



Town of Green Mountain Falls

**Board of Trustees Meeting Agenda
10615 Green Mountain Falls Road
Tuesday July 16th, 2024 at 7:00pm**

Join Zoom Meeting

<https://us02web.zoom.us/j/85286587362?pwd=UEUtlSe8Mhft43HZUfRbGd5nVdDYYx.1>

Meeting ID: 852 8658 7362

Passcode: 264518

7:00 REGULAR MEETING

1. CALL TO ORDER/ TECH CHECK/ ROLL CALL/ PLEDGE OF ALLEGIANCE
2. ADDITIONS, DELETIONS, OR CORRECTION TO THE AGENDA
3. CONSENT AGENDA
 - a) No Items
4. REPORTS
 - a) Mayor and Trustee Reports
 - b) Staff Reports
5. PUBLIC COMMENT: 3 Minutes per speaker
7. BUSINESS ITEMS
 - 7a) Reserve Deputy Oath of Office
 - 7b) Revised Staging Policy from PC
 - 7c) Comprehensive Plan Proposal from PC
 - 7d) Consideration of Resolution 2024-05 Appointments Outside Agencies
 - 7e) Nate Felton and Michael Ortiz-Request for Fee Waiver
8. DISCUSSION ITEMS
9. CORRESPONDENCE
 - 9a) El Paso County Economic Development
10. PUBLIC COMMENT: 3 Minutes per Speaker
11. ADJOURN

CONSTRUCTION STAGING POLICY

This construction staging policy addresses how the Town of Green Mountain Falls (the "Town") shall allocate Town-owned properties for staging equipment and materials for projects, with the goal of keeping Town property clean and orderly. If there is conflict between this Policy and any Municipal Code, the Municipal Code supersedes this Policy.

I. DEFINITIONS

Staging as used in this policy refers to the storage of construction equipment, materials, supplies and temporary facilities used in the construction process. While neither the Municipal Code nor Land Use Code specifically addresses construction staging, Municipal Code Section 6-31 lists nuisances, to include refuse, i.e. "discarded building and construction materials." Further, "all refuse shall be removed periodically from all premises in the town so that the premises are clean and orderly at all times. All loose, discarded or unused building material from construction sites shall be promptly removed or discarded by the person responsible for such work."

Rights of Way (RoWs) are Town-owned properties generally used to facilitate transportation. However, the RoWs in Town are not limited by the plat on what they can be used for. Therefore, RoWs can be used as the Board of Trustees (BoT) sees fit as long as it doesn't prohibit traffic from passing through an area. It should be noted that RoWs are not parcels and therefore requirements on parcels are not applicable to the RoWs in Green Mountain Falls.

II. CONSTRUCTION STAGING

It shall be the Policy of Green Mountain Falls that any particular RoW area shall not be used exclusively for the purposes of staging Town or private construction projects. As part of this policy, the Town will weigh the benefits to the public and the practicality of the staging area before assigning a staging area for a Town project. Although not RoWs, the Town may use Town parcels as staging areas.

Developers and project managers must understand that the Town has limited staging areas on level ground. Projects require active management to limit the amount and time of disruption. High density, prolonged staging will be avoided by rotating staging areas around town RoWs and Mixed-Use areas when outside of the Public Works maintenance yard.

III. PROCESS

Private Projects: If a private project desires to utilize Town RoW for staging, once the project has obtained appropriate approval, Town Staff will identify a location that best fits the needs of the Town and the entity performing the construction. Town Staff will require the Applicant to obtain a Temporary Use permit in accordance with Town Code and published Fee Schedule. The Temporary Use Permit will include a stipulated timeframe and a published Fee Schedule (including a graduated/increased fee if/when timelines are exceeded). See the Table below for location options.

Once Town Staff has selected a staging location and communicated this to the Petitioner, the Town will post a physical notice at the staging site and post the information on the Town's official posting locations. If someone wants to appeal the staging site location, that appeal must follow the appeal process for a Temporary Use Permit. If an appeal has been filed, the Petitioner must wait to use the Town RoW until the appeal has been decided by the appropriate authority. Town Staff will confirm the staging user returns staging location to original or better condition.

Public Projects: Town Staff will determine the most appropriate location for the construction staging. Since Public Projects are approved by the BoT, issues with staging locations shall be determined by the BoT. The Town will post a physical notice at the staging site and post the information on the Town's official posting locations.

Table

Location	Area Available	Pro / Con	Arrangements?	Considerations
Behind Town Hall	125' x 35'	Need to level area Req. emergency vehicle access	Coord w/ F.D.	Steeper access Tight Turnaround
Public Works	20' x 80' on right side	Req. separate access Interrupt PW work flow	Coord w/ P.W.	Req. active space mgmt.
Oak St. (old Town Hall)	120' x 20'	Level Close to neighbors	Reqs sign removal	Oak St. Bridge Small project, limited duration
Oak St. RoW	90' x 12'	Level		Oak St. Bridge
Olathe St. RoW	145' x 35' (cur) 90' x 30' (prop)	Close to neighbors Overuse Impression	Prop.: PRT add to Master Plan, beautify, 8 parking spaces	Adjacent to floodplain
Rocky Top	150' x 180'	Fenced, gated, easy access. Safety: Hwy 24 x-ing	\$ to lease area	Outside GMF
Pool Parking	45' x 65'	Adj. to public park	Coord w/ PRT	Seasonal
Spruce Ave at Ute Pass Ave	85' x 15'			Removes parking from inventory
CSU parcel (under discussion)	150' x 100'	Level		Requires further coord + rezone to Mixed Use

In certain circumstances developers may work with private land owners to coordinate staging, given temporary land use permissions are granted by the appropriate authority.

Staging Area Usage Status

Week of 2024											
Staging Area	17 4/22	18 4/29	19 5/6	20 5/13	21 5/20	22 5/27	23 6/3	24 6/10	25 6/17	26 6/24	27 7/1
Behind Town Hall											
Oak Street (old Town Hall)											
Oak Street RoW											
Olathe St. RoW											
Pool Parking											
Spruce Ave Triangle											
CSU Parcel											

Key

	Empty, no usage
	Occupied and active change since previous week
	Occupied, no significant change from previous week

- Notes:
- 1 Tree Stumps and fill dirt resulting from Dumpster Blind project
 - 2 Road Base Storage
 - 3 Trailer with picnic tables
 - 4 Fill dirt removed, tree stumps remain

**GREEN MOUNTAIN FALLS, COLORADO
RESOLUTION NO. 2023-05**

**A RESOLUTION NAMING APPOINTMENTS TO COMMITTEES,
COMMISSIONS, AND OUTSIDE AGENCIES**

WHEREAS, the Board of Trustees of the Town of Green Mountain Falls, Colorado, pursuant to Colorado statute and the Town of Green Mountain Falls Municipal Code, is vested with the authority of administering the affairs of the Town of Green Mountain Falls, Colorado; and

WHEREAS, the Board of Trustees appoints members to the Planning Commission for regular, limited terms; and

WHEREAS, the Board of Trustees appoints members to various standing and ad-hoc advisory committees for regular, limited terms; and

WHEREAS, the Board of Trustees appoints various people to outside agency appointments to represent the interests of the town; and

WHEREAS, minimizing vacancies to these appointments – whether by reappointment or new appointment in advance of term expirations – maximizes continuity in each agency;

Section 1.

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

PPACG Board of Directors <i>The Pikes Peak Area Council of Governments is comprised of membership spanning 16 participating local counties and municipalities. Its Board of Directors is charged with establishing objectives and policies related to issues that cross political boundaries, shared opportunities and challenges, and collaborative strategies for action. As a participating member government, the Town Board of Trustees designates a voting representative and an alternate from among the elected Board of Trustees to represent the Town during their term of office.</i> <i>PPACG Board of Directors Bylaws, Article IV</i>			
Todd Dixon, Mayor	(2)	January 2023	May, 2026
PPACG Community Advisory Committee			

The Community Advisory Committee serves as the formal mechanism for the active participation of citizens in the planning, promotion, and evaluation of activities of the Pikes Peak Area Council of Governments, and assists the PPACG staff in keeping the general public informed relative to regional plans and programs. The CAC is a nontechnical body comprised of volunteers who offer a citizen's perspective on issues such as transportation, the environment, economic development and military impact planning in the Pikes Peak region. The Town Board of Trustees nominates a citizen representative who has a sincere interest in serving the community. The PPACG Board of Directors approves all nominations. Representatives may serve up to two (2) consecutive three (3) year terms.

PPACG CAC Bylaws

Ann Esch	(2)	January 2023	January 2024

PPACG Water Quality Management Committee

The purpose of this committee is to advise the Pikes Pak Area Council of Governments and PPACG staff on current and emerging issues, goals, plans, and programs affecting the water quality of the Pikes Peak Region, to aid in the review of site applications, and to aid in the development of the water quality management plan updates and amendments.

Vacant			
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PPRTA Board of Directors

The Pikes Peak Rural Transportation Authority Board of Directors has primary responsibility for the management and disbursement of funds generated by the Authority, and the activities that support those functions. As a participating member government, the Town Board of Trustees appoints a single Director from among the elected Board of Trustees to represent the Town, for a calendar year term of office.

Intergovernmental Agreement Regarding the Pikes Peak Rural Transportation Authority

Todd Dixon, Mayor	(2)	January 2022	May 2026
Katharine Guthrie, Trustee	(2)	January 2022	May 2024

PPRTA Citizen Advisory Committee

The 17-member Pikes Peak Rural Transportation Authority Citizen Advisory Committee's primary objective is to ensure the capital, maintenance, and public transportation projects and programs approved by voters during the November 2, 2004 election and the November 6, 2012 election are accomplished with PPRTA funds. The committee reports directly to the PPRTA Board of Directors, and is charged with reviewing the budgets of the five local member governments to monitor the expenditure of PPRTA funds on capital, maintenance, and public transportation projects and programs. The Town Board of Trustees appoints one member from

among the residents of the PPRTA geographic boundaries to three-year staggered terms. Representatives from member governments do not have term limits.

PPRTA CAC Bylaws

Craig Gooding	(1)	January 2024	January 2027

PPRBD Advisory Board

The Pikes Peak Regional Building Department Advisory Board renders advice in the administration operation of the department in matters related to administration and financing and budget of the department. The Town Board of Trustees appoints one representative to the Advisory Board.

By-laws of the Regional Building Commission

John Bell, Trustee		July, 2024	TBD
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CML Policy Committee

The Colorado Municipal League represents the shared interests of 269 of Colorado's 272 incorporated municipalities. The CML Policy Committee has significant policy development responsibilities. The committee is responsible for reviewing of requests from member municipalities for CML-initiated legislation and recommending specific positions to the CML Board, reviewing of requests for policy positions from member municipalities and recommending specific positions to the CML Board, review of known or potential legislative issues or bills, consideration of staff recommendations, and recommending specific positions to the CML Board, and review of the League's Annual Policy Statement that guides League positions on policy issues affecting municipalities and proposing revisions, if necessary, culminating in the ballot questions presented to CML members at the Annual Business Meeting that takes place as part of CML's Annual Conference. Each member municipality of CML is entitled to designate one representative to the League's Policy Committee. One alternate may also be designated, and that alternate should attend only if the appointed member is unable to attend.

Sunde King, Mayor Pro-Tem		January 2023	January 2026
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Fountain Creek Watershed

The Fountain Creek Watershed Flood Control and Greenway District was created under SB09-141, established under Title 32 of the CRS. The boundaries, governance, and powers and duties of the district are established through this legislation.

The district consists of the counties of El Paso and Pueblo and is governed by a Board of Directors consisting of a representative from the cities of Colorado Springs, Fountain, and Pueblo; El Paso and Pueblo counties; small municipalities in El Paso County; the Lower Arkansas Valley Water Conservancy District; and the FCW Citizens Advisory Group. A Technical Advisory Committee and Citizens Advisory Group provide input to the Board.

Jay Kita-Alternate FCWD Board of Directors	February 2023	

* (N) indicates that the specified term is the member's Nth consecutive term.

** "X" indicates that the member is term-limited at the conclusion of the specified term.

Section 2.

Severability. If any article, section, paragraph, sentence, clause, or phrase of this Resolution is held to be unconstitutional or invalid for any reason such decision shall not affect the validity or constitutionality of the remaining portions of this Resolution. The Town Board hereby declares that it would have passed this resolution and each part or parts thereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.

Section 3.

Repeal. Existing resolutions or parts of resolutions covering the same matters embraced in this resolution are hereby repealed and all resolutions or parts of resolutions inconsistent with the provisions of this resolution are hereby repealed except that this repeal shall not affect or prevent the prosecution or punishment of any person for any act done or committed in violation of any ordinance hereby repealed prior to the effective date of this resolution.

Introduced, Read, Passed, and Adopted at a regular meeting of the Board of Trustees of the Town of Green Mountain Falls on this 16th day of July, 2024.

**TOWN OF GREEN MOUNTAIN FALLS,
COLORADO**

Todd Dixon, Mayor

ATTEST:

Bo Ayad, Town Clerk

This following documents were submitted to the Town of Green
Mountain Falls by a third party.
Please request an accessible version
by contacting the Town Clerk at 719-684-9414 X1 or clerk@gmfco.us



Town of Green Mountain Falls

P.O. BOX 524

GREEN MOUNTAIN FALLS, CO 80819

(719) 684-9414

greenmountainfalls.colorado.gov

Facilities Rental Application

Facility to be Rented: ☐ Gazebo ☐ Pool ☐ Town Hall Other _____

Name of Applicant(s): _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

Date of Use: _____

Time of Use: Start: _____ End: _____

Payment is due at time of application: 2 hour minimum - \$200 per/hour fee

Total Hours: _____

Total Cost: _____ (Total Hours x \$200/hour = Total Cost)

The applicant(s) understand and acknowledge that this fee is for reserving a Green Mountain Falls Facility for a specific date and time as listed above. Rental time must include set-up and take-down time. Any overage in time will be billed & charged to the applicants' card on file. The usage of the facility is only for the approved time and date and no guarantee for additional time is implied (others may have rented the same facility immediately before or after). The applicants do hereby release & hold harmless the Town of Green Mountain Falls from any liability which may result from any activity at the Town Facility. **Please schedule and pay for setup and takedown time.**

Signature: _____ Date: _____

For Office use:

Date received by Town Clerk: _____ Date Approved: _____

Card Number: _____

Expiration Date: _____ Security _____ Code: _____

Billing Address (if different from above): _____

Fee Waiver Request for Green Mountain Falls Gazebo

Bio

Nate Felton is a Denver-based writer and director, and creator of the upcoming short film *Emotional Toaster*. He currently works as a freelance filmmaker and animator at Lumenati, a Denver production house. His goal is to constantly advance his skills and improve as a filmmaker. He is passionate about storytelling through film and is committed to creating unique and original art.

Michael Ortiz is a Denver-based cinematographer. He has been on more than 40 (and counting) independent and student film sets. Since graduating from Colorado Film School in May 2024, he has been doing freelance work as a videographer and camera assistant. Recently he has been working on post-production for a documentary he filmed this spring following local Denver stand-up comedian De Kelley, and is currently in pre-production for *Emotional Toaster*.

Project Overview

We are currently working on a short film titled *Emotional Toaster*. This is a humorous but heartfelt and existential story about a man's life journey with his sentient toaster. The film is unique, with no other story quite like it, and they believe it has the potential to leave a memorable impression on audiences. There is a pivotal wedding scene that takes place in the film, and we believe the gazebo would be the perfect setting for it. It is a visually stunning structure and will instantly increase the production value of the project.

Purpose of the Film

We are making this film because we are passionate about storytelling and filmmaking. We have spent a significant amount of time perfecting the script to ensure it is the best it can be. This film is not only a creative endeavor for us but also an opportunity to contribute something original and entertaining to the world of short films.

Impact on the Town

Filming at the local gazebo will highlight the beauty of Green Mountain Falls, showcasing a historically significant part of it in a unique and artistic manner. It is also a way to create another historical memory of the landmark, serving as a time capsule for the gazebo as it exists in this current moment in 2024. One of the goals for this film is for it to be shared at various state and national film festivals, bringing positive attention to the town. We truly believe that if the rental fee were waived and we were granted the opportunity to film in this space that it would not just greatly benefit us, but also benefit this lovely town as well.

Conclusion

We are dedicated to making Emotional Toaster a success and strongly feel that filming at the local gazebo will greatly enhance the quality of the film. We kindly request the town hall's permission to waive the rental fee, which unfortunately is prohibitively expensive for a production of our size and budget. Your support will not only aid in the creation of this unique piece of art, but will hopefully help us add to the legacy of this wonderful gazebo, in whatever small way we can.

Thank you for considering this request. We are available to discuss any questions or concerns you may have.

Contact:

nate.felton@gmail.com

michaelortizfilm@gmail.com

Economic Development Department

Crystal LaTier, Executive Director
719-520-6484
Economic Development Department
Nine East Vermijo Avenue
Colorado Springs, CO 80903
www.ElPasoCo.com

Board of County Commissioners
Holly Williams, District 1
Carrie Geitner, District 2
Stan VanderWerf, District 3
Longinos Gonzalez, Jr., District 4
Cami Bremer, District 5

July 10, 2024

Town of Green Mountain Falls
Attention: Becky Frank
PO Box 524
Green Mountain Falls, CO 80819

RE: Community Development Block Grant Application – Urban Trail & ADA Improvements Project

Dear Ms. Frank,

Thank you for your recent application for the El Paso County Community Development Block Grant program. We recognize and appreciate your commitment and service to the community.

The Community Development Advisory Board and the Board of County Commissioners reviewed your application package and regret to inform you that this project has not been selected for the 2024 program year.

We look forward to the possibility of collaborating with you in the future to fulfill the mission of providing decent, affordable housing; establishing and maintaining suitable living environments; and expanding economic opportunities in our County.

Please contact me with further questions.



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