



Town of Green Mountain Falls

Board of Trustees Regular Meeting Agenda

10615 Green Mountain Falls Road

Green Mountain Falls, CO 80819

Tuesday, January 17, 2023, at 7:00pm

Public Work Session prior to meeting at 6:00pm

In-person* or via Zoom**:

<https://us02web.zoom.us/j/87292450600?pwd=dzNaMjduUUNZNmNRZCtTMFZJa1lVZz09>

Meeting ID: 872 9245 0600; Passcode: 773249; Dial-in: 346-248-7799

REGULAR MEETING:

TIME:		ITEM	DESIRED OUTCOME
6:00pm		Work Session regarding potential amendments to Town Code	Information Only
7:00pm	1.	CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE	
	2.	ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA	BOT Action Desired
	3.	PUBLIC COMMENT: 3 MINUTES PER SPEAKER	Public Comment
	4.	CONSENT AGENDA: a. Minutes from December 13, 2022, Board of Trustees Meeting b. Minutes from January 9, 2023, Board of Trustees Special Meeting	BOT Action Desired
	5.	Presentation; Alli Schuch, Executive Director, Fountain Creek Watershed District	Information Only
	6.	Recommendation from Parks, Recreation, and Trails Advisory Committee: 2023 Contract with Friends of Ute Pass Trails	BOT Action Desired
	7.	Recommendation from Parks, Recreation, and Trails Advisory Committee: CDBG Phase II Grant	BOT Action Desired
	8.	Recommendation for purchase from Marshal's Office: Upgrades and additions to Town security cameras	BOT Action Desired
	9.	Oath of Office – Town Clerk/Treasurer Boulos Ayad	BOT Action Desired
	10.	Resolution 2023-01 – Appointment of Town Officers	BOT Action Desired
	11.	Resolution 2023-02 – Town Banking Authority	BOT Action Desired
	12.	REPORTS a. Trustees b. Committees c. Staff	Information Only
	13.	CORRESPONDENCE	Information Only
	14.	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 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.**



Fountain Creek Watershed Flood Control and Greenway District

Fourteen years of progress managing, administering, and funding improvements in the watershed

Alli Schuch
Executive Director



Overview

- **District Formation**
- **District Projects and Programs to Date**
- **Creek Week and Outreach**
- **District Future**



District Formation

- **29-member Consensus Committee + Task Force – 2 years of monthly meetings**
- **Identified needs for additional funding and more dedicated management**



District Formation

- **SB09-141 under Title 32 of the CRS.**
- **Authorized to manage, administer, and fund the capitol improvements necessary in the Fountain Creek Watershed to:**
 - **Mitigate flooding, erosion, and sedimentation**
 - **Address water quality issues**
 - **Improve drainage**
 - **Protect open space**
 - **Develop public recreational opportunities including open space**



District Committees

- Board of Directors
- Monetary Mitigation Fund Advisory Committee
- Technical Advisory Committee
- Citizen Advisory Group
- Outreach Committee
- Finance Committee
- Contracts Committee
- Hiring Committee





Fountain Creek Watershed

Fountain Creek Watershed
Flood Control And Greenway District

Your Home Watershed

We all live in a watershed. A watershed is an area of land that drains into a common point such as a river, stream, lake or the ocean. The Fountain Creek Watershed encompasses 927 miles of land and water from Palmer Lake to Pueblo, including Pike's Peak. In 2009, Watershed District was established as





Comprehensive Planning Projects

- 1) Fountain Creek Corridor Restoration Master Plan (C 10/2011)
- 2) Fountain Creek Corridor Fish Marking Study (C 3/2012)
- 3) Drainage Criteria Public Policy (C 6/2012)
- 4) USGS Flood Control Study (C 2/2013)
- 5) USGS Post-Burn Water Quality Evaluation (C 9/2014)
- 6) CDPHE-funded Outreach Communications Plan (C 3/2015)
- 7) Upper Fountain Ck/Cheyenne Ck Restoration Master Plan (C 6/2015)
- 8) Water Rights Protection Task (C 10/2015)
- 9) Monument Creek Watershed Restoration Master Plan (C 11/2016)
- 10) Flood Control Alternatives Evaluation (C 12/2016)
- 11) Fountain Creek Corridor WARSSS Assessment (C 3/2017)
- 12) District Design Criteria Manual (C 9/2017)
- 13) Flood Control Alternatives Needs Assessment (C 3/2017)
- 14) Floodplain Management Opportunities Study (C 2019)



Other Planning Projects

- 1) Fountain Creek Watershed Stormwater Management Study (C 5/2011)
- 2) GOCO River Corridor Regional Grant Application (C 4/2012)
- 3) District Financing Feasibility Study (C 2/2013)
- 4) Atlas 14 24-Hour Fountain Creek Watershed Design Storms Eval (C 7/2017)
- 5) City of Fountain Reservoir Feasibility Study (C 9/2017)
- 6) Pueblo County/Pueblo West Williams Creek Channel Assessment (C 3/2019)
- 7) Southmoor Dr. Bank Stabilization Assessment (C 10/2020)
- 8) Water Activity Enterprise 2018, 2019, 2020, 2021, 2022 Capital Improvement Plans (C 11/2021)
- 9) Greenway Master Plan (C 12/2022)



Construction Projects

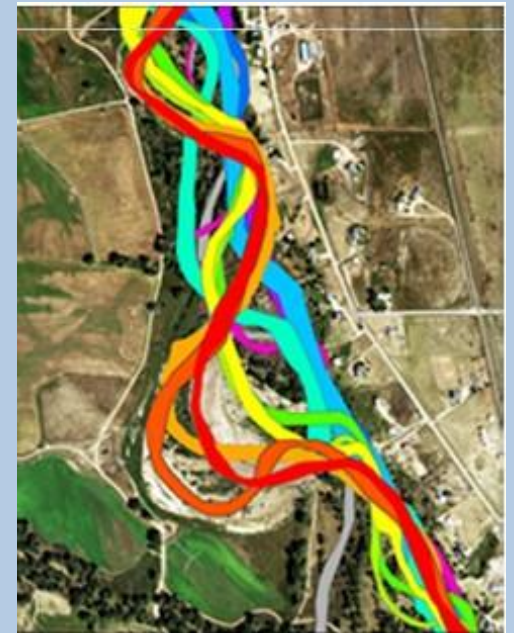
\$31M+
in project costs

- 1) Pueblo Sediment Collection/Removal (C 12/2011)
- 2) Pueblo Off-Channel Detention Basin (C 12/2011)
- 3) Frost Ranch Bank Stabilization (C 4/2014)
- 4) Pueblo Levee Dredging (C 8/2017)
- 5) Masciantonio Trust Bank Stabilization (C 4/2018)
- 6) HY47 Bank Stabilization and Channel Realignment (C 11/2018)
- 7) Pinon Bridge Bank Stabilization and Channel Realignment (C 6/2019)
- 8) Barr Farm Phase I Bank Stabilization and Channel Realignment (C 6/2020)
- 9) Barr Farm Phase II Bank Stabilization, Channel Realignment (C 6/2020)
- 10) Overton Road Bank Stabilization (C 6/2020)
- 11) Pueblo Channel at 13th Bank Stabilization, Channel Realignment (C 6/2021)
- 12) Fountain Creek at Hanson Trailhead (C 6/2021)
- 13) Pueblo Levee Floodplain Restoration (C 12/2022)



Current Projects

- Eagleridge design and construct
- Southmoor Dr. design and construct
- Frost Ranch analysis
- Wood Valley analysis
- GEI In Lieu Fee study
- Project Effectiveness
- Strategic Planning





Ongoing/Annual District Business

- Annual Audit
- Capitol Improvement Plan Development
- Board/MMF/TAC/CAG/Outreach Meetings
- Grants
- Outreach
- Budget and project oversight
- Community relations, meetings



Award-Winning Outreach Programming

- Great American Cleanup (April 15)
- Creek Week (10th Anniversary! Sept 30-Oct 8)
- Scoop the Poop
- Pollinator Party
- Brewshed Alliance – Liquid Lectures



Looking Ahead



Two Objectives:

1. Continue to plan, manage, and deliver SDS Monetary Mitigation Fund projects within the Corridor.
2. Support member governments and communities within the watershed



Challenges

- **MMF \$ is running out. What to do with remaining \$9M?**
- **\$1B in project work identified**
- **Sustainable funding**



Funding Solutions

1. Pursue mil levy through the fall of 2024 and get funded
2. Pursue mil levy through fall of '24 and don't get funded
3. Pursue mil levy, terminate before fall '24
4. Don't pursue mil levy, seek funds elsewhere
 - a. Increased funding from District Members
 - b. Hire grant writer/manager
 - c. Sales tax



Menu of Potential Support

Regional stormwater management planning and coordination

- Master plans, drainage basin planning studies.
- Coordination and management of plans



Menu of Potential Support

Planning and delivery of multi-use and greenway corridor restoration projects

- Channel work along greenway corridors and waterways
- Plan, design, identify funds for these value-adds
- Coordinate cross-jurisdictional work



Menu of Potential Support

Planning and project management for smaller stormwater capital projects

- Fund or partially fund and manage delivery services for smaller member governments



Menu of Potential Support

Fire Mitigation Project Planning and Management

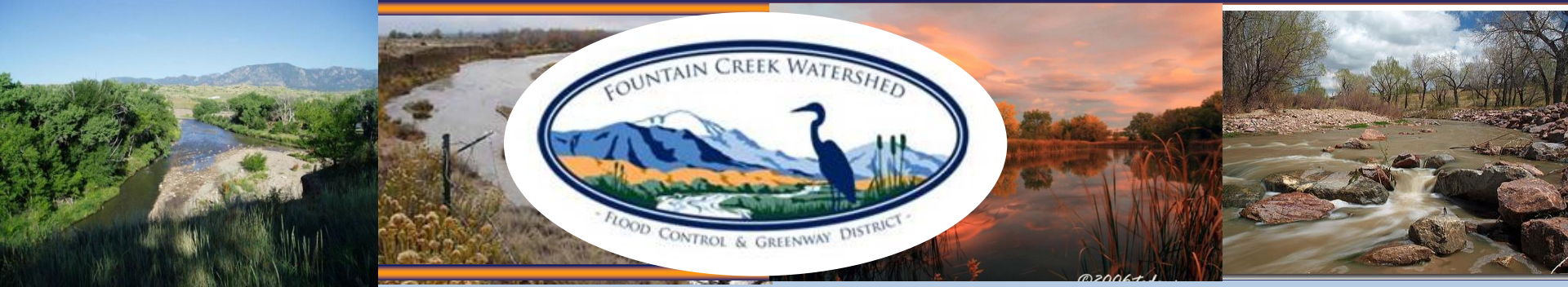
- Support planning and management of fire mitigation projects through project management and/or funding and grant identification



Menu of Potential Support

Public Outreach and Education for Regional Water Quality

- Provide regional campaigns, literature and support for all members, including MS4 permit related outreach



Menu of Potential Support

Creek Cleanup and Tree Canopy Building Events

- Coordinate and facilitate cleanups and necessary resources
- Coordinate and facilitate tree planting events



Menu of Potential Support

Monitoring and Maintenance of Projects

- Provide monitoring and maintenance of projects within the Corridor and for smaller municipalities



Menu of Potential Support

Regional 404 and Floodplain Permitting Management

- Assist with coordination and communication between member governments and agencies



Menu of Potential Support

Regional Training Support

- Coordination and funding support for training in water quality management, wetland and habitat management, forest management and other relevant topics.



Menu of Potential Support Wetland Banking

- Manage and oversee wetlands mitigation and restoration projects that can be built and monitored.



Questions Comments Input

Thank You!

Alli Schuch

fountainckdist@gmail.com

719-650-7474

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

DATE: 1.17.2023	AGENDA NO 6	SUBJECT: 2023 Friends of Ute Pass Trails Maintenance Agreement
Presented by: PRT - Jesse Stroope, PRT Chair		
Attachments: Friends of Ute Pass Trails Maintenance Agreement		

Background

At the 1.11.2023 meeting, the Parks, Recreation and Trails (PRT) Committee voted unanimously to recommend to the Board to accept the 2023 Friends of Ute Pass Trails (FoUPT) Maintenance Agreement.

Discussion

FoUPT has submitted their 2023 trail maintenance plan to the PRT for review and recommendation. Rocco Blasi, President of FoUPT, says the cost of Friends services increased due to inflation, tool purchase to replace wear and tear on tools, and the unexpected legal costs involved in the GMF Trail Maintenance Agreement. Friends plan to offer trail maintenance services for 2023 to the Town for \$5,500. This offer covers initial trail inspections and recommended priorities, a minimum 4 volunteer work days (5 were provided in 2022), and final reporting. Based on industry research, Friends continues to offer the Town a bargain rate for services performed.

FoUPT is also requesting the use of Town trailhead sign boards, etc, to provide information for individuals interested in their group.

Recommended Motion

I move to approve the Friends of Ute Pass Trails maintenance plan for 2023.

Alternative Options

TRAIL MAINTENANCE AGREEMENT

Between the Friends of Ute Pass Trails
and the Town of Green Mountain Falls, Colorado

__ 2023

This Agreement is between the Friends of Ute Pass Trails (“Friends”) and the Town of Green Mountain Falls, Colorado (“Town of GMF”, “Town” or “GMF”).

Background & Purpose

The \$100,000 10-year 2019 GMF Comprehensive Plan identifies ‘trails’ and ‘hiking’ as 2 of the top 6 most loved things about GMF. No formal hiking trails maintenance has occurred on the Town of GMF land since June 2020. During this period, deferred maintenance has accumulated to the point where it must be addressed. The risks of doing nothing include increased risk of erosion; trail braiding, where multiple trails are created by users; cut switchbacks; and overgrowth. The Town’s 5-member Parks, Recreation and Trails (PRT) Committee does not have the capacity to perform trails maintenance to the extent required.

Friends is a nonprofit corporation, recognized by the Internal Revenue Service as a charitable organization under Section 501(c)(3) of the Internal Revenue Code. The purposes and objectives of Friends is to advocate for and support a system of safe and sustainable hiking trails for public use in the Ute Pass area and to promote stewardship for trails, including education for responsible trails use. Friends is led by volunteers and utilizes volunteers to accomplish its purposes and objectives.

This Agreement will provide much-needed recommendations and actions to address deferred maintenance on hiking trails within the Town of GMF.

Project and Scope

Friends will provide a trails inspection report, prioritized trails maintenance schedule, a minimum of 4 trail work-days on Town of GMF land, and a report on work accomplished and work outstanding as of the end of the period of time covered by this Agreement. Additionally, Friends will be available to consult on trails-related issues brought forth by the PRT during the period of time covered by this Agreement.

Time Period of Agreement

The period of time covered by this Agreement will begin on the date of mutual signing of this Agreement by the Town of GMF and Friends and will end on December 31, 2022.

The trails maintenance and construction work contemplated by this Agreement will be scheduled to begin following receipt of payment by Friends from the Town and continue until final reporting to the PRT by Friends, scheduled to occur by December 1st, unless delayed by severe weather or rain. If there is a delay due to weather, the Town of GMF and the Friends will negotiate a new deadline to be agreed upon by each in writing.

Friends will provide:

- An inspection report to the PRT. Inspections are aimed to discover the trails' environmental impact. The report will include a proposed prioritized maintenance schedule, focusing on correcting the largest deficiencies and safety items as well as making the most impactful improvements along the busiest areas.

- A minimum of 4 trail workdays: at least 3 internally-coordinated Friends workdays and 1 externally coordinated volunteer workday. Tools and training will be provided by Friends. Work will be supervised by volunteers who are trained and certified crew leaders, trails designers, or by those with other applicable trail building certifications. Work can include trail maintenance and construction.

-- Maintenance is the routine or periodic repair of existing trails to restore the trail to the originally designed and built condition. Maintenance does not change the original design, purpose, or intent for which a trail was designed, however minor re-routes may be developed when warranted for safety and sustainability of the existing trail. Maintenance may include: vegetation and debris removal; clearing the trail of encroaching vegetation; removing rock slides and soil deposits; maintaining trail tread (surface), such as filling ruts, reshaping a trail bed, repairing a washout, and constructing retaining walls or cribbing to support trail tread; performing erosion control and drainage work; and repairing or replacing deteriorated or damaged trail or trailhead structures, including signage, information boards, and fencing and railings.

-- Construction is the design, layout and building of new trail alignments. Guidelines will keep safety and sustainability foremost in mind, recognizing that erosion is the key issue leading to trail failure. Construction will adhere as closely as practicable to design standards and technical guidelines set forth by the United States Department of Agriculture, Forest Service's "Trail Construction and Maintenance Handbook, 2007."

- Final trails report, to include work accomplished and work outstanding (deferred maintenance), to the PRT by December 1, 2022. Any outstanding or future work will be subject to the Town of GMF and Friends entering into a further written agreement providing for any such work.

- Administration, to include volunteer recruitment, crew leader and trail designer training and assignment, project monitoring and coordination, and invoicing.

- A volunteer waiver, release, and assumption of risk agreement, which will be signed by each participant or parent/guardian in any volunteer workday (required by Friends once per calendar year per person).

- Friends will procure and maintain commercial general liability insurance in effect for the time period of this Agreement, which insurance will provide for liability, personal injury, bodily injury and property coverage with a minimum single limit of \$1,000,000 per occurrence and \$3,000,000 general aggregate. A Certificate of Insurance naming the Town of GMF as additional insured will be provided.

The Town of GMF will provide:

- Payment in the amount of \$5,500 (Five thousand five hundred dollars) before any trail maintenance or construction work by Friends commences.

- Consistent with Article X, § 20 of the Colorado Constitution, any financial obligations of the Town of GMF not performed during the current fiscal year are subject to annual appropriation, and thus any obligations of the Town hereunder shall extend only to monies currently appropriated and shall not constitute a mandatory charge, requirement or liability beyond the current fiscal year.

- Free parking for volunteers and at least one vehicle authorized to park at or near the end of a public road closest to the trailhead where work will be performed. The vehicle(s) will not block

emergency vehicle access. The Town will provide appropriately marked and certified parking credentials.

- Use of Trailhead boards, posting at the welcome center, Post Office board, Town of GMF website and Town Facebook to advertise trails-related volunteer opportunities and to provide information for potential donors.

Independent Contractor

The relationship between the Town of GMF and Friends is that of independent contractors and no persons performing or assisting with work by Friends under the terms of this Agreement shall be agents of the Town of GMF for such purposes.

Dispute Resolution

Any dispute between the Town of GMF and the Friends shall be noted in writing and the Town of GMF and Friends will make a good faith attempt to settle any dispute by negotiation before pursuing any available process and remedy available by law. If such negotiations fail, then any action to seek resolution of a dispute will be taken in El Paso County, Colorado.

Governmental Immunity

The Town of GMF, its officers, and its employees, are relying on, and do not waive or intend to waive by any provision of this Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq.*, as amended, or otherwise available to the Town and its officers or employees.

Indemnification

Friends agrees to indemnify and hold harmless the Town and its officers, insurers, volunteers, representative, agents, employees, heirs and assigns from and against all claims, liability, damages, losses, expenses and demands, including attorney fees, on account of injury, loss, or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with this Agreement if such injury, loss, or damage is caused in whole or in part by, the act, omission, error, professional error, mistake, negligence, or other fault of Friends, any subcontractor of Friends, or any officer, employee, representative, or agent of Friends. Friends' liability under this indemnification provision shall be to the fullest extent of, but shall not exceed, that amount represented by the degree or percentage of negligence or fault attributable to Friends, any subcontractor of Friends, or any officer, employee, representative, or agent of Friends or of any subcontractor of Friends. **General Provisions**

- This Agreement may be revised or modified only with the written consent of both the Town of GMF and Friends
- This Agreement constitutes the entire Agreement between Friends and the Town of GMF, superseding all prior oral or written communications.
- Neither this Agreement nor any of the rights or obligations of the Town of GMF or of Friends shall be assigned by either party without the written consent of the other.

Agreed to by:

President, Friends of Ute Pass Trails

Date

Town of Green Mountain Falls

Date

Economic Development Department



El Paso County, Colorado
CDBG Application
Program Year: 2023

El Paso County, Economic Development Department
9 E. Vermijo Ave.
Colorado Springs, CO 80903
Phone: 719-520-6249

2023 EL PASO COUNTY CDBG APPLICATION

IMPORTANT: Please read the [Application Instructions](#) before completing the application below.

Applicant/Organization Name	Town of Green Mountain Falls

Type of Organization	<input type="checkbox"/> Non-Profit <input checked="" type="checkbox"/> Government <input type="checkbox"/> CBDO <input type="checkbox"/> Faith-based	
Tax ID Number		
DUNS/UEI Number		
Chief Official or Primary Contact	Becky Frank	
Contact Information	Phone 719-684-9414	Email: Manager@gmfco.us
Mailing Address	PO Box 524 Green Mountain Falls Colorado, 80904	

Project Name	Gazebo Bridge Accessibility and Rehabilitation Project		
Project Address	Lake St. and Ute Pass Ave., Green Mountain Falls		
Project Priority <i>(if submitting multiple applications)</i>	1		
Project Start Date* MM/DD/YYYY	08/01/2023	Project End Date MM/DD/YYYY	11/30/2023
*NOTE: the project start date must occur after funding has been approved and made available, projected for July 2023.			

Amount of CDBG Funds Requested	\$237,910

Provide a short summary of the proposed project in the space listed below. More detail will be requested in other sections.	

2023 EL PASO COUNTY CDBG APPLICATION – PROGRAM PRIORITIES ALIGNMENT

Below you will find the El Paso County CDBG priority areas as outlined in our program planning documents. Please check which goal(s) will be met by your project. At least one goal must be checked.

Actual goals reported subject to CDBG staff discretion

Housing Goals	Check
H1 Goal – Improve access to transportation services and infrastructure, remove impediments to mobility and increase access to opportunities.	<input type="checkbox"/>
H2 Goal – Rehabilitation of pre-existing housing inventory to increase affordable, accessible housing choices.	<input type="checkbox"/>
H3 Goal – Increase fair housing education, outreach, and enforcement.	<input type="checkbox"/>

Homelessness & Special Needs Goals	Check
HM1 Goal – Assist in ensuring that homelessness is brief, rare, and non-recurring.	<input type="checkbox"/>
SN1 Goal – Help special needs residents obtain housing and remain housed while living independently as they choose.	<input type="checkbox"/>
SN2 Goal – Reduce accessibility barriers (ADA compliance).	<input checked="" type="checkbox"/>
SN3 Goal - Provide for and improve access to services to stabilize living situations and enhance quality of life, particularly for seniors, youth, and special needs populations.	<input type="checkbox"/>

Community Development Goals	Check
CD1 Goal – Improve infrastructure to foster accessible and livable neighborhoods and improve access to public amenities.	<input checked="" type="checkbox"/>
CD2 Goal – Develop or improve facilities that provide services to low- to moderate income residents and special needs populations.	<input checked="" type="checkbox"/>
CD3 Goal – Expand economic opportunities for low- to moderate income residents.	<input type="checkbox"/>

2023 EL PASO COUNTY CDBG APPLICATION – PROJECT CLASSIFICATION

Please review the National Objectives (pages 6-8) in the [Application Instructions](#) to ensure you classify your project correctly or contact the program directly using the contact information listed.

Project Category (<i>check only one</i>)	<input type="checkbox"/> Public Service <input checked="" type="checkbox"/> Public Facility/Infrastructure <input type="checkbox"/> Housing/Economic Development
Project Subgroup (<i>terms listed in instructions; list only one</i>)	
National Objective (<i>check only one</i>)	<input type="checkbox"/> Low-to-Moderate Income Benefit <input type="checkbox"/> Slum/Blight <input checked="" type="checkbox"/> Urgent Needs

National Objective Benefit Type (<i>check only one</i>) Please note for LMA benefit: For projects qualifying on a low-to-moderate income area basis (LMA), all census tracts block groups in which the project will take place must be listed in the available space. Be sure to carefully check the boundaries of your project. For more information, refer to the El Paso County LMI Maps .	<input type="checkbox"/> LMA	Census Tract		
		Block Group		
		Total Population		
		LMI Population		
		% of LMI		
	<input type="checkbox"/> LMC	How many additional low-to-moderate income <i>clients</i> will be assisted with these CDBG funds?		
		How many very low-income (0-30% AMI)?		
		How many low-income (31-50% AMI)?		
		How many moderate-income (51-80% AMI)?		
	<input type="checkbox"/> LMH	How many additional low-to-moderate income <i>households</i> will be assisted with these CDBG funds?		
		How many very low-income (0-30% AMI)?		
		How many low-income (31-50% AMI)?		
		How many moderate-income (51-80% AMI)?		
<input type="checkbox"/> LMJ	How many additional <i>jobs</i> will be created for low-to-moderate income resides with these CDBG funds?			
<input type="checkbox"/> SBA	Have you confirmed Slum/Blight Area objective criteria with County staff?			
<input type="checkbox"/> SBS	Have you confirmed Slum/Blight Spot objective criteria with County staff?			
<input type="checkbox"/> URG	Have you confirmed Urgent Need objective criteria with County staff?			

2023 EL PASO COUNTY CDBG APPLICATION – AGENCY DESCRIPTION

Agency Description

Please include information about your agency, its goals, mission, incorporation date, management structure and experience, clientele served, and services offered. Please include an organizational chart and a list of board of directors with appointment dates and term expiration dates. Feel free to attach additional information to the back of the application.

Green Mountain Falls (GMF) is a small mountain community incorporated in 1890. With a year-around population of about 700 and a summer population of 1200, the Town is a peaceful but vibrant community with a strong interest in the outdoors and the Town Park system, which centers around Gazebo Lake Park. The proposed project would be an improvement to inclusivity at this important Town Park.

As a government entity, the municipality of GMF is dedicated to serving every resident and visitor to the best of our abilities.

The Town is served by:

Mayor — Todd Dixon - elected 4/2022; term expiration 4/2024

Mayor Pro Tem — Sunde King - elected 4/2022; term expiration 4/2026

Trustee — Katharine Guthrie - elected 4/2020; term expiration 4/2024

Trustee — Nicholas Donzello - — elected 4/2022; term expiration 4/2024

Trustee — Sean Ives - elected 4/2022; term expiration 4/2026

Town Manager: Becky Frank

Town Clerk/Treasurer: Boulos Ayad

The government system is considered a “weak” mayor system, with all Trustees and Mayor having an equal vote and equal responsibilities. The mayor is considered the ceremonial head of the town and presides over the Board of Trustees meetings. We also have a team of dedicated employees including the Department of Public Works and Marshal’s Department.

2023 EL PASO COUNTY CDBG APPLICATION – COMPLETE PROJECT DESCRIPTION & TIMELINE

Complete Project Description

Clearly explain what will be accomplished with the CDBG funding that you are requesting, including who will benefit from the project. **Be specific as to what the CDBG funds will be used for.** Attach additional information as needed.

We are seeking funding for Phase II of Access for All, a project to create inclusive public park areas for the recreation of people of all ages and abilities in Green Mountain Falls, CO. Through several phases, the existing parks will be upgraded for accessibility and everyone’s safety. In addition, Access for All will create more inviting year-round multi-use spaces for the enjoyment of our residents and visitors. Gazebo Lake Park anchors our town and its natural beauty draws visitors from surrounding areas and beyond. Annual events, like Bronc Day, that take place in Gazebo Lake Park will be accessible to participants of all ages and abilities with the addition of the ADA complaint pathway. The proximity of Green Mountain Falls and Gazebo Lake Park to the City of Colorado Springs makes it a popular choice for individual and family outings, senior day trips, and a place to relax and rejuvenate for active and retired military alike.

Phase II: Gazebo Lake Park

- a. Remove and replace bridge deck planks, handrail, benches, light poles
- b. Connect gazebo bridge to existing concrete pathway
- c. Reinforce side beams, add new center beam and new cross beams to gazebo bridge
- d. Repair piers (sandblast concrete spalling, epoxy patching of spalling, sealing on concrete and perma-jack buttress.

If funding permits:

- a. Upgrade electrical service to island
- b. Upgrade sauseway with sidewalk and li

Project Timeline

Please include a timeline to show how you will expend all funding within 12 months of receiving your grant (note that project start time is dependent on Congress and when federal funding is released to our program).

Weeks 1-4: RFP-Project Bids-Contractor Selection

Week 5-6: Demo of existing materials needing repair

Week 6-7: Repair of piers/installation of connecting concrete pathway

Week 8-10: Replacement of decking/handrails

Week 10-12: installation of light fixtures/benches

Week 13-Final Walk Through and Project Closeout

2023 EL PASO COUNTY CDBG APPLICATION – COMMUNITY COMPONENTS

Briefly explain why this project is necessary in the community, and why CDBG funds should be used to address the need.

This project is critical to the community. The gazebo is listed on the National and State register for historic structures <https://www.historycolorado.org/location/green-mountain-falls-gazebo> and had been identified as needing rehabilitation work. The Town intends to submit a grant application for the completion of a historic structure assessment, but the bridge is in such disrepair that no rehabilitation work can occur on the gazebo until the bridge repairs have occurred. The Town’s insurance carrier (CIRSA) has also noted these safety concerns and the bridge accessing the gazebo is in imminent threat of closure without the repairs. The Town has a very limited budget and receives some Conservation Trust Funds that will be allocated to this project if the necessary CDBG funds are awarded.

What are the quantifiable goals of this project? How will they be measured?

(Example: Build 10 low-income rental units, provide healthcare for 100 low-income residents)

Please see attached project goals sheet.

How many persons/households in the following jurisdictions will be served by the CDBG funded part of this project?

Unincorporated El Paso County		Calhan	
Fountain		Green Mountain Falls	680
Palmer Lake		Ramah	
Manitou Springs		Monument	

List other organizations, if any, participating in the program (collaborative efforts). Describe how you ensure that duplication of services is not happening.

2023 EL PASO COUNTY CDBG APPLICATION – CAPACITY

If we are unable to grant your full request, what is the minimum amount that you would be willing to accept that would still allow your project to be viable?

\$135,000

If the project is not awarded this amount of CDBG funding, how will it be affected?

If not awarded the full amount, the repairs of the piers will have to wait until funding from another source becomes available. The town will need to lower the water level in the lake to make any repairs. Doing so an additional time has an economic impact on town as the gazebo is a popular destination for wedding ceremonies. Additionally, the lake is stocked with fish (by CPW). Each time the water level is lowered, it disrupts the fish habitat as well as other ecosystems in the lake.

Leveraging funds is important to our program’s mission. What other funds are currently available to support this project or leverage CDBG funds? Please include sources, dollar amounts and status of such funds.

The Town’s Conservation Trust Fund (CTF) will be used to support this project. For 2023, the town will receive a projected \$8030.

Has your organization ever received CDBG funds in the past, either through the city, state or otherwise? Please briefly describe.

Yes, the Town Received \$150,000 in 2021 (applied to 2022 project-delayed start due to COVID) from El Paso County CDBG program to complete phase 1 of Gazebo Lake Park Accessibility for All Project. This project has been completed.

Please specify the name(s) and job title(s) of the staff that will be assigned to the grant administration. For each person listed, please include their years of experience working with federal funding and specify any other federal grants they have worked with in the past.

Becky Frank, Town Manager: 10 years experience working with CDBG, ARPA, FEMA, GOCO, etc.

Please check each item that already exists within your organization:

<input checked="" type="checkbox"/> Financial auditing system	<input type="checkbox"/> Client eligibility	<input type="checkbox"/> Demographic data collection
<input checked="" type="checkbox"/> Written conflict of interest policy	<input checked="" type="checkbox"/> Written procurement procedures	<input checked="" type="checkbox"/> Staff salary tracking

Can the project be completed within one year of receiving this grant? Yes No

2023 EL PASO COUNTY CDBG APPLICATION – PROJECT BUDGET

Source of Funds for this Program/Project		
Source of Funds	Status of Funds (<i>check only one</i>)	Amount
El Paso County Community Development Block Grant	<input type="checkbox"/> On Hand <input type="checkbox"/> Pending <input checked="" type="checkbox"/> Applied For	237,910
Town Match (CTF)	<input checked="" type="checkbox"/> On Hand <input type="checkbox"/> Pending <input type="checkbox"/> Applied For	8030.00
	<input type="checkbox"/> On Hand <input type="checkbox"/> Pending <input type="checkbox"/> Applied For	
	<input type="checkbox"/> On Hand <input type="checkbox"/> Pending <input type="checkbox"/> Applied For	
	<input type="checkbox"/> On Hand <input type="checkbox"/> Pending <input type="checkbox"/> Applied For	
	<input type="checkbox"/> On Hand <input type="checkbox"/> Pending <input type="checkbox"/> Applied For	
Total Amount of Funds for this Program/Project		245,940

Project/Program Specific Budget (<i>adjust categories as needed</i>)		
Budget Category	Amount	
Personnel (Salaries, Trainings, etc.)		
Benefits (FICA, Unemployment, Health, Dental, Etc.)		
Consultants		
Insurance (D&O, Liability, Vehicle, Etc.)		
Facility (Rent, Utilities, Janitorial, Maintenance, Etc.)		
Supplies and Materials		
Leased or Purchased Equipment		
Acquisition Costs		
Construction/Rehabilitation Costs	245,940	
Other Operating Costs (please specify)		
Total Program/Project Costs		245,940

Total Annual Organizational Budget Amount	1,046,576.47
--	---------------------

What will the CDBG funds be used for? Please be as specific as possible (*i.e., \$1,000 for engineer, \$5,000 for building materials*).

Please see attached project detail sheet.

How much program income do you anticipate that this project will generate, if any?

N/A

2023 EL PASO COUNTY CDBG APPLICATION – PUBLIC SERVICE PROJECTS ONLY

1. How many persons in El Paso County received this service during your last fiscal year?
2. How many more persons will be served if you receive CDBG funding?
3. How long would clients receive services from your organization under this project?
4. Does your organization charge for services? If so, how much, and can the fees be waived for CDBG-supported clients?
5. What days and times will services be made available to the public?
6. Does your agency have experienced staff that will provide the service, or will you hire and train new staff?
7. How does your agency plan to sustain this project/program after CDBG funds have been expended? If CDBG funds will pay for staff positions, please elaborate on how these positions will be maintained.
8. What is the CDBG-cost per client for this project (<i>total CDBG funds requested divided by number of clients served</i>)?
9. How do you determine current eligibility? What client demographic information does your organization collect?
10. Does your agency have the capacity to safely store the private information of eligible clients, such as proof of income, copies of bills, and other personally identifying information (PII)?
11. How have you collaborated with other agencies to decrease service duplication and increase effectiveness?

2023 EL PASO COUNTY CDBG APPLICATION – PUBLIC FACILITY PROJECTS ONLY

1. How many persons in El Paso County are currently being served by the facility? Approximately 5,000
2. How many more persons will be served if you receive CDBG funding?
3. Does the project manager have experience with federal procurement regulations and labor requirements? Please briefly describe size and scope of projects previously administered. Yes-CDBG 2022 small ADA project. 2020-2021-COVID FEMA grant funded response and documentation, CDBG (City of Victor) certified payroll documentation and various local and state grants.
4. Has the project’s architectural/engineering work been completed? If not, when will it be complete? N/A
5. Does your organization own the building or park you will be improving? If not, when will it own the property? Yes
6. How long will the facility be used for its intended purpose? Indefinitely
7. Is a fee charged for the use of the facility or for services provided at the facility? If so, how much? No
8. Are funds already in place to operate the facility after improvements? N/A
9. What days and times will the facility be open to the public? 7 days a week during daylight hours and frequent events after dark.

2023 EL PASO COUNTY CDBG APPLICATION – ACQUISITION PROJECTS ONLY

1. Has a site been selected (check only one box; if no , skip to question 6)? <input type="checkbox"/> Yes <input type="checkbox"/> No
2. Does the site require rezoning (check only one box)? <input type="checkbox"/> Yes <input type="checkbox"/> No
3. Has your organization made an offer to purchase the property (check only one box)? <input type="checkbox"/> Yes <input type="checkbox"/> No
4. Has your organization executed a contract to purchase the property (check only one box)? <input type="checkbox"/> Yes <input type="checkbox"/> No
5. Will any persons or businesses be displaced by this acquisition (check only one box)? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, does your organization have non-CDBG funds available to pay relocation expenses? <input type="checkbox"/> Yes <input type="checkbox"/> No
6. Does the project manager have experience working with the Uniform Relocation Act and/or section 104D of the Housing and Community Development Act? If so, please describe.
7. How long will the site be used for its intended purpose?
8. Are funds already in place to operate the property after improvements (check only one box)? <input type="checkbox"/> Yes <input type="checkbox"/> No
9. Will you charge a fee for services provided at this property? If so, how much?
10. What days and times will the property be open to the public?

2023 EL PASO COUNTY CDBG APPLICATION – CERTIFICATIONS AND SIGNATURES

I hereby certify by reading and initialing each statement listed below that the:	Check
Information contained in this application is complete and accurate.	<input type="checkbox"/>
Applicant has read and understands the application instructions and requirements of the program.	<input type="checkbox"/>
Project will serve low- to moderate-income residents in the qualified CDBG areas.	<input type="checkbox"/>
Applicant acknowledges that only an executed contract and a notice to proceed with the County authorizes the initiation of project, services or activities and incurring expenditures.	<input type="checkbox"/>
Applicant acknowledges that a National Environmental Policy Act (NEPA) review may be required for CDBG funded projects, which may delay the project start.	<input type="checkbox"/>
Applicant acknowledges that the project should be completed within the fiscal year awarded; if not, CDBG funds may be subject to reprogramming.	<input type="checkbox"/>
Applicant will comply with all federal and County statutes, regulations and requirements imposed on the project funded in full or in part by the CDBG program.	<input type="checkbox"/>
Applicant will not use CDBG funds for grant writing, fundraising, or lobbying per 2 CFR Part 200.	<input type="checkbox"/>
Applicant confirms that the organization has an antidiscrimination policy.	<input type="checkbox"/>
Applicant acknowledges that current policies for general liability, automobile and workers compensation insurance are required to contract with the County.	<input type="checkbox"/>
Applicant acknowledges that CDBG funds are subject to review of supporting expenditure documentation and must be approved by County staff prior to payment.	<input type="checkbox"/>
Applicant has the ability to perform the duties for the activity or services applied for in accordance with CDBG program regulations.	<input type="checkbox"/>
Applicant possesses the legal authority to apply for CDBG funds and to execute the proposed project.	<input type="checkbox"/>
Applicant does not have any unresolved audit findings for prior CDBG or other federally funded projects. If your agency had a single audit performed last year, please attach a copy to this application.	<input type="checkbox"/>
Applicant has no pending lawsuits that would impact the implementation of this project.	<input type="checkbox"/>
Person named below is authorized to execute the application on behalf of the agency.	<input type="checkbox"/>
<i>The statements and data in this application are correct and true to the best of my knowledge, and its submission has been authorized by the governing body of the applicant. I understand that El Paso County may verify any or all statements contained in this application, and that any false information or omission may disqualify my organization from further consideration for County CDBG funds. I also understand that, upon submission, my application becomes property of El Paso County and will not be returned to my organization in whole or in part.</i>	
Print Name	Title
Date	

Please submit your completed application via email no later than 5:00pm on Friday, February 3, 2023. Submit applications via email to: CDBG@elpasoco.com

Any application received after the deadline will not be considered.
Faxed or mailed applications will NOT be accepted.

Questions may be directed to:

Luke Houser • Community Development Analyst
 719-520-6249 • lukehouser@elpasoco.com

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

DATE: 1.17.2023	AGENDA NO 7	SUBJECT: CDBG Phase II Grant Submittal Recommendation
Presented by: PRT - Jesse Stroope, PRT Chair		
Attachments: Gazebo bridge repair/rebuild details		

Background

At the 1.11.2023 meeting, the Parks, Recreation and Trails (PRT) Committee voted unanimously to recommend to the Board the approval for the submission of the Community Development Block Grant (CDBG) Phase II application which would request funds to repair/replace the Gazebo Park bridge and make necessary repairs of the Gazebo.

Discussion

CDBG Phase I has recently been completed. This included the ADA fishing pier at Gazebo Park lake, a new spillway and a concrete path through Gazebo Park. PRT is asking the Board to approve the submission of a Phase II CDBG grant application which is due February 3, 2023. PRT is recommending that this grant request be specified to include repairing or rebuilding of Gazebo Bridge and repair of the Gazebo. Two inspections of the of the Gazebo Park bridge have been done to support the repair and/or replacement dependent on funding. It has been also recommended that the Gazebo be repainted and any possible water damage repaired.

Recommended Motion

I move to approve the submittal of CDBG Phase II that includes the repair or rebuild of Gazebo Bridge and repair of the Gazebo.

Alternative Options

Parks, Recreation, Trails, Committee

Gazebo Bridge Project

Emergency Public Safety Work Proposal

+

Restoration of the Historic Gazebo Lake Bridge Proposal

+

Merged Work

Job Description:

A wood pedestrian walk bridge, spanning 60' from the 50' causeway to Gazebo Island on Gazebo Lake.

The bridge deck is 60' long, comprised of 75, 1.5"x9"x12' spaced wood planks.

The bridge deck is 12' wide with a wood handrail on each side, 38" high, on 5' center posts, with 1 center rail.

The bridge deck carries 8 wood benches and 6 light-poles spanning the length.

The bridge deck carries water and electric services to the island underneath.

The bridge deck is supported by 4 wood laminated beams, in 3 segments ~20' in length.

The 2 main support beams are 7"x12" in girth.

The 2 side beams are 3"x12" in girth.

The support beams are founded by 3 concrete piers and 1 concrete buttress, at each 20' intersections of the beam-spans.

The 3 piers are comprised of 2 steel-reinforced concrete columns 16" in diameter, rising ~5' from the bottom of the lake tied into a concrete header 22"x12"x12'.

The 1 buttress is 22"x12"x12' on the island.

Work Classification: Emergency Public Safety Work

<u>Demolition:</u>	Labor	Mat.
Deck: remove 6 light-poles	\$2100	
remove 8 benches	1050	
remove handrails	4200	
remove 75 deck planks	8400	
equipment - skid-steer rental	1500	
40 yd dumpster rental	1500	
<u>Repairs:</u>		
Beams: lamination water damage	8400	
Hardware:		1500
<u>Renewals:</u>		
New deck-planks 75, 3"x12"x12' fir	14000	10000
New hand-rail	11200	8000
New benches 8	2800	4000
New light-poles 6	2100	3000
Hardware		3500
	57250	24000

Total:	\$88,250
20% Estimate Error	\$17,650
Grand Total:	\$105,900

Work Classification: Restoration Work + Emergency Public Safety Work

<u>Demolition:</u>	Labor	Mat.
Deck: remove 6 light-poles	\$2100	
remove 8 benches	1050	
remove handrails	4200	
remove 75 deck planks	8400	
equipment - skid-steer rental	1500	
40 yd dumpster rental	1500	
<u>Repairs:</u>		
Beams: lamination water damage	8400	
Hardware:		1500
Piers: sand-blast concrete spalling	5600	500
epoxy patching of spalling	5600	1200
epoxy sealer of concrete	5600	1200
perma-jack concrete buttress	2500	
Hardware:		1500
<u>Renewals:</u>		
New deck-planks 75, 3"x12"x12' fir	14000	10000
New hand-rail	14000	16000
New benches 8	2800	6000

New light-fixtures w/overhead trellis	4200	18000
Hardware:		5000

Additions:

New center beam (3) 8"x12"x20' fir	5600	1500
Reinforce side beams (6) 6"x12"x20' fir	11200	2500
New cross beams (16) 3"x12"x12' fir	11200	2200
Equipment: light crane	3400	
	112850	67100

Total:	\$179,950
20% Estimate Error	\$ 35,990
Grand Total:	\$215,940

Other upgrade considerations:

Upgrade electrical service to island.

Upgrade causeway with sidewalk and lighting.

12-13-22 Draft

12-14-22 Draft

By Don Walker

**Green Mountain Falls
Marshal's Office**

Memo

To: Becky Frank
From: Marshal Sean Goings
cc:
Date: January 13, 2023
Re: Surveillance Cameras

Greetings! As I have taken on my duties as the Marshal for the town, I have noticed an opportunity for the town to better protect its assets. I believe it would be prudent to place security/surveillance cameras in strategic locations around some of the town's buildings.

- 1) Town Hall/Marshal's office- As we all well know the prior town hall was destroyed by vandals who were upset over a speeding citation in 2012. Had the suspects not been burned in the fire, they may well have gotten away with their deed with no consequences - all that being said, quality security cameras with good resolution and night vision capabilities will give use at least investigative leads in the event someone else disgruntled for a perceived slight come to do the town harm.
- 2) The town maintenance building/yard houses some of the towns most valuable assets and for many of the same reasons we should place security cameras there.

Not only will be better able to protect our assets, but we will also be able to provide better service to our community as most cameras now can alert us when people are near and enable us to respond when people come around for legitimate business if we happen to be out of the area.

As this idea developed after the 2023 budget was approved it will require board approval to requisition the funds for this expenditure.

Please take note of the attached quotes-building #1 is town hall, building #2 is the maintenance facility.

Building #1-\$1644.00

Building #2-\$1344.00

Total-\$2988.00

Thank you for your time and consideration in this most important matter.

TOTAL

\$1,644.00

Quotation prepared by: _____

This is a quotation on the goods named, subject to the conditions noted below: Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.

To accept this quotation, sign here and return: _____

THANK YOU FOR YOUR BUSINESS!



QUOTE

BEX SECURITY

QUOTE
DATE: 12/22/2022

5555 Many Springs Drive
Colorado Springs, CO 80923
kimmer5555@g.com
(719) 661-7363

TO Town of Green Mountain Falls
manager@gmfco.us
719.661.9131

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Kim Anderson-Grigg	Cameras	Paid In Full	

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
2	Dahua 4MP Camera w/Audio	\$300.00	\$600.00
1	4 CH Dahua 2TB Hard Drive (Network Video Recorder)	\$495.00	\$495.00
1	Activation fee	\$249.00	\$249.00
SUBTOTAL			\$1,344.00
SALES TAX			Tax Exempt

TOTAL

\$1,344.00

Quotation prepared by: _____

This is a quotation on the goods named, subject to the conditions noted below: Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.

To accept this quotation, sign here and return: _____

THANK YOU FOR YOUR BUSINESS!



Town of Green Mountain Falls, Colorado

OATH OF OFFICE

STATE OF COLORADO)
EI PASO AND TELLER COUNTIES)
TOWN OF GREEN MOUNTAIN FALLS)

I, Boulos Ayad, do affirm that I will support the constitution of the United States, the constitution of the state of Colorado, the laws of the state of Colorado, and the ordinances of the Town of Green Mountain Falls, and will faithfully perform the duties of the office of the Town Clerk/Treasurer of the Town of Green Mountain Falls upon which I am about to enter to the best of my ability.

Boulos Ayad, Town Clerk/Treasurer

ATTEST:

Subscribed and sworn before me this 17th day of January 2023.

Todd Dixon, Mayor

RESOLUTION NO. 2023-01

**A RESOLUTION OF THE TOWN OF GREEN MOUNTAIN FALLS
COLORADO, MAKING APPOINTMENT OF TOWN OFFICIALS FOR 2023**

WHEREAS, C.R.S. § 31-4-304 requires the Town Board of Trustees to appoint a Clerk, Treasurer, and Town Attorney, as well as any other officers it deems necessary;

WHEREAS, C.R.S. § 31-4-304 further specifies that the appointment of officers shall not extend more than 30 days after compliance with C.R.S. § 31-4-401 by the members of the succeeding Board of Trustees;

WHEREAS, Section 2-21(b) of the Green Mountain Falls Municipal Code authorizes the Board of Trustees to appoint officers; and

WHEREAS, in addition to the Clerk, Treasurer, and Attorney, the Board of Trustees desires to appoint a Town Manager and Marshal.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF GREEN MOUNTAIN FALLS, COLORADO, THAT:

Town Officials are appointed as follows:

Town Attorney – The Firm of Hoffmann, Parker, Wilson & Carberry, P.C.
Town Manager – Becky Frank
Town Marshal – Sean Goings
Town Clerk/Treasurer – Boulos Ayad

INTRODUCED, READ and PASSED this 17th day of January 2023.

TOWN OF GREEN MOUNTAIN FALLS,
COLORADO

Todd Dixon, Mayor

(SEAL)

ATTEST:

Nathan Scott, Notary Public

RESOLUTION NO. 2023-02

**A RESOLUTION OF THE TOWN OF GREEN MOUNTAIN FALLS,
COLORADO, DESIGNATING AUTHORIZED SIGNATORIES ON TOWN
BANK ACCOUNTS AND INDIVIDUALS AUTHORIZED TO CONDUCT
ONLINE BANKING ON BEHALF OF TOWN**

WHEREAS, the Board of Trustees desires to designate the individuals with authority on behalf of the Town for activity involving the Town's bank accounts

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF GREEN MOUNTAIN FALLS, COLORADO, THAT:

Section 1. Effective the 17th day of January 2023, the following individuals shall be the sole authorized signatories on behalf of the Town for Town bank accounts:

1. Todd Dixon, Mayor
2. Sunde King, Mayor Pro Tem
3. Becky Frank, Town Manager
4. Boulos Ayad, Town Clerk/Treasurer

Section 2. Until the 20th day of January 2023, the following individuals shall be authorized to access the Town's bank accounts online and conduct online banking activity on behalf of the Town:

1. Nate Scott, Town Clerk/Treasurer

Section 3. Effective the 23rd day of January 2023, the following individual shall be removed from the authorized list of signatories and/or those authorized to access the Town's bank accounts online or conduct online banking activities.

1. Nate Scott, Town Clerk/Treasurer

INTRODUCED, READ, and PASSED this 17th day of January 2023.

TOWN OF GREEN MOUNTAIN FALLS,
COLORADO

Todd Dixon, Mayor

(SEAL)

ATTEST:

Nate Scott, Notary Public



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

To: Mayor and Board of Trustees
From: Becky Frank, Manager
Re: Staff Report, January 17, 2023

Rolling Project Roster:

- Stilling Basins-Iron Mountain had demobilized until early spring 2023 with the exception of the drainage work on Hotel Street. Temperature depending, concrete work is being done and the guardrail design is underway.
- Gazebo Lake (El Paso County CDBG Accessibility for All)-This project is complete with the exception of some remaining landscaping. The contractor needed to be able to see how the water would flow out of the outlet before finishing remaining landscaping. Reinstallation of parking spaces and final dirt work is underway. Once complete, we will likely reduce the amount of water going into and out of the lake allowing it to build up a better ice sheet. Public Works will begin to test the ice depth and once we have a good cap, the additional precautionary signs will be stored for the winter. The disturbed areas of topsoil will need to be reseeded this spring. The grant has been closed out and final reimbursement is expected this week.
- Comprehensive Roads Plan-In Progress. Wilson & Co update/presentation in February.

Public Works:

- Public Works has completed the base build-up for the season and has applied magnesium chloride to help bind the base for the winter. We will look at scheduling additional treatments this spring. We will begin stockpiling material for this year and next as the budget allows. Have also received several loads of donated millings from the Chipita Park Road overlay project that can be used to repair strategic areas. PW has staged some material at the pool parking lot to treat that area once it's warm enough for compaction.
- Site prep of Olathe area for CSU project.
- Striping of Ute Pass Avenue is complete with the exception of the area near the stilling basin project. The crew will come finish up once that project is complete and install remaining pedestrian painting and the crosswalk.
- Cold patching potholes and using millings to fix areas as appropriate.
- PW winter snow removal.
- Cleaning/Organization of Public Works building/yard.
- Working on CIRSA list of identified maintenance/repairs at parks and facilities.
- Beginning to order and stock pile road base for spring road build up.

Town Manager:

- Wrapping up 2022 grant activities and reporting.
- Submitted PPRTA 2023 budget for GMF.

- CPW Human-Bear Conflict Resolution Program. PO received. Have received some design concepts from the PRTAC. Need to schedule tree removal, order bins and put together an RFP to go out to bid this spring.
- Pool-University Technical Assistance preliminary site visit scheduled for Wednesday. Will bring a MOU for this project before the board soon.
- Fire Mitigation Projects- working with the FMAC to develop a process for public engagement and resident notification. Working to identify the community appetite for an update to the 2007 Ute Pass Community Fire Protection Plan.
- Working with staff to support Town Clerk/Treasurer transition plan (job posting, interviews and selection as well as day-to-day operations).
- Working with Planning Commission to fill Town Contractor Planner position. Last week we had an informal interview with former Town Planner as well as two planning firms. The PC will bring forward recommendations after their next meeting.
- Revising the Employee Handbook
- Working with PRTAC to draft a grant application to El Paso County (CDBG) to support additional accessibility and bridge rehabilitation at Gazebo Lake Park.



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

To: Mayor and Board of Trustees
From: Nate Scott, Town Clerk/Treasurer/Planner
Re: Staff Report, January 16, 2023

Routine activities continuing:

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

UPDATES

Clerk/Treasurer:

Short-term rentals:

- 56/60 active licenses
- Recently approved: 10530 Ute Pass Ave, 11190 Hondo
- Pending applications: 10855 Ute Pass Ave, 10935 Hondo
- Renewal process with new ordinance is going pretty smooth. Some applicants need help compiling the Guest Info Packet information for upload.

Planning:

- Land Use Code effective date is January 20
- Pending application with variances: goes to PC on Jan. 24, Board on Feb. 7