

TOWN OF COLUMBINE VALLEY
BOARD OF TRUSTEES REGULAR MEETING
October 16, 2018

A G E N D A

1. ROLL CALL 6:30PM
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT
Each speaker will be limited to three minutes. The Board of Trustees is not authorized by the Colorado Open Meetings Law to discuss comment or take action at the meeting on any issue raised by public comment. The Mayor may refer the matter to staff to obtain additional information and report back to the Board as appropriate.
5. CONSENT AGENDA Mayor Champion
Approval of Meeting Minutes for September 18, 2018
6. REPORTS
 - A. Mayor
 - B. Trustees
 - C. Town Administrator
 - D. Chief of Police
 - E. Town Treasurer
7. DISCUSSION ITEMS
 - A. 2019 Budget review and discussion – no action Mr. Tempas
 - B. Investment Policy and Procurement Policy discussion – no action Mr. McCrumb
8. OLD BUSINESS
 - A. Resolution #9, Series 2018 - Town Goals Mr. McCrumb
9. NEW BUSINESS
 - A. Trustee Bill #6, 2018 – Rooster/Swine Ban Mr. Schiller
 - B. Set Public Hearing of Trustee Bill #6, 2018 Mr. McCrumb
 - C. Set Public Hearing for 2019 Budget Mr. McCrumb
10. EXECUTIVE SESSION Mayor Champion
The Board of Trustees will be going into Executive Session to approve the minutes of August 21, 2018, and September 18, 2018, and to discuss personnel matters pursuant to C.R.S. 24-6-402.
11. ADJOURNMENT

TOWN OF COLUMBINE VALLEY
BOARD OF TRUSTEES
Minutes
September 18, 2018

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, Bruce Menk, Kathy Boyle, Bill Dotson, Gale Christy, Gary Miles, and Roy Palmer

Also present: Lee Schiller, J.D. McCrumb, Jeff Tempas, and Bret Cottrell

APPROVAL OF AGENDA: The agenda was approved without change.

PUBLIC COMMENT: There was no public comment.

CONSENT AGENDA: The consent agenda was approved as presented.

REPORTS:

- A. Mayor Champion updated the Trustees on the Platte Canyon/Coal Mine construction.
- B. Trustee Dotson reviewed with the Trustees the discussion of the Planning and Zoning Commission at their September meeting.
- C. The Town Administrator presented the attached report. He also reviewed the status of 2018 road construction projects and of the Wilder and Wild Plum developments.
- D. Chief Cottrell presented the attached report.
- E. The Town Treasurer presented the attached financials and distributed the 1st draft of the 2019 Town Budget for Trustee review and comment.

OLD BUSINESS: There was no old business.

NEW BUSINESS:

Bow Mar IGA re Public Safety: Mr. McCrumb presented the draft IGA for Public Safety (Police and Municipal Court) with the Town of Bow Mar. An administrative correction dealing with the proper name of the Arapahoe/Aurora/Lakewood CPI was addressed. This is a five-year IGA.

ACTION: upon a motion by Trustee Menk and a second by Trustee Christy, the Board of Trustees unanimously approved the Public Safety IGA with the Town of Bow Mar.

Bow Mar IGA re Building Services: Mr. McCrumb presented the draft IGA for Building Services with the Town of Bow Mar. An administrative correction dealing with timeframe for renewal was addressed. This is a two-year IGA.

ACTION: upon a motion by Trustee Boyle and a second by Trustee Menk, the Board of Trustees unanimously approved the Building Services IGA with the Town of Bow Mar.

Resolution #9, Series 2018 – Town Goals: Mr. McCrumb presented the Trustees with a draft of the goals discussed at the August Trustee Retreat. After discussion, the Trustees directed the inclusion of some police/public safety goals and/or action items and took no action on the Resolution, it will be discussed at the October meeting.

Trustee Bill #5, Series 2018 –Moratorium on Enforcement: Mr. Schiller presented the Trustees with the resolution putting a moratorium on the enforcement of municipal code 9.12.020 in response to a recent communication from the ACLU challenging the constitutionality of the code. Town staff will study the issue and bring a recommendation to the Trustees no later than May 31, 2019. The Trustees discussed the ordinance and reviewed the code.

ACTION: upon a motion by Trustee Menk and a second by Trustee Dotson, the Board of Trustees unanimously approved Trustee Bill #5, Series 2018 a moratorium on enforcement of municipal code 9.12.020 sections (A) and (D) until May 31, 2019.

EXECUTIVE SESSION: Upon a motion by Trustee Boyle and a second by Trustee Miles, the Board unanimously approved entering into executive session at 7:52 p.m. to discuss personnel matters pursuant to C.R.S. 24-6-402-(4) and C.R.S. 24-6-402-(4)(f).

ADJOURNMENT: There being no further business, the meeting was adjourned at 8:26 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.*



Town Administrator's Report

October 2018



Town of Columbine Valley
2 Middlefield Road
Columbine Valley, CO 80123

Tel: 303-795-1434
Fax: 303-795-7325
jdmccrumb@columbinevalley.org



Communications & Administration

- Just over 40 citizens participated in this years flu shot clinic on October 8 which is slightly lower turnout than usual but the provider was still very pleased with the results. One factor contributing to the lower turn-out was the unfortunate fact that the Town Hall parking lot had to stay closed longer than expected after the seal coat was applied due to weather.
- JD and Dana participated in a tour of the north-Denver plant Republic Services uses to process the Town's recycling. It was a fascinating experience and if any trustees would like to participate in another tour next spring, please let staff know.
- Wells Fargo has now taken over the Town's payroll process and will be handling the payroll taxes as well as the W-2's and 1099's at the end of the year.
- Taylor Morrison has completed their obligations to the Town and Willowcroft HOA and the Town has closed out the SIA and returned the bond guaranteeing completion of that development.

Town Website Sept Statistics

3,112

Total Visits

3,543

August Page Views

Top Pages

Calendar

Community

Documents

Dumpsters

Citizen Contacts:

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

- ⇒ Building Department: 123
- ⇒ Comm. Development: 71
- ⇒ Public Works: 241
- ⇒ Municipal Court: 98
- ⇒ Other: 311



Building Department

Monthly Stats

11 Permits Issued

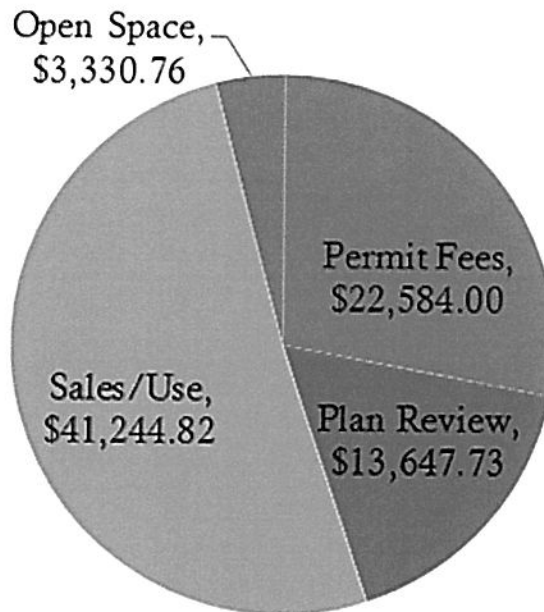
- New SFR: 2
- Major Remodel: 2
- New Roofs: 1
- Other/Misc.: 6

58 Inspections

12 Licenses Issued

- General: 6
- Electrician: 2
- Plumbers: 3
- Mechanical: 0
- Roofer: 1

Sept. Permit Rev.: \$80,807.31



Wild Plum

95 Total Lots

0 SFR Permits Issued

0 Permits Pending

1 Grading Permit

Wilder Lane

24 Total Lots

5 Permits Active

0 Permit Pending

11 Completed Homes

11 Occupied Homes

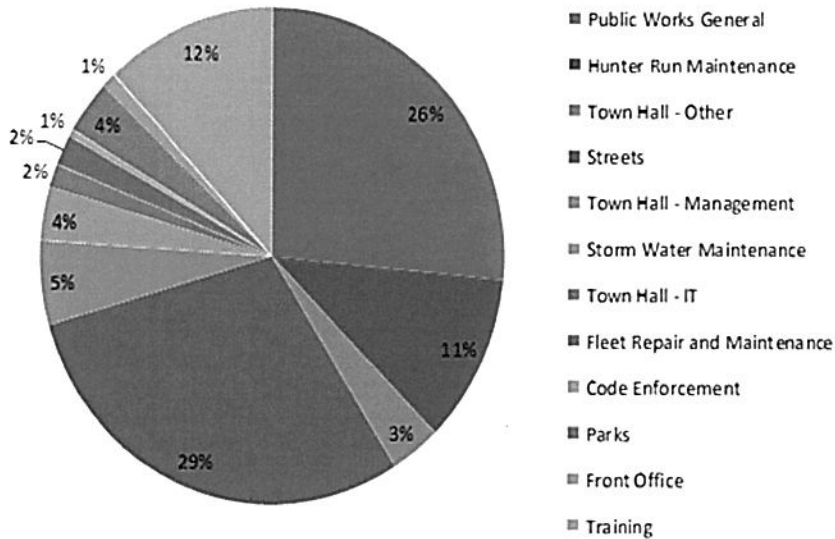


Building Department Revenue by Month

	<u>2017</u>	<u>2017 YTD</u>	<u>2018</u>	<u>2018 YTD</u>
January	\$19,908.26	\$19,908.26	\$33,481.56	\$33,481.56
February	\$56,545.98	\$76,454.24	\$15,406.51	\$48,888.16
March	\$45,844.32	\$122,298.56	\$57,032.86	\$105,921.02
April	\$164,185.81	286,484.37	\$13,164.99	\$119,086.01
May	\$129,819.95	\$416,304.32	\$17,214.40	\$136,300.41
June	\$21,136.83	\$437,441.15	\$35,176.96	\$171,477.37
July	\$14,030.74	\$438,844.89	\$55,551.95	\$227,029.32
August	\$73,657.67	\$512,502.56	\$53,573.29	\$280,602.61
September	\$32,849.07	\$545,351.63	\$80,807.31	\$361,409.92
October	\$22,603.20	\$567,954.84		
November	\$26,129.25	\$594,084.09		
December	\$55,810.24	\$649,894.33		

Public Works Department

September Staff Time Allocation (including contractors)



***AN ASIDE:** The American Public Works Snow and Ice Conference includes a snow rodeo competition allowing plow operators to compete and show off their driving skills. Equipment from small bobcat skid steers, to large construction graders all competed on a timed obstacle course. The highlight of the rodeo was jousting front loaders. A broomstick was taped to the bucket of the truck and the operator had to retrieve a ring from a stick, and drop it onto a cone.*



- The concrete portion of the street maintenance program was completed. In Burning Tree, this included a redesign of the cross pan on Doral, a curb along the North entrance of Doral and replacement of failed gutter pans on Spyglass. Town wide, this included a few sections of curb on Club Lane and the Town Hall parking lot to help with storm water drainage.
- The street crack sealing was completed this month. The seal coat was applied to all significant cracking and was applied town wide. Because these cracks received their initial sealing last year, the sealing this year took both less time and less than half of the sealer applied last year, leading to a significant savings on the process.
- Hobbes attended the American Public Works Association: Snow and Ice conference in Loveland. This 3 day conference focused on managing snow and ice removal along the front range. This included a Winter Maintenance Supervisor Workshop, multiple speakers with years of public work experience and a vendor exhibit hall, featuring everything from road salts to diesel snow blowers able to clear 5,400 tons of snow per hour.
- Storm Water Test: A dye test was performed on an inlet in the Village to try to locate where the water joins the storm water system. A bright, biodegradable, neon green dye was added to the water in the storm grate, but the dye was not detected anywhere else in the storm water system. Further testing will need to be performed to locate where this water goes.

September Weather Report

- High of 93
- Low of 38
- .52" of precipitation

Municipal Court

	<u>2017 YTD</u>	<u>2018</u>	<u>2018 YTD</u>
Jan	\$6,295.25	\$10,400.00	\$10,400.00
Feb	\$10,074.22	\$9,626.87	\$20,026.87
Mar	\$18,941.22	\$5,824.25	\$25,871.12
Apr	\$25,696.22	\$4,845.00	\$30,716.12
May	\$24,791.22	\$7,185.00	\$37,901.12
June	\$30,558.22	\$6,260.00	\$44,161.12
July	\$35,619.47	\$5,804.47	\$49,965.59
Aug	\$41,766.42	\$13,718.00	\$63,683.59
Sept	\$45,826.42	\$15,366.00	\$79,049.59
Oct	\$56,006.92		
Nov	\$63,096.92		
Dec	\$66,986.04		

September Total Stats

• Total paid before Court:	48
• Total on docket:	45
• Cases heard by Judge:	27
• Continuances:	5
• Failure to Appears:	5
• Stay of Executions:	2
• Classes Ordered:	3
• Bench Warrants	2
• Trials	0



Community Development

Wild Plum Farm

The concrete curbs are now complete and asphalt will begin being poured on or around October 15. Weather depending, the street system should be fully installed by the end of October.

The Fairway Lane widening project has been given a green light by the Town and all impacted utilities. A public information meeting was held on October 4 at which residents could ask questions of the developer, contractors and Town representatives about the scope of the project and what disruptions are expected.

A temporary road has been constructed to allow for the water line work to begin this week, and again, if the weather cooperates this project will be complete by Thanksgiving.

Wild Plum Schedule—as of October 2018

Grading	Complete
Water & Sewer	Complete
Concrete	Pans Complete/Trails after Asph.
Asphalt	Anticipated Complete by Nov. 1
Landscape	Start in the Fall
Model Homes	Start in early 2019
Fairway Widening	Complete by Dec. 1
Platte Canyon	Complete



Columbine Valley Police Department

Serving Bow Mar

2 Middlefield Rd. Columbine Valley, Colorado 80123

www.columbinevalley.org

(303) 795-1434

Fax (303) 795-7325

Columbine Valley P.D. Monthly Report October 2018

Full Time Positions	6 of 6
Part Time Positions	2 of 2
Regular / PTO hours	917/78.5
OT hours worked	0
Off Duty	3

Statistics Report:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	SUM
Total	46	43	36	29	42	67	56	168	55				536
SPEEDING	20	12	14	6	8	13	16	26	20				135
PARKING	4	4	2	3	18	33	22	13	6				105
INSURANCE	0	5	2	4	1	4	2	3	2				23
FAIL TO STOP	13	19	7	3	10	9	4	0	5				70
OTHER	9	3	11	13	5	8	12	120	22				203
CV SUMMONS	26	30	22	13	31	48	34	148	43				395
BM SUMMONS	20	13	14	16	11	19	22	14	12				148

Investigations Update:

9/14/2018	<input checked="" type="checkbox"/> F <input type="checkbox"/> M	BM-18-0152	1 st Deg. Crim. Tres.	Fields, Lisa	No Suspec	9/26/2018
9/15/2018	<input checked="" type="checkbox"/> F <input type="checkbox"/> M	BM-18-0150	MVT	State	Warrant	9/22/2018
9/22/2018	<input checked="" type="checkbox"/> F <input type="checkbox"/> M	CV-18-0346	Vehicular Eluding	State	No Suspec	9/26/2018
9/21/2018	<input checked="" type="checkbox"/> F <input type="checkbox"/> M	CV-18-0344	ID Theft	Mycock, April	Open	Date
9/1/2018	<input checked="" type="checkbox"/> F <input type="checkbox"/> M	CV-18-0313	Burglary	Robb, Patricia	Open	Date

Discussion: CVPD is working on a crime prevention program based on a modern-day version of Neighborhood Watch. This program involves actively promoting the use of video surveillance to deter crime and aid in the apprehension and prosecution of suspects. This model has been tested in California and has resulted in a 55% reduction in burglaries in test neighborhoods. Video surveillance is sourced through the residents use of video doorbells and home surveillance camera systems, in conjunction with the Neighbors app. An email has been distributed to the residents via the their HOA email list.

Problem Type Summary

9:27 AM 10/10/2018

Data Source: Data Warehouse

Agency:	ACSO
Vision:	Bow Mar, Bow Mar Inactive Personnel, Columbine Valley, Columbine Valley Inactive Pers
Time Range:	Date From 9/1/2018 To 9/30/2018
Conclusion:	<ul style="list-style-type: none"> • Calls canceled before first unit assigned • Calls canceled before first unit at scene

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Priority	Description
1	P1 In Progress
2	P2 Urgent
3	P3 Non Emergency
4	P4 Police Details
5	P5 On View
6	P6 Phone
7	P7 Dispatch
8	P8 CAD Test Record
9	P9 Call on Hold

Problem Type	Priority									Total
	1	2	3	4	5	6	7	8	9	
HANGUP IP		1								1
ABANDONED VEHICLE IP*										
IDENT ALERT IP										
Initial Call										
INITIAL CALL IP*		6								6
Call										
TRANSFER TO OTHER AGENCY IP		1								1

PROPERTY ACCIDENT IP		4							4
OFFERING VEHICLE IP*									
COVERED STOLEN PROPERTY IP									
COVERED STOLEN VEHICLE IP		1							1
DI REPORT IP									
POSSESSED VEHICLE IP									
Restraining Order Vio									
RESTRAINING ORDER VIO IP									
Robbery									
ROBBERY IP									
Runaway									
NAWAY IP									
SELECTIVE ENFORCEMENT IP*				16					16
Assault									
SEX ASSAULT IP									
Shots Fired									
SHOTS FIRED IP									
SUICIDE ATTEMPT IP									
SUICIDE COMPLETED IP									
SUICIDE THREAT IP									
SUSPICIOUS CIRCUMSTANCE IP		5							5
Suspicious Person									
SUSPICIOUS PERSON IP		9							9
Suspicious Vehicle									
SUSPICIOUS VEHICLE IP		13							13
Theft			1						1
Theft from Motor Vehicle			2						2
THEFT FROM MOTOR VEHICLE IP									
THEFT IP									
Traffic Arrest IP			3						3
Traffic Complaint									
TRAFFIC COMPLAINT IP			1						1
TRAFFIC OBSTRUCTION IP		3							3
TRAFFIC STOP IP		67							67
TRANSPORT IP									
Trespass to Property									
Trespass to Vehicle									
TRESPASS TO PROPERTY IP									
TRESPASS TO VEHICLE IP									
UNKNOWN INJURY ACCIDENT IP									
LAWFUL ACTS IP		1							1
Wanted Subject									
WANTED SUBJECT IP									
VEHICLE LOCKOUT IP									
WARRANT ARREST IP									
WARRANT PICKUP IP									
Weapons Violation									
WEAPONS VIOLATION IP									
WELFARE CHECK IP		4							4
WELDING IP									
Total		116	67	31					214

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Request for Board of Trustee Action

Date: October 16, 2018

Title: Introduction of Finance Policies

Presented By: J.D. McCrumb, Town Administrator

Prepared By: J.D. McCrumb, Town Administrator; Jeff Tempas, Town Treasurer

Background: In an effort to communicate and clarify the practices of the Town related to financial functions, several policies are being drafted for Trustee consideration. These policies include:

- Purchasing (introduced tonight)
- Emergency Procurement (introduced tonight)
- Investment (introduced tonight)
- Budget (introduced in November)
- Reserve (introduced in November)

Attachments: Purchasing Policy Draft
Emergency Procurement Draft
Investment Policy Draft

Recommended Motion: No action is required at this time. Please review these policies and forward initial questions or comments to staff. The Budget and Reserve policy drafts will be presented in November and action/adoption of some or all of these policies will be scheduled for early 2019.

Purchasing Policy

Organizational Department: Administration

Document Type: Policy

Effective Date:

PURPOSE

The purpose of this policy is to outline the basic elements of the Town's purchasing process, as stated in the Town's municipal code (3.08.010 – 3.08.070). This policy will enable the Board of Trustees to conduct purchasing in the most efficient manner possible.

SCOPE

The Town purchases and leases supplies, materials, goods, services, and equipment. This policy governs these purchasing and bidding processes.

POLICY, PROCESS, PROCEDURE, or STANDARD

Procurement of goods and services, contracts and intergovernmental agreements require written approval in accordance with the following schedule:

Amount	Bidding Process	Purchasing Process/ Approving Party
Under \$5,000	Two verbal bids when possible	Town administrator to purchase in accordance with budget
\$5,000-\$10,000	Require three verbal bids	Responsible department Trustee or designee for purchase of goods or procurement of services in the budget
\$10,001-\$25,000	Require three informal written bids	
Above \$25,000	Require three formal written bids	Board of Trustees or designee to purchase

Exceptions to the outlined processes above include the following:

1. The Town Administrator may require formal written bids on any purchase costing less than \$25,000 when such requirement is considered in the best interests of the Town.
2. Goods or services may be purchased without competitive bidding if, in the opinion of the Board of Trustees, they serve the best interests of the Town and purchases are within one or more of the following categories:
 - a. Of limited availability obtainable from only a single source
 - b. Are urgently required and indispensable to the Town in necessary or emergency situations
 - c. Are perishable and prone to imminent spoilage or decay



- d. Are required by reason of practicality with respect to uniformity of equipment, decorative fixtures, and supplies, and in respect to preferences based on particular individual usage or professional advice.

GENERAL NOTES

Regarding bidding, at the discretion of the Board of Trustees, formal advertisement via publication may precede the awarding of any contracts for supplies. Any such advertisement or notice should provide the specifications of the supplies to be purchased (or refer to the standards and specifications), and state the amount of any bond that may be required. All bids received in response to advertisements shall be provided in duplicate and sealed and shall be publicly opened at the time specified in the advertisement/notice. After examination and tabulation, the results are subject to inspection by competing bidders.

Regarding financial interests, no Board Member or Town staff member should have any personal beneficial interest (either directly or indirectly), in any purchase made by the town nor in any firm/corporation/association bidding on any purchase (except upon full disclosure of the interest to the Board of Trustees).

Regarding contractor's bonds, any person or entity entering into a contract with the Town for the construction/prosecution/completion of any public work, shall be required prior to commencing work to execute a penal bond with good and sufficient surety to be approved by the Board of Trustees. This surety shall be conditioned such that a contractor shall promptly make payments of all amounts lawfully due to other contractors/subcontractors for labor or materials used in the prosecution of the work provided under contract. The surety should also indemnify the Town of all payments in connection with carrying out such contracts which the Town may be required to make under the law.

RELATED POLICIES, PROCESSES, PROCEDURES, and/or STANDARDS: N/A

Policy Owner Title/Name: Town Administrator, J.D. McCrumb
Policy Review By: Town Administrator
Last Review Date: TBD



Emergency Operations Procurement Policy

Organizational Department: Administration/Financial

Document Type: Policy

Effective Date:

PURPOSE

An emergency or disaster may create the immediate need for contracted services or other resources. The purpose of this policy is to set forth formal guidelines to ensure the proper and efficient process of procuring resources during emergency situations.

SCOPE

This policy shall apply to all emergency situations where there is an immediate and serious need for supplies, equipment, materials, and services that cannot be met through normal procurement methods and the lack of which would threaten the function of Town government or the health, safety, or welfare of Town residents.

POLICY, PROCESS, PROCEDURE, or STANDARD

During times of emergency, disaster, or large planned event, the Town may need to formally activate all or part of the Emergency Operations Plan (EOP). All involved with such an event shall observe the following policies when implementing the EOP and proceeding with the procurement process:

- I. The formal declaration of disaster responsibility shall be delegated to the Town Administrator to ensure timely declaration, response, and continuity of operations. The declaration cannot be continued for a period longer than seven days without the approval of the Board of Trustees.
- II. The need for emergency procurement shall waive all existing purchasing policy requirements and shall be limited only to the quantity of those supplies, equipment, materials, or services necessary to meet the emergency or disaster.
- III. All emergency procurement shall be made with as much transparency as practical and need not undergo a competitive bidding process if urgency in acquiring the supplies, equipment, materials, or services is required.
- IV. When goods are requested during an emergency or disaster incident, the purchasing card amounts for designated employees may be increased yet be limited only to the quantity of those goods necessary to address the emergency or disaster.
- V. For events requiring decisions about the commitment of resources beyond those normally available to the town, a line of succession shall be observed, based on the availability. There is no formal line of succession for the Town, yet for the purposes of EOP implementation, a recommended line of succession is as follows:



- a. Mayor
- b. Town Administrator
- c. Chief of Police

If the Board of Trustees is unavailable to approve a decision about the commitment of resources in an emergency situation, the Town Administrator will have the authority followed by the Police Chief.

GENERAL NOTES

Roles of key personnel mentioned above in the context of emergency procurement include the following:

- I. Mayor and Board of Trustees approve the commitment of Town funds for emergency or disaster purposes and enact ordinances that authorize such procurement undertaken by the Town Administrator. The Mayor is also responsible for issuing official orders concerning population protection including evacuations and curfews.
- II. The Town Administrator holds authority to commit local resources (including finances) to respond to, recover from, and mitigate emergencies and disasters. The Town Administrator issues directives to Town staff and serves as liaison between the Town and other response agencies, as necessary.
- III. The Chief of Police plays a minimal role in the process of emergency procurement but it should be noted that this position implements public warnings and directs emergency operations, including coordinating actions of field personnel and ensuring implementation of Incident Command System (ICS) when appropriate.

RELATED POLICIES, PROCESSES, PROCEDURES, and/or STANDARDS

The Federal Emergency Management Agency (FEMA) recommends a series of trainings for the Board of Trustees, Town Administrator, Chief of Police, and other personnel involved with EOP implementation. These recommended trainings can be found by accessing the Town's EOP available in the Administrative (E:) drive.

Policy Owner Title/Name: Town Administrator, J.D. McCrumb
Policy Review By: Town Administrator
Last Review Date: TBD

TOWN OF COLUMBINE VALLEY INVESTMENT POLICY

INTRODUCTION AND SCOPE

The Town of Columbine Valley ("the Town") is a Board of Trustees-Administrator government subject only to limitations imposed by the State Constitution and by Town code, all powers shall be vested in an elective, seven-member Board of Trustees (the "Trustees") which shall enact local legislation, adopt budgets, determine policies and appoint the Town Administrator who shall execute the laws and administer the Town government.

The following Investment Policy addresses the methods, procedures and practices which must be exercised to ensure effective and judicious fiscal and investment management of the Town's funds. This Investment Policy shall apply to the investment management of all financial assets and funds under control of the Town, except for the retirement and pension funds of the Town. All cash, except for certain restricted funds, shall be pooled for investment purposes. The investment income derived from the pooled investment account shall be allocated to the General Fund and to those Town accounts that have contributed to the pooled funds based on the proportion of their respective average balances relative to the total pooled balance.

This Investment Policy replaces any previous investment policy or investment procedures of the Town.

This Investment Policy complies with the various regulatory requirements under which the Town operates. It was endorsed and adopted by Resolution #_____, Series _____ of the Town of Columbine Valley's Board of Trustees on_____.

INVESTMENT OBJECTIVES

All funds which are held for future disbursement shall be deposited and invested by the Town in accordance with Colorado State Statutes and any ordinances and resolutions enacted by the Town Board of Trustees in a manner to accomplish the following objectives:

- Preservation of capital and protection of investment principal.
- Maintenance of sufficient liquidity to meet anticipated cash flows.
- Diversification to avoid incurring unreasonable market risks.
- Attainment of a market value rate of return.
- Conformance with all applicable Town policies, and State and Federal regulations.

DELEGATION OF AUTHORITY

The Town Administrator and Town Treasurer have the authority to conduct investment transactions. The Town Administrator and Town Treasurer have the responsibility of administering this investment policy. Other members of the Town's finance staff may be appointed to assist the Town Treasurer in the cash management, treasury or investment functions and the Town Treasurer will submit those staff members names in writing to the Board

of Trustees for approval. Persons who are authorized to transact securities business for the Town are listed in Annex I of this Investment Policy. The Town Board of Trustees, through the Town's external auditors, will periodically review the compliance of the cash, treasury, and investment management practices with this Investment Policy.

The Town Treasurer shall establish written administrative procedures for the operation of the Town's investment program consistent with this Investment Policy. The Town's Treasurer and other authorized persons acting in accordance with written procedures and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes. The Town Treasurer will be responsible for ensuring that sufficient liquidity exists to maintain the Town's operations in the event of adverse market conditions or claims.

The Town Treasurer may engage, with the Board of Trustees approval, the support services of outside professionals, so long as it can be demonstrated that these services produce a net financial advantage and necessary financial protection of the Town's resources. Such services may include engagement of financial advisors in conjunction with debt issuance, portfolio management support, special legal representation, third party custodial services, and appraisal of independent rating services.

PRUDENCE

The standard of prudence to be used for managing the Town's assets is the "prudent investor" rule applicable to a fiduciary, which states that a prudent investor "shall exercise the judgment and care, under circumstances then prevailing, which men of prudence, discretion, and intelligence exercise in the management of the property of another, not in regard to speculation but in regard to the permanent disposition of funds, considering the probable income as well as the probable safety of their capital." (Colorado Revised Statutes 15-1-304, Standard for Investments.)

ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall adhere to the Town's Code of Ethics and shall not engage in personal business activity that could conflict with proper execution of the investment program, or that could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the Town Administrator any material financial interest in financial institutions that conduct business with the Town, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the Town's portfolio. Employees and officers shall subordinate their personal investment transactions to those of the Town particularly with regard to the timing of purchases and sales. The Town's current Code of Ethics is on file in the Clerk's office.

ELIGIBLE INVESTMENTS AND TRANSACTIONS

All investments will be made in accordance with the Colorado Revised Statutes (CRS) listed in Annex II of this Investment Policy. Any revisions or extensions of these sections of the CRS will be assumed to be part of this Investment Policy immediately upon being enacted.

The Town Board of Trustees has further restricted the investment of Town funds to the following types of securities and transactions:

1. U.S. Treasury Obligations: Treasury Bills, Treasury Notes, Treasury Bonds and Treasury Strips with maturities not exceeding five years from the date of trade settlement.
2. Federal Instrumentality Securities: Debentures, discount notes, callable securities, step-up securities and stripped principal or coupons with maturities not exceeding five years from the date of trade settlement issued by the following only: Federal National Mortgage Association (FNMA), Federal Farm Credit Banks (FFCB), Federal Home Loan Banks (FHLB), and Federal Home Loan Mortgage Corporation (FHLMC). To be approved, Federal Instrumentality Securities must be rated AAA by either Moody's or Standard & Poor's. The Town will not invest in any of the subordinated debentures issued by the federal instrumentality issuers.
3. Prime Commercial Paper issued by U.S. companies and denominated in U.S. currency with a maturity not exceeding 270 days from the date of purchase. Commercial Paper shall be rated in its highest rating category at the time of purchase by at least two Nationally Recognized Statistical Rating Organizations (NRSROs), and by all NRSROs that rate the obligations. If the commercial paper issuer has senior debt outstanding, the senior debt must be rated not less than A+, A1 or the equivalent by at least two NRSROs, and by all NRSROs that rate the debt. The aggregate amount of securities purchased from any one Commercial Paper issuer shall not exceed 20% of the Town's portfolio.

Any issuer whose short-term ratings are placed on negative watch list by any of the rating agencies will be put on "Hold" status. Issuers on "Hold" status will be ineligible for purchase until a final decision on ratings is made.

4. Eligible Bankers Acceptances with an original maximum maturity not exceeding 90 days, issued by FDIC insured domestic banks or branches of foreign banks domiciled in the U.S. and operating under U.S. banking laws with a minimum of \$250,000 combined capital and surplus. Banker's Acceptances shall be rated at least A1, P-1 or the equivalent at the time of purchase by at least two NRSROs and rated not less by all NRSROs that rate the instrument. If the issuing bank has senior debt outstanding, it shall be rated at the time of purchase AA, Aa2 or the equivalent by at the time of purchase by at least two NRSROs and rated not less by all NRSROs that rate the bank. The aggregate amount of Bankers Acceptances issued by any one bank shall not exceed 20% of the Town's portfolio.
5. Repurchase Agreements with a defined termination date of 180 days or less collateralized by U.S. Treasury and Federal Instrumentality securities listed in items 1 and 2 above with a maturity not exceeding 10 years. Title must transfer to the Town of Columbine Valley or the Town must have a perfected security interest. For the purpose of this section, the term "collateral" shall mean "purchased securities" under the terms of the Town's approved Master Repurchase Agreement. The purchased securities shall have a minimum market value including accrued interest of 102 percent of the dollar value of the transaction. Collateral shall be held in the Town's custodial bank as safekeeping agent, and the market value of the collateral securities shall be marked-to-the-market daily.

Repurchase Agreements shall be entered into only with dealers who have executed a Master Repurchase Agreement with the Town and who are recognized as Primary Dealers by the Federal Reserve Bank of New York or have a Primary Dealer within their holding company structure. A list of dealers who have executed a Master Repurchase Agreement with the Town is included in Annex III of this Investment Policy.

Approved counterparties to repurchase agreements shall have at least a short-term debt rating of A-1 or the equivalent and a long-term debt rating of A or the equivalent from one or more NRSROs that regularly rate such obligations.

6. Local Government Investment Pools authorized under CRS 24-75-702 that: 1) are "no-load" (i.e., no commission or fee shall be charged on purchases or sales of shares); 2) have a constant net asset value per share of \$1.00; 3) limit assets of the fund to those authorized by State Statute; 4) have a maximum stated maturity and weighted average maturity in accordance with Rule 2a-7 of the Investment Company Act of 1940; and 5) have a rating of AAAm by Standard & Poor's, AAA by Moody's or AAA/V-1+ by Fitch.
7. Non-Negotiable Certificates of Deposit in FDIC insured state or national banks or savings banks that are eligible public depositories in Colorado as defined in CRS 11-10.5-103 and that meet the criteria set forth in the section of this Investment Policy, "Selection of Banks." Certificates of Deposit exceeding the FDIC insured amount shall be collateralized in accordance with the Colorado Public Deposit Protection Act.
8. Money Market Mutual Funds registered under the Investment Company Act of 1940 that: 1) are "no-load" (i.e. no commission or fee shall be charged on purchases or sales of shares); 2) have a constant net asset value per share of \$1.00; 3) have a maximum stated maturity and weighted average maturity in accordance with Rule 2a-7 of the Investment Company Act of 1940; and 4) are rated either AAAm by Standard & Poor's, AAA by Moody's or AAA/V-1+ by Fitch.
9. Negotiable Certificates of Deposit authorized under CRS 24-75-601.1 with an opinion provided by the Colorado Division of Securities, it is legal to invest public funds in negotiable CD's at any FDIC insured bank up to the \$250,000 with maturities no longer than five years from date of settlement and that meet the criteria set forth in the section of this Investment Policy, "Selection of Banks." Negotiable Certificates of Deposit exceeding the FDIC insured amount shall be collateralized in accordance with the Colorado Public Deposit Protection Act.

It is the intent of the Town that the foregoing list of authorized securities be strictly interpreted. Any deviation from this list must be pre-approved by the Town Treasurer in writing and must be presented for approval at the next Board of Trustees Meeting.

The Town may, from time to time issue bonds, the proceeds of which must be invested to meet specific cash flow requirements. In such circumstances and notwithstanding the paragraph immediately above, the reinvestment of debt issuance or related reserve funds may, upon the advice of Bond Counsel or financial advisors, deviate from the provisions of this Investment Policy with the written approval of the Town Treasurer.

INVESTMENT DIVERSIFICATION

The Town shall diversify its investments to avoid incurring unreasonable risks inherent in over investing in specific instruments, individual financial institutions or maturities. The asset allocation in the portfolio should, however, be flexible depending upon the outlook for the economy, the securities market, and the Town's anticipated cash flow needs.

A minimum of 50% of the investable assets of the Town will be maintained in U.S. Treasury Obligations, Federal Instrumentality Securities, Repurchase Agreements and Local Government Investment Pools.

INVESTMENT MATURITY AND LIQUIDITY

Investments shall be limited to maturities not exceeding five years from the date of trade settlement. The weighted average maturity of the total portfolio shall at no time exceed twenty-four months, and the Town shall maintain at least 10% of its total investment portfolio in instruments maturing in 60 days or less.

For purposes of calculating the portfolio's weighted average maturity, in the case of callable securities, the first call date shall be used as the maturity date for investment purposes in this section if, in the opinion of the Town Treasurer, there is little doubt that the security will be called prior to maturity. If, in the opinion of the Town Treasurer, the callable security will go full term to maturity, then that date will be used as the final maturity. In all cases for accounting purposes, however, the final maturity date of the callable securities shall be used as the maturity of the security in order to disclose the maximum maturity liability in the Town's financial reports.

COMPETITIVE TRANSACTIONS

All investment transactions shall be conducted competitively with authorized broker/dealers. At least three broker/dealers shall be contacted for each transaction and their bid and offering prices shall be recorded.

If the Town is offered a security for which there is no other readily available competitive offering, quotations for comparable or alternative securities shall be documented.

SELECTION OF BROKER/DEALERS

The Town Treasurer shall maintain a list of broker/dealers approved to conduct security transactions with the Town. To be eligible, a firm must meet at least one of the following criteria:

1. Be recognized as a Primary Dealer by the Federal Reserve Bank of New York, or have a Primary Dealer within its holding company structure; or
2. Report voluntarily to the Federal Reserve Bank of New York; or

3. Qualify under Securities and Exchange Commission (SEC) Rule 15c3-1 (Uniform Net Capital Rule).

Broker/dealers will be selected by the Town Treasurer on the basis of their expertise in public cash management and their ability to provide service to the Town's account. Each authorized broker/dealer shall be required to submit and annually update a Town approved Broker/Dealer Information Request Form which includes the firm's most recent financial statements. The Town Treasurer shall maintain a file of the most recent Broker/Dealer Information Forms submitted by each firm approved for investment purposes. Broker/Dealers shall also attest in writing that they have received and reviewed a copy of this Investment Policy. A list of approved Broker/Dealers is included in Annex IV of this Investment Policy.

SELECTION OF BANKS

To be eligible for designation to provide depository and other banking services, or for a bank's certificates of deposit to be eligible for purchase, a bank must be a member of the Federal Deposit Insurance Corporation and must qualify as an eligible public depository in Colorado as defined in CRS 11-10.5-103.

The bank shall file annually with the Town of Columbine Valley a declaration of designation as an eligible depository under the provision of the PDPA, in which all deposits over \$100,000 will be collateralized according to the PDPA.

Additionally, the bank must meet a minimum requirement of 3 ½ stars under the Bauer Financial bank star rating system.

Banks failing to meet this criteria, or in the judgment of the Town Treasurer no longer offering adequate safety to the Town, will be removed from the Town's list of authorized banks.

Periodically, the Town may add a new bank to the list of approved banks provided the bank meets the eligibility requirements described above.

A list of approved banks is included in Annex V of this Investment Policy.

SAFEKEEPING AND CUSTODY

The Town Treasurer shall approve one or more banks to provide safekeeping and custodial services for the Town. A Town approved Safekeeping Agreement shall be executed with each custodian bank prior to utilizing that bank's safekeeping services. To be eligible for designation as the Town's safekeeping and custodian bank, a financial institution shall qualify as an eligible public depository in Colorado as defined in CRS 11-10.5-103.

The purchase and sale of securities and repurchase agreement transactions shall be settled on a delivery versus payment basis. Ownership of all securities shall be perfected in the name of the Town, and sufficient evidence to title shall be consistent with modern investment, banking and commercial practices.

All investments, except certificates of deposit, local government investment pools and money market funds purchased by the Town will be delivered by either book entry or physical delivery and will be held in third-party safekeeping by the Town's approved custodian bank, its correspondent bank or the Depository Trust Company (DTC).

All Fed wireable book entry securities owned by the Town shall be evidenced by a safekeeping receipt or a customer confirmation issued to the Town by the custodian bank stating that the securities are held in the Federal Reserve system in a Customer Account for the custodian bank which will name the Town as "customer."

All DTC eligible securities shall be held in the custodian bank's Depository Trust Company (DTC) participant account and the custodian bank shall issue a safekeeping receipt evidencing that the securities are held for the Town as "customer."

All non-book entry (physical delivery) securities shall be held by the custodian bank's correspondent bank and the custodian bank shall issue a safekeeping receipt to the Town evidencing that the securities are held by the correspondent bank for the Town as "customer."

The Town's custodian will be required to furnish the Town monthly reports of safekeeping activity including a list of month-end holdings.

PERFORMANCE BENCHMARKS

The Town's investment portfolio shall be designed to attain a market rate of return throughout budgetary and economic cycles, taking into account prevailing market conditions, risk constraints for eligible securities and cash flow requirements.

The performance of the portfolio shall be compared to the average yield on the U.S. Treasury security that most closely corresponds to the weighted average maturity of the portfolio. All fees involved with managing the portfolio should be included in the computation of the portfolio's rate of return.

The Town Treasurer shall present to the Town Board of Trustees, at least annually, a review of the portfolio's adherence to appropriate risk levels and a comparison between the portfolio's total return and the established investment objectives and goals.

REPORTING

Monthly, the Town Treasurer shall prepare and submit to the Town Board of Trustees a report listing the investments held by the Town and the market value of those investments. The report shall include a summary of investment earnings and performance results during the period.

POLICY REVISIONS

This Investment Policy shall be reviewed periodically by the Town Treasurer and may be amended by the Town Board of Trustees as conditions warrant. The data contained in the

Annexes to this Investment Policy may be updated by the Town Treasurer as necessary with the approval of the Town Administrator provided the changes in no way affect the substance or intent of this Investment Policy.

Approved:

Mayor

Approved as to legal form:

Town Attorney

Approved as to form:

Town Treasurer

Attested by:

Town Clerk

Date: _____, 2018

Annex I

Authorized Personnel

The following persons are authorized to transact investment business and wire funds for investment purposes on behalf of the Town of Columbine Valley:

1. Town Town Treasurer
2. Town Accountant
3. Town Administrator

Annex II

Applicable Statutes

The following Colorado Revised Statutes are applicable to the investment operations of the Town of Columbine Valley:

CRS 11-10.5-101, et seq.,	Public Deposit Protection Act
CRS 24-75-601, et. seq.,	Funds-Legal Investments
CRS 24-75-603,	Depositories
CRS 24-75-702,	Local Governments – authority to pool surplus funds

Annex III

Master Repurchase Agreement

The following broker/dealers have an executed Master Repurchase Agreement on file with the Town of Columbine Valley:

Annex IV

Approved Broker/Dealers

The following broker/dealers have been approved by the Town of Columbine Valley.

Bank of America Securites
Citigroup Global Markets, Inc.
Financial Northeastern Companies
Fundamental Capital Markets
J.P. Morgan Securities Inc.
Mizuho Securities USA Inc.
Morgan Stanley
Casaceli Capital Management, LLC.
UBS Financial Services Inc.
Wells Fargo Bank, N.A.
SIGMA Securities
First Empire Securities

Annex V

Approved Depositories

The following depository has been approved by the Town of Columbine Valley.

Alpine Bank
Bank of the West
First Bank
First Community Bank
Mile High Banks
Solera Bank
First Citizens Bank
Flatirons Bank
US Bank
Wells Fargo Bank
Colorado National Bank
Western States Bank
Colorado State Bank and Trust

GLOSSARY OF TERMS

Banker's Acceptance

A banker's acceptance (BA) can be defined as a time draft drawn on and accepted by a bank to pay a specified amount of money on a specified date. The draft is a primary and unconditional liability of the accepting bank. Bankers' acceptances typically are created for international trade transactions.

Certificate of Deposit (CD)

special type of time deposit. A CD is an investment instrument available at financial institutions generally offering a fixed rate of return for a specified period (such as three months, six months, one year, or longer). The depositor agrees not to withdraw funds for the time period of the CD. If the funds are withdrawn, a significant penalty is charged.

Commercial Paper

Commercial paper (CP) can be defined as a short-term unsecured promissory note issued for a specified dollar amount with a maturity that can be tailored to meet an investor's needs. Notes have maximum maturities of 270 days, with the majority of CP being issued in the 30-50 day range. Most CP is sold at a discount from face value although some can be interest bearing.

Federal Agency Securities

Securities issued by agencies of the U.S. Government such as the Government National Mortgage Association (GNMA or Ginnie Mae), and are backed by the full faith and credit of the United States.

Federal Instrumentality Securities

Securities issued by Government Sponsored Enterprises (GSEs) created by Congress to fund loans to certain groups of borrowers such as homeowners, farmers and students. GSE securities have an implied, but not explicit Federal Government guarantee.

Federal Farm Credit Bank (FFCB)

The FFCB is a network of cooperatively owned lending institutions that provide credit services to farmers and farm-affiliated businesses. The Farm Credit Banks collectively issue consolidated system-wide discount notes, debentures and medium term notes. These securities do not carry direct U.S. government guarantees.

Federal Home Loan Bank System (FHLB)

Created in 1932, the system consists of twelve regional banks, owned by private member institutions and regulated by the Federal Housing Finance Board. The system facilitates extension of credit through its members in order to provide access to housing and to improve the quality of communities. Obligations of the Federal Home Loan Banks do not carry direct U.S. government guarantees.

Federal Home Loan Mortgage Corporation (FHLMC or Freddie Mac)

FHLMC is a government-chartered corporation established in 1970 to help maintain the availability of mortgage credit for residential housing. FHLMC buys qualified mortgage loans from the financial institutions that originate them, securitizes the loans, and distributes the securities through the dealer community. FHLMC also issues discount notes, debentures and medium term notes that finance the purchase of the mortgages. These securities do not carry direct U.S. government guarantees.

Federal National Mortgage Association (FNMA or Fannie Mae)

FNMA (Fannie Mae) is a congressionally chartered corporation, chartered in 1938. FNMA purchases conventional mortgages, pools them and sells them as mortgage-backed securities to investors on the open market. FNMA sells debentures, discount notes and medium term notes to investors to finance their purchase of conventional mortgages. These securities do not carry direct U.S. government guarantees.

Money Market Mutual Funds (MMMFs)

MMMFs are an open-ended mutual fund, which invests only in money market investment instruments. MMMFs are sponsored by private companies and are regulated by and must be registered with the SEC. These funds fall under Investment Company Act of 1940 and they must comply with Rule 2a-7, which governs the credit quality, diversification practices, and maturities of portfolio securities.

Negotiable Certificate of Deposit

Large denomination CDs (\$100,000 and larger) that are issued in bearer form and can be traded in the secondary market.

Repurchase Agreement (repo)

A repurchase agreement (repo or RP) is a simultaneous transaction whereby an investor purchases securities (collateral) from a bank or a dealer for cash and the bank or dealer contractually agrees to repurchase the collateral security at the same price (plus interest) at a mutually agreed-upon future date. When the repurchase agreement is executed, the parties agree to a specified interest rate, or repo rate.

U.S. Treasury Securities (Treasuries)

Treasuries are marketable (negotiable) securities that are issued by the U.S. Treasury and carry the full faith and credit of the U.S. government. They are issued in three types – bills, notes, and bonds. Treasury bills have maturities less than one year, do not have a coupon and are purchased at a discount to par value. Treasury notes and bonds have coupons that pay semi-annual interest and have original maturities of two years or greater.

U.S. Treasury STRIPS (Separately Traded Registered Interest and Principal Securities)

STRIPS are issued by the Treasury as zero-coupon securities and represent the principal or interest payments from selected Treasury notes and bonds. They carry the full faith and credit of the U.S. government.



Request for Board of Trustee Action

Date: October 16, 2018

Title: Resolution #9, 2018 - 2018/2019 Town Goals

Presented By: J.D. McCrumb, Town Administrator

Prepared By: Clay Brown, DOLA; J.D. McCrumb, Town Administrator

Background: The Town of Columbine Valley Trustees held their annual working retreat on August 14, 2018. Facilitated by Mr. Clay Brown from the Colorado Department of Local Affairs, the Trustees discussed and drafted four broad goals with accompanying action points to help guide Trustee decision making and staff action through 2019.

Attachments: Resolution #9, Series of 2018
Draft copy of Town Goals

Fiscal Impacts: No fiscal impact is anticipated.

Staff Recommendations: "I move to approve the 2018/19 Town Goals as presented."

Or

"I move to approve the 2018/19 Town Goals with the following changes....."

RESOLUTION NO. 9
SERIES OF 2018

A RESOLUTION CONCERNING GOALS FOR THE BOARD OF TRUSTEES OF THE
TOWN OF COLIMBINE VALLEY

WHEREAS, The Board of Trustees ("Board") and members of Town staff met to collaborate on future goals for the Board for the years 2018 and 2019, at the Board Annual Retreat, on August 14, 2018; and

WHEREAS, during the Retreat, the Board established goals for the years 2018 and 2019; and

WHEREAS, the Board now desires to adopt these goals in order to better protect the health, safety and welfare of the citizens of the Town.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF COLUMBINE VALLEY, COLORADO:

Section 1. The Board of Trustees hereby adopts and establishes goals for the Town of Columbine Valley, for the years 2018 and 2019, as set forth in the "2018/2019 Columbine Valley Town Goals" attached hereto as Exhibit A and incorporated by reference herein.

Section 2. Should any one or more sections or provisions of this Resolution be judicially determined invalid or unenforceable, such judgment shall not affect, impair, or invalidate the remaining provisions of this Resolution, the intention being that the various sections and provisions are severable.

Section 3. Any and all Resolutions or parts thereof in conflict or inconsistent herewith are, to the extent of such conflict or inconsistency, hereby repealed; provided however, that the repeal of any such Resolution or part thereof shall not revive any other section or part of any Resolution heretofore repealed or superseded.

PASSED, ADOPTED AND APPROVED by a vote of _____ for and _____ against this 16th day of October, 2018.

JD McCrumb, Clerk

Richard Champion, Mayor



2018/2019 COLUMBINE VALLEY TOWN GOALS

GOAL: MAINTAIN HIGH LEVEL OF SERVICES FOR COMMUNITY

ACTION ITEMS:

- Recruit and retain a highly skilled town staff
- Ensure continuity of operations and functions of the Town
- Promote and support continual training and development of staff
- Communicate information to our citizens that promotes public safety

GOAL: MAXIMIZE INTERNAL AND EXTERNAL RELATIONSHIPS

ACTION ITEM:

- Enhance communication both to and from the following constituencies;
 - The residents and homeowners of Columbine Valley
 - The Town's 11 HOA's
 - The Columbine Country Club
 - Neighboring jurisdictions including the Town of Bow Mar, City of Littleton and Arapahoe County

GOAL: MAINTAIN AND ENHANCE THE FISCAL HEALTH AND RESPONSIBILITY OF THE TOWN

ACTION ITEMS:

- Maintain a fiscally constrained and comprehensive Capital Improvement Program
- Adopt additional financial policies relating to Capital Funds, Reserve Funds and Investments
- Explore the possibility of expanding the Town's tax base without raising taxes

GOAL: MAINTAIN THE QUALITY AND CHARACTER OF COLUMBINE VALLEY

ACTION ITEMS:

- Complete an update to the Town's Master Plan
- Monitor the development of the properties on Watson Lane
- Identify opportunities to utilize the Town's Open Space Funds for the betterment of the Community
- Make improvements to pedestrian safety



Request for Board of Trustee Action

Date: October 16, 2018

Title: Trustee Bill #6, Series 2018 – Roosters and Swine

Presented By: Lee Schiller, Town Attorney

Prepared By: Lee Schiller, Town Attorney

Background: There has been a notable increase in complaints to the Town regarding noise caused by roosters within the Town.

As this ordinance impacts Zoning Code, a public hearing is required.

Attachments: Trustee Bill #6, Series 2018

Recommended Motion: “I move approve Trustee Bill #6, Series 2018 as presented on 1st Reading”.

Recommended Motion: “I move to set a Public Hearing for Tuesday, January 15, 2019 at 6:15 p.m. to consider Trustee Bill #6, Series 2018”.

A BILL FOR AN ORDINANCE
OF THE TOWN OF COLUMBINE VALLEY CONCERNING SWINE AND ROOSTERS

WHEREAS, There is currently no prohibition against any person possessing, selling or giving away swine or roosters in the Town of Columbine Valley; and

WHEREAS, possessing and maintaining swine and roosters causes annoying and offensive odors and noises;

WHEREAS, the Board of Trustees of a the Town of Columbine Valley find that the possessing, maintaining and displaying of swine and roosters constitute a public nuisance; and

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF COLUMBINE VALLEY, COLORADO, as follows:

Section 1. Section 6.04.090 of the Municipal Code of the Town of Columbine Valley is hereby amended to add 6.04.090C as follows: Notwithstanding the provisions heretofore set forth, no swine or male fowl capable of crowing shall be kept by any person within the boundaries of the Town.

Section 2. Section 1 C, Article 2, of the Zoning Code of the Town of Columbine Valley shall be amended to add the following sentence: Notwithstanding the provisions heretofore set forth, no swine or male fowl capable of crowing shall be kept by any person within the boundaries of the Town.

Section 3. Any person possessing or owning swine or male fowl in the Town at the time of the enactment of this ordinance, shall have a period of six (6) months within which to remove such animal or animals from the jurisdiction of the Town.

Section 4. Should any section clause, sentence, part or portion of this Ordinance be adjudged by any court to be unconstitutional or invalid, the same shall not affect, impair, or invalidate the Ordinance as a whole or any part thereof other than the part or portion declared by such court to be unconstitutional or invalid.

Section 5. The Town Clerk shall certify the passage of this Ordinance and cause notice of its contents and passage to be published.

. This Ordinance shall be in full force and effect introduced as Trustee Bill No. 6 at a regular meeting of the Board of Trustees Town of Columbine Valley on the 16th day of October,

2018 passed by a vote of ____ for and ____ against on first reading; passed on second reading, after a public meeting held on the ____ day of ____, 2018, at a regular meeting of the Board of Trustees held on the ____ day of ____ 2019, by a vote of ____ for and ____ against and ordered published in the Littleton Independent on the ____ day of ____, 2019.

Richard Champion, Mayor

ATTEST:

J.D. McCrumb, Clerk of the Town of Columbine Valley



Request for Board of Trustee Action

Date: October 16, 2018

Title: Set date for Special Meeting and Public Hearing

Presented By: J.D. McCrumb, Town Administrator

Prepared By: J.D. McCrumb, Town Administrator

Background: In recognition of the Thanksgiving holiday on Thursday, November 22, 2018, the Trustees wish to move the Regular Meeting from Tuesday, November 20, 2018 to Tuesday, November 13, 2018 at 6:30 p.m.

At the Special Meeting on November 13, 2018, a public hearing will be set for the 2019 Town Budget.

Recommended Motion: "I move to set a Special Meeting for Tuesday, November 13, 2018 at 6:30 p.m. to consider Town business including the 2019 budget.

Recommended Motion: "I move to set a Public Hearing for Tuesday, November 13, 2018 at 6:15 p.m. to consider the 2019 Town Budget".