



## **Town of Green Mountain Falls**

**Regular Board of Trustee Meeting Agenda  
10615 Green Mountain Falls Road  
Tuesday, August 6, 2019 7:00 p.m.**

### **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 from July 16, 2019 and July 30, 2019
  - b. Bring Into Record Checks Run August 2, 2019
4. NEW BUSINESS
  - a. Meet the MSSD14 Superintendent of Schools
  - b. Consideration of the Final 2018 Municipal Audit as presented by Mr. Kyle Logan of Logan and Associates
  - c. Consideration of Wilson Letter for Services and DOLA Grant funded Flood Repair Plans
  - d. Discussion of the GMF Permanent Easement Agreement
5. OLD BUSINESS
  - a. Public Hearing and Final Adoption, Ordinance 2019-04 An Ordinance Repealing And Reenacting Article Vii Of Chapter 4 Of The Green Mountain Falls Municipal Code Concerning Municipal Procurement Procedures
  - b. Discussion and Consideration of Resolution 2019-09 A Resolution Of The Board Of Trustees For The Town Of Green Mountain Falls, Colorado, Approving An Amended Comprehensive Plan
6. PUBLIC INPUT: 3 Minutes per speaker
7. CORRESPONDENCE
  - a. Trails Committee Minutes June 13, 2019

b. Bronc Day Date Reservation for 2020

8. REPORTS

- a. Trustees
- b. Town Clerk
- c. Marshal

9. ADJOURN

**TOWN OF GREEN MOUNTAIN FALLS**  
**Regular Board of Trustee Meeting**  
**July 16, 2019 – 7:00 P.M.**

**REGULAR MEETING MINUTES**

**Board Members Present**

Mayor Jane Newberry  
Trustee Margaret Peterson  
Trustee Tyler Stevens

**Interim Town Manager**

Jason Wells

**Town Clerk**

Laura Kotewa

**Board Members Absent**

Trustee Katharine Guthrie  
Trustee Chris Quinn

**Town Attorney**

Not present

**Public Works**

**Marshal's Dept.**

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**REGULAR MEETING:**

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

Mayor Newberry called the meeting to order at 7: 15 p.m. The Pledge of Allegiance was recited.

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

Mayor Newberry made a motion, seconded by Trustee Peterson, to accept the Agenda.

Motion passed.

**3. Consent Agenda**

- a. Approve Board of Trustees Meeting Minutes from Regular and Special Meetings for July 2, 2019, July 8, 2019, and July 10, 2019
- b. Bring Into Record Checks Run July 12, 2019

Trustee Stevens made a motion, seconded by Trustee Peterson to accept the Consent Agenda with a correction      Motion carried.

**LOCAL LICENSING AUTHORITY:**

The Regular meeting went into Recess and the Board continued as the Local Licensing Authority at 7:06 pm.

**1. Consideration of the Buffalo Chefs INC Liquor License Renewal**

The Mayor, hearing no discussion, made a motion to approve the license renewal, seconded by Trustee Peterson. Motion carried unanimously.

The Local Licensing Authority adjourned, and the Regular meeting reconvened at 7:07pm.

**4. New Business**

**a. Trails Committee Report**

Mr. Rocco Blasi shared a presentation covering items from the Trail Committee Master Plan and the Current State of Local Trails. He mentioned they have an 11 member Advisory Board and up to 40 volunteers during 6 work days for the year. They follow 11 miles of trails in the Green Mountain Falls area.

At the end of the presentation, and after taking questions, the Trails Committee chair asked the Board to approve a plan to move the Social Path known as Angel Trail to the nearby right of way. During discussion that followed, the Board encouraged the Trails committee to choose some of the most used Social Paths and to develop them on Town Right of Way to publish them in Trails maps. The projected time line for the relocation of the path is completion by the end of the hiking season.

Parking was also discussed and the Board asked if volunteers for the Trails Committee might be interested in helping develop plans or helping to carve out some parking areas both near the Tennis Courts, and along the end of Olathe near the pool. Mr. Blasi agreed the Trails volunteers might be interested in helping with the labor for the parking projects.

A Motion to approve the movement of the Social Path known as Angel Trail onto the nearby Right of Way was made by Mayor Newberry and seconded by Trustee Peterson. Motion carried.

**5. Old Business**

**a. Belvidere Paving Project Report**



Mr. Jason Wells gave an update on the project, availability of money to finish the project, and suggestions from the project manager. The Board asked that the project manager Mr. Omar Lopez, a Kiewitt Rep, and Ms. Jennifer Irvine from El Paso County be invited to the next Board meeting in August, including a tour of the road project.

- b. Final Adoption, Ordinance 2019-04, An Ordinance Repealing And Reenacting Article VII Of Chapter 4 Of The Green Mountain Falls Municipal Code Concerning Municipal Procurement Procedures

The Board asked that several new items be included before the Final Adoption. This item is continued to the next meeting to review the updates to be made.

- c. Discussion – Comp Plan Resolution from the Planning Commission

This item is continued for more time for the Board to review for any additional items or possible changes to recommend. The completed Plan is now available on the Town website.

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

Ms. Ann Esch publicly thanked our planner, Julia, for assessing a hole in the road near her property.

Mr. Dick Bratton mentioned Bronc Days and again invited the Board to participate.

## **7. Correspondence:**

- a. NRCS map

The Board asked that the map be shared with the Town Planner, that she place it in the next Planning Commission packet, and that she locate contact information for the private property owners affected.

## **8. Reports**

- a. Trustees – Trustee Peterson shared event details for the Bingo Night at Sallie Bush and Bronc Days. The Mayor shared details about the Pool.

- b. Town Manager – There has been a finalist announced for the position of Town Manager. He shared highlights of his written report.
- c. Town Clerk – Shared highlights of her report, and a list of upcoming events, and information gleaned from an information session with LodgingRevs representatives.

**9. Executive session:**

- a. Pursuant to C.R.S § 24-6-402(f) for the Purpose of Personnel Matters, Specifically to Discuss Staffing Needs and Pursuant to C.R.S § 24-6-402(e) for The Purpose of Matters That May be Subject to Negotiations, Developing Strategy for Negotiations, and/or Instructing Negotiators

The Regular meeting went into recess at 8:29pm. Mayor Newberry made a motion, seconded by Trustee Stevens to enter into Executive Session at 8:29pm. Motion carried unanimously. Mr. Jason Wells and Ms. Laura Kotewa were invited to attend.

The Executive Session adjourned at 9:44pm, with the Regular meeting reconvening at 9:44pm. No actions were taken during the Executive Session.

**10. Possible Board Action**

No Action was taken by the Board.

**11. Adjournment**

Meeting adjourned at 9:44 p.m.

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Jane Newberry, Mayor

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Laura J. Kotewa, Town Clerk/Treasurer

**TOWN OF GREEN MOUNTAIN FALLS**  
**Special Board of Trustee Meeting**  
**July 30, 2019 – 5:00 P.M.**

**REGULAR MEETING MINUTES**

**Board Members Present**

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

**Board Members Absent**

Trustee Chris Quinn

**Town Attorney**

Not present

**Interim Town Manager**

**Public Works**

**Town Clerk**

Absent

**Marshal's Dept.**

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

Mayor Newberry called the meeting to order at 7:01 p.m. The Pledge of Allegiance was recited. Roll was taken, with Chris Quinn absent.

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

Mayor Newberry made a motion, seconded by Trustee Stevens, to accept the Agenda with 2 additional Executive Sessions Pursuant to C.R.S § 24-6-402(f) for the Purpose of Personnel Matters, Specifically to Evaluate Applicants for Position of Town Manager, and Specifically to Discuss other town Personnel Matters, and Pursuant to C.R.S § 24-6-402(e) for The Purpose of Matters That May be Subject to Negotiations, Developing Strategy for Negotiations, and/or Instructing Negotiators. Motion passed unanimously.

**3. Executive Sessions**

The first Executive Session Pursuant to C.R.S § 24-6-402(f) for the Purpose of Personnel Matters, Specifically to Evaluate Applicants for Position of Town

Manager began at 7:04pm. No Actions were taken, and the session adjourned at 7:09pm.

The Regular Session reconvened at 7:10pm. Trustee Stevens made a motion to enter into an Executive Session Pursuant to C.R.S § 24-6-402(e) for the purpose of successful negotiations with Ms. Angie Sprang for the position of Town Manager, seconded by Trustee Peterson. Motion carried unanimously. Ms. Angie Sprang was invited to attend.

The second Executive Session was called to order at 7:11pm and adjourned at 7:16pm. There were no actions taken by the Board.

The third Executive Session Pursuant to C.R.S § 24-6-402(f) for the Purpose of Personnel Matters, Specifically to Discuss other town Personnel Matters at 7:17pm and adjourned at 8:09pm. There were no actions taken by the Board.

The Regular Session resumed at 8:09pm. Mayor Newberry made a motion to let Mr. Jason Wells go from his current position so he can give attention to his new venture. Trustee Guthrie seconded. Discussion followed including the restatement of a conversation from early July, where Mr. Wells confirmed to the Board his decision to move forward with his own pursuits, and appreciation for his valuable work. Ms. Sprang may schedule time with him as needed. Motion carried.

Mayor Newberry made a motion that the Town Clerk and Planner make day to day decisions until the Town Manager is appointed. Trustee Guthrie seconded. Motion carried.

Trustee Peterson made a motion that signatures required by the Town Manager may be forwarded to the Mayor, or Mayor Pro Tem in her absence until the Town Manager is appointed, seconded by Trustee Guthrie. Motion carried.

An update about the Lake was shared by Mayor Newberry about the broken seal at the bottom of the lake that was installed about 4 years ago. The Mayor met with Tom Hughes and Mike Penman early Sunday morning to discuss a solution. The city received a cost estimate, which was discussed with Mr. Jesse Stroope. Mr. Chris Keesee and HGMFF approved the budget to repair the seal and will bear the cost. There was no reason, except that the seal was toward the end of its useful life, that the seal failed.

There was discussion concerning funding of the projects needed to permanently fix the Lake walls and outlet.

Appreciation was shared for Tom Hughes and his group for the work they did on the Public Restrooms and the roads in preparation for Bronc Days.

Options for Public Works structuring was discussed.

## **9. Adjournment**

Meeting adjourned at 8:46p.m.

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Jane Newberry, Mayor

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Laura J. Kotewa, Town Clerk/Treasurer

2:25 PM

08/02/19

Accrual Basis

**Town of Green Mountain Falls**  
**Expenses by Vendor Summary**  
August 2, 2019

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	<u>Aug 2, 19</u>
Auto Truck Group	238.29
Chase Card Services	637.38
Comcast	86.90
Flair Data Systems DBA	290.00
GovPro Consulting	560.00
Logan & Associates	5,500.00
Logan Simpson Design Inc.	3,070.10
Oklahoma Centralized Support Registry	423.69
Outlook Lodge	194.98
Pinnacol Assurance	627.00
Presto-X	465.60
Reliable Sanitation	2,650.00
Sean Goings	20.00
The Lock Shop	2,085.64
The UPS Store	20.82
Water on Marrs, Inc.	5,070.00
Wilson & Company, Inc., EGINEERS & ARCHIT	26,618.60
Woodland Park Panther Recycling	120.50
<b>TOTAL</b>	<b><u>48,679.50</u></b>

TOWN OF GREEN MOUNTAIN FALLS,  
COLORADO

FINANCIAL STATEMENTS

December 31, 2018



Logan and Associates, LLC  
CERTIFIED PUBLIC ACCOUNTANTS

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## INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Members of  
the Board of Trustees  
Town of Green Mountain Falls  
Green Mountain Falls, Colorado

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Green Mountain Falls (the "Town") as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditor's Responsibility*

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Town's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a reasonable basis for our audit opinions.

## *Opinions*

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Green Mountain Falls as of December 31, 2018, and the respective changes in financial position for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

## *Other Matters*

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, and budgetary comparison schedule on pages i – vi and on pages 18 - 19 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Supplementary Information and Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements as a whole. The accompanying supplementary information on pages 20 – 21, and other information on pages 22 – 23, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements.

The supplementary information and other information have been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information and other information are fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

*Logan and Associates, LLC*

Aurora, Colorado  
July 31, 2019

**TOWN OF GREEN MOUNTAIN FALLS**  
**El Paso County, Green Mountain Falls, Colorado**  
**Management's Discussion and Analysis**  
**December 31, 2018**

Management of the Town of Green Mountain Falls offers readers of the basic financial statements this narrative overview and analysis of the financial activities of the Town for the fiscal year ended December 31, 2018. The focus of the information contained herein is on the primary government.

### **Financial Highlights**

- The Town's assets exceeded liabilities at the close of the fiscal year by \$1,585,013 (net position). Of this amount \$308,574 (unrestricted net position) may be used to meet the Town's ongoing obligations.
- The Town's total net position decreased by \$10,254.
- The Town currently has no debt.

### **Overview of the Financial Statements**

This discussion and analysis is intended as an introduction to the Town's basic financial statements. The basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the basic financial statements. In addition to the basic financial statements, also provided is other supplementary information.

### **Government-wide Financial Statements**

The government-wide financial statements are designed to provide readers with a broad overview of the Town's finances in a manner similar to a private-sector business.

The focus of the Statement of Net Position (the "Unrestricted Net Position") is designed to be similar to a bottom line for the Town and its governmental activities. This statement reports all of the governmental fund's current financial resources (short-term spendable resources) with capital assets and long-term obligations. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

The Statement of Activities presents information illustrating how the Town's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes).

The governmental activities reflect the Town's basic services, including police, judicial, administrative, parks and recreation, streets and public works. Sales and property taxes finance the majority of these services.

**TOWN OF GREEN MOUNTAIN FALLS**  
**El Paso County, Green Mountain Falls, Colorado**  
**Management's Discussion and Analysis**  
**December 31, 2018**

**Fund Financial Statements**

A fund is a grouping of related accounts used to maintain control over resources that have been segregated for specific activities or objectives. The Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds are used to account for the same functions as governmental activities in the government-wide financial statements. Governmental fund financial statements focus on financial position and change in financial position, not on income determination, and use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (when they are "measurable and available"). The Town considers all revenues available if they are collected within sixty days following the year end. Expenditures are recorded when the related fund liability is incurred.

The General Fund is the Town's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The notes to the basic financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide fund financial statements.

Other information, in addition to the basic financial statements and accompanying notes, is presented in the form of certain required supplementary information.

**Government-wide Financial Analysis**

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the Town of Green Mountain Falls, assets exceeded liabilities by \$1,585,013.

Of the Town's net position, 19% is unrestricted and may be used to meet the Town's ongoing financial obligations. These are net position that are not restricted by external requirements nor invested in capital assets.

Of the Town's \$1,585,013 in net position, \$1,230,102 (78%) reflects investment in capital assets (e.g. land, buildings, infrastructure, machinery and equipment).

**TOWN OF GREEN MOUNTAIN FALLS**  
**El Paso County, Green Mountain Falls, Colorado**  
**Management's Discussion and Analysis**  
**December 31, 2018**

The following table reflects the Town's Net Position:

	Government Activities	
	<u>12/31/2017</u>	<u>12/31/2018</u>
Current assets	\$595,685	\$557,643
Other assets		
Capital assets	<u>1,154,003</u>	<u>1,230,102</u>
Total Assets	<u>1,749,688</u>	<u>1,787,745</u>
Current liabilities	<u>23,135</u>	<u>44,026</u>
Long-term liabilities		
Total Liabilities	23,135	44,026
Deferred Inflow of Resources		
Deferred Property Tax Revenue	<u>156,800</u>	<u>158,706</u>
Net Position		
Invested in capital assets	1,154,003	1,230,102
Restricted for TABOR	16,400	21,000
Restricted - Other	25,337	25,337
Unrestricted	<u>374,013</u>	<u>308,574</u>
Total Net Position	<u>\$1,569,753</u>	<u>\$1,585,013</u>

**TOWN OF GREEN MOUNTAIN FALLS**  
**El Paso County, Green Mountain Falls, Colorado**  
**Management's Discussion and Analysis**  
**December 31, 2018**

**Financial Analysis of the Government's Funds**

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds**

The focus of the Town's governmental funds is to provide information on current year revenue, expenditures and balances of spendable resources. Such information is useful in assessing the Town's financial requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the year ended December 31, 2018, the Town's governmental funds reported combined ending fund balance of \$354,911. The decrease in Fund Balance of \$86,353 was due to the costs associated with updates to Gazebo Island which were originally to be paid for with grant funds, however the grant applications were not approved. This necessitated General Fund monies being transferred into the Capital Improvement Fund to cover the expenses.

**General Fund Budgetary Highlights**

Actual revenues of \$640,937 exceeded the final budgeted revenues of \$624,118 by \$16,819, primarily due to tax revenues exceeding their respective budgeted amounts. Actual expenditures of \$592,228 were under the final expenditure budget of \$610,582 by \$18,354.

**TOWN OF GREEN MOUNTAIN FALLS**  
**El Paso County, Green Mountain Falls, Colorado**  
**Management's Discussion and Analysis**  
**December 31, 2018**

The following reflects the Town's Changes in Net Position:

	Government Activities	
	<u>12/31/2017</u>	<u>12/31/2018</u>
Revenues		
Program Revenues		
Charges for service	\$30,110	\$28,305
Grants & contributions	96,196	161,253
General Revenues		
Taxes		
Property taxes	173,306	176,720
Sales Taxes	115,053	117,677
Other taxes	136,220	166,878
Investment interest and Misc.	3,718	20,330
Total Revenues	<u>554,603</u>	<u>671,163</u>
Expenses		
General Government	220,146	339,903
Judicial	800	1,699
Public Safety	84,613	83,491
Public Works	159,716	211,012
Culture & Recreation	46,756	45,312
Total Expenses	<u>512,031</u>	<u>681,417</u>
Increase (decrease) in net position	42,572	(10,254)
Net Position – Beginning	<u>1,527,181</u>	<u>1,595,267</u>
Net Position - Ending	<u><u>\$1,569,753</u></u>	<u><u>\$1,585,013</u></u>

Governmental activities decreased the Town's net position by \$10,254. Key elements are as follows:

- Sales tax revenues increased \$2,624.
- Grants and contributions increased \$63,252.

**TOWN OF GREEN MOUNTAIN FALLS**  
**El Paso County, Green Mountain Falls, Colorado**  
**Management's Discussion and Analysis**  
**December 31, 2018**

**Capital Asset and Debt Administration**

**Capital assets**

The Town's capital assets as of December 31, 2018 amount to \$-- (net of accumulated depreciation). This investment in capital assets includes land, buildings and improvements, equipment and other, park facilities, infrastructure (including streets, alleys, signs and bridges). The Town's capital assets by activity at December 31, 2018 were as follows:

Government Activities

	<u>12/31/2017</u>	<u>12/31/2018</u>
Land	\$164,395	\$164,395
Construction in Progress	0	8,048
Improvements	209,661	318,201
Buildings	1,047,944	1,047,944
Machinery and Equipment	320,409	328,805
Vehicles	135,434	169,798
Less accumulated depreciation	(723,840)	(807,089)
Total	<u>\$1,154,003</u>	<u>\$1,230,102</u>

**Debt**

At December 31, 2018, the Town had no debt.

**Economic Factors and Next Year's Budget**

The 2019 budget represents an attempt to maintain both core services and a sufficient fund balance. Increasing reserves is a large priority for the foreseeable future as the current reserves are not sufficient for our needs. The following factors were considered in compiling the 2019 budget:

- Capital Improvement Projects and what's needed in the foreseeable future
- Reserves

It is the hope of the Board of Trustees and the employees of the Town of Green Mountain Falls that 2019 will keep improving.

**Requests for Information**

This financial report is designed to provide a general overview of the Town's finances for all those with an interest in the government's finances. Questions concerning the information provided in this report or requests for additional financial information should be addressed to the Town Manager or Town Clerk, Town of Green Mountain Falls, P.O. Box 524, Green Mountain Falls, CO 80819.



## **BASIC FINANCIAL STATEMENTS**

TOWN OF GREEN MOUNTAIN FALLS, COLORADO

STATEMENT OF NET POSITION  
December 31, 2018

	<u>GOVERNMENTAL ACTIVITIES</u>
ASSETS	
Cash and Investments	\$ 244,219
Receivables	
Property Taxes	158,706
Other Governments	153,868
Accounts	850
Capital Assets, Not Depreciated	172,443
Capital Assets, Depreciated Net of Accumulated Depreciation	<u>1,057,659</u>
 TOTAL ASSETS	 <u>1,787,745</u>
LIABILITIES	
Accounts Payable	34,363
Accrued Salaries and Benefits	<u>9,663</u>
 TOTAL LIABILITIES	 <u>44,026</u>
DEFERRED INFLOW OF RESOURCES	
Deferred Property Tax Revenue	<u>158,706</u>
NET POSITION	
Net Investment in Capital Assets	1,230,102
Restricted for Emergencies	21,000
Restricted for Parks and Recreation	25,337
Unrestricted, Unreserved	<u>308,574</u>
 TOTAL NET POSITION	 <u><u>\$ 1,585,013</u></u>

The accompanying notes are an integral part of the financial statements.

TOWN OF GREEN MOUNTAIN FALLS, COLORADO

STATEMENT OF ACTIVITIES  
Year Ended December 31, 2018

					NET (EXPENSE) REVENUE AND CHANGE IN NET POSITION
FUNCTIONS/PROGRAMS	EXPENSES	PROGRAM REVENUES			GOVERNMENTAL ACTIVITIES
		CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	CAPITAL GRANTS AND CONTRIBUTIONS	
PRIMARY GOVERNMENT					
<b>Governmental Activities</b>					
General Government	\$ 339,903	\$ 12,151	\$ 92,977	\$ -	\$ (234,775)
Judicial	1,699	-	-	-	(1,699)
Public Safety	83,491	645	-	-	(82,846)
Public Works	211,012	4,913	38,217	-	(167,882)
Parks and Recreation	45,312	10,596	-	30,059	(4,657)
Total Governmental Activities	<u>\$ 681,417</u>	<u>\$ 28,305</u>	<u>\$ 131,194</u>	<u>\$ 30,059</u>	<u>(491,859)</u>
GENERAL REVENUES					
Taxes					
Property & Specific Ownership					176,720
Sales Taxes					117,677
Use					70,582
Lodging					4,186
Franchise					49,971
Other					42,139
Interest					2,612
Insurance Proceeds					16,933
Miscellaneous					785
TOTAL GENERAL REVENUES					<u>481,605</u>
CHANGE IN NET POSITION					(10,254)
NET POSITION, Beginning, As Restated					<u>1,595,267</u>
NET POSITION, Ending					<u>\$ 1,585,013</u>

The accompanying notes are an integral part of the financial statements.

TOWN OF GREEN MOUNTAIN FALLS, COLORADO

BALANCE SHEET  
GOVERNMENTAL FUNDS  
December 31, 2018

	GENERAL FUND	CAPITAL IMPROVEMENTS FUND	NONMAJOR GOVERNMENTAL CONSERVATION TRUST FUND	TOTALS
<b>ASSETS</b>				
Cash and Investments	\$ 243,050	\$ -	\$ 1,169	\$ 244,219
Property Taxes Receivable	158,706	-	-	158,706
Due from Other Governments	153,868	-	-	153,868
Accounts Receivable	850	-	-	850
<b>TOTAL ASSETS</b>	<b>556,474</b>	<b>-</b>	<b>1,169</b>	<b>557,643</b>
<b>LIABILITIES, DEFERRED INFLOWS AND FUND EQUITY</b>				
<b>LIABILITIES</b>				
Accounts Payable	34,363	-	-	34,363
Accrued Salaries and Benefits	9,663	-	-	9,663
<b>TOTAL LIABILITIES</b>	<b>44,026</b>	<b>-</b>	<b>-</b>	<b>44,026</b>
<b>DEFERRED INFLOW OF RESOURCES</b>				
Deferred Property Tax Revenue	158,706	-	-	158,706
<b>FUND EQUITY</b>				
Fund Balance				
Restricted for Emergencies	21,000	-	-	21,000
Restricted for Parks and Recreation	25,337	-	1,169	26,506
Unassigned	307,405	-	-	307,405
<b>TOTAL FUND EQUITY</b>	<b>353,742</b>	<b>-</b>	<b>1,169</b>	<b>354,911</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS, AND FUND EQUITY</b>	<b>\$ 556,474</b>	<b>\$ -</b>	<b>\$ 1,169</b>	<b>\$ 557,643</b>

Amounts reported for governmental activities in the statement of net position are different because:

Total Fund Balance of the Governmental Fund	354,911
Capital assets used in governmental activities are not financial resources and therefore, are not reported in the fund.	1,230,102
Net position of governmental activities	<u>\$ 1,585,013</u>

The accompanying notes are an integral part of the financial statements.

TOWN OF GREEN MOUNTAIN FALLS, COLORADO

STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE - GOVERNMENTAL FUNDS  
Year Ended December 31, 2018

	GENERAL FUND	CAPITAL IMPROVEMENTS FUND	NONMAJOR GOVERNMENTAL CONSERVATION TRUST FUND	TOTALS
REVENUES				
Taxes				
Property	\$ 157,158	\$ -	\$ -	\$ 157,158
Specific Ownership	19,562	-	-	19,562
Sales Taxes	117,677	-	-	117,677
Use Taxes	70,582	-	-	70,582
Lodging Taxes	4,186	-	-	4,186
Franchise Taxes	49,971	-	-	49,971
Licenses and Permits	17,064	-	-	17,064
Fines and Forfeitures	-	-	-	-
Charges for Services	11,241	-	-	11,241
Intergovernmental	149,749	-	8,809	158,558
Donations and Contributions	-	21,250	-	21,250
Interest	2,445	-	167	2,612
Miscellaneous	41,302	-	-	41,302
TOTAL REVENUES	640,937	21,250	8,976	671,163
EXPENDITURES				
Current				
General Government	308,924	-	-	308,924
Judicial	1,699	-	-	1,699
Public Safety	71,153	-	-	71,153
Public Works	182,062	-	-	182,062
Parks and Recreation	28,390	-	5,940	34,330
Capital Outlay	-	159,348	-	159,348
TOTAL EXPENDITURES	592,228	159,348	5,940	757,516
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	48,709	(138,098)	3,036	(86,353)
OTHER FINANCING SOURCES (USES)				
Transfers In	-	138,098	-	138,098
Transfers (Out)	(110,894)	-	(27,204)	(138,098)
NET CHANGE IN FUND BALANCE	(62,185)	-	(24,168)	(86,353)
FUND BALANCE, Beginning, As Restated	415,927	-	25,337	441,264
FUND BALANCE, Ending	\$ 353,742	\$ -	\$ 1,169	\$ 354,911

The accompanying notes are an integral part of the financial statements.

TOWN OF GREEN MOUNTAIN FALLS, COLORADO

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE - GOVERNMENTAL FUND  
TO THE STATEMENT OF ACTIVITIES  
Year Ended December 31, 2018

Amounts Reported for Governmental Activities in the Statement of Activities are Different Because:

Net Changes in Fund Balance - Total Governmental Fund	\$ (86,353)
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Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which current year capital outlay \$159,348 exceeded current year depreciation expense (\$83,249).

76,099
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Change in Net Position of Governmental Activities	<u>\$ (10,254)</u>
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The accompanying notes are an integral part of the financial statements.

TOWN OF GREEN MOUNTAIN FALLS, COLORADO

NOTES TO FINANCIAL STATEMENTS

December 31, 2018

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Nature of Operations**

The Town of Green Mountain Falls was founded in 1890 and is a municipal corporation governed by a Mayor and six-member Board of Trustees elected by the residents. It is located at the base of Pikes Peak and is split between El Paso County and Teller County, with approximately 62% in El Paso County and 38% in Teller County. The Town provides public safety, public works, municipal court, parks and recreation, and general administrative services to its residents.

The accounting policies of the Town conform to generally accepted accounting principles as applicable to governmental entities. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. A summary of the Town's more significant accounting policies follows.

**Reporting Entity**

In accordance with governmental accounting standards, the Town has considered the possibility of including additional entities in its financial statements.

The definition of the reporting entity is based primarily on financial accountability. The Town is financially accountable for organizations that make up its legal entity. It is also financially accountable for legally separate organizations if the Town officials appoint a voting majority of the organization's governing body and either it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or to impose specific financial burdens on, the Town. The Town may also be financially accountable for organizations that are fiscally dependent upon it. Based on the application of the criteria, the Town does not include additional organizations in its report entity.

**Government-Wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all nonfiduciary activities of the Town. Governmental activities are normally supported by taxes, intergovernmental revenues, and other non-exchange transactions.

The statement of net position reports all financial, capital and debt resources of the Town. The difference between assets plus deferred outflows, and liabilities plus deferred inflows of the Town is reported as net position.

TOWN OF GREEN MOUNTAIN FALLS, COLORADO

NOTES TO FINANCIAL STATEMENTS

December 31, 2018

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**Government-Wide and Fund Financial Statements** (Continued)

The statement of activities demonstrates the degree to which the direct expenses and allocated indirect expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

**Measurement Focus, Basis of Accounting and Financial Statement Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when the liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the granting agency have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both "measurable and available". Revenues are considered to be "available" when they are collected within the current year or soon enough thereafter to pay liabilities of the current year. For this purpose, the Town considers tax revenues to be available if they are collected within 60 days of the end of the current year, except for expenditure driven grants as defined in the following paragraph.

Taxes, intergovernmental revenue and interest associated with the current fiscal year are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal year. Franchise fees, grant and similar revenues are recorded as revenues when all eligibility requirements are met, including any time requirements. Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met. All other revenues are considered to be measurable and available only when cash is received by the Town.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, are recorded only when payment is due.



TOWN OF GREEN MOUNTAIN FALLS, COLORADO

NOTES TO FINANCIAL STATEMENTS

December 31, 2018

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**Measurement Focus, Basis of Accounting and Financial Statement Presentation**  
(Continued)

When both restricted and unrestricted resources are available for use, it is the Town's practice to use restricted resources first, then unrestricted resources as they are needed.

The Town reports the following major governmental funds in the fund financial statements:

General Fund – The General Fund is used to account for the general operations and specific programs of the Town.

Capital Improvements Fund – The Capital Improvements Fund is used to account intergovernmental revenues and donations for capital projects, improvements and acquisition of equipment and vehicles of the Town.

**Assets, Liabilities, Net Position/Fund Balance**

*Investments* – Investments are reported at fair value.

*Receivables* – Due from other governments and accounts receivable are reported at their gross value, and where appropriate, are reduced by the estimated portion that is expected to be uncollectible.

*Capital Assets* – Capital assets, which include land, buildings, equipment, are reported in the government-wide financial. Prior to 2017, the Town did not have a specific level for capitalizing capital assets. Beginning in April 2017, the Town approved capitalizing assets with an initial, individual cost of more than \$1,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Capital assets of the Town are depreciated using the straight-line method over the following estimated useful lives.

Buildings	7 – 40 years
Land Improvements	15 years
Machinery and Equipment	5 – 7 years
Office Equipment	5 – 7 years
Vehicles	5 years

TOWN OF GREEN MOUNTAIN FALLS, COLORADO

NOTES TO FINANCIAL STATEMENTS

December 31, 2018

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**Assets, Liabilities, Net Position/Fund Balance** (Continued)

General infrastructure assets, identified as all roads, bridges and other infrastructure, are not reported by the Town.

*Deferred Outflows/Inflows of Resources* - In addition to assets, the statement of net position and governmental fund balance sheet will sometimes report a separate section for *deferred outflows of resources*. This separate financial statement classification represents a consumption of net position or fund balance that applies to a future period(s) and therefore will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of net position and governmental fund balance sheet will sometimes report a separate section of *deferred inflows of resources*. This separate financial statement classification represents an acquisition of net position or fund balance that applies to a future period(s) and therefore will not be recognized as an inflow of resources (revenue) until then. The Town has an item related to property taxes levied in the current year to be collected in the following year that is reported as deferred inflows of resources at December 31, 2018.

*Long-Term Debt* - In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Debt premiums and discounts are reported as other financing sources and uses, respectively. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures. In the government-wide financial statements, debt premiums and discounts are deferred and amortized over the life of the debt using the straight-line method.

*Compensated Absences* - Full-time employees of the Town are allowed to accumulate paid time off (PTO). PTO accumulates based on years of service and is capped at a maximum accrual of one year's worth of the employee's normal annual rate of accrual. Employees are not paid accrued PTO time upon separation of employment. Therefore, no liability is reported for accumulated PTO.

*Net Position* - In the government-wide financial statements, net position is restricted when constraints placed on the net position are externally imposed.

- Net Investment in Capital Assets - this classification is intended to report the portion of net position which is associated with non-liquid, capital assets less outstanding debt related to those capital assets.
- Restricted Net Position - this classification includes liquid assets which have third party limitations on their use.

TOWN OF GREEN MOUNTAIN FALLS, COLORADO

NOTES TO FINANCIAL STATEMENTS

December 31, 2018

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**Assets, Liabilities and Net Position/Fund Balances** (Continued)

- Unrestricted Net Position – this classification includes assets that do not have any third party limitations on their use.

*Fund Balance Classification* – The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the Town is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

- Nonspendable – This classification includes amounts that cannot be spent because they are either (a) not in spendable form (such as prepaid items) or (b) are legally or contractually required to be maintained intact.
- Restricted – This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors (such as through a debt covenant), grantors, contributors or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation. The Town had classified emergency reserves as being restricted because State statute requires this restriction. In addition, the Town had restricted a conservation trust fund amount for future park and recreation expenditures at December 31, 2018.
- Committed – This classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the Town's highest level of decision-making authority, the Town Board of Trustees. The constraint may be removed or changed only through formal action of the Town Board of Trustees.
- Assigned – This classification includes amounts that are constrained by the Town's intent to be used for specific purposes, but is neither restricted nor committed. Intent is expressed by the Town Board of Trustees to be used for a specific purpose. Constraints imposed on the use of assigned amounts are more easily removed or changed than those imposed on committed amounts.
- Unassigned – This classification includes the residual fund balance for the General Fund. The unassigned classification also includes negative residual fund balance of any other governmental fund that cannot be eliminated by offsetting of assigned fund balance amounts.

TOWN OF GREEN MOUNTAIN FALLS, COLORADO

NOTES TO FINANCIAL STATEMENTS

December 31, 2018

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**Assets, Liabilities and Net Position/Fund Balances** (Continued)

The Town has not established a formal policy for its use of restricted and unrestricted fund balance. However, if both the restricted and unrestricted fund balances are available, the Town uses restricted fund balance first, followed by committed, assigned and unassigned.

**Property Taxes**

Property taxes attach as an enforceable lien on property on January 1, are levied the following December, and are collected in the subsequent calendar year. Taxes are payable in full on April 30 or in two installments on February 28 and June 15. The County Treasurer's Office collects property taxes and remits to the Town on a monthly basis. Since property tax revenues are collected in arrears during the succeeding year, a receivable and corresponding deferred inflow of resources are reported at December 31.

**Use of Estimates**

The preparation of the basic financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**Subsequent Events**

The Town has evaluated events subsequent to the year ended December 31, 2018 through July 31, 2019, the date of these financial statements were issued, and has incorporated any required recognition into these financial statements.

**NOTE 2: CASH AND INVESTMENTS**

A summary of cash and investments at December 31, 2018, follows:

Petty Cash	\$ 224
Cash Deposits	133,314
Investments	<u>110,681</u>
Total	<u>\$ 244,219</u>

## TOWN OF GREEN MOUNTAIN FALLS, COLORADO

### NOTES TO FINANCIAL STATEMENTS

December 31, 2018

#### **NOTE 2: CASH AND INVESTMENTS (Continued)**

##### **Cash Deposits**

The Colorado Public Deposit Protection Act (PDPA) requires that all local government entities deposit cash in eligible public depositories. Eligibility is determined by State regulations. Amounts on deposit in excess of Federal Deposit Insurance Corporation (FDIC) levels must be collateralized by eligible collateral as determined by the PDPA. The FDIC insures depositors up to \$250,000 for each financial institution. The PDPA allows the financial institution to create a single collateral pool for all public funds held. The pool is to be maintained by another institution, or held in trust for all uninsured public deposits as a group. The market value of the collateral must be at least equal to 102% of the uninsured deposits. At December 31, 2018, the Town had bank deposits totaling \$144,521, which were insured by FDIC at December 31, 2018.

The Town is required to comply with State statutes which specify investment instruments meeting defined rating, maturity, and concentration risk criteria in which local governments may invest, which include the following. State statutes do not address custodial risk. The Town's investment policy follows State statutes.

##### **Investments**

The Town has not adopted a formal investment policy; however, the Town follows State statutes regarding investments. The Town generally limits its concentration of investments to Local Government Investment Pools, obligation of the United States and certain U.S. government agency securities, which are believed to have minimal credit risk; minimal interest rate risk and no foreign currency risk. Additionally, the Town is not subject to concentration risk disclosure requirements or subject to investment custodial credit risk for investments that are in the possession of another party.

Colorado revised statutes limit investment maturities to five years or less unless formally approved by the Board of Trustees, such actions are generally associated with a debt service reserve or sinking fund requirements.

State statutes specify investment instruments meeting defined rating, maturity and concentration risk criteria in which local governments may invest which include the following.

- Obligations of the United States and certain U.S. Agency securities
- Certain international agency securities
- General obligation and revenue bonds of U.S. local government entities
- Bankers' acceptances of certain banks
- Commercial paper

TOWN OF GREEN MOUNTAIN FALLS, COLORADO

NOTES TO FINANCIAL STATEMENTS

December 31, 2018

**NOTE 2: CASH AND INVESTMENTS (Continued)**

**Investments (Continued)**

- Local government investment pools
- Written repurchase agreements collateralized by certain authorized securities
- Certain money market funds
- Guaranteed investment contracts

At December 31, 2018, the Town had the following investments:

	<u>Maturity</u>	
Colorado Liquid Asset Trust (COLOTRUST)	Weighted Average under 60 days	<u><b>\$ 110,681</b></u>

The Town invested in the Colorado Government Liquid Asset Trust (COLOTRUST) (the "Trust"), an investment vehicle established for local government entities in Colorado to pool surplus funds. The State Securities Commissioner administers and enforces all State statutes governing the Trust. The Trust operates similarly to a money market fund and each share is equal in value to \$1.00. The Trust offers share in two portfolios, COLOTRUST PRIME and COLOTRUST PLUS+. Both portfolios may invest in U.S. Treasury and repurchase agreements collateralized by U.S. Treasury securities. COLOTRUST PLUS+ may also invest in certain obligations of U.S. government agencies, highest rated commercial paper and any security allowed under CRS 24-75-601. A designated custodial bank serves as custodian for the Trust's portfolios pursuant to a custodian agreement. The custodian acts as the safekeeping agent for the Trust's investment portfolios and provides services as the depository in connection with direct investments and withdrawals. The custodian's internal records segregate investments owned by the Trust. COLOTRUST is rated AAA by Standard and Poor's. COLOTRUST records its investments at fair value and the Town records its investments in COLOTRUST using the net asset value method. There are no unfunded commitments, the redemption frequency is daily and there is no redemption notice period.

TOWN OF GREEN MOUNTAIN FALLS, COLORADO

NOTES TO FINANCIAL STATEMENTS

December 31, 2018

**NOTE 3: CAPITAL ASSETS**

Capital asset activity for the year ended December 31, 2018, is summarized below:

	Balances 12/31/2017	Additions	Deletions	Balances 12/31/2018
<b>Governmental Activities:</b>				
Capital Assets, not being depreciated				
Land	\$ 164,395	\$ -	\$ -	\$ 164,395
Construction in Progress	-	8,048	-	8,048
Total Capital Assets, being depreciated	164,395	8,048	-	172,443
Capital Assets, being depreciated				
Buildings	1,047,944	-	-	1,047,944
Land Improvements	209,661	108,540	-	318,201
Machinery and Equipment	307,879	8,396	-	316,275
Office Equipment	12,530	-	-	12,530
Vehicles	135,434	34,364	-	169,798
Total Capital Assets, being depreciated	1,713,448	151,300	-	1,864,748
Less accumulated depreciation				
Buildings	(314,846)	(28,877)	-	(343,723)
Land Improvements	(43,096)	(15,183)	-	(58,279)
Machinery and Equipment	(275,688)	(15,630)	-	(291,318)
Office Equipment	(11,560)	(760)	-	(12,320)
Vehicles	(78,650)	(22,799)	-	(101,449)
Total accumulated depreciation	(723,840)	(83,249)	-	(807,089)
Total Capital Assets, being depreciated, net	989,608	68,051	-	1,057,659
Governmental Activities Capital Assets, net	<u>\$ 1,154,003</u>	<u>\$ 76,099</u>	<u>\$ -</u>	<u>\$ 1,230,102</u>

Depreciation expense was charged to the functions/programs as follows:

General Government	\$ 30,979
Public Safety	12,338
Public Works	28,950
Culture and Recreation	<u>10,982</u>
Total	<u>\$ 83,249</u>

**NOTE 4: PUBLIC ENTITY RISK POOL**

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural

TOWN OF GREEN MOUNTAIN FALLS, COLORADO

NOTES TO FINANCIAL STATEMENTS

December 31, 2018

**NOTE 4: PUBLIC ENTITY RISK POOL (Continued)**

disasters. For these risks of loss, the Town is involved with the Colorado Intergovernmental Risk Sharing Agency (CIRSA), a separate and independent governmental and legal entity formed by intergovernmental agreement by member municipalities pursuant to the provision of 24-10-115.5, Colorado Revised Statutes (1982 Replacement Volume) and Colorado Constitution, Article XIV, Section 18(2).

The purposes of CIRSA are to provide members defined liability, property, and workers compensation coverages and to assist members in preventing and reducing losses and injuries to municipal property and to persons or property which might result in claims being made against members of CIRSA, their employees and officers.

It is the intent of the members of CIRSA to create an entity in perpetuity which will administer and use funds contributed by the members to defend and indemnify, in accordance with the bylaws, any member of CIRSA against stated liability of loss, to the limit of the financial resources of CIRSA.

It is also the intent of the members to have CIRSA provide continuing stability and availability of needed coverages at reasonable costs. All income and assets of CIRSA shall be at all times dedicated to the exclusive benefit of its members. CIRSA is a separate legal entity and the Town does not approve budgets nor does it have the ability to significantly affect the operations of entity.

**NOTE 5: COMMITMENTS AND CONTINGENCIES**

**Tabor Amendment**

Colorado voters passed an amendment to the State Constitution, Article X, Section 20 (the "Amendment"), which has several limitations, including revenue raising, spending abilities, and other specific requirements of state and local government. The Amendment requires, with certain exceptions, advance voter approval for any new tax, tax rate increase, mill levy above that for the prior year, extension of an expiring tax, or tax policy change directly causing a net tax revenue gain to the Town. Revenue in excess of the fiscal spending limit must be refunded in the next fiscal year unless voters approve retention of such revenue.

On April 7, 1998, voters within the Town authorized the Town to collect, retain and expend the full amount of revenues generated during 1998 and each subsequent year to include non-federal grants for the purpose of: police protection, street maintenance, construction, and for other basic Town services and lawful municipal purposes without increasing existing tax rates or adding any new taxes of any kind notwithstanding any state restrictions on fiscal year spending, including the restrictions of Article X, Section 20 of the Colorado Constitution.



TOWN OF GREEN MOUNTAIN FALLS, COLORADO

NOTES TO FINANCIAL STATEMENTS

December 31, 2018

**NOTE 5: COMMITMENTS AND CONTINGENCIES** (Continued)

**Tabor Amendment** (Continued)

On April 3, 2012, the voters of the Town authorized the Town to increase property taxes by \$34,800 in 2013 and annually thereafter in such amounts as are received each year by the imposition of an additional mill levy not to exceed 3 mills upon taxable real property within the Town. These revenues may be spent to pay for costs related to funding the Town's general operations and any other lawful municipal purposes. The Town may collect, retain and expend all property tax revenues derived from its entire property tax mill levy as a voter approved revenue change and an exception to limits which would otherwise apply under Article X, Section 20 of the Colorado Constitution.

The Town's management believes it is in compliance with the provisions of the Amendment. However, the Amendment is complex and subject to interpretation. Many of its provisions may require judicial interpretation.

The Town has established an emergency reserve, representing 3% of qualifying expenditures, as required by the Amendment. At December 31, 2018, the emergency reserve of \$21,000 was reported as restricted fund balance in the General Fund and restricted net position in the Governmental Activities.

**NOTE 6: PRIOR YEAR RESTATEMENT**

During the year ended December 31, 2018, the Town's budget included a new governmental fund, the Conservation Trust Fund. This fund is to be reported separately from the General Fund. As a result, January 1, 2018 assets balances and fund balances were restated for the General and Conservation Trust Funds by \$25,337.

In addition, the Town discovered that grant receivables and grant revenues were not reported for the 3<sup>rd</sup> and 4<sup>th</sup> quarters of 2017. As a result, January 1, 2018 receivables and fund balances in the General Fund and net position of Governmental Activities were restated by \$25,514. See below for a recap of the prior year restatements:

Beginning Net Position, as previously reported at January 1, 2018	\$ 1,569,753
Town Manager grant revenue	<u>25,514</u>
Net Position, January 1, 2018, as restated	<u>\$ 1,595,267</u>

TOWN OF GREEN MOUNTAIN FALLS, COLORADO

NOTES TO FINANCIAL STATEMENTS

December 31, 2018

**NOTE 6: PRIOR YEAR RESTATEMENT (Continued)**

	<u>General</u>	<u>Conservation Trust</u>
Beginning Fund Balance, as previously reported at January 1, 2018	\$ 415,750	\$ -
Town Manager grant revenue	25,514	-
Establish Conservation Trust Fund	<u>(25,337)</u>	<u>25,337</u>
Fund Balance, January 1, 2018, as restated	<u><b>\$ 415,927</b></u>	<u><b>\$ 25,337</b></u>

## REQUIRED SUPPLEMENTARY INFORMATION

TOWN OF GREEN MOUNTAIN FALLS, COLORADO

GENERAL FUND  
BUDGETARY COMPARISON SCHEDULE  
Year Ended December 31, 2018  
(With Comparative Totals for December 31, 2017)

	ORIGINAL AND FINAL BUDGET	ACTUAL	VARIANCE Positive (Negative)	2017 ACTUAL
REVENUES				
Taxes				
Property	\$ 156,800	\$ 157,158	\$ 358	\$ 152,522
Specific Ownership	16,000	19,562	3,562	20,784
Sales Taxes	139,490	117,677	(21,813)	115,053
Use Taxes	-	70,582	70,582	40,573
Lodging Taxes	13,900	4,186	(9,714)	14,938
Franchise Taxes	44,100	49,971	5,871	47,327
Licenses and Permits	16,225	17,064	839	13,473
Fines and Forfeitures	8,500	-	(8,500)	225
Charges for Services	19,800	11,241	(8,559)	16,412
Intergovernmental	158,603	149,749	(8,854)	102,449
Interest	-	2,445	2,445	1,590
Miscellaneous	50,700	41,302	(9,398)	29,257
TOTAL REVENUES	624,118	640,937	16,819	554,603
EXPENDITURES				
Current				
General Government	306,228	308,924	(2,696)	188,093
Judicial	14,790	1,699	13,091	800
Public Safety	85,712	71,153	14,559	75,027
Public Works	162,279	182,062	(19,783)	137,638
Parks and Recreation	41,573	28,390	13,183	36,260
Capital Outlay	-	-	-	37,785
TOTAL EXPENDITURES	610,582	592,228	18,354	475,603
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	13,536	48,709	35,173	79,000
OTHER FINANCING SOURCES (USES)				
Transfers Out	(225,385)	(110,894)	114,491	-
NET CHANGE IN FUND BALANCE	(211,849)	(62,185)	149,664	79,000
FUND BALANCE, Beginning, As Restated	348,440	415,927	67,487	336,750
FUND BALANCE, Ending	\$ 136,591	\$ 353,742	\$ 217,151	\$ 415,750

See the accompanying Independent Auditor's Report.

TOWN OF GREEN MOUNTAIN FALLS, COLORADO  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION  
December 31, 2018

**NOTE 1: STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

**Budgets**

Budgets are legally adopted for all funds of the Town. Budgets for governmental funds are adopted on a basis consistent with generally accepted accounting principles (GAAP).

The Town follows these procedures in establishing the budgetary data reflected in the financial statements:

- In the fall, the Mayor and Trustees propose an operating budget for the fiscal year commencing the following January 1. The operating budget includes proposed expenditures and the means of financing them.
- Public hearings are conducted by the Town to obtain taxpayer comments.
- Prior to December 31, the budget is legally enacted through passage of an ordinance.
- Management is authorized to transfer budgeted amounts between departments within any fund. However, any revisions that alter the total expenditures must be approved by the Town Board of Trustees.
- All budget appropriations lapse at year end. Colorado governments may not exceed budgeted appropriations at the fund level.

## **SUPPLEMENTARY INFORMATION**

TOWN OF GREEN MOUNTAIN FALLS, COLORADO

CONSERVATION TRUST FUND  
BUDGETARY COMPARISON SCHEDULE  
Year Ended December 31, 2018

	ORIGINAL AND FINAL BUDGET	ACTUAL	VARIANCE Positive (Negative)
REVENUES			
Intergovernmental			
Lottery Funds	\$ 9,000	\$ 8,809	\$ (191)
Interest	95	167	72
TOTAL REVENUES	9,095	8,976	(119)
EXPENDITURES			
Current			
Parks and Recreation	9,095	5,940	3,155
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	-	3,036	3,036
OTHER FINANCING SOURCES (USES)			
Transfers (Out)	(24,942)	(27,204)	(2,262)
NET CHANGE IN FUND BALANCE	(24,942)	(24,168)	774
FUND BALANCE, Beginning, As Restated	25,852	25,337	(515)
FUND BALANCE, Ending	\$ 910	\$ 1,169	\$ 259

See the accompanying Independent Auditor's Report.

## TOWN OF GREEN MOUNTAIN FALLS, COLORADO

CAPITAL IMPROVEMENTS FUND  
BUDGETARY COMPARISON SCHEDULE  
Year Ended December 31, 2018

	ORIGINAL AND FINAL BUDGET	ACTUAL	VARIANCE Positive (Negative)
REVENUES			
Donations and Contributions	\$ 51,282	\$ 21,250	\$ (30,032)
Intergovernmental	474,884	-	(474,884)
Interest	1,500	-	(1,500)
TOTAL REVENUES	527,666	21,250	(506,416)
EXPENDITURES			
Current			
Capital Outlay	674,556	159,348	515,208
TOTAL EXPENDITURES	674,556	159,348	515,208
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(146,890)	(138,098)	8,792
OTHER FINANCING SOURCES (USES)			
Transfers In	250,327	138,098	(112,229)
NET CHANGE IN FUND BALANCE	103,437	-	(103,437)
FUND BALANCE, Beginning	-	-	-
FUND BALANCE, Ending	\$ 103,437	\$ -	\$ (103,437)

See the accompanying Independent Auditor's Report.



## OTHER INFORMATION

			Financial Planning 02/01	
The public report burden for this information collection is estimated to average 380 hours annually.			Form # 350-050-36	
			City or County:	
			Town of Green Mountain Falls	
LOCAL HIGHWAY FINANCE REPORT			YEAR ENDING :	
			12/31/2018	
This Information From The Records Of The Town of Green Mountain Falls:			Prepared By: Laura Kotewa Town Clerk/Treasurer	
			Phone: 719.684.9414	
I. DISPOSITION OF HIGHWAY-USER REVENUES AVAILABLE FOR LOCAL GOVERNMENT EXPENDITURE				
ITEM	A. Local Motor-Fuel Taxes	B. Local Motor-Vehicle Taxes	C. Receipts from State Highway-User Taxes	D. Receipts from Federal Highway Administration
1. Total receipts available				
2. Minus amount used for collection expenses				
3. Minus amount used for non-highway purposes				
4. Minus amount used for maintenance				
5. Remainder used for highway purposes				
II. RECEIPTS FOR ROAD AND STREET PURPOSES				
ITEM	AMOUNT	III. DISBURSEMENTS FOR ROAD AND STREET PURPOSES		
A. Receipts from local sources:		A. Local highway disbursements:		
1. Local highway-user taxes		1. Capital outlay (from page 2)		0
a. Motor Fuel (from Item I.A.1)		2. Maintenance:		\$111,512
b. Motor Vehicle (from Item I.A.2)		3. Road and street services:		
c. Total (a.+b.)		a. Traffic control operations		
2. General fund appropriations		b. Snow and ice removal		
3. Other local imposts (from)	\$21,361	c. Other		
4. Miscellaneous local receipts	\$38,642	d. Total (a. through c.)		0
5. Transfers from toll facilities		4. General administration & miscellaneous		
6. Proceeds of sale of bonds		5. Highway law enforcement and safety		
a. Bonds - Original Issues		6. Total (1 through 5)		\$111,512
b. Bonds - Refunding Issues		B. Debt service on local obligations:		
c. Notes		1. Bonds:		
d. Total (a. + b. + c.)		a. Interest		
7. Total (1 through 6)	\$60,003	b. Redemption		
B. Private Contributions		c. Total (a. + b.)		0
C. Receipts from State Government		2. Notes:		
(from page 2)	\$40,479	a. Interest		
D. Receipts from Federal Government		b. Redemption		
(from page 2)	0	c. Total (a. + b.)		0
E. Total receipts (A.7 + C. + D.)	\$100,482	3. Total (1.c + 2.c)		0
		C. Payments to State for highways		
		D. Payments to toll facilities		
		E. Total disbursements (A.6 + B.3 + C + D)		\$111,512
IV. LOCAL HIGHWAY DEBT STATUS				
(Show all entries at par)				
	Opening Debt	Amount Issued	Redemptions	Closing Debt
A. Bonds (Total)				0
1. Bonds (Refunding Portion)				
B. Notes (Total)				0
V. LOCAL ROAD AND STREET FUND BALANCE				
	A. Beginning Balance	B. Total Receipts	C. Total Disbursements	D. Ending Balance
	\$68,847.00	\$100,482	\$111,512	\$57,817
E. Reconciliation				0
Notes and Comments:				

LOCAL HIGHWAY FINANCE REPORT		STATE:	
		Colorado	
		YEAR ENDING (mm/yy):	
		12/31/2018	
II. RECEIPTS FOR ROAD AND STREET PURPOSES - DETAIL			
ITEM	AMOUNT	ITEM	AMOUNT
<b>A.3. Other local imposts:</b>		<b>A.4. Miscellaneous local receipts:</b>	
a. Property Taxes and Assessments		a. Interest on investments	
b. Other local imposts:		b. Traffic Fines & Penalties	\$425
1. Sales Taxes		c. Parking Garage Fees	
2. Infrastructure & Impact Fees		d. Parking Meter Fees	
3. Liens		e. Sale of Surplus Property	
4. Licenses		f. Charges for Services	
5. Specific Ownership &/or Other	\$21,631	g. Other Misc. Receipts RTA	\$38,217
6. Total (1. through 5.)	\$21,631	h. Other	
c. Total (a. + b.)	\$21,631	i. Total (a. through h.)	\$38,642
(Carry forward to page 1)		(Carry forward to page 1)	
ITEM	AMOUNT	ITEM	AMOUNT
<b>C. Receipts from State Government</b>		<b>D. Receipts from Federal Government</b>	
1. Highway-user taxes	\$35,866	1. FHWA (from Item I.D.5.)	
2. State general funds		2. Other Federal agencies:	
3. Other State funds:		a. Forest Service	
a. State bond proceeds		b. FEMA	
b. Project Match		c. HUD	
c. Motor Vehicle Registrations	\$4,613	d. Federal Transit Admin	
d. Other (Specify) - DOLA Grant		e. U.S. Corps of Engineers	
e. Other (Specify)		f. Other Federal	
f. Total (a. through e.)	\$4,613	g. Total (a. through f.)	0
4. Total (1. + 2. + 3.f)	\$40,479	3. Total (1. + 2.g)	
		(Carry forward to page 1)	
III. DISBURSEMENTS FOR ROAD AND STREET PURPOSES - DETAIL			
	ON NATIONAL HIGHWAY SYSTEM (a)	OFF NATIONAL HIGHWAY SYSTEM (b)	TOTAL (c)
<b>A.1. Capital outlay:</b>			
a. Right-Of-Way Costs			0
b. Engineering Costs			0
c. Construction:			
(1). New Facilities			0
(2). Capacity Improvements			0
(3). System Preservation			0
(4). System Enhancement & Operation			0
(5). Total Construction (1) + (2) + (3) + (4)	0	0	0
d. Total Capital Outlay (Lines 1.a. + 1.b. + 1.c.5)	0	0	0
		(Carry forward to page 1)	
Notes and Comments:			



July 31, 2019

Board of Trustees  
Town of Green Mountain Falls  
Green Mountain Falls, Colorado

We have audited the financial statements of the Town of Green Mountain Falls, Colorado (the "Town") for the year ended December 31, 2018, and have issued our report thereon dated July 31, 2019. Professional standards require that we provide you with the following information related to our audit.

### **Our Responsibility under Generally Accepted Auditing Standards**

As stated in our engagement letter, our responsibility, as described by professional standards, is to express opinions about whether the financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles in the United States. Our audit of the financial statements does not relieve you or management of your responsibilities.

Our responsibility is to plan and perform our audit to obtain reasonable, but not absolute, assurance about whether the financial statements are free of material misstatement. Because an audit is designed to provide reasonable, but not absolute, assurance and because we did not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or regulations that do not have a direct and material effect on the financial statements.

In planning and performing our audit of the financial statements, we considered the Town's internal control as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

Our responsibility for the supplementary information and state compliance accompanying the financial statements, as described by professional standards, is to evaluate the presentation of the supplementary information and state compliance in relation to the financial statements, as a whole and to report on whether the supplementary information and state compliance is fairly stated, in all material respects, in relation to the financial statements as a whole.

## **Significant Accounting Policies**

Management has the responsibility for selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the Town are described in Note 1 to the financial statements. We noted no transactions entered into by the Town during the year for which there was a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements for the year ended December 31, 2018.

## **Accounting Estimates**

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from management's current judgments. We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

## **Significant Audit Adjustments**

For purposes of this letter, professional standards define a significant audit adjustment as a proposed correction of the financial statements that, in our judgment, may not have been detected except through our auditing procedures. We made adjustments to the Town's accounting records to properly report certain assets, fund balances, revenues and expenditures of the Town's three funds. The nature and amounts of these audit adjustments made to the Town's accounting records indicate a significant deficiency in the Town's accounting and financial reporting. We recommend that the Town review its accounting and reporting procedures in order to insure transactions are properly reported in the accounting records.

## **Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

## **Consultations with Other Independent Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves the application of an accounting principle to the Town's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

## **Difficulties Encountered in Performing the Audit**

We encountered no significant difficulties while performing our audit.

## **Issues Discussed Prior to Retention of Independent Auditors**

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management prior to the retention as the Town's auditors. However, these discussions occurred in the normal course of our professional relationship and the responses were not a condition to our retention.

## **Other Matters**

### Segregation of Duties

As we noted in prior years, the Town has primarily one individual performing the majority of the accounting functions. This limited segregation of duties is common in municipalities of this size and nature. It is very important that the Town put in place compensating controls/procedures in order to mitigate most of the segregation of duties and lower the risk of material misstatement to the financial statements through error or fraud. We recommend that the Town implement procedures where necessary in order to reduce this risk.

### Governmental Funds Reporting

The Town created three (3) separate governmental funds for reporting the Town's financial activities, the General, Conservation Trust and Capital Improvements Funds. However, the Town's accounting system is not set-up to accurately report these funds separately. As a result it is difficult to determine the assets, liabilities, fund balance, revenues and expenditures for each fund. Although, for the year ended December 31, 2018, with the assistance of the Town Clerk, we were able to determine and audit the transactions for each separate fund. We recommend that the Town create the accounting necessary to report each funds activity separately. This will allow for accurate reporting as well as monitoring of each fund's financial reporting in accordance with generally accepted accounting principles.

### Payroll Transactions

We provided this comment in prior years. One individual is performing all payroll functions, including adding and deleting employees, changing pay-rates, processing bi-weekly payroll for recording in the accounting system and initiating the direct deposits for payment to employees. As we noted above in the segregation of duties, it is important that the Town establish and implement mitigating procedures to reduce the risk of potential unauthorized payroll transactions through error or fraud. We recommend that someone review the bi-weekly payroll prior to submission for payment to employees and that the review be documented.

We also noted that certain payroll forms were not fully completed by a representative of the Town. In addition, we found that authorized pay rates were not consistently documented in the personnel files. We recommend that the Town review all personnel files for accurate and current information on each employee.

### Pool Fee Revenue

We provided this comment in prior years, and during our audit procedures this year we didn't find any improvements to the processes over collecting and reporting pool revenue. We noted that the pool revenue collected at the pool is not reconciled by anyone to the Town's pool revenue reported in the accounting system. This poses a risk that pool revenue may not be properly reported in the Town's financial statements due to error or fraud. We recommend that the Town implement policies and procedures over the pool revenue, cash collections and reconciliation to the Town's accounting system on a timely basis.

## Conclusion

We would like to thank Laura Kotewa and Jason Wells for their assistance during the audit process.

This purpose of this report is solely to inform the Board of Trustees and management of the Town of Green Mountain Falls about the results of our audit of the financial statements. Accordingly, this report is not suitable for any other purpose.

Sincerely,

A handwritten signature in black ink that reads "Logan and Associates, LLC". The script is cursive and fluid.

Logan and Associates, LLC



5755 Mark Dabbling Blvd., Ste. 220  
Colorado Springs, CO 80919  
719-520-5800 phone  
719-520-0108 fax

Alaska  
Arizona  
California  
Colorado  
Illinois  
Kansas  
Louisiana  
Minnesota  
Missouri  
Nebraska  
New Mexico  
Oklahoma  
Texas  
Utah

June 17, 2019

Julia Simmons  
Town Planner  
10615 Green Mountain Falls Road, Unit B  
P.O. Box 524  
Town of Green Mountain Falls, CO 80819

**RE: Purchase Order Scope of Services; Limited Damage Assessment and Advisement Services Contract Extension, Reference: Town of Green Mountain Falls Requisition #46**

Dear Julia:

As requested by the previous Town Manager, Jason Wells, I am herein providing a limited Scope of Services and proposed fee for contract extension for continued support to the Town of Green Mountain Falls, Colorado. Which is the El Paso County Contract #17-067Z to provide On-Call consulting to El Paso County, CO including structure inspection and design of civil engineering structures, and agrees to perform services to the Town of Green Mountain Falls under the terms of that contract. It is my understanding that the Town will be issuing an extension or new purchase order for this work. The scope of services upcoming includes tasks listed below, previously discussed as needed with Mr. Jason Wells. The scope and proposed "not to exceed" fee includes up to 40 hours of work by André Brackin, P.E., with a charge rate of \$178/hour. Mileage has also been included with the fee. ***The total fee proposed is \$7,595.00.***

The work will include but is not limited to the following tasks:

**A. Project Management and Administration (20 hours)**

Progress has been made in recent months on design of four critical road and bridge flood repair projects that have 75% matching funds by DOLA. This extension will include the project support to prepare advertisement documents for construction, assist in bid evaluations and selection of contractor, and include presentation of recommendations for contractor selection to the Board of Trustees. Also included is project management for the NRCS-funded watershed recovery projects that will receive NRCS funding at the 75% contribution level.

**B. Funding and Grants Assistance (8 hours)**

Coordination with NRCS, State OEM, DOLA, USACOE, local agencies, and other agencies as determined. Includes preparation of applications and permits, data research and development of scopes of work and descriptions. Preparation of construction advertisement packages for projects meeting the requirements of agencies involved in grant submittals.



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**C. Road, Bridge and Drainage / Public Works Technical Assistance (12 hours)**

- a. Road and Bridge rehabilitation long/short term, including development of a project scoping database.
- b. Address citizen complaints regarding more significant drainage issues.
- c. Road and drainage maintenance assistance to public works staff/contractors.
- d. Provide coordination and assistance with updating the public works capital improvement plan.
- e. Develop a scope for a Town Master Drainage Plan.

**Expenses**

There are no reimbursable expenses identified. Travel to and from site/Town will be billed at 0.95/mile. **500 miles** of travel are included in this extension.

Services not included within this scope involve construction management, inspection, and quality assurance for the upcoming projects to be advertised. I will be happy to provide you with a scope of services and fee for that work once construction contracts have been awarded, such that a level of effort required can be determined.

Please don't hesitate to send me an email, or give me a call if you have any questions. I have enjoyed working for the Town of Green Mountain Falls and look forward to continued work to advance these important projects.

Very respectfully,

**Wilson & Company**

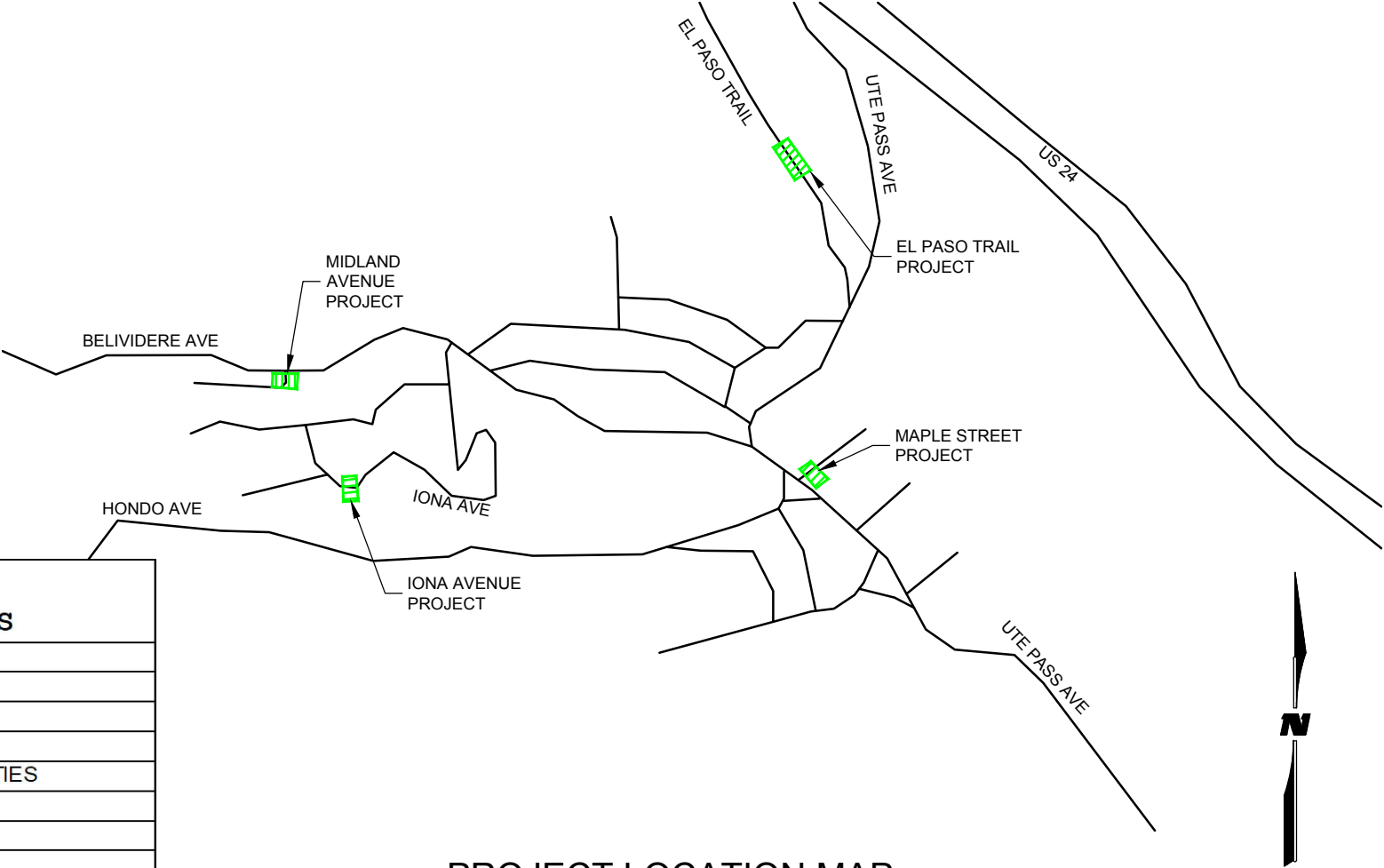
A handwritten signature in red ink, appearing to read "Andre P. Brackin", is written over the company name.

André P. Brackin, P.E.,  
Senior Water Resources Project Manager  
5755 Mark Dabling Boulevard, Suite 220  
Colorado Springs, CO 80919  
719-520-5800 Office  
719-339-3841 Cell  
719-520-0108 Office Fax  
[andre.brackin@wilsonco.com](mailto:andre.brackin@wilsonco.com)  
[www.wilsonco.com](http://www.wilsonco.com)

TOWN OF GREEN MOUNTAIN FALLS  
DOLA FLOOD REPAIR PROJECTS

MAPLE STREET, EL PASO TRAIL, MIDLAND AVENUE AND IONA AVENUE

JULY 2019



SHEET NO.	INDEX OF SHEETS
GENERAL SHEETS	
1	TITLE SHEET
2	GENERAL NOTES
3	STANDARD PLANS LIST
4	SUMMARY OF APPROXIMATE QUANTITIES
5	SURVEY CONTROL
6	GEOMETRIC SUMMARY PLAN
MAPLE STREET	
7	SITE LAYOUT PLAN
8	CHANNEL PLAN & PROFILE
EL PASO TRAIL	
9	TYPICAL SECTIONS
10	SITE LAYOUT PLAN
11	ROADWAY RPOFILES
MIDLAND AVENUE	
12	SITE LAYOUT PLAN
13	CHANNEL PLAN & PROFILE
IONA AVENUE	
14	SITE LAYOUT PLAN
15	CHANNEL PLAN & PROFILE
16       -       18	STORMWATER MANAGEMENT GENERAL NOTES
19	MAPLE & EL PASO SEEDING PLAN
20	MIDLAND & IONA SEEDING PLAN
APPENDIX A	STANDARD DRAWINGS

**WILSON  
& COMPANY**  
5755 MARK DABING BLVD., SUITE 220  
COLORADO SPRINGS, CO 80919  
PHONE: 719-520-5800  
FAX: 719-520-0108  
www.wilsonco.com



CLIENT

PROJECT NAME  
GREEN MOUNTAIN FALLS  
DOLA FLOOD REPAIR  
PROJECTS

TOWN OF GREEN MOUNTAIN FALLS  
10615 GREEN MOUNTAIN FALLS RD, UNIT B  
PO BOX 524

REV.	DATE	DESCRIPTION	BY

PROJECT NO: 19-600-016-00  
DESIGNED BY: NAB  
DRAWN BY: NAB  
CHECKED BY: APB  
DATE: 7/12/19

SHEET TITLE  
COVER SHEET

SHEET NO:  
1

1. THE PREVAILING SPECIFICATIONS SHALL BE THE EL PASO COUNTY ENGINEERING CRITERIA MANUAL, GENERAL PROVISIONS, SPECIAL PROVISIONS, STANDARDS SPECIFICATIONS, REVISIONS TO STANDARD SPECIFICATIONS, AND SUPPLEMENTAL SPECIFICATIONS LATEST REVISION. WHERE NOTED IN THE CONTRACT DOCUMENTS, CDOT STANDARD SPECIFICATIONS, LATEST REVISION, SHALL ALSO BE USED.
2. IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO ENSURE THAT ALL WORK IS PERFORMED IN ACCORDANCE WITH APPLICABLE STANDARDS AND REGULATIONS AS SET FORTH BY THE OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (O.S.H.A.).
3. THE CONTRACTOR SHALL HAVE A COPY OF ALL APPLICABLE STANDARDS ON SITE FOR THE DURATION OF THE PROJECT.
4. ALL MATERIALS AND WORKMANSHIP SHALL BE SUBJECT TO INSPECTION AND APPROVAL BY THE TOWN OF GREEN MOUNTAIN FALLS.
5. SUBMITTALS SHALL BE MADE FOR ALL PROJECT MATERIALS.
6. THE CONTRACTOR SHALL NOTIFY THE TOWN OF GREEN MOUNTAIN FALLS PUBLIC WORKS DEPARTMENT AT LEAST SEVEN DAYS BEFORE STARTING CONSTRUCTION OF ANY PUBLIC IMPROVEMENTS OR ANY CONSTRUCTION WITHIN THE COUNTRY RIGHT-OF-WAY.
7. NO FIELD CHANGES SHALL BE MADE WITHOUT PRIOR WRITTEN APPROVAL OF THE TOWN.
8. ANY DISCREPANCY WITHIN THESE PLANS SHOULD BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE TOWN AND WORK SHALL STOP UNTIL THE DISCREPANCY IS DISCUSSED AND DECISIONS/AGREEMENTS HAVE BEEN MADE.
9. ALL WORK WITHOUT A SPECIFIC BID ITEM IS INCIDENTAL TO OTHER PAY ITEMS.
10. APPROVAL OF THESE PLANS BY THE TOWN OF GREEN MOUNTAIN FALLS DOES NOT AUTHORIZE ANY WORK TO BE PERFORMED UNTIL ALL PERMITS HAVE BEEN ISSUED.
11. THE APPROVAL OF THESE PLANS OR ISSUANCE OF A PERMIT BY THE TOWN DOES NOT AUTHORIZE THE CONTRACTOR TO VIOLATE ANY FEDERAL, STATE, COUNTY OR CITY LAWS, ORDINANCES, REGULATIONS, OR POLICIES.
12. UTILITY LINES SHOWN ON THE PLAN SHEETS ARE APPROXIMATE AND PLOTTED FROM THE BEST AVAILABLE INFORMATION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE VERIFICATION OF ALL UTILITIES BY POT-HOLING AND THE PROTECTION OF ALL UTILITIES IN PLACE.
13. THE CONTRACTOR SHALL CONTACT THE UTILITY NOTIFICATION CENTER OF COLORADO AT 811 OR 1-800-922-1987 THREE BUSINESS DAYS IN ADVANCE OF ANY EXCAVATION OR GRADING.
14. THE PHYSICAL FEATURES WITHIN THE LIMITS OF THE PROJECT HAVE BEEN SHOWN BASED ON THE BEST AVAILABLE INFORMATION AT THE TIME OF DESIGN. THE TOWN OF GREEN MOUNTAIN FALLS ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF THE FEATURES SHOWN. THE CONTRACTOR SHALL REVIEW AND VERIFY EXISTING PHYSICAL FEATURES AND ELEVATIONS THEMSELVES OF THE CONDITIONS TO BE ENCOUNTERED DURING THE CONSTRUCTION.
15. THE CONTRACTOR SHALL LIMIT ALL WORK AND STORAGE AREAS TO THE PUBLIC RIGHTS-OF-WAY AND EASEMENTS. USE OF ANY PRIVATE AREAS OUTSIDE OF THE EASEMENT FOR THIS PROJECT BY THE CONTRACTOR MUST BE APPROVED IN WRITING BY THE PROPERTY OWNER WITH A COPY OF THIS APPROVAL PROVIDED TO THE TOWN OF GREEN MOUNTAIN FALLS PRIOR TO USAGE.
16. UNLESS OTHERWISE STATED IN THE ITEM SPECIFICATION, ALL CONSTRUCTION IS TO INCLUDE COMPACTION AND FINISH GRADING IN THE UNIT PRICE RELATED WORK ITEM.
17. ALL WORK SHALL BE DONE TO THE LINES, GRADES, SECTIONS, AND ELEVATIONS SHOWN ON THE PLANS UNLESS OTHERWISE NOTED OR APPROVED BY THE TOWN OF GREEN MOUNTAIN FALLS.
18. THE CONTRACTOR SHALL LIMIT CONSTRUCTION ACTIVITIES TO THOSE AREAS WITHIN THE LIMITS OF DISTURBANCE AND/OR TOES OF SLOPE AS SHOWN ON THE PLANS. ANY DISTURBANCE BEYOND THESE LIMITS SHALL BE RESTORED TO ORIGINAL CONDITIONS BY THE CONTRACTOR AT HIS/HER OWN EXPENSE.
19. THE CONTRACTOR SHALL NOT REMOVE AND SHALL PROTECT FROM DAMAGE ALL TREES, BUSHES, AND EXISTING IMPROVEMENTS OUTSIDE THE LIMITS OF WORK.
20. NO TREES SHALL BE REMOVED OR TRIMMED WITHOUT PRIOR ACKNOWLEDGEMENT OF THE PROPERTY OWNER AND/OR PROJECT MANAGER.

21. WATER SHALL BE USED AS A DUST PALLIATIVE WHERE REQUIRED. LOCATIONS SHALL BE AS ORDERED. THE COST OF WATER SHALL BE INCIDENTAL TO THE UNCLASSIFIED EXCAVATION OR EMBANKMENT MATERIAL (203) BID ITEM. WATER FOR DUST PALLIATIVE OR ANY PROJECT ACTIVITY SHALL NOT BE TAKEN FROM THE CREEK.
22. THE PHYSICAL FEATURES REQUIRING REMOVAL OR OBLITERATION WITHIN THE PROJECT SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE DISPOSED OF OFF-SITE.
23. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PRESERVING ANY MONUMENT, RANGE POINTS, TIES, BENCHMARKS AND/OR SURVEY CONTROL POINTS WHICH MAY BE DISTURBED OR DESTROYED BY CONSTRUCTION. SUCH POINTS SHALL BE REFERENCED AND REPLACED WITH AN APPROPRIATE MONUMENT BY A REGISTERED PROFESSIONAL LAND SURVEYOR AUTHORIZED TO PRACTICE LAND SURVEYING IN COLORADO.
24. THE CONTRACTOR SHALL NOT STOCKPILE MATERIAL WITHIN 10 FEET OF CATAMOUNT OR FOUNTAIN CREEK OR ANY DRAINAGE PATH.
25. THE CONTRACTOR SHALL FURNISH, INSTALL, AND MAINTAIN TEMPORARY TRAFFIC CONTROL DEVICES NECESSARY THROUGHOUT THE DURATION OF CONSTRUCTION AND SHALL BE RESPONSIBLE FOR MAINTAINING A MINIMUM OF ONE TRAFFIC LANE OPEN THROUGH THE TEMPORARY ROAD AND CREEK CROSSING AND SHALL BE PAID UNDER TRAFFIC CONTROL PAY ITEM, LUMP SUM.
26. THE CONTRACTOR SHALL PROVIDE ALL SIGNS, BARRICADES, FLAGGERS AND DEVICES NECESSARY TO COMPLY WITH THE REQUIREMENTS OF THE LATEST EDITION OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES. NO WORK WITHIN ANY TOWN RIGHT-OF-WAY MAY BEGIN UNTIL A TRAFFIC CONTROL PLAN HAS BEEN SUBMITTED TO AND APPROVED BY THE TOWN OF GREEN MOUNTAIN FALLS.
27. THE CONTRACTOR SHALL SUBMIT MHT'S FOR APPROVAL FROM THE TOWN OF GREEN MOUNTAIN FALLS FOR TRAFFIC CONTROL PLAN PRIOR TO COMMENCING CONSTRUCTION ACTIVITIES.
28. CONTRACTOR IS RESPONSIBLE FOR INSTALLATION, MAINTENANCE AND REMOVAL OF TEMPORARY ROAD AND CREEK CROSSINGS AT MIDLAND AVENUE SITE AND MAPLE STREET SITE AND ALL ASSOCIATED WORK WILL BE INCLUDED IN TEMPORARY STREAM CROSSING PAY ITEM. LOCATION OF CROSSINGS IS SHOWN CONCEPTUALLY IN THE PLANS.
29. POTHOLING IS ANTICIPATED TO BE NECESSARY AT THE MIDLAND AVENUE SITE TO CONFIRM WATER AND GAS LINES ARE NOT IN CONFLICT WITH PROPOSED IMPROVEMENTS. DURING THE DESIGN PROCESS POTHOLING WAS PERFORMED AS SHOWN ON THE SITE LAYOUT PLANS FOR MIDLAND AVENUE AND EL PASO TRAIL. CONTRACTOR SHALL COORDINATE WITH UTILITY OWNERS AS NECESSARY.
30. TREE REMOVALS ADJACENT TO OVERHEAD UTILITIES ARE ANTICIPATED TO BE NECESSARY AT MIDLAND AVENUE AND MAPLE STREET SITES. COORDINATE WITH UTILITY OWNERS FOR APPLICABLE REQUIREMENTS AND TIMING OF TREE REMOVALS.
31. CONTRACTOR IS RESPONSIBLE FOR DETERMINING LOCATION OF STAGING AND OBTAINING ALL NECESSARY AGREEMENTS, PERMITS AND OR EASEMENTS.
32. DEWATERING IS ANTICIPATED TO BE REQUIRED AT MIDLAND AVENUE AND MAPLE STREET SITES. THIS WORK WILL BE PAID UNDER WATER CONTROL PAY ITEM.

## Utility Contact List

Owner	Contact	Phone	Email
Colorado Springs Utilities (water)	Matt Williams	719-668-7211	Matthew Williams <mlwilliams@csu.org>
Colorado Springs Utilities (electric)	Cindy-Lou Hyde	719-668-5887	ch Hyde@csu.org
Comcast	Dale Stewart	719-306-2767	Dale Stewart@comcast.com
CenturyLink	Sally Klein	719-636-4329	Sally.Klein@CenturyLink.com
Black Hills Energy	Tom Pougue	719-502-7585	tom.pougue@blackhillscorp.com

PROJECT NAME

# GREEN MOUNTAIN FALLS DOLA FLOOD REPAIR PROJECTS

TOWN OF GREEN MOUNTAIN FALLS  
110615 GREEN MOUNTAIN FALLS RD, UNIT B  
PO BOX 524

[illegible]

PROJECT NO: 19-600-016-00

DESIGNED BY: NAB

DRAWN BY: NAB

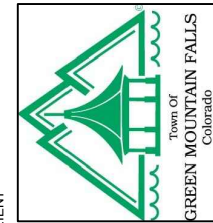
CHECKED BY: APB

DATE: 7/12/19

SHEET TITLE	
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## GENERAL NOTES

SHEET NO: \_\_\_\_\_



**WILSON  
& COMPANY**

5755 MARK DABLING BLVD. SUITE 220  
COLORADO SPRINGS, CO 80919  
PHONE: 719-520-5800  
FAX: 719-520-0108  
[www.wilsonco.com](http://www.wilsonco.com)



PLAN NUMBER	NEW OR REVISED	M STANDARD TITLE	PAGE NUMBER
M-100-1		STANDARD SYMBOLS (3 SHEETS).....	1-3
M-100-2		ACRONYMS AND ABBREVIATIONS (4 SHEETS).....	4-7
M-203-1	<input type="checkbox"/>	APPROACH ROADS (REVISED ON JULY 08, 2013).....	8
M-203-2		DITCH TYPES.....	9
M-203-11		SUPERELEVATION CROWNED AND DIVIDED HIGHWAYS (3 SHEETS).....	10-12
M-203-12		SUPERELEVATION STREETS (2 SHEETS).....	13-14
M-206-1	<input checked="" type="checkbox"/>	EXCAVATION AND BACKFILL FOR STRUCTURES (2 SHEETS).....	15-16
M-206-2		EXCAVATION AND BACKFILL FOR BRIDGES (2 SHEETS).....	17-18
M-208-1	<input checked="" type="checkbox"/>	TEMPORARY EROSION CONTROL (11 SHEETS) (REVISED ON APRIL 01, 2019).....	19-30
M-210-1		MAILBOX SUPPORTS (2 SHEETS).....	31-32
M-214-1		PLANTING DETAILS.....	33
M-216-1	<input checked="" type="checkbox"/>	SOIL RETENTION COVERING (2 SHEETS) (NEW ON JULY 16, 2015).....	
M-412-1	<input type="checkbox"/>	CONCRETE PAVEMENT JOINTS (5 SHEETS) (REVISED ON JANUARY 18, 2008).....	34-38
M-510-1		STRUCTURAL PLATE PIPE H-20 LOADING.....	39
M-601-1	<input type="checkbox"/>	SINGLE CONCRETE BOX CULVERT (CAST-IN-PLACE) (2 SHEETS) (REVISED ON APRIL 05, 2019).....	40-41
M-601-2	<input type="checkbox"/>	DOUBLE CONCRETE BOX CULVERT (CAST-IN-PLACE) (2 SHEETS) (REVISED ON APRIL 05, 2019).....	42-43
M-601-3	<input type="checkbox"/>	TRIPLE CONCRETE BOX CULVERT (CAST-IN-PLACE) (2 SHEETS) (REVISED ON APRIL 05, 2019).....	44-45
M-601-10	<input checked="" type="checkbox"/>	HEADWALL FOR PIPES.....	46
M-601-11		TYPE "S" SADDLE HEADWALLS FOR PIPE.....	47
M-601-12		HEADWALLS AND PIPE OUTLET PAVING.....	48
M-601-20	<input type="checkbox"/>	WINGWALLS FOR PIPE OR BOX CULVERTS (2 SHEETS) (REVISED ON SEPTEMBER 04, 2008).....	49
M-603-1	<input checked="" type="checkbox"/>	METAL PIPE (4 SHEETS) (REVISED ON OCTOBER 02, 2004).....	50-53
M-603-2	<input checked="" type="checkbox"/>	REINFORCED CONCRETE PIPE (REVISED ON OCTOBER 02, 2014).....	54
M-603-3	<input type="checkbox"/>	PRECAST CONCRETE BOX CULVERT (REVISED ON APRIL 05, 2019).....	55
M-603-4	<input type="checkbox"/>	CORRUGATED POLYETHYLENE PIPE (AASHTO M294) (REVISED ON OCT. 02, 2014).....	56
M-603-5	<input type="checkbox"/>	POLYVINYL CHLORIDE (PVC) PIPE (AASHTO M304) (REVISED ON OCT. 02, 2014).....	57
M-603-6	<input type="checkbox"/>	STEEL REINFORCED POLYETHYLENE RIBBED PIPE (AASHTO MP 20) (NEW ON APRIL 30, 2015).....	
M-603-10	<input checked="" type="checkbox"/>	CONCRETE AND METAL END SECTIONS (2 SHEETS) (REVISED ON MAY 1, 2018).....	58-59
M-604-10		INLET, TYPE C.....	60
M-604-11		INLET, TYPE D.....	61
M-604-12		CURB INLET TYPE R (2 SHEETS).....	62-63
M-604-13		CONCRETE INLET TYPE I3.....	64
M-604-20		MANHOLES (3 SHEETS).....	65-67
M-604-25		VANE GRATE INLET (5 SHEETS).....	68-72
M-605-1		SUBSURFACE DRAINS.....	73
M-606-1	<input type="checkbox"/>	GUARDRAIL TYPE 3 W-BEAM (20 SHEETS) (REVISED ON OCTOBER 27, 2014).....	74-92
M-606-1	<input type="checkbox"/>	MIDWEST GUARDRAIL SYSTEM (MGS) TYPE 3 W-BEAM 31 INCHES (19 SHEETS) (REVISED ON DECEMBER 21, 2018).....	
M-606-13	<input type="checkbox"/>	GUARDRAIL TYPE 7 F-SHAPE BARRIER (4 SHEETS).....	93-96
M-606-14		PRECAST TYPE 7 CONCRETE BARRIER (3 SHEETS).....	97-99
M-606-15	<input type="checkbox"/>	GUARDRAIL TYPE 9 SINGLE SLOPE BARRIER (11 SHEETS) (REVISED ON JULY 16, 2018).....	

PLAN NUMBER	NEW OR REVISED	M STANDARD TITLE	PAGE NUMBER
M-607-1		WIRE FENCES AND GATES (3 SHEETS).....	100-102
M-607-2		CHAIN LINK FENCE (3 SHEETS).....	103-105
M-607-3		BARRIER FENCE.....	106
M-607-4	<input type="checkbox"/>	DEER FENCE, GATES, AND GAME RAMPS (5 SHEETS).....	107-109
M-607-10		PICKET SNOW FENCE.....	110
M-607-15		ROAD CLOSURE GATE (9 SHEETS).....	111-119
M-608-1	<input type="checkbox"/>	CURB RAMPS (10 SHEETS) (REVISED ON MAY 3, 2019).....	120-125
M-609-1	<input checked="" type="checkbox"/>	CURBS, GUTTERS, AND SIDEWALKS (4 SHEETS) (REVISED ON JULY 24, 2012).....	126-129
M-611-1		CATTLE GUARD (2 SHEETS).....	130-131
M-611-2	<input type="checkbox"/>	DEER GUARD (2 SHEETS) (NEW ON APRIL 30, 2015).....	
M-613-1		ROADWAY LIGHTING (4 SHEETS).....	132-135
M-614-1		RUMBLE STRIPS (3 SHEETS).....	136-138
M-614-2		SAND BARREL ARRAYS (2 SHEETS).....	139-140
M-615-1		EMBANKMENT PROTECTOR TYPE 3.....	141
M-615-2	<input checked="" type="checkbox"/>	EMBANKMENT PROTECTOR TYPE 5.....	142
M-616-1		INVERTED SIPHON.....	143
M-620-1		FIELD LABORATORY CLASS 1.....	144
M-620-2		FIELD LABORATORY CLASS 2 (2 SHEETS).....	145-146
M-620-11		FIELD OFFICE CLASS 1.....	147
M-620-12		FIELD OFFICE CLASS 2.....	148
M-629-1		SURVEY MONUMENTS (2 SHEETS).....	149-150

COLORADO  
DEPARTMENT OF TRANSPORTATION  
M&S STANDARDS PLANS LIST  
July 04, 2012

Revised on May 03, 2019

ALL OF THE M&S STANDARD PLANS, AS SUPPLEMENTED AND REVISED, APPLY TO THIS PROJECT WHEN USED BY DESIGNATED PAY ITEM OR SUBSIDIARY ITEM.

NEW OR REVISED STANDARD PLAN SHEETS APPLICABLE TO THIS PROJECT, INDICATED BY A MARKED BOX ☒, WILL BE ATTACHED TO THE PLANS.

PLAN NUMBER	NEW OR REVISED	S STANDARD TITLE	PAGE NUMBER
S-612-1	<input type="checkbox"/>	DELINEATOR INSTALLATIONS (8 SHEETS) (REVISED ON APRIL 12, 2008).....	151-157
S-614-1	<input type="checkbox"/>	GROUND SIGN PLACEMENT (2 SHEETS) (REVISED ON DECEMBER 12, 2014).....	158-159
S-614-2	<input type="checkbox"/>	CLASS I SIGNS (REVISED ON JUNE 24, 2016).....	160
S-614-3		CLASS II SIGNS.....	161
S-614-4	<input type="checkbox"/>	CLASS III SIGNS (3 SHEETS) (REVISED ON DECEMBER 17, 2014).....	162-164
S-614-5	<input type="checkbox"/>	BREAK-AWAY SIGN SUPPORT DETAILS (REVISED ON FEBRUARY 8, 2017).....	165-166
S-614-6	<input type="checkbox"/>	CONCRETE FOOTINGS AND SIGN ISLANDS FOR CLASS III SIGNS (2 SHEETS) (REVISED ON SEPTEMBER 16, 2013).....	167-168
S-614-8	<input type="checkbox"/>	TUBULAR STEEL SIGN SUPPORT DETAILS (7 SHEETS).....	169-173
S-614-9	<input type="checkbox"/>	PEDESTRIAN PUSH BUTTON POST ASSEMBLY (REVISED ON MAY 24, 2016).....	174
S-614-10		MARKER ASSEMBLY INSTALLATIONS.....	175
S-614-11		MILEPOST SIGN DETAIL FOR HIGH SNOW AREAS.....	176
S-614-12	<input type="checkbox"/>	STRUCTURE NUMBER INSTALLATION (2 SHEETS).....	177
S-614-14		FLASHING BEACON AND SIGN INSTALLATIONS (3 SHEETS).....	178-180
S-614-20		TYPICAL POLE MOUNT SIGN INSTALLATIONS.....	181
S-614-21	<input type="checkbox"/>	CONCRETE BARRIER SIGN POST INSTALLATIONS.....	182
S-614-22		TYPICAL MULTI-SIGN INSTALLATIONS.....	183
S-614-40	<input type="checkbox"/>	TYPICAL TRAFFIC SIGNAL INSTALLATION DETAILS (5 SHEETS) (REVISED ON JUNE 17, 2016).....	184-188
S-614-40A	<input type="checkbox"/>	ALTERNATIVE TRAFFIC SIGNAL INSTALLATION DETAILS (4 SHEETS) (REVISED ON JUNE 17, 2016).....	189-192
S-614-41	<input type="checkbox"/>	TEMPORARY SPAN WIRE SIGNALS (REVISED ON APRIL 02, 2015).....	193
S-614-42		CABINET FOUNDATION DETAIL (4 SHEETS).....	194-197
S-614-43		TRAFFIC LOOP AND MISCELLANEOUS SIGNAL DETAILS (10 SHEETS).....	198-207
S-614-44	<input type="checkbox"/>	PEDESTAL POLE SIGNALS (2 SHEETS) (REVISED ON JUNE 17, 2016).....	
S-614-50	<input type="checkbox"/>	STATIC SIGN MONOTUBE STRUCTURES (12 SHEETS).....	208-219
S-614-60	<input type="checkbox"/>	DYNAMIC SIGN MONOTUBE STRUCTURES (14 SHEETS).....	220-233
S-627-1	<input type="checkbox"/>	PAVEMENT MARKINGS (8 SHEETS) (REVISED ON FEBRUARY 08, 2017).....	234-238
S-630-1	<input type="checkbox"/>	TRAFFIC CONTROLS FOR HIGHWAY CONSTRUCTION (24 SHEETS) (REVISED ON JUNE 23, 2016).....	239-258
S-630-2	<input type="checkbox"/>	BARRICADES, DRUMS, CONCRETE BARRIERS (TEMP) AND VERTICAL PANELS (REVISED ON JUNE 23, 2016).....	259
S-630-3		FLASHING BEACON (PORTABLE) DETAILS.....	260
S-630-4		STEEL SIGN SUPPORT (TEMPORARY) INSTALLATION DETAILS (2 SHEETS).....	261-262
S-630-5	<input type="checkbox"/>	PORTABLE RUMBLE STRIPS (TEMPORARY) (2 SHEETS).....	263-264
S-630-6		EMERGENCY PULL-OFF AREA (TEMPORARY).....	265
S-630-7		ROLLING ROADBLOCKS FOR TRAFFIC CONTROL (3 SHEETS).....	266-268

☒ CITY OF COLORADO SPRINGS:  
STANDARD DRAWING D-6 (CURB AND GUTTER)

**WILSON & COMPANY**  
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CLIENT

PROJECT NAME  
GREEN MOUNTAIN FALLS  
DOLA FLOOD REPAIR  
PROJECTS

TOWN OF GREEN MOUNTAIN FALLS  
10615 GREEN MOUNTAIN FALLS RD, UNIT B  
PO BOX 524

BY	DESCRIPTION	DATE	REV.

PROJECT NO: 19-600-016-00  
DESIGNED BY: NAB  
DRAWN BY: NAB  
CHECKED BY: APB  
DATE: 7/12/19

SHEET TITLE  
STANDARD PLANS  
LIST

SHEET NO:  
3

PAY ITEM NO.	DESCRIPTION	UNIT	Maple Street		El Paso Trail		Midland Avenue		Iona Avenue	
			PLAN	FINAL	PLAN	FINAL	PLAN	FINAL	PLAN	FINAL
201-00001	CLEARING AND AND GRUBBING	LS	1		1		1		1	
202-00015	REMOVAL OF HEADWALL	EACH	2		0		2		0	
202-00035	REMOVAL OF PIPE	LF	23		0		16		36	
202-00200	REMOVAL OF SIDEWALK	SY	0		2		0		0	
202-01000	REMOVAL OF FENCE	LF	80		12		30		0	
203-00010	UNCLASSIFIED EXCAVATION (C.I.P.)	CY	0		25		0		0	
203-00060	EMBANKMENT MATERIAL (C.I.P.)	CY	50		20		20		10	
203-01597	POTHOLING	HR	0		4		4		0	
206-00510	FILTER MATERIAL (CLASS A)	CY	6		0		0		15	
207-00205	TOPSOIL	CY	95		16		23		3	
208-00002	EROSION LOG (12 INCH)	LF	50		50		50		50	
208-00045	CONCRETE WASHOUT STRUCTURE	EA	1		1		1		0	
208-00400	WATER CONTROL	LS	1		1		1		1	
208-00520	TEMPORARY STREAM CROSSING	L S	1		0		1		0	
212-00006	SEEDING (NATIVE)	ACRE	0.20		0.04		0.05		0.01	
213-00003	MULCHING (WEED FREE)	ACRE			0.02		0.02		0.01	
216-00037	SOIL RETENTION BLANKET (COCONUT)	SY	290		28		109		0	
304-06007	AGGREGATE BASE COURSE (CLASS 6)	CY	22		73		16		8	
403-33721	HOT MIX ASPHALT (GRADING S)(75)(PG 58-28)	TON	0		13		0		0	
420-00114	GEOTEXTILE (DRAINAGE) (CLASS 3)	SY	52		36		55		17	
506-00030	GROUTED RIPRAP	CY	21		0		14		0	
506-00209	RIPRAP (9 INCH)	CY	17		0		0		3	
506-00212	RIPRAP (12 INCH)	CY	6		19		10		35	
506-00218	RIPRAP (18 INCH)	CY	0		0		0		6	
601-01000	CONCRETE CLASS B	CY	0		0		8.7		0	
603-01425	42 INCH REINFORCED CONCRETE PIPE (C.I.P.)	LF	0		0		19		0	
603-01485	48 INCH REINFORCED CONCRETE PIPE (C.I.P.)	LF	32		0		0		0	
603-05048	48 INCH REINFORCED CONCRETE END SECTION	EACH	2		0		0		0	
603-10180	18 INCH CORRUGATED STEEL PIPE	LF	0		0		0		42	
603-30018	18 INCH STEEL END SECTION	EA	0		0		0		1	
607-11450	FENCE SPLIT CEDAR	LF	50		12		48		0	
609-21021	CURB AND GUTTER TYPE 2 (SECTION II-M)	LF	0		187		0		0	
609-21029	CURB AND GUTTER TYPE 1 (C.O.C.S.)	LF	0		95		0		0	
609-24004	GUTTER TYPE 2 (4 FOOT)	LF	0		23		0		0	
612-00002	DELINEATOR (TYPE II)	EACH	4		0		8		4	
615-00050	EMBANKMENT PROTECTOR TYPE 5	EACH	0		1		0		0	
620-00020	SANITARY FACILITY	EA	1		1		1		1	
625-00000	CONSTRUCTION SURVEYING	LS	1		1		1		1	
626-00000	MOBILIZATION	LS	1		1		1		1	
630-00019	TRAFFIC CONTROL	LS	1		1		1		1	

CLIENT



PROJECT NAME  
GREEN MOUNTAIN FALLS  
DOLA FLOOD REPAIR  
PROJECTS  
TOWN OF GREEN MOUNTAIN FALLS  
10615 GREEN MOUNTAIN FALLS RD, UNIT B  
PO BOX 524

REV.	DATE	DESCRIPTION	BY

PROJECT NO: 19-600-016-00  
DESIGNED BY: NAB  
DRAWN BY: NAB  
CHECKED BY: APB  
DATE: 7/12/19

SHEET TITLE  
SUMMARY OF  
APPROXIMATE  
QUANTITIES

SHEET NO:  
4

**WILSON & COMPANY**  
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#### LEGEND

EXISTING MINOR CONTOUR 1'	---
EXISTING MAJOR CONTOUR 5'	---
LIMITS OF DISTURBANCE	~~~~~
SPLIT-RAIL WOOD FENCE	---o---
TEMPORARY ROAD AND CREEK CROSSING	---
PROPOSED GRAVEL ROAD 6" ABC CLASS 6"	---
RIPRAP	---

#### NOTES

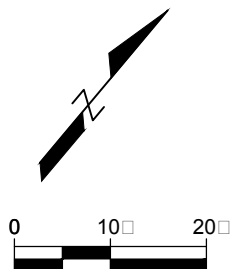
- SEE CULVERT PLAN AND PROFILE SHEET FOR CULVERT DESIGN.
- STABLE, DEPENDABLE ACCESS SHALL BE MAINTAINED TO PRIVATE RESIDENCES AT ALL TIMES. SEE GENERAL NOTES SHEET.
- CONTRACTOR SHALL NOT IMPACT AREAS OUTSIDE THE LIMITS OF DISTURBANCES AND ALL TREES AT THE MAPLE STREET SITE SHALL BE PROTECTED IN PLACE UNLESS THEY ARE NOTED AS TO BE REMOVED. IT IS ESTIMATED THAT 2 TREES GREATER THAN 6 INCH DIAMETER WILL NEED TO BE REMOVED. TREE REMOVAL WILL NOT BE PAID SEPARATELY BUT SHALL BE INCLUDED IN CLEARING AND GRUBBING PAY ITEM.

UTE PASS AVENUE

CATAMOUNT CREEK

CATAMOUNT CREEK

MAPLE STREET



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PROJECT NAME  
**GREEN MOUNTAIN FALLS  
DOLA FLOOD REPAIR  
PROJECTS**  
TOWN OF GREEN MOUNTAIN FALLS  
10615 GREEN MOUNTAIN FALLS RD, UNIT B  
PO BOX 524

REV.	DATE	DESCRIPTION	BY

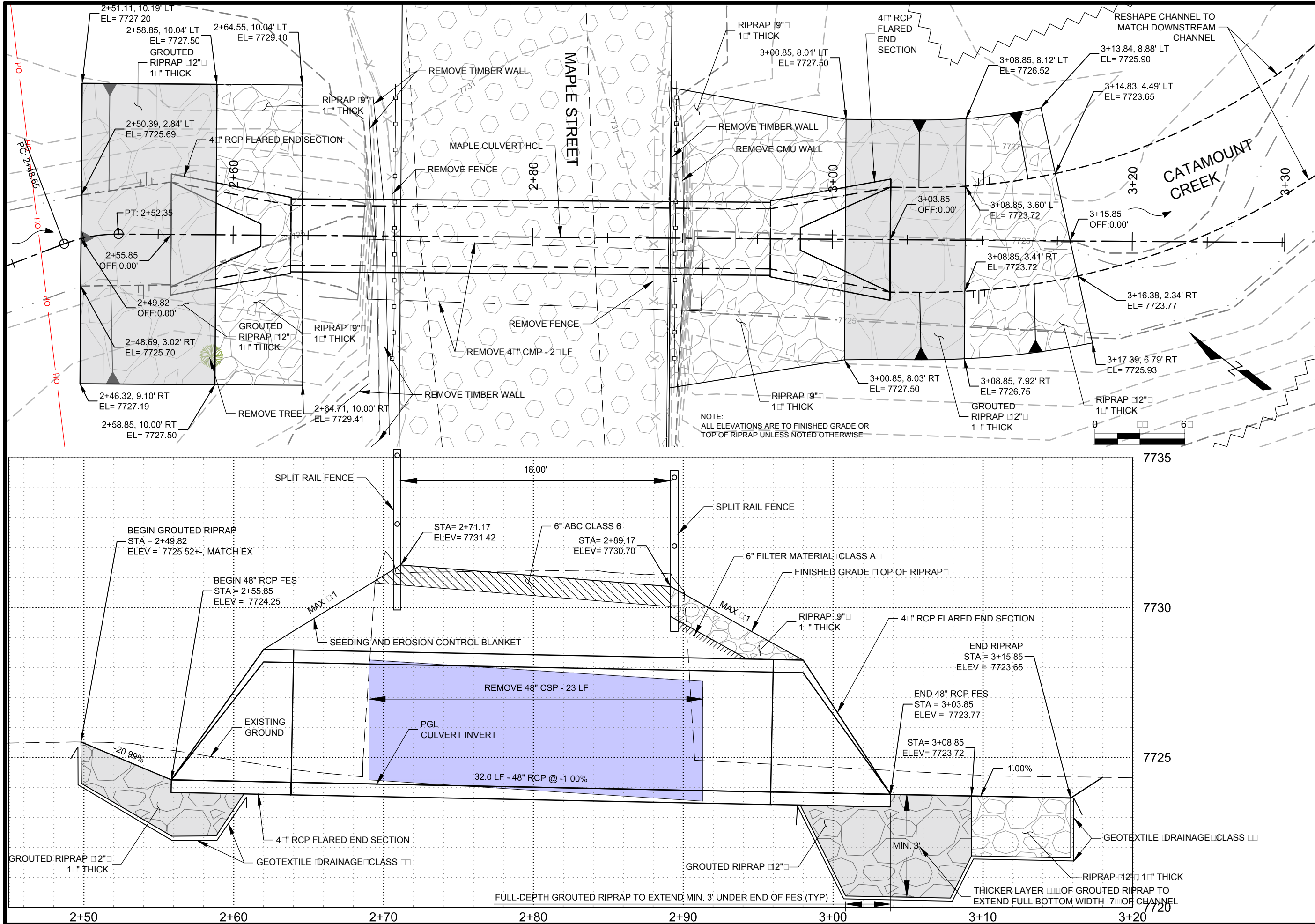
PROJECT NO: 19-600-016-00  
DESIGNED BY: NAB  
DRAWN BY: NAB  
CHECKED BY: APB  
DATE: 7/12/19

SHEET TITLE  
**MAPLE STREET  
CULVERT  
SITE PLAN**


SHEET NO:  
**7**



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Town of  
GREEN MOUNTAIN FALLS  
Colorado

CLIENT

PROJECT NAME  
GREEN MOUNTAIN FALLS  
DOLA FLOOD REPAIR  
PROJECTS

TOWN OF GREEN MOUNTAIN FALLS  
10615 GREEN MOUNTAIN FALLS RD, UNIT B  
PO BOX 524

REV.	DATE	DESCRIPTION	BY

PROJECT NO: 19-600-016-00

DESIGNED BY: NAB

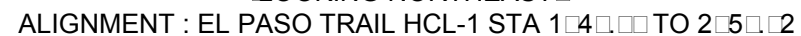
DRAWN BY: NAB

CHECKED BY: APB

DATE: 7/12/19

SHEET TITLE  
MAPLE STREET  
CULVERT  
PLAN AND PROFILE

SHEET NO: 8



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## LEGEND

EXISTING MINOR CONTOUR 1' □	— 7.04 —
EXISTING MAJOR CONTOUR 5' □	— 7.05 —
LIMITS OF DISTURBANCE	~~~~~
SPLIT-RAIL WOOD FENCE	□-□-□-□-□
TEMPORARY ROAD AND CREEK CROSSING	▬
PROPOSED GRAVEL ROAD 16" ABC CLASS 6 □	▨
RIPRAP	▩

## NOTES

- SEE ROADWAY PROFILE SHEET FOR DESIGN ELEVATIONS OF CURB AND GUTTER AND RUNDOWN EMBANKMENT PROTECTOR.
- ACCESS SHALL BE MAINTAINED TO PRIVATE RESIDENCES AT ALL TIMES. SEE GENERAL NOTES SHEET.
- CONTRACTOR SHALL NOT IMPACT AREAS OUTSIDE THE LIMITS OF DISTURBANCES.
- STATION AND OFFSETS ARE AT LIP OF PAN UNLESS NOTED OTHERWISE.
- CRUSHED ROCK TO BE PLACED IN DRIVEWAYS IS QUANTIFIED AND IS TO BE PAID FOR IN AGGREGATE BASE COURSE PAY ITEM.

PROPOSED TEMP. EASEMENT (TYP)  
MOUNTABLE CURB □ GUTTER  
CDOT TYPE 2 - IIM, SEE CDOT M-609-1  
SEE PROFILE SHEET

BEGIN T2-IIM C&G  
6+05.57, 0.00'  
LIP EL.=7775.30

EL PASO TRAIL HCL-2  
AT LIP OF PAN

APPROX. EX. EDGE OF GRAVEL ROAD

REMOVE AND REPLACE SPLIT-RAIL FENCE AS NECESSARY FOR GRADING AND C&G CONSTRUCTION

REMOVE AND REINSTALL MAILBOX  
WORK WILL NOT BE PAID SEPARATELY BUT  
SHALL BE INCLUDED IN FENCE PAY ITEM.

BACKFILL BEHIND CURB WITH  
CRUSHED ROCK. MATCH EXISTING  
CRUSHED ROCK COLOR  
MINIMUM SLOPE MAX 10% □

GUTTER TYPE 2  
W=4", SEE CDOT M-609-1

5+22.07  
OFF: 6.76' RT  
LIP EL.=7774.30  
5+22.54, 2.00' RT  
FL EL.=7773.85

PT: 5+65.58

PC: 5+26.68

PROTECT EX. WATER LINE VALVE BURIED  
LOCATION ASSUMED BASED ON CSU DATABASE

RELOCATE 4 INCH UNDERDRAIN TO  
DAYLIGHT ON SLOPE. MAINTAIN  
MINIMUM 2% SLOPE POSITIVE  
GRADE TOWARD OUTFALL.  
COORDINATE LOCATION WITH  
PROJECT MANAGER. WORK WILL  
NOT BE PAID SEPARATELY BUT  
SHALL BE INCLUDED IN HMA PAY  
ITEM.

PROPOSED PERM.  
EASEMENT (TYP)

EX. SIDEWALK  
TO REMAIN

EX. DOWNSPOUT  
UNDERDRAIN  
ASSUMED LOCATION

12" RIPRAP, 24 INCH THICK

EMBANKMENT PROTECTOR TYPE 5  
SEE CDOT M-615-2, TYPICAL 6 FT WIDTH  
AND 12 INCH DEPTH. SEE PROFILE

2+66.32  
OFF: 9.00' LT

2+74

2+66.32  
OFF: 3.00' RT

TOE OF SLOPE, SEE PROFILE

EX. TOE OF SLOPE

PROTECT EX. WALL

EL PASO TRAIL HCL-1  
AT EDGE OF EMBANKMENT PROTECTOR TYPE 5

BEGIN RUNDOWN (EMBANKMENT PROTECTOR TYPE 5)  
SEE PROFILE

2+32.00  
OFF: 0.00'

CURB □ GUTTER  
COCS TYPE 1, SEE COCS STD D-6

1" HMA, SEE TYPICAL SECTION

EL PASO TRAIL HCL-1  
AT LIP OF PAN

PROTECT EX. FENCE LINE

REMOVE CONCRETE SIDEWALK

PROPOSED CRUSHED ROCK DRIVEWAY  
SEE TYPICAL SECTIONS  
MATCH EXISTING CRUSHED ROCK COLOR

PRIVATE DRIVEWAY

EX. LANDSCAPING  
TIMBERS TO REMAIN

MOUNTABLE CURB □ GUTTER  
CDOT TYPE 2 - IIM, SEE CDOT M-609-1  
SEE PROFILE SHEET

EX. CONCRETE DRIVEWAY

10640

BACKFILL BEHIND CURB WITH  
CRUSHED ROCK. MATCH EXISTING  
CRUSHED ROCK COLOR  
MINIMUM SLOPE MAX 10% □

EX. BLOCK WALL

EX. UTILITY POLE  
PROPOSED TEMP.  
EASEMENT (TYP)

BEGIN T2-IIM C&G  
0+45.72, 0.00'  
LIP EL.=7774.46

APPROX. EX. EDGE OF GRAVEL ROAD

PROPOSED TEMP. EASEMENT (TYP)

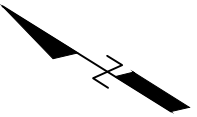
APPROXIMATE PROPERTY LINE

APPROXIMATE PROPERTY LINE

APPROXIMATE PROPERTY LINE

APPROXIMATE PROPERTY LINE

## FOUNTAIN CREEK



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CLIENT

PROJECT NAME  
**GREEN MOUNTAIN FALLS  
DOLA FLOOD REPAIR  
PROJECTS**

TOWN OF GREEN MOUNTAIN FALLS  
10615 GREEN MOUNTAIN FALLS RD, UNIT B  
PO BOX 524

REV.	DATE	DESCRIPTION	BY

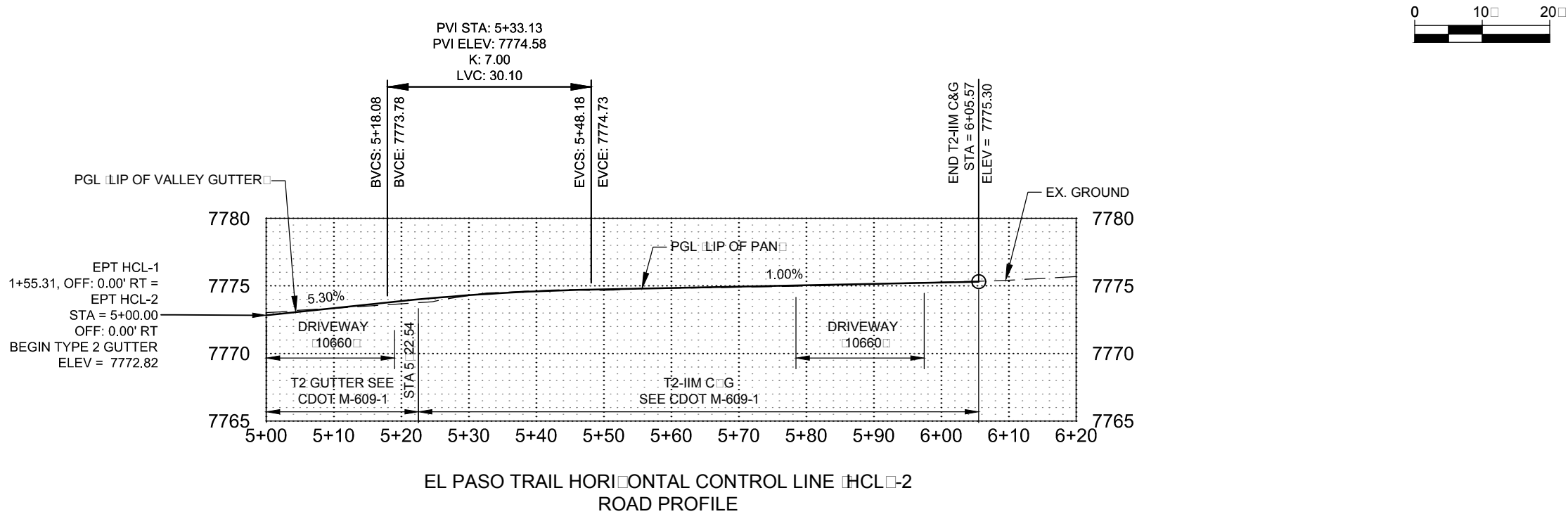
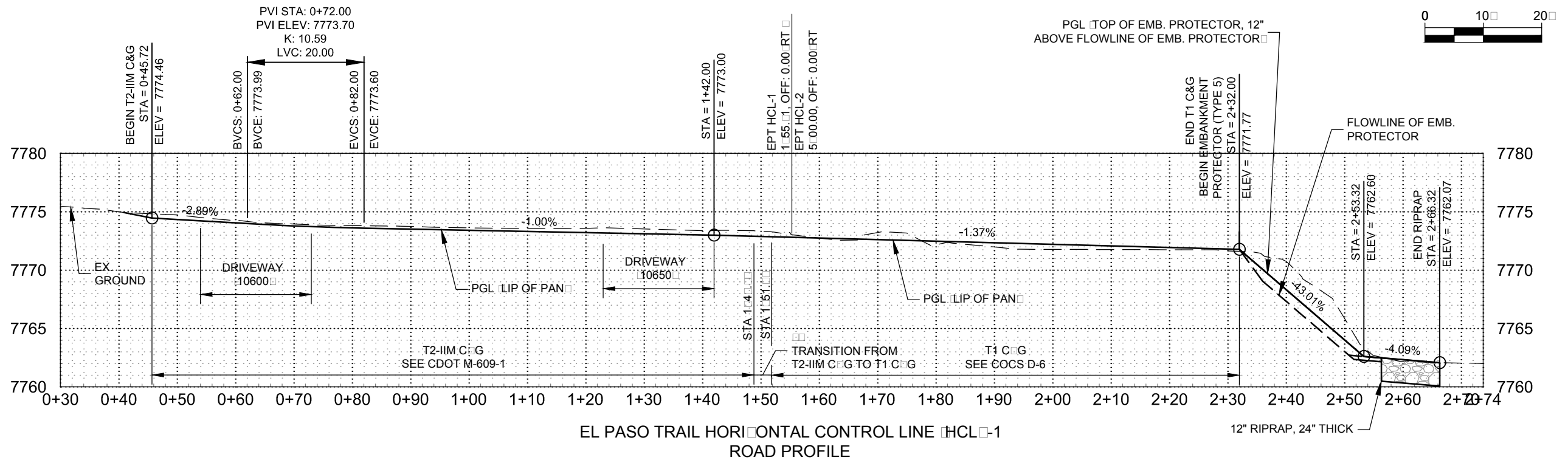
PROJECT NO: 19-600-016-00  
DESIGNED BY: NAB  
DRAWN BY: NAB  
CHECKED BY: APB  
DATE: 7/12/19  
SHEET TITLE

EL PASO TRAIL  
SITE PLAN

SHEET NO: 10



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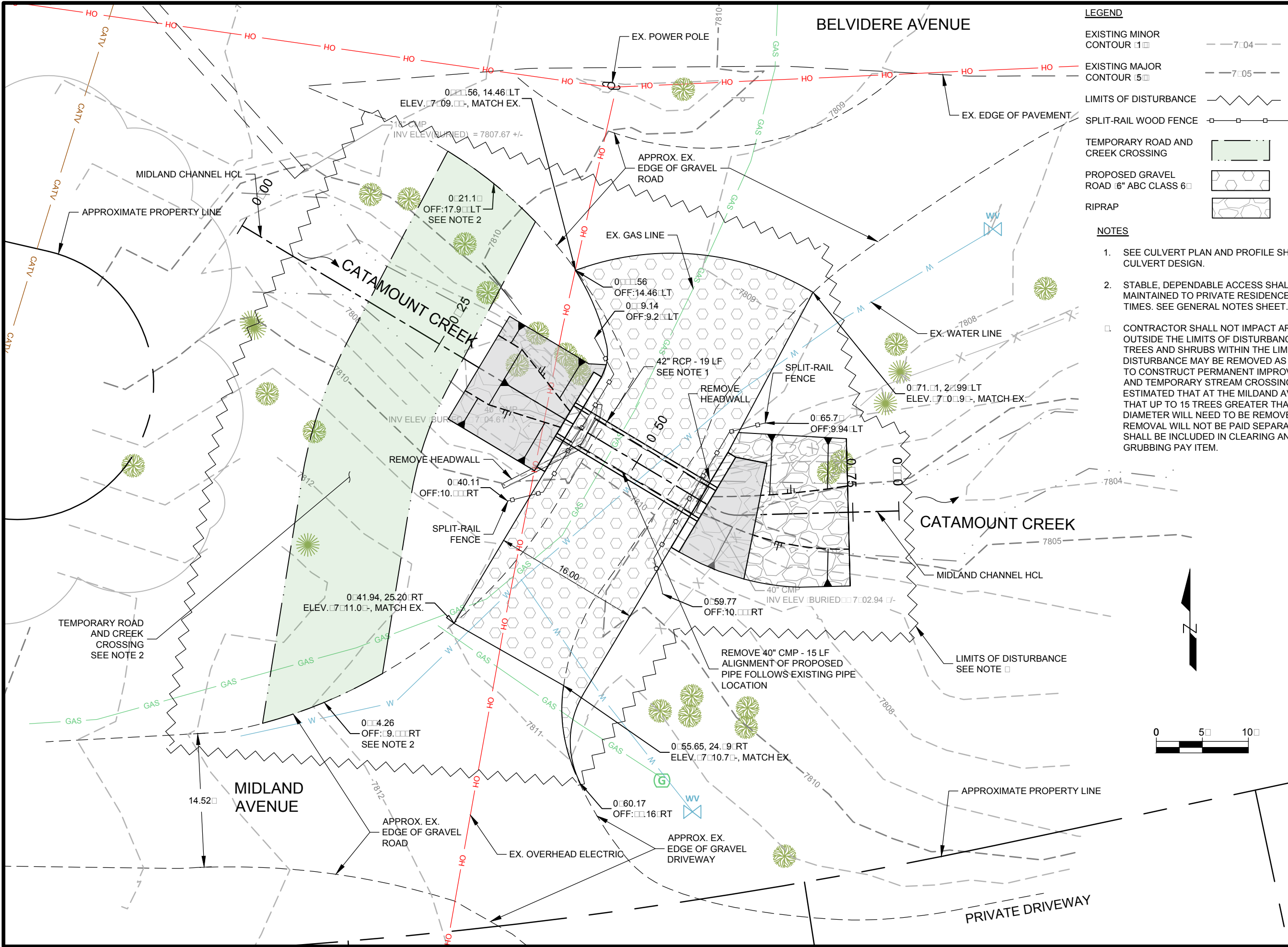
PROJECT NAME  
**GREEN MOUNTAIN FALLS  
DOLA FLOOD REPAIR  
PROJECTS**  
TOWN OF GREEN MOUNTAIN FALLS  
10615 GREEN MOUNTAIN FALLS RD, UNIT B  
PO BOX 524

REV.	DATE	DESCRIPTION	BY

PROJECT NO: 19-600-016-00  
DESIGNED BY: NAB  
DRAWN BY: NAB  
CHECKED BY: APB  
DATE: 7/12/19

SHEET TITLE  
**EL PASO TRAIL  
ROAD PROFILES**

SHEET NO: 11



**LEGEND**

EXISTING MINOR CONTOUR 1' — 7.04 —

EXISTING MAJOR CONTOUR 5' — 7.05 —

LIMITS OF DISTURBANCE ————

SPLIT-RAIL WOOD FENCE ————

TEMPORARY ROAD AND CREEK CROSSING ————

PROPOSED GRAVEL ROAD 6" ABC CLASS 6 ————

RIPRAP ————

- NOTES**
- SEE CULVERT PLAN AND PROFILE SHEET FOR CULVERT DESIGN.
  - STABLE, DEPENDABLE ACCESS SHALL BE MAINTAINED TO PRIVATE RESIDENCES AT ALL TIMES. SEE GENERAL NOTES SHEET.
- CONTRACTOR SHALL NOT IMPACT AREAS OUTSIDE THE LIMITS OF DISTURBANCES. ALL TREES AND SHRUBS WITHIN THE LIMITS OF DISTURBANCE MAY BE REMOVED AS NECESSARY TO CONSTRUCT PERMANENT IMPROVEMENTS AND TEMPORARY STREAM CROSSING. IT IS ESTIMATED THAT AT THE MILDAND AVE SITE THAT UP TO 15 TREES GREATER THAN 6 INCH DIAMETER WILL NEED TO BE REMOVED. TREE REMOVAL WILL NOT BE PAID SEPARATELY BUT SHALL BE INCLUDED IN CLEARING AND GRUBBING PAY ITEM.



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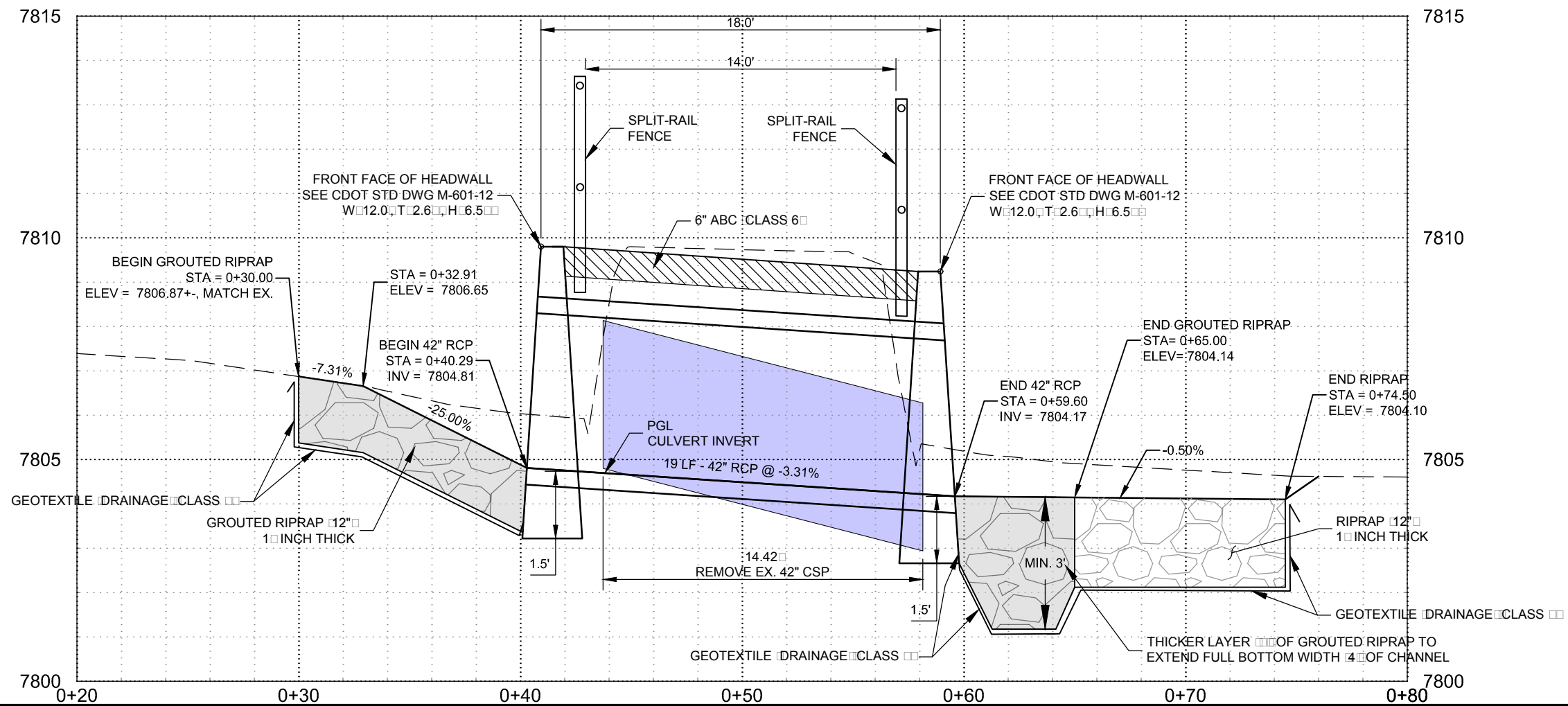
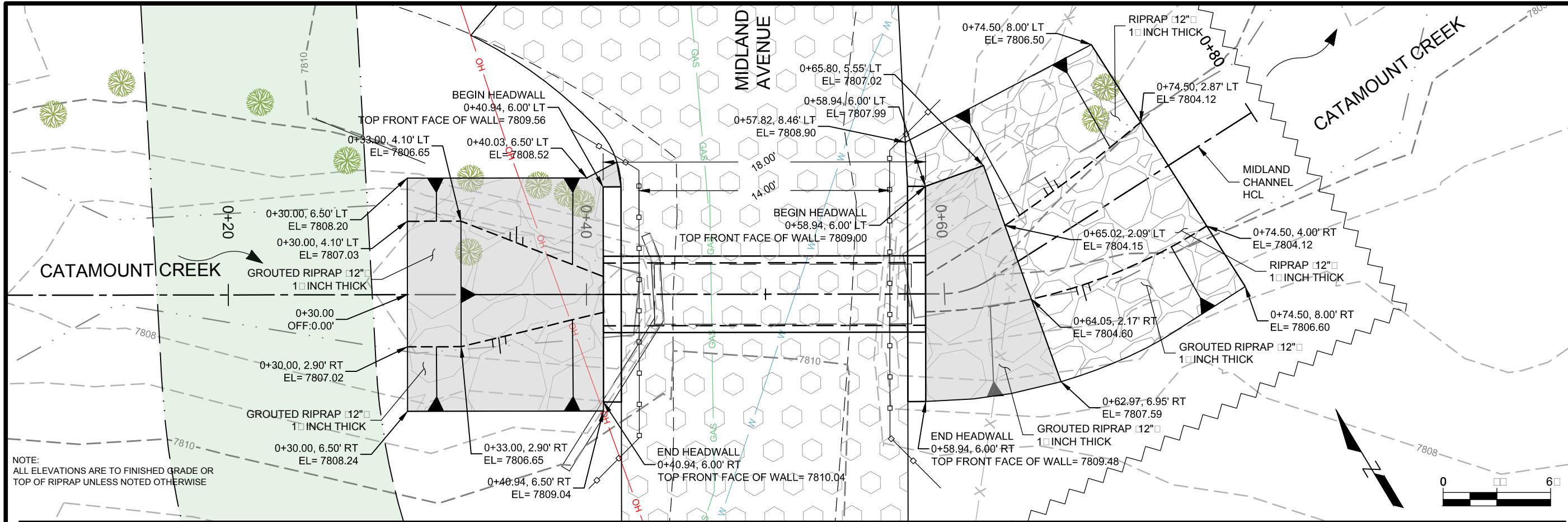
**CLIENT**  
TOWN OF GREEN MOUNTAIN FALLS  
Calderado

**PROJECT NAME**  
GREEN MOUNTAIN FALLS  
DOLA FLOOD REPAIR  
PROJECTS

TOWN OF GREEN MOUNTAIN FALLS  
10615 GREEN MOUNTAIN FALLS RD, UNIT B  
PO BOX 524

PROJECT NO.	19-600-016-00
DESIGNED BY:	NAB
DRAWN BY:	NAB
CHECKED BY:	APB
DATE:	7/12/19
SHEET TITLE	
MIDLAND AVENUE CULVERT	
SITE PLAN	
SHEET NO. 12	

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PROJECT NAME  
**GREEN MOUNTAIN FALLS  
DOLA FLOOD REPAIR  
PROJECTS**  
TOWN OF GREEN MOUNTAIN FALLS  
10615 GREEN MOUNTAIN FALLS RD, UNIT B  
PO BOX 524

REV.	DATE	DESCRIPTION	BY

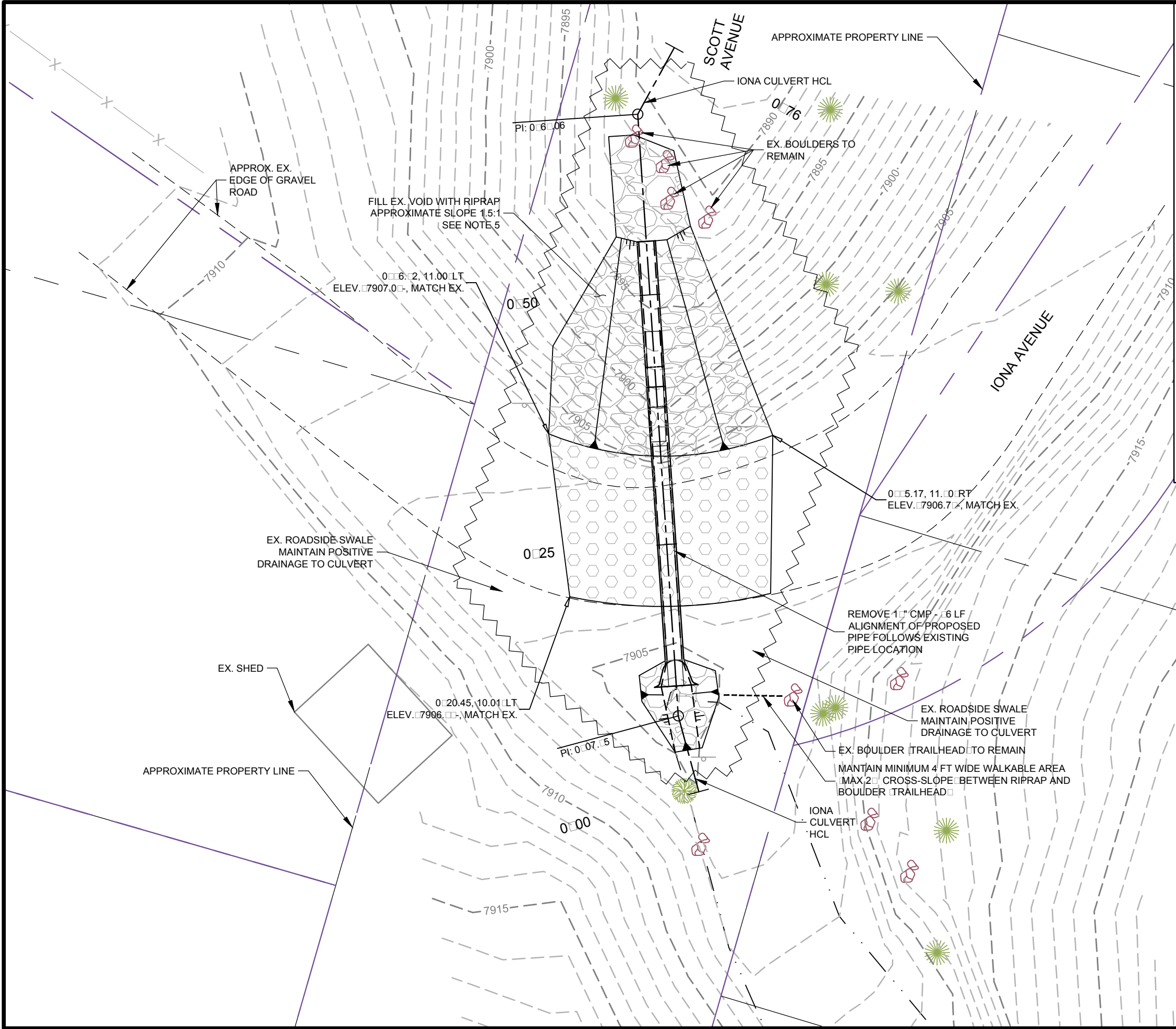
PROJECT NO: 19-600-016-00  
DESIGNED BY: NAB  
DRAWN BY: NAB  
CHECKED BY: APB  
DATE: 7/12/19

SHEET TITLE  
**MIDLAND AVENUE  
CULVERT  
PLAN AND PROFILE**

SHEET NO: 13



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**LEGEND**

EXISTING MINOR CONTOUR 1' — 7'04 —

EXISTING MAJOR CONTOUR 5' — 7'05 —

LIMITS OF DISTURBANCE ————

SPLIT-RAIL WOOD FENCE —+—+—+—+—

TEMPORARY ROAD AND CREEK CROSSING [Green Shaded Area]

PROPOSED GRAVEL ROAD 6" ABC CLASS 6 [Hexagon Pattern]

RIPRAP [Irregular Shape Pattern]

**NOTES**

- SEE CULVERT PLAN AND PROFILE SHEET FOR CULVERT DESIGN.
- ACCESS SHALL BE MAINTAINED TO PRIVATE RESIDENCES AT ALL TIMES. SEE GENERAL NOTES SHEET.
- CONTRACTOR SHALL NOT IMPACT AREAS OUTSIDE THE LIMITS OF DISTURBANCES.
- TEMPORARY CLOSURE OF IONA AVENUE WITHIN LIMITS OF DISTURBANCE IS ALLOWED FOR UP TO 14 CALENDAR DAYS.
- LARGE BOULDERS NORTH OF IONA AVENUE ARE NOT ALL SHOWN. INTENT OF BACKFILLING THE ERODED SLOPE IS TO LEAVE THE EXISTING BOULDERS IN PLACE IF THEY ARE STABLE.



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Town of  
GREEN MOUNTAIN FALLS  
Colorado

CLIENT

PROJECT NAME  
**GREEN MOUNTAIN FALLS  
DOLA FLOOD REPAIR  
PROJECTS**

TOWN OF GREEN MOUNTAIN FALLS  
10615 GREEN MOUNTAIN FALLS RD, UNIT B  
PO BOX 524

REV.	DATE	DESCRIPTION	BY

PROJECT NO: 19-600-016-00

DESIGNED BY: NAB

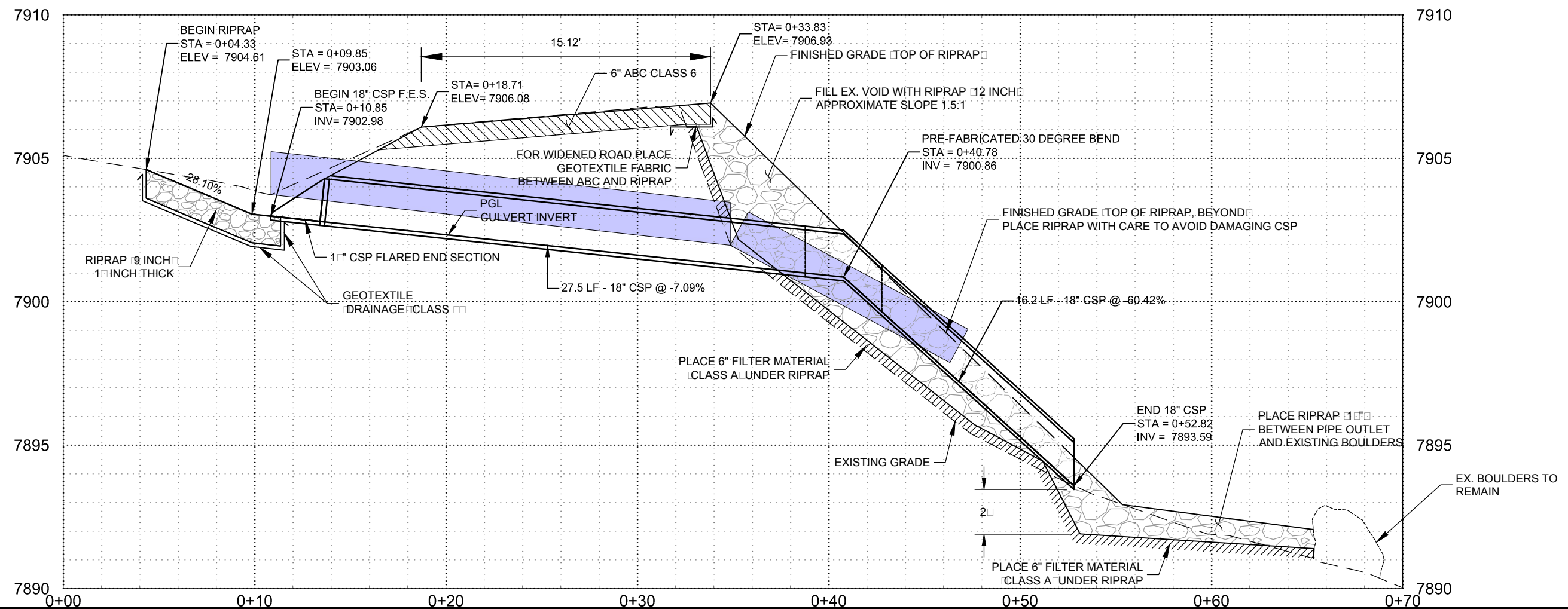
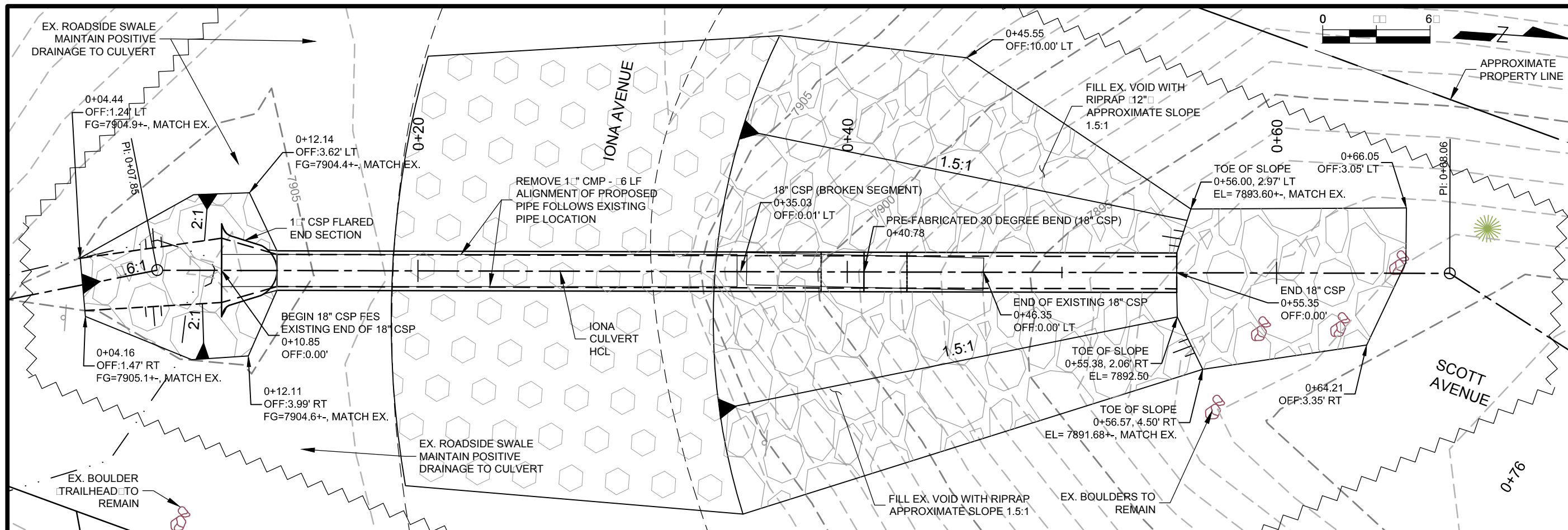
DRAWN BY: NAB

CHECKED BY: APB

DATE: 7/12/19

SHEET TITLE  
**IONA AVENUE  
CULVERT  
SITE PLAN**

SHEET NO: 14



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# INITIAL

# GREEN MOUNTAIN FALLS DOLA FLOOD REPAIR PROJECTS

TOWN OF GREEN MOUNTAIN FALLS  
10615 GREEN MOUNTAIN FALLS RD, UNIT B  
PO BOX 524

[illegible]

PROJECT NO:	19-600-016-00
DESIGNED BY:	NAB
DRAWN BY:	NAB
CHECKED BY:	APB
DATE:	7/12/19

HEET TITLE

IONA AVENUE  
CULVERT

SITE PLAN

HEET NO:

15



**swmp template text for projects with less than 1 acre of disturbance**  
Additional information for permitted projects. For information only to fulfill the CDPS-SCP (Colorado Discharge Permit System - Stormwater Construction Permit). The ECS shall update to reflect current site conditions.

**1. SITE DESCRIPTION**  
**A. PROJECT SITE LOCATION:** This project includes four sub-projects all residing in Green Mountain Falls. See title sheet for locations. All sites include gravel roadways which are to remain gravel surfaced.

**B. PROJECT SITE DESCRIPTION:**

a. Site 1 (Maple Street Culvert): remove and replace existing 48 inch CSP pipe and headwalls with 48 inch RCP and flared end sections. Temporary creek crossing is required for access to be maintained to traveling public. Riprap and grouted riprap channel and slope stabilization are included at culvert ends.

b. Site 2 (El Paso Trail Drainage Improvements): install curb and gutter and slight re-grading of gravel roadway to maintain positive surface runoff drainage to Fountain Creek. Asphalt embankment protector and riprap slope stabilization are included at termini of improvements.

c. Site 3 (Midland Avenue Culvert): remove and replace existing 42 inch CSP pipe and headwalls with 42 inch RCP and new headwalls. Temporary creek crossing is required for access to be maintained to traveling public. Riprap and grouted riprap channel and slope stabilization are included at culvert ends.

d. Site 4 (Iona Avenue Culvert): remove and replace existing 18 inch CSP pipe with 18 inch CSP and new flared end section on upstream end. Temporary road closure is allowed. Riprap and slope stabilization is included at culvert ends.

**C. ACRES OF DISTURBANCE:**

1. Total area of construction site (LOC): Site 1 (Maple): 0.26 acres; Site 2 (El Paso): 0.22 acres; Site 3 (Midland): 0.20 acres; Site 4 (Iona): 0.04 acres

2. Total area of disturbance (LDA): same as LOC

3. Acreage of seeding: Site 1 (Maple): 0.20 acres; Site 2 (El Paso): 0.04 acres; Site 3 (Midland): 0.05 acres; Site 4 (Iona): 0.01 acres

**D. RECEIVING WATER:**

1. Outfall locations: Fountain Creek

2. Names of receiving water(s) on site: Catamount Creek and Fountain Creek

3. Ultimate receiving water: Arkansas River

4. Horizontal distance nearest water of the state is from project: On Site

**E. EXISTING SOIL DATA:** Existing soil is primarily gravelly loam and decomposed granite.

**F. EXISTING VEGETATION, INCLUDING PERCENT COVER:**  
Vegetative transects are *not required*, by permit, on projects with under an acre of disturbance. However, it is advised that transects be completed prior to construction, as a quality control for post construction revegetation assessment. If transects are not completed on a project, at a minimum describe the quality of the existing vegetation.

A survey including general description of existing vegetation shall be conducted by the SWMP Administrator prior to any ground disturbance on the project. The SWMP Administrator shall photo-document existing vegetation where all work will be occurring. The SWMP Administrator shall also perform the vegetation survey transect(s) including photo documentation as outlined in Chapter 4.11.2 of CDOT's Erosion Control and Stormwater Quality Guide.

Pre-Construction: Date of survey: \_\_\_\_\_ (to be performed by contractor prior to breaking ground)  
%Density: \_\_\_\_\_  
Description of existing vegetation:  
Map or table showing transect locations in SWMP Notebook:

Post-Construction: Date of survey: \_\_\_\_\_ %Density: \_\_\_\_\_  
Description of existing vegetation:  
Map or table showing transect locations in SWMP Notebook:

**2. STORMWATER MANAGEMENT CONTROLS FIRST CONSTRUCTION ACTIVITIES**

THE CONTRACTOR SHALL PERFORM THE FOLLOWING:

**A. POTENTIAL POLLUTANT SOURCES**  
1. Evaluate, identify and describe all potential sources of pollutants at the site in accordance with subsection 107.25 and place any BMPs/Control Measures required to contain potential pollutants.

**B. OFFSITE DRAINAGE (RUN ON WATER)**  
1. Place BMPs/Control Measures to address run-on water in accordance with subsection 208.03.

**C. CONSTRUCTION DEWATERING:**  
1. Obtain a dewatering permit from CDPHE if conditions of their low risk guidance for Discharges of Uncontaminated Groundwater to Land are not met; see subsection 107.25(b) 8.

**D. VEHICLE TRACKING PAD**  
1. BMPs/Control Measures shall be implemented in accordance with subsection 208.04.

**E. PERIMETER CONTROL**  
1. Perimeter control shall be established as the first item on the SWMP to prevent the potential for pollutants leaving the construction site boundaries, entering the stormwater drainage system, or discharging to state waters.

2. Perimeter control may consist of vegetation buffers, berms, silt fence, erosion logs, existing landforms, or other BMPs/Control Measures as approved.

3. Perimeter control shall be in accordance with subsection 208.04.

**3. SWMP ADMINISTRATOR:**  
**A. SWMP ADMINISTRATOR FOR DESIGN:**  
The original SWMP design for this project has been designed by the following engineer:  
SWMP Engineering Firm: Wilson & Company, Inc., Engineers and Architects  
SWMP Engineer: Nathan A. Burns, PE  
Address: 5755 Mark Dabbling Blvd., Suite 220  
Colorado Springs, CO 80919  
Phone: 719-520-5800  
The Contractor assumes responsibility for all design changes to the SWMP, implementation, and maintenance when construction begins.

**B. SWMP ADMINISTRATOR FOR CONSTRUCTION:** (See Subsection 208 Under an Acre Specification) The Contractor shall designate a SWMP Administrator for Construction upon ownership of the SWMP. The SWMP Administrator shall become the owner/operator and assume responsibility for all design changes to the SWMP implementation and maintenance in accordance to 208.03. The SWMP Administrator shall be responsible for implementing, maintaining and revising SWMP, including the title and contact information. The activities and responsibilities of the SWMP administrator shall address all aspects of the projects SWMP. (Update the information below for each new SWMP Administrator) (Copy of TECS Certification must also be included in the SWMP Notebook.) **The SWMP Administration for construction is not a separate pay item but is included in the cost of the work.**

Name/Title	Contact information	Certification #	Start Date	Engineer Approval

**4. DURING CONSTRUCTION**  
The SWMP should be considered a "living document" that is continuously reviewed and modified. During construction, the following items shall be added, updated, or amended as needed by the Contractor in accordance with Section 208

**A. MATERIALS HANDLING AND SPILL PREVENTION:** prior to construction commencing the Contractor shall submit a Spill Prevention, Control and Countermeasure Plan, see subsection 208.06. Materials handling shall be in accordance with subsection 208.06.

**B. STOCKPILE MANAGEMENT:** shall be done in accordance with subsection 107.25 and 208.07

**C. CONCRETE WASHOUT:** Concrete wash out water or waste from field laboratories and paving equipment shall be contained in accordance with subsection 208.05.

**D. SAW CUTTING:** shall be done in accordance with subsection 107.25, 208.04, 208.05

**E. STREET SWEEPING:** shall be done in accordance with subsection 208.04

**5. BMP/CONTROL MEASURE MAINTENANCE**

A. Maintenance shall be in accordance with subsection 208.04 (f).

**6. INTERIM AND FINAL STABILIZATION**

**A. SEEDING PLAN**

Soil preparation, soil conditioning or topsoil, seeding (native), mulching (weed free) and mulch tackifier or soil retention blanket will be required for an estimated **0.29** acres of disturbed area within the right-of-way limits which are not surfaced. The following types and rates shall be used:

COMMON NAME	BOTANICAL NAME	LBS. PLS PER ACRE
Western wheatgrass	Pascopyrum smithii v. Arriba	6
Big bluestem	Andropogon gerardii	5
Blue grama	Boutelous gracilis v. Flachita	2
Sideoats grama	Boutelous curtipendula	3
Little bluestem	Schizachyrium scoparium	3
Blue flax	Linum perenne v. Appar	2
Narrowleaf Indian pambush	Castilleja linearifolia	2
White yarrow	Achillea millefolium v. Occidentalis	1
Douglas (Low) Rabbitbrush	Chrysothamnus viscidiflorus	1
True mountain mahogany	Cercocarpus montanus	1
Gambel's oak	Quercus gambelii	1
One-seed juniper	Juniperus monosperma	1

**B. SEEDING APPLICATION:** Drill seed 0.25 inch to 0.5 inch into the soil. In small areas not accessible to a drill, hand broadcast at double the rate and rake 0.25 inch to 0.5 inch into the soil.

**C. MULCHING APPLICATION:** Apply a minimum of 2 tons of certified weed free straw or 2 tons of certified weed free straw per acre and in accordance with Section 213, and mechanically crimp it into the soil in combination with an organic mulch tackifier.

**D. SPECIAL REQUIREMENTS:**  
1. Due to high failure rates, hydroseeding will not be allowed for permanent stabilization.

**E. SOIL CONDITIONING AND FERTILIZER REQUIREMENTS:** Minimum requirements for all disturbances to receive seeding (native).

Soil conditioner paid for as item 212- Soil Conditioning (Acre)		
Biological nutrient organic based fertilizer (lbs/acre)*	Humate (lbs/acre)	Compost (cys/acre) All areas <2:1 1/2 inch depth
300	200	45

\*Biological nutrient shall not exceed 8-8-8 (N-P-K).  
Humate based material shall be in accordance to Standard Special Provision 212 and compost shall be in accordance to Standard Special Provision 212.

**F. BLANKET APPLICATION:** On all slopes steeper than 4:1 and ditches blanket is required, the blanket shall be placed in lieu of mulch and mulch tackifier.

**2. PRIOR TO FINAL ACCEPTANCE**

A. Partial Acceptance shall be in accordance with subsection 107.25 (d) and 208.10 At the Partial Acceptance of the project, it shall be determined by the SWMP Administrator and the Engineer which temporary BMPs/Control Measures shall remain until 70% reestablishment or which shall be removed.

**8. NARRATIVES:**

**A. ADDITIONAL BMPs/CONTROL MEASURES AND NARRATIVES:**

BMP/Control Measure details and narratives not covered by the SWMP or Standard Plan M-208, M-216 shall be added to the SWMP notebook by the SWMP Administrator.

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**PROJECT NAME**  
**GREEN MOUNTAIN FALLS DOLA FLOOD REPAIR PROJECTS**  
**TOWN OF GREEN MOUNTAIN FALLS**  
**10615 GREEN MOUNTAIN FALLS RD, UNIT B**  
**PO BOX 524**

BY	DESCRIPTION	DATE	REV.

PROJECT NO: 19-600-016-00  
DESIGNED BY: NAB  
DRAWN BY: NAB  
CHECKED BY: APB  
DATE: 7/12/19

SHEET TITLE  
**STORMWATER MANAGEMENT GENERAL NOTES**

SHEET NO:  
**16**

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STRUCTURAL BMPs/Control Measures that may be potentially used on the project for erosion and sediment control; practices may include, but are not limited to:

APPLICATION, BMP/CONTROL MEASURE	NARRATIVE	M-STANDARD/NON-STANDARD	IN USE ON SITE	BMP/CONTROL MEASURE TO BE LOCATED BY SWMP ADMINISTRATOR	INSTALLATION BMP/CONTROL MEASURE PRE-CONSTRUCTION	BMP/CONTROL MEASURE PHASING		
						FIRST/INITIAL CONSTRUCTION ACTIVITIES	INTERIM CONSTRUCTION ACTIVITIES	PERMANENT STABILIZATION
PROTECTION OF EXISTING WETLANDS <i>Fence (plastic) and erosion logs</i>	Fence (plastic) shall be placed in combination with erosion logs to prevent encroachment of construction traffic and sediment into state waters prior to start of construction disturbances. Fence (plastic) shall be placed adjacent to the wetlands; erosion logs shall be placed between the plastic fence and disturbance area. Logs shall be placed to direct flows away from or filter water running into wetlands from disturbance areas.							
PROTECTION OF EXISTING TREES/LANDSCAPING <i>Fence (plastic)</i>	Fence (plastic) shall be used in areas indicated in the plans to prevent encroachment of construction traffic and sediment for the protection of mature trees and/or existing landscaping prior to start of construction disturbances.							
CHECK DAM/DITCH CHECK <i>Erosion log, silt berm, silt dike, rock check dam</i>	Placed in ditches immediately upon completion of ditch grading to reduce velocity of runoff in ditch. For existing ditches, place prior to start of construction disturbances.	M-208						
TYPE R AND TYPE 16 INLET PROTECTION <i>Storm drain inlet protection (Type 1, 2 and 3)</i>	Placed prior to construction disturbances as detailed in M-208-1, to protect existing inlets or immediately upon completion of new inlets to prevent sediment from entering the inlet throughout construction.	M-208						
CULVERT INLET/OUTLET PROTECTION <i>Erosion logs, aggregate bags</i>	Placed at mouth of culvert inlets and over top of culvert at inlet and outlet where disturbance may be occurring adjacent to pipe to prevent sediment laden water from entering pipe or drainage. Place prior to start of construction disturbances.	M-208						
TYPE C, TYPE D AND TYPE 13 PROTECTION <i>Erosion logs, aggregate bags, erosion bales</i>	Placed around inlet grate or slope and ditch paving to prevent sediment from entering inlet. Place prior to start of construction disturbances.	M-208						
STOCKPILE PROTECTION <i>Temporary berm, erosion logs, aggregate bags*</i>	Placed within specified distance, in accordance with subsection 208.06, from toe to contain sediment around stockpile. *Aggregate bags are easily moved and replaced for access during the work day. Place prior to start of stock pile, increase control as stock pile increases size.	M-208					X	
TOE OF FILL PROTECTION <i>Erosion logs, temporary berm, silt fence, topsoil windrow*</i>	Place prior to slope/embankment work to capture sediment and protect and delineate undisturbed areas. *Can be used to stockpile topsoil for salvage.	M-208				X		
PERIMETER CONTROL <i>Erosion logs, silt fence, temporary berm, topsoil windrow*</i>	Placed prior to construction commencing to address potential run-on water from off site, and to divert around disturbed area. *Can be used to stockpile topsoil for salvage.	M-208				X		
SEDIMENT CONTROL/ SLOPE CONTROL <i>Silt fence, erosion logs</i>	Placed on the contour of a slope to contain and slow down construction runoff. Place prior to start of construction disturbances.	M-208				X		
TEMPORARY SEDIMENT TRAP <i>(SWMP Administrator shall add locations to SWMP site maps)</i>	Used to capture sediment laden runoff from disturbed areas < 5 acres during construction. Place prior to start of construction disturbances.	M-208						
PERMANENT SEDIMENT BASIN <i>Extended detention basin or other Permanent Water Quality features</i>	Constructed early in project, prior to storm sewer/ditches to capture storm flow as a temporary sediment trap. Outlet structure shall be modified for contaminants of construction runoff a non-standard detail is needed.							
EMBANKMENT PROTECTION OR TEMPORARY SLOPE DRAIN	Placed as a conduit or chute to drain runoff down slope and to prevent erosion of slope.	M-208						
OUTLET PROTECTION <i>Riprap, or approved other</i>	Material placed as energy dissipater to prevent erosion at outlet structure.							X
CONCRETE WASHOUT <i>In-ground or fabricated</i>	Construction control, used for waste management of concrete and concrete equipment cleaning. Place prior to start of concrete activities.	M-208					X	
VEHICLE TRACKING PAD	Source control, placed to prevent tracking of sediment from disturbed area to offsite surface. Place prior to start of construction disturbances.	M-208						
SWEEPING	Source control, used to remove sediment tracked onto paved surfaces and to prevent sediment from entering drainage system. Sweep daily and at the end of the construction shift as needed. Kick brooms shall not be permitted.							
DEWATERING <i>(Contractor is responsible for obtaining a permit from Colorado Department of Health and Environment.)</i>	Shall be done in such a manner to prevent potential pollutants from entering state waters.						X	
TEMPORARY STREAM CROSSING <i>(SWMP Administrator shall add locations to SWMP site maps)</i>	Constructed over stream or drainage to prevent discharge of pollutants from construction equipment into water.						X	
CLEAN WATER DIVERSION	Placed to divert clean surface or ground water around disturbance area to prevent it from mixing with construction runoff.							
OTHER								

**WILSON & COMPANY**  
5755 MARK DABING BLVD., SUITE 220  
COLORADO SPRINGS, CO 80919  
PHONE: 719-520-5800  
FAX: 719-520-0108  
www.wilsonco.com



CLIENT

PROJECT NAME  
**GREEN MOUNTAIN FALLS  
DOLA FLOOD REPAIR  
PROJECTS**  
TOWN OF GREEN MOUNTAIN FALLS  
10615 GREEN MOUNTAIN FALLS RD, UNIT B  
PO BOX 524

REV.	DATE	DESCRIPTION	BY

PROJECT NO: 19-600-016-00  
DESIGNED BY: NAB  
DRAWN BY: NAB  
CHECKED BY: APB  
DATE: 7/12/19

SHEET TITLE  
**STORMWATER  
MANAGEMENT  
GENERAL NOTES**

SHEET NO:  
17

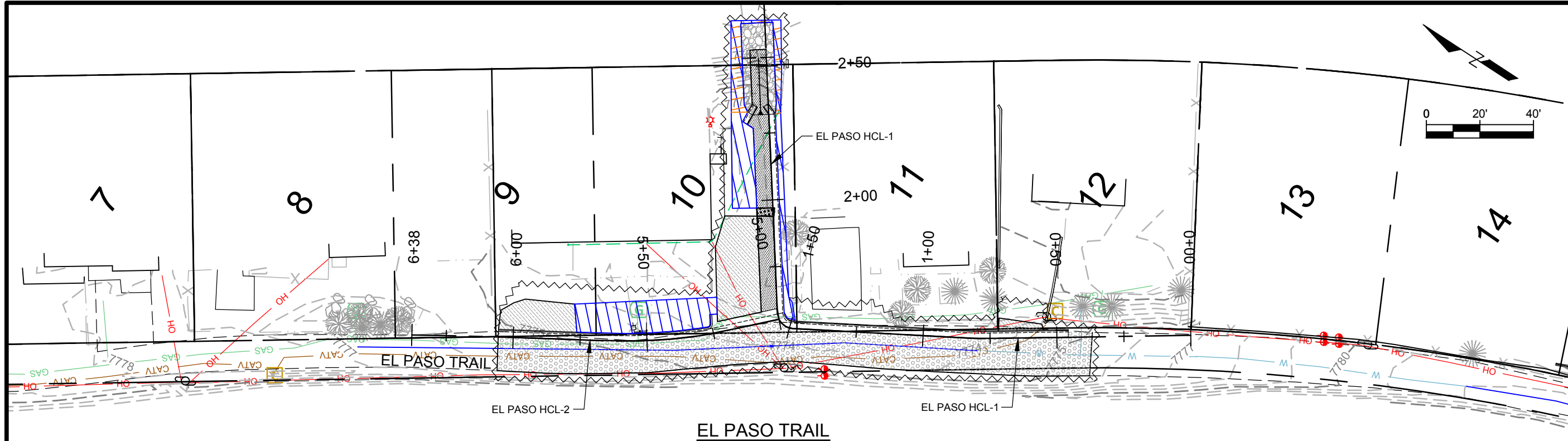


BMP/Control Measure locations are indicated on the SWMP site map.

2. Stream Impacts: **YES** NO
3. Threatened and Endangered Species: No species are known of or anticipated to be impacted by the project.
4. If YES to any of the above items, are any permits required or additional actions needed (404, etc.)

18

7/11/2019 M:\MSD\19-600-016-002\_Disciplines\EXHIBITS\SWMP\_Layout.dwg



EL PASO TRAIL

LEGEND

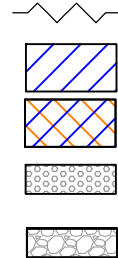
LIMITS OF DISTURBANCE

TOPSOIL, SEEDING, & MULCHING

TOPSOIL, SEEDING, & EROSION  
CONTROL BLANKET

PROPOSED GRAVEL ROAD (6" ABC  
CLASS 6)

RIPRAP



NOTE

1. ALL DISTURBED AREAS THAT ARE NOT RIPRAP, GRAVEL SURFACED OR IN THE CREEK SHALL BE COVERED WITH A 4" LAYER OF TOPSOIL AND SEEDED AND MULCHED (SLOPES <4:1) OR SEEDED AND COVERED WITH SOIL RETENTION BLANKET (SLOPES >=4:1). AREAS SHOWN ARE CONCEPTUAL AND MAY VARY FROM ACTUAL SEEDING LIMITS.



MAPLE STREET

**WILSON & COMPANY**  
5755 MARK DABLING BLVD, SUITE 220  
COLORADO SPRINGS, CO 80919  
PHONE: 719-520-5800  
FAX: 719-520-0108  
www.wilsonco.com

TOWN OF  
GREEN MOUNTAIN FALLS  
Colorado

CLIENT

PROJECT NAME  
GREEN MOUNTAIN FALLS  
DOLA FLOOD REPAIR  
PROJECTS

TOWN OF GREEN MOUNTAIN FALLS  
10615 GREEN MOUNTAIN FALLS RD, UNIT B  
PO BOX 524

REV.	DATE	DESCRIPTION	BY

PROJECT NO: 19-600-016-00

DESIGNED BY: NAB

DRAWN BY: NAB

CHECKED BY: APB

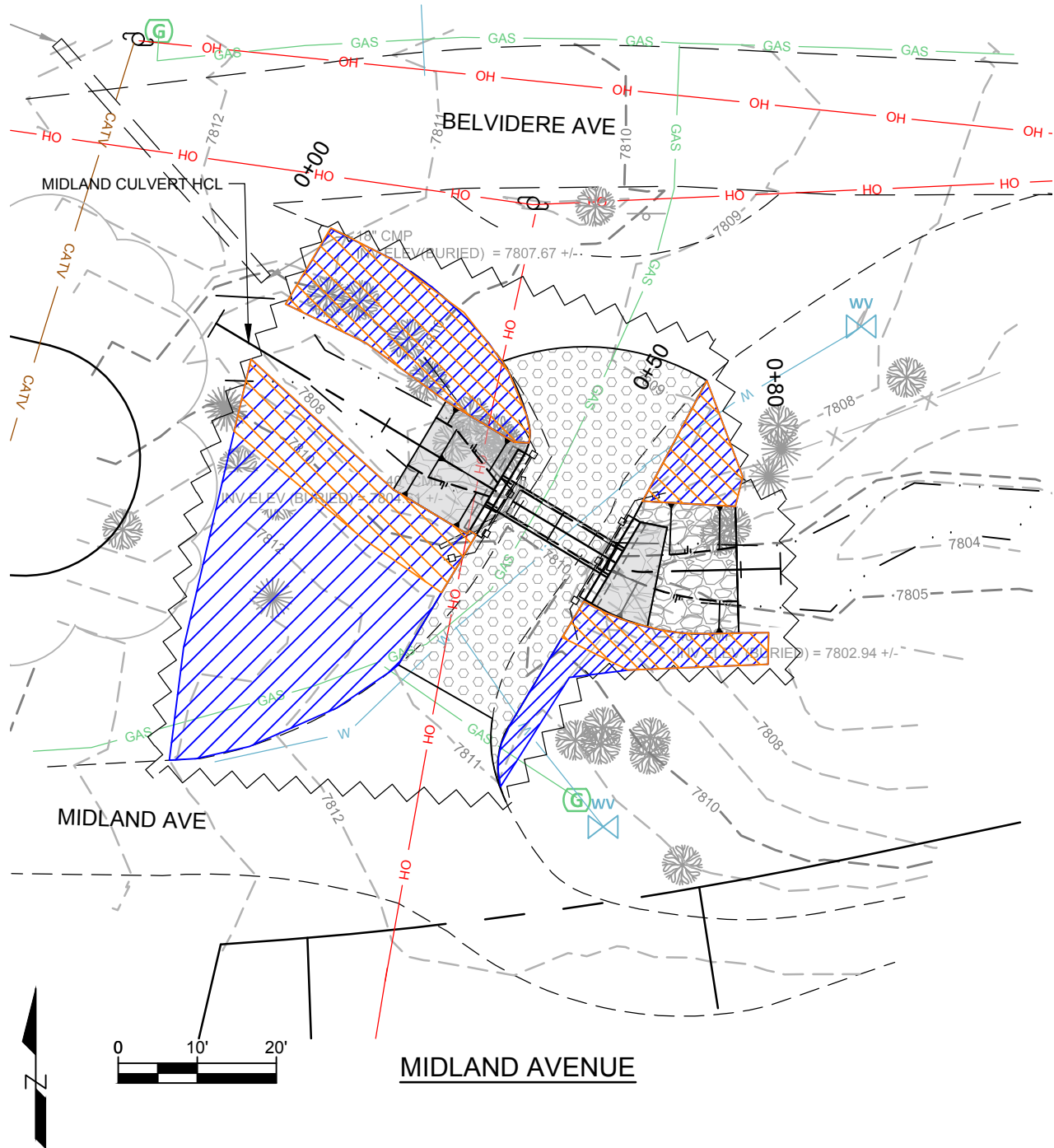
DATE: 7/12/19

SHEET TITLE  
MAPLE AND EL PASO  
SEEDING PLAN

SHEET NO:  
19



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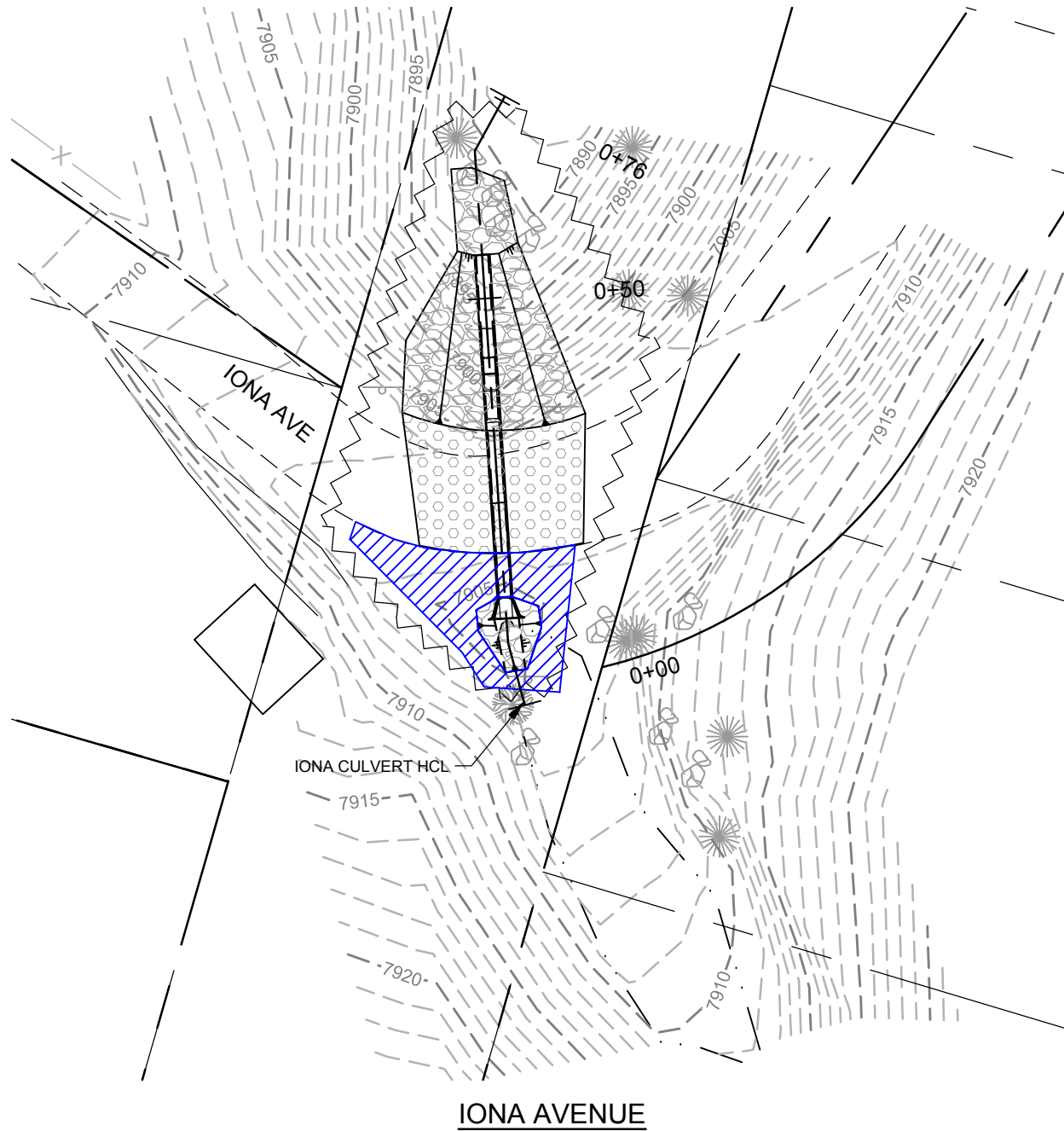


NOTE

1. ALL DISTURBED AREAS THAT ARE NOT RIPRAP, GRAVEL SURFACED OR IN THE CREEK SHALL BE COVERED WITH A 4" LAYER OF TOPSOIL AND SEEDED AND MULCHED (SLOPES <4:1) OR SEEDED AND COVERED WITH SOIL RETENTION BLANKET (SLOPES >=4:1). AREAS SHOWN ARE CONCEPTUAL AND MAY VARY FROM ACTUAL SEEDING LIMITS.

LEGEND

- LIMITS OF DISTURBANCE
- TOPSOIL, SEEDING, & MULCHING
- TOPSOIL, SEEDING, & EROSION CONTROL BLANKET
- PROPOSED GRAVEL ROAD (6" ABC CLASS 6)
- RIPRAP



**WILSON & COMPANY**  
5755 MARK DABLING BLVD. SUITE 220  
COLORADO SPRINGS CO 80919  
PHONE: 719-520-5800  
FAX: 719-520-0108  
www.wilsonco.com



PROJECT NAME  
**GREEN MOUNTAIN FALLS  
DOLA FLOOD REPAIR  
PROJECTS**  
TOWN OF GREEN MOUNTAIN FALLS  
10615 GREEN MOUNTAIN FALLS RD, UNIT B  
PO BOX 524

REV.	DATE	DESCRIPTION	BY

PROJECT NO: 19-600-016-00  
DESIGNED BY: NAB  
DRAWN BY: NAB  
CHECKED BY: APB  
DATE: 7/12/19

SHEET TITLE  
**MIDLAND AND IONA  
SEEDING PLAN**

SHEET NO:  
20

# PERMANENT EASEMENT AGREEMENT

This Permanent Easement Agreement ("Agreement") effective July \_\_\_\_, 2019, by and between Town of Green Mountain Falls ("Grantor"), whose address is 10615 Green Mountain Falls Road, Green Mountain Falls, Colorado 80819 and the City of Colorado Springs, a home rule city and Colorado municipal corporation ("City"), on behalf of its enterprise, Colorado Springs Utilities, whose address is P.O. Box 1103, Colorado Springs, Colorado 80947-1015 ("Grantee"). Both Grantor and Grantee hereinafter are individually referred to as "Party" and collectively referred to as "Parties."

## Recitals

- A. Grantor owns the real property described in "**Exhibit A**" attached hereto ("Property"), in, through, over, under, and across which the Improvements (as defined in Section 1 below) will pass; and
- B. Grantee has determined that such Improvements must be constructed, installed, and maintained within the Property along a certain utilities corridor;

**NOW, THEREFORE**, in consideration of the promises, mutual covenants and agreements contained herein, and other good and valuable consideration, the receipt of which is hereby acknowledged, the Parties agree as follows:

## Agreement

1. **Conveyance of Permanent Easement.** Grantor hereby grants to Grantee a perpetual, non-exclusive permanent easement to enter, occupy, and use the real property depicted in the legal description attached hereto as "**Exhibit B**" ("Permanent Easement"), to construct, reconstruct, install, use, operate, maintain, repair, patrol, replace, upgrade, or remove one or more pipelines, conduits, poles, vaults, meters, regulator stations, switches, transformers, valves, hydrants, manholes, access roads or any other utility structures (including, but not limited to, communication facilities), and all necessary underground or aboveground cables, wires, and appurtenances thereto, including, but not limited to, electric or other control systems, cables, wires, connections, and surface appurtenances ("Improvements") and to make any cuts and fills in the earth necessary to the performance of such work, in, on, under, through, over and across such real property.
2. **Easement Map.** "**Exhibit C**" attached hereto is a graphic representation of the Permanent Easement. In the event of an ambiguity in Exhibit B, Exhibit C may be used to resolve said ambiguity.
3. **Ingress and Egress.** Grantee shall have the perpetual right of reasonable ingress and egress in, to, through, over, under, and across the Property for access to and from any roads, highways, streets, alleys, or any other point to the Permanent Easement, in order to perform Grantee's rights in the Permanent Easement. To the maximum practicable extent, Grantee shall use existing gates, roads, trails or facilities to avoid disruption of Grantor's operations on the Property.
4. **Additional Construction.** Grantee shall have the right to construct, reconstruct, install, use, operate, maintain, repair, patrol, replace, upgrade, or remove at any time or from time to time, one or more additional Improvements and appurtenances thereto within the Permanent Easement. Such right shall be perpetual, and Grantor shall not stop, hinder, or impede construction of such additional Improvements or limit the same within the Permanent Easement.
5. **Grantor's Rights Unaffected.** Except as provided in Section 6 below, Grantor shall retain the right to make full use of the Property, except for such use as might endanger or interfere with the rights of Grantee in the Permanent Easement. Grantor shall only perform or permit other persons or entities to perform construction or other work within the Permanent Easement after prior written approval by Grantee and only if such construction or other work is performed in accordance with the terms of this

# PERMANENT EASEMENT AGREEMENT

Agreement, all applicable laws, rules and regulations, and Grantee's rules and regulations as they may be modified from time to time. Grantor reserves use of the Permanent Easement, whether longitudinal or otherwise, for installing the following with written approval from Grantee: pavement, curbs, gutters, sidewalks, parking areas and associated curb cuts, paved driveways, fences (except fences which cannot be reasonably removed and erected again, such as, but not limited to: stone, brick, or other masonry type fences or walls), low-height landscaping, and sprinkler systems which are capable of being reasonably located by Grantee ("Grantor's Improvements"); provided however, that the exercise of such rights, in the reasonable opinion of Grantee, does not injure or interfere with, now or in the future, any of the Grantee's rights in the Permanent Easement including, but not limited to, Grantee's rights of maintenance and reasonable access.

6. **Installations within Permanent Easement.** Grantor shall not construct or place any permanent structure or building on any part of the Permanent Easement including, but not limited to: posts, poles, fences (except posts, poles, or fences that can be easily removed and erected again; and except for garage-door porch stoops and only those retaining walls up to 4 feet in height that may be required to extend into the side lot-line easements of a residential property), dwellings, garages, barns, sheds, storage structures of any kind, lean-tos, play houses or other play structures, outbuildings, gazebos, hot tubs, swimming pools, concrete patios, decks, basketball/sports courts, retaining wall, or any edifice projections such as, but not limited to: balconies, verandas, porches, building overhangs, or bay windows. Without liability for damages, Grantee may remove any structure or building constructed or placed within the Permanent Easement. If Grantor constructs, places or permits any structure or building within the Permanent Easement, then Grantor shall reimburse Grantee for all expenses (including, but not limited to removal, court, collection, and attorneys' fees and costs) associated with or arising from removing such structure or building. Despite anything herein to the contrary, if the City approves a projection into the Property's building-setback pursuant to section 7.4.102.F of the City Code ("Projection Approval"), then the Projection Approval shall be considered Grantee's prior written consent to Grantor's encroachment into the Permanent Easement as described in that Projection Approval, provided however, if Grantee determines that (as a result of the Projection Approval) it is necessary to relocate any existing Improvements, then Grantor acknowledges that such relocation shall be at the Grantor's sole expense, regardless of the Projection Approval; and Grantor shall grant to Grantee any permanent easements required for the relocated Improvements. Moreover, in no event shall Grantor:
- a. construct or place, longitudinally along or otherwise within the Permanent Easement any tree, underground pipeline, cable, wire, conduit, valve, stub, storm water drainage pipeline facilities or other utility or appurtenance without the prior written consent of Grantee; or
  - b. change, by excavation or filling, the present grade or ground level of the Permanent Easement without the prior written consent of Grantee. Despite anything herein to the contrary, if the City approves Grantor's grading plan for the Property ("Grading Plan Approval"), then the Grading Plan Approval shall be considered Grantee's prior written consent to change the grade of the Permanent Easement as described in that Grading Plan Approval, provided that no Improvements exist within the Permanent Easement. Further, if Grantee determines that (as a result of the Grading Plan Approval) it is necessary to relocate any existing Improvements, then Grantor acknowledges that such relocation shall be at the Grantor's sole expense, regardless of the Grading Plan Approval, and Grantor shall grant to Grantee any permanent easements required for the relocated Improvements.

Grantor shall prevent the construction or alteration of landfills, wetlands, land excavations, water impoundments including storm water quality features or facilities, and other land uses within the Permanent Easement unless the prior written consent of Grantee is provided. Additionally, Grantor shall not construct any new, or alter any existing landfills, wetlands, water impoundments, and other similar uses within the Property, which might, in Grantee's reasonable discretion, endanger or interfere with any Improvements, including, but not limited to, Grantee's rights of maintenance and reasonable access, without the prior written consent of Grantee.

# PERMANENT EASEMENT AGREEMENT

7. **Surface Restoration to Land.** Grantee shall replace, repair, or reimburse Grantor for the reasonable cost of replacement or repair of physical damage to Grantor's Improvements on the Property, whether or not within the Permanent Easement, but only if such damage is caused by Grantee's construction, reconstruction, use, operation, maintenance, repair, patrol, replacement, upgrading, or removal of its Improvements. In the construction, reconstruction, installation, use, operation, maintenance, repair, patrol, replacement, upgrading, or removal of its Improvements, Grantee shall promptly restore, replace, or repair the surface of the Permanent Easement to as close to its condition immediately prior to such work as may be reasonably possible. Despite anything contained herein to the contrary, Grantee shall not be liable for damage to, nor shall it be obligated to repair or replace any structures, buildings, or any other articles whatsoever, which are constructed, installed, or otherwise existing within the Permanent Easement in violation of the terms of this Agreement including, but not limited to, any tree(s) that interfere with the Improvements or Grantee's rights in the Permanent Easement.
8. **Maintenance of Permanent Easement.** Grantor shall be responsible for the surface maintenance of the easement; however, Grantee shall have the perpetual right, but not the obligation, to cut, trim, control, and remove trees, brush, and other obstructions which injure or interfere with the Grantee's use, occupation or enjoyment of the Permanent Easement, or Grantee's right to construct, reconstruct, install, use, operate, maintain, repair, patrol, replace, upgrade, or remove its Improvements, without liability for damages arising there from.
9. **Subjacent and Lateral Support.** Grantor shall not impair any lateral or subjacent support for the Improvements.
10. **Nature of Easement and Additional Uses.** The Permanent Easement is perpetual and runs with the land. It also is deemed to touch and concern the land. Grantee's exercise of any rights in the Permanent Easement other than those retained by Grantor shall be within the sole discretion of Grantee. Grantee shall permit and authorize such other uses of the Permanent Easement that are consistent with the uses described in paragraph 1 herein and not hereby reserved in Grantor.
11. **Warranty of Title.** Grantor warrants that it has good and merchantable title to the Property and has the full right and lawful authority to grant the Permanent Easement. Further, Grantor warrants, promises, and agrees to defend Grantee in the exercise of Grantee's rights hereunder against any defect in Grantor's title to the Property or Grantor's right to grant the Permanent Easement.
12. **Indemnity/Liability.** Grantor hereby releases Grantee and shall fully protect, defend, indemnify and hold harmless Grantee, the City, their officers, City Council, Utilities Board, directors, employees, agents and representatives from and against any and all claims, costs and fees (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or other dispute resolution costs), losses, damages, causes of action, or liability of any nature (including, but not limited to environmental) arising from or in connection with the Permanent Easement, Grantor's Improvements, or the Improvements to the extent arising from or due to Grantor's action(s) or failure(s) to act.
13. **Waiver.** The failure of either Party to insist, in any one or more instances, upon a strict performance of any of the obligations, covenants, or agreements herein contained, or the failure of either Party in any one or more instances to exercise any option, privilege, or right herein contained, shall in no way be construed to constitute a waiver, relinquishment or release of such obligations, covenants, or agreements, and no forbearance by either Party of any default hereunder shall in any manner be construed as constituting a waiver of such default.



## PERMANENT EASEMENT AGREEMENT

14. **Governing Law and Jurisdiction.** This Agreement shall be construed in accordance with the laws of the State of Colorado, the Colorado Springs City Charter, City Code, Ordinances, Rules and Regulations. In the event of any dispute over this Agreement or its subject matter, the exclusive venue and jurisdiction for any litigation arising hereunder shall be in the District Court of El Paso County, Colorado, and, if necessary for exclusive federal questions, the United States District Court for the District of Colorado.
15. **Binding Effect.** Each and every one of the benefits and burdens of this Agreement shall inure to and be binding upon the respective legal representatives, heirs, executors, administrators, successors, transfers, agents, and assigns of the Parties.
16. **No Third Party Beneficiaries.** Except as expressly provided otherwise, this Permanent Easement is intended to be solely for the benefit of the Parties and shall not otherwise be deemed to confer upon or give to any other person or third party any remedy, claim, cause of action or other right.
17. **Severability.** The provisions of this Agreement are severable. Illegality or unenforceability of any provision herein shall not affect the validity or enforceability of the remaining provisions in this Agreement.
18. **Incorporation of Exhibits.** All exhibits described in and attached to this Agreement are herein incorporated by reference. Grantor hereby acknowledges that Exhibits A and B must be prepared by or under the supervision of a Professional Land Surveyor licensed by the State of Colorado.
19. **Notice.** Any notice provided in accord with this Agreement, shall be in writing and shall be sent by delivery service, or mailed by certified mail, postage prepaid and return receipt requested to either Party's address as shown below or to the property owner of record ("Notice"). Such Notice shall be effective upon the date received and acknowledged by signature of the Party that receives Notice. Either Party may change its address to which any Notice is to be delivered under this Agreement by giving Notice as provided herein.
- Grantee:**  
Colorado Springs Utilities:  
Utilities Development Services  
P.O. Box 1103, Mail Code 1812  
Colorado Springs, CO 80947-1812
- Grantor:**  
Town of Green Mountain Falls  
Mayor  
10615 Green Mountain Falls Road  
Town of Green Mountain Falls, CO 80819
20. **Entire Agreement.** This Agreement represents the entire agreement between the Parties and no additional or different oral representation, promise or agreement, oral or otherwise, shall be binding on any of the Parties hereto with respect to the subject matter of this instrument, unless stated in writing explicitly referring to this Permanent Easement Agreement and signed by the Parties.

## PERMANENT EASEMENT AGREEMENT

**IN WITNESS WHEREOF**, the representatives of each Party hereto certify that, by their execution of this Agreement, they are duly authorized to commit their organization to this Agreement in its entirety. The Parties hereto have executed this Agreement effective as of the day and year first above written.

GRANTOR: Town of Green Mountain Falls

By: \_\_\_\_\_

Jane Newberry as Mayor

STATE OF )  
COUNTY OF ) SS.  
)

The foregoing instrument was acknowledged before me this \_\_\_\_ day of July 2019,  
by Jane Newberry as Mayor of the Town of Green Mountain Falls

Witness my hand and official seal.

My Commission Expires:

(SEAL)

\_\_\_\_\_  
Notary Public

GRANTEE: CITY OF COLORADO SPRINGS, on behalf of its enterprise, Colorado Springs Utilities

By: \_\_\_\_\_

Brian Whitehead, Manager – System Extensions

## Exhibit A

Lot 1, Amended Green Mountain Falls Fire Station Subdivision, as recorded at reception number 218714196, El Paso County, Colorado, Clerk and Recorder's records.

## Exhibit B

Being a portion of Lot 1, Amended Green Mountain Falls Fire Station Subdivision, as recorded at reception number 218714196, El Paso County, Colorado, Clerk and Recorder's records, and being more particularly described as follows:

**Basis of Bearings:** The basis of bearings for this description is the northeasterly line of Lot 2, of said subdivision, being monumented at the northwesterly end by a number 4 rebar and at the southeasterly end by a number 5 rebar with a red plastic cap stamped "RAMPART PLS NO. 26965". This line is assumed to bear South 52 degrees 07 minutes 55seconds East, 216.30 feet.

**Commencing** at the northerly common corner between Lots 1 and 2;

Thence South 8 degrees 19 minutes 40 seconds East, coincident with the common lot line between said lots, a distance of 22.43 feet to the **Point of Beginning**;

Thence South 8 degrees 19 minutes 40 seconds East, continuing with said common line, a distance of 32.58 feet;

Thence South 58 degrees 42 minutes 35 seconds West, departing said common line, a distance of 60.51 feet;

Thence South 7 degrees, 57 minutes 22 seconds East, a distance of 5.75 feet, to the westerly line of that 40-foot Public Right of Way shown on said subdivision plat;

Thence South 82 degrees 02 minutes 38 seconds West, coincident with said westerly line, a distance 27.85 feet, to the point of curvature of a circular curve to the left having a radius of 67.99 feet;

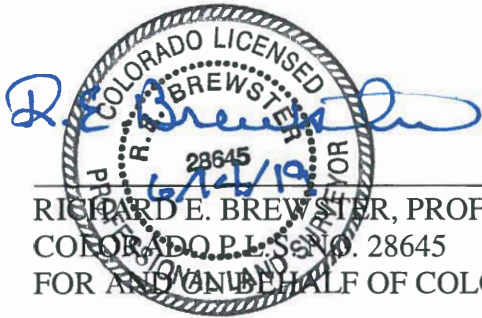
Thence on said curve and said westerly line, through a central angle of 1 degree 50 minutes 07 seconds, having an arc length of 2.15 feet;

Thence North 7 degrees 57 minutes 22 seconds West, departing said westerly line, a distance of 25.52 feet;

Thence North 58 degrees 42 minutes 35 seconds East, a distance of 92.95 feet, to the **Point of Beginning**, and containing 2,770 square feet or 0.063 acres of land more or less.

**LEGAL DESCRIPTION STATEMENT:**

I, RICHARD E. BREWSTER, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF COLORADO, DO HEREBY STATE THAT THE ABOVE LEGAL DESCRIPTION AND ATTACHED EXHIBIT WERE PREPARED UNDER MY RESPONSIBLE CHARGE AND ON THE BASIS OF MY KNOWLEDGE, INFORMATION AND BELIEF ARE CORRECT.



RICHARD E. BREWSTER, PROFESSIONAL LAND SURVEYOR  
COLORADO P.L.S. NO. 28645  
FOR AND ON BEHALF OF COLORADO SPRINGS UTILITIES

**LEGEND**  
 POB – POINT OF BEGINNING  
 POC – POINT OF COMMENCING

COMMON GROUND  
 BRAZIL SUBDIVISION  
 RECEPTION #203007000

FOUND  
 2 INCH ALUMINUM CAP  
 STAMPED PLS 28658

POC

S8° 19' 40"E  
 22.43'

POB  
 S8° 19' 40"E  
 32.58'

EASEMENT AREA  
 2,770 Sq.Ft.  
 0.063 Ac.

N7° 57' 22"W  
 25.52'

R=67.00'  
 $\Delta=1^{\circ}50'07''$   
 L=2.15'  
 CHD=S81°07'44"W  
 2.15'

N58° 42' 35"E 92.95'

S58° 42' 35"W 60.51'

S7° 57' 22"E  
 5.75'

S82° 02' 38"W  
 27.85'

LOT 2  
 AMENDED GREEN MOUNTAIN  
 FALLS FIRE STATION SUNDIVISION  
 RECEPTION #218714196

FOUND  
 1.5 INCH RED PLATIC  
 CAP REBAR  
 STAMPED PLS 26965

FOUND  
 1.5 INCH RED PLATIC  
 CAP REBAR  
 STAMPED PLS 26965

40' PUBLIC  
 RIGHT OF WAY  
 RECEPTION #218714196

LOT 1  
 AMENDED GREEN MOUNTAIN  
 FALLS FIRE STATION SUNDIVISION  
 RECEPTION #218714196

UNPLATTED

FOUND  
 2 INCH ALUMINUM CAP  
 STAMPED PLS 28658

UTE PASS AVENUE



SCALE: 1" = 50'



Land Base Services  
 1521 Hancock Expy.  
 Colorado Springs, CO  
 80947

## EXHIBIT C

Drawn by: R. BOMBACINI

Date: JUNE 14, 2019

Checked by: R. BREWSTER

Date: JUNE 14, 2019

## PERMANENT EASEMENT AGREEMENT

### JOINDER AND CONSENT OF HOLDER OF DEED OF TRUST

, a (entity description or state of incorporation), as holder of a Deed of Trust from Grantor, ,  
dated , , and recorded among the real property records of El Paso County, Colorado at  
Reception No. , hereby joins in the aforesaid Permanent Easement Agreement for the sole purpose  
of expressing its consent thereto and of binding, subjecting and subordinating the aforesaid Deed of Trust  
and its interests in any portion of the Property to the terms thereof.

(Holder of Deed of Trust)

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

STATE OF )  
COUNTY OF ) SS.  
)

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_,  
by \_\_\_\_\_ as \_\_\_\_\_ of  
(Name) (Title)  
\_\_\_\_\_  
(Entity)

Witness my hand and official seal.

My Commission Expires:

(SEAL)

\_\_\_\_\_  
Notary Public

**TOWN OF GREEN MOUNTAIN FALLS**

**ORDINANCE NO. 2019-04**

**AN ORDINANCE REPEALING AND REENACTING ARTICLE VII OF CHAPTER 4 OF THE GREEN MOUNTAIN FALLS MUNICIPAL CODE CONCERNING MUNICIPAL PROCUREMENT PROCEDURES**

WHEREAS, the Board of Trustees codified the Town's procurement policy by Ordinance No. 10-6-2015B on October 6, 2015;

WHEREAS, the Board of Trustees desires to simplify the Town's procurement and to specify select federal procurement requirements when federal funds are used by the Town; and

WHEREAS, the Board of Trustees determines that repealing and reenacting Article VII of Chapter 4 of the Green Mountain Falls Municipal Code containing the Town's procurement policy is the most efficient way to achieve the above goal.

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

Section 1. Article VII of Chapter 4 of the Green Mountain Falls Municipal Code is hereby repealed and reenacted, to read as follows:

**ARTICLE VII – Municipal Procurement Procedures**

**Sec. 4-121 – Application and Definitions.**

(1) Except as set forth in Subsection (3) below, ~~this~~ the procurement procedures set forth in this Article shall apply to every purchase to which the Town is a party, provided that the Town may vary from these procedures when necessary to comply with state or federal grant requirements.

(2) The following words, terms and phrases, when used in this Article, shall have the following meanings, unless the context clearly indicates otherwise:

(a) "Bids" shall mean either bids or proposals submitted in response to a written invitation for bids or a written request for proposals.

(b) "Town ~~Administrator~~Manager" shall mean the Town ~~Administrator~~Manager and the Town ~~Administrator~~Manager's designee.

(3) The following purchases shall be exempt from the requirements of this Article:

(a) Insurance and Benefits. The procurement of all insurance and benefits, including renewals or extensions and related recordkeeping

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services. Insurance and benefits will be procured in a generally competitive manner as determined by the Town Manager.

(b) Legal Services. Outside legal services, including related services, obtained by the Town Attorney's Office.

———Cooperative Purchasing. Products or services for which other public agencies have engaged in a competitive solicitation process and are able to have their bid prices extended to the Town, such as State Bid, GSA, or similar programs. The Town may also participate in joint procurements with other agencies in the Town's best interests. Town Manager approval is not required when cooperative purchases are made.

(c) ———

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#### Sec. 4-122 – General Requirements and Thresholds.

(1) **Written document.** Every purchase shall be evidenced by a written document.

(2) **Purchases of less than \$10,000.** A purchase in an amount of ten thousand dollars (\$10,000) or less may be approved by a Department Director without Town ~~Administrator~~Manager or Town Board action. Competitive bidding is not required. However, even on these items, periodic telephone/online checks should be made to be certain the purchases are obtained at the lowest cost for the quality desired.

(3) **Purchases of \$10,000 - \$25,000.** A purchase in an amount of ten thousand dollars (\$10,000) to twenty-five thousand dollars (\$25,000) must be approved by the Town ~~Administrator~~Manager. At least three written informal quotes must be solicited, unless an exception in Section 3, below, applies. When seeking written informal quotes, all quotes must be tabulated in detail and attached to the winning contract/invoice for future reference. If the recommended quote is not the lowest, an explanation must also accompany the contract/invoice.

(4) **Purchases in excess of \$25,000.** Any item for services, projects, or equipment in this category must be approved by the Town Board of Trustees. The formal bid process set forth in Sections 4 and 5, below, must be followed unless an exception applies. Responsibility for the advertising of formal bids will be that of the Department Director overseeing the purchase.

(5) **Appropriation required.** All expenditures for purchases shall be budgeted and appropriated. If a purchase is contemplated to extend beyond the current fiscal year, it must be subject to annual appropriation (unless otherwise permissible by elector vote or as determined by the Town Attorney).

#### Sec. 4-123 – Comparative Price Quotations (Between \$10,000 and \$25,000).



(1) When the amount of a purchase is between ten thousand dollars (\$10,000) and twenty-five thousand dollars (\$25,000), comparative price quotes by telephone, in person, or in writing from at least three (3) vendors or contractors shall be solicited, unless:

(a) The Town ~~Administrator~~Manager determines that the public interest would be best served by negotiated contract with a single vendor or contractor or with specific vendors or contractors possessing unique skills or products or by joint purchase with or from another unit of government; or

(b) The Town ~~Administrator~~Manager determines that the public interest would be best served by obtaining the goods or services through the formal bidding process.

(2) In case of a declared or pronounced emergency affecting the public peace, health or safety, the Town ~~Administrator~~Manager may waive all requirements for price quotes. In such cases, the Town ~~Administrator~~Manager may direct the appropriate Department Director to procure emergency needs by informal, open-market procedures, at no more than current market prices, as expeditiously as possible.

#### **Sec. 4-124 – Formal Bidding Required (In excess of \$25,000).**

(1) Formal bidding procedures shall be followed when the amount of a purchase exceeds twenty-five thousand dollars (\$25,000), unless the Town Board determines that the public interest will be best served by negotiated contract with a single vendor or contractor or with specific vendors or contractors possessing unique skills or products, or by joint purchase with or from another unit of government.

(2) In case of a declared or pronounced emergency affecting the public peace, health or safety, the Town ~~Administrator~~Manager, Mayor, or Board of Trustees may waive all requirements for formal bidding. In such cases, the Town ~~Administrator~~Manager, Mayor, or Board of Trustees may direct the appropriate Department Director to procure emergency needs by informal, open-market procedures, at no more than current market prices, as expeditiously as possible. If the Town ~~Administrator~~Manager or Mayor waived such requirements, the Town ~~Administrator~~Manager or Mayor, as appropriate, shall present a full report of the circumstances necessitating the emergency action at the next Town Board meeting with the potential option to extend the waiver of requirements for formal bidding.

#### **Sec. 4-125 – Formal Bidding Procedures and Selection Criteria**

(1) When formal bidding is required pursuant to Section 4, at least ten (10) days prior to the deadline for receipt of bids, a request or invitation for sealed

bids shall be published at least once in an area newspaper, sent to three (3) or more potential bidders, or posted via electronic solicitation.

(2) The Board of Trustees or Town ~~Administrator~~Manager may pre-qualify vendors or contractors who wish to bid on Town purchases and limit acceptance of bids from such pre-qualified entities when determined to be in the best interests of the Town.

(3) Sealed bids shall be opened in public at the time and place stated in the public notice, unless all bidders have been notified of a change in such time or place by written addendum. A tabulation of all bids received shall be available for public inspection.

(4) After the bids have been reviewed, if the purchase will exceed the Town ~~Administrator~~Manager's purchasing authority of twenty-five thousand dollars (\$25,000), the Town ~~Administrator~~Manager shall submit a report to Town Board that contains an analysis of the bids, a recommendation for an award, and the reasons for the recommendation. The contract shall be awarded to the lowest responsible bidder meeting the bid specifications, unless it is determined that the public interest would be better served by accepting another bid. Unless otherwise prohibited by federal or state law, bidders which have maintained a physical location inside the limits of El Paso County for a period of more than 365 days prior to bid submission shall receive a 2% preference with respect to bid price and bidders which have maintained a physical location inside the limits of the Town of Green Mountain Falls for a period of more than 365 days prior to bid submission shall receive an additional 2% preference with respect to bid price.

(5) In determining whether the public interest would be better served by accepting a bid other than the lowest bid, the following factors shall be considered:

(a) The bidder's skill, ability, and capacity to perform the services or to furnish the materials, equipment or supplies required;

(b) Whether the bidder can perform the services or furnish the materials, equipment or supplies promptly, or within the time period specified, without delay or interference;

(c) The bidder's character, integrity, reputation, judgment, experience and efficiency;

(d) The quality of the bidder's previous performance;

(e) The bidder's previous and current compliance with statutes, ordinances and rules relating to the purchase;

(f) The sufficiency of the bidder's financial resources necessary to perform the services or deliver the goods;

- (g) The bidder's ability to provide future maintenance or service;  
and
- (h) The number and nature of any conditions attached to the bid.

(6) All bids may be rejected if it is determined that such action is in the public interest. Negotiations may be entered into with one or more bidders in an attempt to adjust the services, products, or bid price as the Town deems in the public interest, and no additional bidding shall be necessary.

#### **Sec. 4-126 – Amendments to Purchase Agreements.**

(1) The Town ~~Administrator~~Manager shall have authority to approve an amendment to a purchase agreement when the change order does not exceed 10% of the original agreement price and combined with the original agreement does not exceed the approved appropriation for said purchase.

(2) All other amendments to a purchase agreement previously approved by Town Board shall be approved or ratified by Town Board.

#### **Sec. 4-127 – Principles and Ethics.**

Every officer and employee of the Town is expressly prohibited from knowingly:

- (1) Seeking or accepting any personal gift or money directly or indirectly, from any person, company, firm or corporation in connection with a purchase.
- (2) Underestimating or exaggerating requirements to a prospective bidder for the purpose of influencing bids.
- (3) Misrepresenting the quality of a bidder's products or services.
- (4) Influencing the Town to make a purchase that will benefit the officer or employee, either directly or indirectly.
- (5) Approving a purchase in which any employee, elected or appointed officer of the Town has an interest, without the approval of the Town ~~Administrator~~Manager or Town Board.
- (6) No single purchase transaction shall be subdivided for the purpose of circumventing the dollar value limitations of this Policy.

#### **Sec. 4-128 - Special rules for procurements using federal funds.**

(1) No local or geographical preference shall be given to any vendor for projects in which the Town will receive or anticipates seeking federal funds as reimbursement for or contribution toward a Town contract or project. However, nothing in this Subsection prevents the Town from requiring a vendor to comply with any applicable state licensing laws or from applying such preference when federal law expressly mandates or encourages it. When contracting for architectural or engineering services, geographic location may be considered, provided that such consideration leaves an appropriate number of qualified firms to compete for the contract.

(2) Whenever the Town will receive or anticipates seeking federal funds as reimbursement for or any other form of payment or contribution toward a Town contract or project, the Town and any party contracting with the Town for such work shall take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. Affirmative steps shall include:

(a) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;

(b) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;

(c) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority business, and women's business enterprises;

(d) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority business, and women's business enterprises;

(e) Using the services and assistance of the small business administration, and the minority business development agency of the department of commerce; and

(f) Requiring general contractors, if subcontracts are to be let, to take the affirmative steps listed in subsections (2)(a) through (2)(f) of this Section.

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 \_\_\_\_\_, 2019, at the Green Mountain Falls Town Hall, 10615 Green Mountain Falls Road, Green Mountain Falls, Colorado.

ADOPTED AND ORDERED PUBLISHED the \_\_\_\_ day of \_\_\_\_\_, 2019.

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

ATTEST:

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

Published in the Pike Peaks Courier, \_\_\_\_\_ 2019.

**RESOLUTION NO. 2019-09**

**TITLE:       A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE  
              TOWN OF GREEN MOUNTAIN FALLS, COLORADO,  
              APPROVING AN AMENDED COMPREHENSIVE PLAN**

**WHEREAS**, the Town of Green Mountain Falls acting through the Town's Planning Commission and the Board of Trustees, desires to update the Town's comprehensive plan pursuant to C.R.S. § 31-23-201, *et seq.*;

**WHEREAS**, C.R.S. § 31-23-206(1) provides that a municipality's Planning Commission adopts the comprehensive plan, subject to approval by the governing body of the municipality;

**WHEREAS**, on June 25, 2019, after a duly noticed public hearing, pursuant to C.R.S. § 31-23-206(1), the Planning Commission reviewed and adopted the comprehensive plan hereto as **Exhibit A** (the "Comprehensive Plan"); and

**WHEREAS**, in accordance with C.R.S. § 31-23-206(1), the Board of Trustees desires to approve the Planning Commission's adoption of the Comprehensive Plan.

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

Section 1.       The Comprehensive Plan attached hereto as **Exhibit A** is hereby approved.

TOWN OF GREEN MOUNTAIN FALLS,  
COLORADO

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

(SEAL)

ATTEST:

\_\_\_\_\_  
Laura Kotewa, Town Clerk

Attachment A

Will be included in the written record but an electronic copy can be found at:

[https://www.colorado.gov/pacific/sites/default/files/190628\\_GMF\\_ComprehensivePlan\\_print%20quality.pdf](https://www.colorado.gov/pacific/sites/default/files/190628_GMF_ComprehensivePlan_print%20quality.pdf)

**RESOLUTION NO. PC2019-01**

**TITLE: A RESOLUTION OF THE PLANNING COMMISSION FOR THE TOWN OF GREEN MOUNTAIN FALLS, COLORADO, APPROVING AN AMENDED COMPREHENSIVE PLAN**

**WHEREAS**, the Town of Green Mountain Falls acting through the Town's Planning Commission and the Board of Trustees, desires to update the Town's comprehensive plan pursuant to C.R.S. § 31-23-201, *et seq.*;

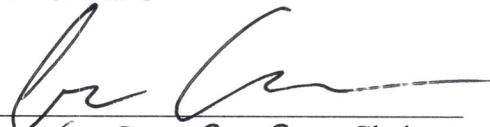
**WHEREAS**, C.R.S. § 31-23-206(1) provides that a municipality's Planning Commission adopts the comprehensive plan, subject to approval by the governing body of the municipality; and

**WHEREAS**, on June 25, 2019, after a duly noticed public hearing, pursuant to C.R.S. § 31-23-206(1), the Planning Commission desires to adopt the comprehensive plan hereto as **Exhibit A** (the "Comprehensive Plan"), subject to final approval by the Board of Trustees of Green Mountain Falls.

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

Section 1. The Comprehensive Plan attached hereto as **Exhibit A** is hereby approved, subject to final approval by the Board of Trustees of Green Mountain Falls.

PLANNING COMMISSION OF THE  
TOWN OF GREEN MOUNTAIN FALLS,  
COLORADO

  
6-25-2019, Chairman

(SEAL)

ATTEST:

  
Katherine Guthrie, Planning Commission Secretary



**GMF TRAILS COMMITTEE MEETING**  
**June 13, 2019- Mucky Duck Restaurant- 6 pm**  
**MINUTES**

- **Meeting called To Order** at 6:03 PM by Chairman Rocco Blasi
- **Attending:** Rocco Blasi, Dick Bratton, Rebecca Ochkie, Jan Smith, Lisa Townsend, Don Walker, Mike Lohman and GMF resident Kathleen Morrow
- **Agenda Approval-** M/S Bratton/Walker. Passed 6:0.
- **Approve Minutes** of May 9, 2019- M/S Smith/Townsend. Passed 6:0.
- **Public Input-** none. Items not on Agenda-
  - None
- **Progress Reports-** since last meeting
  - Brown, Walker, Blasi cut and removed downed tree across tread on Bratton Trail near Catamount intersection
  - Brown, Walker, Blasi cut and removed downed tree across tread on Thomas Trail near Old Catamount (at falls)
  - Brown, Walker, Wines, Blasi removed downed tree across tread on Kirkpatrick Trail near Pope's Staircase
  - Brown, Walker, Wines, Blasi sawed tree roots from downed tree that extended across tread on Kirkpatrick just west of Castle Rock intersection
  - Ochkie and Blasi met with Gail and Frank Gerig to locate property bounds from recent survey. We now know where Scott Ave right-of-way is located for Angel's Trail re-route if proposal approved by GMF Town Board
  - Blasi provided GMF trail data to Jeremy Stratman, project lead for Colorado Trail Explorer statewide map database: [trails.colorado.gov](http://trails.colorado.gov)
  - May 19th work day #1: Eighteen volunteers worked on Bratton Trail maintenance, cleaning the upslope side of the trail with some digging into the slope to widen the trail surface in some areas impacted by last summer's flooding rains and hail.
  - Brown, Gordon, Blasi scouted for next workday area
- **Mt. Dewey Bench** – Will be removed from agenda until more information becomes available
- **TC Website and Maps**
  - Lohman ordered and received 5,000 updated GMF TC hiking maps. He noted 1321 hits on the website and 79 hits on the Facebook page
- **9.Education- Trails Watch Program/ Trail User Ethics**
  - Safety and trail user ethics included on map update and will be removed from agenda
  - Blasi will coordinate with the town marshal regarding notifications for potentially dangerous trail use violations like camping and fires
- **10.TO DO LIST:**
  - Trails Master List to BoT. Blasi presented draft to discuss & prioritize and will send out final list to TC
  - Sharpen tools- bring Macleods to Walker after next workday
  - Design Catamount TH Board: use Mt Dewey design as template- Bratton



- Prelim bridge design: Cable Falls, Steve's Bridge- ask TOSC for recommendation. Bratton recommends researching online sites. Morrow suggested handrail at Steve's Bridge.
- July 4 Green Box hike leaders: Ochkie/Smith/Deutsch for Mt. Dewey and Blasi/Brown for Wallace Reserve. Blasi will inspect Wallace on July 1.
- Trail signage specs: Blasi presented example for Cmte and two signs will be placed as a trial at Catamount/Bratton and Mt. Dewey/Bratton intersections
- Angel's Trail reroute post board approval
- Lead 2 hikes for Sallie Bush Bingo winners- TBD

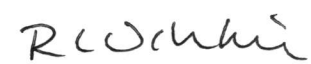
**11. Other-**

- Blasi will contact Aaron Rodgers from the Trails and Open Space Coalition regarding bridge construction

**12. NEXT MEETING-** July 11, 2019 at Mucky Duck 6 pm.

**13. ADJOURNMENT** at 7: 52 pm. M/S Blasi/Lohman 6:0

**ALL MEETINGS ARE OPEN TO THE PUBLIC**

  
 \_\_\_\_\_  
**Chairman- Rocco Blasi**
  
 \_\_\_\_\_  
**Recording Secretary- R. Ochkie**



Email from Dick Bratton 8.1.19

TO TOWN CLERK:

Laura, Please reserve Sat JULY 26., 2020 for the next Bronc Day.

Thanks, Dick

**DICK BRATTON**, Architect

Bronc Day Committee

[trails007@aol.com](mailto:trails007@aol.com)

(719) 684-9811



## 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)

To: Mayor and Board of Trustees  
From: Laura J. Kotewa Town Clerk  
Re: Town Clerk Report, August 6, 2019

### Routine activities continuing

- Forms updates
- Payroll
- Accounts payable
- Agenda packet preparation
- Meeting management
- Legal notices and postings

### UPDATES

This has been a very busy time in contributing to street repairs and cleaning for things like Bronc Days and citizen road concerns, organizing needed work and repairs at the parks, coordinating job postings and the recent Meet and Greet for our Town Manager candidate, and working on Grant Reports and posting an RFB for the ADA grant all along with Julia Simmons our planner. There is so much yet to be done, but we have been working very hard to keep things going. Best of all, our Audit is done almost on time this year!

### Training

I will be attending Election Training towards the end of August.

### Unmet needs

Nothing new to report.