

**TOWN OF GREEN MOUNTAIN FALLS**  
**Board of Trustees Regular Meeting**  
**Town Hall – 10615 Green Mountain Falls Road**  
**In-Person or Zoom**  
**Tuesday, November 15, 2022 – 7:00 P.M.**  
**Public Work Session prior to the meeting at 6 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**

Sean Goings

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

Mayor Dixon calls the meeting to order at 7:01 p.m.

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

TM Frank has an updated version of the change order for Item 7.

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

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

Lamar Mathews, Planning Commission Chair: speaks regarding Item #9 – in favor of Zoom for all board meetings.

David Douglas, Fire Mitigation Advisory Committee Chair: speaks regarding Item #9 – in favor of Zoom for all board meetings. Speaks to Item # 6 – suggests discussing the landscaping associated with the pump station.

Lisa Bonwell, 10691 Illinois Ave: speaks in favor of Zoom broadcasts for all meetings.

Rocco Blasi: Speaks regarding Item # 9 – in favor of Zoom broadcasts for all meetings. Speaks to update of comprehensive plan and against the plan of having a VISTA volunteer.

**4. Consent Agenda:**

a. Minutes from November 1, 2022

Trustee King points out a typo in minutes: Item #6, last line: add an “e” to “alternat”.

Trustee Guthrie moves to approve consent agenda with the correction to the minutes. Trustee Donzello seconds. Motion passes unanimously.

**5. Public Hearing: CSU Water Pump Station @ 10685 Hondo Ave.**

Public Hearing called to order at 7:14 p.m. TCT Scott gives a summary of the application with the variances being applied for.

Rocco Blasi: says last week's Planning Commission approval was unanimous contingent on staff having a staging plan prepared for the Board. Recommends tabling the item if the staging plan is not sufficient.

Mayor Dixon asks about the landscaping. TCT Scott advises there are no specific requirements for landscaping associated with the applications.

Public Hearing closed at 7:20 p.m.

**6. Application for Variances: CSU Water Pump Station @ 10685 Hondo Ave.**

TCT Scott summarizes the discussion to this point regarding staging areas. Email from Sam Franzen with answers to staging area questions is displayed (included in this minutes packet). Board discusses staging options and preferences. Larysa Voronova from CSU and Sam Franzen from Dewberry answer questions about timing and logistics. Discussion about exterior landscaping, building colors, and routine maintenance expectations. Discussion about public information efforts – CSU will help with this. Discussion about when groundbreaking will occur, how information will be disseminated to public.

Mayor Dixon moves to approve the variances and applications with the staging areas being defined as Olathe St/Ute Pass Ave. and the western section of Ute Pass Ave between Maple St. and the Ute Pass Ave bridge over Catamount Creek. Trustee Guthrie seconds. Trustee Ives abstains. Trustee Donzello votes "nay". Trustee King, Trustee Guthrie, and Mayor Dixon vote "aye". Motion passes 3-1.

**7. Change Order: CDBG Lake Project**

TM Frank summarizes the change order and reason for the new change order (Revision B – included in these minutes).

Trustee Donzello moves to approve the change order, Revision B, with the concrete coloring. Trustee Guthrie seconds. Motion passes unanimously.

**8. Application and MOU: Downtown Colorado Inc. Americorps Vista Volunteer**

TM Frank summarizes the VISTA documentation included in the packet (MOU and VISTA Assignment Description). The MOU would have an upfront cost of \$1,500 with annual cost between \$14,000 and \$20,000. Discussion about budget concerns with budget and assigned duties associated with this position. Discussion about the Planning Commissions' recommendation for staffing, which is to have PC process applications and use a planning consultant as necessary. PC Chair Lamar Mathews comments on the PC's recommendation (snapshot of PC minutes included in these minutes). Discussion about staffing necessary for planning – complicated vs. routine applications, and the logistics for PC handling applications.

Mayor Dixon motions to table Item #8, pending a more developed budget, staffing plan, and discussion regarding the 2023 budget. Trustee Donzello seconds. Motion passes unanimously.

**9. Zoom for Work Sessions**

Mayor Dixon invites discussion from the trustees. General consensus that the work sessions are valuable but differing opinions on whether they are available over Zoom or not. Discussion about benefits and drawbacks to Zoom-ing work sessions.

Trustee Guthrie moves to continue work sessions without Zoom. Trustee King seconds. Mayor Dixon, Trustee King, and Trustee Guthrie vote "aye". Trustees Donzello and Ives vote "nay". Motion passes 3-2.

**10. PRT Advice Memo: CDBG Phase I – Lake Project – Concrete Tint**

This item has been addressed and approved in Item #7.

No formal action.

## 11. Reports

### a) Trustees

- i. Trustee Guthrie: Parks, Rec, and Trails Advisory Committee will have a work session onsite at the Farm Stand on November 30 @ 1pm. No Zoom access to that meeting.
- ii. Mayor Dixon:
  1. Reports that he has been appointed to the PPRBD Board, so there is a vacancy on the PPRBD Advisory Council.
  2. Pikes Peak Area Council of Governments: general concern over possible state-mandated land use code.
  3. Colorado Municipal League: needs representation from PPRBD-serviced area. There is a Dec. 2 policy committee meeting.
  4. Dec. 7: Coffee with the Mayor, Town Hall; 10am – noon.

### b) Committees

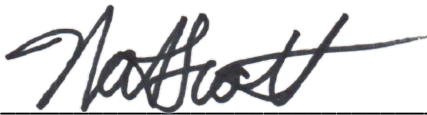
- i. FMAC Chair David Douglas: asks about John Bell approval. Why not on this meeting? TCT Scott advises it was on the November 1 meeting.

### c) Staff

- i. Marshal Goings: gives update on call volume, research on body cams, and Deputy training progress (report attached to minutes).

## 12. Adjourn

Meeting adjourned at 8:56 p.m.



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Nathan Scott, Town Clerk/Treasurer



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Todd Dixon, Mayor

**From:** [Franzen, Sam](#)  
**To:** [Larysa Voronova](#); [Town Clerk](#); [Linda Cucinelli](#)  
**Cc:** [Becky Frank](#); [Dennis Van Auken](#); [Weaver, Chad](#)  
**Subject:** RE: Draft MOU for staging areas for installation of Green Mountain Falls  
**Date:** Tuesday, November 15, 2022 10:19:28 AM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)

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Hi All,

I spoke with Dennis and he provided the responses to the questions in red below.

Let us know what else is needed.

Thanks,

**Sam Franzen**, PE

Assistant Project Manager  
990 South Broadway, Suite 400  
Denver, CO 80209-4275  
D [303.951.0618](tel:303.951.0618) C [303-956-3119](tel:303-956-3119)  
LICENSED PE: CO



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[www.dewberry.com](http://www.dewberry.com)

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**From:** Larysa Voronova <[lvoronova@csu.org](mailto:lvoronova@csu.org)>  
**Sent:** Thursday, November 10, 2022 3:31 PM  
**To:** Town Clerk <[clerk@gmfco.us](mailto:clerk@gmfco.us)>; Linda Cucinelli <[lcucinelli@csu.org](mailto:lcucinelli@csu.org)>; Franzen, Sam <[sfranzen@Dewberry.com](mailto:sfranzen@Dewberry.com)>  
**Cc:** Becky Frank <[manager@gmfco.us](mailto:manager@gmfco.us)>  
**Subject:** RE: Draft MOU for staging areas for installation of Green Mountain Falls

**[CAUTION]** External Email. DO NOT click links or open attachments unless expected. Please use the "Phish Alert" button to report all suspicious emails.

Hi Nate,

Sure – I am copying Dennis Van Auken on this email. He is Filanc's project manager.

Dennis,

Can you provide responses to the questions, please?

Thank you,

Larysa

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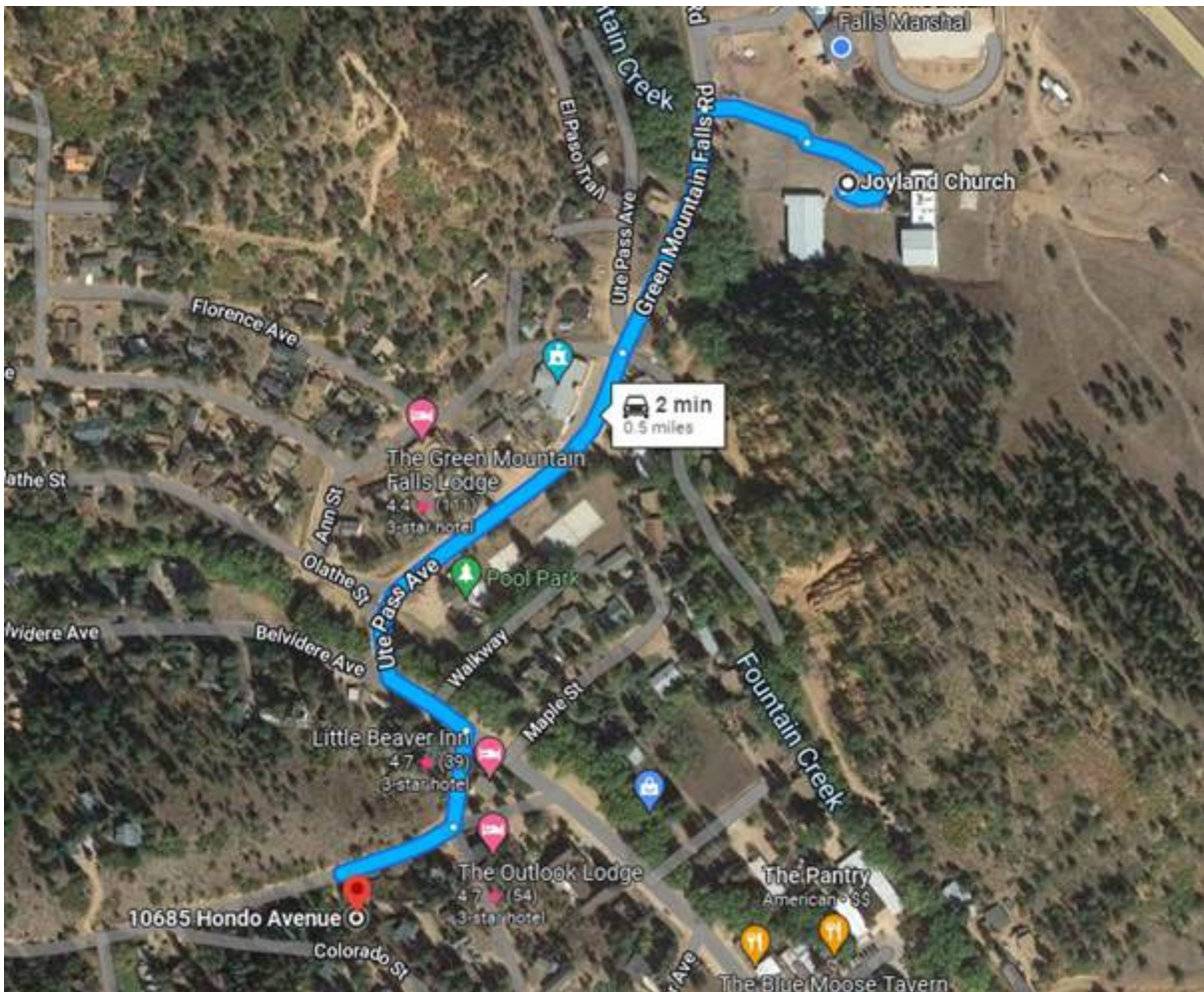
**From:** Town Clerk <[clerk@gmfco.us](mailto:clerk@gmfco.us)>  
**Sent:** Thursday, November 10, 2022 3:07 PM  
**To:** Larysa Voronova <[lvoronova@csu.org](mailto:lvoronova@csu.org)>; Linda Cucinelli <[lcucinelli@csu.org](mailto:lcucinelli@csu.org)>; Sam Franzen <[sfranzen@dewberry.com](mailto:sfranzen@dewberry.com)>  
**Cc:** Becky Frank <[manager@gmfco.us](mailto:manager@gmfco.us)>  
**Subject:** RE: Draft MOU for staging areas for installation of Green Mountain Falls

**[External Email - Be careful! DO NOT open attachments or click links from unknown senders or unexpected email.]**

Hi again,

So our Town Manager wants the board to discuss this. We are experiencing pushback regarding using any space along Ute Pass Ave (hiker parking, appearance in “middle of town” during summer events). Can you answer a couple of questions for our internal discussions:

- How big is the construction trailer? **8 x 20** This could determine if the Olathe and/or Pool lots are even sufficient.
- How many other pieces of equipment will also need to be there regularly? **2-3, loader, skid steer and backhoe**
- How many worker vehicles will need to be accommodated daily? **3 minimum and 6 – 10 when we have multiple trades going**
- How far is too far away? **Filanc would prefer close as possible but understand we need to review all options** There is another good option for a large staging area, but it is about a ½ mile away (Joyland Church parking lot – see below). It is also privately owned, so it would be an agreement outside of Town control. Is this an option for you? **Yes, we need to review how much room would be available**
- Is there any risk to damage to a pavement area vs. gravel? **Small risk, all track equipment would stay on the pump station site.**



Thanks for any info,

Nate Scott  
Clerk/Treasurer/Planner  
Town of Green Mountain Falls  
PO Box 524, Green Mountain Falls, CO 80819  
719-684-9414 x1  
<https://greenmountainfalls.colorado.gov/>

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## CHANGE ORDER

For: Town of Green Mountain Falls	Rep: Tom Hughes/Jason Grutter
Attn: Becky Frank, Nate Scott	Phone: 877-MARRS-56
	Email: Tom@WaterOnMarrs.com
manager@gmfc.us	
	Terms good 60 days from date of proposal.
November 15, 2022	Proposal #: 3495.1-B
	Bidnet Ref #: 0000281818

### Gazebo Lake Park Improvements – Phase 1

Change Order #1 - Revision B

This revision effectively deletes and replaces Revision A

The Gazebo Lake Park Improvements project, previously approved by the Town of Green Mountain Falls, under our Project # 3495 is well underway. As you are aware, new circumstances were discovered last week necessitating additional work and repairs that must be completed prior to the principle project being completed.

In addition, we have received a new request to use colored concrete for the ADA platform and walkway.

Following is the proposal for work under Chang Order #1:

<ul style="list-style-type: none"> <li>● Excavate, remove, and replace approximately 80 feet of damaged culvert pipe between lake and creek. Price includes labor and materials.</li> <li>● Add coloring to concrete on the ADA fishing pier and walkway</li> </ul>	<p>\$15,400</p> <p>\$5,500</p>
TOTAL	\$20,900

Assuming prompt approval, we will commence this change order immediately upon authorization and anticipate completing both the change order and the principle project by the end of the one-month extension granted last week.



Water on MARRS is a fully licensed, insured, and bonded general contractor (Lic. #940440) in the state of California. We carry Workers Compensation insurance. A \$25 Late Payment Processing Fee is assessed on any invoices past 30 days due. Additionally, interest of 1.5% per month will be added to any account past due. Title remains in name of seller until paid in full. Purchaser agrees to pay in full all costs of collection, reasonable attorney's fees, and costs incurred by the seller to enforce payment of this notice. This notice serves as a 90-day preliminary notice to payor. Under the Mechanics Lien Law (Section 7018, California Business and Professional Code): Any contractor, subcontractor, laborer, supplier or other persons who help to improve your property but is not paid for his work or supplies, has the right to enforce a claim against your property. This means that after a court hearing, your property could be sold by a court officer, and the proceeds of the sale will be used to satisfy the indebtedness. This can happen even if you have paid your own contractor in full while the subcontractor and laborers or suppliers remain unpaid.

**Liability Release/Waiver**

Additionally, while Water on MARRS Inc. and its employees and affiliated companies (hereinafter referred to collectively as "The Company") will make every reasonable effort to ensure the safety of the water feature and additional elements as outlined above, The Customer as signed and printed below (referred to as the Customer) understands that an inherent danger exists with any water feature. This danger includes but is not limited to slippery surfaces and drowning hazards. The Customer releases The Company and its affiliates of any and all liability for any accidents or occurrences involving the water feature and/or other elements installed and/or serviced by The Company and resulting in injury, death, and/or damage to person, animal, or property, and assumes full responsibility for maintaining the safe operation and maintenance of said water feature and/or other elements.

By signing here, customer agrees to the terms and/or schedule set forward in this proposal, except as modified above and initialed by both parties. Customer's signature in effect converts this proposal into a contract, return of which along with the deposit designated above will serve to certify customer's intent in going forward with the proposed project and will confirm customer's position on Water on MARRS Inc.'s construction schedule.

Customer's acknowledgment:	Water on MARRS Representative:
Sign: _____ Date: _____	Sign: _____ Date: _____
Print: _____	Print: _____



<p>7. Discussion for Recommendation – Town staffing for Planning</p>	<p>Rocco Blasi presents reasons to not have paid town staff dedicated to planning. Suggests the commissioners do the “brunt of the work” in lieu of spending money towards planning staff. Discussion about past PC practices, when Town didn’t have planning staff, including logistics of site visits, plan review. Discussion about staff’s budget proposals for staffing and contract planning and how that might supplement staff/PC for more complicated applications.</p> <p>Motion to recommend to the Trustees to not hire a town staff planner. Amended by Lisa Bonwell to include money to pay for a contract planner for more complicated applications as needed.</p>	<p>RB/MF</p>	<p>A</p>	<p>A</p>	<p>A</p>	<p>A</p>	<p>A</p>
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**BOARD OF TRUSTEES REPORT**

<b>Calls for service</b>	<b>#</b>	<b>Comments</b>
<b>Citizen Contact</b>	1	
<b>Traffic Stops</b>	7	
<b>Suicidal Check the welfare</b>	2	1 taken to hospital, 1 screened and released
<b>Disturbance</b>	1	
<b>Suspicious Incidents</b>	1	
<b>Drunk persons</b>	2	1 arrested, 1 released to husband.
<b>Residential burglary(cold)</b>	2	No entry to homes...noises from outside of residences
<b>Check the Welfare</b>	2	
<b>911 hang up calls</b>	3	
<b>Alarm calls</b>	2	
<b>Hazzard in road</b>	1	Tree across roadway
<b>Harassment (cold)</b>	1	Civil dispute between resident and business owner
<b>Domestic Violence</b>	0	
<b>Animal complaint</b>	0	
<b>Runaway</b>	1	Juvenile was with grandparent
<b>Assist outside agency</b>	2	WPPD and EPSO
<b>Noise complaint</b>	1	Unable to locate
<b>Parking complaints</b>	0	None-NADA-Zip-Zero
<b>Deputy Marshal</b>		Training continues for young Will. We are seeing great progress!
<b>Community Oriented Policing work</b>		Attendance at Trunk or treat event at Sallie Bush. Continued monitoring of trailheads for parking violations.





# 2022-11-15 BoT Minutes Packet - APPROVED

Final Audit Report

2022-11-30

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By:	Town of Green Mountain Falls (clerk@gmfco.us)
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-  Document created by Town of Green Mountain Falls (clerk@gmfco.us)  
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-  Document emailed to Todd G Dixon (gmfdixon@gmail.com) for signature  
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-  Email viewed by Todd G Dixon (gmfdixon@gmail.com)  
2022-11-30 - 7:19:15 PM GMT- IP address: 24.8.132.173
-  Document e-signed by Todd G Dixon (gmfdixon@gmail.com)  
Signature Date: 2022-11-30 - 7:19:58 PM GMT - Time Source: server- IP address: 24.8.132.173
-  Agreement completed.  
2022-11-30 - 7:19:58 PM GMT