall take effect upon the issuance of an administrative order executed by the Town Manager or his or her designee, in consultation with the Fire Chief and the Fire Restriction Evaluation Guidelines, and shall remain in effect until rescinded by similar order. The authority granted by this Article is ongoing, and administrative orders may be issued from time to time as conditions warrant.

Sec. 10-328. Definitions.

As used in this Article, unless the context otherwise requires:

- (a) *Bonfire* means an outdoor fire in which the fuel area exceeds the dimensions of a recreational fire, but which are no greater than eight (8) feet in diameter and four (4) feet in height, and which is located fifty (50) feet or more from any structure or combustible material.
- (b) *Burning in the performance of an official duty* means engaging in any activity prohibited under this chapter by any Federal, State, or local officer, or member of a rescue or firefighting force organized, employed or contracted by a Federal, State or local firefighting, military, or police protection service where engaging in such activity is required for the performance of such duties.
- (c) *Fire Restriction Evaluation Guidelines* means that set of evaluation criteria currently in use by Federal, State and local fire suppression/management agencies for monitoring fuel moistures, fire danger class, current impacts on suppression resources, current fire cause types, fire weather forecasts, and other indicators of predicted fire danger.
- (d) *Illegal fireworks* means any composition or device, regardless of the mass of the explosive composition, designed to produce audible or visual effects by combustion that is illegal under State of Colorado law and includes without limitation: firecrackers, rockets, bottle rockets, roman candles, cherry bombs, mortars, and other similar items such as M-80s.
- (e) *Open fire or open burning* means any outdoor fire that does not meet the requirements of a recreational fire or bonfire where any material is burned on the ground or in an open receptacle other than a furnace, incinerator, or other equipment connected to a stack or chimney, and includes without limitation the burning of agricultural land, silvicultural lands, rangeland, wildland, ditches, trash, or debris for any purpose including without limitation wildfire risk reduction, pest control or prevention, crop management, or wildlife management.
- (f) *Permissible fireworks* means small firework devices containing not more than 50 milligrams of explosive composition that are designed to produce audible or visual effects by combustion and which are non-

explosive and not intended to leave the ground and includes fountains, ground spinners, illuminating torches, dipped sticks and sparklers, and other similar items.

- (g) *Recreational fire* means an outdoor fire burning material other than rubbish or debris with a total fuel area of three feet or less in diameter and two feet or less in height, which is located 25 feet or more from any structure or combustible material.

Sec. 10-329. Unlawful acts.

During a Stage I, Stage II, or Stage III restriction, it shall be unlawful for any person to engage in acts prohibited by this Article within the municipal limits of the Town, including public, private, state and federal lands, while the restriction is in effect.

Sec. 10-330. Stage I restrictions.

- (1) Whether or not such activity is permitted or prohibited elsewhere in this Code, the declaration of a Stage I fire restriction shall prohibit:
 - (a) Burning of garbage and waste material.
 - (b) Use of emergency flares or roadside fusees.
 - (c) Use of illegal fireworks.
 - (d) Burning of bonfires.
 - (e) Open burning.
 - (f) Launching of model rockets.
- (2) The declaration of a Stage I fire restriction shall allow commercial pyrotechnics by permit only, such permit to be issued in accordance with Section 10-296 of this Code.
- (3) Unless prohibited elsewhere in this Code, the declaration of a Stage I fire restriction shall allow:
 - (a) Use of permitted fireworks.
 - (b) Burning of recreational fires.
 - (c) Use of outdoor charcoal grills.
 - (d) Smoking indoors, outdoors, or within an enclosed vehicle.
 - (e) Outdoor welding, use of gas torches, or use of burning rods.
 - (f) Use of liquid or gas-fueled stoves and grills.
 - (g) Use of indoor open fireplaces and indoor wood-burning stoves.
 - (h) Use of chainsaws, if accompanied by an appropriate spark arrestor.
 - (i) Burning in the performance of an official duty.

Sec. 10-331. Stage II restrictions.

- (1) Whether or not such activity is permitted or prohibited elsewhere in this Code, the declaration of a Stage II fire restriction shall prohibit:
 - (a) Burning of garbage and waste material.

- (b) Use of emergency flares or roadside fusees.
 - (c) Use of illegal fireworks.
 - (d) Use of permitted fireworks.
 - (e) Burning of bonfires.
 - (f) Open burning.
 - (g) Burning of recreational fires.
 - (h) Launching of model rockets.
 - (i) Use of outdoor charcoal grills.
 - (j) Smoking outdoors except within a developed recreation site or while stopped in an area at least three (3) feet in diameter that is barren or cleared of all flammable materials.
 - (k) Outdoor welding, use of gas torches, or use of burning rods.
- (2) The declaration of a Stage II fire restriction shall allow commercial pyrotechnics by permit only, such permit to be issued in accordance with Section 10-296 of this Code.
- (3) Unless prohibited elsewhere in this Code, the declaration of a Stage II fire restriction shall allow:
- (a) Use of liquid or gas-fueled stoves and grills.
 - (b) Use of indoor open fireplaces and indoor wood-burning stoves.
 - (c) Use of chainsaws, if accompanied by an appropriate spark arrestor.
 - (d) Smoking indoors or within enclosed vehicles.
 - (e) Smoking outdoors if within a developed recreation site or while stopped in an area at least three (3) feet in diameter that is barren or cleared of all flammable materials.
 - (f) Burning in the performance of an official duty.

Sec. 10-332. Stage III restrictions.

- (1) Whether or not such activity is permitted or prohibited elsewhere in this Code, the declaration of a Stage III fire restriction shall prohibit:
- (a) Burning of garbage and waste material.
 - (b) Use of emergency flares or roadside fusees.
 - (c) Use of illegal fireworks.
 - (d) Use of permitted fireworks.
 - (e) Commercial pyrotechnics.
 - (f) Burning of bonfires.
 - (g) Open burning.
 - (h) Burning of recreational fires.
 - (i) Launching of model rockets.
 - (j) Use of outdoor charcoal grills.
 - (k) Smoking outdoors except within a developed recreation site or while stopped in an area at least three (3) feet in diameter that is barren or cleared of all flammable materials.
 - (l) Outdoor welding, use of gas torches, or use of burning rods.
 - (m) Use of liquid or gas-fueled stoves and grills.

- (n) Use of indoor open fireplaces and indoor wood-burning stoves.
 - (o) Use of chainsaws, even if accompanied by a spark arrestor.
- (2) Unless prohibited elsewhere in this Code, the declaration of a Stage III fire restriction shall allow:
 - (a) Smoking indoors or within enclosed vehicles.
 - (b) Smoking outdoors if within a developed recreation site or while stopped in an area at least three (3) feet in diameter that is barren or cleared of all flammable materials.
 - (c) Burning in the performance of an official duty.

Sec. 10-333. Prohibition on use of emergency flares and roadside fusees.

The use of emergency flares or roadside fusees is prohibited.

Sec. 10-334. Requirements when and where outdoor fires are permitted.

When and where bonfires, recreational fires, or open burning are permitted, the following requirements shall be in place:

- (1) The outdoor fire must be attended at all times.
- (2) Attendees of an outdoor fire must have a functioning and suitable extinguisher nearby such as a garden hose or dry chemical extinguisher.
- (3) The outdoor fire must be the requisite distance away from structures or combustible materials and must not at any point move any closer to the structure than the stated distance. Such requisite distance shall be:
 - (a) Twenty-five (25) feet for recreational fires.
 - (b) Fifty (50) feet for bonfires and open fires.

Sec. 10-335. Enforcement.

This Article shall be enforced by the Green Mountain Falls Town Marshal or his or her deputies, including thereby the administering agencies of the State and Federal lands located therein, and they shall have authority to order any person to immediately cease any violation of this Ordinance. This authority shall include, but not be limited to, the right to issue a penalty assessment notice and the right to take such person or persons into temporary custody. Any exception to the meaning, terms, or enforcement of this Article shall be granted only by the administering agency, and only if the proposed action is deemed by the Green Mountain Falls Town Marshal to be safe or mitigable.

Sec. 10-336. Penalties.

Violation of this Article shall be a misdemeanor under Green Mountain Falls Municipal Code. The penalties for violation of this adopted Code are as set forth in a resolution or subsequent modifications thereof.

Sec. 10-337-340. Reserved.

Section 2. Section 97, Article IV, Chapter 11, of the Green Mountain Falls Municipal Code is amended to read as follows:

Sec. 11-97. Fires prohibited.

...

- (b) It shall be unlawful to build fires in any place in or on park land during periods that the U.S. Forest Service rates the fire danger as very high or extreme for the Ute Pass area or when fire restrictions have been declared by the Fire District or County Fire Marshal, or when fire restrictions have been implemented by the town pursuant to Article XV, Chapter 10 of this Code.

Section 3. 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 4. 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 5. Effective Date. This Ordinance shall be effective thirty (30) days after passage.

INTRODUCED AND ORDERED PUBLISHED the ____ day of _____, 2018, at the Green Mountain Falls Town Hall, 10615 Green Mountain Falls Road, Green Mountain Falls, Colorado.

ADOPTED AND ORDERED PUBLISHED the ____ day of _____, 2018.

Jane Newberry, Mayor

ATTEST:

Laura J. Kotewa, Town Clerk

Published in the Pike Peaks Courier, _____ 2018.

BOARD OF TRUSTEES AGENDA MEMO

DATE: December 13, 2018	AGENDA NO 4.b.	SUBJECT: Resolution 2018-24
Presented by: Jason Wells, Interim Manager		

Recommend action:

Consider adoption of Resolution 2018-24.

Background:

Gerald Irwin verbally resigned from the Planning Commission. The Commission accepted his resignation at the last meeting. Nathan Scott has been asked and has agreed to fulfill this term.

Additionally, at the last meeting the Board expressed interest in appointing Mr. Scott to the PPACG Water Quality Management Committee. This proposed Resolution reflects this appointment as well.

We just received notification that we need to change the term listed for Richard (Reb) Williams for the PPRTA Citizen Advisory Committee to a 3 year term. That has been updated in the document.

Issue Before the Board:

Does the Board wish to adopt Resolution 2018-24, a Resolution Naming Appointees to Committees, Commissions, and Outside Agencies?

Alternatives

- Adopt the Resolution as presented
- Adopt the Resolution with changes
- Do not adopt the Resolution and further direct staff regarding filling vacancies and amending terms.

Conclusion

The Planning Commission has approved the nominations at their meeting on December 11, 2018. The decision can be found in their minutes, located in your packet under Correspondence.

TOWN OF GREEN MOUNTAIN FALLS, COLORADO
APPLICATION FOR VOLUNTEERING

Thank you for your interest in volunteering for the Town of Green Mountain Falls!
Please return your completed application by email to: gmftownclerk1@gmail.com, or you
may mail it to: GMF Town Hall, P.O. Box 524, Green Mountain Falls, CO 80819.
If you have any questions, please contact Town Hall at 719-684-9414.

APPLYING FOR: Planning Commission
NAME: Nathan Scott
RESIDENCE ADDRESS: 6910 Colorado St., GMF
MAILING ADDRESS: P.O. Box 652, GMF, 80819
HOME PHONE: 309-981-2753 WORK PHONE: 719-619-6666
FAX: N/A E-MAIL ADDRESS: nathanscott76@gmail.com
HOW LONG HAVE YOU BEEN A RESIDENT OF GREEN MOUNTAIN FALLS: 1 year
CURRENT OCCUPATION/EMPLOYER: City of CO Springs,
IT Department
PREVIOUS WORK EXPERIENCE: 7+ years Rock Island County, IL - GIS Tech;
9+ years @ City of Moline, IL - GIS Mgr then IT Manager;
6 months Realtor in CO Springs; 7 months IT Dept. @ CO. Springs.

APPLICABLE COMMUNITY ACTIVITIES/VOLUNTEER WORK:

- River Action, Davenport, IA; committee for Taming of the Slough race
- general volunteering for trail building in Quad Cities area
- Volunteering w/ PTO @ Uk Pass Elementary

**SPECIAL QUALIFICATIONS APPLICABLE TO THE COMMITTEE OR
COMMISSION TO WHICH YOU ARE APPLYING:**

18 years of local government work, including

lots of Council & committee meetings. Work on
STR process for Town of Green Mtn Falls.

WHY DO YOU WANT TO SERVE ON THIS COMMISSION OR COMMITTEE?

I want to serve the Town and be
involved in planning future development.
My family loves living here and I feel its
important to be involved.

LIST ANY OTHER COMMITTEES ON WHICH YOU ARE CURRENTLY SERVING:

N/A - interested in Trail Committee

OTHER COMMENTS: I would like to investigate the
use of free or very inexpensive GIS data
& software in the general support of Town
processes/operations.

Please attach any documentation that would enhance your application.


Signature

12/10/18
Date

**GREEN MOUNTAIN FALLS, COLORADO
RESOLUTION NO. 2018-24**

**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:

Member Name	Term Beginning*	Term Ending**
GMF Planning Commission		
<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 (2) 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>			
Eric Caldwell	(3)	June 3, 2018	June 3, 2020
Dick Bratton	(2)	January 20, 2017	January 20, 2019
Rocco Blasi	(1)	April 12, 2017	April 12, 2019
Greg Williamson	(1)	June 20, 2017	June 20, 2019
Nathan Scott	(1)	January 16, 2018	January 16, 2020
Katharine Guthrie (Secretary)			Until replaced
GMF Parks & Recreation Advisory Committee			
<i>The Parks & 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 & 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>			
Vacancy (Member)			
Vacancy (Member)			
Vacancy (Member)			
Vacancy (Member)			
Vacancy (Member)			
Vacancy (Member)			
Vacancy (Member)			

Member Name	Term Beginning*		Term Ending**
Vacancy (Secretary)			
GMF Trails Committee <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>			
Resolution 2017-09			
Dick Bratton	(1)	January 16, 2018	January 16, 2022
Tom McCormick	(1)	January 16, 2018	January 16, 2022
Claudia Eley	(1)	January 16, 2018	January 16, 2022
Rocco Blasi	(1)	January 16, 2018	January 16, 2022
Richard Truesdell	(1)	January 16, 2018	January 16, 2021
Jan Smith	(1)	January 16, 2018	January 16, 2021
Richard Brown	(1)	January 16, 2018	January 16, 2021
Mike Lohman	(1)	January 16, 2018	January 16, 2021
Greg Pfander	(1)	January 16, 2018	January 16, 2020
Lisa Townsend	(1)	January 16, 2018	January 16, 2020
Rebecca Ochkie	(1)	January 16, 2018	January 16, 2020
Vacancy (Secretary)			Until replaced
PPACG Board of Directors <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>			

Member Name	Term Beginning*	Term Ending**
<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>		
Tyler Stevens, Trustee	April 18, 2016	April 21, 2020
Jane Newberry, Mayor (Alternate)	April 15, 2014	April 21, 2020
PPACG Community Advisory Committee <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	May 1, 2018	November 30, 2020
Jane Newberry/Tyler Stevens (alternates)	May 1, 2018	November 30, 2020
PPACG Water Quality Management Committee <i>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.</i>		
Nathan Scott	December 18, 2018	December 31, 2021
PPRTA Board of Directors <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>		

Member Name	Term Beginning*	Term Ending**
Tyler Stevens, Trustee	January 1, 2018	December 31, 2018
PPRTA Citizen Advisory Committee <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	January 1, 2017	December 31, 2020
Richard "Reb" Williams	January 1, 2019	December 31, 2021
Jane Newberry/Tyler Stevens (alternates)	May 1, 2018	April 21, 2020
PPRBD Advisory Board <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, Trustee	March 2014	
El Paso County Community Development Advisory Board (CDAB) <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> <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>		

Member Name	Term Beginning*	Term Ending**
<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>		
Tyler Stevens	(2) May 2017	April 2022 X
CML Policy Committee <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>		
Tyler Stevens, Trustee	July 2018	June 2019
<i>Vacancy (Alternate)</i>	July 2018	June 2019

* (N) indicates that the specified term is the member's Nth 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 4th day of December, 2018.

**TOWN OF GREEN MOUNTAIN FALLS,
COLORADO**

Jane Newberry, Mayor

ATTEST:

Laura J. Kotewa, Town Clerk

BOARD OF TRUSTEES AGENDA MEMO

DATE: December 13, 2018	AGENDA NO 4.c.	SUBJECT: Resolution 2018-25
Presented by: Jason Wells, Interim Manager		

Recommend action:

Consider adoption of Resolution 2018-25.

Background:

Some of the fees or descriptions in the version approved in September, 2018 Resolution 2018-14 may need attention.

- The cost for short term rental applications and renewals for 2019, and whether to remove the cost for 2018 in a new 2019 schedule
- Clarification of costs for fence permits, either new or to repair and whether they will be the same cost
- The addition of a category for outside engineering services
- Cost for Gazebo rental for residents and non-residents should match the application verbiage
- The addition of a definition of what the Traffic Control fee will cover
- Addition of or reference to pool fees

Issue Before the Board

Does the Board wish to adopt Resolution 2018-25, A Resolution Adopting an Updated Municipal Fee Schedule?

Alternatives

- Adopt the resolution with Board updates for items highlighted in yellow on the attached 2019 Fee Schedule
- Do not adopt the fee schedule until more discussion takes place
- Do not adopt this fee schedule and continue to use the one in place as per Resolution 2018-14

Conclusion

Keeping the fee schedule current is an important component in both expressing the Board's intention and giving guidance to staff as fees are implemented. The fee schedule should be reviewed on a regular basis and changed any time the Board or staff sees a need to do so.

Town of Green Mountain Falls
Fee Schedule as Adopted by Resolution 2018-14
Effective 9/18/18

2019 Fee Schedule - Draft				
Code Authority	Description	Fee		
	Publications, Hard Copy			
1-50	Municipal Code Book	actual cost		
1-50	Zoning Code section of Code Book	\$0.25/page		
1-50	Comprehensive Plan	actual cost		
	Administrative			
state law	Notary Public services	\$5.00/document		
state law	Open Records fees	See separate policy and fee schedule		
	Law enforcement fees			
	Personal service of documents	\$ 30.00		
	Court fees:			
2-138	subpoena issue fee	\$ 30.00		
8-9(e)	court costs	\$30.00 per appearance		
8-9(e)	surcharge	\$20.00 per offense		
	License fees			
	Business license	\$ 50.00		
6-103	Peddler and solicitor	\$ 50.00		
Ord. 2018-02	Mobile Food Vendor license	\$ 50.00		
6-53	Liquor Licenses	see State fee schedule		
6-122	Restaurant fee	\$ 200.00		
Ord. 2018-04	Short Term Rental	\$50.00 for 2018; then \$250.00 for new and \$300.00 for renewal	rewrite for clarity, Board has mentioned \$150 fee for a new license fee	
10-294	Fireworks sales license	\$ 75.00		
	Animals			
7-132	Dog license fee	Neutered/spayed \$12.00 Not altered \$20.00 Late renewal fee \$15.00		
7-135	Duplicate dog license fee	\$ 5.00		
7-142	Dog redemption fee	\$ 15.00		
7-164	Horse permit	\$ 30.00		
	Construction Planning/Land Use			
11-41	Sidewalk/Curb permit	\$ 100.00		
11-41	Road cut permit - gravel road	\$3.00/square yard. Minimum fee \$25.00		
11-41	Road cut permit - paved	\$4.00/square yard. Minimum fee \$25.00		
11-71	Address number fee	10		
11-114	Easement fee	\$50.00/year		
	Annexation fee	\$500.00 + \$35/acre for 1-5 acres; + \$15/each acre over 5		
16-707(c)	Fence permit	\$ 50.00	for new fence, and/or repair	

Town of Green Mountain Falls
Fee Schedule as Adopted by Resolution 2018-14
Effective 9/18/18

16-705	Plan/architectural review	\$ 125.00			
16-706	Sign permits	\$125.00 new \$50.00 repair			
16-709	variance PERMIT	\$ 200.00			
16-710	Special Use PERMIT	\$ 200.00			
16-711	Zone/Rezone	\$300.00 + \$50.00/lot			
16-713	Planned Use Development	\$500.00 + \$50.00/lot			
16-813	Development in Flood Hazard Zone	\$ 100.00			
17-22	Replat	\$150.00/lot			
17-22	Preliminary Plat	\$200.00 + \$50.00/lot			
17-23	Final Plat	\$200.00 + \$50.00/lot			
17-94	Grading Plan Review	\$ 125.00			
17-102	Driveway permit	\$ 25.00			
17-133	Minor subdivision	\$ 200.00			
18-61	Revocable permit	\$25.00/year			
XX	Any outside engineering services	ACTUAL COST			
	Facilities Use				
11-95	Gazebo rental	\$100.00/hour resident \$200.00/hour non-resident	still differentiate residence?		
	Event Fee for use of public property or rights of way - residents	\$400.00/day or \$100.00/hour (2 hr minimum) + \$100.00 deposit			
	Event Fee for use of public property or rights of way - non-residents	\$500.00/day or \$150.00/hour (2 hr minimum) + \$100.00 deposit			
	Traffic control fee	\$100.00/hr (2 hour minimum)	definition needed-what does the town afford for the fee		
	See separate schedule for pool pricing		see attached		

Town of Green Mountain Falls Pool Rates

Schedule:

Wednesday June 13 -- Sunday August 19

Adult Lap 9 am – 10 am (daily)

Open Swim 10 am – 4:30 pm (daily)

Admission	Rates
Daily Admission	
Senior (age 60+)	\$4
Regular (ages 2-59)	\$6
Punch Cards	
1- Swim	\$6
5 -Swim	\$30
10- Swim (discounted)	\$54
15 -Swim (discounted)	\$78
20 -Swim (discounted)	\$102
Season Passes	
Individual (1 person)	\$125
Individual + 1 (2 persons)	\$150
Family (1 household)	\$200
Pool Parties (exclusive)	
First hour (non-resident)	\$125
First Hour (resident)	\$100
Additional half hour	\$25

Policies

- Cash only at Pool House. May Purchase season passes and punch card with Credit card at the Town Hall
- Thunder/Lightning -- Issue 1 punch pass if pool does not re-open in 30 minutes
- No lessons are offered at this time

Questions or concerns: Please call 719-684-7847 or
Pool Manager, Jennifer, at 719-684-9058.

RESOLUTION 2018-25

A RESOLUTION ADOPTING AN UPDATED MUNICIPAL FEE SCHEDULE

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, it is a best practice to compressively review and authorize a fee schedule for all Town services at least annually, or as appropriate; and

WHEREAS, it is more appropriate to remove penalties from the fee schedule and place these under judicial authority; and

WHEREAS, fees should reflect actual costs for providing services, and these costs may change outside of a regular basis;

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

Section 1.

The Appendix to this Resolution titled "Green Mountain Falls Fee Schedule Revised 9/4/18" containing the detailed fee schedule is in its entirety incorporated as fully as if set out at length herein, and shall become effective immediately upon adoption of this Resolution, and shall remain effective until altered by further Resolution of the Board of Trustees.

Section 2.

Severability. If any article, section, paragraph, sentence, clause, or phrase of the 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 of 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 apply to any fee provisions contained in the Code of Ordinances.

INTRODUCED, READ, PASSED, AND ADOPTED at a regular meeting of the board of trustees of the Town Of Green Mountain Falls on this 18th day of December 2018.

TOWN OF GREEN MOUNTAIN FALLS, COLORADO

Jane Newberry, Mayor

ATTEST:

Laura J. Kotewa, Town Clerk

RESOLUTION NO. 2018 - 26

RESOLUTION TO SET MILL LEVIES

A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2019, TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE TOWN OF GREEN MOUNTAIN FALLS, COLORADO, FOR THE 2019 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 4, 2018; and,

WHEREAS, the amount of money necessary to balance the budget for general operating purposes from property tax revenue is \$158,706; and,

WHEREAS, the 2018, valuation for assessment for the Town of Green Mountain Falls as certified by the El Paso County Assessor is \$8,495,800; and,

WHEREAS, the 2018, valuation for assessment for the Town of Green Mountain Falls as certified by the Teller County Assessor is \$527,770;

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 2019 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 2019.

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 18th day of December, 2018.

ATTEST:

Jane Newberry, Mayor

Laura Kotewa, Town Clerk/Treasurer

TOWN OF GREEN MOUNTAIN FALLS

ORDINANCE NO. 2018 - 10

AN ORDINANCE ADDING A NEW SECTION 11-51 TO THE GREEN MOUNTAIN FALLS MUNICIPAL CODE TO ADDRESS THE INSTALLATION OF IMPROVEMENTS IN PUBLIC RIGHTS-OF-WAY

WHEREAS, the Board of Trustees desires to amend the Town's requirements for installing improvements in Town rights-of-way to minimize the impact to such public areas.

BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF GREEN MOUNTAIN FALLS, COLORADO:

Section 1. A new Section 11-51 is hereby added to the Green Mountain Falls Municipal Code to read as follows:

Sec. 11-51. - Location and Relocation of Facilities in Rights-of-Way.

(a) The location of any person's facilities in or under any street, sidewalk, curb, gutter, curbside, alley or other public place shall be subject to the prior approval of the Town, shall be located to maximize the potential use of the right of way, minimize interference with the Town's use and facilities, and conform to requirements of Town standards and specifications.

(b) The Town recognizes that it is within its police power municipality to preserve the physical integrity of its rights-of-way, control the orderly flow of vehicles and pedestrians, and efficiently manage the gas, electric, water, cable, broadband, telephone, and other facilities that are placed within its public rights-of-way. It is the Town's policy to efficiently use public rights of way for a variety of infrastructure and utilities in order to provide public services; advance the Town's goal of increasing opportunities for access to traffic control, communication, and broadband services; limit the frequency of street closures and cutting of public streets; and reduce road degradation caused by repeated boring and trenching of public rights of way. To this end, the Town requires all persons proposing work under this Chapter that involves directional boring or open trenching within a public right of way extending more than 100 feet in length to collocate and install Town conduit simultaneously with the work proposed. The Town will review all permit applications in a competitively neutral manner and make all permit decisions based on substantial evidence. The Town may, upon initial review of the permit application, determine that the proposed work does not demonstrate a need for collocation of Town infrastructure.

(c) For any work that requires collocation of Town conduit, the Town shall, as a condition of the issuance of the permit or continued validity of a permit, require the permittee to install Town conduit with tracer wire and associated infrastructure, as identified by the Town, concurrent with the installation of the permittee's infrastructure. The requirement for the permittee to

install Town conduit with tracer wire and the associated infrastructure shall be completed after the Town has reviewed and approved all estimated costs associated with the co-location of the Town conduit. The permittee shall install the Town conduit with tracer wire adjacent to the permittee's infrastructure and within the same bore or trench alignment. The Town will bear all costs associated with the Town conduit, pull boxes, and all other materials and infrastructure to be installed and the incremental increased costs incurred by the permittee (or its contractor or subcontractor) that are reasonably and directly attributable to the required colocation of Town conduit, materials and infrastructure.

(d) When a colocation of Town conduit is required, this completion inspection shall include physical verification of the installed Town conduit. The permittee may be required to submit signed as-built documentation of the Town's conduit to the Town at the Town's request.

(e) If at any time the Town requests the permittee to relocate its facilities in order to allow the Town to make any use of rights-of-way, or if at any time it shall become necessary or convenient to move or change the permittee's facilities within or adjacent to streets or rights of ways in any manner, either temporarily or permanently, because of a change in the grade or by reason of the improving, repairing, constructing, or maintaining of any street or rights of way, by reason of traffic conditions, public safety, by reason of installation of any type of Town utility facilities or other improvement, or by reason of any program from the undergrounding of such facilities, the Town shall notify the permittee at least ninety (90) days in advance, except in the case of emergencies, of the Town's intention to perform or have such work performed. The permittee shall thereupon, at its sole cost and expense, accomplish the necessary relocation, removal, or change within a reasonable time from the date of the notification, but in no event later than three (3) working days prior to the date the Town has notified the permittee that it intends to commence its work or immediately in the case of emergencies. Upon the permittee's failure to accomplish such work, the Town may perform such work at the permittee's expense and the permittee shall reimburse the Town within thirty (30) days after receipt of a written invoice. Following relocation, all affected property shall be restored to, at a minimum, the condition which existed prior to construction by the permittee at the permittee's expense, and revised as-built plans submitted to the Town.

(f) The Town may require the relocation of facilities which are not installed in the approved location or corridor.

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 Ordinance shall become effective thirty (30) days after passage.

INTRODUCED AND ORDERED PUBLISHED the 4th day of December 2018, at the Green Mountain Falls Town Hall, 10615 Green Mountain Falls Road, Green Mountain Falls, Colorado.

ADOPTED AND ORDERED PUBLISHED the ____ day of _____, 2018.

Jane Newberry, Mayor

ATTEST:

Laura J. Kotewa, Town Clerk

APPROVED AS TO FORM:

Jefferson Parker, Town Attorney

Published in the Pike Peaks Courier, _____ 2018.

TOWN OF GREEN MOUNTAIN FALLS

ORDINANCE NO. 2018 - 11

**AN ORDINANCE OF THE GREEN MOUNTAIN FALLS, COLORADO,
APPROVING A CABLE FRANCHISE AGREEMENT BETWEEN THE
TOWN AND COMCAST OF COLORADO/PENNSYLVANIA/WEST
VIRGINIA, LLC, TO OPERATE A CABLE SYSTEM IN THE TOWN
PURSUANT TO THE TERMS OF SUCH CABLE FRANCHISE
AGREEMENT**

WHEREAS, Comcast of Colorado/Pennsylvania/West Virginia, LLC (“Comcast”), has held a franchise and has been operating a cable system in the Town;

WHEREAS, pursuant to 47 U.S.C., Sec. 546(h), the Town may renew a cable franchise with a cable operator after affording the public adequate notice and opportunity for comment;

WHEREAS, the Town has considered Comcast’s performance and technical, financial and legal ability to provide the services, facilities and equipment to meet the future cable-related community needs and interests; and

WHEREAS, on _____, 2018, the Board of Trustees held a properly-noticed public hearing to consider adoption of the proposed cable franchise agreement and accepted public comment on the same.

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

Section 1. The Cable Franchise Agreement between the Town of Green Mountain Falls and Comcast, attached hereto and incorporated herein as **Exhibit A**, is hereby approved, and Comcast is hereby granted a franchise to operate a cable system in the Town pursuant to the terms of such Cable Franchise Agreement. The Mayor is hereby authorized to execute the same.

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 Ordinance shall be effective thirty (30) days after passage.

INTRODUCED AND ORDERED PUBLISHED the ____ day of _____,
2018, at the Green Mountain Falls Town Hall, 10615 Green Mountain Falls Road, Green
Mountain Falls, Colorado.

ADOPTED AND ORDERED PUBLISHED the ____ day of _____, 2018.

Jane Newberry, Mayor

ATTEST:

Laura J. Kotewa, Town Clerk

APPROVED AS TO FORM:

Jeff Parker, Town Attorney

Published in the Pike Peaks Courier, _____ 2018.

**TOWN OF GREEN MOUNTAIN FALLS
PLANNING COMMISSION MEETING
Tuesday, November 27, 2018 – 7:00 P.M.**

MEETING MINUTES

PC Members Present

Mayor Jane Newberry
Vice Chairman Dick Bratton
Commissioner Greg Williamson
Commissioner Rocco Blasi

PC Members Absent

Chairman Eric Caldwell
Commissioner Gerald Irwin

Secretary

Katharine Guthrie

1. Call to Order/Roll Call

Vice Chairman Dick Bratton called the meeting to order at 6:34 pm.

2. Additions, Deletions, or Corrections to the Agenda

M/S: Blasi/Williamson

Motion: Move to approve the agenda as submitted

Vote: Motion carried. All yea.

3. Approve Minutes of October 9, 2018

M/S: Bratton/Williamson

Motion: Move to approve the minutes with the one correction.

Vote: Motion carried. All yea.

4. Public Input

Judy Piazza inquired about the lawfulness of parking in public right-of-way.

5. New Business

A. Shed—11160- Belvidere—Plan Revue—Judy Piazza, owner

Reference Section 16-601 (a) Accessory Buildings, (b) Sec 16-705(a), (c) 1
Materials Section 16-305 Setbacks

Commissioner Williamson sat in the audience during the discussion.

The Planning Commission finds that the shed does not comply with the town code for setbacks. If a new plan is presented for Plan Review that falls within code compliance it must also include materials approved by code.

Vice Chairman Bratton recommends that the materials approved per code is too narrow and needs to be revisited.

Marshal Hodges informed the owner that she has two weeks to move the shed to avoid a citation.

Page 2 –Planning Commission Minutes 11/27/2018

6. Old Business

A. Fill PC Vacancy

No applications have been submitted at this time.

B. Frequently Asked Questions (FAQ) for Town Web Site and Town Clerk use— GMF Submittal requirements for Building Permits and other Permits (Cactus)

Ref: RBD Web Site

M/S: Bratton/Williamson

Motion: Move to table this item 6.B. until the next meeting when Chairman Caldwell is present.

Vote: Motion carries. All yea.

C. Update Capital improvement Program (CIP)

Latest update available.

Jason Wells, Interim Town Manager recommends that the Planning Commission add the CIP to their agenda and to attend the next Board of Trustees meeting to be present for the presentation regarding the scope of work for the new DOLA grant.

D. GMF Comprehensive Plan

1. Progress Report—sent to all involved committees and governing bodies.
2. Town Meeting #2—December 11, 2018, 6-8pm at Town Hall—Citizen input on Visioning
3. Review draft Base Map—almost ready for review.

7. Correspondence

None

Adjourned: 7:45

Dick Bratton- Vice Chairman

ATTEST:

Katharine Guthrie-Secretary

**TOWN OF GREEN MOUNTAIN FALLS
PLANNING COMMISSION MEETING
Tuesday, December 11, 2018 – 7:00 P.M.**

MEETING MINUTES

PC Members Present

Chairman Eric Caldwell
Mayor Jane Newberry
Vice Chairman Dick Bratton
Commissioner Greg Williamson
Commissioner Rocco Blasi

PC Members Absent

Commissioner Gerald Irwin

Secretary

Katharine Guthrie

1. Call to Order/Roll Call

Chairman Eric Caldwell called the meeting to order at 7:57 pm.

2. Additions, Deletions, or Corrections to the Agenda

M/S Caldwell/Williamson

Motion: Move to approve the agenda as submitted

Vote: Motion carried. All yea.

3. Approve Minutes of November 27, 2018

M/S Bratton/Williamson

Motion: Move to approve minutes as submitted.

Vote: Motion carried. All yea. 3:0 (Caldwell abstained due to absence on 11/27/18)

4. Planning Commissioner Resignation

M/S Williamson/Bratton

Motion: Planning Commission finds Gerald Irwin's verbal resignation acceptable.

Vote: Motion carried. All yea.

5. New Business

a. Planning Commission vacancy

M/S Bratton/Caldwell

Motion: Recommend that the Board of Trustees appoint Nathan Scott to fill the vacancy on the Planning Commission.

Vote: Motion carried. All yea.

Resolution: Nathan Scott to appear before the GMF Board of Trustees on December 18, 2019 to be sworn in.

6. Adjourned: 8:08

Eric Caldwell-Chairman

ATTEST:

Katharine Guthrie-Secretary

DRAFT



Town of Green Mountain Falls

Memorandum

To: Mayor and Board of Trustees
From: Jason S. Wells, Interim Town Manager
Re: Management Report
Date: December 18, 2018

1) Flood Response

a) Outside Funding Eligibility/Disaster Declaration

i) Outside Funding Sources

(1) Department of Local Affairs – \$139,730 awarded to address below project needs

(a) 50% local match decreased to 25% upon request due to proof of financial hardship

(b) Next step – awaiting delivery of executed grant contract

(2) NRCS Emergency Watershed Protection Program

(a) Damage Survey Report (DSR) Completed – estimated \$400K (appx.) in channel stabilization needs

(b) Private property eligibility

(c) 25% local match required – Appx. \$100K

(d) Next Steps -- Waiting to hear about potential award

b) Priority Projects

i) Midland Culvert Replacement - \$51,715

(1) Next Steps – Design/Permitting/Construction Bid Solicitation – Wilson & Co. proposal

ii) Maple St. Bridge Repair - \$35,184

iii) Olathe/Belvidere Sediment Removal - \$26,413

(1) Possible Coordination w/ Belvidere Ave Resurfacing Project in Spring, 2019

iv) El Paso Trail Road Rehabilitation - \$40,711

v) Iona Ave Culvert Replacement - \$32,282

2) Departmental Info

a) Town Clerk

i) See included comprehensive report

ii) Items of Mutual Clerk/Mgr. Interest

(1) L. Kotewa Orientation, Workload Handoff

b) Marshall's Office

i) Verbal report to be provided

c) Public Works

i) Parks

(1) Water Service – CSU Regulatory Compliance/Backflow Preventers ** On Hold Due to Staffing/Funding

(2) Restrooms – 2019 Capital Reserve Priority

ii) Road Maintenance

(a) Snow Removal Operations – Circulate SOP?

(b) Retention of Part-Time Grader/Snow Plow Operator/Equipment Maintenance Lead

(c) Implementation of Defined Zone-Based Maintenance Protocols

Management Report

January 27, 2017

- (d) Researching Outsource Options for Culvert Clean-Outs
 - iii) Belvidere Ave Improvement Project – deferred to spring, 2019 per County decision
 - iv) Lake/Park Improvements
 - (1) Memorial Park Bench Policy?
 - d) Pool
 - e) Planning
 - i) Establishment of Staff Planning Function
 - (1) Americorps VISTA Program Application – Proposed scope being reviewed at state Americorps office
 - (2) PPACG Technical Assistance
 - ii) Short-Term Rental Operations – Implementation of New Licensing Structure
 - (1) Status Update
 - iii) Economic Development
 - (a) Fiber Optics/Broadband – Oct. 23rd meeting w/ Fire Dpt. & HR Green
 - (b) Follow Through on EPC Enterprise Zone Designation - ** On Hold
 - iv) Request to Elevate Portion of Iona Rd. - ** On Hold
 - v) New Fire Station Construction
 - (1) Drainage Plan – Kiowa Review Complete
 - (2) Street Paving
 - f) Human Resources
 - i) Town Clerk Coordination w/ Town Manager on Comprehensive Job Description Revisions
 - ii) Needed Personnel Policies (in addition to recently-adopted Employee Handbook)
 - (1) Retirement contribution policy
 - (2) Compensation policies
 - (3) Mobile device usage policy
 - (4) Cell phone stipend policy
 - (5) Vehicle use policy
 - iii) Volunteer Utilization Policies Needed - ** On Hold
 - g) Finance
 - i) Financial Control Mechanisms – Improvements Ongoing
 - ii) Budget
 - (1) External Entity Reporting
 - (a) CTF Reporting
 - (b) HUTF Reporting – Contingent on 2017 Financials (see below)
 - iii) Auditing
 - (1) 2017 Audit Status – Progress Continuing
 - h) Information Technology
 - i) A/V Needs – Laura has Assumed Lead Obligation from Marshal's Office; Working on Pre-2019 Solutions
 - ii) Website
 - (1) New (state-hosted) Site Launched; Content Being Constantly Increased/Managed
 - (2) Old (county-hosted) Site Now Archived per State Law & to be Taken Offline Soon
 - iii) Hardware assessment/capital planning/desktop support – Flair Data Systems engagement
- 3) Grants
- a) Q3 Requests for Reimbursement Completed

Management Report

January 27, 2017

- i) DoLA Town Manager Grant - \$56,161.62 remaining as of Oct. 1 (of original \$125K award)
- ii) Comp Plan Update Grant –
 - (1) DoLA Grant - \$34,977.50 remaining as of Oct. 1 (of original \$50K award)
 - (2) HGMFF – Reimbursement Requests for remaining 50 percent submitted; progress report needed
- b) Kirkpatrick Foundation Sidewalk Replacement Grant
- c) Fishing is Fun Automated Lake Valve Grant - - ** On Hold
 - (1) Grant Administration Needs
 - (2) Project Management Needs
- d) CDBG - Lake Access Grant - \$7,500 – ADA Fishing Pier ** On Hold
 - i) Notice to Proceed Issued on 9/5
 - ii) Project Management/Grant Administration Needs
- 4) Intergovernmental
 - a) Pike’s Peak Area Council of Governments
 - i) 2018 Water Quality Management Plan – See Separate Item Appointing Nathan Scott as GMF Rep
 - ii) DoLA Mini-Grant for GIS Needs
 - b) Colorado Springs Utilities
 - i) Need to Refine Right-of-Way Encroachment Permitting Process
 - (1) Collaboration w/ CSU Ongoing
 - (2) Refinement of Excavation Permitting/Fee Collection Processes
 - ii) Coordination w/ Utility Regarding Street Light Billing – 11/16 meeting w/ CSU staff; addt’l meetings pending
 - c) Green Mountain Falls/Chipita Park Fire Department
 - i) Need to Clarify Process for Formal Declaration (and Rescinding) of Fire Restrictions – See separate ordinance
- 5) Insurance Administration
 - a) CIRSA
 - i) Claims
 - (1) June 24th Hail Damage
 - (a) Follow-Up with Roofing Companies on 12/12 and 12/19
- 6) Emergency Management
 - a) Coordination w/ CUSP re: Fire Mitigation Efforts Underway
- 7) Legal
 - a) Comcast Franchise Agreement – See separate agenda item
 - b) Ordinance Establishing Utility Co-Location Option Requirement – See separate agenda item
 - c) Ordinance Clarifying Fire Restriction Declaration Processes - See separate agenda item

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

To: Mayor and Board of Trustees

From: Laura J. Kotewa Town Clerk

Re: Town Clerk Report

Date: December 13, 2018

Routine activities continuing

- Gazebo rentals
- Payroll
- Accounts payable
- Agenda packet preparation
- Meeting management
- Legal notices and postings

Website

Archival of the old website is complete. IT consultants have finished the process of redirecting the URL.

Jamie Desrosier from SIPA will be training on January 4th on maintenance for the new website.

IT

There are several things being addressed such as the purchase of a equipment, and the installation of mics. Long term planning is also being discussed to maximize our budget dollars in addressing network and printing needs.

Records Management

Work continues to ensure that critical record series are complete and archived. General hard copy files are making progress into a more orderly structure, although there is still significant work to be done. Electronic files continue to improve slowly and as time allows.

Court

No activity this period. The next court date is January 2.

Planning Commission support

The temporary process in place continues to work as well as is possible given the limited staff time available. Processes continue to be developed that can be implemented once full time staff is hired.

Codification

Ordinances adopted since the last supplement are ready to send, pending the Board's action on Ordinances 10 and 11 on December 18. Moving forward, we will do a full supplement at the close of each calendar year (hard copy and electronic), and an update quarterly (electronic only)..

Unmet needs

- Staff support to Planning Commission (meeting management, communication link with Board).
- Events process review
- Code revisions
- Network maintenance