



Town Administrator's Report

July 2016



Town of Columbine Valley
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Town Website
June Statistics

3,611
 Total Visits

4,726
 April Page Views

Top Pages
 Development Updates
 Building Department
 Documents
 Community Updates

Communications & Happenings

- The 4th of July festivities were a great success. The Town had the largest turnout in recent years, including a record 51 decorated golf carts. This event would not have been possible without the support of Designs by Sundown and ICON Engineering, who provided sponsorships, or without the support of volunteers including the American Legion, Cub Scout Pack 461, and local support from amongst many others Ann and Andy Larsen, Kristin Schweitzer and Ellen Redding.
- The process of updating the franchise agreement with Comcast continues. Staff expects at least one more meeting with Comcast prior to bringing the agreement to the Trustees for consideration, hopefully in August.
- Since the beginning of June, Town Staff has been spending an increasingly amount of time responding to Open Records Requests. To date, J.D., Phil and Stephanie have accumulated nearly 80 combined hours researching documents. The vast majority of these have to do with the Tuck development, either directly or indirectly (Cypress Point Way, Polo annexation, etc.). The Town has in place and the staff enforces the open records policy, which in part charges those requesting documents for both time and materials after a certain threshold is met. Many of these requests would have been exponentially harder had Linda and Tiernan not gotten as far as they have digitalizing documents this year.
- In June, the Town issued its first Solicitors Permit to a pest control company. All indications point to the system working as intended and kudos to the solicitor for both obtaining the permit and respecting the “No Visit List”. To the best of our knowledge no complaints were registered regarding this particular person/company.

Citizen Contacts:

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

- ⇒ Building Department: 92
- ⇒ Comm. Development: 207
- ⇒ Public Works: 61
- ⇒ Municipal Court: 28
- ⇒ Other: 191

- Staff continues meeting with Bow Mar representatives to iron out details in anticipation of the proposed Building Department IGA going into effect on or around September 1. Both Boards of Trustees still need to act on this agreement and final language will be presented in August.

Staff anticipates that the Trustees will consider the application for the Wild Plum Farm development at the October 18 meeting. Location TBD.

The December Trustees meeting will be held on WEDNESDAY, December 14 at Pinehurst CC

Building Department

Monthly Stats

9 Permits Issued

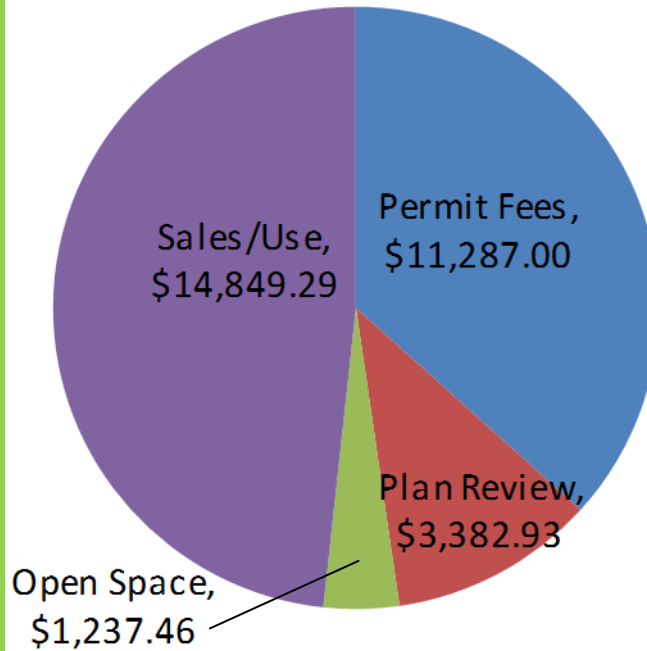
- New SFR: 1
- Major Remodels: 1
- New Roofs: 4
- Other/Misc.: 6

82 Inspections

6 Licenses Issued

- General: 3
- Electrician: 5
- Plumbers: 2
- Mechanical: 4
- Roofer: 2

June Permit Rev.: \$30,756.68



Willowcroft Manor

41 Total Lots

23 Permits Issued

14 Completed Homes

12 Occupied Homes

Wilder Lane

24 Total Lots

6 Permits Issued

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

Columbine Country Club

The final Building Permit for the Club was issued late last week. All told, three separate permits have been prepared for the Club's remodel/rebuild:

- Pool House: Permit issued 12/8/15; Permit total: \$42,773.32
- Clubhouse Fndtn: Issued: 3/22/16; Permit total: \$26,092.50
- Clubhouse Building: Issued: 7/14/16; Permit total: \$325,014.54

The total incentive to be issued within 30 days will be \$104,930.21.

Additional reviews and permits will be required for any changes.

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		
August	\$6,941.67	\$54,534.09		
September	\$5,724.36	\$60,258.45		

June Monthly Stats

- Total paid before Court: 28
- Total on docket: 30
- Cases heard by Judge: 9
- Continuances: 2
- Failure to Appear: 3
- Stay of Executions: 4
- Classes Ordered: 0
- Bench Warrants: 1
- Trials: 0

Public Works Department



- The start date for the 2016 Pavement Program has been delayed. Staff is looking at all the options at this time and will update the Board as information becomes available. The 2016 Scope of Work has not changed, and everything is still anticipated to be complete by late-September/ early-October.
- Columbine Valley had its first scare of Emerald Ash Borer in June. While the case was not confirmed as EAB, staff is proactively working to develop a policy to address anticipated future cases of this nuisance. Parts of this policy may require Trustee action. Staff will have this ready for action in late 2016 or early 2017.
- Staff is completing testing on the PVC street sign initiative with great results so far. Working with the faculty and students at D.U., we are planning to complete a final, half-scale version of the post base to bring to the Trustees in August for final approval. This is an exciting innovation that is expected to serve Columbine Valley well for many years to come.
- The Town has notified Designs By Sundown that we will not be renewing the contract for snow removal for the upcoming season. At this time a complete plan is being assembled and any staff training, Board action or additional preparations will be addressed in the months to come. The Town will be fully prepared when the flakes start to fly!
- The South Suburban Park and Recreation District is embarking on the creation of a Master Plan and Strategic Plan. Staff is attending these meetings and will keep the Trustees apprised as the process moves forward through the remainder of the year. Of note is an online public survey scheduled for August, which the Town will publicize via the web site. A meeting has been tentatively scheduled for early December at which time a draft will be presented by SSPRD to local elected officials, a Trustees participation will be encouraged at that time.

Community Development

Wilder Lane

There have been six building permits issued to date. Three homes are completed including landscaping and three are under construction.

All public improvements are completed except:

- Curb and Street Paving: the traffic island (“pork chop”) at S. Platte Canyon Rd will be installed at a later date to accommodate home construction traffic off Platte Canyon. The Town is to complete the drainage pan and roadway pavement patch south of Wilder Lane on the west side of Middlefield Rd.
- Landscaping HOA Tracts: remaining HOA landscaping work (work along the Middlefield Road frontage is complete) has been delayed due to delays in Xcel setting power meters for the tracts. It is expected the remaining HOA tract landscaping will be complete by the end of August.

Probationary acceptance of public improvements has been approved. The bond amount required under the SIA has been reduced accordingly.



Willowcroft Manor

- ICON reviewed a new sump plan and only had minor comments. The final signed plan should be resubmitted for final approval next week. Work will be completed in conjunction with sanitary sewer repairs, currently estimated to occur this July/August.
- Lot 32 surface drainage was discussed with Taylor Morrison. They plan to construct a swale to convey water away from pavement and to the water quality pond. The work should be completed sometime in July, but Taylor Morrison has not provided a specific schedule.
- ICON sent Taylor Morrison expectations for roadway repair after sanitary work. A geo-tech will be observing and testing during sanitary sewer backfill and repave work. The water/san district and Taylor Morrison are currently negotiating the sanitary sewer re-work, with an agreement anticipated very soon. Work could start in early August.

Wild Plum Farm

The Planning Commission will meet on August 23rd in a continued hearing. The staff has met with the developer and they are preparing a revised plan that addresses some of the concerns expressed at the June 14th hearing.



Community Development, cont'd.


Other Jurisdictions

Clayton Family Farms:

On June 13th Littleton Planning Commission voted unanimously to deny the rezoning request. On July 12 Littleton staff emailed us the following: *“The applicant indicated to me they are planning to work with the HOA’s on a lower-density development. The city is meeting with them to further discuss drainage options that they may pursue in their efforts to diminish impacts on the neighborhood. I have no timeline on when they expect to resubmit to the city.”*

Littleton Valley Villas (KB Homes)

On July 12th staff learned that this development would be heard by the County’s Planning Commission on Tuesday, August 2. The Town will have representatives at that meeting. Staff will also review the County Planners staff report when that becomes available.



Platte Canyon Road

The staff is trying to find a date that will work for all jurisdictional staff representatives and elected officials to meet and discuss the signal timing project request as well as a long range strategy. The Town’s Traffic Engineer has requested that Littleton and CDOT (owners of the signals) undertake a signal timing project on Platte Canyon Road. The essence of staffs letter to Littleton stated:

“Establishment of common cycle lengths creates opportunities for coordination of the corridor between W. Bowles Avenue and W. Coal Mine Ave. Our approach maintained most of the current minor-movement splits at intersections, which appear to be quite conservative given the low traffic demands for these movements. Despite this, significant benefit to retiming and coordination of the signals was shown in our analysis. For example, it is estimated that in the evening peak hour total delay on the corridor will be reduced by 26%, stops will be reduced by 10%, and total travel time will be reduced by 15%.

“DRCOG’s Traffic Signal System Improvement Program (TSSIP) provides an opportunity for these operational improvements to be realized. We kindly request that the City of Littleton considers the S. Platte Canyon Road corridor as a candidate for the TSSIP program. Please feel free to contact me if you would like more of the technical data from our analysis or if I can be of assistance in any other way.”

