

**TOWN OF BOW MAR, COLORADO
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING HELD ON
JUNE 19, 2023**

A regular meeting of the Board of Trustees of the Town of Bow Mar, Colorado was held on Monday, June 18, 2023, at 7:00 p.m., at the Columbine Valley Town Hall, 2 Middlefield Road, Columbine Valley, Colorado.

Present:

Mayor Pro Tem: Marsha Dennis
Trustees: Jane Carlson
Leslie Hinton
Margo Ramsden
David Peterson
Andy Swanson

Absent was Mayor Bryan Sperry.

Also in attendance were:

Ken Fellman, Esq.; Kissinger & Fellman, Town Attorney
Bret Cottrell, Police Chief
Sue Blair, Town Clerk

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 Treasurer's Report and vouchers payable were approved as presented, as well as the minutes of the May 15 and May 24, 2023 meetings of the Board.

Public Comment: There was none.

Commissioners Reports:

Public Safety: Chief Cottrell reviewed the monthly report with the Board.

Chief Cottrell stated that all 911 calls should be directed to the Arapahoe County dispatch center. If you call 911 and reach the Jeffcom (Jefferson County) dispatch center, do not provide any information to them regarding your address, etc. Immediately request that they transfer you to the Arapahoe County dispatch center. This will significantly speed up the response time to your emergency.

Trustee Ramsden requested that the yield sign at the traffic signal be removed as it is causing confusion.

Finance: Trustee Dennis reports that for the month of May, that total revenue was 62% of the year-to-date budgeted amount while operating expense was at 24%. General government was 29% of budget, public safety 41%, parks and rec 33%, and public works 10%.

Total year-to-date operating surplus was \$401,367 and the net non-recurring income (building permits/road impact fees less building inspection expense) of \$199,427 results in a total year-to-date surplus of \$600,794.

In May, we collected \$155,964 in property tax or road mill funds. Other sources of revenue included specific ownership tax, highway user tax, interest, cable and Xcel franchise tax. The road sign replacement cost was \$18,675. All other expenses were as anticipated.

Building: Trustee Carlson reviewed the May 2023 building report. In May, the Town collected \$30,565.50 in permit fees, \$28,152.05 in transportation utility fees, license fees totaling \$780.00, for a total collected of \$59,497.55. The building inspector was paid a total of \$7,555.00.

Parks and Recreation: Trustee Hinton reported that an additional seven signs are being painted. The Board thanked the volunteers for their contribution to Bow Mar.

Public Works: Trustee Peterson reported that that he has learned that the federal funding has been delayed and the Town will probably not see it until 2024. Some of the road improvements will be postponed until 2024. Trustee Peterson will work with the engineer to send a notice of RFP for the Town Clerk to publish.

Trustee Peterson reported that he has met with several homeowners regarding drainage issues due to the excessive rainfall. Some residents have natural landscaping at their homes that runs into their homes instead of flowing into culverts. Trustee Peterson is working with the Town's engineer to address some of the drainage issues.

Trustee Peterson asked Mr. Fellman if he is aware of a template for a public works manual. Mr. Fellman will look into this issue. Town Clerk Blair mentioned that he has requested information from the Town of Columbine Valley.

Trustee Peterson reported that white plastic posts along the Berry Curve are provided by Littleton. The Town's wood posts have been knocked down.

Intergovernmental: Trustee Swanson reported that he has received pond reports from Grant Ranch for March, April and May 2022. The May 2022 report reflected high soil levels. No reports have been provided in 2023. The reports are prepared after a rain event. Trustee Swanson will be contacting Grant Ranch again to request 2023 reports.

Attorney's Report: Mr. Fellman reported that the IGA for Mary's Meadow was forwarded to Denver on June 8th. He is waiting for receipt of the executed IGA.

Mr. Fellman invited the Board to the CML conference on Tuesday evening for dinner.

Colleen McCrosky is leaving the firm in mid-July. She accepted a position in Washington D.C. The Board thanked Ms. McCrosky for her dedicated work to the Town and wished her the very best in her future endeavors.

Mr. Fellman will not be available at the July 17th regular meeting. Someone from the firm will be attendance the meeting in his absence. Trustees Hinton, and possibly Trustee Ramsden, will not be in attendance at the July 17th regular meeting.

Mayor's Report: There was no report at this time.

Old Business:

Update on 2023 Road Improvements: Trustee Peterson gave an update on this project to the Board.

Bridle Path Improvement Project Bid: Trustee Hinton reported that tree trimming will be completed this coming Saturday, with the project starting next Monday, June 26th. Trustee Hinton and Clerk Blair will prepare a notice that will be posted on the Town's website as well as eblasted to the community. In addition, Trustee Hinton will deliver notices to homes that are affected by the project.

New Business:

Discussion of/vote on the CDBG Urban County Requalification Process: Upon motion duly made, seconded and unanimously carried, the Board opted out of the CDBG Urban County Requalification Process.

DocuSigned by:
Adjournment - There being no further business to come before the Board, the meeting was adjourned at 7:53 p.m.
Marsha Dennis
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Sue Blair
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Marsha Dennis, Mayor Pro Tem

Sue Blair, Town Clerk