

**TOWN OF BOW MAR, COLORADO BOARD OF TRUSTEES
MINUTES OF THE SPECIAL MEETING
December 13, 2021**

CALL TO ORDER: The special meeting of the Board of Trustees of the Town of Bow Mar was called to order on Monday, December 13, 2021 by Mayor Feldkamp. The meeting was held in person at the Town of Columbine Valley, 2 Middlefield Road. A quorum was declared present at 7:01 p.m.

PRESENT:

Mayor: Tom Feldkamp
Trustees: Marsha Dennis
Andrew Swanson
Leslie Hinton
Jane Carlson
Margo Ramsden
Steve Fabricant

Also in Attendance Were:

Police Chief Bret Cottrell
Clerk Cathy Noon
Attorney Kathie Guckenberger
Resident Rick Pilgrim

Agenda: Upon motion duly made, seconded and unanimously carried, the agenda was approved as amended to postpone consideration of the LifeScapes contract to a future meeting and add an update on the Berry Curve project by Mr. Pilgrim.

Public Comment: There was no public comment.

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.

Variance Hearing – 5015 W. King Crest Lane

At 7:05 p.m., Trustee Dennis moved that the Board recess the regular meeting and enter into the Board of Adjustments Hearing. Upon second by Trustee Fabricant, the regular meeting was recessed and the Board of Adjustments Hearing was opened. Building Commissioner Carlson presented the variance request details for 5105 King Crest Lane for the current building coverage maximum of 15% to be increased to 18%. She also provided supporting documentation including comparable properties and conditions. Part of her presentation included reporting that the Design Review Board has spent eight months working with the property owner with the outcome being approval of the building plan. Property owner Mr. Vukovich addressed the Board regarding his variance and answered questions from the Board. The property is .75 acres, located on the water so no basement can be built, and neighboring homes have signed letters supporting the variance. Following discussion, Trustee Ramsden moved that the variance be approved. Upon second by Director Swanson vote was taken and motion carried unanimously. The Board reconvened into regular session at 7: 28 p.m.

Commissioners Reports:

Public Safety – Chief Cottrell reviewed the monthly public safety report. He provided details on the home burglary attempt and informed the Trustees that a new officer would be starting next week.

Finance – For the month of November, the total revenues were 113% of the year-to-date budgeted amount while operating expenses were at 96%. General government was 76% of budget, public safety 90%, parks and rec 106%, and public works 108%.

Total year-to-date operating surplus was \$126,921 and the net non-recurring income (building permits/road impact fees less building inspection expense) of \$141,080 results in a total year-to-date surplus of \$268,001.

In November, no property tax and road mill funds were collected. Since most of the Town revenue has already been collected we operated at a deficit for the current month. Other sources of revenue included specific ownership tax, highway user tax and Xcel franchise tax. We paid \$31,140 for road mill improvements, culvert and road maintenance. All other expenses were as anticipated.

Building – Trustee Carlson reviewed the month building report. In November, the Town collected \$6,901.00 in permit fees. Transportation utility fees totaled \$3,048.92, \$210 in licensing fees, for a total of \$10,159.92. The building inspector was paid \$5,258.75.

Parks and Recreation - Trustee Hinton reported that the stop sign has been repaired. The operational timing of the new holiday lights and garland are being addressed. Discussion occurred as to where the holiday decorations will be stored during the off season. The streetlight at Belleview seems to have operational issues and Ms. Noon was instructed to contact Xcel Energy for service.

Public Works – Trustee Fabricant updated the Board on the line-of-sight issue. First item to be corrected is juniper trimming by the residents. Adding a stop sign would be considered in the future. Mr. Rick Pilgrim addressed the Trustees on the Berry Curve project and reviewed the design drawing by David Evans and Associates. Work to be done includes mill and replacement of current asphalt, additional asphalt (including shoulders) and the addition of delineator posts with reflectors. Mr. Pilgrim met with the neighboring homeowners on November 30, 2021 and had the plan reviewed by the City of Littleton (requested that sign clutter be reduced once the project is complete). Ideally, the project would be completed by spring of 2022.

Intergovernmental – *Trash Update* - Trustee Ramsden reported she would discuss the issue under Old Business.

Attorney's Report - Attorney Guckenberger stated she was ready to begin updating the variance procedures at the Trustees' pleasure. She also reported that another outstanding issue is updating the building code. Trustee Carlson would like to start review in early 2022 so that the Town of Bow Mar is ready to discuss with the building official and Columbine Valley.

Clerk's Comments: Ms. Noon presented Resolution No. 2021-04, A Resolution Calling An Election on April 5, 2022 and Providing Other Matters Relating To The Election. Following discussion, Mayor Pro Tem Dennis moved to approve the Resolution. Upon a second by Trustee Swanson and unanimous vote, the motion passed. The Town Clerk noted that the January 2022 meeting is scheduled to be held on January 17th, Martin Luther King Day.

Mayor's Report – Mayor Feldkamp reviewed which Trustees are intending to run for reelection. Trustee Carlson questioned whether a ballot question on gates would be included. The issue will be considered in the future.


Old Business - Consideration of Resolution No. 2021-R-08, A Resolution of the Board of Trustees of the Town of Bow Mark Approving a Non-Exclusive Agreement for Trash Collection Services and Rates. Trustee Ramsden reviewed the conditions of the contract and Attorney Guckenberger reminded the Board that residents may still use any trash collection service of their choice. Upon a motion made by Trustee Fabricant, seconded by Trustee Carlson and vote, the Resolution passed unanimously.

New Business - Adoption of the 2022 Budget. Mayor Pro Tem Dennis presented the 2022 Budget and Mayor Feldkamp opened the Public Hearing. With no public comment, the hearing was closed. Mayor Pro Tem Dennis moved for approval of Resolution 2021-R-09 Adopting the Budget for 2022. Upon a second by Trustee Fabricant and vote, the motion pass unanimously. Mayor Pro Tem Dennis reviewed and motioned to approve Resolution 2021-R-10 Appropriating Sums of Money to the Various Funds. Upon second by Trustee Swanson and unanimous vote, the motion carried. Mayor Pro Tem Dennis reviewed and motioned to approve Resolution 2021-R-11 Certifying Mill Levies with funds necessary for general operating amended to \$1,115,719 rather than \$572,521, to reflect not only property tax revenues. Upon second by Trustee Fabricant and unanimous vote, the motion carried as amended.

Approval of Contract for Engagement by Logan and Associates to Perform 2021 Audit Services and authorize Attorney Guckenberger to draft a contract for signature for same. Upon a motion made by Trustee Remsden, seconded by Trustee Carlson and vote, the motion passed unanimously.

Adjournment

The meeting was adjourned at 8:29 p.m.

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Tom Feldkamp Mayor

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Sue Blair, Town Clerk