

TOWN OF BOW MAR, COLORADO BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
May 20, 2019

CALL TO ORDER: The regular meeting of the Board of Trustees of the Town of Bow Mar was called to order on Monday, May 20, 2019 by Mayor Pro Tem Dennis. 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 Pro Tem	Marsha Dennis
Trustees	Margo Ramsden
	Jane Carlson
	Doug Champion
	David Wadsworth
Clerk	Angie Kelly
Police	Chief Cottrell

ABSENT:

Mayor	Tom Feldkamp
Trustee	Steve Fabricant

Public Comment: none presented.

Ratification: Trustee Wadsworth moved to ratify the engagement of Michow, Cox & McAskin, LLP and appointing Kathie Guckenberger as Town Legal Counsel. Upon a second by Trustee Champion, a vote was taken and the motion carried unanimously. Attorney Guckenberger proposed a Trustee training session in the near future.

Presentation: David Evans & Associates were present to share the findings of the traffic study conducted over the past few months. Steve Gomez, with David Evans & Associates, presented the findings to the Trustees. The main roads of concern for cut-through traffic were Sheridan, Bow Mar Drive South, Wagon Trail, and Prospect. He noted that the Town has done well with working to deter speeding with speed bumps, stop signs, and dips. The company used StreetLight Data to assess cut-through traffic in the Town. It was found that 50-60% of the traffic entering Sheridan or Prospect is using the Town as cut-through. The cut-through traffic on Bow Mar South is not as large of a volume. Sheridan to Prospect and vice versa was the largest amount of cut-through traffic. The company did not evaluate the traffic during the summer, during the fall, etc. so the sample reflected more than just one snap shot in time. Speeding was also evaluated and average speeds were determined. It was found that 80-85% of cars traveled at the posted speed limit or less. Because the issue is cut-through traffic, not speeding, options were presented for gates as this is the most effective method to stop cut-through traffic. The options presented will require discussion among the residents, Trustees, Emergency Services, and Legal Counsel. As noted in the previous bulletin, open houses will be held at the home of Trustee Ramsden to review the data and the suggested options. These will be held on May 23rd and May 29th, both from 6p-8p. Also, there will be a Town meeting held in July to further discuss this issue.

Consent Agenda:

Approval of Minutes –Trustee Ramsden moved to approve the minutes from the April 22, 2019 meeting as amended with the addition of the 2nd and vote regarding the Flock cameras. Upon a second by Trustee Wadsworth, a vote was taken and the motion carried unanimously.

Approval of Treasurer's Report and Payments – Trustee Dennis outlined the report for April 2019. Trustee Carlson moved to approve the report as presented. Upon a second by Trustee Ramsden, a vote was taken and the motion carried unanimously.

Commissioners Reports:

Public Safety – Chief Cottrell reviewed his report distrusted to the Trustees. The previous motion for Flock cameras was discussed. The cost is actually \$2,000 per camera and the contract is at least 24 months. Chief Cottrell will see if he can get the contract down to 12 months. Therefore, the Trustees discussed amending their previous motion. Trustee Carlson moved to approve Flock cameras for \$2,000 per camera on a 24-month contract. Upon a second by Trustee Wadsworth, a vote was taken and the motion carried unanimously.

Finance – For the month of April, the total revenues were 45% of the year-to-date budgeted amount while operating expenses were at 21%. General government was 24% of budget, public safety 33%, parks and rec 7%, and public works 11%.

Total year-to-date operating surplus was \$193,472 and the net non-recurring income (building permits/road impact fees less building inspection expense) of \$59,589 results in a total year-to-date surplus of \$253,061.

The Town collected \$55,527 in property tax and road mil funds from Arapahoe and Jefferson counties. Other sources of revenue included specific ownership tax, highway user tax, Xcel franchise and interest income. Expenses of note were \$5,327 for the traffic study that is on-going. Snow plowing, salt and sand was \$3,200. The annual town insurance was \$12,727. This is a significant increase over previous years due to additional coverage and increased umbrella. Clerk cost were higher than normal due to work preparing for the annual audit and DRB related issues.

Building – Trustee Carlson outlined her report and noted that \$5,148.50 was collected for building permits, \$1,764.75 was collected for the transportation utility fee, and \$620 in license fees: totaling \$7,533.25. Trustee Carlson outlined a few of the upcoming projects last discussed at the Design Review Board.

Parks and Recreation – Trustee Champion noted that the 2nd spraying to noxious weeds took place last week. Xcel engineering is still proceeding on the new electrical pedestal.

Public Works – Trustee Fabricant was absent. However, Ms. Kelly reviewed the road plan for 2019. The roads to be addressed are Bow Mar Dr (Sheridan to Yellowstone), Sunset (Bow Mar Dr to Sheridan), and Berry (southern entry to Lake Shore/ BMD). This was discussed and the Trustees all agree this is an acceptable plan to move forward with bid documents.

Intergovernmental Affairs – Trustee Ramsden noted the trash will be delayed one day due to the holiday.

Clerk's Comments – Ms. Kelly noted the next regular meeting will be June 17, 2019. Ms. Kelly also noted that the BMOI mailbox can be moved without changing the address, the Town just needs to notify the Post Office. The Post Office has also received the request for an outgoing mailbox but was denied due to the volume of outgoing mail from the Town. The Post Office is actually removing many of the blue outgoing mailboxes around the area.

Mayor Report – Mayor Feldkamp provided information regarding the Lyft program, noting that week 1 provided 2 rides and week 3 provided 5 rides. There is one more week of the program and then discussion will take place if the program will be continued.

Old Business:

Review and Consider Approval of Design Guidelines - The revised guidelines were discussed. Trustee Dennis noted that driveways and culverts were not included in the guidelines. Discussion took place regarding the addition of language to reflect the ordinance. Ms. Kelly will work with Town Attorney regarding this addition. Trustee Ramsden moved to approve the Design Review Guidelines, contingent upon the addition of verbiage regarding culverts and driveways. Upon a second by Trustee Wadsworth, a vote was taken and the motion carried unanimously.

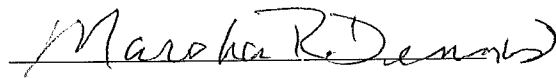
New Business:

Review 2019 Road Plan – this was discussed during the Public Works portion of the meeting.

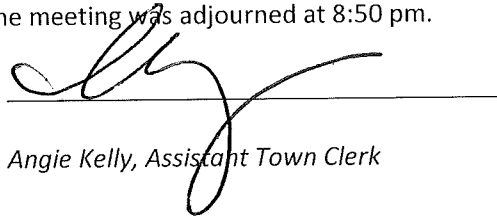
Discussion Regarding the Road to Hope Event – Discussion took place regarding the proposed road closures. Trustee Wadsworth moved to approve the road closure of Bow Mar Drive at 4600 Dow Mar Drive on June 20th from 6:30pm until 10pm. Upon a second by Trustee Champion, a vote was taken and the motion carried unanimously.

2019 Legislative Review – Attorney Guckenberger noted that a bill passed this legislative session regarding posting meeting notices on websites vs physical posting. Attorney Guckenberger also outlined the red flag law, CORA requests for affairs investigations, and lemonade stand regulations.

Adjournment – There being no further business, the meeting was adjourned at 8:50 pm.



Marsha Dennis, Mayor Pro Tem



Angie Kelly, Assistant Town Clerk