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TOWN OF BOW MAR, COLORADO
BOARD OF TRUSTEES
MINUTES OF THE SPECIAL MEETING HELD ON
JANUARY 22, 2024

A special meeting of the Board of Trustees of the Town of Bow Mar, Colorado was held on Monday, January 22, 2024, at 7:00 p.m., at the Columbine Valley Town Hall, 2 Middlefield Road, Columbine Valley, Colorado.

Present:

Mayor:	Bryan Sperry
Mayor Pro Tem:	Marsha Dennis
Trustees:	Leslie Hinton
	Margo Ramsden
	David Peterson
	Andy Swanson

Absent was Trustee Carlson whose absence was excused.

Also, in attendance were:

Ken Fellman and Wilson Scarbeary, Wilson Williams Fellman Dittman, Town Attorney
Bret Cottrell, Police Chief
Sue Blair and Kayla Blair, CRS of Colorado
Kim Crawford and Courtney Diguardi, Butler Snow LLP
Amy Canfield, Stifel & Co.
Terry Weis, Town Inspector
Chris Mease, Resident
Mike Sullivan, Resident
Anothony Valdez, South Metro Fire

Agenda: Upon motion duly made, seconded, and unanimously carried, the agenda was approved as presented.

Consent Agenda: Upon motion duly made, seconded, and unanimously carried, the minutes were approved as presented.

Public Hearing – Board of Adjustment: Trustee Dennis opened the public hearing at 7:06 p.m. Mr. Sullivan was present and addressed the Board regarding his requested variance for placement of a shed. The board denied the shed placement and requested that the shed must not be visible from the street. After discussion, the Board requested that Mr. Sullivan provide an aerial of his property showing the new location of the shed per the discussion, and that he will need to get a signoff from his neighbor. He will then provide this information to the Board. The public hearing was continued to the February meeting of the Board.

Building Code: Mr. Fellman provided an overview of the suggested changes that were made to the building code. He thanked Mr. Weis, Building Commissioner Carlson and Wilson Scarbeary for their work on the changes. Mr. Weis spoke to the Board about the changes to "mirror" Columbines Valley's code, in addition to adopting the 2023 electric code and so that the Town is on the same page with South Metro Fire. A discussion occurred regarding processes on building applications and requirements that residents would need to adhere to. Trustee Peterson suggested adding a section on rough grading and a construction staging plan and enforcement. Also, vehicle

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tracking control (dirt and mud on the roads). Contractors are required to keep streets clean. The Board and Mr. Weis discussed possible necessary changes to Chapter 16 in order to add certain changes. Mr. Weis requested that if the Board sees any violations relating to construction staging, etc., that he be contacted so he can reach out to the contractor and homeowner regarding the violation.

2024 Election Resolution: Ms. Crawford presented changes to the Election Resolution discussed with the Board. The limits contained with the Tax Increase/Debt For Streets question the debt was increased to $2,200,000 with a maximum annual payment of $250,000. In addition, the question regarding the expiring ten mills currently collected for road improvements, the question was modified to indicate "without increasing the Town's existing mill levy rate of 10 mills . . .". Upon motion duly made, seconded, and unanimously carried, resolution 2024-01 was approved with the changes presented.

Commissioners Reports:

Public Safety: Chief Cottrell reviewed the monthly report with the Board. He told the Board that they are 100% staffed.

Finance: Trustee Dennis reported that as of December 31st, total revenue was 132% of the year-to-date budgeted amount while operating expense was at 104%. General government was 85% of budget, public safety 100%, parks and rec 280%, and public works 83%.

Total year-to-date operating surplus is $194,139 and the net non-recurring income (building permits/road impact fees less building inspection expense) of $368,307 results in a total year-to-date surplus of $562,446.

In December, we did not collect any property tax or road mill funds. Other sources of revenue included specific ownership tax, highway user tax, interest and Xcel franchise tax. All expenses were as anticipated.

Building: The Board reviewed the report included in the meeting packet.

Parks and Recreation: Trustee Hinton is getting prices to fix the Sheridan entrance wall that was damaged during an auto accident. The first draft of the landscapes plans for the entrance to Mary's Meadow, pocket park, will be reviewed this week. The contractor that will fix the drainage and erosion on Mary's Meadow path will begin repairs as frost subsides. Holiday decorations (wreaths and garland) have been taken down and the lights will be taken down soon.

Public Works: Trustee Peterson reported that the new speed signs are up throughout the Town.

Intergovernmental: Trustee Swanson let the Board know that he is still working with Mr. Fellman on fiber connections with Century link. Also, he has heard from Grant Ranch that they will be replacing a fence in late May and will contact the Town when they start work. Trustee Dennis mentioned that the tops of the fence should have pointed tips to help prevent climbing over the fence.

Attorney's Report: Mr. Fellman told the Board that he would like to start to look at the right of way regulations on the code. He sent a model code to Trustee Peterson and Mr. Minor and it is waiting for feedback from both.

Clerk's Comment: Ms. Blair stated that President's Day falls on the next regular meeting date and asked if the Board would like to move the meeting to February 26, 2024. After discussion, the Board set the meeting for February 26, 2024, at 7 p.m. Ms. Blair also updated the Board on the status of the April 2nd election. Today at 5:00 p.m. was the deadline to file a nomination petition. She has received two petitions for Mayor and twelve petitions for Trustees.

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Mayor's Report: Mayor Sperry reported that the construction kickoff meeting for the installation of the Flock camera on Sheridan at Tufts will occur on Thursday. This camera will enhance safety by adding Flock camera capabilities to the remaining uncovered town entrance. He mentioned that safety has been a focus of the trustees over the past year and he reviewed a number of significant safety items that have been accomplished over the past two years including returning the Flock cameras to good working order along with the addition of the new camera at Tufts, the remodel and safety modifications at the Berry curve, and the intergovernmental agreement with the City of Denver to provide for the first time, Town of Bow Mar police coverage to Mary's Meadow. Mayor Sperry shared additional observations from his time spent with the Columbine Police officers and emphasized that the patrolling time of Columbine Valley and Bow Mar are very complementary to one another, and the policing needs of both communities were very similar making the Columbine Valley police force uniquely qualified to handle the police needs of our town. Following the renewal last month of the Columbine Valley policing agreement through December 2024, he recommended that the police IGA with the Town of Columbine Valley be extended long term and was hopeful that this could be accomplished within the next several months.

Old Business:

RV Ordinance: Upon motion duly made, seconded, and unanimously carried, the RV Ordinance was approved as presented.

New Business:

Contract with David Evans on Traffic Calming: Upon motion duly made, seconded, and unanimously carried, the contract was approved as presented.

Engagement Letter with Stifel and Company: Upon motion duly made, seconded, and unanimously carried, the engagement letter was approved as presented.

Engagement Letter with Butler and Snow: Upon motion duly made, seconded, and unanimously carried, the engagement letter was approved as presented.

Reappoint Town Attorney and Approve new Representative Agreement with New Firm: Upon motion duly made, seconded, and unanimously carried, the Board approved Resolution 2024-02 and Resolution 2024-03 reappointing Mr. Fellman as the Town's Attorney and approval of the new firm.

Adjournment: There being no further business to come before the Board, the meeting was adjourned at 8:45 pm.

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Bryan L. Sperry
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DocuSigned by:
Sue Blair
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Bryan Sperry, Mayor

Sue Blair, Town Clerk