



Town of Green Mountain Falls

Board of Trustees Meeting Agenda
10615 Green Mountain Falls Road
Tuesday October 3, 2023, at 7:00pm

Work Session at 6:00pm

Join Zoom Meeting

<https://us02web.zoom.us/j/82116705328?pwd=bTJNdWJrUUZveTlnV0tkSzYxMDA2UT09>

Meeting ID: 821 1670 5328

Passcode: 812405

6:00 WORK SESSION

7:00 REGULAR MEETING

1. CALL TO ORDER/ TECH CHECK/ ROLL CALL/ PLEDGE OF ALLEGIANCE
2. ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA
3. CONSENT AGENDA
 - a) Meeting Minutes from the 2023-09-19 BoT Meeting.
4. REPORTS
 - a) Marshal's Report
 - b) Public Works Report
5. PUBLIC COMMENT: 3 Minutes per speaker
6. BUSINESS ITEMS
 - a) Resolution 2023-09-Appointment to Outside Agencies
 - b) COSWAP Workforce Development Grant Application
 - CJ Runge Mile High Youth Corps
 - c) 2024 Property Casualty Preliminary Contribution Quotation
 - d) 2023 Budget Considerations & First Draft 2023 Budget

i. Per (C.R.S 29-1-05) Budget officer must submit a first draft proposed budget to the governing body by October 15.

ii. Per (C.R.S. 29-1-106(1)) Governing body must publish “Notice of Budget” upon receiving proposed budget.

e) Ordinance 2023-04: an ordinance amending chapter 2 of the green mountain falls municipal code to revise terms of office for all appointed board, commission, and committee members and to remove the residency requirement for the parks, recreation and trails advisory committee and the fire mitigation advisory committee.

i. Residency requirements Memo

f) Resolution NO. 2023-08: a resolution of the Town of Green Mountain Falls, Colorado, adjusting the terms of office for all appointed board, commission, and committee members.

7. DISCUSSION ITEMS

a) PC Recommendations on Construction Staging Policy

8. CORRESPONDENCE

9. ADJOURN

TOWN OF GREEN MOUNTAIN FALLS
Regular Board of Trustee Meeting
September 19, 2023 – 7:00 P.M.

MEETING MINUTES

Board Members Present

Mayor Todd Dixon
Trustee Katharine Guthrie
Trustee Nick Donzello
Trustee Sean Ives

Town Manager

Becky Frank

Town Clerk

Bo Ayad

Board Members Absent

Trustee Sunde King

Town Attorney

Marshal's Dept.

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

Mayor Dixon called the meeting to order at 7:05 p.m. The Pledge of Allegiance was recited. A tech check was conducted. All Board members were present except for Trustee King.

2. Additions, Deletions, or Corrections to the Agenda

Trustee Donzello made a motion to approve, seconded by Trustee Ives, to accept the agenda. Motion passed unanimously. Item PPRTA Budget Information added.

3. Consent Agenda

Trustee Donzello motioned to approve the minutes from 2023-09-05. Trustee Ives seconded the motion which passed unanimously.

4. Reports

Mayor Dixon reported on the FEMA Emergency Declaration and highlighted which items can be included.

5. Public Comment

Shelley Edwards 10796 Ute Pass Ave. Commented on the dangers of Mountain Lions in Town and the recent Tragic loss of her cat.

Alisha Guthrie of 10796 Ute Pass Ave. Commented on the same.

6. Business

6A) PPRTA Budget Info. The Town Manager gave an overview of incoming Dollars from PPRTA and how the inclusion of Fountain will impact those numbers. No Action- Info only.

6B) CDBG- Notice to Proceed. The Town Manager discussed the award amount of \$135,998 for the Gazebo Bridge and ADA Accessibility which will begin in 2024.

6C) Certifications of Valuations from Teller & El Paso Counties. The Town Clerk presented the annual Certifications of Valuations provided by each County Assessor

respectively. Mayor Dixon commented that in 2012 the Town Voted to waive the noted 5.5% limits. Trustee Donzello motioned to approve the Valuations from El Paso County which was seconded by Trustee Ives. Motion passed unanimously. Trustee Donzello motioned to approve the Valuations from Teller County, seconded by Trustee Ives. Motion passed unanimously.

6d) 2023 Amended Budget. The TM presented a PowerPoint which highlighted CY accomplishments as well as up-coming endeavors. The detailed Amended Budget Doc was projected and there were no Public Comments.

6e) Resolution 2023-07 Amended Budget. Mayor Dixon read the Resolution. Trustee Donzello motioned to approve Resolution 2023-07, Seconded by Trustee Ives and passed unanimously.

6f) PPRBD Vacancy. Mayor Dixon highlighted the need for a volunteer from the Board to sit on the PPRBD Board. Trustee Donzello volunteered to fill the vacancy.

6g) PPACG- Mayor Dixon asked the Board for direction on how to vote on Proposition HH. A discussion took place about TABOR (Taxpayers Bill of Rights) and the impact of Prop HH. The Colorado Municipal League has taken the position to oppose Prop HH. The idea of giving up a portion of the Town's TABOR Refund was not favorable as it would result in lower revenue to the Town. All present Board Members supported the Mayor in representing the Town to oppose.

7. Correspondence

None

8. Adjournment

At 7:45 pm Mayor Dixon called to Adjourn the meeting.

Marshal's report 9/23

Call type	# of calls	Outcomes if any
Traffic Control	0	
911 hang ups	8	
Assist outside agencies	3	
Domestic Violence	1	
Citizen Contacts	8	
Runaway	1	Found at other parent home
Follow ups	3	
Suspicious incident	2	
Harassment	1	*
Abandoned vehicle	0	
Traffic stops	6	1 Driving under suspension*
Parking complaints	5	
Check the welfare	0	
Trespassing	1	
Noise complaints	0	
Reckless Endangerment	0	
Motorist assist	0	
Sexual Assault	1	Happened at vacation rental- case to EPSO
Traffic Accident	0	
Disturbance	4	
Warrant arrest	0	
Animal complaint	8	Mostly bears in trash, 1 mountain lion sighting
Alarms	0	
Total calls for service	52	Down from 62 last month**

Other agencies assisting us – 3

Us assisting other agencies – 3

NIBERS reports completed.

Citizen Contact upload completed.

Attended Ute Pass Elementary citizen info night/sign up for the Ute Pass Evacuation Exercise.

Hired Reserve Deputy Cannon Ball!

From: Dustin McLain
Sent: Monday, October 2, 2023 1:35 PM
To: Becky Frank; Town Clerk
Subject: PW Report 10/2/23

- Work Completed
 - 350 tons spec material applied to bottom section of Spruce Ave near triangle park
 - 80 tons spec material applied to Florence Ave
 - 120 tons spec material applied to Aspen St
 - 100 tons material removed from Grandview/Catamount, intersection reshaped
 - Drainage pipe installed at the top of Mountain Ave to mitigate run-off from Crystal trailhead
 - Numerous small patches/road base additions and general maintenance throughout town. General Maintenance includes grading, watering, and compacting the roadway.
 - Top of Hondo Ave- Road Base Additions, General Maintenance
 - Falls Ave-General Maintenance
 - Iona Ave- Road Base Additions, General Maintenance
 - Kansas Ave- General Maintenance
 - Spruce Ave- Road Base Additions, General Maintenance
 - Myrtle St- General Maintenance
 - Ora St- Road Base Addition
 - Grandview Ave- Road Base Addition
 - Denver Ave- Small Patch
 - Grant St- General Maintenance
 - Mountain Ln-Road Base Addition
 - Midland Ave- Small Patch
 - Boulder St- General Maintenance
 - Mt Esther, Garfield Ave- General Maintenance
 - Pine St- General Maintenance
 - Park Ave- General Maintenance
 - El Paso Trl- General Maintenance/Reshaping
 - Illinois Ave- General Maintenance
 - Hotel St- General Maintenance
 - Douglas Way, Douglas Pl- General Maintenance
 - Culverts cleaned out as necessary.
 - Hondo + Colorado
 - Belvidere + Midland
 - Iona + Cottage
 - Falls Ave
- Work to be completed,
 - Grandview/Catamount culvert-reset
 - Aspen St culvert-replace
 - Minor general maintenance on all roads prior to Magnesium Chloride application (10/3-10/6)
- Other
 - Weekly trash pickup at all bearproof trash containers
 - Bi-weekly maintenance of composting toilets
 - Bi-weekly maintenance to maintain proper water chemistry at pool.

- Coordinated with volunteer for proper winterization of pool facilities.

-10/2/2023
Dustin McLain

Dustin McLain
Public Works Department
Green Mountain Falls, Colorado
719-684-7850
dustin@gmfco.us
www.gmfco.us



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**GREEN MOUNTAIN FALLS, COLORADO
RESOLUTION NO. 2023-9**

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

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

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

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

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

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

Section 1.

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

PPACG Board of Directors <i>The Pikes Peak Area Council of Governments is comprised of membership spanning 16 participating local counties and municipalities. Its Board of Directors is charged with establishing objectives and policies related to issues that cross political boundaries, shared opportunities and challenges, and collaborative strategies for action. As a participating member government, the Town Board of Trustees designates a voting representative and an alternate from among the elected Board of Trustees to represent the Town during their term of office.</i> <p style="text-align:right"><i>PPACG Board of Directors Bylaws, Article IV</i></p>			
Todd Dixon, Mayor	(2)	January 2023	May, 2024
PPACG Community Advisory Committee			

The Community Advisory Committee serves as the formal mechanism for the active participation of citizens in the planning, promotion, and evaluation of activities of the Pikes Peak Area Council of Governments, and assists the PPACG staff in keeping the general public informed relative to regional plans and programs. The CAC is a nontechnical body comprised of volunteers who offer a citizen’s perspective on issues such as transportation, the environment, economic development and military impact planning in the Pikes Peak region. The Town Board of Trustees nominates a citizen representative who has a sincere interest in serving the community. The PPACG Board of Directors approves all nominations. Representatives may serve up to two (2) consecutive three (3) year terms.

PPACG CAC Bylaws

Ann Esch	(2)	January 2023	January 2024

PPACG Water Quality Management Committee

The purpose of this committee is to advise the Pikes Pak Area Council of Governments and PPACG staff on current and emerging issues, goals, plans, and programs affecting the water quality of the Pikes Peak Region, to aid in the review of site applications, and to aid in the development of the water quality management plan updates and amendments.

Vacant			
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PPRTA Board of Directors

The Pikes Peak Rural Transportation Authority Board of Directors has primary responsibility for the management and disbursement of funds generated by the Authority, and the activities that support those functions. As a participating member government, the Town Board of Trustees appoints a single Director from among the elected Board of Trustees to represent the Town, for a calendar year term of office.

Intergovernmental Agreement Regarding the Pikes Peak Rural Transportation Authority

Todd Dixon, Mayor	(2)	January 2022	May 2024
Katharine Guthrie, Trustee	(2)	January 2022	May 2024

PPRTA Citizen Advisory Committee

The 17-member Pikes Peak Rural Transportation Authority Citizen Advisory Committee’s primary objective is to ensure the capital, maintenance, and public transportation projects and programs approved by voters during the November 2, 2004 election and the November 6, 2012 election are accomplished with PPRTA funds. The committee reports directly to the PPRTA Board of Directors, and is charged with reviewing the budgets of the five local member governments to monitor the expenditure of PPRTA funds on capital, maintenance, and public transportation projects and programs. The Town Board of Trustees appoints two members

from among the residents of the PPRTA geographic boundaries to three-year staggered terms. Representatives from member governments do not have term limits.

PPRTA CAC Bylaws

Craig Gooding	(1)	January 2024	January 2027

PPRBD Advisory Board

The Pikes Peak Regional Building Department Advisory Board renders advice in the administration operation of the department in matters related to administration and financing and budget of the department. The Town Board of Trustees appoints one representative to the Advisory Board.

By-laws of the Regional Building Commission

Katharine Guthrie, Trustee		October 2023	TBD
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CML Policy Committee

The Colorado Municipal League represents the shared interests of 269 of Colorado's 272 incorporated municipalities. The CML Policy Committee has significant policy development responsibilities. The committee is responsible for reviewing of requests from member municipalities for CML-initiated legislation and recommending specific positions to the CML Board, reviewing of requests for policy positions from member municipalities and recommending specific positions to the CML Board, review of known or potential legislative issues or bills, consideration of staff recommendations, and recommending specific positions to the CML Board, and review of the League's Annual Policy Statement that guides League positions on policy issues affecting municipalities and proposing revisions, if necessary, culminating in the ballot questions presented to CML members at the Annual Business Meeting that takes place as part of CML's Annual Conference. Each member municipality of CML is entitled to designate one representative to the League's Policy Committee. One alternate may also be designated, and that alternate should attend only if the appointed member is unable to attend.

Sunde King, Mayor Pro-Tem		January 2023	January 2024
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Fountain Creek Watershed

The Fountain Creek Watershed Flood Control and Greenway District was created under SB09-141, established under Title 32 of the CRS. The boundaries, governance, and powers and duties of the district are established through this legislation.

The district consists of the counties of El Paso and Pueblo and is governed by a Board of Directors consisting of a representative from the cities of Colorado Springs, Fountain, and Pueblo; El Paso and Pueblo counties; small municipalities in El Paso County; the Lower Arkansas Valley Water Conservancy District; and the FCW Citizens Advisory Group. A Technical Advisory Committee and Citizens Advisory Group provide input to the Board.

Jay Kita-Alternate FCWD Board of Directors	February 2023	

* (N) indicates that the specified term is the member’s Nth consecutive term.

** “X” indicates that the member is term-limited at the conclusion of the specified term.

Section 2.

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

Section 3.

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

Introduced, Read, Passed, and Adopted at a regular meeting of the Board of Trustees of the Town of Green Mountain Falls on this 7th day of February 2023.

**TOWN OF GREEN MOUNTAIN FALLS,
COLORADO**

Todd Dixon, Mayor

ATTEST:

Bo Ayad, Town Clerk



COLORADO

**Strategic Wildfire
Action Program**

Department of Natural Resources

COSWAP Workforce Development Grant Application CYCA accredited conservation corps

Colorado Department of Natural Resources's Strategic Wildfire Action Program (COSWAP) has funding available to support wildfire mitigation work by Colorado Youth Corps Association (CYCA) accredited conservation corps. Wildfire mitigation projects have a workforce development focus and are not guaranteed to be completed. CYCA accredited conservation corps are available in the Strategic Focus Areas listed below.

Contact Information

If you have any questions regarding this application, please contact DNR staff:

Alison Lerch

Program Administrator

alison.lerch@state.co.us

Courtney Young

Program Facilitator

courtney.young@state.co.us

How to Apply

Applicants should review the Request for Applications (RFA) document found on the [COSWAP website](#) before filling out the application. The RFA includes important information on eligibility, timeline and process.

Applicants should submit a completed application combined into a single pdf file to coswap@state.co.us with "COSWAP-Application-Your Project Name" in the subject line. Hard copies will not be accepted.

This application is open to the following entities:

- Federal agencies
- State agencies (Projects on State Land Board land must be cleared by the State Land Board Conservation Services Manager before applying)
- Local governments including counties, municipalities, fire protection districts and other special districts
- Tribes
- Public utilities with infrastructure or land ownership in areas of high wildfire risk
- Registered homeowner associations, property owners associations, formal neighborhood associations and road districts
- Wildfire Councils and/or wildfire, watershed or forest collaborative groups
- Non-profit organizations that promote fuel reduction projects, are engaged in prescribed fire projects, or natural resource management

CYCA accredited conservation corps are available in the following Strategic Focus Areas.

1. Boulder County
2. Douglas County
3. El Paso County
4. Jefferson County
5. La Plata County
6. Larimer County
7. Teller County
8. [Rocky Mountain Restoration Initiative](#) (RMRI) Focal Areas*

- a. Southwest Colorado (Parts of Dolores, Montezuma, and La Plata Counties)
- b. Upper Arkansas (Chaffee and Lake Counties)
- c. Upper South Platte

*The Applicant does not need to be affiliated with RMRI to apply for funds, but we highly recommend connecting with RMRI partners to develop projects.

Contact the local corps representative to speak about your project. To locate the CYCA accredited conservation corps serving your area, please visit the Colorado Youth Corps Association’s website: <https://www.CYCA.org/hire-a-corps/>.

Boulder County Youth Corps Luiz Blanco-Bertolo, Program Manager lblanco-bertolo@bouldercounty.org 303-678-6104	Larimer County Conservation Corps Maelly Oropeza, Corps Manager moropeza@larimer.org 970-498-6630
Mile High Youth Corps Jesse Roehm, Director of Land Conservation & Operations jesser@mhyc.net 303-433-1206 Ext. 230	Rocky Mountain Youth Corps Ryan Banks, Program Director ryan@rockymountainyouthcorps.com 970-819-0533
Southwest Conservation Corps - Four Corners and Los Valles Juan Fernandez, Director jfernandez@conservationlegacy.org 970-902-3563	

COSWAP Workforce Development Grant Application: CYCA accredited conservation corps

Applications must be submitted by email to coswap@state.co.us and will be accepted until September 29, 2023.

Project name: GMF Healthy Forest Project	Date: 9/27/2023
APPLICANT INFORMATION	
Organization name (entity legally responsible for the project): Town of Green Mountain Falls, Colorado	
Project Manager: Becky Frank	Title: Town Manager
Mailing address/City/State/Zip: PO Box 524 / Green Mountain Falls / CO / 80819	
Telephone (Work/Cell): 719-684-9414 x5	
Email: manager@gmfco.us	
WORKFORCE DEVELOPMENT GRANT	
Please select the workforce development grant(s) that you are requesting. Fill in the appropriate application sections corresponding with your selection(s).	
Crew time award <input checked="" type="checkbox"/> CYCA accredited conservation corps Cash award <input type="checkbox"/> Cash grant for project management expenses	
MITIGATION PROJECT DETAILS	
Applicants requesting CYCA accredited conservation corps crews must complete this section.	
Is your project located in a Strategic Focus Area ? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
Project county: El Paso and Teller	Property owner: Town of GMF
If the project manager is different from the property owner, please describe that relationship.	
Property name (if applicable):	Project size (acreage): +- 52 acres
Desired month(s) and year(s) (2024, 2025) for project work: April-October, 2024, 2025)	Is the timeline flexible? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
	Is this a multi-year project? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Approximate project and access coordinates (lat, long): Thomas TH access: 38° 55' 53.0724", -105° 1' 5.6316"; Catamount TH access: 38° 56' 2.907", -105° 1' 48.3054"; centroid of Town: 38° 56' 7.044", -105° 1' 14.5596"	
The Project Manager is responsible for securing access and all necessary permits, licenses, clearances, and environmental analysis documentation necessary to comply with local, state, and/or federal laws. Place an X next to the appropriate status of due diligence. Complete <input checked="" type="checkbox"/> In process <input type="checkbox"/>	

CYCA ACCREDITED CONSERVATION CORPS

Applicants are required to speak with a conservation corps representative about their project before applying for crew time awards. This is the contact who has reviewed this project and affirmed the organization is fully aware of and agrees to the type of crew, scope of the project, crew time budget, and timeline.

Name: CJ Runge	Title: Regional Manager: Southern Front Range Land Conservation
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Telephone: 719-822-6046	Email: cassandrar@mhyc.net
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Name of conservation corps: Mile High Youth Corps

Have you worked with this workforce partner before? YES NO

CYCA ACCREDITED CONSERVATION CORPS BUDGET- Crew Week Request and Crew Descriptions

Day Crew (Non Specialty) - A crew that executes a project scope that does not require chainsaw use or herbicide application and travels to and from the project site every day and corps members go home at the end of the day. (Denver Metro area crews are usually day crews.)

Camping Crew (Non Specialty) - A crew that executes a project scope that does not require chainsaw use or herbicide application and camps at or near the project site.

Specialty (saw) Crew - For projects requiring chainsaw experience (fuel reduction, forest thinning), a specialty saw crew will have no less than 75% of its members chainsaw trained and fully equipped with saws and safety gear. These crews may camp on site or travel to the work site each day.

Specialty/Hybrid Crews- These crews are qualified to work on projects that require a significantly higher skill level. For example, the work may require that the crew camp in the backcountry and work above tree line for one or more project weeks. If a project only requires one or two chainsaws, we may be able to do a hybrid crew. These crews may camp on site or travel to the work site each day.

Fire Operations Crew- The crew consists of conservation service corps members certified as Type II wildland firefighters performing operations such as forest thinning, slash pile burning, serving on prescribed burns, suppressing active wildland fires and other projects requiring a wildland firefighter certification. These crews may camp on site or travel to the work site each day.

CYCA ACCREDITED CONSERVATION CORPS CREW TIME AWARD

Crew type	Number of weeks requested (6 to 25)
Day Crew	
Camping Crew	
Specialty (saw) Crew	22 (11 in 2024 & 11 in 2025)
Specialty/Hybrid Crew	
Fire Operations Crew	

CASH GRANT

Complete this section when requesting cash for project management expenses. Note: Cash grants are an optional addition to the crew time award. You cannot request a cash grant in this section without requesting a crew time award.

Please indicate what you are requesting a cash grant for: N/A

- Personnel expenses
- Chippers
- Biomass hauling
- Porta-potty rental
- Camping (Funding for camping will only be provided if the applicant has exhausted all free options.)
- Other: Please explain _____

CASH GRANT BUDGET

Applicants are required to complete the budget below if applying for a cash grant. Up to 10% of the request may be used for indirect costs. Applicants must provide a 25% match of the award amount.

Project Categories

- Personnel time: Amount needed for personnel to manage the project
- Chipping: Amount for chipper rental
- Biomass hauling: Amount for truck or trailer rental and fees for dropping off slash
- Porta-potties: Amount for porta-potty rental
- Other: Herbicides, camping, or other project management expenses not listed above
- Indirect: Indirect costs are the expenses of doing business that are not readily identified in the grant budget. Indirect cannot exceed 10% of the total requested from COSWAP.

Match

Column C + D totals must equal at least 25% of column B total.

Match (In-kind): Personnel time, equipment usage, training cost, travel expenses, etc.

Match (dollars): Cash

Match Calculator

If requesting \$10,000 a \$2,500 match is required.

If requesting \$50,000 a \$12,500 match is required.

If requesting \$100,000 a \$25,000 match is required.

A	B	C	D	E
Project categories	Grant share (Amount requested)	Match (In-Kind)	Match (Dollars)	Total
Personnel time				
Chipping				
Biomass hauling				
Porta-potties				
Other				
Indirect (max 10%)				
TOTAL BUDGET				

CASH GRANT BUDGET NARRATIVE:

Please describe each of the project categories in detail below. Include details for both the grant share and match.

N/A

SCOPE OF WORK

All applicants must complete this section.

Break down the project into a list of tasks to be completed, including specific fuel treatments by acreage. These should be quantifiable items that correspond to the crew types requested. The final outlined task should be biomass removal. Please provide a clear plan and timeline for removing any woody material/slash generated by the project. If creating burn piles, please explain why this is the most effective project treatment and a timeline for burning the piles.

Provide a detailed description of each task using the following format:

TASK #- TASK Name:

Description of Task and methods:

Deliverables:

Examples

#1- Shaded fuel break:

Description of Task and methods: Create a shaded fuel break along the primary evacuation route for the Rainbow community. Thin 200ft on either side of the roadway using hand crews. Remove all conifers up to 8 inches DBH. Limb all trees greater than 8 inches DBH to 6 feet above ground.

Deliverable: Enhance the primary excavation route by thinning 1 mile of roadway.

#2- Biomass removal:

Description of Task and methods: The project will have a combination of hand fed chipping and creation of piles for future burning. Crews will be advised to spread chips no more than 4 inches deep across the project area. Applicant has a qualified crew to burn piles in the off season and will work with DFPC on a burn plan for winter 2022/2023. Burn piles will be constructed according to DFPC's Colorado Pile Construction Guide. Burn piles are essential for the northeast area of the project due to access issues with driving in a chipper.

Deliverable: Biomass created from this project has a defined plan.

#1 - Fuels Reduction/Thinning along the Thomas Trail (El Paso County)

Description of Task and methods: A MHYC Specialty Saw Crew will continue to work in Town-owned parcel 8308307001 and 8308307035 to carry out the following prescription developed by David Poletti, CSFS Forester:

Trees in the area are infected with mistletoe and are mostly small diameter. The prescription is to remove dead and dying Douglas fir that has been infected with mistletoe. Other dead/dying trees may be removed to create openings in the forest. Aspen, ponderosa pine, limber pine, white pine, and spruce will be favored over Douglas fir. Thin live trees with a focus of creating breaks of 10 feet in the forest canopy. Remove any vegetation acting as a ladder fuel. In areas where Aspen is dominate tree species, favor aspen to create pure Aspen patches. Limb trees greater than 8" DBH to 6' above ground.

Due to the steep terrain and low accessibility slash will have options:

- Lop and scattered to a depth of no more than 12". Limbs will be cut into pieces less than 36" in length. In areas with a lot of biomass, some trees may be retained to avoid having slash deeper than 12".
- When feasible, chip slash on site (town will provide a chipper at strategic staging points)
- When feasible, cut fuel can be hauled by work crews to designated pickup area(s). Town will coordinate volunteer and staff labor for fuel removal and hauling, in order to reduce such work by the MHYC crew.

Deliverables: Reduce fuel volume and catastrophic fire risk around GMF perimeter by creating a fuel break; improve wildlife habitat for animals and recreation experience for public land users.

#2 - Fuels Reduction/Thinning along the Catamount and Bratton Trails (Teller County)

Description of Task and methods: A MHYC Specialty Saw Crew will work in Town-owned parcel R0011069 to carry out the following prescription developed by David Poletti, CSFS Forester:

Trees in the area are infected with mistletoe and are mostly small diameter. The prescription is to remove dead and dying Douglas fir that has been infected with mistletoe. Other dead/dying trees may be removed to create openings in the forest. Aspen, ponderosa pine, limber pine, white pine, and spruce will be favored over Douglas fir. Thin live trees with a focus of creating breaks of 10 feet in the forest canopy. Remove any vegetation acting as a ladder fuel. In areas where Aspen is dominate tree species, favor aspen to create pure Aspen patches. Limb trees greater than 8" DBH to 6' above ground.

Due to the steep terrain and low accessibility slash will have options:

- Lop and scattered to a depth of no more than 12". Limbs will be cut into pieces less than 36" in length. In areas with a lot of biomass, some trees may be retained to avoid having slash deeper than 12".
- When feasible, chip slash on site (town will provide a chipper at strategic staging points)
- When feasible, cut fuel can be hauled by work crews to designated pickup area(s). Town will coordinate volunteer and staff labor for fuel removal and hauling, in order to reduce such work by the MHYC crew.

Deliverables: Reduce fuel volume and catastrophic fire risk around GMF perimeter by creating a fuel break; improve wildlife habitat for animals and recreation experience for public land users.

APPLICATION NARRATIVE

INSTRUCTIONS: Remove instructional questions (please keep the headings!) from this page and replace them with information specific to this project. Please limit your application narrative to two pages.

ORGANIZATION INFO

The Town of Green Mountain Falls (GMF), in both El Paso and Teller Counties, was founded in 1890 and is the only incorporated town between Manitou Springs and Woodland Park. It has become a popular vacation and hiking destination, supporting thousands of visitors each year.

As one of the most vulnerable areas in the United States to wildfire, GMF is focusing on coordinated fire mitigation efforts. GMF established the Fire Mitigation Advisory Committee (FMAC) in July 2020 and this group will advise and support Town Staff in this effort. The Historic Green Mountain Falls Foundation is a private entity which owns significant open space surrounding GMF. It has mitigated 56.8 acres of land. The Coalition for the Upper South Platte (CUSP) coordinated with the Town and SWIFT crews to treat 4+ acres of public land, and with private contractors to treat an additional 18 acres of private land. This grant will complement this recent work and create critical fuel breaks along Town boundaries.

PROJECT PURPOSE AND OBJECTIVES

The purpose of this project is to reduce the likelihood of a catastrophic wildfire in or around the Town of Green Mountain Falls through the creation of defensible space, to reduce wildfire fuels in untreated areas adjacent to private property, to encourage community participation in fire mitigation and to improve forest health. Additionally, this project will provide workforce development opportunities for young people serving in Mile High Youth Corps' Land Conservation Program. This project builds upon previous fuels reduction investments in this area provided by COSWAP and Great Outdoors Colorado.

Objective 1: Ensure that dead and diseased trees are targeted for removal, which will reduce the likelihood of disease spread.

Objective 2: Reduction of ladder fuels to reduce risk of catastrophic crown fires.

Objective 3: Link with surrounding treatment areas to compliment previous mitigation efforts completed by landowners, Colorado Springs Utilities, U.S. Forest Service, Coalition for the Upper South Platte (CUSP), the Historic Green Mountain Falls Foundation and previous MHYC Specialty Saw crews.

Objective 4: Manipulation of fuels to alter fire behavior. Through a mixture of different slash management techniques, the work completed will decrease the likelihood of a catastrophic wildfire.

Objective 5: Improve wildlife habitat for animals and recreation experience for public land users. Forest thinning methods include marking and preserving prime habitat or nesting sites for wildlife preservation.

WILDFIRE RISK INFORMATION

Localized risk assessment links:

- This project is located in a WUI area at high-risk (level 7-9), per the 2017 Risk Summary Report (Colorado State Forest Service).
- CUSP Map: GMF Work Area Map
- Ute Pass Community Wildfire Protection Plan, pp 66-70: https://static.colostate.edu/client/files/csfs/documents/Ute_Pass_CWPP_000.pdf

- Town of GMF Comprehensive Plan, 2019 pages 85-89:

https://greenmountainfalls.colorado.gov/sites/greenmountainfalls/files/190628_GMF_ComprehensivePlan_print%20quality_0.pdf

-The website Wildfirerisk.org shows Green Mountain Falls as one of the most at-risk areas in Colorado and the United States in all categories: “Risk to Homes”, “Exposure Type”, “Wildfire Likelihood”, and “Vulnerable Populations”. <https://wildfirerisk.org/cwdg-tool/8119>

PROJECT LOCATION

The forest in and around GMF is very dense and has a high to extreme wildfire hazard. The forest is in poor health with Dwarf mistletoe and several types of bark beetles causing tree mortality. Small diameter stands of mistletoe-infested understory are crowding, leading to competition and stress. In current conditions, a crown fire would be able to spread rapidly.

All proposed work is within Town-owned public open space which shares borders with private land owners as well as the U.S. Forest Service. For 15 weeks in 2022 and 8 weeks in 2023, MHYC Specialty Saw Crews have treated approximately 15 acres of the 25 acre El Paso county parcel found along the Thomas Trail. Remaining areas to be treated are found above the Thomas Trail and the 27 acre Teller county parcel found along Bratton and Catamount trails. Total treatment area is 42 acres. Access to these parcels is via major trailheads or access points identified by the Town and private land owners. Trailheads are conveniently located at the end of several hillside roads.

Due to steep terrain and limited access on the Town's hillside parcels, the use of masticators and chippers is impractical for dealing with slash. Due to proximity to residential parcels and structures, along with the risk of a chimney or flashover effect, pile burning is also inappropriate. This proposal calls for slash to be lopped and scattered as an option if fuel removal is impractical. This treatment method has been deemed acceptable in past fire mitigation grant awards close to these areas. Wherever possible, however, crews will haul cut fuel to designated pickup areas.

TIMELINE

The ideal timeline for mitigation work is July 2024 through October 2025 (summer seasons), conditions permitting. Work can continue earlier and later in those seasons depending on weather and ground conditions. Town staff is flexible and will communicate with the crew to establish a reasonable, effective, and firm schedule for work.

PROJECT IMPACT

This project will link with surrounding efforts to advance forest health in the larger ecosystem. This effort compliments work by other organizations to take a comprehensive approach to mitigate wildland fire danger while showcasing the importance of managing fire risk and addressing the clear danger posed by an overloaded, unhealthy forest. Treatment of these areas has been an ongoing effort with multiple partners, but there is still much more work needed.

This effort is a high priority based on the following facts and risk factors, per Colorado Wildfire and Risk Assessment Summary Report, version 5.0, dated 10/18/2019: 99% of town residents live in the WUI, 42% of GMF land is WUI risk class -9 “Most Negative Impact,” 62% of GMF land is considered “High” Wildfire Risk, over 95% of town land is Fire Occurrence Level 8 or 9 ignition density (highest occurrence). The location of this project will also support the protection of the Fountain Creek, Crystal Creek and Catamount Creek. Additionally, two water storage distribution facilities operated by Colorado Springs Utilities will benefit from this fuels reduction project.

In addition to improving forest and watershed health, this project will also support the protection of life and property by reducing fuel volume and reducing the risk of a catastrophic wildfire. Also, cultural venues that provide economic benefits: the multi-million-dollar James Turrell Skyspace, Colorado's only Turrell art, as well as a \$250,000 Keith Haring Fitness Court, which brings art, culture, and fitness to the community.

PROJECT MAINTENANCE

With proper attention, the increase of GMF budget allocated to fire mitigation, and the local education campaign, this project will reduce fire risk over the next 25 years.

Five-year maintenance and funding: keep undergrowth of smaller seedlings controlled by hand lopping and closely monitoring mistletoe, isolating if necessary. Funding through Town budget, in-kind volunteer time, and future grant submissions. Connect existing fuel breaks to span the length of the town, educate the community, and continue to emphasize private landowner mitigation.

LEVERAGED FUNDING AND RESOURCES

- Time needed (annually): Project management 50 hrs, layout 20 hrs, implementation/reporting 50 hrs.
- Leveraged funding: the Town-owned chipper and dump truck will be used to chip and haul.
- Provision of adverse weather shelter/conference, meeting area (Town Hall)
- Provision of Porta Potty/Restroom Facilities
- Membership to municipal pool
- End of project hotwash (lunch)

PROJECT LOCATION

Project map: Please attach a map identifying the specific area to be treated. If there are multiple treatment types please differentiate these on the map.

Optional: If you can provide geospatial data at this time, please attach it to the email with your application. If your project is selected for award, geospatial data will be required before a contract is signed.

AGREEMENT, LIABILITY, AND INSURANCE ACKNOWLEDGMENTS

- I understand that all successful applicants will be required to enter a Grant Agreement with the State of Colorado as a condition of receiving the grant award. I have reviewed the Grant Agreement sample template found on the COSWAP webpage.
- I understand that all successful applicants must agree to assume all liability related to the approved project and to indemnify and hold harmless the State of Colorado, CYCA, and any CYCA-accredited conservation corps for any and all claims arising out of the approved project. I agree that the State, CYCA, and any CYCA-accredited conservation corps will not be liable for any act or omission of any party as a part of an approved grant program that causes any harm or that fails to prevent or mitigate wildfire damage at any time in the future.
- I understand that the State, CYCA, and any CYCA-accredited conservation corps cannot guarantee the work completed as a result of either crew time awards or cash awards will prevent future wildfires or minimize the damage from future wildfires. The State will not guarantee the effectiveness or outcomes of any approved project.
- I understand the State cannot guarantee project completion.
- I understand that all successful applicants will be required to maintain and provide proof of adequate insurance coverage as detailed in the Grant Agreement. I agree to acquire and maintain such insurance coverage as a condition of any grant award.
- I understand and acknowledge that a successful applicant will be responsible for providing crews with the following:
- 1) Site visit with the crew manager before final grant agreement.
 - 2) Frequent check-ins and technical project assistance.
 - 3) Camping locations (if necessary).
 - 4) Specialty work tools and project supplies as required and not provided by the crew.
 - 5) On the ground project evaluation throughout the entirety of the project.
 - 6) All reporting required by the Grant Agreement including a final report to the State.
 - 7) Lawful access to all properties necessary for project work.
 - 8) Relevant maps, including geospatial maps, and other pertinent technical support.
- I understand if I am not requesting a cash grant, that all project management expenses will be my responsibility and not borne by the State.

AUTHORIZED SIGNATURE

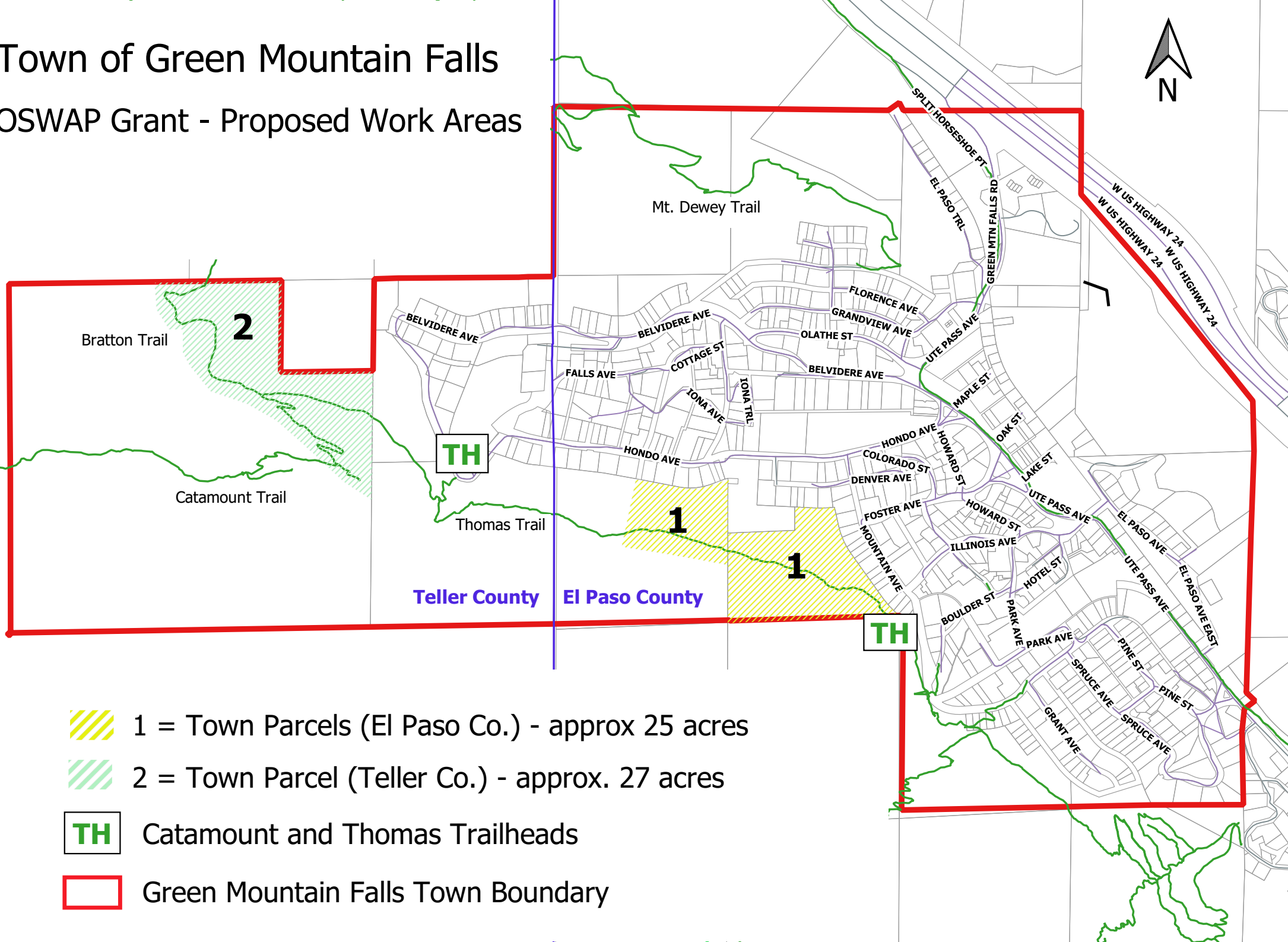
I certify that I am authorized to sign on behalf of the applicant and that, if awarded a grant for this project, the applicant will comply with the grant administration requirements of both the State and the workforce development organization. I certify that the contents of this application are true to the best of my knowledge and agree to provide any corrections or updates to the State as soon as practical after discovery of an error.

Signature (Electronic and PDF Signatures are accepted; unsigned applications will not be accepted):

Name:	Title:	Date:
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Town of Green Mountain Falls

COSWAP Grant - Proposed Work Areas



 1 = Town Parcels (El Paso Co.) - approx 25 acres

 2 = Town Parcel (Teller Co.) - approx. 27 acres

 Catamount and Thomas Trailheads

 Green Mountain Falls Town Boundary

August 31, 2023

Becky Frank, Town Manager
Town of Green Mountain Falls
P.O. Box 524
Green Mountain Falls, CO 80819

RE: 2024 Property/Casualty Preliminary Contribution Quotation

Dear Becky:

Enclosed is the preliminary quotation for your 2024 contribution to the CIRSA Property/Casualty Pool.

For your convenience, the quote has been redesigned to include a breakdown of contribution by line of coverage. If you requested for 2024 the same liability limits as 2023 with different deductibles for specific property locations or for physical damage to specific vehicles, the quote is attached. If you requested quotes for optional liability limits and various policy level deductible options, quotes for those options will be sent to you separately.

It may be helpful to provide some context for the upcoming year, and how conditions around the state, the nation, and the world are impacting your 2024 insurance costs. Of course, if you keep up with the weather and news, this information will be no surprise to you.

Some risks, such as law enforcement liability (LEL), are specific to public entities that provide police services. Police departments around the country are seeing unprecedented judgments and settlements in police liability cases. Other risks, such as catastrophic weather events, are shared locally, nationally, and globally. In Colorado, it's been an unprecedented year for hail and windstorm events. Wildfire "season" seems to be year-round now. Elsewhere in the country, extended freeze events have created life safety risks and wreaked havoc on property, in a way that could not have been contemplated by those insuring that property. And deadly flooding events were experienced this year in several parts of the world at once.

Not surprisingly, these challenges continue to put pressure on insurance costs and insurance markets. The "hard market" continues, with reinsurers shrinking capacity and seeking higher premiums. We encourage you to read our [blog post](#) that discusses in more detail the many factors that are affecting this year's contributions, as well as information about our rating methodology.

Keep in mind, these market conditions prevail for municipalities whether or not they participate in pooling their risks. Thus, those who self-insure or insure commercially are facing the same situation as CIRSA members are facing. But pooling means that the challenges of a hard market are spread out, that no single member bears the entirety of a large claim, and that the high limits and broad coverages you've come to expect as a pool member will remain in place.

Remember, your chosen deductibles impact your contributions. A member choosing a higher deductible will have a lower CIRSA contribution than a similarly-situated member choosing a lower deductible. Of course, choosing a higher deductible means that your entity will bear more of the cost of a claim, so it's important to assess your entity's appetite and capacity for a higher deductible. CIRSA's Finance Team can help you with this assessment. If you would like to see additional deductible options, please contact



Linda Black, Assistant Director/Chief Financial Officer, at (720) 605-5440 or lindab@cirsa.org.

The attached quotation sheet provides a preliminary quotation. Final invoices, e-mailed on December 15, 2023 will be adjusted for any changes made to your 2024 renewal application. Moreover, quoted contributions may also change if CIRSA membership changes significantly for 2024 and/or actual excess insurance premiums are not adequately funded by the budget established within your rate.

The attached quotation sheet provides information on your 2024 contribution, the amount of any Loss Control Credits available to your entity, and optional payment plans. In addition, a general description of the types and monetary limits of the proposed coverages to be provided to 2024 CIRSA Property/Casualty members is attached.

The acceptance form must be completed and returned to CIRSA by **Friday, September 29, 2023**. When completing your form, please make sure to:

- Initial the desired quote option you wish to accept for 2024.
- Write the amount of any available Loss Control Credits you wish to use in the appropriate section of the *Loss Control Credits* table on the quotation sheet.
- Indicate which payment option you would like for 2024 on the quotation sheet.
- Return the signature page signed by an authorized signer.

Please note that if you have requested quotations for any of the Optional Coverage Programs including Equipment Breakdown, Excess Crime, Excess Cyber (Data Privacy and Network Security), Community Service Workers' Accident Medical Plan, Sports Accident Medical Plan, Occupational Accidental Death and Dismemberment Plan, Volunteer Accident Medical Plan, No-Fault Water Line Rupture and/or Sewer Back-Up coverage, Property Damage Caused by Member's Operation of Mobile Equipment coverage, or Detainee Medical coverage, they are not included in this mailing. The majority of the carriers that provide coverage for each program are unable to provide quotes until later this year. We anticipate that quotations for these optional coverages will be mailed to members in October.

We thank you for your continued membership in CIRSA, and for your commitment to public entity pooling. If you would like further information, or a virtual or face-to-face meeting, please reach out to Shannon Pursley, Marketing Manager, at (303) 594-6249 or shannonp@cirsa.org.

Thank you for the opportunity to serve you. We look forward to continuing our relationship with you in 2024.

Sincerely,



Tami A. Tanoue
Executive Director

Enc.





CIRSA Property/Casualty Pool
Preliminary 2024 Contribution Quotation

Town of Green Mountain Falls
P.O. Box 524
Green Mountain Falls, CO 80819

Auto Liability Limit: \$5,000,000
Liability Limit: \$10,000,000

Coverage	Deductible	Contribution
All Risk Property - Building and Contents (See Attached Property Schedule)	\$1,000**	\$3,770.18
Other Property		
Athletic Equipment	\$1,000	\$500.18
Electronic Data Processing	\$1,000	\$108.33
Extra Expense	\$1,000	\$188.75
Fencing	\$1,000	\$67.78
General Outdoor Items	\$1,000	\$104.03
Mobile Equipment	\$1,000	\$984.77
Other Miscellaneous Property	\$1,000	\$30.58
Outdoor Lighting	\$1,000	\$6.61
Park Equipment	\$1,000	\$139.53
Signage	\$1,000	\$52.72
Valuable Papers	\$1,000	\$79.44
Auto Liability	\$1,000	\$2,866.39
Auto Physical Damage	\$1,000*	\$695.23
General Liability	\$1,000	\$712.45
Separately Rated Exposures		
Swimming Pools (Total Number)	\$1,000	\$70.61
Public Officials Errors & Omissions Liability	\$1,000	\$1,498.30
Employment Practices Liability	\$1,000	\$80.03
Employment Benefit Liability	\$1,000	\$32.23
Law Enforcement Liability – Total Full-Time Police Officers	\$1,000	\$6,164.53
Law Enforcement Liability – Total Part-Time Reserve Officers	\$1,000	\$9,246.81
Property Damage from Mobile Equipment		\$0.00
Water Line Ruptures / Sewer Back-up		\$0.00
Total Contribution		\$27,399.48



**CIRSA Property/Casualty Pool
Preliminary 2024 Contribution Quotation**

Town of Green Mountain Falls
P.O. Box 524
Green Mountain Falls, CO 80819

All Risk Property Deductible:	\$1,000
Auto Liability Deductible:	\$1,000
Auto Physical Damage Deductible:	\$1,000
General Liability Deductible:	\$1,000
Public Officials Errors & Omissions Liability Deductible:	\$1,000
Law Enforcement Liability Deductible:	\$1,000
Auto Liability Limit:	\$5,000,000
Liability Limit:	\$10,000,000

Description	Amount
Contribution Before Reserve Fund and Loss Experience	\$24,775.52
Reserve Fund Contribution	\$0.00
Impact of Loss Experience	\$2,623.96
Total 2024 Preliminary Quotation before Credits	\$27,399.48

Loss Control Credits (Please indicate the amount that you wish to use. Amount may be split between available options.)

Description	Amount	Credit Options		
		Credit Contribution	Deposit/Leave in Account	Send Check
2023 Loss Control Audit Credit	(\$0.00)			
Balance Remaining from Prior Years' LC Credits	(\$0.00)			
Total Preliminary Quotation with all Available Credits	\$27,399.48			

Billing Options (Please indicate which option you choose)

<input type="checkbox"/> Annual Billing on January 1, 2024
<input type="checkbox"/> Quarterly Billing January 1, April 1, July 1, and October 1, 2024

To Renew with Quoted Option Initial Here: _____

* Deductible may vary by scheduled vehicle, see attached vehicle schedule.

** Deductible may vary by scheduled property, see attached property schedule.

***Contact Linda Black, CFO at (720) 605-5440 or lindab@cirsa.org if you are interested in other options.

Green Mountain Falls 2024 Property Schedule

Cirsa I D	Use	Address	Postal	Remove Building	Remove Date	Property Excluded	Building Value	Contents Value	Deductible	Final Property Contribution	Final Contents Contribution	Contribution	Member
17290015	Gazebo Park - Pedestrian Bridge	10290 El Paso Ave.	80819	No		No	\$160,500.00	\$0.00	\$1,000	263.43	0.00	\$263.43	Green Mountain Falls
17290006	Land Office - used only occasionally	10395 El Paso Ave.	80819	No		No	\$48,000.00	\$0.00	\$1,000	78.78	0.00	\$78.78	Green Mountain Falls
17290008	Maintenance Building	10290 El Paso Ave.	80819	No		No	\$232,500.00	\$120,175.00	\$1,000	381.60	197.24	\$578.84	Green Mountain Falls
17290007	Marshall's Office	10545 Ute Pass	80819	No		No	\$103,200.00	\$1,265.00	\$1,000	169.38	2.08	\$171.46	Green Mountain Falls
17290010	Restroom Building	Lake St.	80819	No		No	\$15,300.00	\$0.00	\$1,000	25.11	0.00	\$25.11	Green Mountain Falls
17290009	Shed/Equipment Storage - Vacant	10300 El Paso Ave.	80819	No		No	\$8,300.00	\$0.00	\$1,000	13.62	0.00	\$13.62	Green Mountain Falls
17290014	Town Hall	10615 Green Mountain Falls Rd.	80819	No		No	\$869,000.00	\$94,875.00	\$1,000	1,426.28	155.72	\$1,582.00	Green Mountain Falls
17290004	Town Park - Boiler Building and Pump Station	10740 Ute Pass	80819	No		No	\$122,200.00	\$6,325.00	\$1,000	200.57	10.38	\$210.95	Green Mountain Falls
17290002	Town Park - Gazebo	10740 Ute Pass	80819	No		No	\$53,600.00	\$0.00	\$1,000	87.97	0.00	\$87.97	Green Mountain Falls
17290016	Town Park - Swimming Pool	10740 Ute Pass	80819	No		No	\$172,000.00	\$0.00	\$1,000	282.30	0.00	\$282.30	Green Mountain Falls
17290003	Town Park - Swimming Pool Building	10740 Ute Pass	80819	No		No	\$229,200.00	\$12,650.00	\$1,000	376.18	20.76	\$396.94	Green Mountain Falls
17290005	Town Park - Tennis Court	10740 Ute Pass	80819	No		No	\$48,000.00	\$0.00	\$1,000	78.78	0.00	\$78.78	Green Mountain Falls
							\$2,061,800.00	\$235,290.00		\$3,384.00	\$386.18	\$3,770.18	

Green Mountain Falls 2024 Vehicle Schedule

CIRSA ID	Member Vehicle Number	Year	Make And Model	Number of Vehicles	Vehicle Type	Location	V I N	Current Value	Auto Physical Damage Deductible	Final Annual AL Contribution	Final Annual APD Contribution	Total AL & APD Contribution	Member
17290001	0006	2000	Ford	0	All Trucks	Maintenance	3FDPF7568YMA37482	0.00	\$1,000	253.31	0.00	253.31	Green Mountain Falls
17290004	0007	2006	Ford	0	All Trucks	Maintenance	1FDWF37Y76EB50524	0.00	\$1,000	253.31	0.00	253.31	Green Mountain Falls
17290007	0015	2010	Nissan	0	All Trucks	Green Mountain Falls	1N6AD0CW7AC424717	0.00	\$1,000	253.31	0.00	253.31	Green Mountain Falls
17290008	0020	2015	Ford	0	All Trucks	Public Works	1FTRF3BT4FED16186	0.00	\$1,000	253.31	0.00	253.31	Green Mountain Falls
17290009	0021	2018	Dodge	0	All Trucks	Green Mountain Falls	1C6RR7XTXJS293327	0.00	\$1,000	253.31	0.00	253.31	Green Mountain Falls
17290003	0016	2004	Chevrolet	0	Cars/Trucks - Emergency Response	Marshall's Vehicle	1FNEK13Z64J220217	12,000.00	\$1,000	399.96	68.43	468.39	Green Mountain Falls
17290005	0017	2007	Ford	0	Cars/Trucks - Emergency Response	Police Department	1FMEU73E07UB13147	16,000.00	\$1,000	399.96	91.24	491.20	Green Mountain Falls
17290006	0018	2007	Ford	0	Cars/Trucks - Emergency Response	Police Department	1FMEU73E07UB35679	16,000.00	\$1,000	399.96	91.24	491.20	Green Mountain Falls
17290011		2023	Chevrolet	0	Cars/Trucks - Emergency Response	Police Department	1GNSKLEDXPR2833584	77,920.00	\$1,000	399.96	444.32	844.28	Green Mountain Falls
								121,920.00		2,866.39	695.23	3,561.62	

This preliminary quotation includes all exposures reported on your entity's 2024 Property/Casualty Renewal Application and any Application Amendment Requests received by CIRSA before August 1, 2024.

* Regarding the Liability Deductible shown on page 1, a \$500 deductible quotation is offered to members, if requested, for general liability. However, police professional and public officials errors and omissions deductibles cannot go below \$1,000.

** Regarding the Property Deductible shown on page 1, an additional property deductible will apply separately to each location in a National Flood Insurance Program (NFIP) Zone A if total building and contents values at that location are in excess of \$1,000,000. The deductible will be the maximum limit of coverage which could have been purchased through NFIP, whether it is purchased or not.

Based upon the selections made in your 2024 Property/Casualty Renewal Application, the Town of Green Mountain Falls has elected not to participate in Uninsured/Underinsured Motorist Coverage. **Your signature below constitutes your entity's written rejection of this coverage.**

If this is incorrect, or you wish to change your selection at this time, please contact your Underwriting Representative at (800) 228-7136 or (303) 757-5475.

**The undersigned is authorized to accept this preliminary quotation on behalf of the
Town of Green Mountain Falls.**

We accept this preliminary quotation for January 1, 2024 to January 1, 2025. We understand our final invoice may increase or decrease depending upon the number of CIRSA Property/Casualty members for 2024, actual excess insurance premiums, and any changes made to our 2024 renewal application.

Signature: _____ Date: _____

Title: _____

Signature must be that of the Mayor, Manager, Clerk or equivalent (such as President of a Special District.)

Both pages of this form must be returned by Friday, September 29, 2023. A mailed, faxed or e-mailed copy is acceptable. Please return to:

Monique Ferguson, Underwriting Coordinator
3665 Cherry Creek North Drive
Denver, CO 80209
E-Mail: MoniqueF@cirsa.org
Fax: (303) 757-8950 or (800) 850-8950

PROPOSED 2024 PROPERTY/CASUALTY COVERAGES

The types and monetary limits of the proposed coverages to be provided to CIRSA Property/Casualty members for the coverage period of January 1, 2024 to January 1, 2025 are generally described below. The scope, terms, conditions, and limitations of the coverages are governed by the applicable excess and/or reinsurance policies, the CIRSA Bylaws and Intergovernmental Agreement, and other applicable documents.

I. TYPES OF COVERAGES (subject to the limit on CIRSA's liability as described in Section II below):

- A. Property coverage (including auto physical damage and public relations expense and privacy breach expense)
- B. Liability coverage:
 - 1. General liability
 - 2. Automobile liability
 - 3. Law enforcement liability
 - 4. Public officials errors and omissions liability
 - 5. Cyber (security and privacy breach liability)
- C. Crime coverage (including employee dishonesty and theft of money and securities)

II. CIRSA RETENTIONS, LOSS FUNDS, AGGREGATE LIMITS, AND MEMBER DEDUCTIBLES:

For the coverages described in Section I, CIRSA is liable only for payment of the applicable self-insured retentions and only to a total annual aggregate amount for CIRSA members as a whole of the amount of the applicable CIRSA loss fund for the coverage period. There is no aggregate excess coverage over any loss fund.

Coverages in excess of CIRSA's self-insured retentions are provided only by the applicable excess insurers and/or reinsurers in applicable excess and/or reinsurance policies, and shall be payable only by those excess insurers and/or reinsurers. The limits of coverage provided by the excess insurers and/or reinsurers for the coverage period shall be described in the coverage documents issued to the members. Aggregate and other limits shall apply as provided in said documents.

A. CIRSA PROPOSED SELF-INSURED RETENTIONS FOR THE COVERAGE PERIOD:

- 1. \$1,000,000 per claim/occurrence property*
- 2. \$100,000 per claim/annual aggregate public relations expense and privacy breach expense
- 3. \$2,000,000 per claim/occurrence liability (Linda, please confirm this)
- 4. \$1,000,000 each and every claim public officials liability
- 5. \$500,000 per claim/annual aggregate cyber (security and privacy breach liability)
- 6. \$150,000 per claim/occurrence crime

*Subject further to CIRSA retention of first \$5,000,000 each and every hail/wind loss and/or occurrence

B. CIRSA LOSS FUND AMOUNTS FOR THE COVERAGE PERIOD:

Loss fund amounts are as adopted or amended from time to time by the CIRSA Board of Directors based on the members in the Property/Casualty Pool for the year and investment earnings on those amounts. Information on the current loss fund amounts is available from CIRSA's Finance Department.

C. PROPOSED EXCESS INSURANCE LIMITS FOR THE COVERAGE PERIOD:

1. Excess property: to \$500 million each claim/occurrence
2. Excess liability: to \$2 million each claim/occurrence; \$5 million each claim/occurrence or \$10 million each claim/occurrence; \$2 million or \$5 million excess auto liability; \$2 million, \$5 million or \$10 million annual aggregate for public officials errors and omission liability. The maximum liability and auto liability limits will be determined based on each member's selection.
3. Excess crime (optional): to \$5 million per claim/occurrence

D. MEMBER DEDUCTIBLES:

A member-selected deductible shall apply to each of the member's claims/occurrences. Payment of the deductible reduces the amount otherwise payable under the applicable CIRSA retention. Allocated loss adjustment expenses are included in the member deductible.

EXPLANATION OF CREDITS AVAILABLE AND ACCEPTANCE OR WITHDRAW PROCEDURES

LOSS CONTROL AUDIT SCORE CREDIT

CIRSA members who received a Loss Control Audit Score of 80 or higher in 2023 and renew their membership in 2024, are eligible for a Loss Control Audit Score Credit. This credit is offered to all members that take an active role in preventing or reducing their losses by complying with the CIRSA Loss Control Standards.

If you did not receive a credit for 2024 and would like to receive one in future years, please contact your Risk Control Representative.

LOSS CONTROL CREDIT ACCOUNT

The CIRSA Board of Directors has approved your use of any balance in the Loss Control Credit Account, except any Special Credit monies, to pay 2024 contributions. Your entity's balance in this account, if any, is shown on the quote letter.

ACCEPTANCE PROCEDURES

Please complete the enclosed acceptance form indicating your decision for 2024 and return it to the CIRSA office ***on or before Friday, September 29, 2023***. **Failure to return the form in time may result in the imposition of penalties under CIRSA Bylaw Article XIV upon withdrawal.**

WITHDRAWAL PROCEDURES *(if applicable)*

The enclosed Article XIV of the CIRSA Bylaws describes withdrawal procedures from CIRSA. **Written notice of withdrawal must be received by CIRSA no later than Sunday, October 1, 2023, for a withdrawal without penalty effective January 1, 2024.** No withdrawing member shall be eligible for the above-described credits.

Article XIV should be read in its entirety for any penalties which would otherwise apply. Withdrawing members who subsequently apply to rejoin CIRSA may be subject to such terms and conditions as established by the CIRSA Board of Directors.

WITHDRAWAL NOTICE

**MUST BE RECEIVED AT THE CIRSA OFFICE
ON OR BEFORE SUNDAY, OCTOBER 1, 2023**

Sign and return this form if your entity has decided to **withdraw** from CIRSA effective January 1, 2024. Under CIRSA Bylaws, this form must be received by CIRSA ***no later than Sunday, October 1, 2023***, for withdrawal without penalty effective January 1, 2024.

NOTICE OF WITHDRAWAL FROM CIRSA

This is to notify the CIRSA Board of Directors that the Town of Green Mountain Falls is withdrawing from CIRSA for purposes of Property/Casualty coverage effective January 1, 2024. We understand the Town of Green Mountain Falls remains obligated and will be billed for any amounts due CIRSA pursuant to the Bylaws and the policies established by CIRSA.

The undersigned is authorized to provide this notice of withdrawal on behalf of the Town of Green Mountain Falls.

Signature must be that of the Mayor, Manager, Clerk, or equivalent (such as President of a Special District.)

Signature: _____

Title: _____

Date: _____

**CIRSA BYLAWS
ARTICLE XIV**

Withdrawal from Membership

(1) Any member may withdraw from CIRSA by giving prior notice in writing to the Board of Directors of the prospective effective date of its withdrawal.

(2) If the effective date of a member's withdrawal is a date other than January 1, the withdrawing member shall not be entitled to receive any refund of contributions made for administrative costs for the claim year of withdrawal. The withdrawing member shall be entitled to receive within forty-five (45) days after the effective date of withdrawal, a proportionate return of its contribution to any loss fund.

(3) If the effective date of a member's withdrawal is January 1 but the member's written notice of withdrawal is received by CIRSA more than thirty (30) days after the date on which CIRSA mailed a preliminary quotation of the contribution to be assessed the member for the year beginning on that January 1, the withdrawing member shall be obligated to pay its share of CIRSA's administrative costs for the year beginning on that January 1. However, if the preliminary quotation is mailed by CIRSA prior to September 1, members shall not be obligated for future claim year administrative costs if the member's written notice of withdrawal is received by CIRSA on or before the October 1 preceding the January 1 renewal date.

(4) The members may, by a two-thirds (2/3) vote of the members present at a meeting, adopt or amend a policy establishing additional conditions applicable to members which withdraw.



SAFER
TOGETHER

CIRSA 2024

SERVICES

LEGAL & RISK CONTROL SERVICES

CIRSA is passionate about protecting municipalities and their affiliated public entities. We work exclusively in Colorado and have four decades of experience assisting members in handling claims, improving safety, preventing losses, and managing the cost of risk. Our coverages and services are specifically designed for the unique and ever-changing needs of our membership.

Every member works with a personal team of representatives who provide customized guidance and assistance to help you manage exposures in your entity. CIRSA is staffed with knowledgeable, seasoned professionals including: Attorneys, Associates in Risk Management (ARM), Certified Safety Professionals (CSP), a Physical Security Professional (PSP), Certified Insurance Counselors (CIC), Certified Industrial Hygienists (CIH), Certified Hazardous Materials Manager (CHMM), Certified Instructional Trainers (CIT), Certified Fire Protection Specialist (CFPS), Safety Trained Supervisor (STS), Associates in Claims (AIC), and Chartered Property Casualty Underwriters (CPCU).

LEGAL TRAINING AND ASSISTANCE

Liability & Public Officials Training

CIRSA provides legal training to councils, boards, commissions, and staff upon request on a variety of liability-related topics. These trainings are free to members and can be conducted in person or via virtual meeting. CIRSA also maintains a variety of training webinars and videos on its website. Training topics include: personal liability for elected and appointed officials, conduct of quasi-judicial proceedings, employment issues, Governmental Immunity Act, harassment and bullying prevention, supervisory skills, contract issues, transparency laws, ethics requirements, and many others.

Liability Hotline

The Liability Hotline serves as a resource on almost any liability-related topic. Members have access to CIRSA's General Counsel for free consultation and assistance on liability issues before they become claims, including employment practices, employee leave issues, land use liability, quasi-judicial proceedings, liability risks for municipal programs and services, ethics, civil rights liability, laws concerning marijuana regulation, broadband liability, and drug/alcohol testing policies.

Contract & Policy Review

CIRSA will review member contract and policy documents and provide consultation on risk and liability-related topics, including review of contracts, ordinances, personnel policies, and police manuals.

Publications & Resources

CIRSA publishes a wide variety of materials on legal, liability and risk issues, including its popular "[Ethics, Liability & Best Practices Handbook for Elected Officials](#)," articles on the CIRSA website and blog covering topics on current interest, Liability Alerts and Loss Alerts on emerging legal and safety issues, and other training materials. CIRSA also maintains a library of sample contracts, policies, checklists, written programs, and other documents for members' use.

To [schedule a training](#) or access other Legal Training and Assistance Services, contact CIRSA General Counsel [Sam Light](#).

RISK CONTROL SERVICES

Membership in CIRSA entitles members to risk control services designed to prevent and minimize individual and pool-wide losses. CIRSA's Risk Control Department is recognized nationally as a leader in innovative and exemplary risk control services.

It has been proven that a commitment to risk control yields

significant benefits in the form of lower costs associated with public entity risks.

Our experienced staff is dedicated to assisting our members in implementing their own risk control programs, integrating best practices into operations, and establishing a positive safety culture.

Individualized Training

CIRSA provides over 30 classroom and/or hands-on [courses/workshops](#) that may be brought to your location upon request. CIRSA's full-time training staff work diligently to ensure materials are current and revised every two years at minimum. All courses are free to members and some provide Colorado Certified Water Professionals (CCWP) training units. Topics include: CDOT Flagger Certification, Confined Space Entry, Safe Driving Strategies, Bloodborne Pathogens, First Responder Awareness, and Back Injury & Fall Protection. Attendance and logistical minimums do exist for us to bring events to a member location and your risk control team will work to explain those details.

Regional Seminars

CIRSA conducts an average of 45-50 regional seminars around the state on current risk control issues or industry trends. Any member can attend these seminars and there is usually no charge. Seminar types may include, ADA Coordinator, Playground Maintenance Technician (PMT), Playground ADA, Physical Security, Stop the Bleed, Succession Planning and many more safety and health related events. Law enforcement-specific events are also held 15-20 times per year.

General Consultation & On-site Service

CIRSA's Risk Control staff can arrange a time to help with special projects, accident investigations, develop written programs, assist with safety design reviews, research equipment and risk-related resources, and for short durations, can also function as your on-site safety representative.

Safety Video, Reference Library, & Streaming Video Service

Your employees have unlimited access to CIRSA training programs and other educational materials in our [Training Library](#), including over 390 videos and video training books. Separate from our video and reference library, the streaming video service offers several hundred additional videos. This is a stand-alone system separate from our online training service. These programs are free of charge to members and cover a variety of topics on most public entity exposures.

In-House Video & Publication Production

CIRSA has produced a number of videos and manuals on pertinent and timely topics, 13 of which have won national Public Risk Management Association (PRIMA) awards. Titles include: *Backing & Parking: The Keys to Success*, *Hazard Awareness is Everyone's Responsibility*, *Safety Management in Action*, *Personal Consequences of Unsafe Driving*, *Safe Supervisor: Integrating Operations & Safety*, and *Sanitary Sewer: Operations & Maintenance*. Hard copies of these videos are free to members and can also be viewed on [CIRSA's YouTube Channel](#).

Online Training Center

CIRSA provides over 950 complimentary online safety, liability, supervisory, law enforcement, fire/EMS, corrections, and human resource related courses - 50 of which provide training units for water and wastewater employees. The online training center also provides over 1,000 police-specific videos. Additional topics and new courses are added each year. Your employees can easily access the [Online Training Center](#) from any computer with internet access at any time.

Monthly Training Calendar

CIRSA sends a [monthly training calendar](#) notifying members of all upcoming regional training events, scheduled on-site training courses and certifications, safety symposiums, and all other training resources provided.

Webinars

As another means of reducing your costs, our webinar series gives your employees the opportunity to obtain important training without leaving their office. These free presentations cover a wide variety of topics including risk control, employment and public officials' liability, Property/Casualty & Workers' Compensation applications, finance, and claims handling. All of our webinars are recorded and can be viewed at any time from the [Safety Resources](#) area of our website.

Sample Policies & Procedures

Numerous sample Risk Control and [safety policies and procedures](#) are available to our members to download and customize for your entity. Examples include Job Safety Analyses (JSAs), Police Pursuits, Tasers, Preventing Public Officials Liability, and Fall Injury Prevention.

Property Survey & Playground Inspections

This on-site, comprehensive safety survey identifies loss exposures of significant buildings, processes, and playgrounds. Written reports of survey results are sent to the appropriate public entity contacts.

Ergonomic Evaluations

These evaluations of computer workstations help determine if they are adjusted properly for the employees who are using them. Our Risk Control Representatives will review workstation setup and assess chair, monitor, mouse, desk, and other equipment adjustments. Reports with recommendations to improve ergonomic conditions may be issued.

Water Slide Inspections

State regulations require an annual inspection by a third party of all water slides 18 feet or higher unless the entity has received an exemption from the state. Some outside consultants charge over \$1,000 for these inspections. Our Risk Control Representatives will inspect your slides for free, issue reports for items that need to be

corrected, and provide certificates of inspection that meet state guidelines.

Risk Control Standards & Credit Account Program

CIRSA has established a number of recommended policies and procedures to address common public entity exposures. These recommendations are known as [Risk Control Standards](#). Your Risk Control Representative assists you in implementing the pool's Risk Control Standards and performs onsite reviews. The CIRSA Board of Directors has approved credits to members who conform to these standards. Members can apply these credits toward their CIRSA contribution; deposit them in their Risk Control Credit Account for the purchase of safety related equipment or training; or request a direct disbursement of the funds. Contact your Risk Control Representative for more information.

Accident Investigations & Loss Analyses

CIRSA provides timely, objective, and thorough accident investigations to help members identify root causes of accidents so measures can be implemented to prevent future occurrences. The Risk Control Department has also developed a number of Loss Analysis reports to identify the most frequent and severe causes of losses for the pool and for each member. Accident Investigations and Loss Analysis reports are provided upon request.

Loss/Hazard Alerts

Public entities and their employees may have serious accidents from which other members can learn. CIRSA distributes summary reports on these incidents (with any identifying details removed) to our members and recommends procedures to prevent similar claims. When a serious potential exposure exists without a claim, a Hazard Alert may be issued.

Industrial Hygiene Services

CIRSA's Certified Industrial Hygienist (CIH) assists members in the recognition, evaluation, and control of employee health hazards. Some examples of services provided include:

- Hazard Communication – Program development and employee training in the interpretation of Safety Data Sheets (SDS) and likely hazards associated with chemical use
- Hearing Conservation – Sound level measurements and noise exposure evaluations for personnel exposed to elevated noise levels
- Ergonomics/Body Mechanics – Work station evaluations and employee training
- Asbestos identification and guidance for asbestos operations and maintenance
- Indoor air quality sampling for offices, pools, water/wastewater treatment plants, and other public entity operations
- Measuring carbon monoxide and nitrogen dioxide emissions from motorized equipment
- Special projects to measure toxic exposures and/or substances, as needed

CLAIMS ADMINISTRATION SERVICES

Our in-house claims specialists and legal counsel provide expert claims administration services to help you mitigate your risks. The CIRSA Claims Department is available to our members 24/7. A member of the CIRSA claims staff is on-call at all times and a backup system is in place for timely response to emergency calls. In addition to complete claims administration, the CIRSA Claims Department provides the following services:

Litigation Management Program

CIRSA works closely with our members and a panel of defense attorneys who specialize in the defense of governmental entities. CIRSA takes a "team approach" with our staff and the member to defend claims. This allows the claim to be handled effectively and efficiently.

Claims Recovery

CIRSA's claims staff pursues recovery for damages sustained to member property through subrogation and restitution. This service is provided regardless of claim size or if the loss is within the member's retention. Our annual recovery averages over a million dollars.

Claim Reports

Loss runs of all open claims and litigation reports are distributed on a quarterly basis. Annual loss runs of all open and closed claims are also distributed. We offer other custom reports upon request that can be programed to be sent to your entity on a monthly basis. These reports can be reviewed by you and your CIRSA Risk Control Representative to help identify loss trends and discuss methods to control such losses.

Electronic Claim Filing & Online Lookup

Members can file Property/Casualty and Workers' Compensation claims electronically through our [website](#). Each claim is filed on the state required forms and can be printed at your workstation for your records. Current and historical claims data can be viewed through our online claims filing system as well. Daily information on claim status is available including up-to-the-minute details about any claim that has been filed.

Member Self-Administration Portal

If your entity has a large deductible and self-handles some claims, our Member Portal gives you a system to manage those claims. This is essentially a stand-alone Origami Risk claims system that CIRSA provides at no cost. The Portal lets you create/store documents and claim notes, run reports, and track financial data, on a database that integrates your own data seamlessly with the claims you report to CIRSA. This cutting edge technology is available to large-deductible members free of charge.

File/Monitor Equipment Breakdown Claim

If your entity has purchased optional Equipment Breakdown coverage through CIRSA, we will file a claim with Chubb on your behalf and monitor the claim to make sure it progresses appropriately. CIRSA claims staff acts as a watchful eye for members utilizing their expertise to ensure claims are properly handled.

Property Inspections

A property inspection can be conducted by CIRSA after a member sustains a property loss without having to file a claim. These types of inspections occur primarily following a hail related loss. Please contact [Craig Stevens](#) to schedule an inspection.

Annual Claim Reviews

By request, CIRSA Claims staff can conduct an annual or bi-annual review of your entity's claims. This can be done in person or via video conference. Please contact your Claims Representative to schedule a review.

Roofing Rebate on Hail Resistant Shingles

CIRSA offers a rebate program through Malarkey Roofing to members that replace damaged roofs with hail resistant shingles following a claim. The rebate is provided directly to the member. For more information on this program, please contact [Craig Stevens](#).

New Member Contact Orientation

If your entity hires new staff or assigns staff with the role of a CIRSA Claims Contact, CIRSA claims staff are willing to come to your location or schedule a virtual meeting to review claims filing processes and CIRSA procedures.

Nurse Case Manager

When appropriate and in agreement with the injured worker, CIRSA will assign a nurse case manager to workers' compensation claims. The nurse case manager will help the injured worker obtain the proper medical care, and serve as a liaison between all parties involved in a workers' compensation claim (injured worker, doctor, employer, insurance carrier).

Cyber Attacks

CIRSA engaged the law firm of Constangy, Brooks, Smith & Prophete to be our legal experts related to cyber attacks/losses. This firm specializes in data privacy and cyber security, and has relationships with third-party forensics investigators, crisis communications professionals and other services that can help mitigate these types of losses. If your municipality is the subject of a ransomware attack or other type of cyber event, please contact the CIRSA claims department immediately.

UNDERWRITING SERVICES

Access to Additional Coverage Programs

In addition to our core Property/Casualty and Workers' Compensation coverages, CIRSA provides access to several [optional coverage programs](#) without having to pay an agent fee. Additional coverage programs include Excess Cyber, Equipment Breakdown, Excess Crime, Volunteer Accident Medical Plan, Community Service Workers' Accident Medical Plan, Occupational Accidental Death & Dismemberment, Sports Accident Medical Plan, Special Events, Detainee Medical Coverage, No Fault Water Line Rupture and/or Sewer Back Up, and Property Damage to Others Caused by Member's Use of Mobile Equipment. We can also assist members in placing a wide variety of specialized policies including fiduciary, fidelity, public officials bonds, pollution liability, and airport liability.

Coverage Comparison

Since not all coverage is the same, CIRSA offers a complimentary comprehensive comparison between all coverages offered by CIRSA and those provided by other carriers. The comparison addresses not only the limits provided, but all critical coverage issues. The comparison is intended to make sure your entity is appropriately protected in the event of a loss as well as provide a useful tool for decision making.

Property Appraisals

CIRSA provides property appraisals through a third-party contractor. This service helps CIRSA and our members establish correct values for your buildings and the majority of your miscellaneous property

MEMBER BENEFITS

or property in the open to make sure you are adequately covered should a loss occur. We aim to appraise all applicable structures on your site every five (5) to six (6) years. Property values, however, are updated annually to account for inflationary factors. New members will have all buildings appraised within the first year of membership.

ADDITIONAL MEMBER BENEFITS AND SERVICES

Member Equity Account

CIRSA is different from commercial insurers; we are owned and governed by our members. Contributions paid to CIRSA are deposited into your individual Member Equity Account. The funds remaining after deducting your proportionate share of pool claims and expenses are maintained on your behalf; these funds earn interest and are reported to you annually with a copy of the pool's audited financial statements. Member Equity Account balances are considered when determining contributions, and higher balances result in lower contributions.

Deductible Analyses

At the member's request, CIRSA can provide an analysis of varying deductible levels for you to use in your analysis of the appropriate deductible choice for your entity. Included in the analysis is a review of past loss experience, which can help you determine the optimal retention in order to minimize your total cost of risk.

Payment Options

CIRSA offers a no-fee, quarterly payment plan option for the payment of your annual contributions. We also offer online payment options.

Cost Allocation Assistance

Cost allocation is the process of identifying and assigning costs of risk to your departments. This risk management best practice will improve the communication of the cost of risk to your entity and generate incentives for safety. CIRSA will assist you in implementing a cost allocation system and provide regular reports to maintain the system.

Law Enforcement Endowment

Given the rise in police liability claims, we are redirecting funds from the CIRSA Scholarship and Timothy A. Greer Endowment programs towards resources that will promote excellence in law enforcement practices and procedures, with the goal of reducing law enforcement risks. Members apply for funds and applications are considered on a case-by-case basis. For more information, visit our [website](#).

Law Enforcement Resources

CIRSA has contracted with the following services and wellness assessment programs to provide Law Enforcement officers the necessary tools to tackle mental and physical health.

- [CORDICO Wellness App](#) - CORDICO is the world leader in wellness technology for high-stress professions providing 24/7 proactive and preventative wellness support specially developed for law enforcement. The CORDICO App provides handheld access to a multitude of self-service mental health and wellness assessment programs.
- [Brower Psychological Police & Public Safety \(BPS\)](#) - BPS was developed to provide a specialized understanding of the psychological factors of working as a First Responder and the

consequent impacts upon their families and personal lives. This service is intended to provide two sessions to CIRSA member Law Enforcement officers to assist in mitigating and stabilizing sensitive situations.

- [SIGMA Tactical Wellness](#) - SIGMA Tactical Wellness has developed a comprehensive cardiac laboratory screening evaluation along with an individualized nutritional and exercise prescription to better the overall health of Law Enforcement officers. Through its screening strategies, SIGMA aims to identify and prevent early stages of heart disease as well as other wellknown health risk factors.
- [Peace Officer Personal Liability](#) - Effective January 1, 2021, CIRSA will indemnify a covered peace officer for personal liability up to \$25,000 each officer/claim and \$100,000 annual aggregate per member. This coverage was put into place in response to Senate Bill 20-217.

KnowBe4

KnowBe4 is the world's largest integrated platform for cyber security awareness training. KnowBe4 offers simulated phishing attacks which can be used to test and educate employees on how to avoid ransomware, spam, phishing, and malware. The platform also teaches employees how to identify suspicious emails and provides access to a huge library of training resources and key security topics. CIRSA is working with [KnowBe4](#) to provide members free access to the KnowBe4 platform. For more information, please contact [David Beacham](#), IT Manager.

Travel Reimbursement

The CIRSA community places a high value on member participation. As another way to lower your costs of risk management, CIRSA offers reimbursement for expenses incurred while attending a New Member Orientation, Committee, Task Force, or General Membership Meeting. Lodging, meals, and mileage are eligible for reimbursement under our [policy](#).

The CIRSA Blog

Our [blog](#) focuses on risk management-related topics, laws that affect public entities, and potential liability issues and offers proactive risk prevention strategies. The newsletter also features current risk control, claims, and coverage topics and pertinent information for public entity staff and elected officials.

YouTube Channel

CIRSA's YouTube Channel – "[CIRSA Safety](#)" features over 70 concise and easily accessible safety videos you can share with staff during training exercises. Topics include: Accident Investigations, Employment Liability Exposure, Firefighter Safety, and Slips, Trips and Falls.

All of these services are, we believe, unmatched by any commercial insurer.

Any head-to-head comparison of coverage quotes should take into account the value of the additional services that accompany CIRSA's coverages.

BOARD OF TRUSTEES AGENDA MEMO

DATE: 10.03.2023	AGENDA NO	SUBJECT: First Draft 2024 Budget
Prepared by: Becky Frank, Town Manager		

Background:

Pursuant to Colorado Revised Statutes (C.R.S. 29-1-106(1)) Governing body must publish "Notice of Budget" upon receiving proposed budget. The attached notice of budget will be published in the Pikes Peak Courier on October 11th, 2023.

Pursuant to Colorado Revised Statutes (C.R.S 29-1-05) Budget officer must submit proposed budget to the governing body by October 15. Attached you will find the first draft of our municipal budget for fiscal year 2024.

Discussion:

Staff presented an amended budget for fiscal year 2023 at the September 19, 2023, Board of Trustees meeting. Based on those figures and considerations that we believe will impact the 2024 budget the first draft of the 2024 budget was created.

The Board will discuss budget considerations that may change over the coming months as we work together to prioritize projects, community needs, and drive our community vision forward.

The attached budget provides *preliminary projections* for fiscal year 2024 and a proposed *first draft* budget. A first draft budget is a working document that will change before the final iteration is accepted. For example, property tax projections are *preliminary* numbers based on County assessed valuations received in September 2023, and the Town will receive final assessed valuations for property tax revenues later in the year prior to final budget adoption. There are many considerations such as this in municipal budgeting.

Additionally, the Parks, Recreation, & Trails Advisory Board and the Fire Mitigation Advisory Board are working diligently on proposed annual work plans and are tentatively set on the Board of Trustees agenda for collaborative work sessions on October 17, 2023. At that time, they will present a brief 2023 project progress report, and include goals/work plans for 2023, so that the Board can consider them during our priority-based budgeting process. These annual collaborative work sessions ensure we are all working to achieve our goals and drive our collective vision forward together, as a community.

Considerations from this evening's discussion and the October 17, 2023, collaborative sessions will be included in the second iteration of the 2023 draft budget, which will be presented to the Board of Trustees on November 7, 2023, at their regular 7:00 p.m. meeting. There will be a public hearing at the meeting on November 7, 2023. Municipalities in Colorado are being encouraged to consider how voter decisions can impact local budgeting.

Considerations from all of these collaborative efforts will be included in the final budget, which is set to be adopted on December 12, 2023, at the regular Board of Trustees meeting.

Recommended Action:

Staff requests that the Board discuss financial considerations and approve a draft budget for 2023 this evening.

Recommended Motion:

Move to approve the 2023 draft budget as presented/with discussed modifications.

Respectfully Submitted,
Becky Frank

NOTICE OF BUDGET

(Pursuant to CRS 29-1-106)

Notice is hereby given that a proposed budget has been submitted to the Town of Green Mountain Falls for the ensuing year of 2024; a copy of such proposed budget has been filed in the Finance Department Office of the Town of Green Mountain Falls, where the same is open for public inspection; such proposed budget will be considered on first reading at a meeting of the Green Mountain Falls Board of Trustees on October 3, 2023 at 7:00 p.m., and a public hearing held on December 12, 2023, at 7:00 p.m. with final adoption anticipated that same meeting. Additionally, a Board of Trustees Budget Work Session will be held October 17th, 2023, at X:00 p.m. at Town Hall.

Any interested elector of the Town of Green Mountain Falls may inspect the proposed budget and file or register any objections thereto at any time prior to the final adoption of the budget.

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

Town of Green Mountain Falls

GENERAL FUND

Budget Status Report - GAAP Basis

Proposed 2024 Budget

	2021 Actual	2022 Budget Adopted	2022 Year-end Projected	2023 Budget Adopted	2023 Budget Ammended	2024 Budget DRAFT
REVENUE						
Intergovernmental Revenue						
CDOT Transportation Stimulus - Public Works Operations (ARPA)	92,491.00	-	-	-	-	-
Total Intergovernmental Revenue	92,491.00	-	-	-	-	-
Taxes						
Auto Use Tax- El Paso County	27,854.63	33,185.00	31,600.00	32,000.00	32,000.00	32,000.00
Auto Use Tax- Teller County	29.30	2,600.00	4,000.00	4,000.00	4,000.00	4,000.00
Motor Vehicle Fees- El Paso County	2,487.12	2,600.00	2,500.00	2,500.00	2,500.00	2,500.00
Motor Vehicle Fees- Teller County	162.00	210.00	210.00	150.00	150.00	150.00
HUTF	29,515.18	31,110.00	29,000.00	30,000.00	30,000.00	30,000.00
Road and Bridge- El Paso Count	1,350.00	1,350.00	2,200.00	2,200.00	2,200.00	2,200.00
Road and Bridge- Teller County	139.00	155.00	230.00	230.00	230.00	230.00
Reimbursements- PPRTA (Maintenance)	45,184.68	99,806.00	99,806.00	49,324.00	49,324.00	48,830.00
Franchise- Cable	10,580.00	11,303.00	10,400.00	10,500.00	10,500.00	10,500.00
Franchise- Electric	21,921.68	21,777.00	21,777.00	22,000.00	22,000.00	22,000.00
Franchise- Gas	12,858.00	11,400.00	15,000.00	15,000.00	15,000.00	15,000.00
Franchise- Telephone	4,200.00	4,305.00	4,200.00	4,200.00	4,200.00	4,200.00
GMF Sales Tax (3% from State DOR)	269,536.68	175,000.00	230,000.00	220,000.00	220,000.00	220,000.00
PPRBD Construction Use Tax	14,294.00	17,700.00	13,000.00	14,000.00	14,000.00	14,000.00
Property Tax- El Paso County	190,046.89	200,135.08	199,855.00	192,486.00	192,486.00	200,000.00
Property Tax- Teller County	11,873.83	12,356.63	12,357.00	11,946.00	11,946.00	12,000.00
Short Term Rental Occupancy Tax (and regular Lodging Tax - hotels)	67,153.48	28,000.00	69,000.00	70,000.00	70,000.00	70,000.00
Specific Ownership- El Paso County	19,922.66	18,250.00	20,000.00	20,000.00	20,000.00	20,000.00
Specific Ownership- Teller County	1,176.45	850.00	1,500.00	1,500.00	1,500.00	1,500.00
Severance/Mineral Lease	448.37	1,820.00	1,339.53	1,340.00	1,340.00	1,340.00
Tobacco Tax	767.53	400.00	400.00	400.00	400.00	400.00
Total Taxes Revenue	731,501.48	674,312.71	768,374.53	703,776.00	703,776.00	710,850.00
Fee Revenue						
Court- Traffic	350.00	350.00	-	350.00	350.00	350.00
Court- Non Traffic Offenses	200.00	200.00	160.00	200.00	200.00	200.00
Animal Licenses	320.00	1,000.00	275.00	350.00	350.00	350.00
Business Licenses	8,651.99	5,000.00	4,500.00	5,000.00	5,000.00	5,000.00

Town of Green Mountain Falls

GENERAL FUND

Budget Status Report - GAAP Basis

Proposed 2024 Budget

	2021 Actual	2022 Budget Adopted	2022 Year-end Projected	2023 Budget Adopted	2023 Budget Ammended	2024 Budget DRAFT
Land Use- Administrative Review	4,478.70	5,000.00	8,000.00	14,000.00	14,000.00	7,000.00
Land Use- Zoning and Arch. Review	1,550.00	8,075.00	8,000.00	-	-	7,000.00
Land Use- Subdivisions	-	2,450.00	-	-	-	-
Liquor Licenses	500.00	1,200.00	725.00	725.00	725.00	725.00
Short Term Rental Licenses	16,116.28	11,500.00	9,000.00	15,000.00	15,000.00	15,000.00
Special Event Permits	-	3,000.00	1,400.00	1,400.00	1,400.00	1,400.00
Special Use Permits	3,695.00	6,000.00	1,200.00	1,200.00	1,200.00	1,200.00
Road Cut Permit	-	-	-	-	-	-
Gazebo- Rentals	6,050.00	2,000.00	3,500.00	4,000.00	4,000.00	5,000.00
Pool- Admissions & Passes	-	5,000.00	3,090.00	-	2,722.16	5,000.00
Special Events- Traffic Control Fees	-	400.00	-	-	-	-
VIN Checks	-	75.00	-	-	-	-
Interest	778.33	1,000.00	750.00	750.00	750.00	750.00
Marshal's Department	-	-	-	-	-	-
Managed Parking	6,377.00	19,000.00	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-	-
Total Fee Revenue	49,067.30	71,250.00	40,600.00	42,975.00	45,697.16	48,975.00
<hr/>						
Other Revenue						
GMF Promotional Merchandise	30.00	20.00	-	-	-	-
Total Other Revenue	30.00	20.00	-	-	-	-
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Total General Fund Revenue	873,089.78	745,582.71	808,974.53	746,751.00	749,473.16	759,825.00
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EXPENDITURES						
Administration Department						
<u>Salaries and Benefits</u>						
Labor	123,023.00	150,000.00	150,000.00	151,410.00	151,410.00	155,500.00
Labor- Part Time	44,893.00	29,491.00	1,600.00	10,000.00	1,000.00	1,000.00
Labor- Health Insurance	25,667.00	22,584.00	40,900.00	42,700.00	38,000.00	20,000.00
Labor- Employee Share Health Insurance	100.00	100.00	(16,500.00)	(8,550.00)	(3,287.00)	-
Labor- FICA (SS and Medicare)	12,846.00	12,846.00	12,846.00	12,347.87	11,659.37	11,972.25
Labor- State Unemployment Insurance	300.00	300.00	300.00	350.00	350.00	350.00
Labor- Workman's Comp	500.00	500.00	4,050.00	4,100.00	4,100.00	4,100.00
Labor- Retirement	1,803.00	8,820.00	8,820.00	9,684.60	9,144.60	9,390.00
Labor- Cell Phone Stipend	720.00	720.00	-	-	-	-
Total Salaries and Benefits	209,852.00	225,361.00	202,016.00	222,042.47	212,376.97	202,312.25
<hr/>						
<u>Operations</u>						
Insurance- Surety Bond	200.00	415.00	415.00	600.00	600.00	600.00

Town of Green Mountain Falls

GENERAL FUND

Budget Status Report - GAAP Basis

Proposed 2024 Budget

	2021 Actual	2022 Budget Adopted	2022 Year-end Projected	2023 Budget Adopted	2023 Budget Ammended	2024 Budget DRAFT
Maintenance- Building	1,000.00	1,000.00	1,000.00	1,000.00	1,500.00	1,500.00
Publications- Code	3,000.00	400.00	-	-	-	-
Publications- Legal Notices	600.00	600.00	300.00	500.00	500.00	500.00
Supplies- Office	2,500.00	2,500.00	3,000.00	2,500.00	2,500.00	2,500.00
Training- Professional Development, Per Diem	5,000.00	5,000.00	2,500.00	5,000.00	5,000.00	4,000.00
CARES Act Expenses	-	-	-	-	-	-
Utilities- Electric	1,400.00	1,400.00	1,600.00	1,600.00	1,600.00	1,600.00
Utilities- Natural Gas	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00
Utilities- Telephone/ Internet	2,500.00	2,500.00	5,000.00	5,000.00	5,000.00	5,000.00
Total Operations	17,600.00	15,215.00	15,215.00	17,600.00	18,100.00	17,100.00
Total Administration Department Expenditures	227,452.00	240,576.00	217,231.00	239,642.47	230,476.97	219,412.25
Elected Officials						
Training-Professional Development				2,000.00	2,000.00	2,000.00
Contributions to Other Organizations				5,400.00	5,400.00	5,400.00
Total Elected Officials Expenditures				7,400.00	7,400.00	7,400.00
Interdepartmental Expenditures						
Merit-based wage increase for all staff based on evals						
Professional Services						
Services- Audit	6,250.00	6,250.00	5,500.00	6,000.00	6,000.00	6,000.00
Services- IT	3,500.00	3,500.00	7,000.00	7,000.00	7,000.00	8,000.00
Services- Marketing	-	1,000.00	-	1,000.00	1,000.00	1,000.00
Services- Professional	20,000.00	20,000.00	22,000.00	15,000.00	30,000.00	35,000.00
Services- Town Attorney	43,109.00	20,000.00	23,000.00	20,000.00	20,000.00	20,000.00
Total Professional Services	72,859.00	50,750.00	57,500.00	49,000.00	64,000.00	70,000.00
Operations						
Election	-	6,000.00	2,000.00	-	-	6,000.00
Fees- Annual Dues, Licenses, Memberships	1,700.00	1,700.00	1,800.00	2,500.00	2,500.00	2,500.00
Fees- Banking Charges	500.00	500.00	500.00	500.00	500.00	500.00
Fees- Payroll Processing	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Fees- Software	10,500.00	10,500.00	10,500.00	11,000.00	11,000.00	11,500.00
Fees- Tax Collection	2,800.00	2,800.00	2,800.00	2,000.00	2,000.00	2,000.00
Insurance- Property/ Casualty Liability Premiums	21,233.00	22,495.00	24,000.00	25,000.00	25,000.00	27,400.00
Insurance- Workman's Comp- Board Members	150.00	150.00	-	-	-	-
Miscellaneous Expense	-	15,000.00	-	-	-	-
Transfers- Capital Improvemen	-	-	-	-	-	-
Total Operations	37,883.00	60,145.00	42,600.00	42,000.00	42,000.00	50,900.00

Town of Green Mountain Falls

GENERAL FUND

Budget Status Report - GAAP Basis

Proposed 2024 Budget

	2021 Actual	2022 Budget Adopted	2022 Year-end Projected	2023 Budget Adopted	2023 Budget Ammended	2024 Budget DRAFT
Total Interdepartmental Expenditures	110,742.00	110,895.00	100,100.00	91,000.00	106,000.00	120,900.00
Judicial Department						
<u>Professional Services</u>						
Services- Professional	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Services- Prosecutor	1,500.00	1,500.00	1,500.00	1,600.00	1,600.00	1,600.00
Total Professional Services	2,500.00	2,500.00	2,500.00	2,600.00	2,600.00	2,600.00
Total Judicial Department Expenditures	2,500.00	2,500.00	2,500.00	2,600.00	2,600.00	2,600.00
Public Safety Department						
<u>Salaries and Benefits</u>						
Labor- Full Time (Marshal)	62,825.00	62,825.00	70,000.00	55,300.00	55,300.00	58,000.00
Labor - Part Time (Deputy Mars)	21,760.00	21,760.00	6,000.00	25,700.00	25,700.00	28,000.00
Labor- Health Insurance	11,122.00	11,292.00	11,700.00	11,000.00	11,000.00	11,000.00
Labor- Employee Share Health Insurance	1,000.00	1,000.00	1,000.00	-	-	-
Labor- FICA	4,806.00	4,806.00	4,806.00	6,200.00	6,200.00	6,200.00
Labor- State Unemployment Insurance	100.00	100.00	100.00	100.00	100.00	100.00
Labor- Workman's Comp	1,500.00	1,500.00	4,050.00	4,100.00	4,100.00	4,100.00
Labor-Retirement	-	14,156.00	10,100.00	3,320.00	3,320.00	3,320.00
Labor- Cell Phone Stipend	-	-	-	720.00	720.00	720.00
Total Salaries and Benefits	103,113.00	117,439.00	107,756.00	106,440.00	106,440.00	111,440.00
<u>Operations</u>						
Fees- Annual Dues, Licenses, Memberships	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
Insurance- Surety Bond	200.00	200.00	200.00	-	-	-
Maintenance- Vehicle	4,250.00	4,250.00	4,250.00	2,000.00	5,000.00	2,000.00
Lease - Vehicle	-	-	-	-	-	-
Supplies- Ammunition	500.00	500.00	500.00	500.00	1,000.00	1,000.00
Supplies- Clothing	1,000.00	1,000.00	1,000.00	1,200.00	1,200.00	1,200.00
Supplies- Fuel	2,000.00	2,000.00	2,000.00	3,500.00	3,500.00	3,500.00
Supplies- Office	700.00	700.00	700.00	700.00	700.00	700.00
Supplies- Operational	4,000.00	4,000.00	6,000.00	6,000.00	6,000.00	6,000.00
Training- Certifications	400.00	400.00	400.00	400.00	400.00	400.00
Training- Professional						
Development, Per Diem	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
Utilities- Electric	400.00	400.00	400.00	400.00	400.00	400.00
Utilities- Natural Gas	900.00	900.00	900.00	900.00	900.00	900.00
Utilities- Telephone/Internet	360.00	360.00	360.00	360.00	702.86	702.86
Total Operations	18,710.00	18,710.00	20,710.00	19,960.00	23,802.86	20,802.86

Town of Green Mountain Falls

GENERAL FUND

Budget Status Report - GAAP Basis

Proposed 2024 Budget

	2021 Actual	2022 Budget Adopted	2022 Year-end Projected	2023 Budget Adopted	2023 Budget Ammended	2024 Budget DRAFT
Total Public Safety Department Expenditures	121,823.00	136,149.00	128,466.00	126,400.00	130,242.86	132,242.86
<u>Parks and Recreation Department</u>						
<u>Parks Operations</u>						
Part time employee/Contractor for Grounds Maintenance	-	13,350.00	13,350.00	-	3,005.00	-
Services - Contracted Labor	1,440.00	-	-	-	-	1,500.00
Maintenance- Grounds	1,414.00	-	1,700.00	4,755.00	5,000.00	2,500.00
Maintenance - Facility/Building	-	-	-	-	-	1,000.00
Maintenance - Equipment	-	-	-	300.00	300.00	300.00
Services - Wildfire Mitigation	-	-	-	-	-	-
Services - Wildlife Mitigation	-	-	-	1,000.00	1,000.00	-
Supplies Operational	50.00	-	3,000.00	3,600.00	3,600.00	3,600.00
Trail Ambassadors	-	-	-	300.00	300.00	300.00
Utilities- Electric- Fountain	1,605.00	2,000.00	600.00	2,000.00	2,000.00	2,000.00
Utilities- Electric- Gazebo	479.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Total Parks Operations	4,988.00	16,350.00	19,650.00	12,955.00	16,205.00	12,200.00
<u>Pool</u>						
Pool Contractor	-	20,532.00	20,532.00	-	-	-
Labor	-	-	-	-	5,529.93	5,500.00
Labor- FICA	-	-	-	-	500.00	500.00
Labor- State Unemployment Insurance	-	-	-	-	30.00	30.00
Labor- Hiring/New Employee Expenses	-	-	-	-	200.00	2,000.00
Labor- Workman's Comp	-	-	-	-	500.00	500.00
Maintenance- Building	552.00	-	-	-	4,074.94	2,000.00
Services- Inspections	-	130.00	130.00	-	-	-
Food	-	-	-	-	-	-
Supplies- Office	-	600.00	600.00	-	-	200.00
Supplies- Operational	334.00	-	-	-	484.21	2,000.00
Supplies- Pool Start Up Funds	788.00	120.00	120.00	-	-	-
Utilities- Electric	128.00	900.00	900.00	450.00	450.00	450.00
Utilities- Natural Gas	-	630.00	630.00	315.00	500.00	500.00
Utilities- Telephone/Internet	300.00	1,290.00	1,290.00	1,290.00	1,290.00	1,290.00
Utilities- Water	573.00	900.00	2,700.00	-	1,771.94	1,771.94
Total Pool	2,675.00	25,102.00	26,902.00	2,055.00	15,331.02	16,741.94
Total Parks and Recreation Department Expenditures	2,675.00	41,452.00	46,552.00	15,010.00	31,536.02	28,941.94
<u>Public Works Department</u>						

Town of Green Mountain Falls

GENERAL FUND

Budget Status Report - GAAP Basis

Proposed 2024 Budget

	2021 Actual	2022 Budget Adopted	2022 Year-end Projected	2023 Budget Adopted	2023 Budget Ammended	2024 Budget DRAFT
<u>Salaries and Benefits</u>						
Labor- Full Time	86,940.00	116,022.00	116,022.00	127,000.00	127,000.00	127,000.00
Labor- Part Time	1,310.00	-	-	-	-	-
Labor- Health Insurance	23,808.00	32,880.00	32,000.00	33,440.00	33,440.00	33,440.00
Labor- FICA	7,468.00	7,468.00	7,468.00	9,750.00	9,750.00	9,750.00
Labor- Overtime	5,000.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
Labor- State Unemployment Insurance	200.00	200.00	200.00	200.00	200.00	200.00
Labor- Workman's Comp	3,650.00	200.00	4,050.00	4,100.00	4,100.00	4,100.00
Labor-Retirement	-	10,884.00	10,700.00	7,620.00	7,620.00	7,620.00
Labor- Cell Phone Stipend	-	-	-	-	-	-
Total Salaries and Benefits	128,376.00	170,154.00	172,940.00	184,610.00	184,610.00	184,610.00
<u>Operations</u>						
Equipment- Rental	-	-	-	5,000.00	5,000.00	2,000.00
Equipment- Repair and Service	12,500.00	12,500.00	12,500.00	5,000.00	10,495.08	7,000.00
Equipment - Purchase	-	-	4,200.00	-	7,756.74	2,500.00
Maintenance- Building	-	-	500.00	-	2,366.38	1,000.00
Maintenance- Roads	78,682.00	99,806.00	72,806.00	49,324.00	100,000.00	50,000.00
Maintenance- Vehicle	4,000.00	4,000.00	700.00	3,000.00	3,000.00	3,000.00
Supplies- Fuel	6,300.00	6,300.00	7,500.00	7,500.00	7,500.00	7,500.00
Supplies- Office	300.00	300.00	300.00	300.00	300.00	300.00
Supplies- Operational	1,600.00	1,600.00	3,000.00	3,000.00	7,055.55	500.00
Supplies- Clothing (Safety)	-	-	-	200.00	644.27	500.00
Tools	250.00	250.00	250.00	250.00	250.00	250.00
Training- Certifications	-	-	-	-	-	-
Training- Professional Development, Per Diem Recovery	-	-	-	1,000.00	1,000.00	1,500.00
Utilities- Electric	3,000.00	3,000.00	4,000.00	3,000.00	3,000.00	3,000.00
Utilities- Natural Gas	900.00	900.00	4,000.00	1,000.00	1,000.00	1,000.00
Utilities- Telephone/Internet	1,500.00	1,500.00	-	-	-	-
Utilities- Trash	1,100.00	1,100.00	1,100.00	1,100.00	1,500.00	1,500.00
Utilities- Electric- Street Lights	4,144.00	4,144.00	5,200.00	5,300.00	5,300.00	5,300.00
Total Operations	114,276.00	135,400.00	116,056.00	84,974.00	156,168.02	86,850.00
Total Public Works Department Expenditures	242,652.00	305,554.00	288,996.00	269,584.00	340,778.02	271,460.00
Total Expenditures	707,844.00	837,126.00	783,845.00	751,636.47	849,033.87	782,957.05
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	165,245.78	(91,543.29)	25,129.53	(4,885.46)	(99,560.71)	(23,132.05)
OTHER EXPENDITURES						
Transfer TO Capital Improvement Fund	(96,000.00)	(15,000.00)				

Town of Green Mountain Falls

GENERAL FUND

Budget Status Report - GAAP Basis

Proposed 2024 Budget

	2021 Actual	2022 Budget Adopted	2022 Year-end Projected	2023 Budget Adopted	2023 Budget Ammended	2024 Budget DRAFT
Total Other Expenditures	(96,000.00)	(15,000.00)	-	-	-	-

Town of Green Mountain Falls

CAPITAL IMPROVEMENT FUND DETAIL

Budget Status Report - GAAP Basis

Proposed 2024 Budget

	2021 Supp Supplemental Budget (Actual)	2022 Budget Approved	2022 Year End Year End Projected	2023 Adopted Budget	2023 Budget Ammende	2024 Budget DRAFT
REVENUE						
<u>Intergovernmental Revenue</u>						
Capital- ARPA Stimulus	90,737.00	181,474.00	90,737.00	-	-	-
Capital- Trail Donation Fund	-	500.00	-	500.00	500.00	500.00
Capital- Block Grants- El Paso County	-	150,000.00	-	-	-	135,998.00
Capital- Pikes Peak Rural Transportation Authority	243,290.00	326,046.00	80,000.00	20,000.00	20,000.00	-
Capital- State Grants- Dept of Natural Resources	-	-	-	-	-	-
Capital - State Grants	25,000.00	-	-	53,000.00	53,000.00	-
Capital- State Grants- DOLA 2 (Flood Recovery)	84,392.12	-	-	-	-	-
Capital- State Grants- DOLA 3 (Planning Code Re-Write)	25,000.00	25,000.00	25,000.00	-	-	-
Capital-State Grants-DOLA 4 (Comprehensive Roads Plan)	-	104,300.00	-	52,150.00	52,150.00	-
Capital-Kirkpatrick Family Fund (Planning Code Re-Write)	45,000.00	45,000.00	45,000.00	-	-	-
Capital-Kirkpatrick Family Fund (Signage Project)	-	30,000.00	30,000.00	-	-	-
Capital- Local Grant Funds	207,000.00	33,175.00	-	-	88,000.00	-
Total Intergovernmental Revenue	720,419.12	895,495.00	270,737.00	125,650.00	213,650.00	136,498.00
<u>Other Revenue</u>						
Capital- Bank Interest	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00
Balance Forward - ARPA Funds	-	-	-	157,944.00	157,944.00	60,000.00
*Capital- Donations- Monies	-	-	-	-	-	-
Total Other Revenue	2,100.00	2,100.00	2,100.00	160,044.00	160,044.00	62,100.00
Total Revenue	722,519.12	897,595.00	272,837.00	285,694.00	373,694.00	198,598.00
EXPENDITURES						
<u>Capital Outlay (from General Fund)</u>						
<u>Capital Outlay</u>						
Capital - Body-worn cameras (ARPA Funds)	-	-	-	11,000.00	11,000.00	-
Capital - Public Safety Equipment (ARPA Funds)	-	-	-	70,000.00	70,000.00	-
Capital- Administrative Infrastructure (Planning Code Re-write)	70,000.00	75,000.00	60,000.00	-	-	5,000.00
Capital- Fire Mitigation	22,254.00	15,000.00	-	28,220.00	28,220.00	20,000.00
Capital- Repairs/Improvements- Parks	186,875.00	43,800.00	20,000.00	-	51,828.00	35,000.00
Capital-CDBG Grant "Access for All" Lake Park Improvements	-	150,000.00	-	-	-	135,988.00
Capital-DOLA Comprehensive Roads Plan	-	104,300.00	-	104,300.00	104,300.00	-
Capital- Repairs- Roads and Infrastructure	-	-	-	-	-	-
Belvidere Widening/ Overlay	-	-	-	-	-	-
Maple St Bridge	42,196.00	-	-	-	-	-

Town of Green Mountain Falls

CAPITAL IMPROVEMENT FUND DETAIL

Budget Status Report - GAAP Basis

Proposed 2024 Budget

	2021 Supp Supplemental Budget (Actual)	2022 Budget Approved	2022 Year End Year End Projected	2023 Adopted Budget	2023 Budget Ammende	2024 Budget DRAFT
Midland Culvert	42,196.00	-		-	-	-
Stilling Basins	243,290.00	326,046.00	80,000.00	20,000.00	20,000.00	
Comprehensive Signage and Parking Project	18,390.00	30,000.00	3,600.00	8,010.00	8,010.00	
Capital - State Grants (CPW Bear Grant)		-	-	53,000.00	53,000.00	
ARPA Infrastructure Improvements - TBD		90,737.00				
ARPA Infrastructure Improvements - Lake Park & Pool Park Restrooms	-	90,737.00	8,770.00	2,000.00	2,000.00	
Total Capital Outlay Expenditures						
Total Expenditures	625,201.00	925,620.00	172,370.00	296,530.00	348,358.00	195,988.00
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	97,318.12	(28,025.00)	100,467.00	(10,836.00)	25,336.00	2,610.00
<u>OTHER FINANCING SOURCES (USES)</u>						
Capital- Transfer from Conservation Trust Fund	8,500.00	10,625.00	8,030.00			
Capital- Transfer from General Fund	96,000.00	-	-	-	-	-
Total Other Financing Sources (Uses)	104,500.00	10,625.00	8,030.00	-	-	-
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES AND OTHER FINANCING SOURCES (USES)	201,818.12	(17,400.00)	108,497.00	(10,836.00)	25,336.00	2,610.00

Town of Green Mountain Falls

CONSERVATION TRUST FUND DETAIL

Budget Status Report - GAAP Basis

Proposed 2024 Budget

	2021	2022	2022	2023	2023	2024
	Supplemental	Budget	Projected	Adopted Budget	Budget Amended	Budget Proposed
REVENUE						
<u>Intergovernmental Revenue</u>						
CTF- Lottery Proceeds	8,500.00	10,600.00	8,000.00	8,000.00	8,000.00	8,000.00
Total Intergovernmental Revenue	8,500.00	10,600.00	8,000.00	8,000.00	8,000.00	8,000.00
<u>Other Revenue</u>						
CTF- Bank Interest	25.00	25.00	30.00	30.00	30.00	30.00
Total Other Revenue	25.00	25.00	30.00	30.00	30.00	30.00
Total Conservation Trust Fund Revenue	8,525.00	10,625.00	8,030.00	8,030.00	8,030.00	8,030.00
EXPENDITURES						
<u>Parks and Recreation</u>						
Parks and Recreation Expenses (via transfer to General Fund)	8,500.00	10,600.00	8,030.00	8,030.00	8,030.00	8,030.00
Total Expenditures						
Total Parks and Recreation Expenditures	8,500.00	10,600.00	8,030.00	8,030.00	8,030.00	8,030.00
Total Expenditures	8,500.00	10,625.00	8,030.00	8,030.00	8,030.00	8,030.00
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	25.00	25.00	-	-	-	-
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	25.00	25.00	-	-	-	-
FUND BALANCE - BEGINNING	11,433.00	13,986.00	13,986.00	13,986.00	13,986.00	13,986.00
FUND BALANCE - ENDING	13,986.00	14,011.00	13,986.00	13,986.00	13,986.00	13,986.00

**2023 Town of Green Mountain Falls
DRAFT Budget Calendar**

Time	2023 DATES	EVENT/ACTIVITY
	3-Oct	First Draft of Budget Presented to BoT
	17-Oct	Notice of Budget Published
	17-Oct	Budget Worksession
	14-Nov	Budget Worksession
	12-Dec	BoT Adopts Final Budget, Appropriates Funds and sets Mill Levy
	31-Dec	Submit Budget and Resolutions to DOLA
BOLD=Council Sessions		

TOWN OF GREEN MOUNTAIN FALLS

ORDINANCE NO. 2023-04

AN ORDINANCE AMENDING CHAPTER 2 OF THE GREEN MOUNTAIN FALLS MUNICIPAL CODE TO REVISE TERMS OF OFFICE FOR ALL APPOINTED BOARD, COMMISSION, AND COMMITTEE MEMBERS AND TO REMOVE THE RESIDENCY REQUIREMENT FOR THE PARKS, RECREATION AND TRAILS ADVISORY COMMITTEE AND THE FIRE MITIGATION ADVISORY COMMITTEE

WHEREAS, the Board of Trustees desires to amend Chapter 2 of the Town of Green Mountain Falls Municipal Code to amend the terms of office for all appointed board, commission, and committee members and to remove the residency requirements for the parks, recreation and trails advisory committee and the fire mitigation advisory committee; and

WHEREAS, the Board of Trustees intends to pass a resolution concurrently with this Ordinance to adjust the terms of office of existing members of the Town's appointed boards, commissions, and committees, without shortening the term of any existing member, so that they are consistent with the amendments made by this Ordinance.

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

Section 1. Section 2-163(b) of the Green Mountain Falls Municipal Code is hereby amended to read as follows:

The term of the ex officio member shall correspond to their official tenure. The term of each voting member shall be two years or until their successor takes office. Initial terms of membership shall be as follows: Two members shall be appointed to a one-year term and three members shall be appointed to a two-year term, ending on December 31. Thereafter, as the terms expire, all appointments shall commence on January 1 and end on December 31 for a period of two years. A voting member may be removed by the board of trustees upon the filing of a written statement by a member of the board of trustees if, after public hearing, the board of trustees finds the member has committed inefficiency, neglect of duty, or malfeasance in office.

Section 2. Section 2-173(b) of the Green Mountain Falls Municipal Code is hereby amended to read as follows:

The term of the ex officio member shall correspond to their official tenure. The term of each voting member shall be two years or until their successor takes office. Initial terms of membership shall be as follows: Two members shall be appointed to a one-year term and three members shall be appointed to a two-year term, ending on December 31. Thereafter, as the terms expire, all appointments shall commence on January 1 and end on December 31 for a period of two years. A voting member may be removed by the board of trustees upon the filing of a written statement by

a member of the board of trustees if, after public hearing, the board of trustees finds the member has committed inefficiency, neglect of duty, or malfeasance in office.

Section 3. Section 2-183 of the Green Mountain Falls Municipal Code is hereby amended to read as follows:

Sec. 2-183 – Membership.

The parks, recreation and trails advisory committee shall consist of five members appointed by the board of trustees. In addition to regular appointed members, one board of trustee member shall serve as an ex officio member of the parks, recreation and trails advisory committee and may take part in discussions but shall not vote.

Section 4. Section 2-193 of the Green Mountain Falls Municipal Code is hereby amended to read as follows:

Sec. 2-193 – Membership.

The fire mitigation advisory committee shall consist of five members appointed by the board of trustees. Persons interested in becoming members shall complete and submit an application with the town’s policy on advisory committees, appointments to outside agencies and volunteers. In addition to regular appointed members, one board of trustee member shall serve as an ex officio member of the fire mitigation advisory committee and shall take part in discussions but shall not vote.

Section 5. Section 2-203(a) of the Green Mountain Falls Municipal Code is hereby amended to read as follows:

Sec. 2-203 – Members and alternates; appointments and requirements.

(a) All members of any board, committee, or commission, except the parks, recreation and trails advisory committee, and the fire mitigation advisory committee, shall be residents of the town. All members of any board, committee, or commission shall be appointed by the board of trustees. For purposes of this chapter, “resident” shall mean a person who has resided in the town and considered the town their primary place of residence for a period of at least 12 consecutive months immediately preceding the appointment, can demonstrate residency via verification documents as required by the town, and would otherwise be eligible to hold municipal office pursuant to law.

Section 6. Section 2-204 of the Green Mountain Falls Municipal Code is hereby amended to read as follows:

Sec. 2-204 – Terms of office and appointment.

Appointments to all boards, committees, and commissions shall be made by the board of trustees for two-year terms. Members shall serve without compensation. Initial terms of membership shall be as follows: Two members shall be appointed

to a one-year term, and three members shall be appointed to a two-year term, ending on December 31. Thereafter, as the terms expire, all appointments shall be for a period of two years and shall commence on January 1 and end on December 31. Any members whose term expires may seek reappointment. Term limits shall not apply.

Section 7. Severability. If any section, paragraph, clause, or provision of this Ordinance shall for any reason be held to be invalid or unenforceable, the invalidity or enforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance, the intent being that the same are severable.

Section 8. Safety. The Board of Trustees finds that the adoption of this Ordinance is necessary for the protection of health, safety and welfare of the public.

Section 9. Effective Date. This Ordinance shall become effective 30 days after publication.

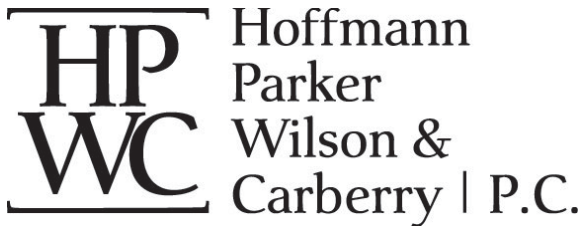
ADOPTED AND ORDERED PUBLISHED the 3rd day of October, 2023, at the Green Mountain Falls Town Hall, 10615 Green Mountain Falls Road, Green Mountain Falls, Colorado 80819.

Todd Dixon, Mayor

ATTEST:

Bo Ayad, Town Clerk/Treasurer

Published in the Pike Peaks Courier or The Gazette, _____, 2023.



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TOWN OF GREEN MOUNTAIN FALLS
MEMORANDUM

**TO: MAYOR AND BOARD OF TRUSTEES
BECKY FRANK, TOWN MANAGER**

**FROM: JEFFERSON H. PARKER, TOWN ATTORNEY ^{HP}
KUNAL A. PARIKH, ESQ.**

DATE: SEPTEMBER 13, 2023

RE: RESIDENCY REQUIREMENTS

This memorandum addresses the residency requirements to hold office as a member of the Town Board of Trustees ("Board") or as a member of a Town of Green Mountain Falls appointed board, committee or commission (which currently are the Planning Commission, Board of Adjustment, Parks Recreation and Trails Advisory Committee, and Fire Mitigation Advisory Committee). This memorandum also addresses whether a person's voter registration affects whether they are a resident of the Town.

Residency Requirements

Colorado Statute

Pursuant to the Colorado Municipal Election Code:

Every registered elector eighteen years of age or older on the date of the election may be a candidate and hold office in any municipality . . . if he has resided in the municipality or municipality and ward, as the case may be, from which he is to be elected for a period of at least twelve consecutive months immediately preceding the date of the election.

C.R.S. § 31-10-301.

The Municipal Election Code defines "residence" as:

The principal or primary home or place of abode of a person. Principal or primary home or place of abode is that home or place in which his habitation is fixed and to which a person, whenever he is absent, has the present intention of returning after a departure or absence therefore, regardless of the duration or absence.

C.R.S. § 31-10-201(3)(a). The statute goes on to state that a principal or primary place of abode of a person may be determined by taking into account: (1) business pursuits, (2) employment; (3) income sources; (4) residence for income or other tax purposes; (5) age; (6) marital status; (7) residence of parents, spouse, and children; (8) leaseholds; (9) situs of personal and real property; and (10) motor vehicle registration. *Id.*

Importantly, a person cannot be considered to have lost their residence if they leave a home and go to another state, county or municipality for temporary purposes with an intention to return. C.R.S. § 31-10-201(3)(b). Similarly, a person may not be deemed to have gained a residence while retaining a home or domicile elsewhere. C.R.S. § 31-10-201(3)(c). If a person moves to any other state or territory with the intention of making it their permanent residence, they shall be considered to have lost his residence in the municipality from which they moved. C.R.S. § 31-10-201(3)(d). In addition, if a person moves from one municipality to another municipality with the intention of making the new municipality their permanent residence, that person loses their residence in the municipality from which they moved. C.R.S. § 31-10-201(3)(e). Finally, state law expressly requires all members of a municipal planning commission to be bona fide residents of the municipality and, if any member ceases to reside in such municipality, their membership on the planning commission automatically terminates. C.R.S. § 31-23-203(2).

Green Mountain Falls Municipal Code

Pursuant to the Green Mountain Falls Municipal Code (the "Town Code"), each trustee of the Board shall be a qualified elector and resident of the Town who has resided in the Town for a period of at least 12 consecutive months immediately preceding the election. Town Code, Art. II, § 2-11(b). If any trustee shall move from or become, during the term of their office, a nonresident of the Town, they shall be deemed thereby to have vacated their office. *Id.* Similarly, the Town Code states that all members of the planning commission shall be residents of the Town. Town Code, Art. X, § 2-163(a). Moreover, the Town Code requires all members of any board, committee, or commission to be residents of the Town who are appointed by the Board. Town Code, Art. XIV, § 2-203(a). A "resident" is defined to be a person who has resided in the Town and considered the Town their primary place of residence for a period of at least 12 consecutive months immediately preceding the appointment, can demonstrate residency via verification documents as required by the Town, and who is otherwise be eligible to hold municipal office pursuant to law. *Id.*

Case Law on Residency

In *Zivin v. Brooke-Hitching*, a registered town elector brought suit challenging whether an elected official met the town council's residency requirement. 28 P.3d 970, 972 (Colo. App. 2001). The home rule charter for the town required each elected council person to have resided in the town for one year immediately preceding such election. *Id.* The court reiterated the definition of residence as defined in C.R.S. § 31-10-201(3). *Id.* at 973. The court reasoned that once a person's legal residence has been established, his or her intention to keep it becomes the central factor in determining whether it continues. *Id.* If a person maintains the present intention of returning, he or she may leave his or her voting residence, even for a lengthy period, without losing their residency. *Id.* The intent of the individual is an important element that cannot be ignored. *Id.*

In its consideration of whether the candidate established her residency, the court recited a number of facts that supported the trial court's finding that she had established residency in the town as of May 1998. *Id.* The court noted that prior to May of 1998 she purchased a house (1988), opened a bank account (by 1989), and obtained a Colorado real estate license (by 1998). *Id.* The court further noted that in February of 1998 she decided to move to Telluride permanently. *Id.* In May of 1998 she told her employer in New York that she was moving to Telluride, and physically moved to Telluride. *Id.* at 973-74. The court specifically noted that witnesses confirmed the fact that in May of 1998 she shipped her personal property to Colorado. *Id.* at 974. Although the court did not rely solely on the fact that she shipped her personal belongings to Telluride and moved there herself in May of 1998 in determining that she established residency there on that date, it is clear that this was an important factor.

The next stage of the court's inquiry related to whether she lost her Telluride residency when she moved back to New York. *Id.* The court then balanced all of the factors listed in C.R.S. § 31-10-201(3) in upholding the trial court's decision that she did not intend to establish residency in New York again and thereby lose her Telluride residency. *Id.* The court found evidence both in favor and against her residency remaining in Telluride. For example, there was evidence that she only returned to New York to perform temporary work for her old employer, that she signed a short-term lease, that she only took her business clothes, and that she expressed anxiousness to return to Telluride. *Id.* There was also evidence that she filed tax returns indicating New York as her residence, that she voted twice in New York because she had not yet changed her voter registration (it was changed in June of 1999 prior to her running for office), that she had a New York driver's license (it was also changed in June of 1999 prior to her running for office). *Id.* The appellate court noted that "while this evidence could lead to another conclusion, we will not substitute our findings for those of the trial court." *Id.* Based on the evidence, the court held that the defendant had satisfied the residency requirements and had not abandoned her principal or primary home in Colorado. *Id.*

Analysis

If a person is registered to vote in another state, that is evidence against that person's residency in the Town, but that does not necessarily mean that person cannot be considered a resident of the Town. Colorado statutes and the Town Code both define "resident," as a person's primary place of residence. The Town Code states that a person can demonstrate residency through verification documents as required by the Town, and Colorado statutes list a number of factors that *may* be taken into account in determining residency. Although voter registration is not specifically listed as a factor for consideration in Colorado statutes or the Town Code, it is one of many legitimate factors relevant to a residency determination.

For example, in *Zivin*, the court looked at a number of factors in determining the candidate's residency. Among multiple factors that pointed to her residency being outside of Telluride, the candidate had voted twice in New York because she had not changed her voter registration. Importantly, the court still determined she was a resident of Telluride despite her failure to change her voter and motor registration to Telluride and despite her paying taxes in New York, focusing on the candidate's *intent* to establish residency in Telluride. The court's decision to focus on her intent comports with Colorado statutes, which also looks to the person's intent when determining residency.

Here, if a potential candidate for the Board or an appointed board, committee, or commission is registered to vote in another state, that is not determinative of that candidate's residency. Although a person's voter registration is important in determining residency, there are many other factors a court will look at under Colorado statutes. In addition, a court will look to where a person *intended* to maintain their residence. A determination of residence is a fact-based inquiry in which a court is required to weigh the evidence for and against a person's intended residency. Therefore, a person who is registered to vote in another state could still be considered a resident of the Town.

Conclusion

Examining where the proposed candidate is employed, where they voted in the last election, the address where they file income tax returns, and where that person registers their vehicle will assist in determining the person's intent. Even though a candidate may be registered to vote in a different state or municipality, a court may still find that a candidate is a resident of the Town based on a number of other facts indicative of the candidate's intent. Accordingly, one factor alone is not dispositive, and a complete analysis must be undertaken to determine residence.

Because determining a person's residency is so subjective, it is extremely difficult to reach a definitive conclusion in most situations. Such a determination is ultimately one that can only be definitively made by a court. As always, please feel free to contact us if this memorandum raises any additional questions.

RESOLUTION NO. 2023-08

TITLE: A RESOLUTION OF THE TOWN OF GREEN MOUNTAIN FALLS, COLORADO, ADJUSTING THE TERMS OF OFFICE FOR ALL APPOINTED BOARD, COMMISSION, AND COMMITTEE MEMBERS

WHEREAS, the Board of Trustees desires to adjust the terms of office for all appointed board, commission, and committee members, so that members shall serve staggered two-year terms ending on December 31st of each year; and

WHEREAS, Ordinance No. 2023-04 revised the terms of office for all appointed board, commission, and committee members; and

WHEREAS, this Resolution is intended to make all terms of office consistent with the revisions set forth in Ordinance No. 2023-04 without shortening the term of office of any existing member of a Town board, commission, or committee and therefore, this Resolution:

1. Extends the terms of those members whose terms end on a date other than December 31 in 2023 to December 31, 2023;
2. Extends the terms of those members whose terms end on a date other than December 31 in 2024 to December 31, 2024;
3. Extends the terms of those members whose terms end on a date other than December 31 in 2025 to December 31, 2025; and
4. Extends the terms of those members whose terms end on a date other than December 31 in 2026 to December 31, 2026.

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

Section 1. The terms of the current members of the Planning Commission shall be amended as follows and upon expiration thereof, successive terms of those members’ offices shall be for two years each ending on December 31st as set forth in Section 2-163 of the Town of Green Mountain Falls Municipal Code, which is being amended concurrently with this Resolution to revise terms of office for the Board of Trustees members from three years to two years:

Member	Current Term Ending	Current Term Extended To
Lamar Mathews	September 1, 2023	December 31, 2023
Lisa Bonwell	June 7, 2025	December 31, 2025
Rocco Blasi	August 16, 2025	December 31, 2025
Mike Frey	February 25, 2025	December 31, 2025
Ann Esch	August 16, 2025	December 31, 2025

Section 2. The terms of the current members of the Parks, Recreation and Trails Advisory Committee shall be amended as follows and upon expiration thereof, successive terms

of those members' offices shall be for two years each ending on December 31st as set forth in Section 2-204 of the Town of Green Mountain Falls Municipal Code, which is being amended concurrently with this Resolution to revise terms of office for the Board of Trustees members from three years to two years:

Member	Current Term Ending	Current Term Extended To
Jesse Stroope	September 1, 2023	December 31, 2023
Jay Kita	March 2, 2024	December 31, 2024
Don Walker	August 4, 2023	December 31, 2023
Phil McIntire	March 7, 2026	December 31, 2026
Nancy Dixon	March 31, 2023	December 31, 2024

Section 3. The terms of the current members of the Fire Mitigation Advisory Committee shall be amended as follows and upon expiration thereof, successive terms of those members' offices shall be for two years each ending on December 31st as set forth in Section 2-204 of the Town of Green Mountain Falls Municipal Code, which is being amended concurrently with this Resolution to revise terms of office for the Board of Trustees members from three years to two years:

Member	Current Term Ending	Current Term Extended To
David Douglas	November 17, 2023	December 31, 2023
Lisa Huizinga	June 6, 2025	December 31, 2025
Vacant	December 15, 2023	December 31, 2023
Kelly Hunter	March 15, 2025	December 31, 2025
Paul Yingling	August 16, 2025	December 31, 2025

Section 4. The terms of the current members of the Board of Adjustments shall be amended as follows and upon expiration thereof, successive terms of those members' offices shall be for two years each ending on December 31st as set forth in Section 2-173 of the Town of Green Mountain Falls Municipal Code, which is being amended concurrently with this Resolution to revise terms of office for the Board of Trustees members from three years to two years:

Member	Current Term Ending	Current Term Extended To
Ann Esch	September 22, 2023	December 31, 2023
Lamar Matthews	September 1 st , 2023	December 31, 2023

INTRODUCED, READ and PASSED this 3rd day of October, 2023.

TOWN OF GREEN MOUNTAIN FALLS,
COLORADO

Todd Dixon, Mayor

(SEAL)

ATTEST:

Bo Ayad, Town Clerk



MEMORANDIUM to BOARD of TRUSTEES

To: Board of Trustees
From: Planning Commission
Date: September 20, 2023
Re: Construction Staging Policy

Recommendations

The Planning Commission recommends the town adopt the attached ***Construction Staging Policy***.

Background

Pursuant to the BOT request that Planning Commission draft an analysis and policy for future staging needs for construction projects conducted in town.

Discussion

Ater three months of research and revisions and discussions, the GMF Planning Commission unanimously passed the attached "Construction Staging Policy" on 9/20/23.

Alternatives

- 1) Take no action.
- 2) Vote to approve.
- 3) Request additional information.

CONSTRUCTION STAGING POLICY

This construction staging policy addresses how the Town of Green Mountain Falls (the "Town") shall allocate Town-owned properties for staging equipment and materials for projects, with the goal of keeping Town property clean and orderly.

I. DEFINITIONS

Staging as used in this policy refers to the storage of construction equipment, materials, supplies and temporary facilities used in the construction process. While neither the Municipal Code nor Land Use Code specifically addresses construction staging, Municipal Code Section 6-31 lists nuisances, to include refuse, i.e. "discarded building and construction materials." Further, "all refuse shall be removed periodically from all premises in the town so that the premises are clean and orderly at all times. All loose, discarded or unused building material from construction sites shall be promptly removed or discarded by the person responsible for such work."

Rights of Way (RoWs) are Town-owned properties generally used to facilitate transportation. However, the RoWs in Town are not limited by the plat on what they can be used for. Therefore, RoWs can be used as the Board of Trustees (BoT) sees fit as long as it doesn't prohibit traffic from passing through an area. It should be noted that RoWs are not parcels and therefore requirements on parcels are not applicable to the RoWs in Green Mountain Falls.

II. CONSTRUCTION STAGING

It shall be the Policy of Green Mountain Falls that any particular RoW area shall not be used exclusively for the purposes of staging Town construction projects. As part of this policy, the Town will weigh the benefits to the public and the practicality of the staging area before assigning a staging area for a Town project. Although not RoWs, the Town may use Town parcels as staging areas.

Developers and project managers must understand that the Town has limited staging areas on level ground. Projects require active management to limit the amount and time of disruption. High density, prolonged staging will not be allowed on Town RoWs and Mixed Use areas outside of the Public Works maintenance yard.

III. PROCESS

Petitioner approaches Town to request construction staging. Town Public Works will adhere to this policy as well. All staging requests MUST include an end date with specific financial repercussions for each day the staging property has not been returned to its original condition beyond the promised end date.

Planning Commission recommends to BoT or Town Staff appropriate staging location based on intended use. See Table for location options.

Once Town Staff or BOT has selected a staging location and communicated this to the Petitioner, mailed notices shall be sent by the applicant via first-class certified mail to all property owners as listed in the records of the county tax assessor’s office within 200 feet of the subject property, as measured from property boundaries. Notice must be mailed at least 30 days prior to the commencement of the staging location use. Certified mail notice shall be returned to the Town. Property owners have 15 days from receipt of notice to appeal the staging decision. The staging project must wait to commence if an appeal has not yet been heard and decided by the appropriate authority.

Town Staff will confirm the staging user returns staging location to original or better condition.

Table

Location	Area Available	Pro / Con	Arrangements?	Considerations
Behind Town Hall	125’ x 35’	Need to level area Req. emergency vehicle access	Coord w/ F.D.	Steeper access Tight Turnaround
Public Works	20’ x 80’ on right side	Req. separate access Interrupt PW work flow	Coord w/ P.W.	Req. active space mgmt.
Oak St. (old Town Hall)	120’ x 20’	Level Close to neighbors	Reqs sign removal	Oak St. Bridge Small project, limited duration
Oak St. RoW	90’ x 12’	Level		Oak St. Bridge
Olathe St. RoW	145’ x 35’ (cur) 90’ x 30’ (prop)	Close to neighbors Overuse Impression	Prop.: PRT add to Master Plan, beautify, 8 parking spaces	Adjacent to floodplain
Rocky Top	150’ x 180’	Fenced, gated, easy access. Safety: Hwy 24 x-ing	\$ to lease area	Outside GMF
Pool Parking	45’ x 65’	Adj. to public park	Coord w/ PRT	Seasonal

In certain circumstances developers may work with private land owners to coordinate staging, given temporary land use permissions are granted by the Planning Commission.