

**TOWN OF BOW MAR, COLORADO BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
FEBRUARY 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, February 18, 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 7:01 p.m.

PRESENT:

Trustees	Margo Ramsden Jane Carlson Doug Champion Marsha Dennis David Wadsworth Steve Fabricant
Clerk	Angie Kelly
Police	Chief Cottrell

ABSENT:

Mayor	Tom Feldkamp
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Public Comment – None presented.

Public Hearing – The public hearing was opened at 7:02 pm. No public comment was presented. Mayor Pro Tem Dennis opened the floor for discussion and no questions or comments were presented by the Trustees as this has been discussed multiple times in meetings. The public hearing was closed at 7:04 pm. Trustee Carlson moved to approve proposed Ordinance 323. Upon a second by Trustee Ramsden a roll call vote was taken.

Carlson – yes	Wadsworth - yes
Champion – yes	Ramsden - yes
Dennis – yes	Fabricant - yes

Trustee Carlson noted that the design guidelines have been reviewed and we are awaiting a final copy. Town Attorney Carberry will get the final copy to review and ensure no further changes need to be made. Upon review by the Trustees, the document can be adopted.

Consent Agenda:

Approval of Minutes –Trustee Fabricant moved to approve the minutes from the January 21, 2019 meeting as presented. Upon a second by Trustee Ramsden, a vote was taken and the motion carried unanimously.

Approval of Treasurer’s Report and Payments – Trustee Dennis outlined the report for January 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 the report presented to the Trustees. Chief noted Ring is disappointed in the doorbell project and has offered to cancel the project at the current number of orders and charge Bow Mar the \$50 charge on the devices sold. It was discussed that the devices are currently on sale so the code is not valid. However, the devices are no longer on sale on February 24 so the code will be usable again. The recommendation is to wait for two weeks after the sale is over and ask residents again if they want to participate in Ring.

Chief did share a story regarding the effectiveness of the doorbell: a homeowner was awakened in the middle of the night that someone was in their driveway. The homeowner went outside and found a car parked in his driveway that he did not recognize. He asked the car to leave and called the police. Columbine Valley Police came to speak with the driver and the car left town. Chief believes some break-ins were avoided by these actions.

Discussion took place regarding campers being parked in yards and cars being abandoned. The Town Clerk will send a letter to the visible camper and Chief will work on getting the car towed.

Finance –

For the month of January, the total revenues were 1% of the year-to-date budgeted amount while operating expenses were at 3%. General government was 2% of budget, public safety 8%, parks and rec 0%, and public works 0%.

Total year-to-date operating deficit was \$16,209 and the net non-recurring income (building permits/road impact fees less building inspection expense) of \$40,143 results in a total year-to-date surplus of \$23,934.

The operating deficit was expected since no property tax revenue and road mill levy funds are received from the counties in January. Sources of revenue were specific ownership tax, highway user tax, Xcel franchise, Centurylink franchise tax and interest income. Expenses are also low since some of the routine invoices paid in January are expensed in the previous year.

Building – Trustee Carlson outlined her report and noted that \$21,179.50 was collected in January for building permits, \$15,694.39 was collected for the transportation utility fee, and \$480 in license fees: totaling \$37,353.89. Trustee Carlson noted that Terry Weiss is watching vehicles parking on Town property.

Parks and Recreation – Trustee Champion discussed the updates on the power at the Sheridan entry circle. Specialized power is installing a new meter and running new line. Xcel has not been successful in fixing the issue so the Town will repair the issue now.

Public Works – Trustee Fabricant noted that he is meeting with Jason Miner to discuss the 2019 road plan. This year will include lower Lakeshore and will require notice to homeowners that drainage and culverts must be repaired. Miner will outline each property and note what repairs are required at each property. Notice will then be sent to the homeowners at said properties as this work is to be done by the homeowner. Trustee Dennis asked about painting the street signs. Miner will also outline which signs are in the worst condition. These can be sandblasted and then painted. The goal will be to have the 4 worst signed painted this summer.

Intergovernmental Affairs – Trustee Ramsden reviewed the trash mix-up and how to communicate next time it happens.

Attorney's Report - no report.

Clerk's Comments – Ms. Kelly noted that the next meeting will be Monday, March 18, 2019.

Mayor Report – Mayor Feldkamp was absent.

Old Business:

Update Regarding Traffic Study Progress – Trustee Ramsden is working on a meeting with Evans and Associates for a mid-project review. The traffic data has been collected and evaluation of the data has started. Trustee Ramsden hopes to have a Town meeting toward the end of May or early June to discuss the findings and suggestions made by the contractor. The contractor will be asked to present the information to the Trustees so early questions can be

answered. There will also be a series of open houses prior to the Town meeting so that questions can be asked and information can be shared prior to the Town meeting.

Update Regarding Design Review Board – this was done during the public hearing.

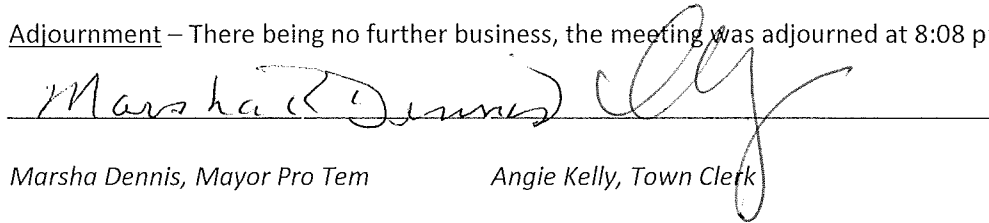
Review and Consider the Data Breach Resolution – Trustee Wadsworth reviewed his conversation with Attorney Carberry. There was no formal resolution. Trustee Wadsworth will bring a recommendation to the Board after further discussion.

Update Regarding Ring Program – this was discussed during the public works report.

New Business:

Discussion Regarding Email Procedures – Ms. Kelly reviewed the information regarding emails and public record requirements.

Adjournment – There being no further business, the meeting was adjourned at 8:08 pm.

Handwritten signatures of Marsha Dennis and Angie Kelly. Marsha Dennis's signature is on the left, and Angie Kelly's signature is on the right, both written in cursive over a horizontal line.

Marsha Dennis, Mayor Pro Tem

Angie Kelly, Town Clerk