

**TOWN OF GREEN MOUNTAIN FALLS**  
**Work Session 6:00 P.M.**  
**REGULAR BOARD OF TRUSTEE MEETING**  
**April 18, 2017 – 7:00 P.M.**

**MEETING MINUTES**

**Board Members Present**

Mayor Jane Newberry  
Trustee David Pearlman  
Trustee Michael Butts  
Trustee Cameron Thorne  
Trustee Tyler Stevens (Arrived 7:12)  
Trustee Chris Quinn

**Town Manager/Clerk**

Verla Bruner

**Deputy Town Clerk**

Renee Price

**Board Members Absent**

Trustee Dave Cook  
Trustee Chris Quinn

**Town Attorney**

Andrew Gomez

**Public Works**

RJ Viers

**Marshal's Dept.**

Virgil Hodges

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

Mayor Newberry called the regular Board of Trustee meeting to order at 7:04 p.m. The Pledge of Allegiance was led by Trustee Butts.

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

**The Agenda was amended as follows:**

**Add: Proposal for Lake Project Design Promotional Materials – Tom Hughes  
M/S Newberry/Pearlman All Aye! Motion carried unanimously.**

**3. Consent Agenda**

Approve Board of Trustee Meeting Minutes for April 04, 2017  
Bring into Record Approved PC Minutes- March 28, 2017 (Not yet approved by PC)  
Approve Bills Payable Run from April 5-April 18, 2017 = \$4,462.68

**A motion was made to approve the Consent Agenda as submitted**

**M/S Newberry/Butts All aye! Motion carried unanimously!**

**3. Public Input: 5 Minutes per Speaker**

**Claudia Eley** – Has been a resident of GMF for over 40 yrs. and would like to see all fire pits and outdoor fires banned permanently due to the landscape of the town, lack of mitigation around the town along with vacationers who may not be as sensitive to the fire danger that is present. She also asked that all Short-Term Rental property owners be required to place rules regarding fires in their lodges for vacationers review.

**Mac Pitrone** – 10840 Myrtle St. Stated at the last meeting there were several Revocable Permits presented and wanted to know if the fees for those permits had been paid. He also noted that the fees for these permits should be visited as he felt they were too low.

**David Pearlman** – 6813 Douglas Way. Stated he too felt that all fire rings should be banned from GMF due to the fire danger they pose to the town. He feels only propane should be allowed.

## **5. New Business**

**a. Stan VanderWerf – Co. Commissioner** was unable to attend the meeting at last minute; therefore; two representatives, Maryann Percy and Christina Iodice addressed the Town Board on his behalf regarding the month of April being child abuse prevention month. It was noted that blue pinwheels had been placed in various areas around Colorado Springs portraying a happy garden to show support for this issue. They reiterated how important it is for the community to work together. Mary Ann stated that they had received approximately 27,000 calls on their hotline and 15,600 were child abuse and neglect calls. Two events will be coming up, 4/20 Sky Sox holding event “Not One More Child” and on 4/22 YMCA Pikes Peak Region Coalition supporting foster children. Slightly used or new luggage can be donated for a child to use when being placed into Foster Care. Stan VanderWerf plans on attending the next GMF Board meeting on May 2, 2017.

**b. Resolution 2017-6 Appointment/Oath – Verla Bruner-Town Manager/Clerk/Treasurer**  
Mayor Newberry read the Resolution in its entirety. A motion was made to approve the Resolution as it was read. **M/S Stevens/Butts All Aye! Motion carried unanimously.** Verla Bruner was then sworn in as the Town Manager/Clerk/Treasurer of Green Mountain Falls.

**c. Resolution 2017-7 Appointment/Oath – Renee Price – Deputy Town Clerk/Deputy Town Treasurer**  
Mayor Newberry read the Resolution in its entirety. A motion was made to approve the Resolution as it was read. **M/S Newberry/Stevens All Aye! Motion carried unanimously.** Renee Price was then sworn in as the Deputy Town Clerk/Deputy Town Treasurer for the Town of Green Mountain Falls.

### **d. Ordinance 04-2017 -Short Term Rental Ordinance**

Andrew Gomez stated that during the Work Session that was held at 6:00 p.m. this draft Ordinance had been reviewed. It was discussed if the Board or Town Manager would approve or disapprove the Short-Term Rentals for the Town and was favored that the Town Manager would make the decision but an appeal process to the Board could be made should the need arise. This Ordinance also states that a street with 11 or fewer homes would only be allowed to have two short term rentals and a street with 12 or more homes would allow approximately 25% of them as short term rentals. All short-term rentals would be required to have management close by and would be required to have management in place within 60 days of the approved ordinance. With this Ordinance, there would now be a fine for non-compliance. All of this is subject to change and once the final Ordinance is approved by the Board of Trustees, it will be sent to MSEC and the Town Atty. for review before final approval and publication.

### **e. Discussion – Comprehensive Plan – Scope**

Mayor Newberry stated that a representative from DOLA had come to a prior board meeting and presented ideas on where to focus the Comp Plan for GMF. Plan Elements were presented in a slide as well as Integrating Hazards and Resiliency. It was also noted that Tourism was not highlighted in the 2007 Comp Plan and the Board may want to add more to this section when

the Comp. Plan is done. DOLA had also stated that a Facilitator and Project Mgr. would be necessary to complete the task. Funding sources through DOLA are also available if need be for the project and it was estimated that this project would take approximately 18 months to complete. Mayor Newberry will contact Clay Brown from DOLA regarding how to apply for support and receiving guidance through the process.

#### **f. Draft-Personnel Policy Handbook (Draft)**

It was noted that Interim Town Manager John Pick had reviewed and made changes to the Personnel Policy Handbook during his interim time in GMF. After much discussion amongst the Board, the Board asked Trustee Thorne to come back to a future board meeting with additional information on unlimited sick time and for Trustee Stevens to bring back information re: PTO (Paid Time Off). Trustee Stevens also noted that grievances/separation with employees needs to be thoroughly reviewed and addressed as part of the finalization of the policy. Once this policy is ready for implementation, it will be sent to MSEC and the Town Atty. for review before final approval.

#### **g. Proposal for Lake Project Design Promotional Materials**

Tom Hughes presented visual ideas for the Lake Project Design Materials. He stated that these materials would help the towns people visually see the concept and idea for the project. As the cost for these materials would be \$3875.00, it was noted that funds could be used from the CIP project list regarding the Maple Bridge project for 2017 and funds allocated during the budget amendment proposed for May 2017. A motion was made to approve these promotional materials with funds being moved from the Maple bridge project during the budget amendment that is to take place in May. **M/S Thorne/Stevens All Aye! Motion carried unanimously.**

### **6. OLD BUSINESS**

**a. P-Card Update** – Renee noted that this would be followed through by the new town manager.

**b. Donation from Mr. Bratton-** This item is still on hold until Mr. Bratton gives RJ information.

### **6. PUBLIC INPUT – 3 Minutes Per Speaker**

**Mac Pitrone** – 10840 Myrtle St. requested a copy of the Short-Term Rental Ordinance that is being discussed.

**7. CORRESPONDENCE:** PC Draft Minutes – April 11, 2017 - No Draft Minutes, meeting was cancelled.

**a.** Joe Olds had sent a note to the Mayor stating that he had contacted both Comcast and Century Link regarding transfer of the cabling from old poles to the new poles that were installed around town last fall. Both indicated that they will make the changeover and remove the old poles.

### **8. REPORTS**

**Trustee Pearlman** – No Report

**Mayor Newberry** – Stated that we should know this month regarding presentations on the Lake Project. She also stated that Sallie Bush will be putting on a potluck for the GMF staff on Sunday, May 21, 2017.

**Trustee Stevens** – CAC meeting tomorrow.

**Trustee Butts** – 2<sup>nd</sup> Meeting in May will be the Budget Amendment.

**Renee** – Stated that Court would be held for the first time on July 18<sup>th</sup> and would be contacting the judge to see if he would be available on this date.

**R.J.** – Stated that he would like authority with consultation with Town Manager to dispose of surplus items not needed anymore. Virgil asked for this same consideration. The Board stated that they would allow the Town Manager to work with the Dept. heads on this issue.

**Virgil** – Gave a report on incidences he had been working on and responded too. He also stated that he had met with Commander Northam from El Paso Co. and would be working with him and the D.A. regarding evidence and processing it appropriately. Once this is done he will report back to the Board.

**9. Adjourned**

Meeting adjourned at 8:50 p.m.

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Mayor Jane Newberry

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Renee Price – Deputy Town Clerk