

**BOARD OF TRUSTEES
TOWN OF GREEN MOUNTAIN FALLS
MINUTES OF REGULAR MEETING - TUESDAY, NOVEMBER 1, 2011**

The meeting was called to order at 7:06 p.m. by Mayor Tyler S. C. Stevens.

ATTENDANCE:	Pitrone	present	Useman	absent
	King	absent	Bratton	present
	Worthey	present	Newberry	present

ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA - M/S Pitrone/Worthey to approve the agenda as presented. All yea

CONSENT AGENDA

- APPROVE BOARD OF TRUSTEES MINUTES FOR 10/18/11

- APPROVE BILLS DUE AND PAYABLE FOR \$19,653.15

M/S Pitrone/Newberry to approve Consent Agenda as presented.

PUBLIC INPUT - Items Not Listed on Agenda * - No public input was received.

BOB HORVATH, AXIOS YOUTH COMMUNITY, SPECIAL PROJECTS COORDINATOR

Horvath is attending the first Board meeting of each month to communicate with the trustees and community members on any developments at the girls' facility on Hondo Avenue.

Horvath summarized the community service work that has been accomplished to date as well as future plans for service with the community food pantries. He is planning an open house later in the month for residents to visit the facilities. Horvath put forward a plea for cookies and candy for the girls for the upcoming holiday season.

INTRODUCTION OF NEW PART TIME POLICE OFFICER, KEN MC QUEEN

- Chief Tim Bradley introduced Ken McQueen recently hired as a part time police officer for the Town. McQueen graduated from the Littleton, Colorado Police Officer Standards and Training (P.O.S.T.) in February 2011. He is a resident of Calhan and serves as a Reserve Officer for the Calhan Police Department. McQueen plans to move to the Ute Pass area.

REAPPOINTMENT OF BRIAN WESS FOR A 3 YEAR TERM BEGINNING JANUARY 1, 2112 TO THE PPRTA COMMUNITY ADVISORY BOARD

M/S Pitrone/Worthey to reappoint Brian Wess for a 3 year term to the PPRTA CAC. All yea

DISCUSSION OF RURAL TRANSPORTATION AUTHORITY (RTA) CAPITAL IMPROVEMENT PROJECTS FOR THE TOWN

Public Works Director, Robert McArthur was requested to prepare a list of priority projects that will be discussed at the PPRTA and CAC joint meeting later in November. The two Boards will begin discussing the impending 2012 ballot language and member entity proposed capital improvement projects. In 2004, voters approved a one-cent sales tax that allocated 55 percent for a voter-approved list of capital projects, 35 percent for additional maintenance such as street overlays and pothole patching, and 10 percent for expanding the Mountain Metro bus system. The capital improvements portion of the PPRTA will sunset on January 1, 2015. McArthur formulated the priority list based on five open meeting discussions with the Board members. The list includes stilling basins with an approximate estimate of \$88,000, the Belvedere Avenue widening project estimated at \$250,000, the Bridge Rehabilitation/Replacement estimated at \$150,000 and a Ute Pass Avenue overly estimated at \$300,000.

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McArthur also reported on an email from PPRTA clarifying why the Town's budget distribution numbers went down for the PPRTA maintenance Fund. Since 2004 PPRTA has been calculating the Town's % of disbursement based on a population of 773. PPRTA staff will be using a population count of 808 until the Town submits a Census challenge. McArthur had questioned PPRTA staff as to why the maintenance figures were projected to be down by over 20%. It was explained that the overall population of the region went up from 479,000 to 588,000 with the lions share of that going to El Paso County. All the other participating government entities budget figures were reduced except El Paso County as a result.

PRESENTATION OF 2012 DRAFT MUNICIPAL BUDGET - The current budget presented is approximately \$24,000 over in expenditures than anticipated revenues. The Board and staff will meet in a workshop at the Town Hall on Wednesday, November 9, 2011 at 5:30 p.m. The proposed budget will be on the Tuesday, November 15th and Tuesday, December 6th agendas with a Public Hearing scheduled for Tuesday, December 6, 2011 to certify the mill levy and adopt the 2012 Municipal Budget.

DISCUSSION OF TOWN BOARD AND STAFF POLICIES AND PROCEDURES

Mayor Stevens submitted a memo dated 10/21/11 addressing the tracking of board policies that have been discussed at regular meetings over the past several years. Many of these policies are in the minutes when they were discussed. Stevens is recommending a consolidation of these past actions in order to review and update the status. The Board members agreed that it would be appropriate timing and would be a beneficial tool for future boards. Stevens also addressed the current policies and procedures utilized by the various department heads. Trustee Worthey stated that the department heads could present operating procedures annually to keep the board educated and updated. Those presentations would give board members the opportunity to ask questions about policy or entertain an amendment. Contacting the Town's insurance provider, CIRSA, was recommended in order to obtain current copies of the Public Officials Liability Handbook and also contact the Colorado Municipal League for the current Elected Officials Handbook. It was agreed to have this discussion and review a board and staff workshop in January 2012.

REPORTS: Mayor Stevens: PPACG/PPRTA - PPRTA Board of Directors will be meeting with the PPRTA CAC board to discuss the PPRTA Capital Improvement ballot issue.

Marshal's Report - Marshal Bradley was present and the department report was submitted into the record by Mayor Stevens. Bradley addressed a change in the name of the department and personnel from Marshal's Department to Police Department. This change will require a Public Hearing in order to amend the Municipal Codes that refer to Marshal, Marshal's Department or Marshal's Deputy. A resolution will be presented to address the name change within the department's SOP'S and the Personnel Policies.

Trustee Pitrone: Regional Building - No report. **Public Works Department: DPW Director** - McArthur's report was entered into the record by Trustee Pitrone.

Trustee King: PPACG Alternate / TES Alternate Rep - No report. **Administration** - The town clerk presented the October 2011 financial printouts and information on assessed valuations, mill levy calculation, as well as TABOR, the Gallagher Amendment and Amendment 23 background information.

Trustee Useman: Manitou School District 14 - No report.

Trustee Worthey: Urban Forestry/GIS website - No report.

Trustee Bratton: The next Trails Committee meeting is on Thursday, 11/03/11 at 6:00 p.m. at the Mucky Duck Restaurant - everyone welcomed to attend.

Trustee Newberry: Parks - No report.

UNFINISHED BUSINESS - No unfinished business was presented that required Board discussion or action.

NEW BUSINESS - No new business was presented that required Board discussion or action.

CORRESPONDENCE - No correspondence was received that required Board of Trustee discussion or an action.

The meeting was adjourned at 8:32 p.m.

Mayor Tyler S. C. Stevens

ATTEST: _____
Chris Frandina, Town Clerk/Treasurer