

**TOWN OF BOW MAR, COLORADO  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
AUGUST 15, 2016**

**CALL** The regular meeting of the Board of Trustees of the Town of Bow Mar was called to order on Monday, August 15, 2016 by Mayor Pro Tem Carrie McLaughlin. 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.

<b>PRESENT</b>	Mayor Pro Tem	Carrie McLaughlin
	Trustees	Jane Carlson
		Barb Cole
		Anne Justen
		Marsha Dennis
		Steve Fabricant
	Attorney	Brian Jumps (via telephone)
	Clerk	Sue Blair
	CV Police Chief	Bret Cottrell

**ABSENT** Mayor Tom Feldkamp

**ALSO PRESENT TO SPEAK:** M-A Williams  
Kathy Jones  
Doug Champion  
Debbie Krenz  
Bob Searns  
Chris Murdy

**Public Comment** – Mr. Williams thanked the Board for coordinating the paving project. The speed bump along Lakeshore Drive no longer exists and cars are speeding down the road.

**Variance** - Trustee Carlson discussed the requested variance for 4995 Larkspur Drive. In summary, due to drainage issues, it is necessary to raise the height variance an additional 10” – for a total 3’ variance. The drainage will be retained on the site. Trustee Justen asked about the impact on the neighbors. No impacts were noted. Trustee Carlson approved modifying the current sign to reflect the total approved variance. The variance was approved unanimously by motion. (Carlson/Cole)

**Metro Trail** – Mayor Pro Tem introduced Bob Searns who gave a presentation about the Metro Trail project. The project was discussed at a prior meeting, noting that the Town’s Jeffco Open Space funds could be used to help fund the project. Mr. Searns discussed the trail concept, where the concept had been used around the world, health and fitness benefits, and stewardship opportunities. In addition, he stated that the trail would tie together 5 state parks and county open spaces. The trail would be used year-round. The southern section of the Trail is the pilot project. Supporters of the Metro Trail include Conservation Green Belt, Volunteers for Outdoors

Colorado, South Suburban Park Foundation, Jefferson and Arapahoe Counties. The Trail would start at Aurora Reservoir ending at Red Rocks Park – about 75 miles. Approximately \$100,000 needs to be raised to start on the master plan. Arapahoe County is considering \$40,000 toward the design of the Trail. Communities will be contacted to participate in moving forward to start the project with a minimum of \$1 million. The total project is estimated between \$10-\$20,000,000, with a 5 to 20-year construction timeline. Discussion ensued regarding the limitation on the use of Jeffco Open Space funds held by Bow Mar due to the fact that there isn't public property within the Town. Trustee Justen moved that \$40,000 be allocated out of the Jeffco Open Space money held by Bow Mar toward the design efforts. Trustee Carlson seconded the motion. Trustee Fabricant stated that when this was first brought up the Board discussed possibly contributing a lesser amount and had requested additional information on the project that would be distributed to the Board. He stated that he was not in favor of voting on this matter as it was not an agenda item. He recommended that the matter be tabled to the September regular meeting. Attorney Jumps stated for transparency, the vote should be tabled. After discussion, the matter was tabled to the September meeting.

**Consent Agenda** – The Minutes of the Regular Meeting held on July 18, 2016 were unanimously approved by motion with the following amendment under “Audit”: Commissioner Dennis asked that it be noted that Commissioner McLaughlin requested the information Ms. Pitinga used in her statement directly from the town CPA without informing him that her request was in response to a resident's inquiry and that the Treasurer/Finance Commissioner, Mayor, Clerk and other Trustees were unaware of this request and its release. The information was used to urge the Trustees to not accept the 2015 audited financial statements, as quoted from Ms. Pitinga's documented statement, which she provided to the Clerk.  
(Dennis/Carlson/Unanimous)

The Treasurer's Report and payments made in July were approved unanimously by motion. (Carlson/Cole/Unanimous). It was requested that General Ledger detail be included as part of the check register.

### **Commissioner Reports:**

**Public Safety** – The public safety report and Police Chief's reports were approved unanimously by motion. (Carlson/Dennis/Unanimous).

**Finance** – Commissioner Dennis reported that for the month of July, the total revenues were 95% of the year-to-date budgeted amount while operating expenses were at 37%. General government was 60% of budget, public safety 58%, parks and rec 54%, and public works 9%. It should be noted, that the public works percent of expense to budget will significantly change once the invoice for the road repairs on Lakeshore Drive and Bow Mar Drive has been paid. These projects were part of this year's road mill levy repair project.

Total year-to-date operating surplus was \$427,979 and the net non-recurring income (building permits/road impact fees less building inspection expense) of \$151,497 results in a total year-to-date surplus of \$579,476.

The July financials were approved unanimously by motion. (Carlson/Cole/Unanimous).

**Building** – Commissioner Carlson noted that it has been a busy month with building permits. It was confirmed that permits were needed for sewer line repairs. Repairs made on homeowner property are signed off by Trustee Carlson. If a street cut is required, Trustee Fabricant must also sign off along with the Board of Trustees. Two different permits may be required. No questions were presented regarding her written report.

The building report was approved unanimously by motion. (Dennis/Cole/Unanimous).

**Parks and Recreation** - Commissioner McLaughlin reported there is ongoing weed maintenance in Mary's Meadow. Noxious weeds are a problem. Not doing as much mowing due to lack of rain. Trimming is going on at this time. The graphic provided regarding weeds was great. Trustee McLaughlin stated that the Colorado Department of Agriculture's website is a great resource to identify noxious weeds.

The parks and recreation report was approved unanimously by motion. (Fabricant/Dennis//Unanimous).

**Public Works** – Commissioner Fabricant reported an email was received from Jason McGregor on August 12<sup>th</sup> regarding the speed bump referenced by M-A Williams. Responses were: (1) no markers have been painted on the speed bump or striping done at the stop sign; (2) Bowman will be measuring heights of speed bumps. If they have to be increased, the Town will pay for that expense; (3) safety is first and foremost. Trustee Fabricant hasn't seen the costs for striping or marking. Attorney Jumps will be asked to review the Municipal Code for required speed bump heights. Trustee Cole suggested reviewing the Model Traffic Code also.

Commissioner Fabricant reported that Bowman Consulting did send off their Drainage Study and they are going to educate Trustee Fabricant on their recommendations. A report will be given at the September Board meeting.

Street Cut Permit for 5190 Lakeshore – Krenz's property. Mr. Champion and Ms. Jones addressed the Board regarding plans to move the driveway, noting the following: visibility is better at the new location, there is a 54 foot offset between driveways, vegetation will be enhanced on the berm, swamp cooler will be built into the roof. The improvements have been approved by the ACC. Approval of moving of the driveway will required a 4 to 2 vote of the Trustees. An engineering report will be provided to the Trustees well in advance of the second reading on the permit. Attorney Jumps will be asked to review the Model Traffic Code for required distances between driveways.

The public works report was approved unanimously by motion. (Cole/Dennis/Unanimous).

**Intergovernmental** – Commissioner Anne Justen reviewing her written report. The intergovernmental report was approved unanimously by motion. (Carlson/Dennis/Unanimous).

**Attorney Comments** – There were none.

**Clerk Comments** – No report was given.

**Mayor's Report** – No report was given.

**BMOI Report** – Mr. Murdy reported that the season has gone very well. The beach will be closed on September 10<sup>th</sup>. The Fun Run and pancake breakfast were well attended, as were the bands at the beach. A succession plan for Board members is being reviewed for next year. One bid for the marina improvements came in within budget, and the Board is waiting on a second bid. By October, the Board will be ready to go back to the ACC for the clubhouse. There are a few neighborhood issues to work out, but we are anticipating a permit in October or November. The BMOI meeting is moved to August 24<sup>th</sup>. There will be a change in access to the marina to the north end and the bridge will be relocated. Mr. Murdy will be staying on the Board until the marina and clubhouse projects are completed. Boats will need to be moved at the end of the season, and plenty of warning will be given.

**Old Business:**

Update on Intergovernmental Agreement with the Columbine Valley to Provide Building Department Services.

Trustee Carlson reported that she has been meeting with the CV Town Manager every two weeks to go through procedural items. Some processes have been outlined except the office will be located at Columbine Valley. She has toured the boundaries with JD and Stephany and has provided complete maps to Columbine Valley.

**New Business:**

Trustee Fabricant presented a request on behalf of Brad Tucker that the Town consider implementing a policy that bicyclists can treat a stop sign as a yield sign. The Trustees asked Chief Cottrell if he tickets bicyclists who do not come to a complete stop. He stated that he doesn't ticket unless there is an unsafe situation. He does hand out a few written warnings. Further details will be presented at the September meeting. Attorney Jumps will be asked to review the Model Traffic Code and provide his opinion on this issue.

**Executive Session:** Not needed.

**Adjournment**            There being no further business, the meeting was adjourned at 8:34 p.m. (Dennis/Carlson/Unanimous).

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*Carrie McLaughlin, Mayor Pro Tem*

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*Sue Blair, Town Clerk*