

TOWN OF COLUMBINE VALLEY

BOARD OF TRUSTEES

Minutes

May 17, 2016

Mayor Champion called the Special Meeting of the Trustees to order at 5:00 p.m., in the Conference Room at the Town Hall at 2 Middlefield Road, Columbine Valley, Colorado. Roll call found the following present:

Trustees: Richard Champion, Dave Cope, Kathy Boyle, Gale Christy, Bill Dotson, Bruce Menk and Roy Palmer

Also present: Ed Icenogle, Pat Fitzgerald, Lee Schiller, Jeff Tempas, J.D. McCrumb, Phil Sieber, Brent Kaslon, and Troy Carmann

Mr. Schiller introduced Mr. Icenogle to the Trustees as an expert on metro districts and presented an engagement letter from Mr. Icenogle to be retained as special counsel on the topic of metro districts.

ACTION: upon a motion by Trustee Menk and a second by Trustee Christy, the Board of Trustees unanimously approved accepting the terms of Mr. Icenogle's letter and authorized Mayor Champion to sign the letter.

EXECUTIVE SESSION: Upon a motion by Trustee Palmer and a second by Trustee Cope, the Board unanimously approved entering into executive session at 5:09 p.m. for the purpose of receiving legal advice on metro districts under CRS 24-6-402(4)(b).

RETURN TO THE RECORD: The Board returned to the record at 6:26 p.m.

The meeting was recessed at 6:27 p.m.

Mayor Champion called the Regular Meeting of the Trustees to order at 6:30 p.m., in the Conference Room at the Town Hall at 2 Middlefield Road, Columbine Valley, Colorado. Roll call found the following present:

Trustees: Richard Champion, Dave Cope, Kathy Boyle, Gale Christy, Bill Dotson, Bruce Menk and Roy Palmer

Also present: Lee Schiller, Jeff Tempas, J.D. McCrumb, Bret Cottrell, Phil Sieber, Troy Carmann

MINUTES: The minutes of the April 19, 2016 meeting were approved as corrected.

SWEARING IN OF TRUSTEES: Mayor Richard Champion swore into office Trustee Kathy Boyle.

AGENDA CHANGE: Mayor Champion proposed adding the appointment of an Alternate P&Z Commissioner to the meeting's agenda.

ACTION: upon a motion by Trustee Palmer and a second by Trustee Cope, the Board of Trustees unanimously approved adding the appointment of an alternate P&Z Commissioner.

CITIZEN CONCERNS: Michael Bratcher, Manager of the CCC, provided the Trustees with a brief update of the Clubs construction progress, including the opening of the Pool facility in one week and the opening of Columbine on Main three to four weeks later.

There were no HOA representatives and no other public comments.

MAYOR'S COMMENTS: Mayor Champion had no additional comments.

TRUSTEE COMMENTS: Trustee Boyle updated the Board on a situation regarding the Town's contract inspectors who also work with Littleton. The City of Littleton has suspended the individuals' ability to work for Columbine Valley. Staff has implemented a temporary solution and negotiations with Littleton will continue.

Trustee Dotson updated the Trustees on his conversation with the Club regarding shared server space. Those conversations are still ongoing.

TOWN ADMINISTRATORS REPORT: Mr. McCrumb presented the attached report.

POLICE CHIEFS REPORT:

- Chief Cottrell presented the attached report for April 2016
- Chief Cottrell informed the Trustees on coyote attacks in the area, on theft in Burning Tree, on some IT issues that have been ongoing and on the upcoming Denver Active 20/30 event

TOWN TREASURERS REPORT:

Mr. Tempas presented the Trustees with the past four months of financial reports, including three months of numbers that had been revised based on minor changes from the 2015 audit.

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

- **Appointment to the Planning and Zoning Commission:** Trustee Dotson submitted to the Board a recommendation to fill the open Alternate Commissioner seat on the P&Z. Mr. Jim Tarpey was the unanimous recommendation of the interview team including Trustee Dotson and P&Z Chairwoman Graham.
ACTION: upon a motion by Trustee Palmer and a second by Trustee Dotson, the Board of Trustees unanimously approved Mr. Jim Tarpey's appointment to the Planning and Zoning Commission, as an Alternate member, effective immediately.
- **2015 Town Audit:** Mr. Tempas, Mr. Mark Elmshouser and Mr. John-Paul LeChevallier presented the 2014 Financial Audit of the Town. Notes of interest include required changes in pension accounting and the ongoing management comment noting the importance of strict oversight by the Treasurer because of minimal checks and balances due to limited administrative personnel. The auditors have given the Town a clean financial audit. They found no misappropriation, mismanagement or fraud in the handling of any funds by staff or management of the Town. They will file the audit with the Department of Local Affairs with the State of Colorado.

ACTION: upon a motion by Trustee Cope and a second by Trustee Palmer, the Board of Trustees unanimously approved the 2015 audit.

- **Pavement 2016 Update:** Trustee Palmer and Troy Carmann presented the Board with the 2016 road improvement plan. This included the proposed areas to be worked on (Niblick, Wedge and the back stretch of Fairway), gutter pan replacement and the timing of the project. After Discussion on the scope of work and cost, the Trustees recommended also moving forward with replacement of Middlefield from Aljor to Club Lane. No action was necessary.

Trustee Palmer also informed the Trustees that he intended to bring a 30 year road plan including cost estimates for discussion at the June meeting.

- **Willowcroft Sewer:** Mr. Schiller presented to the Trustees a brief update on a recently discovered problem with the sanitary sewer in the Willowcroft subdivision. The water and Sanitation district is addressing this issue with Taylor Morrison and at this time there is no request or need for Town intervention. No action was necessary.

ADJOURNMENT: There being no further business, the meeting was adjourned at 8:36 p.m.

Submitted by,
J.D. McCrumb, Town Administrator

** All reports and exhibits listed "as attached" are available on the Columbine Valley web site and by request at Town Hall, 2 Middlefield Road.*