



Town Administrator's Report

May 2016



Town of Columbine Valley
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Town Website Statistics

2,874

Total Visits

4,260

April Page Views

Top Pages

Development Updates

Documents

Building Department

Police Department

Communications & Happenings

- The Summer Newsletter is currently being created and will be hitting mailboxes in the first week of June. If you have anything you'd like to see included please let J.D. know by the end of this week.
- The "Spring Cleaning" dumpsters will be parked at Town Hall from Thursday, May 26—Monday, May 30. We will have help on site for most of that week-end to help citizens upload their cars and trucks. Electronics will be accepted (T.V.'s require a \$20 collection fee) but hazardous and landscape materials will not.
- Sponsorship recruitment is underway for the annual 4th of July parade and festival. Staff has secured the first of two \$1,000 sponsorships from Designs by Sundown. More details from this event will be announced in the weeks to come.
- Linda and Tiernan have continued the digital conversion of documents at an astounding pace. They have completed scanning all 57 years of Town Ordinances and Resolutions and have begun scanning Trustee meeting minutes; 1250 individual documents so far.
- J.D. and Phil have meet with several representatives from Columbine Valley HOAs and have additional meetings scheduled in the next two weeks. The majority of the conversations have focused on the Tuck Property development but a variety of other topics have also been addressed.

Citizen Contacts:

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

- ⇒ Building Permits: 149
- ⇒ Comm. Development: 63
- ⇒ Public Works: 61
- ⇒ Municipal Court: 49
- ⇒ Other: 127

- After the Board Retreat on the 23rd Staff alerted Bow Mar of the decision not to proceed with the full administrative services IGA as had been discussed. On May 6, Mayor Champion and Staff met with Bow Mars Mayor to discuss an IGA for Building Department services which was favorably received; discussion will continue.
- The Town Hall remodel is ahead of schedule and will be wrapping up in the first week of June. Furniture will be delivered shortly after and after some logistical juggling everything should be back to normal by June 20.

Building Department

Monthly Stats

12 Permits Issued

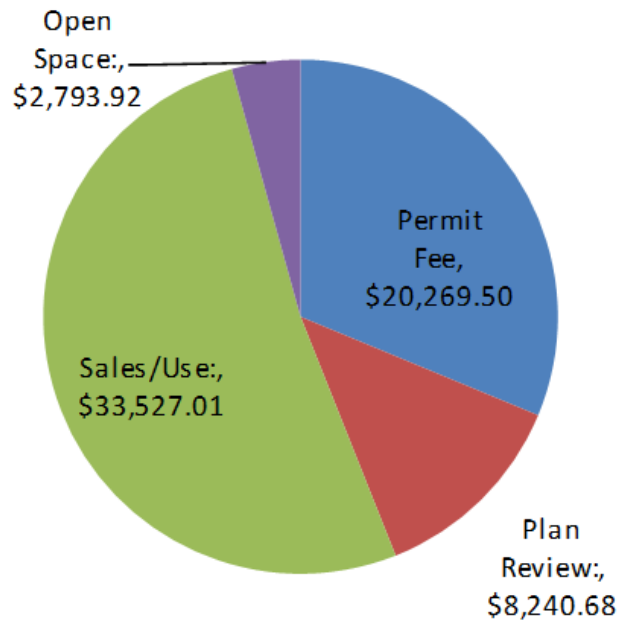
- New SFR: 3
- Major Remodels: 3
- New Roofs: 2
- Other/Misc.: 4

83 Inspections

14 Licenses Issued

- General: 6
- Electrician: 1
- Plumbers 1
- Mechanical: 1
- Roofer: 5

April Permit Rev.: \$64,831.11



Willowcroft Manor

41 Total Lots

22 Permits Issued

14 Completed Homes

12 Occupied Homes

Wilder Lane

24 Total Lots

5 Permits Issued

1 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		
June	\$47,356.29	\$212,712.58		
July	\$38,156.89	\$250,869.47		
August	\$21,501.55	\$272,371.02		
September	\$17,702.58	\$290,073.60		
October	\$51,434.44	\$341,508.04		
November	\$33,003.92	\$374,511.96		
December	\$33,777.48	\$408,289.44		

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		
June	\$6,914.66	\$42,391.13		
July	\$5,201.29	\$47,592.42		
August	\$6,941.67	\$54,534.09		
September	\$5,724.36	\$60,258.45		
October	\$7,806.31	\$68,064.76		
November	\$6,855.79	\$74,920.55		
December	\$1,849.90	\$76,770.45		

Monthly Stats

- Total paid before Court: 25
- Total on docket: 28
- Cases heard by Judge: 18
- Continuances: 1
- Failure to Appears: 3
- Stay of Executions: 6
- Classes Ordered: 3
- Bench Warrants 1
- Trials 1



Public Works Department



- The City of Littleton completed the spring street sweeping during the week of April 25. The total cost to the Town was \$189.00. This will be the first of three passes Littleton will conduct this year, the next happening in mid-summer and early fall, as part of the public works IGA Columbine Valley has with Littleton.
- The fence damaged by an impaired driver on Platte Canyon road has been restored. Delays in the repairs were caused by weather and by the utility marking organization not marking one of the underground utilities and the repair contractor having to stop work until all utilities were identified. The drivers insurance company paid for all repairs.
- Snow removal season appears to be over in Columbine Valley. The 2015/2016 snow season saw a total of 11 days with snow accumulations over 3" and the Town spent \$6,622 on contracted removal services.
- The Town has terminated it's contract for landscaping services on Hunter Run and will be handling most of the requirements of that street in-house this summer. Mowing, edging and other lawn care will continue to be contracted.
- Staff continues to investigate the cause of power loss at the Middlefield/Club entrance monument. Next steps involve locating all underground power lines and other utilities and finding the splice between the monument and the meter. This process could take a bit of time and digging in personal property.

Community Development

Willowcroft Manor

- Taylor Morrison TM has submitted a request letter for probationary acceptance of public improvements and partial bond release. The letter is currently under review by ICON/Town.
- Taylor Morrison has televised the existing sump pump underdrain system and determined that there are several problems with the pipe, including breaks, sags and debris. Taylor Morrison will need to propose a plan to address these problems.
- The sanitation district has identified major problems with pipe slopes for the existing sanitary sewer system. This will be discussed in greater detail at the May 17 meeting.
- Probationary Acceptance will remain on hold until a viable under-drain system plan is verified and sanitary sewer concerns are resolved.
- No new Punch List work has been completed. Taylor Morrison plans to continue landscaping work starting this May.



Wilder Lane

The status of the public improvements are as follows:

- Drainage facilities, fence and walls, water and sewer, dry utilities and mailbox cluster units: Complete.
- Curb and Street Paving: Complete, except for the traffic island at S. Platte Canyon Rd. 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: work has commenced and should be completed by the end of June.
- Street Signs: temporary signs are in place. The permanent signs that meet the Town design requirements should be installed before the end of May.
- Entrance Monument: built and stucco applied - wood applied and lettering installed on north side. Will add lettering to south side of the entrance monument and lighting before the end of May.



- Probationary acceptance of public improvements was submitted and has been approved. The bond amount required under the SIA has been reduced accordingly.
- Updated as-built Record Drawings for the northeast pond along Middlefield Rd are needed to address ICON's review comments. Xcel's contractor put dirt in the pond during a job unrelated to Wilder Lane.
- The existing concrete pan/rundown at the water quality pond adjacent to Middlefield Rd. has problems with storm water conveyance. Repairs are needed and should be completed by the end of May. Turf reinforcement mat (TRM) installation and both water quality pond spillways is needed.

The developers of Wilder Lane are holding a VIP Pre-Open House reception on Thursday, May 19 at 3 Wilder Lane from 5:00 – 7:00 PM.

All Town Trustees, P&Z Commissioners, Town staff and consultants are invited and encouraged to attend.



Community Development, cont'd.

Wild Plum Farm

The Application for Land Development was accepted on April 27th. Referrals have been sent to all the HOA's, Club and 20 outside agencies. The Public Hearing on the Preliminary Development Plan and Preliminary Plat has been set for June 14th at 6:30PM at the Arapahoe County Administration Building on Prince Street in Littleton.

Platte Canyon Road

We received notice from DRCOG concerning their "Call for Projects" The deadline is May 27th and based on our conversation with DRCOG, we would not be able to get an application for a major construction or major intersection improvements in for this cycle. However, it is possible to get a signal timing project started. A request for a signal timing study must be made by the owners of the signals (CDOT and City of Littleton). We have asked to make the request and they are discussing it.

The Platte Canyon Task Force will meet on May 26th and the signal timing study will be on the agenda. We will also be discussing the appropriate time to schedule a meeting of selected elected officials from the affected jurisdictions (City of Littleton, Arapahoe and Jefferson Counties and the Town).

Columbine Country Club

The community development process of the Columbine County Club was completed in March and the building department has taken over the process moving forward.

Building Permit for the pool facility was issued early this year and is scheduled for completion next month. A building permit for the main Club House foundation has also been issued although no work had been started as of this writing.

The plans for the main Club House have been submitted and reviewed by staff but have not been picked up or paid for; we expect that to happen in the next several days.

Once the Club picks up the permit and approved Club House plans, a check will be issued to the Club for 50% of the sales/use tax completing the economic incentive package approved by the board.

Other Jurisdictions

- Clayton Family Farms: Last week staff emailed the Littleton Planning staff about the status of the Clayton Farms project and have received no response.
- K.B. Homes: Staff received a brief response from Arapahoe County. They have not completed their staff review and they do not refer cases out until that review is completed. We expect it will be received with the next 2-3 weeks.

