

RECORD OF PROCEEDING

MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES OF

THE TOWN OF BOW MAR

HELD MONDAY, MARCH 17, 2025

A regular meeting of the Board of Trustees of the Town of Bow Mar, Colorado was held on Tuesday, March 17, 2025, at 6:00 p.m., at Columbine Valley Town Hall, 2 Middlefield Road, Columbine Valley CO, 80123.

Present:

Mayor Sperry: Bryan Sperry

Mayor Pro Tem: Leslie Hinton

Trustees: Jane Carlson
David Peterson
Chris Mease
Liz Osborne-Manning

Absent was Trustee Chrisman whose absence was excused.

Also, in attendance were:

Wilson Scarbeary, Esq.; Wilson Williams Fellman Dittman, Town Attorney
Sue Blair; CRS of Colorado
Kayla Blair; CRS of Colorado
Bret Cottrell, Police Chief
Jesse Adkins, DRB and Resident
Kim Sperry, DRB and Resident
Rick Pilgram, Resident

AGENDA:

Upon motion duly made, seconded, and unanimously carried, the agenda was amended by moving the items of the code recreational zone guidelines and the lighting guidelines to the top of the agenda.

PUBLIC COMMENT:

Mr. Pilgram told the Board that he is going to run for a position on the Board for the South Suburban Park and Recreation District. He wants to have a “voice” of the western side of the district and asked the Board that if they lived in Arapahoe County, if they could fill out an absentee ballot so they could receive a ballot and vote. Mayor Sperry thanked him and wished him the absolute best, noting that it would be great for a district board member to reside within the Town and that he would make a fantastic addition to the South Suburban board.

RECREATIONAL ZONE DISTRICT DRB GUIDELINES:

Mayor Sperry gave an overview on this matter and noted that the Town had given the DRB a draft of these guidelines to review. The mayor introduced Mr. Adkins and Ms. Sperry who currently serve on the DRB. Mr. Adkins went over the DRB’s approach to the document and said it was a good first draft. He reviewed it with the Board and highlighted the section on height. Overall, the process has been tightened up with requirements. There are three important items that the DRB board really focused on for the recreational zone district: height, landscaping and setbacks. It was recommended that these guidelines be in place as soon as possible as there are currently no design review guidelines for the recreational zone district. After further discussion, and at the next meeting, the Board will consider approval of the proposed recreational zone guidelines along with further review of the recreational zoned parcels throughout the Town. The Town’s attorney will draft appropriate documentation for the trustee’s consideration.

PUBLIC SAFETY:

Chief Cottrell reviewed his report, noting that it was another good month with low incidents. He met with the Mayor, Public Safety Trustee Mease and the new BMOI president, Prairie Robinson regarding issues that BMOI has been having for the past several years at the beach. Trustee Mease mentioned that instituting closing times at the beach would be helpful and that BMOI would consider taking such steps. Chief Cottrell indicated that most of Bow Mar’s neighboring communities including Columbine Valley had curfews in place and suggested the Town adopt an ordinance defining curfews for Bow Mar and recommended matching the times with the BMOI’s proposed times for the beach. Trustee Mease thanked Chief Cottrell for his time and efforts and would discuss further having the Town consider an ordinance defining curfews to continue to improve safety throughout the community.

LIGHTING GUIDELINES:

Mr. Adkins reviewed the DRB’s efforts to update current lighting guidelines. He mentioned that with LED lighting now prevalent and replacing incandescent lighting, the guidelines needed to be updated. Draft lighting guidelines were presented to the trustees for review and it was noted that the guidelines were in “tune” with the Town. He outlined the minimum and maximum lighting recommendations and discussed balancing lighting and safety concerns with dark areas throughout the Town.

CONSENT AGENDA:

The consent agenda including minutes, payables and Treasurer's report were approved as presented.

COMMISSIONERS REPORT:

Finance: Ms. Blair presented the monthly financial report to the Board. Mayor Sperry highlighted that the Town is in a strong financial position, thanks to a conservative fiscal approach and the successful passage of Ballot Measure 2B in the last election. He emphasized the importance of maintaining the Town's assets, noting that with long-term capital plans now in place and the necessary resources to fund them, the community can effectively sustain its roads and open spaces both now and in the future.

Mayor Sperry stressed that while rehabilitating capital assets is crucial, it is equally as important to ensure ongoing maintenance once those projects are completed. He also pointed out the Town's success in securing grant funding for various capital projects. A recent example is the bridle path along Bow Mar Drive completed in 2023. Additionally, Briana's Park, currently under construction at the entrance to the Town's open space, Mary's Meadow, is being fully funded with Jefferson County Open Space funds. Upon completion in early summer 2025, Briana's Park will create a beautiful entrance to Mary's Meadow and will be the latest in a string of improvements to our town's open spaces.

Building: Trustee Carlson reviewed the monthly report with the Board. During the month of March, the Town collected \$ 3,950.48 in permit fees, \$740.00 in license fees and \$1,683.78 in transportation utility fees, for a total collection of \$6,374.26. The payment to the building inspector was \$2,552.50.

Parks and Recreation: Trustee Hinton told the Board that Briana's Park is moving along smoothly. She also noted that the Berry curve is getting surveyed and will be the next area of focus to be cleaned up and improved.

Public Works: Trustee Peterson let the Board know that the bid packages are 95% complete and Jason Miner, the town's engineer, is almost complete with the invitation to bid for the summer 2025 road paving projects.

Intergovernmental: Trustee Manning told the Board that by the next meeting, she will have bids for the new trash contract.

CPS Code Enforcement Assistance: The Mayor would like the current focus to be on getting any required new codes and/or updates in place first and then pivot to any needed code enforcement.

Clerk's Comment: The next regular meeting of the Town will be held on Monday, April 21st at the Town of Columbine Valley at 6:00 p.m. Clerk Blair also noted that the 2024 audits should be presented at the April meeting for both the Town and The Foundation.

ATTORNEY REPORT:

None currently.

OLD BUSINESS:

Review and Approve Coyote Management Policy: Mayor Sperry reviewed the new proposed coyote management policy with the Board. Upon motion duly made, seconded, and unanimously carried, the coyote management policy was approved.

Home Rule Charter Process and Discussion of Home Rule vs. Existing Statutory Structure: Mayor Sperry reported that he had done significant research on this item and highlighted the number of other Denver Metro communities that have moved to home rule status. Mr. Scarbeary reviewed a power point regarding processes if the Board decides to move towards home rule jurisdiction.

NEW BUSINESS:

DRB Candidate Discussion: Trustee Carlson reviewed the bios of the three candidates who applied to serve on the DRB Committee. There will be six members on the DRB Committee. Upon motion duly made, seconded, and unanimously carried, Mike Ruger, Shane Fable and Kim Sperry were appointed to the DRB Board.

ADJOURNMENT

DocuSigned by:
There being no further business to come before the Board, the meeting was adjourned at 8:16 p.m.
Bryan L. Sperry
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DocuSigned by:
Sue Blair
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Bryan Sperry, Mayor

Sue Blair, Town Clerk