



Town of Green Mountain Falls

Regular Fire Mitigation Advisory Committee Meeting Agenda

December 26, 2022, at 6:30 p.m.

ZOOM ONLY MEETING

Join the Zoom Meeting by clicking on the following link:

<https://us02web.zoom.us/j/88290665185?pwd=R1ZVSkZ5WGdEK1laNW9HN1RLSEdEdz09>

Meeting ID: 882 9066 5185 Passcode: 370391

To make a **public comment** please **pre-register** by 4pm on the day of the meeting via email:

david@falconpartnersltd.com

REGULAR MEETING:

TIME*		ITEM	DESIRED OUTCOME
6:30	1.	CALL TO ORDER / ROLL CALL	
6:30	2.	ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA	FMC Action Desired
6:30	3.	PERSONS PRESENT NOT ON THE AGENDA: 3 MINUTES PER SPEAKER	Information Only
6:30	4.	CONSENT AGENDA a. Minutes from November 28 Meeting b. Minutes from December 5 Meeting	FMC Action Desired
6:35	5.	OLD BUSINESS a. CUSP Grant ROW Remediation Project 1. Review Public Notification Communication 2. Determine date of Public Forum and Agenda b. Education Program Update and Recommendation 1. Current draft for discussion 2. Monthly tip 3. January communication c. Assessment Plan Update (information only) d. GMF resident and property owner data base update (information only)	FMC Action Desired
7:05	6.	NEW BUSINESS a. 2023 Officer slate discussion	FMC Action Desired
7:35	7.	REPORTS a. None	Information Only
8:00	8.	CORRESPONDENCE a. None	Information Only
8:00	9.	ADJOURN	Information Only

*Please note: Times are approximate.

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



MEETING MINUTES
Fire Mitigation Advisory Committee
November 28, 2022
6:30 p.m. Zoom-Only Meeting

Committee Members Present: David Douglas, Paul Yingling, John Bell, Kelly Hunter

Ex-officio members: Mayor Todd Dixon, Trustee Nick Donzello, Recording Secretary Carolyn Bowers

Agenda Item	Motion/Discussion	Motion/ 2nd	DD	KH	PY	JB	
1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE	Meeting called to order at 6:37 pm						
2. ADDITIONS, DELETIONS, & CORRECTIONS TO THE AGENDA	No changes to Agenda by any committee members.						
3. PUBLIC COMMENT	No public comments						
4. CONSENT AGENDA	Adopted: Minutes from 10/24/2022	KH, PY	A	A	A	A	
5. CUSP GRANT UTILIZATION PLAN	Chair Douglas opened a discussion on directing CUSP’s next mitigation work, stating there are 13.9 acres of town-owned right of ways (ROW) needing attention. The ROWs abut numerous private properties and CUSP insists it needs a formal agreement with property owners releasing it from liability for felled trees -- on town property -- owners may nonetheless	DD, KH	A	A	A	A	

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	<p>object to removal. Douglas identified two objectives: educate property owners on why their cooperation is vital and creation of a document they would sign releasing CUSP from liability for contested trees and damage.</p> <p>He said the town’s elected officials must agree to any plan for the CUSP, adding that it will take a lot of people to educate homeowners, meet with owners, tie markers on trees on the line. On Dec. 5, FMAC will meet with Town Manager Becky Frank, CUSP forester Adrian Knight, Mayor Dixon and Trustee Donzello to develop an action plan. This requires a public meeting notice.</p> <p>ROWs are good candidates for CUSP mitigation, Douglas said, for many reasons. Mitigators can easily reach the ROWs and they won’t be challenged by steep slopes. The result will be numerous fire breaks around GMF.</p> <p>CUSP will rely upon GPS technology to identify property lines. As an added precaution, it will make sure work starts several feet from the GPS-identified property line.</p> <p>John Bell asked about safely felling ROW trees, noting that unlike the open forest, mitigators will be working close to structures on private property. Douglas said that’s a good question to ask Dec. 5. He added that from what he’s seen, skilled sawyers can fell trees exactly where they want them.</p> <p>Trustee Donzello said the 120-year-old cottonwood trees and brush around Gazebo Lake might need removal. The</p>						
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	<p>cottonwoods have become very weak, he said. That’s an issue for town management to identify, Douglas said, as residents will notice if the cottonwoods come down.</p> <p>John Bell asked if CUSP could work on private land. Douglas said there is money in the same CUSP grants for that. People must contact CUSP and tell them they want to participate. Bell said this could be another focus for education.</p> <p>FMAC needs to think about other acreage CUSP can mitigate once the ROWs are done, Douglas said. A lot depends on an area’s “workability.” Extremely steep terrains make mitigation almost impossible. One possibility is acreage close to the Thomas Trail that CUSP did not mitigate because it did not know the location of private property lines.</p> <p>Douglas also clarified a point regarding 81 acres CUSP is supposed to mitigate under two grants. (The grants do not stipulate which acres received work; that’s up to GMF.) CUSP has completed 13 ½ acres around the Thomas Trail. If the ROWS are done, that’s another 13.9 acres.</p> <p>Bell said GMF may not reach the acreage limit. Douglas said difficult terrains can be very costly to mitigate, thus the cost per acre goes up. One acre of easily mitigated land costs a lot less to work than one acre on a steep mountainside. That extra cost increases the size of the mountain acre’s mitigation cost; but not its actual size.</p>						
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6. Education Program	<p>Kelly Hunter reported the Red Cross has impressive home/wildfire preparedness programs for students in grades K-2, 3-8, 9-12. Red Cross also installs up to three free smoke alarms in homes, plus bed shakers and strobe light alarms if needed, also free. She wants to disseminate this information in December, either through Ute Pass Elementary’s email list or a Sallie Bush meeting.</p> <p>She said she and Dan Battin propose limiting the education program to quarterly, rather than every month, citing the risk of information overload.</p> <p>The committee voiced no objection to her plans to work with Ute Pass Elementary and Church of the Wildwood.</p>							
7. Education Communication Initiative	<p>The committee had an extensive discussion on the direction of its 2023 program for educating residents about the importance of taking responsibility for mitigating their homes and how they can use FMAC to help them. Traditional methods of distributing info, such as email and letters, are not effective because people are overloaded with them. Committee members agree that messages must be simple, direct and targeted.</p> <p>The best way for spreading the word about FMAC’s goals and its resources for helping residents may be one-on-one communication. People are more likely to believe what they</p>							

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	<p>hear from trusted neighbors and friends, rather than an impersonal email. Chair Douglas believes a door-to-door outreach campaign is a good start. This idea has the support of Darlene Avery, pastor, Church of the Wildwood, and Trustee Nick Donzello.</p> <p>John Bell went over a proposed plan for accomplishing the goals of engaging and educating residents, and actions FMAC can take to implement them. As Bell put it, “build a rhythm in the calendar” by choosing a goal for each quarter, then taking specific actions to accomplish them. Examples: set two Chipper Days for the fall, then start publicizing them three months ahead; work with the schools on a plan for all aspects of Christmas tree fire safety.</p> <p>The committee agreed the plan should begin with a letter to residents detailing its goals for reducing GMF’s wildfire risk, its plans for implementing it, and how it intends to educate and engage them in this effort. The letter should be delivered door-to-door. Paul Yingling will draft the letter, distribute it to FMAC members for comment, and present it at the committee’s Dec. 26 meeting.</p> <p>The committee also accepted Bell’s proposed development of a “business card” with the QR code residents can use to sign up for FMAC’s property owner registry. Committee members and others could give cards to friends/ neighbors, who in turn could give cards to their contacts.</p>						
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	<p>Bell will draft a proposed business card. Town Manager Frank said the town will print up several thousand at little cost.</p> <p>As for data the committee hopes to collect, Bell said it needs to be ready to answer questions about its use, security and opting out.</p> <p>Douglas said Bell has agreed to take over this component of FMAC’s education program. Committee agreed with this move. (No vote taken.)</p>						
8. Dan Battin Leave of Absence	<p>Due to personal family issues, vice chair Dan Battin is taking a leave of absence (LOA). The committee voted to extend his leave for 90 days. At the end of that time, members will decide to either further extend the LOA or end Battin’s term.</p>	<p>Motion/ Second DD, PY</p>	<p>DD A</p>	<p>KH A</p>	<p>PY A</p>	<p>JB A</p>	
9. Vice chair position	<p>Douglas said he wants discussion on the vice chair position, which Battin currently holds, at FMAC’s Dec. 26 meeting.</p>						
10. December Tip of the Month	<p>Topic is preventing Christmas tree fires in homes taken from the Red Cross. Will be posted at trail heads, Facebook page, post office, Church of Wildwood newsletter. The committee approved adoption of this Tip.</p>	<p>DD, JB A</p>	<p>DD A</p>	<p>KH A</p>	<p>PY A</p>	<p>JB A</p>	
11. Job Description for FMAC members	<p>The committee approved a motion to accept a list of 10 qualifications for future FMAC member candidates. Douglas had proposed the list.</p>	<p>JB, PY</p>	<p>A</p>	<p>A</p>	<p>A</p>	<p>A</p>	

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<p>12. Actions for December meeting</p>	<p>Yingling drafts letter from FMAC to residents and will circulate to committee members for comments. Bell will lead the committee’s Education Communication Initiative. He will also prepare a proposed “business card” with QR code. Everyone should come with thoughts on filling the Vice Chair position and the slate of officers for 2023.</p>						
<p>13. Next meeting</p>	<p>Monday, Dec. 26, 2022</p>						



MEETING MINUTES

**Fire Mitigation Advisory Committee
December. 5, 2022 1:30 p.m.
Zoom meeting**

Committee Members Present: David Douglas, Kelly Hunter, John Bell Ex-officio members: Mayor Todd Dixon, Trustee Nick Donzello, Town Manager Becky Frank, Town Clerk Nate Scott, Adrian Knight, CUSP, Recording Secretary Carolyn Bowers

Agenda Item	Motion/Discussion	Motion/ 2nd	DD	KH	JB		
1. ROLL CALL, PLEDGE OF ALLIGIANCE							
2. ADDITIONS, DELETIONS & CORRECTIONS TO THE AGENDA	No changes to Agenda by committee members.						
3. PUBLIC COMMENTS	No public comments						
4. PURPOSE OF MEETING/ WORKSHOP	Chair Douglas said this meeting/workshop is to discuss a recommendation FMAC will present to the Board of Trustees Dec. 13 to direct CUSP to mitigate town-owned rights of way (ROW). Many ROWs abut private property boundaries. To avoid disputes arising from inadvertent tree cutting across property lines, CUSP and the committee want a signed release from property owners. CUSP will rely upon GPS technology to determine where private property ends and the public ROW begins. Although not as accurate as a survey, Knight says the GPS determination is within 15 feet.						
5. RECOMMENDATION TO BOARD OF TRUSTEES	FMAC recommends that Trustees and town management direct CUSP to proceed with a plan to mitigate undeveloped town-	DD, KH	A	A	A		

MEETING MINUTES

**Fire Mitigation Advisory Committee
December 5, 2022 1:30 pm
Zoom meeting**

	owned rights of way. This will begin by notifying owners of the plan. After notification, CUSP will flag ROWs. Finally, FMAC will obtain owned-signed releases.							

GMF ROW sample prescription

Management approach: Dry mixed conifer restoration

The proposed treatments will remove the dense understory in some areas while removing mature trees in areas to convert the declining forest conditions to more robust forest overall with open crown conditions indicative of south-facing slopes and canopy openings created on north facing slopes through tree removal. The resultant forest will be more resistant to wildland fire spread, will provide a more open habitat for wildlife, and will help to return the landscape to a more natural trajectory. Canopy cover will be reduced 50% or more through this prescription.

On north facing slopes trees will be removed to separate groups from other groups within the stands to achieve a basal area of 60-80. On drier south-facing slopes, desired basal area below 60 will be achieved by retaining single large trees and isolating small groups of 2-5 large trees along with larger groups of trees of variable size, age, and species. The focus is to retain ponderosa pine and aspen over Douglas fir, while creating crown spacing to reduce wildfire risk and encourage forest health.

Sick/dead and dying Douglas fir and ponderosa pine will be prioritized for removal. Dwarf mistletoe is present and trees showing mistletoe infestation will be removed where possible.

Oak will be removed to create openings in oak stands. Clumps will be no larger than 2.5 times the height of the tallest stem in diameter and the distance between oak clumps will be 2.5 times the height of the tallest stem when possible. In some areas, oak will be left to avoid erosion.

Aspen stands are limited, although aspen exists within the mixed conifer. Hand thinning will be used to remove conifer understory within aspen clumps and machine work will remove conifers to a distance of one tree height (average height of aspen in the stand) around the edges of aspen clumps to encourage enlargement of clumps, in areas where this is possible and desired. Stumps will be low cut. Standing dead will be cut. Slash will be lop and scattered.

Slash and forestry by-product management: Slash will be chipped or hauled away. Chip size will not exceed 3" on average and will be spread to a depth not to exceed 2.5".

In areas that could be negatively impacted by erosion, boles will be placed perpendicular to the slope to act as log erosion barriers. Logs that are placed as log erosion barriers will be secured in place to prevent logs rolling into homes downslope.

Boles will be cut into moveable sized pieces and left onsite to be used as firewood by the community. If beetle activity is seen in the boles, bark will be removed from the boles to kill beetles.

Any ground disruptions due to operations will be resolved as necessary.

Team,

After our discussion during the November meeting, I'm updating the proposed Education Plan to focus on intended result. The document starts with a reminder of the FMAC Goals, David published in October in a memo to the Board of Trustees and town staff. The Education Goals proposed begins with a focus on building the town database (FMAC Goal 3) and a cadre of volunteers, because I believe fully identifying our target audience is foundational. Finding an audience may be a prerequisite out-of-scope from standard education plans, but I don't know how to proceed effectively in its absence.

FMAC GOALS

1. **Development of an Education and Assessment program which would engage resident and nonresident property owners and visitors through education and property assessments.**
2. Remove fuels and create fire breaks in town by clearing ROWs with the application of current CUSP grant funding. This would include removing trees on roadside ROW to facilitate evacuation and access of emergency vehicles.
3. Develop a program to identify Community Safe Zones in various parts of town in the event fires may trap residents from their only evacuation routes.
4. Develop a database of all property owners consisting of address and contact information for all. This database would be searchable on various criteria for targeting communication with residents regarding issues of fire and fire mitigation.
5. Develop plans in coordination with El Paso and Teller County OEMs to coordinate the GMF evacuation plans and, possibly, carry out emergency simulations with residents.
6. Build a coalition of Ute Pass communities to promote cooperation and coordination of resources and programs.
7. Regularly scheduled Chipper Days at least twice per year.

Education Goals

1. Develop a cadre of volunteers interested in supporting FMAC's mission to include block captains
2. Encourage residents to voluntarily enroll in the GMF resident contact list
3. Focus on education that encourage residents to take action to reduce their property's fire risk
 - Paul's monthly fire mitigation tip via social media and community information boards
 - ROW permission
 - Chipper Day
 - CUSP 60/40 personal property mitigation grant
 - Property wildfire risk assessment
 - Hope Restored disaster relief ministry
4. Provide regular updates to BOT and residents on progress towards goals and programs

January/February (Goal 1 & 2): Use established e-mail lists to recruit a cadre of volunteers and to request residents to voluntarily opt-in to the FMAC contact list. Assuming owners allow, publish FMAC request two months consecutively via the following lists.

- 1) Mayor's Newsletter
- 2) Green Box Arts
- 3) GMF Facebook Page
- 4) Church in the Wildwood
- 5) Friends of Ute Pass Trails

Key Sub Tasks

- Attach as-is or as link, Paul's Letter describing FMAC's mission
- Write one common pre-amble for the various newsletters.
- Publish / distribute "business card"

Preamble: The Fire Mitigation Advisory Committee (FMAC) is looking for Block Captains to help support FMAC's mission and your immediate neighbors. If interested, please contact ##### to learn more. A full description of FMAC's mission is provided via the attached flier.

January/February/March (Goal 3): Plan / communicate a Public Meeting for ROW mitigation managed by CUSP

Key Sub Tasks

- Develop letter for residence, which defines program and announces Public Hearing
- Coordinate letter with Town Staff / BOT
- Develop multi prong communication plan demonstrating best efforts to contact all residents

March: (Goal 1) First contact with Block Captains -- Zoom Meeting #1

Topic: FMAC Mission / How Block Captains will align and support mission. Block assignments. They will be a community trusted voice to help communicate / reinforce importance of FMAC programs.

Key Sub Tasks

- Define each Block Captain's Jurisdiction: determine what streets / area are covered and what area are not.
- Provide Block Captains with best contact information and business cards for distribution
- Engage Block Captains in ROW communication

April/May: (Goal 3 & 4) Broadcast June Chipper Day Registration

Key Sub Tasks

- Develop communication plan
- Engage Block Captains
- Develop list of volunteers to assist FD on Chipper Day

June: (Goal 3) Chipper day #1. Utilize Woodland Park equipment and GMF labor to host a chipper day.

Key Sub Tasks

- Coordinate support with GMF FD

- Coordinate volunteers to assist

July: (Goal 1-4)

1. Participate in Green Box Mayor forum
2. Host one Green Box Hike with CUSP representative

Key Sub Tasks

- Coordinate activities with Green Box Arts committee
- Coordinate with Mayor to share time
- Develop message

August: (Goal 1-4) Participate in Bronc Day with an information booth. Recommend setting up outside Church in the Wildwood during the Friends of Ute Pass Trails pancake breakfast. Given the pancake breakfast was fairly early, it was heavily attended by local community members. The line for pancakes was fairly slow during the rush, which would give FMAC time to promote the FMAC message and collect information.

Key Sub Tasks

- Coordinate day-of logistics with Friends of Ute Pass Trails and Church in the Wildwood
- Check with GMF FD to see if they want to attend to answer questions
- Provide information regarding Chipper Day 2

September: (Goal 3) Chipper day #2. Same as June. Utilize Woodland Park equipment and GMF labor to host a chipper day.

GMF Fire Mitigation Tip

January 2023



Home Heating Safety Tips from the Red Cross:

- Have furnaces, chimneys, fireplaces, wood and coal stoves inspected and cleaned before another winter of use.
- If using a space heater, look for a model that shuts off automatically if the heater falls over. Place the heater on a level, hard and nonflammable surface in the home.
- Keep all potential sources of fuel like paper, clothing, bedding, curtains or rugs at least three feet away from space heaters, stoves or fireplaces.
- Portable heaters and fireplaces should never be left unattended. Turn off space heaters and make sure any embers in the fireplace are extinguished before going to bed or leaving home.
- Keep children and pets away from space heaters.
- Cut down on heating costs. Insulate the home by installing storm windows or covering the inside of windows with plastic to keep cold air out.
- Never use a cooking range or oven to heat your home.
- Keep fire in your fireplace by using a glass or metal fire screen large enough to catch sparks and rolling logs.
- Test batteries in smoke and carbon monoxide detectors.
- Develop a fire escape plan and practice it with everyone who lives in the home.



Would you like to learn more about keeping your family, your property, and your neighbors safe? Connect with your neighbors on Fire Mitigation Advisory Committee at the link use the QR code:

<https://forms.gle/yzNLZYiQvsxs2soa>



the GMF below, or

An Open Letter from the GMF Fire Mitigation Advisory Committee

January 2023



The Green Mountain Falls Fire Mitigation Advisory Committee (FMAC) exists to help in preventing death, injury, and damage to property due to wildfire. The FMAC is a volunteer committee of GMF residents, organized under the authority of the town government. We're members of the FMAC and your neighbors, and we're writing to provide information, offer assistance, and ask for your support.

What the Fire Mitigation Advisory Committee is doing:

- Notifying residents of fire mitigation efforts on both public and private property
- Providing free fire mitigation assessments to property owners to identify and correct wildfire hazards
- Assisting property owners in removing dead, dying, and diseased trees from their property, as well as "ladder fuels" that contribute to wildfire spread
- Publishing monthly fire mitigation tips to help residents identify and reduce fire hazards
- Organizing community events to raise awareness of wildfire risks and mitigation measures (movie nights, school programs, etc.)
- Registering residents to participate and assist in "Chipper Days" to reduce the fuels that contribute to the spread of wildfires
- Obtaining grant funding for the town's fire mitigation efforts, including most recently a grant through the Coalition for the Upper South Platte for fire mitigation along town rights of way
- Recruiting and training a network of volunteers to assist in fire mitigation programs
- Assisting the town government in creating a registry of residents to help first responders in the event of a wildfire or other emergency

How you can help: Fill out this brief survey to indicate your interest in the initiatives above: <https://forms.gle/cRsSciSyJTqrMSc88>

Thank you for your support in keeping our town, our homes, and our neighbors safe from wildfire!

David Douglass, Chair, Fire Mitigation Advisory Committee

**Dan Battin
John Bell**

**Kelly Hunter
Paul Yingling**