

**TOWN OF BOW MAR, COLORADO BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
JUNE 21, 2021**

CALL TO ORDER: The regular meeting of the Board of Trustees of the Town of Bow Mar was called to order on Monday, June 21, 2021 by Mayor Pro-Tem Marsha Dennis. 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 Pro Tem Marsha Dennis

Trustees Andrew Swanson
 Leslie Hinton
 Jane Carlson
 Margo Ramsden

Absent were: Mayor Tom Feldkamp and Trustee Steve Fabricant, whose absences were excused.

Also in Attendance:

Police Chief Cottrell
Clerk Sue Blair
Attorney Kathie Guckenberger

Agenda: Upon motion duly made, seconded and unanimously carried, the agenda was amended to add discussion and approval of the 2021 road project bid.

Public Comment: Pilar Hoyos addressed the Board regarding the “Patrick Lake Dam” which borders on Bowles Lake Lane. Their home backs to the lake and the area is literally a swamp with the overgrowth of cattails and a blanket of algae. Discussion ensued and Mayor Pro Tem Dennis explained that Ms. Hoyos should contact the Bowles Metropolitan District as they maintain that area. In addition, Clerk Blair was asked to provide contact information for the BMOI.

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

Commissioners Reports:

Public Safety – Trustee Swanson requested authorization for he and Kathie Guckenberger to review and recommend changes to the golf cart ordinance currently in place. The Board concurred with Trustee Swanson’s request. Chief Cottrell then reviewed his monthly report.

Finance – For the month of May, the total revenues were 64% of the year-to-date budgeted amount while operating expenses were at 24%. General government was 37% of budget, public safety 41%, parks and rec 20%, and public works 7%.

Total year-to-date operating surplus was \$372,789 and the net non-recurring income (building permits/road impact fees less building inspection expense) of \$98,139 results in a total year-to-date surplus of \$470,928.

In April, we collected \$175,008 in property tax and road mill funds. Other sources of revenue included specific ownership tax, highway user tax, and Xcel franchise fees. Road engineering fees were \$11,000 for advance work necessary for road maintenance, Berry curve project and Town mapping. The 2020 audit fees were \$6,000. All other expenses were as anticipated.

Building – Trustee Carlson reviewed her report. In May, the Town collected \$9,444.20 in permit fees, \$1,000.00 in transportation utility fees, and \$580.00 in licensing for a total of \$11,024.20.

Parks and Recreation – Trustee Hinton reported that additional gravel is down on the top half of the Mary’s Meadow path. The largest willow tree on the lower path fell earlier today, blocking the entire path and crushing a water quality testing box. To remove the debris, Trustee Hinton received an estimate of \$2,500. Tomorrow the path will be cleared for safe passage while other debris will be hauled off in the weeks to come. The main trunk of the tree may be left in the steep gully because of access issues.

Public Works – No report was provided.

Intergovernmental Affairs – Trustee Ramsden reported that there are numerous changes to the trash contract. She is working with Attorney Guckenberger to make the necessary changes and it will be coming to the Board for approval at a future date.

Attorney’s Report – Attorney Guckenberger provided one ordinance for Board consideration:

Ordinance 335: AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF BOW MAR AMENDING ARTICLE I OF CHAPTER 2 OF THE BOW MAR MUNICIPAL CODE, ENTITLED “ELECTIONS,” TO ESTABLISH A PROCESS TO ADDRESS COMPLAINTS ARISING OUT OF MUNICIPAL CAMPAIGN FINANCE. The title of the ordinance was read into the record. Trustee Hinton moved that Ordinance No. 335 be adopted as presented. Upon second by Trustee Ramsden, vote was taken and motion carried unanimously.

Clerk’s Comments – The next regular meeting will be held on July 19, 2021.

Application has been made on behalf of the Town for American Rescue Plan funding in the amount of \$236,771.47. Eligible expenditures are being researched.

Mayor Report – No report was given.

Old Business:

November Election Discussion – Clerk Blair recommended that the Board consider add a question on the November ballot to extend the road mill levy. She will reach out to the District’s engineer to determine the cost estimate for road work that has not been completed to date. At the July meeting, the Board will review a Q&A document for distribution to the community. The Q&A will be written for both the gate and road mill levy extension questions.

Berry Curve: Director Hinton reported that she has been in contact with Jefferson County Open Space and that they are requesting an RFP for the Berry Curve Project. After discussion, the Board requested that Clerk Blair contact Rick Pilgrim to see if he can assist with the preparation of the RFP.

New Business: The Board reviewed a bid from Elite Surface Infrastructure in the amount of \$447,900.00 for road work on Yellowstone and Ridge. After discussion, Trustee Hinton moved that the Board award the bid for the 2021 Bow Mar

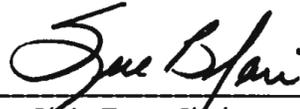
Roads Paving Project to RME Ltd., LLC, dba Elite Surface Infrastructure, as the lowest responsible bidder in the not-to-exceed amount of **Four Hundred Forty-Seven Thousand Nine Hundred Dollars and No Cents (\$447,900.00)**; to authorize the Town Attorney and Town Engineer to prepare and finalize a construction contract in a form approved by the Town Attorney; to authorizes the Mayor to execute the construction contract on behalf of the Town after Contractor has signed the construction contract; and to authorize the Town Engineer to issue a notice to proceed in accordance with terms and conditions outlined in the contract and contract documents. Upon second by Trustee Swanson, vote was taken and motion carried unanimously.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 8:09 p.m.



Marsha Dennis, Mayor Pro Tem



Sue Blair, Town Clerk