

**TOWN OF BOW MAR, COLORADO BOARD OF TRUSTEES  
MINUTES OF THE SPECIAL MEETING  
DECEMBER 14, 2020**

**CALL TO ORDER:** The special meeting of the Board of Trustees of the Town of Bow Mar was called to order on Monday, December 14, 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 7:01 p.m.

**PRESENT:**

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

**Public Comment:** none presented.

**Homeowner Request for RV Extension:** Mark & Dit Goldberg requested an extension for the RV ordinance until January 5<sup>th</sup>. They will have visitors for longer than the allowed timeframe for parking an RV onsite. nobody will be sleeping in the RV. The reasons they are asking for the extension are COVID related. All neighbors have been notified and all have given their blessing for the extension. Trustee Dennis moved to approve the extension. Upon a second, by Trustee Carlson, a vote was taken, and the motion carried unanimously.

**Public Hearing (Variance):** Trustee Dennis moved to suspend the meeting and open the Board of Adjustment hearing at 7:10pm. Upon a second, by Trustee Ramsden, a vote was taken, and the motion carried unanimously. Trustee Carlson introduced the variance requested: a variance from the zoning restriction that defines set-back requirements from property lot lines to allow encroachment 10 feet into the set-back of the north-west property line, which is the residence located at 5175 Bow Mar Dr, to erect a low-height (34 inches) wooden garden fence in the encroachment area. It was noted that the Design Review Board has offered support to this variance request. Trustee Dennis moved to approve the variance request. Upon a second, by Trustee Fabricant, discussion took place. Rick Pilgrim reviewed the presentation as to the requested variance. The goal is to reduce the amount of grass on the property, to save water, and this planted/fenced area is part of that reduction. The planted bed will encroach 10 ft into NW property line. A similar fence was already approved, years ago. The neighbors have all approved the encroachment. Three trees will be planted in the enclosure bed and the fence is needed to keep rabbits and other animals out of the area. Trustee Swanson noted that the reduction of grass is helpful in water conservation and likes the idea. Following discussion, a vote was taken and the motion to grant a variance was approved unanimously.

**Berry Sidewalk Update:** Mr. Pilgrim noted a positive meeting was held with Littleton about new sidewalk ideas. Jason Miner was present to present the updated sidewalk concepts the Town will review moving forward. The objectives are to improve non-vehicular traffic and to ensure the sidewalk will not maintenance responsibility for Littleton. The benefit of a sidewalk is to improve the connectivity between communities. Jason reviewed history of the sidewalk project and proposed plans. Jason presented conceptual drawings to outline the land survey findings. The proposed

plan is to review a wandering walkway instead of a regular concrete sidewalk. This would match closer with the existing look of the Cimarron Park walkway. The next step is to speak with the residents along the pathway and work to obtain their approval of the project. Another aspect of the Littleton discussion was to review traffic calming measures such as speed bumps. The Trustees noted a thank you to Mr. Pilgrim for his work on this project.

**Public Hearing (Budget):** Mayor Feldkamp opened the public hearing 7:42p regarding the 2021 budget. Trustee Dennis reviewed the budget information as well as the assess values of the Town. No public comment was made and no questions from the Trustees were posed. Resolution 2020-R-14 was introduced: A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF BOW MAR SUMMARIZING REVENUES AND EXPENDITURES FOR EACH FUND AND ADOPTING A BUDGET FOR CALENDAR YEAR 2021. Trustee Dennis moved to approve 2020-R-14. Upon a second, by Trustee Hinton, a vote was taken and the motion carried unanimously. Resolution 2020-R-15 was introduced: A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF BOW MAR APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES IN ACCORDANCE WITH THE 2021 BUDGET, FOR 2021. Trustee Fabricant moved to approve 2020-R-15. Upon a second, by Trustee Hinton, a vote was taken and the motion carried unanimously. Resolution 2020-R-16 was introduced: A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF BOW MAR LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2021 TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE TOWN OF BOW MAR, COLORADO, FOR 2021. Trustee Fabricant moved to approve 2020-R-16. Upon a second, by Trustee Carlson, a vote was taken and the motion carried unanimously. Hearing no questions or comments from the public, the hearing was closed at 7:45pm.

**Consent Agenda:**

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

**Commissioners Reports:**

**Public Safety** – Trustee Swanson noted that he had no further report from what Chief Cottrell provided. Chief reviewed his report. It was noted that there was an accident at Sheridan traffic circle, but no major damage was reported. Chief also noted that the Arapahoe County COVID 19 Task Force has been reinstated. Mayor Feldkamp had already signed the updated IGA regarding this task force. Mayor Feldkamp asked Chief if there were any issues with the rollout of the RV ordinance changes? Chief noted that a few tickets have been issued but no major incidents to report.

**Finance** – For the month of November, the total revenues were 100% of the year-to-date budgeted amount while operating expenses were at 92%. General government was 71% of budget, public safety 89%, parks and rec 87%, and public works 105%.

Total year-to-date operating surplus was \$32,115 and the net non-recurring income (building permits/road impact fees less building inspection expense) of \$105,117 results in a total year-to-date surplus of \$137,232.

In November, the Town collected \$5,358 in property tax and road mill funds. Other sources of revenue included specific ownership tax, highway user tax, Xcel and cable franchise fees. All expenses were as anticipated.

Trustee Dennis also reviewed the holiday gifts and police bonuses planned for the year. No issues from the Trustees were expressed.

**Building** – Trustee Carlson reviewed her report which was emailed to the Trustees. In November, the Town collected \$1,172.25 in permit fees, \$100 in transportation utility fees, and \$80 in licensing for a total of \$1,352.25. Trustee Carlson noted that Terry Weis reviewed the 2018 building code and determined the best course of action is to wait and adopt the 2020 building code when it is finalized. It was also noted that the house on Sky Trail is behind schedule and will be behind by 1.5 years. Trustee Carlson is working on the IGA with Columbine Valley.

Parks and Recreation – Trustee Hinton noted that was not much to report. The Belleview wall is fixed but the electrical is still being finalized. It was also noted that there is a lot of coyote activity in Mary’s Meadow. There have been no incidents. The Russian Olive project is still in the works and a January meeting set with the county.

Public Works – Trustee Fabricant noted that the 2020 road work came in about \$40k under the original bid amount. Plowing and sanding was discussed regarding snow. It was noted that plowing takes place when the storm hits 3”.

Intergovernmental Affairs – Trustee Ramsden outlined that the Town is still without a trash contract. Republic will honor the old trash contract until a new contract is signed. If homeowners have service issues, contact Trustee Ramsden and she will assist in resolution.

Attorney’s Report – Attorney Guckenberger reviewed the trash contract update. She wished everyone a happy holiday season. The Town thanked her for her firm’s \$500 donation to the Foundation.

Clerk’s Comments – Town Clerk Kelly noted the next meeting will be held on January 18, 2021. Also noted was the change to the hazmat response for the Town in that South Metro is now the responding agency.

Mayor Report – Mayor Feldkamp noted that he and Trustee Carlson will work to finalize the building IGA. Permit numbers are going down, so this may impact the cost of the IGA. It was also noted that Trustee Swanson, Attorney Guckenberger, Chief Cottrell, Town Clerk Kelly, and Mayor Feldkamp will be meeting with the new Columbine Valley judge.

Old Business:

Review Traffic Survey Results – Clerk Kelly reviewed the results and noted that the responses are still split down the middle on the gates but strong on the poll to take it to the town for a vote.

New Business:

Ratify Mayor Feldkamp Signature on Mutual Aid Agreement – Trustee Ramsden moved to ratify the amended Mutual Aid Agreement for Emergency Services to add the City of Englewood, as signed by Mayor Feldkamp on December 1, 2020. Upon a second, by Trustee Carlson, a vote was taken and the motion carried unanimously.

Consider Approval: Engagement of Logan & Assoc for 2020 Audit - Trustee Dennis moved to approve the agreement with Logan and Associates, LLC for financial audit services for the year ending December 31, 2020 in the not-to-exceed amount of \$6,000 and to authorize the Mayor to sign the letter agreement. Upon a second, by Trustee Fabricant, a vote was taken and the motion carried unanimously.

Review of Speed Limit Information - Attorney Guckenberger noted a confidential memo was sent regarding changing speed limits as there are legal requirements in place to make these changes. No further discussion took place and Trustees will review the memo. Further discussion will take place once reviewed.

Adjournment – Meeting was adjourned at 8:27pm.



Thomas Feldkamp, Mayor



Angie Kelly, Town Clerk