

TOWN OF COLUMBINE VALLEY

BOARD OF TRUSTEES

Minutes

September 20, 2016

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, J.D. McCrumb, Jeff Tempas, Phil Sieber, Jeremy Hayden, Michaela Weber and Bret Cottrell

MINUTES: The minutes of the August 16, 2016 meeting were approved.

CITIZEN CONCERNS: Michael Bratcher, Manager of the CCC, provided the Trustees with a brief update of the Clubs construction progress and the new opening date of Columbine on Main. He also briefed the Trustees on the cart barn fire.

There were no HOA representative comments.

Bill Mills, 2 Brassie Way, has concerns with the threat of a WPF disconnection from the Town. Believes the Trustees should get involved at this time. Mr. Schiller indicated that the land use process is still applicable and should be followed.

Ernie Hambrook 57 Fairway Lane, asked for clarification on the disconnection process and the possibility of a Town appeal.

MAYOR'S COMMENTS: Mayor Champion informed the Trustees and public in attendance that the scheduled Executive Session would not be held. He also informed the Trustees of the status of the Community Survey and of the regional meeting on Platte Canyon Road scheduled for Sept. 28.

TRUSTEE COMMENTS: Trustee Dotson provided an update on the Clayton Farm development process (Littleton). He indicated the proposed plan was "dead" and the developer would be selling the property. The adjoining Kelly property is also for sale. Unless the two properties are joined, there is not enough land to rezone. Current zoning allows for 6 homes.

Trustee Christy distributed the Town Administrator's evaluation form.

TOWN ADMINISTRATOR'S REPORT: Mr. McCrumb presented the attached report. He introduced Michaela Weber, the 2016/2017 student intern who spoke about herself and the work she would be conducting for the Town.

POLICE CHIEF'S REPORT: Chief Cottrell presented the attached report. He briefed the Trustees on several incidents including a reported shooting (believed to be fireworks), stolen vehicles, a solved Burning Tree burglary and a Bow Mar incident involving a man with a knife. In all cases the CVPD demonstrated great police work. Applications are currently being accepted for the open position.

TOWN TREASURER'S REPORT: Mr. Tempas presented the attached report and answered Trustee questions. The 2016 budget will need to be amended in November.

OLD BUSINESS: There was no old business.

NEW BUSINESS:

- **Minor Amendment to the Village Development Plan:** Mr. Sieber presented to the Trustees a request to amend the Final Plat of the Village to allow the resident at 11 Columbine Lane to extend their garage into the existing setback. The HOA has endorsed this request. Mr. Sieber informed the board that the Town could create Final Development Plans for the Village, Villas and Burning Tree at the discretion of each HOA. The Trustees directed staff to table any additional action until after the approval process of WPF is concluded.
ACTION: upon a motion by Trustee Palmer and a second by Trustee Menk, the Board of Trustees unanimously approved the minor amendment as presented.

- **Snow Removal Plan and Equipment Purchase:** Mr. Hayden presented to the Trustees a snow removal plan, with a ½ inch threshold for plowing operations. He also presented a proposal to purchase a John Deere Gator so the Town could adequately remove the snow from the sidewalk along Bowles Avenue. Trustee Dotson asked if the staff had investigated leasing options.
ACTION: upon a motion by Trustee Menk and a second by Trustee Christy, the Board of Trustees unanimously approved the acquisition of the Gator in a manner most financially prudent (lease or direct purchase) for the Town.

- **Bow Mar IGA:** Mr. McCrumb presented to the Trustees the IGA with the Town of Bow Mar for Building Department Services. The Town of Bow Mar unanimously approved the IGA on September 19.
ACTION: upon a motion by Trustee Menk and a second by Trustee Dotson, the Board of Trustees unanimously approved the IGA subject to minor amendments and approval of the Town Attorney.

- **Resolution #5, Series 2016: Employee Manual:** Mr. McCrumb presented to the Trustees a revised employee manual for their consideration. The Trustees were asked to review the manual for action in October.
ACTION: no action was required

- **2017 Budget – 1st Draft:** Mr. Tempas presented to and reviewed the 1st draft of the 2017 Budget. Several questions were asked and Mr. Tempas informed the Trustees that he would be happy to meet with each of them to review their specific commissioned areas.
ACTION: no action was required

EXECUTIVE SESSION: The executive session was not held.

ADJOURNMENT: There being no further business, the meeting was adjourned at 8:54 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.*

*** All minutes should be considered to be in DRAFT form until approved by the Board of Trustees at the next regular meeting.*