

TOWN OF BOW MAR, COLORADO BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
March 18, 2019

CALL TO ORDER: The regular meeting of the Board of Trustees of the Town of Bow Mar was called to order on Monday, March 18, 2019 by Mayor Feldkamp. 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	Tom Feldkamp
Trustees	Margo Ramsden Jane Carlson Doug Champion Marsha Dennis
Clerk	Sue Blair Angie Kelly
Police	Chief Cottrell

ABSENT:

Trustees	David Wadsworth Steve Fabricant
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Public Comment – none presented.

BMOI Update – MA Williams inquired about the DRB transitioning to the Town so he could contact the BMOI legal counsel to clean up their bylaws. Also discussed was the BMOI insurance and the Town insurance. Volunteer of the Month and Citizen of the Month were discussed.

Consent Agenda:

Approval of Minutes –Trustee Champion moved to approve the minutes from the February 18, 2019 meeting as presented. Upon a second by Trustee Dennis, a vote was taken and the motion carried unanimously.

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

Commissioners Reports:

Public Safety – Chief Cottrell reviewed the report presented to the Trustees. Chief Cottrell outlined the department’s new radios as they have arrived.

Finance – For the month of February, the total revenues were 7% of the year-to-date budgeted amount while operating expenses were at 9%. General government was 7% of budget, public safety 16%, parks and rec 2%, and public works 6%.

Total year-to-date operating deficit was \$22,912 and the net non-recurring income (building permits/road impact fees less building inspection expense) of \$38,600 results in a total year-to-date surplus of \$15,688.

The Town collected \$31,238 in property tax and road mil funds from Arapahoe and Jefferson Counties. Other sources of revenue included Cable TV franchise fee, highway user tax, Xcel franchise, and interest income.

Expenses of note were \$13,950 for the traffic study that is on-going, \$7,915 for snow plowing, salt and sand and Columbine Valley police and building department IGAs.

Building – Trustee Carlson outlined her report and noted that \$6,699.25 was collected in January for building permits, \$2,318.33 was collected for the transportation utility fee, and \$1,040 in license fees: totaling \$10,057.58. Landscaping was discussed as were the changes needed to ensure landscaping is properly maintained, plans for landscaping changes are submitted to Design Review Board, and submitted plans are followed. The Town agreed that further discussion is needed and policies will be developed regarding this issue.

Parks and Recreation – Trustee Champion met with Xcel and all applications are submitted and the engineer is engaged. This is to install a new power pole at the Sheridan Circle.

Public Works – Mayor Feldkamp read Trustee Fabricant’s written report: with all the snow the Town has been getting this winter it is important that residents who hire plow companies to clear their driveways remember not to plow the snow into the roads. If snow is plowed into the street, the Town may push it back into your driveway. Your snow needs to stay on your own property. Plowing snow into the roads causes icy patches on the road and creates a hazard.

Jason Miner and his colleagues were not able to do an assessment of lower Lakeshore as requested as the snow has hampered his efforts and they will try again after the snow stops and melts.

Jason Miner is working on the 2019 road plan for Bow Mar and should have something prepared for the April Trustee meeting.

Trustee Carlson asked about the potholes on Lakeshore and noted they should be fixed soon and not wait for the road work to start this summer.

Intergovernmental Affairs – Trustee Ramsden will review the traffic information later in the meeting.

Attorney’s Report – none.

Clerk’s Comments – Ms. Blair noted the next regular meeting will be April 15, 2019. The 1% from Xcel will be reviewed by Trustee Champion to determine if the Town has access to the funds. Letters were sent to 4 homeowners for code violations. They will now be handled by Chief Cottrell.

Mayor Report – Mayor Feldkamp noted that the small cell site application has been terminated. Sprint has decided not to move forward and there will be no further action until further notice.

Mayor Feldkamp thanked the Black Outs and all of the volunteers who worked on the event. Also, Mayor Feldkamp would like to commend Cooper Sayers for attaining the rank of Eagle Scout.

Please remember that as you turn on your sprinkler system, ensure that your sprinklers are not hitting the roads. When the sprinklers hit the road, damage is done and deteriorates the condition of the roads.

The Flock camera on the Sheridan Circle is a free trial of a service for noting license plates for possible correlation to crime. The Flock camera will not be used for citations for speeding, running stop signs, or other moving vehicle violations. Facial recognition is not part of the Flock service.

Old Business:

Update Regarding Traffic Study Progress – Trustee Ramsden outlined the recent data from the traffic study contractor. It was noted that the study indicates that the majority of traffic is not staying in Bow Mar; that it is cutting through. The contractor still has a couple of streets from which they would like to collect more data. Traffic control measures (such as speed bumps) vs cut through traffic was discussed. The information provided to Trustee Ramsden

was a combination of the provided existing data and preliminary study data. The more formal finding and recommendations will be presented at the May Trustees meeting to work through the information. Following this initial information session, Trustee Ramsden will hold a few open houses to continue sharing the information with everyone and answer any preliminary questions people may have. These open houses will take place the two weeks following the May Trustee meeting. Following these open houses, a Town meeting will be held early in July to outline the information, data, and recommended plan. At this meeting, discussion will take place regarding these recommendations. Information for all of these open houses and meetings will be shared via the website, Town email list, and the Bulletin.

Update Regarding Design Review Board – The revised Design Review Guidelines were distributed to the Trustees. The revisions were reviewed. The question regarding the removal of the ‘Post-DRB Review Process’ was discussed and will be followed up on. Also, adding a section about driveways was requested. Also of question was the removal of a paragraph from the liability section. The DRB will be asked to review the edited version and then Attorney Carberry will make final changes and answer questions regarding the changes. The landscaping section was also reviewed and further verbiage shall be added to ensure submittal of plans and enforcement opportunities for the Town.

Review and Consider the Data Breach Resolution – tabled until next meeting.

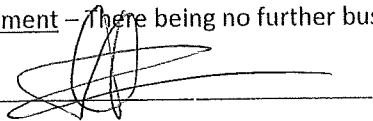
Update Regarding Ring Program – Chief Cottrell noted that the department now has full access on the portal so they can request video from residents. Columbine Valley and Bow Mar are the first in Colorado to fully introduce this program. Ring noted that 79 units were sold between Columbine Valley and Bow Mar. It was also discussed that if you do not subscribe to the video service, the police cannot gain access to your video. If the police do request a video from your system, you will receive an alert on the app, and you can approve or deny the request. The discount will be ending on March 31, 2019.

Update Regarding Lyft Program – The Town is finalizing a program in which Lyft will use a credit card, assigned to the Town, to charge for resident rides. Lyft will geolocate a circle from Bow Mar to the Littleton Light Rail Station and the Town will cover the cost of these rides. As a trial, Bow Mar will pay for the rides for 5 weeks, up to \$200 per week. A code will be sent out via the Town email to be used by residents traveling from Town to the Light Rail Station. This will be a trial run and the goal is to reduce traffic on Santa Fe and in the area. This is also an attempt to increase multi-modal transportation options.

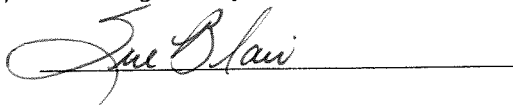
Migrate Town Email - Mayor Feldkamp outlined general security concerns with email and data. The Town will go to office365 and each Trustee will have an assigned email address. Also, this will include a terabyte of storage. This will also mean the DRB moves to electronic submission for applications. This will also mean multi-factor authentication will be activated. This is ready to start as soon as scheduled with the resident heading up this project.

New Business: nothing presented.

Adjournment – There being no further business, the meeting was adjourned at 8:55 pm.



Tom Feldkamp, Mayor



Sue Blair, Town Clerk