

**TOWN OF BOW MAR, COLORADO BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
AUGUST 20, 2018**

CALL TO ORDER: The regular meeting of the Board of Trustees of the Town of Bow Mar was called to order on Monday, August 20, 2018 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 Steve Fabricant David Wadsworth
Clerk	Sue Blair Angie Kelly
Police	Chief Cottrell

Presentation from Let's Go, Colorado - Carla Perez, Campaign Director for Let's Go, Colorado attended the meeting to provide a presentation and information on the proposed sales tax increase. Ms. Perez noted that the state is a billion dollars short in transportation funding needs. The gas tax is not keeping pace with the needs of the state and is the main source of funding for transportation. The proposed solution is a sales tax increase of .62%. This will allow the state to fund many transportation projects that have been stalled due to lack of funding. The proposal is bi-partisan and the proposed projects address issues all over the state. There have been 107 projects proposed statewide. The projects are all listed on the CDOT website, should anyone want to review them all (listed under togetherwego). This question will be on the ballot in November and Ms. Perez was asking for the support of Bow Mar. Trustee Carlson asked what happens if the ballot measure fails? Ms. Perez noted that none of the proposed projects will be completed. Trustee Dennis moved to endorse the ballot initiative for a .62% sales tax increase. Upon a second by Trustee Carlson, a vote was taken and the motion carried unanimously.

Public Comment - Beth Hoffman addressed the Trustees about the process to pass an ordinance. Ms. Hoffman asked that the Trustees consider two readings for all ordinances, instead of one reading. Ms. Hoffman feels this allows for more transparency and community comment.

Board of Adjustment - Trustee Dennis moved to open the Board of Adjustment hearing. Upon a second, by Trustee Fabricant, a vote was taken and the motion carried. Trustee Carlson introduced the variance request for 5035 Pinyon Dr from the zoning restriction to achieve 10% grade 10-feet out from the foundation. The variance requested is for a maximum of 2.5 feet above existing grade to achieve code compliance for proper drainage. The homeowner was present and addressed the Trustees. The variance request came up because of town guidelines and international building codes and the need to satisfy both drainage requirements. There is not enough slope for drainage to meet the requirements and this leads to the need to raise the area to allow for proper drainage away from the house. The homeowner noted the neighbors all approved of the request and noted he is trying to build the house in such a way that minimizes the need for a variance (such as setting the floor joists at the very top of the foundation). Drainage of water off the property and the installation of culverts was also discussed. Trustee Dennis moved to approve the variance request. Upon a second by Trustee Fabricant, a vote was taken and the motion carried unanimously. Trustee Dennis moved to close the Board of Adjustment hearing. Upon a second, by Trustee Fabricant, a vote was taken and the motion carried.

Consent Agenda:

Approval of Minutes –Trustee Dennis moved to approve the minutes from the July 16, 2018 meeting as presented. Upon a second by Trustee Carlson, a vote was taken and the motion carried unanimously.

Approval of Treasurer’s Report and Payments – Trustee Dennis outlined the Treasurer’s report. Trustee Carlson moved to approve the Treasurer’s Report and Payment of Claims as presented by Trustee Dennis. Upon a second by Trustee Fabricant, a vote was taken and the motion carried unanimously.

Commissioners Reports:

Public Safety – Trustee Wadsworth outlined the discussion with Chief Cottrell about the IGA. Columbine Valley has also reviewed the IGA. The IGA will be discussed later in the meeting.

Chief Cottrell outlined his report to the Trustees. Chief noted the same group that was breaking into cars a couple of months ago have been breaking into cars again. Residents need to lock their cars and doors to the house. The cars being broken into have all been unlocked, many with keys left inside. There has been no case of forced entry into these cars as they have all been unlocked.

Finance – Trustee Dennis reviewed the finance report provided to the Trustees.

For the month of July, the total revenues were 95% of the year-to-date budgeted amount while operating expenses were at 32%. General government was 46% of budget, public safety 58%, parks and rec 43%, and public works 2%.

Total year-to-date operating surplus was \$493,389 and the net non-recurring income (building permits/transportation utility fees less building inspection expense) of \$72,833 results in a total year-to-date surplus of \$566,222.

The Town received \$118,926 in property tax and road mil funds from Arapahoe and Jefferson County. Expenses of note were clerk cost of \$7,000, which is above average, due to special traffic mitigation meeting and work with Excel to fix road cut failures.

Building – Trustee Carlson outlined that permit fees collected were \$2,815.75 and license fees collected were \$510. Therefore, total fees collected were \$3,325.75. Trustee Carlson reviewed the two new construction projects in Town, 6 remodels/additions, 3 landscape projects underway, and 7 projected projects coming up. Trustee Carlson also noted that 36 projects have been completed so far this year.

Parks and Recreation – Trustee Champion outlined his report to the Trustees. The meter project continues as Public Service is asking for a new lateral from the transformer to the pedestal. Since the Town is considered commercial, the Town has to fix the line. Trustee Champion will continue working on this project. Trustee Fabricant noted that when road milling takes place next year, the Town can keep some of that milling and fill in Mary’s Meadow areas if needed.

Public Works – Trustee Fabricant outlined that Redwood, Larkspur, and Pinyon have been paved. Metro Pavers will be out to complete striping and speed bumps in 2-3 weeks. The trucks have caused some damage and Metro Pavers is aware of the damage they need to fix. Also, of important note was the \$12k of culvert work approved in the budget did not need to be spent. Therefore, the Town spent those monies to clean culverts on the streets that were paved. The lines were jet cleaned. Trustee Fabricant also asked that Metro Pavers look at the 2 speed bumps on Prospect to see if they can be heightened. He is asking that they match the speed bumps on Wagon Trail. Mayor Feldkamp noted a request was made for a speed bump on Bow Mar Drive, past Sheridan. Trustee Fabricant also noted he is getting a bid for sealcoating, to help extend the life of the roads.

Intergovernmental Affairs – Trustee Ramsden noted that her items are addressed on the agenda. Trustee Ramsden noted she is happy to bring the proposed projects from DRCOG if the Board would like to see them, to let her know if they want to see all of the projects. Trustee Carlson noted that the FAA was planning to change flight paths and it might be worth checking on the status.

Attorney's Report - An Ordinance of the Board of Trustees of the Town of Bow Mar Amending Section 10-152 of the Bow Mar Municipal Code to comply with changes in State law was presented. The state has changed the law regarding alcohol and minors. This is a state law that the Town will need to adopt to match the state. The ordinance will be published in the bulletin and voted on at the next meeting.

Clerk's Comments – Ms. Blair noted the next regular meeting will be held September 17, 2018. Also, the draft budget will be presented in September.

Mayor Report – Mayor Feldkamp spoke with BMOI about coming to each other's meetings. It was decided that as long as positive communication continues it was not necessary to go back and forth to the meetings. Each entity should continue to disseminate information to each other to ensure communication continues.

Old Business:

Update from Traffic Management Committee – Trustee Ramsden outlined the draft RFP for a traffic consultant. She is asking the Trustees to review the draft and send edits or questions. Trustee Fabricant and Trustee Ramsden will meet to reach out to possible companies for consideration and ensure the RFP meets the Town needs. A final RFP will be presented at the September meeting and formal bids will then be obtained.

Discussion Regarding Building Architectural (ACC) Approach – Mayor Feldkamp outlined the history of the request in that BMOI has asked the Town to take ACC control. Technically, BMOI's tax status does not allow them to control the ACC but they originally had control because the Town didn't exist. Three options were outlined by the Town legal counsel and provided to the Trustees for consideration. Upon discussion, the Trustees noted they preferred the option to form a Design Review Board. This will be communicated to legal and the formal process of the Town taking ACC control will begin. Trustee Carlson asked that legal counsel attend the September meeting to outline the changes and what the new process will be that people need to follow.

New Business:

BMOI Report – no report.

Ratification of Bow Mar Culvert Cleaning Proposal – Tabled until the map provided of the work done can be verified.

Approval of Public Safety and Municipal Court Services IGA – Trustee Wadsworth reviewed the proposed IGA and noted that the Denver/Boulder CPI is the increase amount annually, which is the same as it has been. Trustee Wadsworth did state that Columbine Valley removed the provision that if police hours spent on the Town are less than 12,000 hours, the Town gets a reduction in cost. Chief Cottrell said that this provision is not necessary because the hours are always entirely used. Trustee Ramsden asked if the Town should consider increasing police services due to the complaints about safety/crime? Mayor Feldkamp noted that if traffic study outlines need for more safety options, that will be a time to discuss increases with Columbine Valley.

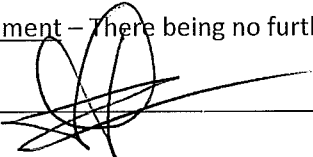
Also, the Building IGA was discussed. Mayor Feldkamp outlined the history of the building IGA with Columbine Valley. Two of the main reasons the Town went to Columbine Valley for the Building IGA was to have a secure place to drop permit money and the amount of working time being spent by the building commissioner was extremely high. The original cost for the IGA was \$40,000. With this renewal, a conversation took place about price and what time is spent on building and it was decided that the IGA should be closer to \$25,000. The price is set for two years. Looking

for increase in service to use the \$40,000. But, nothing worth selling and nothing worth buying. Both of these IGAs will be voted on in September.

Discussion on Road to Hope 5k Run/Walk – Jessie Schumacher addressed the Board about allowing a 5k run to take place in Town. He is part of The Road to Hope for Haiti, as many residents of Bow Mar are, and they typically hold this 5k at Clement Park. However, the park is booked this year and they would like to hold the race in the Town. There would be food trucks at the start/finish line. The placement of the start/finish line is flexible and the Trustees asked that the food trucks remain on the property of the start/finish line and do not sit on the street. Mr. Schumacher noted he would like to make this an annual event in Bow Mar. Trustee Fabricant moved to approve the request for the 5k in Town. Upon a second by Trustee Carlson, a vote was taken and the motion carried.

Discussions Regarding Sprint Small Cell Project – Mayor Feldkamp outlined the history of Sprint coming to the Town to ask for a tower. Sprint is proposing three options: a 21-foot tower, a 28-foot tower, and a 30-foot tower. The placement would be at Prospect and Bow Mar Drive, in the public property. Mayor Feldkamp has asked Sprint if other carriers can use the bandwidth also but is waiting for the answer. Town Attorney Carberry has provided a draft Master License Agreement for review. Mayor Feldkamp has also discussed the project with the former Mayor of Arvada to help answer questions. Due to Federal Regulations, the Town cannot prohibit this from happening but can work to control the design and size of the project. The Town Attorney will be asked, again, how to restrict the project regarding look and height of the tower.

Adjournment – There being no further business, the meeting was adjourned at 8:53 p.m.



Tom Feldkamp, Mayor



Sue Blair, Town Clerk