

**TOWN OF BOW MAR, COLORADO BOARD OF TRUSTEES
MINUTES OF THE SPECIAL MEETING
DECEMBER 9, 2019**

CALL TO ORDER: The special meeting of the Board of Trustees of the Town of Bow Mar was called to order on Monday, December 9, 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:

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| Mayor | Tom Feldkamp |
| Trustees | David Wadsworth Marsha Dennis Margo Ramsden Leslie Hinton Steve Fabricant |
| Clerk | Sue Blair Angie Kelly |
| Police | Chief Cottrell |
| Attorney | Kathie Guckenberger |

ABSENT:

Trustee Jane Carlson

Public Comment: Mary Spofford was present to voice concerns about comments made at the November Trustee meeting. She is disappointed that the survey and summary are not posted online yet. Ms. Spofford was also concerned that the information is the interpretation of the Board and wanted to be sure transparency was happening. Ms. Spofford feels that after 18 months of discussing, the Trustees do not know what majority of Town residents want. Ms. Spofford also noted that she still questions the legality of the gates and asked the Board if they are willing to go on record to say that there will be an election for the gate issue?

Jeanne Gottschalk addressed the Board about the notes from her variance hearing. It was noted that final information needed to be shared with the Trustees. Ms. Gottschalk provided the requested drawings to the Trustees for final approval. No questions were raised from the Trustees and the project can move forward.

Public Hearing: Mayor Feldkamp introduced Resolution 2019-R-09 Summarizing Revenues and Expenditures for Each Fund and Adopting a Budget for Calendar Year 2020; Ordinance 324 Levying General Property Taxes for the Year 2019 to Help Defray the Costs of Government for the Town of Bow Mar; Ordinance 325 Appropriating Sums of Money To the Various Funds and Spending Agencies in Accordance with the 2020 Budget. Trustee Dennis noted the changes to the budget from last the last meeting. Trustee Dennis noted that the changes were made on the final Assessed Value, miscellaneous revenue was reduced, county treasurer fees went up, and Public Works road mill expense went up. Mayor Feldkamp opened the public hearing at 7:11pm. Hearing no public comment, the public hearing was closed. Trustee Dennis moved to approve Resolution 2019-R-09, subject to the outlined revenues discussed. Upon a second, by Trustee Fabricant, a vote was take and the motion carried unanimously. Trustee Dennis moved to approve Ordinance 324, as presented. Upon a second, by Trustee Fabricant, a vote was take and the motion carried unanimously. Trustee Dennis moved to approve Ordinance 325, as presented. Upon a second, by Trustee Fabricant, a vote was take and the motion carried unanimously.

Consent Agenda:

Trustee Dennis moved to approve the items listed on the consent agenda. Upon a second by Trustee Wadsworth, a vote was taken and the motion carried unanimously.

Commissioners Reports:

Public Safety – Chief Cottrell outlined his report to the Trustees. Chief Cottrell noted that the burglary and theft were both theft of mail. Because one mailbox was locked, that is categorized as burglary. The license plate theft was done at a Mercedes dealership in Aurora.

Finance – For the month of November, the total revenues were 104% of the year-to-date budgeted amount while operating expenses were at 82%. General government was 81% of budget, public safety 90%, parks and rec 133%, and public works 73%.

Total year-to-date operating surplus was \$148,941 and the net non-recurring income (building permits/road impact fees less building inspection expense) of \$146,335 results in a total year-to-date surplus of \$295,276.

In November, the Town did not collect any property tax or road mill funds, and as anticipated, we operated at a deficit for the month. Other sources of revenue included specific ownership tax, highway user tax, Xcel franchise and interest income. Expenses of note were \$7,450 for electric work at the Sheridan circle and contributes to Parks and Rec being over budget. Legal fees were higher than normal at \$5,684. Of which, \$2,666 was for research, review and special meeting of the board for a variance request. The balance of \$3,018 was for working on the Xcel franchise contract, researching the legality of gating and review and research change to asbestos regulations. The clerk fees were also higher than normal for the same reasons as legal and came in at \$7,144. All other items were as anticipated.

Building – Trustee Carlson provided a written report to the Trustees.

Parks and Recreation – Trustee Hinton noted that she is waiting on one last bid for landscape maintenance but the contractor is not responding. Following discussion, Trustee Hinton moved to approve Lifescape Landscape to perform the flower and shrub maintenance on Town property. Upon a second, by Trustee Fabricant, a vote was taken and the motion carried unanimously. Trustee Hinton also wanted to thank Jeannette Nelson, Katie Berg, Sally Williams, and Jeanne Gottschalk for painting the street signs and David Gamel for providing the lettering.

Public Works – Trustee Fabricant noted the road work is complete. There is one final payment that will be made once the final notice is published. Trustee Hinton noted that two of the rumble strips came up with the snow plow so it needs to be fixed.

Intergovernmental Affairs – Trustee Ramsden noted that since the traffic survey will be addressed later in the meeting, she would leave that out of the report. A message was placed in the bulletin about trash service over the holidays. Trustee Ramsden noted that she has reached out to the City of Edgewater about the Emerald Ash Borer plan and is working to obtain that plan.

Attorney's Report – Attorney Guckenberger noted that at the beginning of the year she will provide changes to code to ensure all budget items will be passed by resolution instead of ordinance. Attorney Guckenberger will work to provide suggestions for procedural rules in January.

Clerk's Comments – Ms. Blair noted the next meeting will be Monday, January 20, 2020. Clerk Blair also noted that South Metro Fire Deputy Chief Rhodes will be attending the January meeting to introduce himself and make sure everything has been good with the transition to South Metro.

Mayor Report – Mayor Feldkamp noted his report will take place during the Berry Street curve conversation.

Old Business:

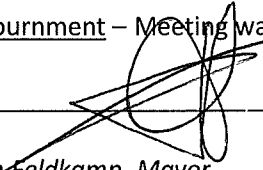
Updates Regarding Traffic Study – The items in the meeting packet are what Trustee Ramsden is proposing should be posted online. The summary outlines context around the traffic survey, game plan moving forward, and observations from the Town meetings. Next steps were noted in the summary to help outline how the topic will progress. Trustee Ramsden proposed the summary be published in the bulletin and the full packet posted online.

Discuss Landscape Maintenance Bids – this item was already discussed during Trustee Hinton’s report.

Discuss Berry St Curve– Mayor Feldkamp spoke with the homeowners whose front yards will be impacted. All are in favor of the project. There was also a suggestion to make the Blue Sage and Berry intersection a 4-way stop to help the safety of kids in the area. The drawings provided by Jason Miner were sent to Littleton to begin the discussions of preparing the project. The Town and Littleton will discuss portion of payment once final plans are developed. The plan is to have 2 feet between the sidewalk and road and a 4-foot sidewalk. The area between the sidewalk and street is still under discussion regarding the landscaping. Discussion took place regarding the concept of a 4-way stop at Blue Sage and Berry as well as where to possibly place crosswalks. Attorney Guckenberger noted an IGA should be considered with Littleton for the project.

New Business: none presented.

Adjournment – Meeting was adjourned at 7:56 pm.



Tom Feldkamp, Mayor



Sue Blair, Town Clerk