

## RECORD OF PROCEEDING

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### MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES OF

### THE TOWN OF BOW MAR

HELD MONDAY, JUNE 17, 2024

A regular meeting of the Board of Trustees of the Town of Bow Mar, Colorado was held on Monday, June 17, 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: Leslie Hinton

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

Absent was Trustee Chrisman whose absence was excused.

Also in attendance was:

Wilson Scarbeary, Esq.; Wilson Williams Fellman Dittman, Town Attorney  
Sue Blair, Town Clerk; CRS of Colorado  
Sergeant Jamie Milliman; Columbine Valley Police

### AGENDA

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

### PUBLIC COMMENT

There was no public comment

## **CONSENT AGENDA**

Upon motion duly made, seconded, and unanimously carried, the minutes were approved as presented. In addition, the payables and Treasurer's Report were approved.

### **COMMISSIONERS REPORT:**

Public Safety: Sergeant Milliman reviewed the monthly report with the Board. He stated that once the weather is nice folks come into the Town from Denver. He is riding his bicycle through Town in the early mornings. Mayor Sperry requested 2023 and 2024 YTD incident reports so that he continue to watch trends within the Town. Also, it was mentioned that the cameras being a visual deterrence is helping with incidents throughout the Town. Mayor Sperry thanked Trustee Mease for coordinating the July 6<sup>th</sup> bike rally.

Finance: Town Clerk Blair reviewed the newly formatted financial statements with the Board

Building: Trustee Carlson reviewed the monthly report with the Board. During the month of May, the Town collected \$15,570 in permit fees, \$1,260 in license fees and \$1,805 in transportation utility fees, for a total collected of \$18,635. The payment to the building inspector was \$7,555. Trustee Carlson noted that effective July 1, the license fee is cut in half for the remainder of the year. Clerk Blair will look into a deposit machine for Columbine Valley staff to use to make deposits into the InBank account.

Parks and Recreation: Trustee Hinton reported that the flowers are planted, and the Sheridan entrance is complete. She is monitoring the pet stations as they are filling up quickly with waste. After discussion, the Board approved an increase to twice per week service. Corrections are being made to the drainage ditch at Mary's Meadow. The pocket park is on hold waiting for Xcel Energy. Trustee Peterson had the Russian olive trees along the west side of Sheridan trimmed. Sergeant Milliman complimented the Board on how the weeds are being managed along the bridle path along Bow Mar Drive.

Public Works: Trustee Peterson reported that his items would be discussed under new business.

Intergovernmental: Trustee Manning reported that she spoke to someone at CLA (Grant Ranch's Public Manager) who stated that the ponds have been retested, and levels are within an acceptable range. She requested CLA distribute the reports to both the town and BMOI on an ongoing basis. The fence replacement along the Grant Ranch boundary will be replaced this fall, the replacement fence will be like kind. They are requesting that the Town allow access for Grant Ranch to mow a 4-5 foot area along the fence line, as this has been done in the past. Grant Ranch neighbors are complaining about the appearance of the area. Discussion ensued regarding whether the Town had an easement to maintain this area. In addition, there is an irrigation line that runs across Town property. The Board requested that Mr. Scarbeary look into the status and/or need of easements for these items. Trustee Manning will provide information to Mr. Scarbeary.

Clerk's Comment: Clerk Blair reported that Kyle Logan, the Town's auditor, will be attending the July meeting to present the 2023 audits. The meeting is scheduled for July 15. Clerk Blair reported that there is now a complete spreadsheet that tracks all permits for the Town, including payment information.

Attorneys Report: Mr. Scarbeary requested that the Board consider approval of a Resolution designating the official public notice location on the Town's website. Trustee Hinton moved to approve the Resolution as presented. Upon second by Director Peterson, vote was taken, and motion carried unanimously.

There was an extensive discussion regarding the Urban County Community Block Grant (CDBG). The Town participates with Jefferson County; however, not with Arapahoe County. Arapahoe County reached out to the Mayor regarding participation in the program. Trustee Hinton questioned whether there was any benefit to the Town in participating. This matter was tabled to a future meeting of the Board.

The Mayor was contacted by the Patrick Bennett Reservoir Company requesting that the Town consider entering into an agreement regarding dock construction. Trustee Carlson stated that the DRB revised guidelines approximately three years ago. Trustee Hinton stated that she was concerned entering into an agreement with the Reservoir Company and BMOI that would dilute the Town's authority on such matters. After discussion, the Board requested that the current DRB guidelines be provided to the Reservoir Company for review. Any recommended changes would need to go before the DRB Board for consideration and must be approved by the board.

Mayor's Report: Mayor Sperry stated that the Town has completed many landscaping projects over the last two years. He thanked Trustee Hinton for her latest work along the north side of the Sheridan entrance, stating that it looks great. He stated that the trees have been trimmed on Prospect thanks to the help of Trustee Peterson, and on Sheridan thanks to Trustee Hinton. The Berry entrance now has lighting and along with new lighting. The Bridle Path completed last year continues to receive a lot of use by residents.

He stated that when Bow Mar had its own police force years ago, residents knew the officers by name and vice versa. Mayor Sperry would like to see additional events with the police over the next two years to bring our community and law enforcement closer together. He encouraged residents whether they had children or not to stop by the bike rally being held on July 6<sup>th</sup> to meet the officers. For kids, the event will be not only an opportunity to learn more about bike safety but also a chance to see the police vehicles and get to know, and learn the names of the people that help protect Bow Mar.

Old Business: There was not any new business brought before the Board.

New Business: Trustee Peterson reviewed the contract with New West for the 2024 roadway improvement project for Sombrero, Longhorn and Bow Mar Drive between Yellowstone and Sheridan. The contract amount for these improvements is \$608,350. Trustee Peterson discussed allowances contained within the bid that may decrease the contract amount. Trustee Peterson moved that the Board approve the Resolution approving the 2024 roadway improvement contract. Upon second by Trustee Carlson, vote was taken, and motion carried unanimously.

Trustee Peterson reviewed an updated right-of-way permit that increases the Permit Fee from \$200 to \$400 and increases the inspection fee from \$100 to \$200. The Town's engineer's hourly rate is \$190. In most cases, the current fee structure does not cover the actual costs of review and inspection. Trustee Hinton stated that she is not in favor of increasing fees to the Town's residents. Director Peterson moved that the Board approve the updated ROW Permit increasing fees as noted. Upon second by Trustee Carlson, vote was taken, and motion carried 4 to 1, with Trustee Hinton voting against the motion.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 8:43 p.m.

Permitted By:  
*Bryan L. Sperry*  
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Permitted By:  
*Sue Blair*  
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*Bryan Sperry, Mayor*

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*Sue Blair, Town Clerk*