



## Town of Green Mountain Falls

### Board of Trustees Regular Meeting Agenda

10615 Green Mountain Falls Road

Green Mountain Falls, CO 80819

Tuesday, August 16, 2022, at 7:00pm

#### Public Work Session prior to meeting at 6:00pm

In-person\* or via Zoom\*\*:

<https://us02web.zoom.us/j/89798971950?pwd=VmFPNlI6NU9JakZ2eWgxOXV2o5UT09>

Meeting ID: 897 9897 1950; Passcode: 409727; Dial-in: 346-248-7799

#### REGULAR MEETING:

TIME:		ITEM	DESIRED OUTCOME
6:00pm		PUBLIC WORK SESSION	
7:00pm	1.	CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE	
	2.	ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA	<b>BOT Action Desired</b>
	3.	PERSONS PRESENT NOT ON THE AGENDA: 3 MINUTES PER SPEAKER	Public Comment
	4.	CONSENT AGENDA: a. Minutes from July 19, 2022, Board of Trustees Meeting	<b>BOT Action Desired</b>
	5.	Planning Commission Recommendation – Rocco Blasi appointment	<b>BOT Action Desired</b>
	6.	Fire Mitigation Advisory Committee Recommendation – Paul Yingling appointment	<b>BOT Action Desired</b>
	7.	Fire Mitigation Advisory Committee Recommendation – Nuisance Tree Definition	<b>BOT Action Desired</b>
	8.	Parks, Recreation, and Trails Advisory Committee Recommendation – Creek Week 2022	<b>BOT Action Desired</b>
	9.	Discussion - Park Ave. Road Improvements	Information Only
	10.	REPORTS a. Trustee Reports b. Committee Reports c. Staff Reports	Information Only
	11.	CORRESPONDENCE a. Trail Ambassador Update	Information Only
	12.	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.

\*\*Zoom meeting will start when the regular meeting is called to order. Public Comment for Zoom participants is restricted to live comment during Item #3 only. Commenters should be prepared to use the “raise hand” function to be called upon. Chat comments will not be managed or responded to.

**TOWN OF GREEN MOUNTAIN FALLS**  
**Board of Trustees Regular Meeting**  
**Town Hall – 10615 Green Mountain Falls Road**  
**In-Person or Zoom**  
**Tuesday, July 19, 2022 – 7:00 P.M.**

**MEETING MINUTES**

**Board Members Present**

Mayor Todd Dixon  
Mayor Pro Tem Sunde King  
Trustee Nick Donzello  
Trustee Katharine Guthrie  
Trustee Sean Ives

**Town Manager**

Becky Frank

**Town Clerk/Treasurer/Planner**

Nate Scott

**Board Members Absent**

**Town Attorney**

Not present

**Public Works Department**

Not present

**Marshal's Department**

Not present

**Planning Department**

Vacant Position

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

Mayor Dixon called the meeting to order at 7:00 p.m.

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

Trustee Donzello motions to sign the Opioid agreement from May 17. TCT Scott advises that it was already signed. Donzello advises that the agreement may be amended to add GMF as a member to the Opioid Council.

Trustee Guthrie moves to accept the agenda as presented. Trustee Donzello seconds. Motion passes unanimously.

**3. Persons Present not on the Agenda: 3 minutes per speaker**

John Bell – 10691 Illinois Ave – comments that Planning Commission should consider 1) limiting the number of sheds on a property and 2) the maximum size of sheds.

**4. Consent Agenda:**

- a. Minutes from July 5, 2022

Trustee Guthrie moves to approve the consent agenda including minutes from July 5, 2022. Trustee Donzello seconds. Motion passes unanimously.

**5. Black Hills Energy – Introduction from Tom Henley, Community Affairs Representative.**

Mr. Henley gives a PowerPoint presentation about the sustainability efforts being taken by Black Hills Energy. Mayor Dixon asks whether there is info that can be posted for residents for incentivizing replacement of old furnaces. Mr. Henley says he will send some info to the Town for posting.

No formal action.

**6. Update – Comprehensive Roads Plan – Andre Brackin**

Mr. Brackin introduces Brenna Alison and Brian Spanno to do the presentation. They give a presentation about what the deliverables from the project will be. Basically there will be a database of all gravel roads, with interactive GIS software which shows the ideal slope of each section of road for future maintenance guidance. Staff will be trained on the software and Wilson & Co will be available for support. Flow information will inform decisions for culvert location and sizes. TCT Scott asks about paved roads – is this addressed in the study? Mr. Brackin says that for small mountain communities like ours, repaving every 7 years is cost-prohibitive for our government budget. The Town should plan for these to always be gravel, with different material being tested/used for best long-term solution.

No formal action.

Mayor Dixon suggests the idea of a town-wide project to inform residents about culvert needs and perhaps get a bulk cost for residents to install/replace culverts.

## **7. Resolution 2022-08; Donations Policy**

TM Frank summarizes the memo and policy as presented, along with the history of the issue. The Fire Mitigation and Parks, Rec, and Trails Advisory Committees have requested a mechanism with which to accept donations.

Discussion about the amount of discretion the committees should have and the process for fund disbursement. Specific discussion about the section about returning funds if unused and the tax deduction status of donations.

Recommended changes: Section 3c – add stipulation of \$5,000 or more; less than \$5,000 can be authorized by Committees and must be supported by Committee minutes documentation; Section 3e to be removed.

Mayor Dixon moves to adopt Resolution 2022-09 as revised. Trustee Donzello seconds. Motion passes unanimously.

## **8. Reports**

### **a) Trustee Reports**

Trustee Guthrie reports about the triangle garden project – volunteers have begun planting, rocks will be placed from the lake project, Public Works staff work has made the garden much more substantial. Reports about the Sunday concert series. Blue Moose is the inclement weather option. Reminder about live music on July 30 (Bronc Day) starting in the morning throughout the day, culminating in Barn Dance in the evening.

Trustee Donzello reports on the Opioid Council. They may amend By-laws to participate as a voting member. Town has skin in the game with Redcloud organization and Rev. Avery and Church of the Wildwood as community resources.

Trustee King comments that the Sunday Concert Series is very enjoyable.

Mayor Dixon reminds public about the upcoming meetings: Stilling Basin info meeting on Thurs at town hall. Next Tuesday is the Sallie Bush meeting about short-term rentals. FMAC meets Monday, Planning Commission work session on Wednesday. Summarizes work session directives for staff: roads are priority one, keep a minimum road base supply of 120-150 tons, start dialog with PRTAC regarding overseeing the parks maintenance.

### **b) Committee Reports**

PRTAC report included in the packet, including a Friends of Ute Pass trail maintenance report and info about newly installed signage.

### **c) Staff Reports**

Marshal Goings gives a verbal report: 30 calls for service at homes; 3 citizen contacts; 7 traffic stops; 1 sex offender registration. Two sex offenders in town, one just outside of town. Two shots fired calls, one welfare check. Updates the board on the body worn cameras requirement and asks for two trustees to volunteer to be on a committee to decide how to purchase these. See video for full report.

TM Frank summarizes the report included in the packet.

TCT Scott summarizes the report included in the packet.

## **9. Correspondence**

### **a) Pikes Peak Regional Building Dept – New Code Adoption Process**

TCT Scott summarizes the communication received from PPRBD. Discussion about WUI code and how that relates to PPRBD and the town land use code. Mayor Dixon will be involved as a member of the PPRBD Advisory Board.

## **10. Adjourn**

Meeting adjourned at 9:02 p.m.

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Nathan Scott, Town Clerk/Treasurer

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Todd Dixon, Mayor



## The Town of Green Mountain Falls

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

### Committee Volunteer Application

Volunteer Position applying for: Planning Commissioner

Name: Rocco Blasi

Street Address: 10955 Belvidere Ave

City, State: GMF CO

Zip Code: 80819

Phone Number: 719-684-2481

Email address: rocblasi@gmail.com

How many years have you been a resident of Green Mountain Falls: 16

Current Employer/Occupation: UCCS, Transportation

Work Experiences that may apply: Trained military planner (3 years), developed inform/influence objectives for campaign plans linking national strategy with theater goals

Other Volunteer Experiences that may apply: GMF PC 2017-2020, assisted in Comp Plan; GMF Trails Cmte 2008-2011, 2014-2020; Drafted 2 successful fire mitigation grants

Any Special Qualifications that may apply to this volunteer position: I know how to think, I know how to coordinate, I know how to communicate.

Other Current Volunteer Positions you hold: President, Friends of Ute Pass Trails

Reasons for choosing this Volunteer Opportunity: In return for thoughtful, fair, transparent participatory governance, I offer one thing: my best effort. Available starting mid-June

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

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

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

Volunteer Signature: \_\_\_\_\_

Date: May 16 2022

Are you 18 years or older? YES ☒ NO ☐

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

## MEMO TO THE BOARD OF TRUSTEES

<b>DATE: 08.12.2022</b>	<b>AGENDA NO. 5</b>	<b>SUBJECT:</b>
<b>Presented by:</b> Nate Scott, Town Clerk/Treasurer		Appointment of Planning Commissioners

**Background:**

At their August 9, 2022, meeting, the Planning Commission voted unanimously to recommend the appointment of Rocco Blasi to the Planning Commission.

**Recommend action:**

Move to appoint Rocco Blasi as Planning Commissioner.



## **The Town of Green Mountain Falls**

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To: Mayor and Board of Trustees  
From: David Douglas, FMAC Chair  
Re: FMAC open position recommendation

The GMF FMAC recommends that the GMF BOT approve the addition of Paul Yingling to fill the vacant FMAC position at the next meeting of the BOT on August 2, 2022. The FMAC voted unanimously at its July 25, 2022, to recommend approval of Mr. Yingling to the BOT with immediate effect.

Sincerely,

David Douglas  
Chair, FMAC



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### Committee Volunteer Application

Volunteer Position applying for: Fire Mitigation Advisory Committee \_\_\_\_\_

Name: Paul L. Yingling \_\_\_\_\_

Street Address: 11120 Pueblo Avenue \_\_\_\_\_

City, State: Green Mountain Falls, CO \_\_\_\_\_ Zip Code: 80819 \_\_\_\_\_

Phone Number: (719) 368-0916 \_\_\_\_\_ Email address: paul.l.yingling@gmail.com \_\_\_\_\_

How many years have you been a resident of Green Mountain Falls: 6 \_\_\_\_\_

Current Employer/Occupation: Work Experiences that may apply: Technical Management Services /  
Management Consultant, 28 years military service (US Army) \_\_\_\_\_

Other Volunteer Experiences that may apply: 2 + years GMF Planning Commission \_\_\_\_\_

Any Special Qualifications that may apply to this volunteer position: 7+ years consulting public sector  
organizations in strategic planning and risk management \_\_\_\_\_

Other Current Volunteer Positions you hold: None \_\_\_\_\_

Reasons for choosing this Volunteer Opportunity: Reduce fire risk in GMF \_\_\_\_\_

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

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

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

Volunteer Signature:  \_\_\_\_\_ Date: 7/18/22 \_\_\_\_\_

Are you 18 years or older? YES ☒ NO ☐

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





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(719) 684-9414 [www.gmfco.us](http://www.gmfco.us)

To: Mayor and Board of Trustees  
From: David Douglas, FMAC Chair  
Re: GMF Municipal Code, Article VIII. Trees, Sec. 6-147. Definitions. Nuisance Trees

The GMF FMAC was directed by Mayor Dixon to propose an addition to the Nuisance Trees definition which would include standing dead trees. The GMF FMC addressed the mayor's directive at its last meeting on July 25, 2022. The FMAC recommends the following addition to the *Nuisance Trees* definition in Sec. 6-147 of Article VIII. at the end of the paragraph:

*Any dead standing tree is a nuisance tree with all the attributes of a threat to public safety and any adjacent property without exception for location on public or private property.*

The FMAC was also asked to consider including definitions for brush, limbing up, and dying trees. The FMAC recommends that the BOT seek the advice of the Colorado State Forestry Service in Woodland Park for these definitions which may be included in the Municipal Code.

Sincerely,

David Douglas  
Chair, FMAC

**Parks, Recreation, and Trails Advisory Committee  
Agenda Memorandum**

<b>DATE: 8.10.2022</b>	<b>AGENDA NO 8</b>	<b>SUBJECT:</b> Creek Week in GMF - Sept 25, 2022
<b>Presented by:</b> PRT - Jesse Stroope, PRT Chair <b>Attachments:</b> None		

**Background**

At the 8.10.2022 meeting, the Parks, Recreation and Trails (PRT) Committee made a recommendation to present to the Board to have the Creek Week clean up on Sunday, September 25, 2022.

**Discussion**

Creek Week is an annual event hosted by the Fountain Creek Watershed Flood Control and Greenway District, <https://www.fountain-crk.org/creek-week/>. from September 24 - October 2. PRT committee member, Jay Kita, has agreed to be Crew Leader for Sunday, September 25th. He will be the point contact for this project. Once approved by the Board, PRT will post information to recruit volunteers.

**Recommended Motion**

I move to approve Creek Week in GMF on Sunday, September 25, 2022.

**Alternative Options**



**Green Mountain Falls**

COLORADO  
OFFICE OF THE TOWN MANAGER

10516 Green Mountain Falls Road  
PO Box 524  
Green Mountain Falls, CO 80819  
www.gmfco.us

**BOARD OF TRUSTEES AGENDA MEMO**

<b>DATE: 08/12/2022</b>	<b>AGENDA NO</b>	<b>SUBJECT:</b>
<b>Presented by:</b> Becky Frank, Town Manager		Park Avenue Road Improvements

**Discussion:** We have received a proposal for BoT consideration for the repair of Park Avenue between Hotel Street and Illinois Avenue. This proposal would improve the section of roadway above the area of the Stilling Basin Project. It was the hope of the staff that the estimate would come in lower as we could achieve some cost savings by having the equipment already mobilized. The paving proposal came in at \$152,945.00

An alternate is proposed which would repair the section of paving utilizing Class 6 Road Base for \$24,570.

Staff is evaluating options with the engineer.

Respectfully,

Becky Frank



Project: Park Ave Road Improvements  
Address: Green Mountain Falls, CO  
Date: 8/8/2022

Thank you for the opportunity to provide this proposal for the road improvements on Park Avenue in Green Mountain Falls.

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## Site, Paving, Road Improvements

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**Paving:** **\$152,945.00**

- Remove and replace existing road with 4" asphalt

**Alternate:** **\$24,570.00**

- Add 6" Class 6 Base

### Alternates:

**Export non-suitable soil @ \$26.00/yd**

**Import structural fill @ \$21/ton**

### Stipulations

#### General Stipulations and Exclusions

- Work will be performed during normal hours 7:00 AM- 4:00 PM ☒Y/N☐
- Work will be performed after-hours 4:00 PM- 7:00 AM ☐Y/N☒
- This proposal is valid for 14 days
- All work will be performed in compliance with OSHA safety requirements.
- Standard labor rates are included. Does not include Davis Bacon Wages or prevailing wages.
- Assumes no liquidated damages. (To be added by change order)
- Does not include payment or performance bond cost (To be added by change order)



- Does not include Textura or other processing fees. (To be added by change order)
  - Excludes all items/scope of work not specifically included in proposal.
  - Scope review and field verification required before contracting.
  - Scope is specifically limited to items listed in proposal. Quantities are approximate but representative of proposed scope.
  - Payment is to be made at time of completion. Any retainage to be paid in full within 30 days of completion of contracted scope. Verification of funds may be required prior to mobilization of equipment.
  - Pay Applications will be submitted for payment passed on scope of work completed for the month less any retainage. Pay Applications are expected to be paid with 30 days of submittal.
  - Alterations or deviations must be approved by both parties and may result in a change order. If a scope adjustment is such that a change order is required, the change order must be fully executed prior to the associated work being performed.
- 
- Excludes Traffic Control, unless otherwise noted.
  - Excludes Surveying, unless otherwise noted.
  - Excludes Foundation Waterproofing.
  - Estimate reflects current ground conditions as stipulated by the Geotechnical Report.
  - Assumes all work to be done on native soil, including utilities, unless otherwise specified.
  - Assumes utility depth no greater than 18 feet.
  - Assumes all grades to be within +/- 1/10th
  - Estimate does not account for winter weather conditions.
  - Assumes water is available onsite.
  - Stormwater BMP's will be maintained by others while Iron Mountain is on site.
  - Excludes all dewatering activities.
  - Excludes all seeding, landscaping, and topsoil, unless otherwise stated.
  - Backfill and compaction is included for around the foundation system only.
  - Excludes electric and gas utilities. Trenching available with a Change Order.
  - Water and sanitary lines to be brought to within 5 feet of the building footprint.
  - Schedule must be mutually agreed to before contracting.
  - Assumes "day for day" weather delays.
  - Excludes all basement shoring, assumes shoring completed by others.
  - Thrust Blocks included as plans indicate.
  - Flow-fill for black fill is not included if required.
  - Material prices subject to change and are not guaranteed.
  - Excludes electrical and data line installation or trenching. Trenching available for additional cost.
  - All inspector overtime to be covered by General Contractor.
  - Excludes all imported backfill unless otherwise noted.
  - Excludes Backflow and Meters.
  - Excludes boulder removal or replacement greater than the max weight of the equipment on site.
  - Final schedule of proposed scope to be agreed upon by both parties before project begins.

Acceptance of Proposal: \_\_\_\_\_ (signature) Date: \_\_\_\_\_

Iron Mountain Representative: *Liz Dedig*

Date: *8/8/2022*

Liz Dedig

Project Manager

719-440-4576 – C

719-634-0611 - O

Notice to Proceed: \_\_\_\_\_

Date: \_\_\_\_\_



## The Town of Green Mountain Falls

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(719) 684-9414 www.gmfco.us

To: Mayor and Board of Trustees  
From: Becky Frank, Manager  
Re: Staff Report, August 16, 2022

### Rolling Project Roster:

- Employment Opportunities-Administrative Assistant Position posted. Deputy Marshal position posted.
- Stilling Basins This project mobilized on 7/18/2022. Trees and shrubs have been removed. Some reengineering of the water lowerings were required. Working with CSU to provide notification of impacts to customers.
- Gazebo Lake (El Paso County CDBG Accessibility for All)-approximately 65% of the Lake wall has been replaced-contractor will begin working on other items on the project that don't require lowering the water and will resume the lake wall in late August (not to conflict with community events).
- Comprehensive Roads Plan-In Progress. Wilson & Co update/presentation 7/19/2022. Next update September 20<sup>th</sup>.

### **Public Works:**

- Public Works has commenced road repairs and we have begun receiving deliveries of road base to build up critical areas. We will begin receiving Class 6 road base in the next several weeks and will begin capping the roads. We will begin stockpiling material for this year and next as the budget allows.
- Working to take down/limb trees in public spaces or in ROW. -this has paused for the time being unless something is critical.
- Cold patching potholes and using millings to fix areas as appropriate.

### **Town Manager:**

- Grant application for the CPW Human-Bear Conflict Resolution Program. PO received. We will begin identifying potential locations for the blind and PRTAC will assist in drafting some design concepts. This project will go out to bid late winter 2023.
- Pool-Equipment has been working great. Hosted a visit with Woodland Park Aquatic Center staff to begin developing some additional quality control measures for the 2023 swim season. Staff will prepare some recommendations for the BoT's consideration during budget season. Pool hours will be Friday 12pm-7pm, Saturday 10am-5pm and Sunday 12pm-7pm for the remainder of the month.
- GOCO-Concept paper submitted for the Parks Rec and Trails Master Planning Grant. Communities invited to apply will be notified the third week of August.
- STR-Legal staff has been out on illness-We should have a draft policy for discussion that includes recommendation from the public info meeting for your review at the August 30<sup>th</sup> meeting. Once you have had an opportunity to review the policy, staff recommends posting the policy for a public review period prior to a possible adoption date in September. Once adopted, staff will develop

procedures that consider the policy changes and develop supporting materials, i.e. House Manual Template and Owner/Manager Packet.





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To: Mayor and Board of Trustees  
From: Nate Scott, Town Clerk/Treasurer/Planner  
Re: Staff Report, August 12, 2022

### Routine activities continuing:

- Payroll/Pension
- Agenda packet preparation
- Meeting management
- Legal notices and postings
- Gazebo inquiries
- Licensing management

### UPDATES

#### **Clerk/Treasurer:**

COSWAP Fire Mitigation Final report (10-week summer season):

- 7.31 total acres thinned
  - o 5.05 acres of slash spread
  - o 2,233 trees removed
  - o 2,744 trees bucked and/or limbed
  - o 162 cubic feet of firewood stacked
- Here are the hours for the last four weeks of the season (320 hours/week avg is the goal):
  - o 7/18-21: 220
  - o 7/25-28: 309
  - o 8/1-4: 277
  - o 8/8-11: 315
- I'll be meeting with forester David Poletti to review the work done already and verify the prescription for the next 5 weeks of fall work (Sept. 6 – Oct. 6).

#### **Audit:**

- Work on verifying assets for depreciation calculations.
- Audit scheduled for week of August 22.

#### **Short-term rentals:**

- Approved 10860 Ora
- 11414 Belvidere is pending
- After continued auditing of licenses, these two will get us to 50/60 licenses active.

- Confirmed with MuniRevs that the Lodging Revs service we pay for can help identify unlicensed rentals. I will be scheduling training on this software, but Board needs to define a penalty before we can proceed with enforcement.

### **Planning:**

- Land Use Code updates:
  - o No responses to recent RFQ for planning consultant to help.
  - o PC members are helping with follow ups to those consultants, to figure out why no one responded.
  - o We are meeting with legal team to discuss the rezoning process and talk about possible next steps.
  - o Wildland Urban Interface (WUI) Code integration could complicate the rewrite and cause some hard decisions (ease of development vs. WUI density/material recommendations).
  - o I calculated some square footage statistics in our GIS parcel layers to help inform policies related to lot size (min. lot size for development, etc.).

**From:** [Nancy Dixon](#)  
**Subject:** Trail Ambassador Update - Aug 1st  
**Date:** Monday, August 1, 2022 4:41:09 PM

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Hello Ambassadors,

July is done and the Trail Ambassadors engaged with a total of 475 hikers! Thank you for educating and guiding our GMF visitors.

Wow...there are only 5 weekends left this season! Open shifts this weekend:

Saturday, the 6th: 8-10am and 10am-noon

Sunday, the 7th: 8-10am and 10am-noon

[August Trail Ambassador Sign Up](#)

Thank you for making the Trail Ambassador program successful!

Cheers,  
Nancy

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**Nancy Dixon**  
**Volunteer Coordinator**  
**GMF Trail Ambassador Program**  
[gmftrailambassadors@gmail.com](mailto:gmftrailambassadors@gmail.com)  
**303.918.9366**



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