

TOWN OF GREEN MOUNTAIN FALLS
Board of Trustees Regular Meeting
Town Hall – 10615 Green Mountain Falls Road
In-Person or Zoom
Tuesday, September 20, 2022 – 7:00 P.M.
Public Work Session prior to meeting at 6:00 pm

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

Marshal Sean Goings

Planning Department

Nate Scott

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

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

2. Additions, Deletions, or Correction to the Agenda

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

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

David Douglas, 11145 Hondo Ave; comments on road maintenance needs and hiker parking problem on Hondo.

4. Consent Agenda:

- a. Minutes from August 30, 2022

Trustee King points out that “Deputy” is misspelled on the last page, subparagraph “i”. Trustee Ives moves to approved as modified. Trustee Guthrie seconds. Motion passes unanimously.

5. Oath of Office – Deputy Marshal William Starks

Marshal Goings introduces Will Starks. Mayor Dixon administers the oath of office to Deputy Marshal Starks. Marshal Goings summarizes the hiring and orientation process to be expected with Deputy Starks.

6. Proclamation: Creek Week 2022

Alli Schuch briefly explains the mission of the Fountain Creek Watershed District, summarizes the history of the Creek Week Cleanup effort, and reads the proclamation.

The Board votes unanimously to officially make this proclamation.

7. Presentation: Habitat for Humanity, Kris Lewis, Executive Director/CEO of Pikes Peak Habitat for Humanity

Kris Lewis gives the presentation included in the packet.

8. Applications for Easements: 11110 and 11120 Belvidere Ave.

TCTP Scott gives a summary of this project, when the variances were approved, and why these easements are necessary for the deck replacement projects. He recommends approval contingent on insurance verification, acquiring the vesting deed in the trust, and proper reflection of ownership on the agreements.

Trustee Donzello moves to approve both applications pending insurance verification and acquiring a copy of the vesting deed. Trustee Guthrie seconds. Motion passes unanimously.

9. Final Plat Application: Black Bear Subdivision

TCTP Scott gives a summary of the history of this project and the need for this minor subdivision, which is to clear setbacks for a residential deck construction project. Trustee King asks why the parcels weren't just combined instead of creating this new subdivision. TCTP Scott responds it is because the parcels are in different zone districts, business and residential.

Trustee Guthrie moves to approve the subdivision. Trustee Donzello seconds. Motion passes unanimously.

10. Quote Approval: CIRSA services for 2023

TM Frank summarizes the quotation received and the two payment options. Discussion about the payment options, quarterly or annually. Discussion about whether there are alternatives to this service or not and what are the benefits of CIRSA vs. private insurance options.

Trustee Donzello moves to approve the quote for CIRSA services. Trustee Guthrie seconds. Motion passes unanimously.

11. REDI Grant Application

TM Frank summarizes the goal of this grant opportunity: to fund a Market/Facility Study on the Municipal Pool. Discussion about exactly how the funds would be used and the specifics of what the study would cover.

Trustee King moves to approve the submission of this grant application for the Municipal Pool Market/Facility Study. Trustee Donzello seconds. Motion passes unanimously.

12. Parks, Recreation, and Trails Advisory Committee Advice Memo: Dixon Adopt-A-Park Proposal

Mayor Dixon states he will abstain from voting and summarizes the goal of this proposal. Only Town resources requested are a place to drop yard waste and possibly borrowing a weed eater. Discussion about whether signs are necessary or desired in these situations.

Trustee Donzello moves to allow this Adopt-A-Park agreement to maintain the park area shown on Figure 1 for one year after the signing of the agreement. Trustee Ives seconds. Mayor Dixon abstains. Motion passes unanimously.

13. Parks, Recreation, and Trails Advisory Committee Advice Memo: Park Maintenance Plan for 2023

TM Frank summarizes the memo included and advises that no Board action is needed at this time. This information will be valuable for budget considerations. No discussion or formal board action.

14. Reports

a) Trustee Reports

Trustee Donzello reports as liaison on Fire Mitigation Advisory Committee: more volunteers are needed for the upcoming Chipper Day. FMAC Chair David Douglas comments on the schedule and the specific need. Staff is requested to broadcast this need on Facebook.

Mayor Dixon reports that there's a Pikes Peak Outdoor Recreation Alliance group that could use a rep from Green Mountain Falls. Updates on road maintenance.

b) Committee Reports

Planning Commission Chair Lamar Mathews gives a verbal report on the Land Use Code rewrite process, expresses desire to have Board and public participation in upcoming meetings.

Trustee Donzello recommends devoting significant time in the next work session to the STR process. Board discusses having a 5pm start time for the work session at the Oct 4 meeting.

c) Staff Reports

TCTP Scott gives a summary of the Clerk's written report, in particular the fire mitigation efforts that are continuing now and the ongoing audit process.

TM Frank summarizes the Managers written report, in particular the construction projects that affect the lake's water level.

15. Correspondence

a) None

16. Adjourn

Meeting adjourned at 8:29 pm.



Nathan Scott, Town Clerk/Treasurer



Todd Dixon, Mayor






2022-09-20 BOT Meeting Minutes - approved

Final Audit Report

2022-10-13

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