

**TOWN OF BOW MAR, COLORADO BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
OCTOBER 19, 2020**

**CALL TO ORDER:** The regular meeting of the Board of Trustees of the Town of Bow Mar was called to order on Monday, October 19, 2020 by Mayor Feldkamp. The meeting was held via Zoom or teleconference for the Trustees and for the public. A quorum was declared present at 7:00 p.m.

**PRESENT:**

Mayor	Tom Feldkamp
Trustees	Andrew Swanson
	Leslie Hinton
	Marsha Dennis
	Jane Carlson
	Steve Fabricant
	Margo Ramsden
Police	Chief Cottrell
Clerk	Angie Kelly
Attorney	Kathie Guckenberger
	Silvia Fejka

**Public Comment:** no public comment.

**Joint Public Hearing Planning & Zoning Commission and Board of Trustees:** Clerk Kelly introduced the ordinance noting that the hearing was for an ordinance of the Board of Trustees of the Town of Bow Mar Amending Section 16-12 of the Bow Mar Municipal Code Concerning Outdoor Parking and Storage of Recreational Vehicles. Ms. Fejka presented the background of the ordinance and noted that the current regulation does not allow any recreation vehicle parking in Town. This ordinance perseveres the same general requirement (recreational vehicles are out of sight of adjacent property owners) but also includes certain exceptions. These exceptions allow for temporary loading or unloading within a 24-hour period, visitors parking a recreational vehicle for a 48-hour period, and obtaining permits from Columbine Valley Police for up to 7 days in a calendar year. The revised ordinance retained the same definition of recreational vehicle and inoperable vehicle and continues to require out of sight storage. Penalties were discussed and how that works with the Town of Columbine Valley. Currently the maximum fine is \$300 and that will continue unless an additional ordinance is brought forward for consideration. This will continue to be discussed by the Trustees. Discussion took place to set up the fines currently for which the first violation is \$100, the second violation is \$200, and continuing violations are a visit to the court. The timeline for enforcement is around December 1, 2020. The ordinance will be published on October 29, 2020 and take effect 30 days after. Trustee Swanson moved to approve and adopt the ordinance as presented. Upon a second, by Trustee Dennis, further discussion took place. Trustee Dennis asked about visitors who use the recreation vehicle to sleep when visiting a Bow Mar resident, as the ordinance does not allow for that currently. It was noted that the recreation vehicle can be parked for 48 hours but not used for sleeping quarters. Following discussion, a roll call vote was taken.

Carlson – yes	Dennis - yes
Fabricant – yes	Ramsden – yes
Swanson – yes	Hinton – yes

**Discussion Regarding Renters:** The homeowner from 5201 Yellowstone addressed the Trustees to ask them to reconsider the previously established eviction date of December 1, 2020. The homeowner noted that they apologize for the mistake and did not intend to violate the Town code. They are asking for an extension regarding the eviction

date as the renters are graduate students at the School of Mines. The semester is not completed until December 18 and then the holiday is right after. The homeowner is asking for an extension until January 31, 2021 to ensure the students have time to find a new place and move while not interfering with their schoolwork. Trustee Dennis felt the December 1, 2020 eviction date was enough time for them to find a new rental. Trustee Ramsden noted that the extension seemed reasonable so they could finish the semester and then look for a new place to live. Trustee Carlson also noted that she was ok with the extension. Trustee Hinton asked how to avoid this same situation in the future and discussion took place about communicating with the most prevalent realtors in Town to ensure the proper information is being shared. Trustee Ramsden moved to extend the eviction date to January 31, 2021. Upon a second, by Trustee Fabricant, a roll call vote was taken.

Dennis – no	Ramsden – yes
Fabricant – yes	Carlson - yes
Swanson – yes	Hinton - yes

**Consent Agenda:**

Trustee Fabricant moved to approve the items listed on the consent agenda as presented. Upon a second, by Trustee Ramsden, a vote was taken, and vote unanimous.

**Commissioners Reports:**

**Public Safety** –Chief Cottrell reviewed his report. The theft was a leaf blower stolen from landscaper while parked at a residence. Chief Cottrell asked if Bow Mar was having any specific requirements for Halloween Trick-or-Treating. Mayor Feldkamp noted that the Town would ask all residents to follow State guidelines for proper behavior and social distancing. Discussion took place regarding the Flock cameras and the HOA plan vs police plan.

**Finance** – For the month of September, the total revenues were 96% of the year-to-date budgeted amount while operating expenses were at 48%. General government was 61% of budget, public safety 73%, parks and rec 67%, and public works 23%.

Total year-to-date operating surplus was \$428,462 and the net non-recurring income (building permits/road impact fees less building inspection expense) of \$107,531 results in a total year-to-date surplus of \$535,993.

In August, the Town collected \$13,214 in property tax and road mill funds. Other sources of revenue included specific ownership tax, highway user tax plus Cable and Xcel franchise fees. Road related expenses were \$88,212. All other expenses were as anticipated.

**Building** – Trustee Carlson reviewed her report and emailed to the Trustees. In September, the Town collected \$4,256.25 in permit fees, \$990.23 in transportation utility fees, and \$280 in licensing for a total of \$5,526.25. Trustee Carlson noted that most projects are landscaping, roofing, furnaces. It does not seem there will be any major projects until the new year. Trustee Carlson also noted that one member of the Design Review Board is moving so a replacement will need to be appointed. The November bulletin will note a spot open to fill the spot until the term is up, the DRB will bring forward a recommendation to the Trustees, the Trustees will need to formally appoint the replacement. Trustee Carlson also noted that Terry Weis is working on review of the code. Currently, the Town follows the 2015 International Building Code. Mr. Weis is reviewing if the 2018 IBC should be adopted or if the Town should move to the 2020 IBC. Further information will be shared when ready.

**Parks and Recreation** – Trustee Hinton noted that the Belleview wall is moving along for repair. The Town insurance carrier has been notified and bids are being obtained for the work. The footer of the wall is broken, the old river rock likely cannot be reused, but the capstones can be reinstalled. The Town insurance will be contacted to seek

information regarding the driver's insurance. If the Town can submit directly to the insurance carrier of the driver, the Town will avoid using its policy.

Public Works – Trustee Fabricant noted that new stop signs and new speed bumps are installed. The idea is that the rumble strips and speed bumps are spaced in such a way to slow down traffic on lower Lakeshore. The road work is done, striping is nearly complete, potholes will be addressed in the coming weeks, and the final punch list work should be done by the end of the month. The BMOI side of Lakeshore and the culvert areas will be reseeded. Trustee Fabricant also outlined possible sidewalk options for the Berry curve. Former Mayor Pilgrim prepared information for sidewalk solutions. This information will be included in the November meeting packet and placed on the agenda.

Intergovernmental Affairs – Trustee Ramsden noted that dumpsters are onsite and already full. Two more dumpsters will be arranged in November. Trustee Ramsden also noted that she will communication with Attorney Guckenberger for the franchise agreement with Comcast. She also addressed a list of projects distributed to the Trustees and noted that further discussion would be advantageous as possible grant money is available for smaller Town projects. Anyone with ideas should send them to Trustee Ramsden and further discussion can take place.

Attorney's Report – Attorney Guckenberger outlined changes to the campaign finance regulations for municipal elections. Complaints regarding campaign finance will now be directed to the Town Clerk, instead of the Secretary of State. Therefore, the Town should consider guidelines and processes to handle these complaints. Attorney Guckenberger will bring forward information mid-2021 for further discussion.

Clerk's Comments – Town Clerk Kelly noted the next regular meeting will be held on November 16, 2020 and reminded everyone that the meeting in December is the 2<sup>nd</sup> Monday instead of the 3<sup>rd</sup> Monday.

Mayor Report – Mayor Feldkamp noted that Trustee Ramsden and Trustee Dennis have been working on evaluations for Town contractors. Mayor Feldkamp also noted his frustration with homeowner's sprinklers watering the new Town roads and the premature deterioration that this will cause.

Old Business:

Updates Regarding Traffic Study/Survey – A draft of the survey was included in the packet for review. Trustee Fabricant noted that the wanted to confirm with the Trustees that the wording was acceptable to everyone and that it was ready for distribution. Trustee Fabricant noted it was important to get it out as many ways as possible so everyone in Town feels they had a voice in the survey. Currently, the ideas for distribution are Survey Monkey, a link on the website for download, the ability for homeowners to request email/mail copies from Clerk Kelly, and copies being placed at the Town mailbox for completion. Trustee Ramsden noted it might be easier if the survey can be published in the Bow Mar Bulletin for people to complete and return. It was noted that any option (other than Survey Monkey) needs to include an address for tracking to ensure that everyone only submits one survey. Discussion took place regarding the introduction and it was noted that confusion could be had regarding the gate being the first step for more gates or if this was the only gate option. Currently, the survey needs to be viewed as the Belleview gate being the only option. This is not a survey to say the Belleview gate is the first step in more gates. Trustee Hinton confirmed that the survey is going to determine if the question will go to a ballot vote or not. It was confirmed that this will go to a Town vote if the majority of answers are returned in favor of the gate. If the majority of answers note that a gate is not wanted, the Trustees will move on to discussing other options for traffic and safety remedies. Trustee Fabricant will revise the introduction paragraph, Clerk Kelly will distribute the survey for final approval, and the survey will be distributed immediately upon approval by the Trustees.

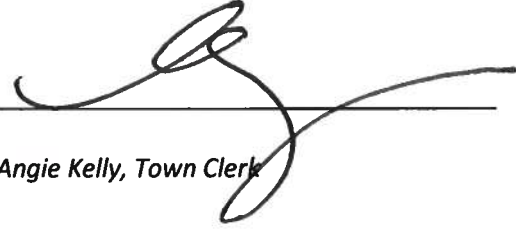
New Business:

Review of Draft 2021 Budget – Trustee Dennis outlined that the biggest change from the previous draft is the addition of the money for the Berry curve sidewalk. Otherwise, there have been no major changes

since the last draft. Regarding revenues, building permits and the transportation fee went down based on lack of known projects.

Adjournment – Meeting was adjourned at 9:01pm.

  
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Thomas Feldekamp, Mayor

  
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Angie Kelly, Town Clerk