

**TOWN OF BOW MAR, COLORADO BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
May 21, 2018**

CALL TO ORDER: The regular meeting of the Board of Trustees of the Town of Bow Mar was called to order on Monday, May 21, 2018 by Mayor Feldkamp. The meeting was held at Columbine Valley Town Hall, 2 Middlefield Road, Columbine Valley, CO 80123. A quorum was declared present at 7:00 p.m.

PRESENT:

Mayor	Tom Feldkamp
Trustees	David Wadsworth Marsha Dennis Margo Ramsden Jane Carlson Doug Champion
Clerk	Sue Blair Angie Kelly
Attorney	Kendra Carberry

Oath of Office administered to Steve Fabricant – Mayor Feldkamp administered the oath for Trustees Elect Fabricant.

Public Comment – Mike Mauseth addressed the Board about a group of residents he has been working with regarding the traffic issues in Bow Mar. The group has done some legal research and commissioned a traffic study. Mr. Massa noted he would like to have a more formal, open process that the Trustees take over and investigate ways to mitigate traffic concerns in Town.

Jessie Schmacher also addressed the Board about traffic issues in the Town. He offered that he would manage and organize the project for any remediation project that might occur to rectify the traffic issues.

Mayor Feldkamp asked if any Trustees would be willing to join the two attendees regarding the issues they have discussed and prepare possible solutions. They will also investigate what the community thinks about the problems and solutions. Trustee Fabricant and Trustee Ramsden have offered to work with the group regarding traffic.

Board of Adjustment Hearing: Trustee Dennis moved to open Board of Adjustment hearing. Upon a second, by Trustee Fabricant, a vote was taken and the motion carried. Trustee Carlson introduced the variance request for a 9-foot variance on the north side lot line to construct an open entry porch at 5151 Lakeshore Drive. The neighbors have signed-off in agreement to this construction. Mr. Moore provided photos and drawings regarding the variance request. There is already some area of the house in the setback and this would not encroach as far into the setback as the existing house. Mayor Feldkamp moved to approve variance. Upon a second, by Trustee Fabricant, a roll call vote was taken: Fabricant – yes; Feldkamp – yes; Dennis – yes; Wadsworth – yes; Ramsden – yes.

Trustee Dennis moved to close the Board of Adjustment hearing. Upon a second, by Trustee Fabricant, a vote was taken and the motion carried.

Consent Agenda:

Approval of Minutes – Trustee Carlson noted she would like to clarify that not all construction traffic is asked to use the Berry entrance. Construction traffic that cannot fit through the traffic circles is asked to use the Berry entrance. Trustee Dennis moved to approve the minutes from the April 16, 2018 meeting as presented. Upon a second by Trustee Fabricant, a vote was taken and the motion carried unanimously.

Approval of Treasurer's Report and Payments – Trustee Dennis outlined the Treasurer's report. Trustee Champion moved to approve the Treasurer's Report and Payment of Claims as presented by Trustee Dennis. Upon a second by Trustee Ramsden, a vote was taken and the motion carried unanimously.

Commissioners Reports:

Public Safety – Trustee Wadsworth noted he met with former Trustee Cole regarding the Public Safety position. Ms. Cole offered information and suggestions for the role and moving forward. Trustee Wadsworth will schedule a meeting to discuss the pending contract renewal with Columbine Valley.

Chief Cottrell reviewed the report distributed to the Trustees. Chief noted that the Drug Takeback Day resulted in 94 lbs. of prescription drugs being taken in. Chief also noted that the homeless population is becoming an issue and a task force is being developed to try and find solutions. Chief Cottrell wanted to clarify the House Watch Program. There has been some confusion in that some homeowners are under the impression that the Police will physically try and open doors/shake door handles daily. Chief clarified that this courtesy service is to watch the property, overall, but that they will not approach doors and try them all every day. It is very important to also remember: if you have a concern that should be addressed by the Police: call them. The non-emergency number is 303-795-4711.

Finance – Trustee Dennis reviewed the finance report provided to the Trustees. Trustee Dennis commented that the CRS invoice will be recoded to properly reflect the election expense vs clerk expense.

For the month of April, the total revenues were 56% of the year-to-date budgeted amount while operating expenses were at 18%. General government was 27% of budget, public safety 33%, parks and rec 16%, and public works 1%.

Total year-to-date operating surplus was \$297,084 and the net non-recurring income (building permits/road impact fees less building inspection expense) of \$67,767 results in a total year-to-date surplus of \$364,851.

The Town received \$44,645 in property tax and road mil funds from Arapahoe and Jefferson County. Expenses of note are \$4,175 for clerk services for the election, \$8,418 for insurance and \$1,800 to repair the Sheridan circle sign.

Building – Trustee Carlson outlined the report provided to the Trustees. Total permit fees collected were \$959; total Transportation Utility Fees collected were \$179; total License fees collected were \$1,080. Total collected was \$2,218. Trustee Carlson noted that building will get busier over the next couple of month. There was reported concern about a current property being in disrepair. The town will send a letter to clean up the property. Trustee Carlson again clarified that construction traffic that does not fit through the traffic circles is asked to use the Berry entrance: not all construction traffic.

Parks and Recreation – Trustee Champion reviewed his report distributed to the Trustees. He noted that the electrical repairs should be completed this next week.

Public Works – Trustee Fabricant noted that the Town is starting year 4 of the 9-year road plan. Thus far, the Town is only \$10k over budget from the projected total for hard cost numbers. A report was provided to the Trustees from Jason Miner, the engineer working on the roads this year, regarding the progress thus far on the 9-year plan. The 2018 plan calls for work done to Larkspur and Redwood. Trustee Fabricant will come back with suggestions to use the remaining budget for 2018. Formal bids for the road work will be brought to the June meeting. Jason Miner is also bidding drainage issues that need to be addressed. Also being investigated is the price to scope and clean culverts in the Town. The Town is currently planning to clean the culverts needing attention, once. Upon the completion of this project, each homeowner is responsible to care for their own culvert.

Intergovernmental Affairs – Trustee Ramsden reviewed the report provided to the Trustees. It was also noted that trash and recycle is still an issue and she is working with Republic to rectify the concerns. Should anyone have a concern, please email Trustee Ramsden.

Attorney Report – Town Attorney Carberry noted that some legislation changes took place this year that will require revisions to the Town code. A comprehensive memo will be provided regarding these changes. The Solicitation Ordinance was also discussed. Attorney Carberry noted that each homeowner needs to complete a form, indicating they would like to be added to the No-Knock-Registry. That form must be posted on the Town website for all solicitors to review. This was of concern to the Trustees. Therefore, the Trustees are advising homeowners to place a ‘no solicitation’ sign on their property (in the yard, at the door). It is important to note that religious groups and political solicitors are exempt from these regulations and are allowed to solicit. Due to the cost of keeping the No-Knock-Registry and due to the fact that the documents need to be posted on the website; the Trustees decided to encourage homeowners to get ‘no solicitation’ signs for their properties first.

Clerk’s Comments – Ms. Blair outlined the CRS proposal in the packet. It was also noted that the next meeting is June 18, 2018.

Mayor’s Report – Mayor Feldkamp explained a concern that has been expressed regarding boats and broken-down vehicles in driveways for extended periods of time. The Town Code notes that both of these issues are not allowed. In relation to this; all trash needs to be removed from yards as well. Enforcement was discussed and will be reviewed to ensure offenders are notified. Another concern that has been brought forward is related to lighting; in that homes are decorating for every holiday with lighting. It is important to consult the Town Code and remember that up-lighting is minimally allowable and lights need to be under a certain lumen.

Mayor Feldkamp also noted that the vote to incorporate Littleton Fire into South Metro Fire passed. South Metro voters will vote in November to include Littleton Fire into the District. Fire change: Littleton vote passed. Waiting for south metro vote. Traffic management is hot topic.

The Mayor has received many complaints about traffic. Given the earlier discussion and the received complaint, data will be collected from residents regarding traffic management. It is important to understand what issues exist and determine possible solutions. Given the group that came forward during public comment, the Trustees should give the issue ample time to investigate and discuss. For example, if gates are proposed, what concerns might that raise regarding emergency vehicles or delivery trucks. Also, what about the impact on homeowners at the turn-arounds when drivers cannot get out of the gates. Any possible solution needs to be vetted and considered in great detail. This conversation will continue at upcoming meetings.

Mayor Feldkamp also stated that the transportation issue will be on November ballot for the State. A .62% sales tax increase will be on the November ballot. The monies collected will go to solutions for road as well as multi-modal transportation issues.

Old Business:

Jason Miner Report on 2018 Road Work and 9-year Plan - The road work was previously discussed during the Public Works report.

New Business:

Review and Consider Approval of CRS Proposal - CRS provided a proposal to continue work as the Town Clerk. Trustee Dennis moved to approve the CRS contract for 1 year. Upon a second, by Trustee Fabricant, a vote was taken and the motion carried unanimously.

Review and Consider Approval for Weis and Penaligon Bonus: It was previously mentioned that the Clerk, Police Officers, and Police Chief got a bonus at the end of last year. The Trustees stated that Mr. Weis and Mr. Penaligon do a lot of work for the Town and they would like to thank them for their work in the same manner as the others. Trustee Dennis moved to approve a bonus to each. Upon a second, by Trustee Carlson, a vote was taken and the motion carried unanimously.

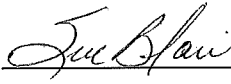
Traffic Management Committee Report: This was discussed during the Mayor's report.

Transportation Discussion: This was discussed during the Mayor's report.

Adjournment – There being no further business, the meeting was adjourned at 9:14 p.m.



Tom Feldkamp, Mayor



Sue Blair, Town Clerk