



**Town of Green Mountain Falls**  
**Regular Board of Trustee Meeting Agenda**  
**10615 Green Mountain Falls Road**  
**Tuesday, May 5, 2020 at 7:00 p.m.**

**Online Meeting ONLY\*. Join the Zoom Meeting by clicking on the following link:**  
**<https://us02web.zoom.us/j/86180092247?pwd=WWhBcVdRR2dleHlwRVVZZlEwcGdDQT09>**  
**Meeting ID: 861 8009 2247; Meeting Password: 921134**  
**Dial-in only: 346-248-7799**

To make a **public comment** please **pre-register** by 4pm on the day of the meeting via email:  
**[clerk@gmfco.us](mailto:clerk@gmfco.us)**

**REGULAR MEETING:**

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE
2. ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA
3. CONSENT AGENDA
  - a. Approve Board of Trustees Meeting Minutes from April 7, 2020 and April 30, 2020
  - b. Bring into record Accounts Payables for April 8, 2020 – May 4, 2020
  - c. Special Events Permit, Approval of Additional Pyrotechnics Show for Annual July 4<sup>th</sup> Block Party, Event Manager Green Box Arts, Contract between GMF and Green Box Arts
4. NEW BUSINESS
  - a. GMF Healthy Forest Funding Request, Rocco Blasi, Fire Mitigation Committee
  - b. Consideration of Blue Moose Liquor License Renewal
5. OLD BUSINESS
  - a. "Safer at Home" Governors Order: An update on the COVID-19 Response
  - b. Executive Session: Pursuant to C.R.S § 24-6-402(f) for the Purpose of Personnel Matters
6. PUBLIC INPUT: 3 Minutes per speaker
7. CORRESPONDENCE
  - a. ZoZo Group – Outreach on behalf of CDOT regarding upcoming US Route 24 construction.
8. REPORTS
  - a. Trustees
  - b. Marshal
  - c. Town Manager
9. ADJOURN

\*The Town shall provide reasonable accommodation for those with disabilities on a case by case basis. Please send accommodation requests to [clerk@gmfco.us](mailto:clerk@gmfco.us) by 4pm on the date of the meeting.

**TOWN OF GREEN MOUNTAIN FALLS**  
**Board of Trustees Regular Meeting**  
**April 7, 2020 – 7:00 P.M.**

**Online Meeting ONLY\*. The Zoom Meeting was posted with the following link:**  
<https://zoom.us/j/875498006?pwd=bGpXV21LOEJFUWRIUUtdbGJWY2VFZz09>

Zoom meeting password was posted separately on the Town Website to enhance the security of the meeting.

**REGULAR MEETING MINUTES**

**Board Members Present**

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

**Board Members Absent**

Trustee Chris Quinn

**Town Manager**

Angie Sprang

**Town Clerk/Treasurer**

Nathan Scott

**Town Planner**

Julia Simmons

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Called to order at 7:01 pm, adjourned at 8:31 pm.

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

Mayor Newberry called the meeting to order at 7:01 p.m. The Pledge of Allegiance was recited, and roll was taken.

**2. Resolution 2020-06**

- a. Mayor Newberry motions to nominate Trustee Peterson as Mayor Pro Tem. Seconded by Trustee Guthrie.
- b. Mayor Newberry motions to approve Resolution 2020-06 as stated in the packet. Discussion: Town Manager Sprang asked for verification of the terms as stated in the Resolution. As all terms were correct as

written, Trustee Guthrie seconded. Roll call vote: all ayes, motion carried.

### **3. Additions, Deletions, or Corrections to the Agenda**

- a. Mayor Newberry motions to move item 5b., swearing-in of Town Clerk/Treasurer, to the first item of New Business on the Agenda, and to take a brief recess at 8 pm for the nightly Town Howl. Seconded by Trustee Peterson. Roll call vote: all ayes, motion carried.

### **4. Consent Agenda**

- a. Mayor Pro Tem Peterson made a correction to the March 10, 2020 Minutes; record states Trustee Peterson is absent. Minutes should be corrected to show she was present.
- b. Mayor Newberry motioned to approve the Consent Agenda with Mayor Pro Tem Peterson's corrections to the March Minutes. Seconded by Mayor Pro Tem Peterson. Roll call vote: all ayes, motion carried.

### **5. New Business**

- a. **Item 5b** - Mayor Newberry swears-in Nathan Scott as Town Clerk/Treasurer.
- b. **Item 5a** - Resolution No. 2020-05. Mayor Newberry motions to pass Resolution 2020-05 then proceed with appointments. Seconded by Trustee Guthrie. Roll call vote: all ayes, motion carried.
  - i. Town Clerk/Treasurer Scott swears in Jane Newberry as Mayor.
  - ii. Town Clerk/Treasurer Scott swears in Dyani Loo as Trustee.
  - iii. Town Clerk/Treasurer Scott swears in Katharine Guthrie as Trustee.
  - iv. Town Clerk/Treasurer Scott swears in Margaret Peterson as Mayor Pro Tem.
- c. **Item 5c** - Resolution No. 2020-04. Mayor Newberry motions to pass Resolution 2020-04. Discussion: Town Manager Sprang explained the two-signature check policy of the Town; and clarified the signature card process. Mayor Pro Tem Peterson mentions that she doesn't have a key to town hall; Mayor Newberry will help her gain access to sign. Motion seconded by Mayor Pro Tem Peterson. Roll call vote: all ayes, motion carries.
- d. **Item 5d** – Ordinance No. 2020-03. Town Manager Sprang gives brief summary of the memo document included in the packet. Mayor Newberry comments that this is just one example of Town ordinances that need to be changed from Mayor to Town Manager authority. Mayor Newberry motions to pass Ordinance 2020-03 as presented.

Mayor Pro Tem Peterson seconds. No further discussion. Roll call vote: all ayes, motion carries.

e. **Item 5e** – Trustee Liaison Program.

- i. Town Manager Sprang give a brief summary of the memo included in the packet. Mayor Newberry clarifies that this pertains to Town committees and boards only. Asks for Town Manger Sprang to provide more details about each committee: scheduling, people on the committee, purpose of each.
- ii. Mayor Newberry motions to approve and create the Trustee Liaison Program. Discussion: there is general agreement that the program is beneficial, and more details are needed for scheduling and appointment purposes. Further information is requested prior to the next Board of Trustees meeting. Trustee Guthrie seconds the motion. Roll call vote: all ayes, motion carries.

f. **Item 5f** – Trails Committee (TC) Update. Mr. Rocco Blasi, Chair of Trails Committee gives presentation from packet. Per Mr. Blasi, the Trails Committee will present bi-annual updates in April and October – prior to and after trail building season.

- i. Discussion: Mayor Newberry wants trails committee to be aware of Incline closure and governor's social distancing recommendations and asks for feedback on whether trail use is conflicting with State social distancing policies – no reported issues with social distancing or crowds as of now.
- ii. Discussion continues about the Town's lack of resources for keeping restroom open and patrolling for hikers parking in residential areas. Further discussion needs to take place to tackle the parking policies. Town Manager offers to investigate legislation guidance, enforcement options, and inclusion of this topic in Kirkpatrick grant.
- iii. Mr. Blasi mentions that, with increased traffic, trail work is focused on maintenance before new trail work. Mr. Blasi summarizes the TC's 9-year plan with project prioritization. Trustee Guthrie asks how the TC prioritizes projects. Mr. Blasi describes the TC's inspection process, which identifies and prioritizes erosion problems, obstacles to fix, other issues to address.

- iv. Mr. Blasi requests Board action to fill the two vacancies on Trails with the two pending recommendations. Mr. Blasi requests Town help to keep the pedestrian walkway within ROW cleared of snow. This is the main trail connector through town. Mr. Blasi expresses that the TC welcomes the Liaison program and reminds that TC meets the 2nd Thursday of each month @ 6pm. Mayor Newberry asks staff to verify the status of the Steiner machine for snow removal support.
- v. Mayor Newberry calls a brief recess at 7:59 pm for the Town Howl. Mayor Newberry declares the meeting back in session at 8:03pm.
- vi. Mr. Blasi gives the Trails Committee recommendation for members to fill current vacancies: Chris Watling; Rob Schillinger. Mayor Newberry motions to appoint recommended Trails Committee members. Trustee Guthrie seconds. Roll call vote: all ayes, motion carries.

## **6. Old Business**

- a. Item 6a – DOLA Flood Recovery Project Bids. Mr. Bracken is not present to discuss the findings. Town Manager Sprang gives overview of findings and bids from the letter from Project Engineer. She advises that there is about \$106K for these projects, which includes grant funding and the 25% match. Midland and Maple are prioritized for health and safety considerations. Mayor Pro Tem Peterson asks: Where does \$10K shortfall come from? Town Manager Sprang: would be a budget overage so would have to come from reserves.
  - i. Trustee Guthrie motions to approve Water on Marris bid for Maple Street and Midland Avenue projects only. Trustee Peterson seconds. Roll call vote: all ayes, motion carries.
  - ii. Mayor Newberry motions to authorize Town Manager Sprang to enter into negotiations with Water on Marris. Trustee Guthrie seconds. Roll call vote: all ayes, motion carries.
- b. Item 6b – Resolution 2020-03. Town Manager Sprang to update this resolution with the latest information for consideration at May 5, 2020 Board of Trustees meeting.

**7. Public Input:** none.

## **8. Correspondence**

- a. Trails Committee Minutes review. No action taken.
- b. Stage 1 Fire Ban. Mayor Newberry stresses the importance of being aware of fire bans. No action taken.
- c. CARES Act press release. Mayor Newberry comments that everyone is affected financially, and that it is important to remind our representatives of the Town's existence and funding needs.

**7. Public Input, cont'd:** Reverend Darlene Avery (10585 Ute Pass Ave.) could not say anything in time for the above offering of input. She compliments Town staff and the Board for the effort throughout the COVID response and challenges. And offers support with whatever the Church of the Wildwood can do to help. Mayor Newberry points out the value of the Food Pantry at the Church and thanks the reverend and Town staff for all efforts.

## **8. Correspondence, cont'd:**

- a. Reports:
  - i. Trustees: no reports
  - ii. Mayor Newberry:
    - 1. Thank Mayor Pro Tem and Trustee Tyler Stevens for his many years of service.
    - 2. Mayor would like to have a symbol of community support and spirit through these difficult COVID times. Mayor asks staff if Public Works could put up Christmas lights on the gazebo.
  - iii. Marshal: Public Works staff is taping off parks better for COVID19 closures. Reserves are 1) working on runaway and 2) occupied at Ft Carson. Marshal is updating Facebook with helpful resources.
  - iv. Town Manger: nothing to report in addition to the written report in the packet. Thanks to staff for work on COVID-19.

## **9. Adjournment**

Meeting adjourned at 8:31 p.m.

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Jane Newberry, Mayor

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Nathan Scott, Town Clerk/Treasurer



# **Town of Green Mountain Falls**

## **Board of Trustees Special Meeting Agenda**

**Thursday, April 30, 2020 at 6:30 p.m.**

**Online Meeting ONLY\*. Join the Zoom Meeting by clicking on the following link:**  
<https://us02web.zoom.us/j/83040376032?pwd=cHMyQVAvNlk1QWhZUHI6RzUxMU5Rdz09>

Zoom meeting ID, password, and dial-in phone number were posted separately on the Town Website to enhance the security of the meeting.

### **SPECIAL MEETING MINUTES**

#### **Board Members Present**

Mayor Jane Newberry  
Trustee Katharine Guthrie  
Trustee Margaret Peterson

#### **Town Manager**

Angie Sprang

#### **Board Members Absent**

Trustee Chris Quinn  
Trustee Dyani Loo

#### **Town Clerk/Treasurer**

Nathan Scott

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Called to order at 6:35 pm, adjourned at 7:17 pm.

### **1. Call to Order**

Mayor Newberry called the meeting to order at 6:35 pm. Roll was taken

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

- a. No changes to agenda noted. Mayor Newberry moves to approve the agenda. Trustee Peterson seconds. Vote: all ayes, motion carries.

### **3. New Business**

- a. 4<sup>th</sup> of July Celebration - Low Proximity Fireworks Proposal:
  - i. Mr. Stroope: thanks for convening, company has cancelation; block party scheduled for July 4. Fireworks could be done regardless of 10-person rule or not. Met with Tristate in GMF, scoping out locations. Best location is determined to be gazebo island and the



bridge. Package is a 6-minute show choreographed to patriotic music. Time of day is not set yet. Assume it would be around 9pm.

- ii. Sharon from tristate – close-proximity fireworks are actually pyrotechnics that are used for places within 50-60 feet of crowds. Fallout is very minimal. Fall within a few feet of the devices, easy cleanup. No hot fallout of any time. No duds. There is noise, but not as loud as traditional fireworks.
- iii. Chief Murphy: familiar with these devices. Manitou did it from rooftops one year. He doesn't have a concern. But would recommend changing terminology from fireworks to pyrotechnic show to be more accurate and ease fears of fire.
- iv. Insurance: Green Box would have an additional policy to the vendor's for two policies in place, at least \$2million each. Trustee Peterson: should consult with CIRSA. Ms. Sprang: no personal or property damage coverage? Sharon: Tristate policy would cover any incident. They have never had a claim in 20 years. They inspected the site and have no concerns.
- v. Discussed Safer at Home order: rescheduling an option? Mr. Stroope: the hope is still that the pyrotechnics would go on even with the restriction – town can watch from distance. Marshal Hodges: concern over manpower if people are sitting in cars in streets and clogging the roads. Sharon: They offer a reschedule date – in case the governor's order is the same or goes back to Stay at Home.
- vi. Mr. Stroope: Green Box is open to hiring additional officers as part of the block party permit if necessary. And have planning sessions to cover any concerns and details.
- vii. Ms. Sprang: recommends against the event because of the potential crowds – with other communities postponing July 4 celebrations, there could be a large crowd.
- viii. Marshal Hodges: what is the concern regarding different Fire Ban situations? Chief Murphy: professional fireworks or pyrotechnics are always OK in Fire Ban situations, regardless of the stage.
- ix. Mayor Newberry moves to approve the Pyrotechnics Show on July 4, with a potential reschedule date and with the understanding that CIRSA and the Town attorney think everything is OK. Trustee Peterson seconds. No further discussion. Vote: all ayes, motion carries.

#### **4. Reports:**

- a. Trustee Peterson:
  - i. Comment and suggestion: would be cool to have the town employees as part of the Still Ute Pass photo project. Could still social distance. Photographer has time Friday afternoon. Angie will respond and try to schedule something but reminded that the 50% office rule is in effect.
  - ii. Thanks to Public Works crew for the water fountain installation.
- b. Mayor Newberry: Reminder that we are still in Safer at Home, most staff work is still remote. She appreciates everyone's dedication and effort, particularly Angie's work with Teller County. Reminder to the Board of sunshine law considering all the remote work being done.

5. **Adjournment:** Meeting adjourned at 7:17 pm.

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Jane Newberry, Mayor

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Nathan Scott, Town Clerk/Treasurer

# Town of Green Mountain Falls

## Vendor Invoices Journal

from April 08, 2020 to May 01, 2020

| Date   | Reference      | Name                                       | Acct Name  | Amount | Ref Total       |
|--|----------------|--|--|--------|-----------------|
| <b>1-00-00-2000 General-Accounts Payable</b>           |                |  |  |        |                 |
| 04/08/2020   | 79453/79448    | Flair Data Systems DBA                     | General-Interdepartmental-Operations-Fees - Software                       | 193.85 |                 |
| 04/08/2020   | 79453/79448    | Flair Data Systems DBA                     | General-Interdepartmental-Operations-Services - IT                         | 80.00  | 273.85          |
| 04/08/2020   | P39C0350514    | Wagner CAT                                 | General-Public Works-Operations-Equipment - Repair and Service             | 48.50  | 48.50           |
| 04/10/2020   | 2020-03-31     | Woodland Hardware and Home                 | General-Public Works-Operations-Supplies - Operational                     | 20.94  |                 |
| 04/10/2020   | 2020-03-31     | Woodland Hardware and Home                 | General-Public Works-Operations-Maintenance - Building                     | 2.49   |                 |
| 04/10/2020   | 2020-03-31     | Woodland Hardware and Home                 | General-Public Works-Operations-Maintenance - Building                     | 6.27   |                 |
| 04/10/2020   | 2020-03-31     | Woodland Hardware and Home                 | General-Public Works-Operations-Maintenance - Building                     | 16.97  |                 |
| 04/10/2020   | 2020-03-31     | Woodland Hardware and Home                 | General-Public Works-Operations-Supplies - Office                          | 33.49  | 80.16           |
| 04/10/2020   | 2020-03-31     | Foxworth-Galbraith Lumber Co.              | General-Public Works-Operations-Tools                                      | 39.48  |                 |
| 04/10/2020   | 2020-03-31     | Foxworth-Galbraith Lumber Co.              | General-Public Works-Operations-Maintenance - Building                     | 14.99  | 54.47           |
| 04/10/2020   | 29236          | FBI National Academy Associates            | General-Public Safety-Operations-Fees - Annual Dues, Licenses, Memberships | 10.00  | 10.00           |
| 04/10/2020   | Multi Invoices | Springs IT                                 | General-Interdepartmental-Operations-Services - IT                         | 250.00 |                 |
| 04/10/2020   | Multi Invoices | Springs IT                                 | General-Interdepartmental-Operations-Fees - Software                       | 240.00 |                 |
| 04/10/2020   | Multi Invoices | Springs IT                                 | General-Interdepartmental-Operations-Fees - Software                       | 240.00 |                 |
| 04/10/2020   | Multi Invoices | Springs IT                                 | General-Interdepartmental-Operations-Fees - Software                       | 240.00 |                 |
| 04/10/2020   | Multi Invoices | Springs IT                                 | General-Interdepartmental-Operations-Fees - Software                       | 240.00 | 1,210.00        |
| 04/10/2020   | Q4/19          | Colorado Deptatment of Labor and Employmen | General-Administration-Labor-Labor - State Unemployment Insurance          | 48.39  |                 |
| 04/10/2020   | Q4/19          | Colorado Deptatment of Labor and Employmen | General-Public Safety-Labor-Labor - State Unemployment Insurance           | 24.19  |                 |
| 04/10/2020   | Q4/19          | Colorado Deptatment of Labor and Employmen | General-Public Works-Labor-Labor - State Unemployment Insurance            | 48.39  | 120.97          |
| 04/15/2020   | 855784/856389  | 4 Rivers Equipment                         | General-Public Works-Operations-Equipment - Repair and Service             | 209.50 |                 |
| 04/15/2020   | 855784/856389  | 4 Rivers Equipment                         | General-Public Works-Operations-Equipment - Repair and Service             | 297.00 | 506.50          |
| 04/19/2020   | 16292849ACH    | Zoom Video Communications Inc              | General-Interdepartmental-Operations-Fees - Software                       | 32.42  | 32.42           |
| 04/24/2020   | 04032020-ACH   | Comcast Business                           | General-Administration-Utilities-Utilities - Telephone/Internet            | 119.89 |                 |
| 04/24/2020   | 04032020-ACH   | Comcast Business                           | General-Public Safety-Utilities-Utilities - Telephone/Internet             | 39.96  | 159.85          |
| 04/24/2020   | 04082020-ACH1  | Black Hills Energy                         | General-Public Works-Utilities-Utilities - Natural Gas                     | 65.38  | 65.38           |
| 04/24/2020   | 04082020-ACH2  | Black Hills Energy                         | General-Administration-Utilities-Utilities - Natural Gas                   | 49.00  | 49.00           |
| 04/24/2020   | 04082020-ACH3  | Black Hills Energy                         | General-Public Safety-Utilities-Utilities - Natural Gas                    | 42.54  | 42.54           |
| 04/24/2020   | 04252020-ACH   | Chase Card Services                        | General-Interdepartmental-Operations-Fees - Banking Charges                | 102.77 | 102.77          |
| 05/01/2020   | 05012020ACH    | Araize INC.                                | General-Interdepartmental-Operations-Fees - Software                       | 135.00 | 135.00          |
| 05/01/2020   | 17312ACH       | Springs IT                                 | General-Interdepartmental-Operations-Fees - Software                       | 128.00 | 128.00          |
| <b>Total For 1-00-00-2000 General-Accounts Payable</b> |                |  |  |        | <b>3,019.41</b> |

## Angie Sprang

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**From:** Rocco Blasi <rocblasi@gmail.com>  
**Sent:** Wednesday, April 29, 2020 1:23 PM  
**To:** Angie Sprang  
**Cc:** Adrian Knight  
**Subject:** Info on GMF Healthy Forest Funding Request  
**Attachments:** GMF land btw Thomas Tr and Hondo Ave.png

Hi Angie,

I will call you shortly to discuss, but wanted to provide some bullet points to facilitate Board discussion of the Fire Mitigation / Healthy Forest funding request for Tuesday's meeting:

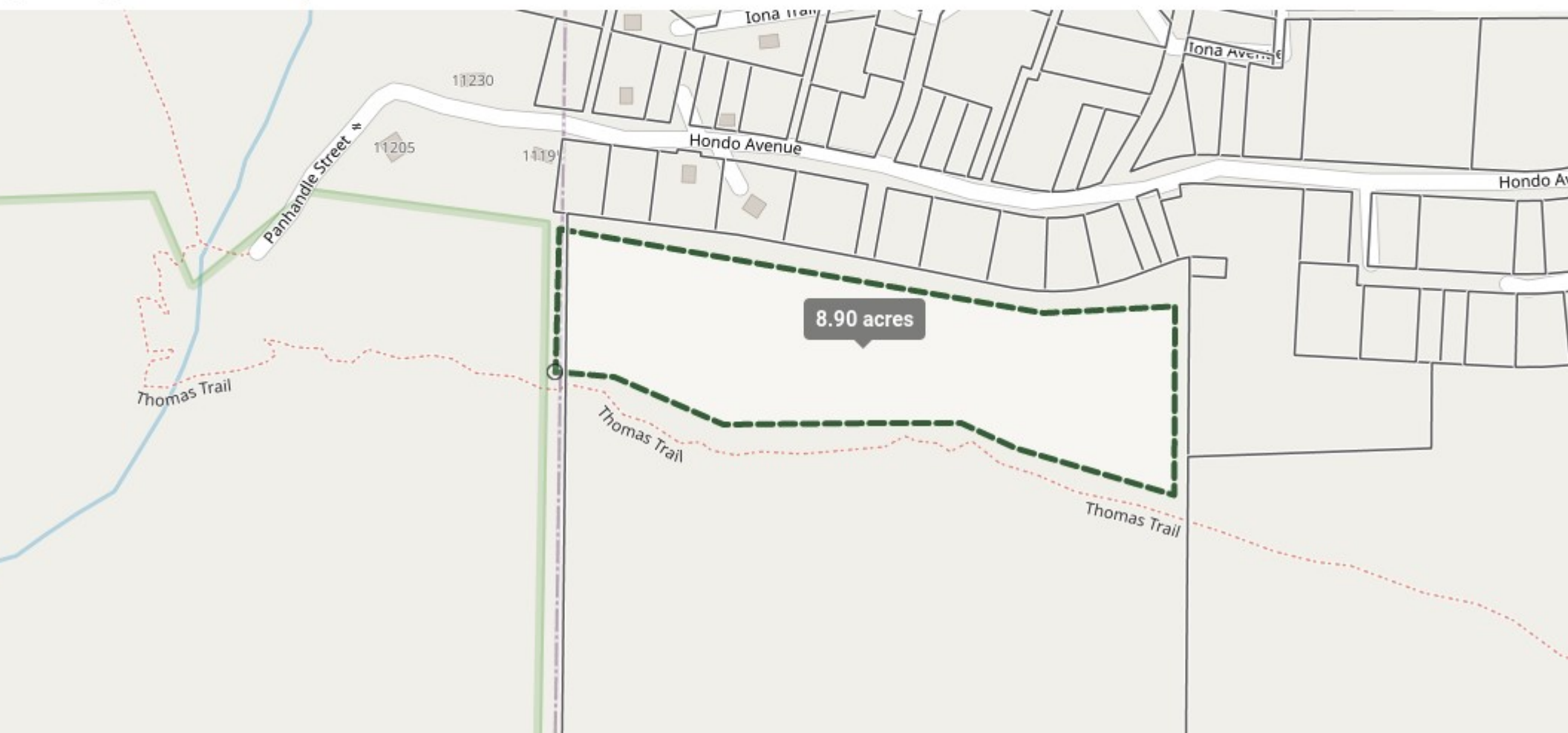
- Bottom line (up front): requesting \$5K MINIMUM for this already-budgeted fire mitigation effort. SWIFT provides an excellent value and anticipates having more time to dedicate to this effort this summer. More money = more value. This effort will provide a mitigated buffer zone between USFS land along GMF's southern backslope (Mt Rebecca) and GMF physical property. Hope to encourage expansion of defensible space on adjoining private properties.
- \$5K in GMF budget for fire mitigation, programmed to use as matching funds
- CUSP approached Fire Mit Cmte member Blasi on 60/40 matching opportunity. Cost: \$1600 / day, GMF pays \$960 (60%)
- Apply towards "GMF Healthy Forest Project" priority 2a (see map). Town land below Thomas Trail downhill to above private properties on Hondo Ave. Rationale: avoid priority 1, street rights-of-way, as sawyers are newly trained for backcountry
- Schedule may adjust based on virus distancing protocols & decisions, possible start by mid-May 2020
- SWIFT Crew will perform work: <https://www.coloradoci.com/serviceproviders/swift/index.html?intro>
  - SWIFT priority is wildland fire fighting; may get sent at short notice to higher priority, delaying GMF project
- Ten hour work day, minus travel time from Canon City equals approx 6.5 GMF work hours / day per sawyer
- Approximately 20 sawyers / day on fire mitigation crew
- Based on steep topography and difficult site access, CUSP recommends "lop and scatter" of slash. Smaller cut limbs no higher than 18" above ground. Rationale: ground ignition less hazardous than crown fire potential
- Log removal: propose future volunteer-based (firewood!)

I walked the proposed work area with Adrian from CUSP today and it is in desperate need of mitigation. Really interested to see if any additional funding is available above & beyond the \$5K, but whatever we can apply will reduce the risk.

I will plan to join the Board meeting via Zoom on Tuesday to try to answer any questions that arise.

Many thanks,

Rocco



## BOARD OF TRUSTEES AGENDA MEMO

|  |                      |  |
|--|----------------------|--|
| <b>DATE: 5.4.2020</b>                                | <b>AGENDA NO 4.b</b> | <b>SUBJECT:</b><br><br>Blue Moose Tavern Liquor License<br>Renewal Application |
| <b>Presented by:</b><br><br>Nathan Scott, Town Clerk |                      |  |

**Recommend action:** Approve the Retail Liquor or 3.2 Beer License Application for Blue Moose Tavern's license renewal.

**Background:** The Blue Moose Tavern has submitted their application for renewal. Their application includes their compliance with all criteria for renewal. Their current license expires May 29, 2020, and there have been no violations reported that staff knows of. Per State instruction, the Local Authority must approve the application before applicant can send to State for renewal.

**Issue Before the Board:**

Whether the Board would wish to grant approval to renew the Blue Moose Tavern Liquor License

**Alternatives:**

1. Approve the renewal application as requested
2. Do not approve the renewal application and seek appropriate legal advice.

**Conclusion**

In its role as the Local Liquor Licensing Authority, the Board is obligated to act on this renewal in a reasonable amount of time. In the absence of any compelling reason to not approve the renewal, it would be inappropriate to take any other action than renewal.

## Retail Liquor or 3.2 License Renewal Application

### Instructions

1. Complete entire application and attach details, if necessary.
2. Submit application 45 days prior to expiration to your local city or county licensing. **Do not submit to the State.**
3. Submit the appropriate renewal license fee by license type:

| License Type                       | Fee       | License Type                                      | Fee        |
|------------------------------------|-----------|---|------------|
| 3.2% Beer Off Premise (city)       | \$ 96.25  | Hotel & Restaurant / Optional Premise (city)      | \$ 500.00* |
| 3.2% Beer Off Premises (county)    | \$ 117.50 | Hotel & Restaurant / Optional Premise (county)    | \$ 500.00* |
| 3.2% Beer On Premise (city)        | \$ 96.25  | Liquor Licensed Drug Store (city)                 | \$ 227.50  |
| 3.2% Beer On Premises (county)     | \$ 117.50 | Liquor Licensed Drug Store (county)               | \$ 312.50  |
| 3.2% Beer On/Off Premises (city)   | \$ 96.25  | Liquor Store (city)                               | \$ 227.50  |
| 3.2% Beer On/Off Premises (county) | \$ 117.50 | Liquor Store (county)                             | \$ 312.50  |
| Arts License (city)                | \$ 308.75 | Optional Premises (city)                          | \$ 500.00  |
| Arts License (county)              | \$ 308.75 | Optional Premises (county)                        | \$ 500.00  |
| Beer & Wine (city)                 | \$ 351.25 | Racetrack License (city)                          | \$ 500.00  |
| Beer & Wine (county)               | \$ 436.25 | Racetrack License (county)                        | \$ 500.00  |
| Brew Pub (city)                    | \$ 750.00 | Resort Complex (city)                             | \$ 500.00  |
| Brew Pub (county)                  | \$ 750.00 | Resort Complex (county)                           | \$ 500.00  |
| Campus Liquor Complex (city)       | \$ 500.00 | Related Facility - Campus Liquor Complex (city)   | \$ 160.00  |
| Campus Liquor Complex (county)     | \$ 500.00 | Related Facility - Campus Liquor Complex (county) | \$ 160.00  |
| Campus Liquor Complex (state)      | \$ 500.00 | Related Facility - Campus Liquor Complex (state)  | \$ 160.00  |
| Club License (city)                | \$ 308.75 | Retail Gaming Tavern (city)                       | \$ 500.00  |
| Club License (county)              | \$ 308.75 | Retail Gaming Tavern (county)                     | \$ 500.00  |
| Distillery Pub (city)              | \$ 750.00 | Tavern (city)                                     | \$ 500.00  |
| Distillery Pub (county)            | \$ 750.00 | Tavern (county)                                   | \$ 500.00  |
| Hotel & Restaurant (city)          | \$ 500.00 | Vintner's Restaurant (city)                       | \$ 750.00  |
| Hotel & Restaurant (county)        | \$ 500.00 | Vintner's Restaurant (county)                     | \$ 750.00  |

\* Plus \$200.00 for each optional premise(s)

**Submit to Local Licensing Authority**

## Retail Liquor or 3.2 License Renewal Application

| Fees Due   |           |
|--|-----------|
| Renewal Fee  |           |
| Storage Permit \$200 X _____                                   | \$        |
| Optional Premise \$200 X _____                                 | \$        |
| Related Facility - Campus Liquor Complex \$160.00 per facility | \$        |
| <b>Amount Due/Paid</b>   | <b>\$</b> |

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

**Please verify & update all information below**

**Return to city or county licensing authority by due date**

|  |               |                     |                              |                        |  |
|--|---------------|---------------------|------------------------------|------------------------|--|
| Licensee Name  |               |                     | Doing Business As Name (DBA) |                        |  |
| Liquor License #   | License Type  | Sales Tax License # | Expiration Date              | Due Date               |  |
| Business Address   |               |                     |                              | Phone Number<br>(    ) |  |
| Mailing Address  |               |                     | Email                        |                        |  |
| Operating Manager  | Date of Birth | Home Address        |                              | Phone Number<br>(    ) |  |
| 1. Do you have legal possession of the premises at the street address above? <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Are the premises owned or rented? <input type="checkbox"/> Owned <input type="checkbox"/> Rented*        *If rented, expiration date of lease _____   |               |                     |                              |                        |  |
| 2. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input type="checkbox"/> No |               |                     |                              |                        |  |
| 3. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input type="checkbox"/> No   |               |                     |                              |                        |  |
| 4. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input type="checkbox"/> No  |               |                     |                              |                        |  |
| 5. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input type="checkbox"/> No   |               |                     |                              |                        |  |
| <b>Affirmation &amp; Consent</b>   |               |                     |                              |                        |  |
| I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.  |               |                     |                              |                        |  |
| Type or Print Name of Applicant/Authorized Agent of Business   |               |                     |                              | Title                  |  |
| Signature  |               |                     |                              | Date                   |  |
| <b>Report &amp; Approval of City or County Licensing Authority</b>   |               |                     |                              |                        |  |
| The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 12, Articles 46 and 47, C.R.S., and Liquor Rules.  |               |                     |                              |                        |  |
| <b>Therefore this application is approved.</b>   |               |                     |                              |                        |  |
| Local Licensing Authority For  |               |                     |                              | Date                   |  |
| Signature  |               | Title               |                              | Attest                 |  |



## MEMO TO THE BOARD OF TRUSTEES

|  |                  |   |
|--|------------------|---|
| <b>DATE: 5.5.2020</b>                              | <b>AGENDA NO</b> | <b>SUBJECT:</b>   |
| <b>Presented by:</b><br>Angie Sprang, Town Manager |                  | "Safer at Home" Governors Order: An update on the COVID-19 Response |

**Recommend action:**

Informational Only.

**Background:**

The intent of this presentation is to provide a COVID-19 overview and update to the Board of Trustees and Green Mountain Falls Community, informing the public as to how the COVID-19 response may continue to impact our Community from the White House to the State, County, and Local Government.

The CDC and the White House put together what they refer to as the "Opening America" campaign. This campaign contains three phases recommended by Dr. Fauci, NIAID Director and Dr. Birx, White House Coronavirus Response Coordinator. We are presently in phase one of the three phased CDC Guidelines for "Opening America" on the White House Website: <https://www.whitehouse.gov/openingamerica/#criteria>

What does phase one of the three phased "Opening America" program look like in the State of Colorado?

- April 26 Governor Issues "Safer-at-Home" Order, Press Release: <https://www.colorado.gov/governor/news/gov-polis-issues-executive-order-safer-home>
- Governor's Executive Order D 2020 044, Safer at Home: <https://www.colorado.gov/governor/sites/default/files/inline-files/D%202020%20044%20Safer%20at%20Home.pdf>

# SAFER AT HOME



Vulnerable populations and older adults must stay at home except when absolutely necessary



No group gatherings over 10 people



Critical businesses remain open with strict precautions (social distancing, masks for all employees, more frequent cleanings, etc.)



Retail businesses open for curbside delivery and phased-in public opening with strict precautions



Restaurants and bars remain closed except for takeout/delivery. Work towards phased reopening.



Nightclubs, gyms and spas remain closed



Elective medical and dental procedures begin, with strict precautions to ensure adequate personal protective equipment and the ability to meet critical care needs



Personal services (salons, dog grooming, personal training, etc) will open with strict precautions



K-12 schools remain closed for the 2019-2020 school year



Telecommuting continues for offices. Starting May 4, up to 50% of staff can work in person (with social distancing in place)



GOVERNOR  
JARED POLIS

# SAFER AT HOME

## WHAT IT MEANS FOR YOU

### WHAT IT IS:

- Continuing to stay at home as much as possible and if you leave, do it for very specific tasks
- For older adults and/or have a chronic condition, you **MUST** stay at home unless necessary
- Continuing to wear a facial covering and practice social distancing - 6 feet
- Recreating close to your home - no more than 10 miles
- Continuing to limit interactions to members of your household
- Gatherings no more than 10 people

### WHAT IT'S NOT

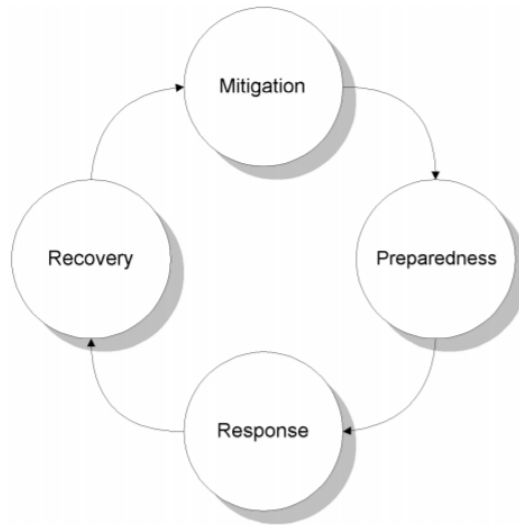
- A free-for-all
- An opportunity to leave the house as much as possible and spread the virus to others
- An excuse to not wear a facial covering or hug or give a handshake
- Going to the mountains to spend the weekend
- Conducting unnecessary travel
- Having parties or get togethers
- Pick up soccer games or neighborhood BBQ's

**#DoingMyPartCO**



**GOVERNOR  
JARED POLIS**

The Four Phases of Emergency Management (source: FEMA.gov) are: Mitigation, Preparedness, Response, and Recovery. We are currently in the response phase and look forward to recovery and beyond.



**Mitigation:** This phase includes actions taken to prevent or reduce the cause, impact, and consequences of disasters. Examples of hazard mitigation include:

- Tying down homes or barns with ground anchors to withstand wind damage ‹ Digging water channels to redirect water and planting vegetation to absorb water
- Constructing levees or permanent barriers to control flooding
- Reinforcing fencing to prevent animal escapes
- Buying insurance policies

**Preparedness:** This phase includes planning, training, and educational activities for events that cannot be mitigated. Examples include:

- Developing disaster preparedness plans for what to do, where to go, or who to call for help in a disaster
- Exercising plans through drills, tabletop exercises, and full-scale exercises
- Creating a supply list of items that are useful in a disaster
- Walking around a farm and identifying possible vulnerabilities to high winds

**Response:** The response phase occurs in the immediate aftermath of a disaster. During the response phase, business and other operations do not function normally. Personal safety and wellbeing in an emergency and the duration of the response phase depend on the level of preparedness. Examples of response activities include:

- Implementing disaster response plans
- Conducting search and rescue missions
- Taking actions to protect yourself, your family, your animals, and others
- Addressing public perceptions about food safety

**Recovery:** During the recovery period, restoration efforts occur concurrently with regular operations and activities. The recovery period from a disaster can be prolonged. Examples of recovery activities include:

- Preventing or reducing stress-related illnesses and excessive financial burdens
- Rebuilding damaged structures based on advanced knowledge obtained from the preceding disaster
- Reducing vulnerability to future disasters

**Additional Information for Citizens and Business Owners**

State of Colorado, COVID-19 website with the latest information: <https://covid19.colorado.gov/>

State of Colorado, COVID-19 information for Small Businesses: <https://choosecolorado.com/covid19/>

El Paso County, COVID-19 information for Small Businesses: <https://admin.elpasoco.com/economic-development/>

El Paso County, COVID-19 information for Citizens: <https://www.elpasocountyhealth.org/>

El Paso County Public Health Guidance for Residents is attached. If Citizens have concerns or questions about COVID-19, they can reach out to the El Paso County Public Health Office at:

1675 W. Garden of the Gods Rd., Suite 2044 Colorado Springs, CO 80907

(719) 578-3199 *phone*

(719) 575-8664 *fax*

**[www.elpasocountyhealth.org](http://www.elpasocountyhealth.org)**

**Issue Before the Board**

N/A

**Alternatives**

N/A

**Conclusion**

N/A

# US 24 Repaving

Manitou Springs to Chipita Park



**COLORADO**  
Department of Transportation





# US 24 Repaving This Summer

**Work Area**  
mile markers 291 – 296

**Manitou Springs  
To  
Chipita Park**





## Overall Work

- Concrete Curb and Gutter
- Asphalt Replacement
  - 5 miles
- Guardrail Replacement
  - 3 sections
- Delineator Replacement

## Impacts

- Single lane closures
  - 2 miles

## Project Benefits:

Improves safety:

- Smoother road surface
- Higher visibility
  - striping
  - signs





# Schedule

May/June – Concrete Curb

June/July – Asphalt Repaving

August - Guardrail

# Work Hours

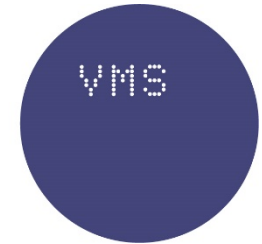
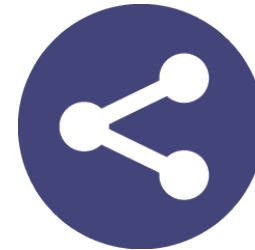
**Sunday through Thursday NIGHTS**

**7 p.m. to 5 a.m.**

No work on Federal holidays



# Information and Outreach



| Emails Weekly  | Web  | Phone/Hotline  | Social Media Posts   | Road Signs   |
|--|--|--|--|--|
| <ul style="list-style-type: none"><li>• Traffic Advisories - Delay Times</li></ul> | <ul style="list-style-type: none"><li>• CoTrip.org</li><li>• CDOT Project Web Page</li></ul> | <ul style="list-style-type: none"><li>• Updated Weekly</li><li>• Monitored 24hrs for Urgent Issues</li></ul> | <ul style="list-style-type: none"><li>• Changes in Traffic Impacts</li><li>• General Updates</li></ul> | <ul style="list-style-type: none"><li>• Mobile Electronic signs</li><li>• Static signs</li></ul> |

Local Government Assisted Distribution



# Contact the Project Team

**719-301-3801**

**US24Repaving@PublicInfoTeam.com**

**www.CoTrip.org**



**COLORADO**  
Department of Transportation





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

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

5/1/20

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

|                           | MARSHAL             | RESERVES            | TOTAL                 |
|---------------------------|---------------------|---------------------|-----------------------|
| HOURS WORKED              | 211<br>PATROL (120) | 59.5<br>PATROL (55) | 270.5<br>PATROL (175) |
| ACTIVITY                  |                     |                     |                       |
| CHECK WELFARE             | 1                   |                     |                       |
| CODES                     | 1                   |                     |                       |
| RUNAWAY FOLLOW UP         | 6 RUNAWAY RETURNED  |                     |                       |
| TRAFFIC                   | 1                   |                     |                       |
| PARKING                   | 4                   |                     |                       |
| SUSPICIOUS VEHICLE        | 1                   |                     |                       |
| COVID-19 ORDER VIOLATIONS | 6                   |                     |                       |
|                           |                     |                     |                       |
|                           |                     |                     |                       |
|                           |                     |                     |                       |
|                           |                     |                     |                       |
|                           |                     |                     |                       |
|                           |                     |                     |                       |
|                           |                     |                     |                       |

**Other items of interest:**

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

**From:** Angie Sprang  
**Sent:** Monday, May 4, 2020 2:33 PM  
**To:** Angie Sprang <[manager@gmfco.us](mailto:manager@gmfco.us)>  
**Subject:** April Monthly Report

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

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

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

Town Clerk – Treasurer

- Received notary certification on April 20.
- Ongoing acclimation to payroll process, accounting details, and catching up on general record keeping.
- Fromm and Co. is doing work for annual audit preparation and I am assisting with that effort.
- Researching banking and transaction options for more efficient operation, with priorities of eliminating late fees, minimizing paper checks, and selection of a procurement card which has annual financial rewards.
- A priority moving forward is going as paperless as possible, while still maintaining a record keeping system that is up to date and easily auditable.
- License renewals are generally down from last year. Muni/Lodging Revs software will be a huge asset to standardize and automate annual renewals of STRs and Business Licenses.
- Suggestions are always welcome regarding how to remind people nicely about dog license renewals.

Public Works

- Equipment Maintenance: John Deere skid steer has been serviced and cleaned. Front window/door installed on skid steer. Brakes on the CAT backhoe have been bled and adjusted. Two leaking air valves have been replaced on the CAT motor grader. Tires have been rotated on the Nissan.
- Roads Maintenance: Roads plowed one occasion on April third. Potholes and road damage in zone three have been filled, smoothed, and compacted with the skid steer. Riprap has been placed in the ditch on Iona av. Dead tree in ROW on Spruce av and Douglas pl has been removed.
- Park Maintenance: Park trash emptied. Doggie bag stations emptied. Dead tree removed from pond inlet. Caution tape put multiple times in parks and on benches. Goose droppings picked up on two occasions. Fountain Installed.
- Town Hall: Drywall installation complete. Construction project ongoing.
- Public works admin: Continued work on Capitol equipment proposal. Started a Public works long term plan and Standard Operating Procedures, and Action Plan.

Town Manager

- COVID-19 Response (Teller County, EPC, State, Fed.)
- New STR & Revocable Permit Enforcement – Muni & Lodging Revs Kickoff, Project Mgmt., Financial Setup
- New Online and Counter Payments Setup w/State partner
- New SIPA Website Project Kickoff & Project Management
- 2020 Capital Projects Grant Request(s) Updates

- Advisory Boards & Commissions Creation of & Recruitment
- DOLA Flood Recovery Projects – Bid, Pre-award Conference
- Town Clerk – Treasurer training plan, onboarding, orientation, training

Planning: Current Projects

- Website has new content and forms.
- Ongoing coordination with PPACG to find environmental and land use grants. Air Quality and Water Quality have several opportunities.
- CU Denver School of Architecture and Planning Intern – seeking funding options
- Various permits and other processing of PC applications
- Muni & Lodging Revs Kickoff, Data Organization & Processing

Marshall's Office

- Please see the attached report.

Respectfully,

The Town of Green Mountain Falls Team

Contact Angie Sprang with any questions at 719-684-9414.

GMF Staff is adhering to the social distancing recommendations of federal, state, and county agencies and Town Hall is closed for face-to-face business. Staff is available during [Town Hall business hours](#) for phone, video conferencing appointments, and/or email communications. We thank you for your patience and continued support.