



Town Administrator's Report

August 2016



Town of Columbine Valley
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Town Website
July Statistics

3,122
 Total Visits

4,207
 July Page Views

Top Pages

Development Updates
 Community Updates
 Documents
 Municipal Court

Communications & Happenings

- Next month every household in Columbine Valley will receive a mailing from the Town with a two-page, 20-question survey. This survey is designed to give the Board of Trustees and Town staff a clear understanding about the individuals who call Columbine Valley home and provide a baseline to see how these demographics do or do not change in the future. Notice will be provided in advance in the form of a newsletter notification and postcard. Results are scheduled to be presented to the Trustees at the November meeting.



- The fall newsletter is in final production now and will be delivered to homes just after Labor Day. Articles include snow plowing updates and road safety info.
- Michaela Weber will start her internship with the Town on Wednesday September 7. This opportunity is thanks to the CU-Denver fellowship program and the Colorado City and County Managers Association (CCCMA) who contribute funds to make this internship possible. Michaela will work 15 hours a week from September – May and will focus her efforts on creating a communications program and a Citizen Engagement Policy for the Town. If the Trustees would like more information about the scope of these projects or have ideas you'd like Michaela to work on please contact J.D. As part of the internship Michaela will also be contributing to other functions of the Town

Michaela is a student at CU-Denver pursuing a Master's Degree in Public Administration. She graduated Magna Cum Laude from CU Boulder this past spring with a BA in Political Science and a minor in Philosophy.

- Staff is now meeting with Bow Mar representatives every other week to iron out details in anticipation of the proposed Building Department IGA going into effect on October 1. Both Boards of Trustees still need to act on this agreement and final language will be presented for action at the September meeting. If you would like to see a copy of the IGA in advance of receiving your packet, or would like any additional information please contact J.D.

Citizen Contacts:

Staff has fielded calls, emails or walk-ins on the following topics in July

- ⇒ Building Department: 79
- ⇒ Comm. Development: 116
- ⇒ Public Works: 67
- ⇒ Municipal Court: 22
- ⇒ Other: 111

Building Department

Monthly Stats

6 Permits Issued

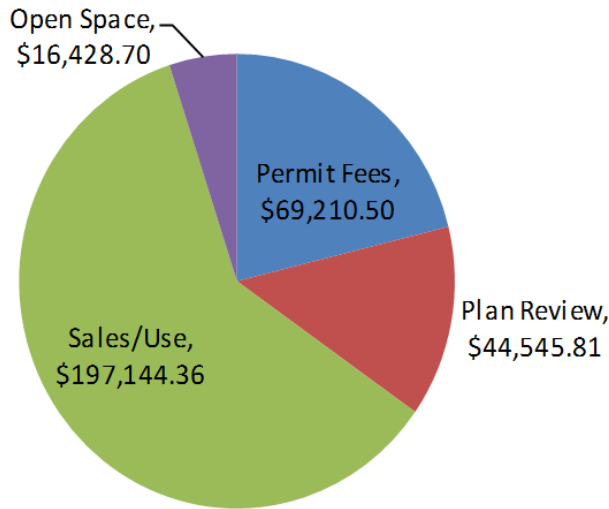
- New SFR: 0
- Major Remodels: 0
- New Roofs: 1
- Other/Misc.: 5

56 Inspections

6 Licenses Issued

- General: 3
- Electrician: 0
- Plumbers: 1
- Mechanical: 2
- Roofer: 0

July Permit Rev.: \$327,329.37



Willowcroft Manor

- 41 Total Lots
- 23 Permits Issued
- 3 Permits Pending
- 17 Completed Homes
- 15 Occupied Homes

Wilder Lane

- 24 Total Lots
- 5 Permits Issued
- 1 Permit Pending
- 3 Completed Homes
- 0 Occupied Homes



Building Department Revenue by Month

	<u>2015</u>	<u>2015 YTD</u>	<u>2016</u>	<u>2016 YTD</u>
January	\$14,742.95	\$14,742.95	\$2,304.44	\$2,304.44
February	\$18,825.38	\$33,568.33	\$8,570.86	\$10,875.30
March	\$50,783.31	\$84,351.64	\$84,269.53	\$95,144.83
April	\$74,019.44	\$158,371.08	\$64,831.11	\$159,975.94
May	\$6,985.21	\$165,356.29	\$45,799.17	\$205,775.11
June	\$47,356.29	\$212,712.58	\$30,756.68	\$236,531.79
July	\$38,156.89	\$250,869.47	\$327,329.37	\$563,861.16

Permits Pending

At the time of publication of this report, three permits for new homes in Willowcroft are awaiting pickup pending approval of water taps by the Columbine Water and Sanitation District.

Additionally, Wilder Lane has one permit awaiting pick-up. Staff understands that the developer will not proceed with additional building until a house sales.

New Building Permit Applications

Beginning September 1, the Town will start using several new building permit applications designed to improve the citizens application process and reduce user confusion. New applications include, specific "roof" and "non-structural" permits applications.

Staff will also be requiring digital copies of project plans to improve record keeping as well as additional licensing documentation by contractors.

Municipal Court

	<u>2015</u>	<u>2015 YTD</u>	<u>2016</u>	<u>2016 YTD</u>
January	\$4,120.95	\$4,120.95	\$5,632.49	\$5,632.49
February	\$8,377.50	\$12,498.45	\$3,527.00	\$9,159.49
March	\$8,315.52	\$20,813.97	\$6,170.5	\$15,329.99
April	\$7,540.50	\$28,354.47	\$4,323.50	\$19,653.49
May	\$7,122.00	\$35,476.47	\$1,862.25	\$21,515.74
June	\$6,914.66	\$42,391.13	\$3,638.78	\$25,154.52
July	\$5,201.29	\$47,592.42	\$8,590.86	\$33,744.88
August	\$6,941.67	\$54,534.09		
September	\$5,724.36	\$60,258.45		

July Monthly Stats

- Total paid before Court: 40
- Total on docket: 41
- Cases heard by Judge: 26
- Continuances: 1
- Failure to Appear: 3
- Stay of Executions: 4
- Classes Ordered: 4
- Bench Warrants: 1
- Trials: 0

Public Works Department

- Concrete work on the 2016 Pavement Program started on August 15. The Town ultimately stayed with A-One contracting and anticipate completion of the full scope of work as approved by the Trustees this spring. The current schedule is:
 August 15—18: Concrete
 September 19—22: Asphalt
 September 28—29: Slurry Seal
 Sept/Oct: Milling and Overlay on Middlefield
 October: Street striping by City of Littleton/Town of Columbine Valley
 October: Street sweeping by City of Littleton
- For the second year in a row, the Town is partnering with the cities of Englewood, Littleton and Sheridan to host a hazardous material round-up. The dates for the drop off are Saturday, Sept. 10 and Sept. 17 from 8:00 a.m.—2:00 p.m. at the Englewood Service Center at 2800 South Platte River Drive. More details about accepted materials and associated fees are available at www.columbinevalley.org/community-updates.
- The Colorado Department of Transportation will be replacing the stoplights at the intersection of Cole Mine/Doral and Platte Canyon Road later this fall. This replacement is a routine equipment exchange and is not related to the efforts underway to time the signals or improve operations of Platte Canyon Road.



Community Development

Wilder Lane

- There have been few substantive changes in the Willowcroft development since the July update. Landscaping continues to be installed and should be complete this month, with the exception of the landscaping around the street repairs on Middlefield which had not been started at the time of writing.

Willowcroft Manor

- There have been no substantive changes in the Willowcroft development since the Board of Trustees lifted the moratorium on building permits in July. Once work begins on the sanitary sewer fixes the Town will be on site regularly to inspect the work being done on both the underdrain system and any repairs to the road as a result of the sewer work.

Wild Plum Farm

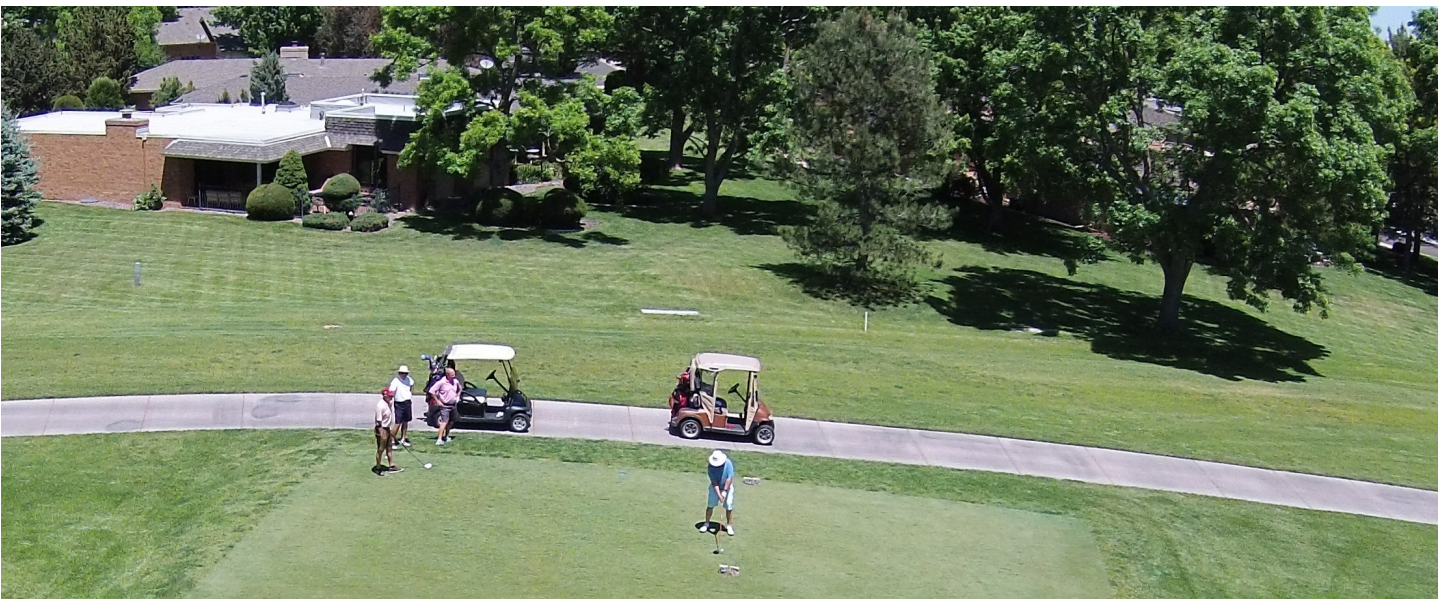
- The Planning Commission will meet on August 23rd in a continued hearing. The staff has met with the developer and have prepared a revised plan that addresses some of the concerns expressed at the June 14th hearing. The revised plan and the revised staff report have been sent to the Planning Commission and all the HOA's

Littleton Valley Villas (KB Homes)

- On August 2nd the Arapahoe County Planning Commission held their public hearing on the rezoning and plan approval. There were approximately 200 people in attendance and most of the citizen comments were in opposition to the rezoning. Attending from the town were Trustee Bill Dodson, Planning Commissioner Jay Neese and Town Planner Phil Sieber. Mr. Sieber made brief comments reiterating the Town's concern and opposition and suggested that the County and the landowner consider a non residential use for the property that would not have the severe traffic impacts. Mr. Neese also spoke briefly concerning the relationship of the project with the Wilder Lane access. At the conclusion the County Planning Commission voted 3-2 to recommend that the request be denied.

Clayton Family Farms

- There has not been any activity to report relating to this development.



Community Development, cont'd.

PLATTE CANYON ROAD

In their 2015 report, the Platte Canyon Task Force found that improvements to two Platte Canyon Road intersections, West Bowles Avenue and Coal Mine Road could improve the LOS (Level of Service) and relieve the current congestion problems on the Highway. This would be a long range program that would involve an application for funding through DRCOG's Transportation Improvement Program (TIP) or other funding sources such as CDOT's FASTER Safety program. In any case it would require multi-jurisdictional cooperation including Arapahoe County, The City of Littleton and possibly Jefferson County and there would be a significant local share of the cost. The Town's share of the local match could be significant.

More recently the Task Force has discussed a short range program that would entail synchronization of the signals between West Bowles Avenue and Coal Mine Road. A recent analysis by Matt Brown, the Town Traffic Engineer suggested that this program could offer a more immediate benefit. In summary, the analysis found that:



Platte Canyon Road Coordination Project Scope

Preliminary analysis indicates that travel time along Platte Canyon Road between Bowles Avenue and Coal Mine Avenue has the potential to be reduced by as much as **15% during peak periods** with coordination of corridor traffic signals.

The project scope includes the data collection, traffic operations engineering, and traffic signal equipment upgrade recommendations needed along the Platte Canyon Road corridor. Implementation of new timing plans and the installation of signal equipment must be accommodated by the agency that owns the signal. Traffic engineering services will be limited to the intersections at W Ponds Circle, Christensen Lane/Fairway Lane, and at Coal Mine Avenue. Signals at all three locations are maintained by CDOT.

Data collection and traffic signal equipment upgrades are required at the Bowles Avenue intersection, which is maintained by the City of Littleton. No changes to Littleton signal timings are proposed, but the installation of new equipment in their signals is required.

Current Status

At a meeting last year, CDOT representatives indicated that the City of Littleton should consider making a formal request for the project through the Denver Regional Council of Government (DRCOG). The application deadline for the program has passed and it is not clear if or when new applications will be accepted.

Next Steps

Requests to either CDOT or DRCOG will be strengthened if both the Town of Columbine Valley and the City of Littleton support the project. A formal request for the project, signed by both agencies and including preliminary technical results, should be made to CDOT. If CDOT declines the proposal, available DRCOG programs should be investigated to determine if any are appropriate. A DRCOG program may only be able to partially fund the project, leaving the local agencies responsible for funding certain aspects such as the installation of new equipment.

As stated initiation of a synchronization program requires approval of the owners of the signals, CDOT and the City of Littleton. It appears that CDOT has a positive attitude concerning the program but for reasons we can't determine, Littleton is reluctant.

The staff is suggesting that we schedule a meeting of a selected number of elected officials from the four jurisdictions, along with selected staff. At the meeting the Task Force would brief the officials on both the long range improvement program as well as the benefits of a synchronization program.

The objective of the meeting would be to determine the level of interest amount the elected officials and whether all would be willing to support the synchronization program and to participate financially in the long range intersection improvement program.