

**TOWN OF COLUMBINE VALLEY
BOARD OF TRUSTEES MEETING**

February 20, 2024

6:30PM

A G E N D A

1. ROLL CALL 6:30

2. PLEDGE OF ALLEGIANCE

3. 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 act at the meeting on any issue raised by public comment. The Mayor may refer the matter to the Town Administrator or Town Attorney for immediate comment, or to staff to obtain additional information and report back to the Board as appropriate.

4. CONSENT AGENDA Mayor Palmer
 - a. Approval of January 16, 2024 Minutes

5. REPORTS
 - a. Mayor
 - b. Trustees
 - c. Finance Report
 - d. Town Administrator
 - e. Chief of Police

6. PRESENTATIONS Mr. McCrumb
 - a. 2024 Capital Improvement Plan

7. OLD BUSINESS
 - a. There is no Old Business

8. NEW BUSINESS Mr. Schiller
 - a. Resolution #2 – 2024 Building Permit Audit Mr. McCrumb
 - b. Resolution #3 – 2024 Cancel 2024 Municipal Election Chief Cottrell
 - c. Public Safety IGA w Bow Mar Mr. Kaslon
 - d. Trustee Bill #1 – 2024 WP 2nd Plat Amendment (1st Reading) Mr. McCrumb
 - e. Trustee Bill #2 – 2024 Flood Plain Amendment (1st Reading)
 - i. Set Public Hearing for March 19, 2024
 - f. Trustee Bill #3 – 2024 Adopt updated Fire Code (1st Reading) Mr. McCrumb
 - i. Set Public Hearing for March 19, 2024

9. ADJOURNMENT

TOWN OF COLUMBINE VALLEY

BOARD OF TRUSTEES

Minutes

January 16, 2024

Mayor Palmer 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: Roy Palmer, Bill Dotson, Kathy Boyle, Mike Giesen, Ed Icenogle,
and Jim Tarpey

Also present: Lee Schiller, J.D. McCrumb, Jamie Milliman, and Diane Rodriguez

PUBLIC COMMENT: There was no public comment.

CONSENT AGENDA

ACTION: upon a motion by Trustee Icenogle and a second by Trustee Tarpey, the Board of Trustees unanimously approved the consent agenda.

PRESENTATIONS: There were no presentations.

REPORTS

- A. Mayor Palmer provided a review of the upcoming year.
- B. Trustee Boyle provided an update on the PD and History projects. Trustee Dotson provided an update on the Public Safety IGA discussions.
- C. Mrs. Rodriguez reviewed the December 2023 financials as presented in the Trustees Packet.
- D. Mr. McCrumb reviewed his report as presented in the Trustees Packet.
- E. Sergeant Milliman reviewed the report as presented in the Trustee Packet.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

ADJOURNMENT: There being no further business, the meeting was adjourned at approximately 7:04 p.m.

Submitted by,
J.D. McCrumb, Town Administrator

TOWN OF COLUMBINE VALLEY
Financial Statements Ended January 31, 2024
Variance Summary

General Fund

Revenues

- General Fund Revenues are at 12% of budget (PY 10%)
 - o Permits, fees and services \$35,391 at 20%
 - o Lennar violations \$9,300
 - o Interest \$27,293 in general fund and total of \$36,219

Administration – 7% of budget (PY 6%)

Planning and engineering – 5% of budget (PY 17%)

Public Safety – 7% of budget (PY 7%)

Public Works – 4% of budget (PY 6%)

General Fund Expenditures, Transfers and Fund Balance

- General Fund Expenditures are at 6% of budget (PY 7%).
- Transfer to capital fund of \$100,000
- The ending fund balance is \$819,479

Capital Fund

- Ending fund balance \$5,364,694

Conservation Trust Fund - Ending fund balance \$30,062

Arapahoe County Open Space Fund - Ending fund balance \$616,320

Wild Plum Impact Fees Fund - Ending fund balance \$1,270,295

Transportation Fees Fund

- Transportation fees \$26,361 at 26% of budget (PY 19%)
- Ending fund balance \$299,550

**TOWN OF COLUMBINE VALLEY
CASH POSITION
YEAR TO DATE (YTD) AS OF JANUARY 31, 2024**

Account Activity Item Description	CHECKING	INVESTMENTS	TOTAL ALL ACCOUNTS
Bank of the West checking	\$ 590,721	-	\$ 590,721
C-Safe Primary	-	5,879,931	5,879,931
C-Safe Wild Plum Impact fee	-	1,270,295	1,270,295
C-Safe CTF	-	36,447	36,447
Arapahoe County shareback	-	616,320	616,320
YTD Cash Balances	590,721	7,802,993	8,393,714
Less amount allocated for capital	-	-	(5,364,694)
Less amount restricted for CTF	-	-	(30,062)
Less amount restricted for ACOS	-	-	(616,320)
Less amount restricted for impact fees	-	-	(1,270,295)
Less amount restricted for transportation fees	-	-	(299,550)
CURRENT UNRESTRICTED/UNALLOCATED BALANCE	\$ 590,721	\$ 7,802,993	\$ 812,793

**TOWN OF COLUMBINE VALLEY
ALLOCATION OF AVAILABLE FUND BALANCES
YEAR TO DATE (YTD) AS OF JANUARY 31, 2024**

Account Activity Item Description	General	Capital	Conservation Trust	Arapahoe Cty Open Space	Wild Plum Impact Fees	Transportation Fees	TOTALS
BEGINNING FUND BALANCES	\$ 764,244	\$ 5,268,559	\$ 29,893	\$ 613,459	\$ 1,264,399	\$ 273,189	\$ 8,213,743
YTD REVENUES PER FINANCIAL STATEMENTS							
Taxes	134,639	-	-	-	-	-	134,639
Permits and fines	48,541	-	-	-	-	-	48,541
Intergovernmental	94,934	-	-	-	-	-	94,934
Interest	27,293	-	169	2,861	5,896	-	36,219
Other	122	-	-	-	-	-	122
Transportation fees	-	-	-	-	-	26,361	26,361
Total YTD revenues	305,529	-	169	2,861	5,896	26,361	340,816
Total YTD expenditures	(150,294)	(3,865)	-	-	-	-	(154,159)
Excess of revenues over (under) expenditures	155,235	(3,865)	169	2,861	5,896	26,361	186,657
Transfers	(100,000)	100,000	-	-	-	-	-
Net change in fund balance	55,235	96,135	169	2,861	5,896	26,361	186,657
YTD ENDING FUND BALANCES	\$ 819,479	\$ 5,364,694	\$ 30,062	\$ 616,320	\$ 1,270,295	\$ 299,550	\$ 8,400,400

Budget vs actual reference

(page 4)

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**TOWN OF COLUMBINE VALLEY
BALANCE SHEET - ALL FUNDS
GOVERNMENTAL FUNDS
January 31, 2024
Unaudited**

	General
ASSETS	
Cash and investments	\$ 8,393,714
Accrued revenue	100,323
Prepaid expenses	42,195
Other receivables	41,099
TOTAL ASSETS	\$ 8,577,331
 LIABILITIES AND FUND BALANCES	
LIABILITIES	
Accounts payable	\$ 163,426
Accrued liabilities	13,505
Total liabilities	176,931
 FUND BALANCES	
General	819,479
Capital	5,364,694
Conservation trust fund	30,062
Arapahoe county open space	616,320
Wild Plum Impact fees	1,270,295
Transportation fees	299,550
Total fund balances	8,400,400
TOTAL LIABILITIES AND FUND BALANCES	\$ 8,577,331

TOWN OF COLUMBINE VALLEY
GENERAL - SUMMARY
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
BUDGET AND ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS
FOR THE ONE MONTH ENDED JANUARY 31, 2024
Unaudited

	<u>YTD Actual</u>	<u>Adopted Annual Budget</u>	<u>YTD Variance from Annual Budget</u>	<u>Percent of Annual Budget (8% YTD)</u>
REVENUES				
Taxes	\$ 134,639	\$ 1,758,694	\$ (1,624,055)	8%
Permits and fines	48,541	273,000	(224,459)	18%
Intergovernmental	94,934	426,300	(331,366)	22%
Interest	27,293	95,400	(68,107)	29%
Other	122	4,000	(3,878)	3%
Grants	-	32,000	(32,000)	0%
Total revenues	<u>305,529</u>	<u>2,589,394</u>	<u>(2,283,865)</u>	<u>12%</u>
EXPENDITURES				
Administration	49,781	764,680	(714,899)	7%
Planning and engineering	1,890	36,000	(34,110)	5%
Public safety	79,377	1,097,881	(1,018,504)	7%
Public works	19,246	447,644	(428,398)	4%
Total expenditures	<u>150,294</u>	<u>2,346,205</u>	<u>(2,195,911)</u>	<u>6%</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>155,235</u>	<u>243,189</u>	<u>(87,954)</u>	<u>64%</u>
OTHER FINANCING USES				
Transfer to capital	(100,000)	(250,000)	150,000	40%
Total other financing uses	<u>(100,000)</u>	<u>(250,000)</u>	<u>150,000</u>	<u>40%</u>
NET CHANGE IN FUND BALANCE	55,235	<u>\$ (6,811)</u>	<u>\$ 62,046</u>	
BEGINNING FUND BALANCE	<u>764,244</u>			
ENDING FUND BALANCE	<u>\$ 819,479</u>			

TOWN OF COLUMBINE VALLEY
GENERAL - DETAILS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
BUDGET AND ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS
FOR THE ONE MONTH ENDED JANUARY 31, 2024
Unaudited

	Current Month	YTD Actual	Adopted Annual Budget	YTD Variance from Annual Budget	Percent of Annual Budget (8% YTD)
REVENUES					
Taxes					
Cable television	\$ 3,533	\$ 3,533	\$ 42,400	\$ (38,867)	8%
Property taxes	2,102	2,102	584,194	(582,092)	0%
Sales and use taxes	118,890	118,890	1,009,300	(890,410)	12%
Specific ownership taxes	3,289	3,289	40,900	(37,611)	8%
Utility franchise fees	6,825	6,825	81,900	(75,075)	8%
Total taxes	<u>134,639</u>	<u>134,639</u>	<u>1,758,694</u>	<u>(1,624,055)</u>	<u>8%</u>
Permits and fines					
Court fines	3,850	3,850	100,000	(96,150)	4%
Permits, fees and services	35,391	35,391	173,000	(137,609)	20%
Violations	9,300	9,300	-	9,300	-
Total permits and fines	<u>48,541</u>	<u>48,541</u>	<u>273,000</u>	<u>(224,459)</u>	<u>18%</u>
Intergovernmental					
Bow Mar IGA	84,500	84,500	338,000	(253,500)	25%
Bow Mar IGA admin	5,000	5,000	20,000	(15,000)	25%
County highway tax revenue	1,425	1,425	17,100	(15,675)	8%
Motor vehicle registration fees	296	296	5,600	(5,304)	5%
State cigarette tax apportionment	150	150	1,800	(1,650)	8%
State highway user's tax	3,563	3,563	43,800	(40,237)	8%
Total intergovernmental	<u>94,934</u>	<u>94,934</u>	<u>426,300</u>	<u>(331,366)</u>	<u>22%</u>
Interest	27,293	27,293	95,400	(68,107)	29%
Other	122	122	4,000	(3,878)	3%
Grants	-	-	32,000	(32,000)	0%
TOTAL REVENUES	<u>305,529</u>	<u>305,529</u>	<u>2,589,394</u>	<u>(2,283,865)</u>	<u>12%</u>
EXPENDITURES					
Administration					
Accounting and audit	10,332	10,332	112,400	(102,068)	9%
Advertising/notices	-	-	500	(500)	0%
Bank/credit card fees	418	418	7,700	(7,282)	5%
Building inspection and planning review	11,051	11,051	70,000	(58,949)	16%
Building maintenance and utilities	1,283	1,283	26,360	(25,077)	5%
Community functions	-	-	50,500	(50,500)	0%
Computer expense	342	342	10,000	(9,658)	3%
County treasurer's collection fees	21	21	5,842	(5,821)	0%
Dues and publications	1,140	1,140	13,480	(12,340)	8%
Education and training	-	-	11,000	(11,000)	0%
Election	-	-	4,000	(4,000)	0%
Health insurance	2,153	2,153	26,624	(24,471)	8%
Human resources	1,041	1,041	12,000	(10,959)	9%
Insurance workers comp and liability	1,183	1,183	15,987	(14,804)	7%
Legal	503	503	25,000	(24,497)	2%
Mayor expenses & meals	-	-	1,000	(1,000)	0%
Miscellaneous	-	-	1,500	(1,500)	0%
Payroll taxes	740	740	11,400	(10,660)	6%
Pension	768	768	11,400	(10,632)	7%
Salaries	16,132	16,132	228,144	(212,012)	7%
Special projects	-	-	19,000	(19,000)	0%
Supplies, printing, postage	1,599	1,599	13,000	(11,401)	12%

TOWN OF COLUMBINE VALLEY
GENERAL - DETAILS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
BUDGET AND ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS
FOR THE ONE MONTH ENDED JANUARY 31, 2024
Unaudited

	Current Month	YTD Actual	Adopted Annual Budget	YTD Variance from Annual Budget	Percent of Annual Budget (8% YTD)
Telephone/communications	1,075	1,075	10,143	(9,068)	11%
Emergency reserve	-	-	77,700	(77,700)	0%
Total administration	49,781	49,781	764,680	(714,899)	7%
Planning and engineering					
Town planning	1,890	1,890	20,000	(18,110)	9%
Town engineer	-	-	16,000	(16,000)	0%
Total planning and engineering	1,890	1,890	36,000	(34,110)	5%
Public safety					
Operations					
Cruiser gas	1,150	1,150	20,000	(18,850)	6%
Cruiser oil/maintenance	-	-	13,000	(13,000)	0%
Cruiser insurance	486	486	5,829	(5,343)	8%
Education/training	-	-	12,620	(12,620)	0%
Equipment/repairs	-	-	4,000	(4,000)	0%
Health insurance	5,973	5,973	88,700	(82,727)	7%
Insurance workers comp and liability	3,422	3,422	46,061	(42,639)	7%
Payroll taxes	1,854	1,854	29,600	(27,746)	6%
Pension	4,915	4,915	59,200	(54,285)	8%
Salaries	49,862	49,862	591,598	(541,736)	8%
Supplies/miscellaneous	745	745	15,000	(14,255)	5%
Telephones/air cards	113	113	4,561	(4,448)	2%
Uniforms	1,197	1,197	10,000	(8,803)	12%
Total operations	69,717	69,717	900,169	(830,452)	8%
Municipal court					
Judge	750	750	9,000	(8,250)	8%
Interpreter	200	200	2,400	(2,200)	8%
Legal	45	45	26,000	(25,955)	0%
Health insurance	965	965	11,246	(10,281)	9%
Payroll taxes	132	132	2,340	(2,208)	6%
Pension	165	165	2,340	(2,175)	7%
Salaries	3,188	3,188	46,800	(43,612)	7%
Administration	-	-	1,000	(1,000)	0%
Supplies	-	-	2,500	(2,500)	0%
Total municipal court	5,445	5,445	103,626	(98,181)	5%
Contracts					
Arapahoe county dispatch fee	-	-	36,894	(36,894)	0%
Tri-tech software	-	-	1,262	(1,262)	0%
Humane society	-	-	500	(500)	0%
Juvenile assessment	-	-	650	(650)	0%
Netmotion	-	-	500	(500)	0%
CACP	430	430	350	80	123%
CISC	-	-	1,000	(1,000)	0%
WhenIWork	-	-	430	(430)	0%
Total contracts	430	430	41,586	(41,156)	1%
Computer/IT					
Flock safety	1,458	1,458	17,500	(16,042)	8%
Offsite server backup and protection	1,160	1,160	12,000	(10,840)	10%
Office 365 accounts	-	-	5,000	(5,000)	0%
Scheduled computer replacement	-	-	4,000	(4,000)	0%
Govpilot	1,167	1,167	14,000	(12,833)	8%
Total computer/IT	3,785	3,785	52,500	(48,715)	7%

TOWN OF COLUMBINE VALLEY
GENERAL - DETAILS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
BUDGET AND ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS
FOR THE ONE MONTH ENDED JANUARY 31, 2024
Unaudited

	<u>Current Month</u>	<u>YTD Actual</u>	<u>Adopted Annual Budget</u>	<u>YTD Variance from Annual Budget</u>	<u>Percent of Annual Budget (8% YTD)</u>
Total public safety	79,377	79,377	1,097,881	(1,018,504)	7%
Public works					
Ground maintenance	-	-	7,000	(7,000)	0%
Health insurance	1,007	1,007	9,966	(8,959)	10%
Insurance vehicle	243	243	2,914	(2,671)	8%
Insurance workers comp and liability	452	452	6,283	(5,831)	7%
Other drainage/water	-	-	5,000	(5,000)	0%
Payroll taxes	409	409	5,522	(5,113)	7%
Pension	335	335	5,522	(5,187)	6%
Professional fees-mosquito control	-	-	7,985	(7,985)	0%
Salaries	7,865	7,865	110,448	(102,583)	7%
Sanitation/trash/recycle service	8,878	8,878	109,200	(100,322)	8%
Signs maintenance	-	-	1,104	(1,104)	0%
Snow removal	-	-	2,500	(2,500)	0%
Storm water permit process/NPDES	-	-	1,200	(1,200)	0%
Street lighting	57	57	15,000	(14,943)	0%
Street and gutter maintenance	-	-	105,000	(105,000)	0%
Streets and gutters contingency	-	-	50,000	(50,000)	0%
Striping	-	-	1,000	(1,000)	0%
Vehicle maintenance	-	-	2,000	(2,000)	0%
Total public works	19,246	19,246	447,644	(428,398)	4%
TOTAL EXPENDITURES	150,294	150,294	2,346,205	(2,195,911)	6%
EXCESS OF REVENUES OVER EXPENDITURES	155,235	155,235	243,189	(87,954)	64%
OTHER FINANCING USES					
Transfer to capital	(100,000)	(100,000)	(250,000)	150,000	40%
Total other financing uses	(100,000)	(100,000)	(250,000)	150,000	40%
NET CHANGE IN FUND BALANCE	<u>\$ 55,235</u>	<u>\$ 55,235</u>	<u>\$ (6,811)</u>	<u>\$ 62,046</u>	
BEGINNING FUND BALANCE		764,244			
ENDING FUND BALANCE		<u>\$ 819,479</u>			

TOWN OF COLUMBINE VALLEY
CAPITAL
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
BUDGET AND ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS
FOR THE ONE MONTH ENDED JANUARY 31, 2024
Unaudited

	<u>YTD Actual</u>	<u>Adopted Annual Budget</u>	<u>YTD Variance from Annual Budget</u>	<u>Percent of Annual Budget (8% YTD)</u>
REVENUES				
Total revenues	\$ -	\$ -	\$ -	-
EXPENDITURES				
Public safety				
Vehicle	-	69,000	(69,000)	0%
Public works				
Lightpole replacement	-	12,000	(12,000)	0%
Platte Canyon Sidewalk - Village to Fairway	3,865	482,812	(478,947)	1%
Platte Canyon/Coal Mine right turn lane	-	280,000	(280,000)	0%
Road improvements	-	2,059,886	(2,059,886)	0%
Trails	-	30,000	(30,000)	0%
Total expenditures	<u>3,865</u>	<u>2,933,698</u>	<u>(2,929,833)</u>	<u>0%</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>(3,865)</u>	<u>(2,933,698)</u>	<u>2,929,833</u>	<u>0%</u>
OTHER FINANCING SOURCES				
Transfer from general	100,000	250,000	(150,000)	40%
Total other financing sources	<u>100,000</u>	<u>250,000</u>	<u>(150,000)</u>	<u>40%</u>
NET CHANGE IN FUND BALANCE	96,135	<u>\$ (2,683,698)</u>	<u>\$ 2,779,833</u>	
BEGINNING FUND BALANCE	<u>5,268,559</u>			
ENDING FUND BALANCE	<u><u>\$ 5,364,694</u></u>			

**TOWN OF COLUMBINE VALLEY
 CONSERVATION TRUST
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
 BUDGET AND ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS
 FOR THE ONE MONTH ENDED JANUARY 31, 2024
 Unaudited**

	<u>YTD Actual</u>	<u>Adopted Annual Budget</u>	<u>YTD Variance from Annual Budget</u>	<u>Percent of Annual Budget (8% YTD)</u>
REVENUES				
Conservation Trust Fund entitlement	\$ -	\$ 8,700	\$ (8,700)	0%
CTF interest	169	1,300	(1,131)	13%
Total revenues	<u>169</u>	<u>10,000</u>	<u>(9,831)</u>	<u>2%</u>
EXPENDITURES				
Conservation trust fund expenditures	-	6,000	(6,000)	0%
Total expenditures	<u>-</u>	<u>6,000</u>	<u>(6,000)</u>	<u>0%</u>
NET CHANGE IN FUND BALANCE	169	<u>\$ 4,000</u>	<u>\$ (3,831)</u>	
BEGINNING FUND BALANCE	<u>29,893</u>			
ENDING FUND BALANCE	<u>\$ 30,062</u>			

**TOWN OF COLUMBINE VALLEY
ARAPAHOE COUNTY OPEN SPACE FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
BUDGET AND ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS
FOR THE ONE MONTH ENDED JANUARY 31, 2024
Unaudited**

	<u>YTD Actual</u>	<u>Adopted Annual Budget</u>	<u>YTD Variance from Annual Budget</u>	<u>Percent of Annual Budget (8% YTD)</u>
REVENUES				
Arapahoe County open space revenues	\$ -	\$ 57,900	\$ (57,900)	0%
ACOP interest	2,861	27,000	(24,139)	11%
Total revenues	<u>2,861</u>	<u>84,900</u>	<u>(82,039)</u>	<u>3%</u>
EXPENDITURES				
Total expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	2,861	<u>\$ 84,900</u>	<u>\$ (82,039)</u>	
BEGINNING FUND BALANCE	<u>613,459</u>			
ENDING FUND BALANCE	<u>\$ 616,320</u>			

**TOWN OF COLUMBINE VALLEY
WILD PLUM IMPACT FEES
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
BUDGET AND ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS
FOR THE ONE MONTH ENDED JANUARY 31, 2024
Unaudited**

	<u>YTD Actual</u>	<u>Adopted Annual Budget</u>	<u>YTD Variance from Annual Budget</u>	<u>Percent of Annual Budget (8% YTD)</u>
REVENUES				
Interest	\$ 5,896	\$ 60,000	\$ (54,104)	10%
Total revenues	<u>5,896</u>	<u>60,000</u>	<u>(54,104)</u>	<u>10%</u>
EXPENDITURES				
Total expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	5,896	<u>\$ 60,000</u>	<u>\$ (54,104)</u>	
BEGINNING FUND BALANCE	<u>1,264,399</u>			
ENDING FUND BALANCE	<u><u>\$ 1,270,295</u></u>			

**TOWN OF COLUMBINE VALLEY
TRANSPORTATION FEES
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
BUDGET AND ACTUAL - MODIFIED ACCRUAL (BUDGETARY) BASIS
FOR THE ONE MONTH ENDED JANUARY 31, 2024
Unaudited**

	<u>YTD Actual</u>	<u>Adopted Annual Budget</u>	<u>YTD Variance from Annual Budget</u>	<u>Percent of Annual Budget (8% YTD)</u>
REVENUES				
Transportation fees	\$ 26,361	\$ 100,000	\$ (73,639)	26%
Total revenues	<u>26,361</u>	<u>100,000</u>	<u>(73,639)</u>	<u>26%</u>
EXPENDITURES				
Total expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	26,361	<u>\$ 100,000</u>	<u>\$ (73,639)</u>	
BEGINNING FUND BALANCE	<u>273,189</u>			
ENDING FUND BALANCE	<u>\$ 299,550</u>			



EARLY SPRING!

Town Administrator's Report

February 2024



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

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



Town Administration

Election Updates. The Town received three candidates for the role of Trustee, and one candidate for the role of Mayor. There were no additional issues on the ballot. As such, the 2024 municipal election will be canceled.

Land Use Bills. Staff continues to stay engaged with and monitors the Colorado Municipal League Policy Committee. Of current issues are several land use bills that we will continue to monitor and bring to the Trustees attention as appropriate.

Updated Code Codification. The staff review of the updated code codification continues, but it will not be ready to present to the Trustees until later this spring.

Bow Mar Building Department Services. Upon resolution of the Town's public safety IGA with Bow Mar, staff will begin to discuss continuation of the IGA that addresses the Building Department services.

2024 Directory Distribution. The 2024 Town Directories are available for pickup at Town Hall, Monday through Thursday, 9 a.m. to noon. So far, staff has handed out 100+ directories.

Town Website Statistics

January 2024

Sessions: 1,699

Page Views: 2,859

Top Pages:

Building Department

Police Department

Calendar

Pay Summons



Building Department

Monthly Stats

17 Permits Issued

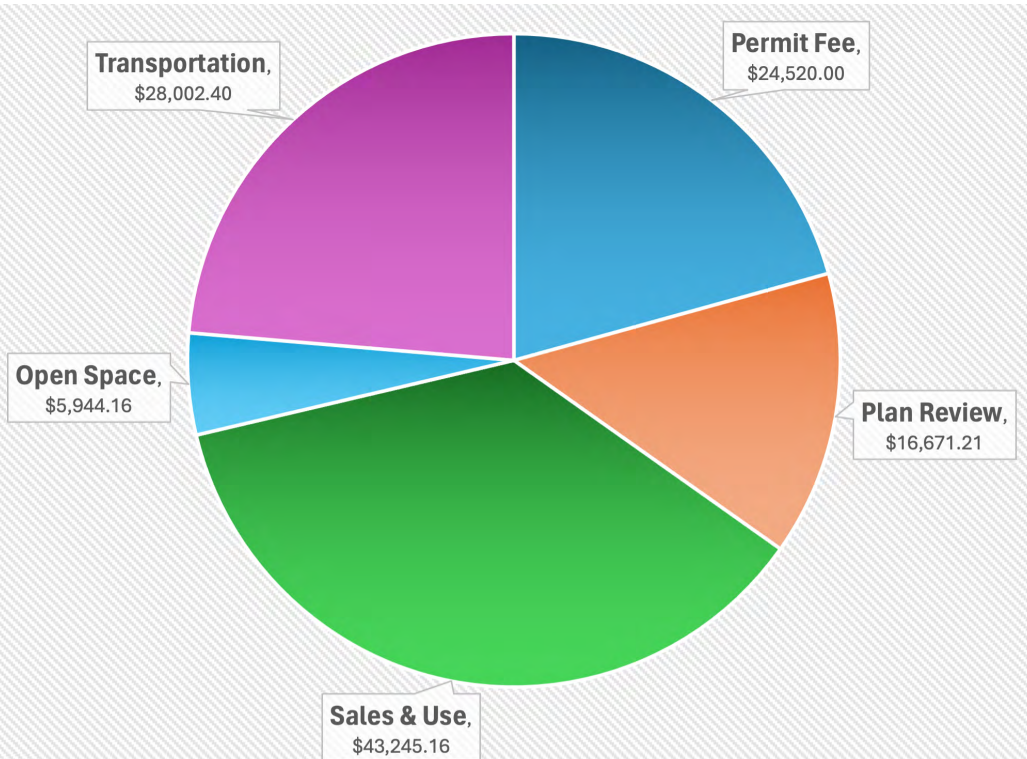
- New SFR: 1
- Major Remodel: 3
- Roofs/Solar: 6
- Basement: 2
- Miscellaneous: 5

37 Inspections

48 Licenses Issued

- General: 21
- Electrical: 4
- Plumbing: 6
- Roofing: 8
- Mechanical: 8

January Permit Revenue: \$112,396.11



Building Department Revenue by Month

	<u>2023</u>	<u>2023 YTD</u>	<u>2024</u>	<u>2024 YTD</u>
January	\$78,588.73	\$78,588.73	\$112,396.11	\$112,396.11
February	\$25,246.21	\$103,834.94		
March	\$68,651.16	\$172,486.10		
April	\$21,506.86	\$193,992.96		
May	\$22,900.20	\$216,893.16		
June	\$9,544.02	\$226,437.18		
July	\$7,497.76	\$233,934.94		
August	\$47,845.29	\$281,780.23		
September	\$82,284.15	\$364,064.38		
October	\$38,659.32	\$402,723.70		
November	\$65,559.63	\$468,283.33		
December	\$29,431.49	\$497,714.82		

Public Works Updates

Wild Plum Emergency Access

In January, crews completed the major concrete work for the Wild Plum emergency access, allowing it to be open for pedestrian traffic. The work, shown at right, included:

- Pouring and inspecting six reinforced concrete foundation piers (foundations vary from 3 to 5 feet deep and support the steel gate posts, the electrical opener, and the keypads with Knox switches that allow first responder access).
- Installing additional conduit in the piers to allow for all power and communication wiring.
- Pouring new sections of sidewalk to connect to the existing sidewalk system.

The drivable area will remain barricaded off until the full system is installed and operational.

Updating GovPilot

Public Works isolated and resolved a glitch in the Contractor's License module, which caused the fee to revert to \$0 on Jan. 1. Contractors can now easily complete the application process year-round. In addition, the newly hired officers were added into both the Court and Police modules.

Working through Public Works Backlog

At the beginning of the year, Public Works started transitioning Dinae Dreessen from a contract worker to a part-time employee. This change provides additional hours to the department and allows for work on larger scope projects. The first few months will include a significant amount of training to increase the types of tasks Dinae is able to do and allow her to complete projects on her own.

- Dinae will primarily focus on day-to-day projects around town and the backlog of over 100 public works projects that need to be done.
- Hobbes will focus on managing bigger projects, such as the upcoming Town-wide street chipseal project, the acceptance walks for Wild Plum, and Town-wide stormwater management.



Finishing the Wild Plum emergency access.

Public Works Time Usage & Municipal Court Updates



Public Works was able to clear roads with Ice-Slicer—a naturally occurring salt that is safe for pets and lawns—on most January snow days.

January Weather Report	
Monthly High	60
Monthly Low	-12
Inches of rain	0
Inches of snow	5.9
Days of snow plowing	4
Days of salt spreading	1

January Hours	
Wild Plum	47.35
Public Works	43.3
Streets/Gutters	42.66
Snow Removal	30.92
Town Hall: Other	19.12
Storm Water	16.45
Town Hall: Garage	15
Town Hall: Storage	13.25
Court	6.4
Fleet	5.62
Town Hall: IT	3.15
Street Cleaning	1
Grounds: Town	0.5

Fines Collected

	2023 YTD	2024	2024 YTD
January	\$4,530.00	\$2,438.25	\$2,438.25
February	\$8,740.00		
March	\$18,360.00		
April	\$27,325.01		
May	\$37,332.01		
June	\$46,147.01		
July	\$51,762.01		
August	\$55,149.76		
September	\$56,877.26		
October	\$59,322.26		
November	\$63,940.45		
December	\$68,354.93		

January Total Stats

Total on Docket	25
Total Paid Before Court	15
Cases Heard by Judge	12
Continuances	7
Default Judgments	1
Stays of Execution	5
Classes Ordered	0
Bench Warrants	4
Trials	1
Collections	3



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 For February 2024

Full Time Positions	6 of 6
Part Time Positions	4 of 4
Regular hours	9
OT hours worked	26
Off Duty	0
PTO	101

January 2024 Violations

Charges For the Date Range 1/1/2024 Thru 1/31/2024

Qty	Charge
13	1101(2)(H) SPEEDING 10 - 19 MPH OVER:
6	1210(A) ON STREET PARKING PROHIBITED (3-6 AM):
3	1402(1) CARELESS DRIVING:
3	703(3) FAIL TO STOP AT A STOP SIGN:
1	1101(1) SPEEDING EXCESS OF 30 MPH OVER LIMIT:
26	Total Number of Violations Issued

Monthly Case # Report

Case Number	Event Date	Situation Reported
CV24-0000001	01/02/2024 09:09:48 PM	PROPERTY ACCIDENT IP
CV24-0000002	01/04/2024 04:12:24 PM	WARRANT ARREST IP
CV24-0000003	01/06/2024 03:30:31 PM	TRAFFIC ARREST IP
CV24-0000004	01/08/2024 02:18:10 PM	ELUDING IP
CV24-0000005	01/12/2024 10:42:30 AM	PROPERTY ACCIDENT IP
CV24-0000006	01/15/2024 01:48:20 PM	Burglary
CV24-0000007	01/16/2024 04:51:49 PM	CITIZEN ASSIST IP
CV24-0000008	01/18/2024 11:15:13 PM	UNWANTED SUBJECT IP
CV24-0000009	01/19/2024 01:43:04 PM	Harassment
CV24-0000010	01/21/2024 01:28:42 AM	TRAFFIC ARREST IP
CV24-0000011	01/21/2024 07:27:06 AM	Theft from Motor Vehicle
CV24-0000012	01/23/2024 02:46:56 PM	Theft
CV24-0000013	01/24/2024 09:37:39 AM	LOST PROPERTY IP*
CV24-0000014	01/25/2024 10:45:03 AM	DEAD ON ARRIVAL IP
CV24-0000015	01/26/2024 01:28:56 PM	Theft
CV24-0000016	01/29/2024 04:01:23 PM	Injury Accident
CV24-0000017	01/31/2024 10:14:10 AM	LOST PROPERTY IP*

WELFARE CHECK IP		<u>3</u>								<u>3</u>
ZZ-Animal Call										
ZZ-Suspicious Person										
ZZ-Suspicious Vehicle										
ZZ-Unwanted Subject										
ZZ-ZONING IP										
Total		<u>51</u>	<u>29</u>	<u>9</u>			<u>1</u>			<u>90</u>



Request for Board of Trustee Information

Date: February 20, 2024

Title: Capital Improvement Program

Presented By: J.D. McCrumb, Town Administrator

Prepared By: Capital Improvement Program Team

Background: The CIP presents the staff analysis and recommendations for a ten-year (2025-2035) Capital Improvement Program (CIP). The purpose of the program is to provide a guide for major capital expenditure over the program period and a consistent process to be followed in the coming years.

The direction presented by the Trustees at this meeting will be incorporated and presented for adoption at the March 19, 2024 meeting.

Attachments: None, the CIP will be presented at the meeting for Trustee discussion and direction

Recommended Motion(s): There is no action required.



Capital Improvement Program & Road Improvement Fund

March 19, 2024

For Action Year: 2025; and
Program Years 2026 – 2035

Adopted by Resolution #4, Series of 2024



Request for Board of Trustee Action

Date: February 20, 2024

Title: Resolution #2 – 2024 Building Department Audit Policy

Presented By: Lee Schiller, Town Attorney

Prepared By: Lee Schiller, Town Attorney

Background: From time to time the need arises to audit the amount paid to the Town for a building permit.

The attached policy memorializes the process that has been utilized by the Town for many years.

Attachments: Resolution #2 – 2024 Building Department Audit Policy Audit Policy

Staff Recommendations: Approve as presented.

Recommended Motion: “I move to approve Resolution #2 – 2024 as presented.”

RESOLUTION NO. 2
SERIES OF 2024

A RESOLUTION CONCERNING THE AUDIT OF PERMIT FEES

WHEREAS, from time to time a permit holder may believe that an overpayment of permit fees has been paid to the Town of Columbine Valley and therefore requests an audit of the payment of such fees; and

WHEREAS, from time to time the Town may determine that there is a need for an audit to determine whether or not an underpayment of permit fees has been paid by a permit holder; and

WHEREAS, the Board of Trustees of the Town of Columbine Valley have determined that is in the best interests of the Town to establish a policy concerning the audit of permit fees.

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

Section 1. The Board of Trustees hereby approves the Audit Policy, a copy of which is attached hereto 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 20th day of February, 2024.

JD McCrumb, Clerk

Roy Palmer, Mayor

Audit Policy

Whenever a permit holder in the Town of Columbine Valley believes there is an overpayment of fees, an audit may be requested. In addition, should the Town of Columbine Valley believe there is an underpayment of fees an audit may be conducted.

The purpose of the audit is to verify the correct amount of fees, including but not limited to use tax, building, plumbing, mechanical, gas or electrical fees are correct. The permit holder shall provide a spreadsheet of all costs supported up by all receipts associated with such costs. In addition the permit holder shall pay to the Town a non-refundable fee of \$_____ for conducting such audit.

The audit shall be completed within ninety (90) days of receipt of the spreadsheet depicting all costs along with all receipts associated with such costs. If there has been an overpayment of fees, the Town shall reimburse the permit holder within thirty (30) days.

Should the Town initiate the audit the temporary certificate of occupancy associated with the permit, if any, will be withheld until the audit is completed and underpayment is received by the Town.



Request for Board of Trustee Action

Date: February 20, 2024

Title: Resolution #3, Series 2024 – Municipal Election Cancellation

Presented By: J.D. McCrumb, Town Administrator

Prepared By: J.D. McCrumb, Town Administrator

Background: As there were fewer interested candidates to file petitions or affidavits of write-in candidacy than there were seats to be filled, and as there were no other issues for consideration on the ballot, the 2024 Columbine Valley municipal election may be canceled.

Attachments: Resolution #3, Series 2024

Staff Recommendations: Approve Resolution #3, Series 2024 as presented.

Recommended Motion(s): “I move to approve Resolution #3, Series 2024 as presented.”

RESOLUTION NO. 3
SERIES OF 2024

A RESOLUTION AUTHORIZING AND DIRECTING THE TOWN CLERK TO PUBLISH NOTICE OF CANCELLATION OF A GENERAL ELECTION AND DECLARING THE ELECTION OF CANDIDATES

WHEREAS, Section 31-10-507, C.R.S. 1973, as amended, and Section 2.32.050 of the Municipal Code of the Town of Columbine Valley, allows the cancellation of an election when the only matter before the voters is the election of persons to office and if at the close of business on the nineteenth day before the election there are not more candidates than offices to be filled at such election, including filed Affidavits of Intent; and

WHEREAS, Section 31-10-507, C.R.S. 1973, as amended, as well as Section 2.32.050 of the Municipal Code of the Town of Columbine Valley, allows the Town Clerk, if instructed by Resolution of the Board of Trustees, either before or after such state, to cancel the election and by Resolution, declare the candidates elected; and

WHEREAS, Bruce Menk was a candidate for Mayor, Mike Giesen a candidate for Trustee, Dave Huelskamp a candidate for Trustee, and Betsy McCain a candidate for Trustee.

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

Section 1. The Town Clerk is hereby authorized and directed to cancel the elections scheduled for April 2, 2024.

Section 2. The following candidates are declared elected:

Mayor:	Bruce Menk – 2 year term
Trustee:	Mike Giesen – 4 year term
Trustee:	Dave Huelskamp – 4 year term
Trustee:	Betsy McCain – 4 year term

Section 3. The Town Clerk is hereby authorized and directed to post and publish notice of the cancellation of election and declare the above candidates to be elected to the office specified.

Section 4. 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 5. 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 20th day of February, 2024.

JD McCrumb, Clerk

Roy Palmer, Mayor



Request for Board of Trustee Action

- Date:** February 20, 2024
- Title:** Bow Mar IGA – Public Safety
- Presented By:** Chief Cottrell, Police Chief
- Prepared By:** J.D. McCrumb, Town Administrator; Chief Cottrell, Police Chief; Lee Schiller, Town Attorney
- Background:** In an effort to provide the highest quality police, public safety and municipal court services to the citizens of Columbine Valley, the Town entered into an intergovernmental agreement with the Town of Bow Mar nearly 20 years ago.
- This agreement was last reviewed and renewed in June of 2018 with a one year extension approved in December 2023 for a total term of six years and is set to expire on December 31, 2024. The draft version attached and presented for consideration is generally unchanged from the current IGA excepting the fees outlined on Schedule A and the duration of the IGA, now at 10 years.
- The Town of Bow Mar is set to take action on this IGA at their meeting on February 26, 2024.
- Attachments:** IGA with the Town of Bow Mar for Public Safety
- Staff Recommendations:** Approve the IGA as presented.
- Recommended Motion:** “I move to approve the intergovernmental agreement for public safety and municipal court services with the Town of Bow Mar as presented.”

INTERGOVERNMENTAL AGREEMENT
(Public Safety and Municipal Court Services)

THIS INTERGOVERNMENTAL AGREEMENT (Agreement), is made and entered into this day of _____, 2024, effective as of January 1, 2025, by and between the Town of Columbine Valley, a Colorado municipal corporation (“Columbine”), 2 Middlefield Road, Columbine Valley, Colorado 80123 and the Town of Bow Mar, a Colorado municipal corporation, (“Bow Mar”), 5395 Lakeshore Drive, Bow Mar, Colorado 80123.

RECITALS

WHEREAS, Columbine and Bow Mar are political subdivisions of the State of Colorado, incorporated as statutory towns pursuant to Title 31, Colorado Revised Statutes of 1973, as amended; and

WHEREAS, in accordance with C.R.S. Section §29-1-203, as amended, political subdivisions may cooperate or contract with one another to provide any function, service or facility lawfully authorized to each of the cooperating or contracting entities; and

WHEREAS, both political subdivisions are authorized by law and desire to provide police protection and municipal court services for the benefit of the residents and visitors of their respective municipalities; and

WHEREAS, Bow Mar desires to enter into this Agreement pursuant to which police services and municipal court services will be provided to Bow Mar by Columbine, through the cooperative participation of Bow Mar and Columbine; and

WHEREAS, Columbine is willing and able to furnish such police services and court services to Bow Mar; and

WHEREAS, both parties desire to reduce the duplication of certain processes while at the same time furnish adequate services to the taxpayers of Bow Mar and Columbine; and

WHEREAS, police services and municipal court services can best be provided at the lowest possible cost by reducing duplication of certain processes; and

WHEREAS, the Boards of Trustees of the Town of Columbine Valley and the Town of Bow Mar have authorized the execution of this Agreement between the parties hereto; and

WHEREAS, each Town has passed a Resolution approving this Agreement.

AGREEMENT

NOW THEREFORE, for and in consideration of the mutual covenants, conditions and promises contained herein, Columbine and Bow Mar, hereto agree as follows:

1. Police Services. For the period January 1, 2025 through December 31, 2034, Columbine agrees to provide the following police services to Bow Mar in the same manner and frequency as similar services are provided to Columbine residents and visitors:

- A. Columbine police officers will patrol Bow Mar in a fashion consistent with good police procedure to establish visibility and to give police protection to Bow Mar residents and visitors and to otherwise enforce state law and the municipal ordinances of Bow Mar with respect to traffic and criminal violations.
- B. Columbine police officers will enforce the Model Traffic Code for Colorado, in Bow Mar, including state law violations.
- C. Columbine police officers shall appear in any relevant Court as witnesses in connection with incidents, arrests and other summons issued in connection with the performance of the general police duties described herein.

2. Municipal Court Services. For the period January 1, 2025 through December 31, 2034, Columbine agrees to provide municipal court services to Bow Mar residents and visitors in the same manner and frequency as similar services are provided to Columbine residents and visitors as follows:

- A. Municipal Court Clerks will provide services in a manner consistent with those services provided to Columbine;
- B. Columbine Municipal Court Judges will hear Model Traffic Code violations, which occur in Bow Mar, including state law violations which are subject to municipal court jurisdiction, as well as criminal municipal ordinance violations. In order to assist Columbine in providing municipal court services, Bow Mar shall provide Columbine with access to its court records upon the request of Columbine.
- C. The Columbine Town Attorney will prosecute violations on behalf of the Town of Bow Mar in a manner consistent with similar services provided to Columbine.

3. Payment.

- A. Bow Mar shall pay to Columbine the sum of \$363,350, increased by the Denver/Aurora/Lakewood CPI projected increase available in October 2024 from the Colorado Department of Local Affairs, for the term beginning January 1, 2025, and ending December 31, 2025, the aforementioned payment shall hereinafter be referred to as the “Base Rate”. The increase utilized will be the average of the projection for September of the Colorado Legislative Council and the Colorado Office of State Planning and Budgeting. By way of example, the increase from October 2023 projection would have been 4.9%.
- B. Bow Mar shall pay to Columbine, the amount paid during the year 2025, increased by the Denver/Aurora/Lakewood CPI “projected” increase available in October 2025 from the Colorado Department of Local Affairs, for the term beginning January 1, 2026, and ending December 31, 2026. The increase utilized will be the average of the projections for September of the Colorado Legislative Council and the Colorado Office of State Planning and Budgeting.
- C. Bow Mar shall pay to Columbine, the amount paid during the year 2026, increased by the Denver/Aurora/Lakewood CPI “projected” increase available in October 2026 from the Colorado Department of Local Affairs, for the term beginning January 1, 2027, and ending December 31, 2027. The increase utilized will be the average of the projections for September of the Colorado Legislative Council and the Colorado Office of State Planning and Budgeting.
- D. Bow Mar shall pay to Columbine, the amount paid during the year 2027, increased by the Denver/Aurora/Lakewood CPI “projected” increase available in October 2027 from the Colorado Department of Local Affairs, for the term beginning January 1, 2028, and ending December 31, 2028. The increase utilized will be the average of the projections for September of the Colorado Legislative Council and the Colorado Office of State Planning and Budgeting.
- E. Bow Mar shall pay to Columbine, the amount paid during the year 2028, increased by the Denver/Aurora/Lakewood CPI “projected” increase available in October 2028 from the Colorado Department of Local Affairs, for the term beginning January 1, 2029, and ending December 31, 2029.

The increase utilized will be the average of the projections for September of the Colorado Legislative Council and the Colorado Office of State Planning and Budgeting.

- F. Bow Mar shall pay to Columbine the sum as agreed upon as outlined in paragraph 4 of this agreement, for the term beginning January 1, 2030, and ending December 31, 2030, the aforementioned payment shall hereinafter be referred to as the “Base Rate”. The increase utilized will be the average of the projection for September of the Colorado Legislative Council and the Colorado Office of State Planning and Budgeting.
- G. Bow Mar shall pay to Columbine, the amount paid during the year 2030, increased by the Denver/Aurora/Lakewood CPI “projected” increase available in October 2030 from the Colorado Department of Local Affairs, for the term beginning January 1, 2031, and ending December 31, 2032. The increase utilized will be the average of the projections for September of the Colorado Legislative Council and the Colorado Office of State Planning and Budgeting.
- H. Bow Mar shall pay to Columbine, the amount paid during the year 2031, increased by the Denver/Aurora/Lakewood CPI “projected” increase available in October 2031 from the Colorado Department of Local Affairs, for the term beginning January 1, 2032, and ending December 31, 2032. The increase utilized will be the average of the projections for September of the Colorado Legislative Council and the Colorado Office of State Planning and Budgeting.
- I. Bow Mar shall pay to Columbine, the amount paid during the year 2032, increased by the Denver/Aurora/Lakewood CPI “projected” increase available in October 2032 from the Colorado Department of Local Affairs, for the term beginning January 1, 2033, and ending December 31, 2033. The increase utilized will be the average of the projections for September of the Colorado Legislative Council and the Colorado Office of State Planning and Budgeting.
- J. Bow Mar shall pay to Columbine, the amount paid during the year 2033, increased by the Denver/Aurora/Lakewood CPI “projected” increase available in October 2033 from the Colorado Department of Local Affairs, for the term beginning January 1, 2034, and ending December 31, 2034. The increase utilized will be the average of the projections for September of the Colorado Legislative Council and the Colorado Office of State Planning and Budgeting.

4. Review of Payment.
 - A. Within ninety (90) days of year five (5) of this Agreement, the parties agree to review only the adequacy of the Base Rate initially established in Paragraph 3A of this Agreement in order to determine whether or not there should be an adjustment in the amount paid by Bow Mar to Columbine. Should the parties agree to an adjustment of the payment such modification shall be reflected in an amendment to the Agreement setting forth the new payment schedule.

5. Scope of Services.
 - A. Columbine will endeavor to maintain a police force of six (6) full time police officers. However, this is a desire of the parties, and not a requirement of the terms of this Agreement. Columbine anticipates supplementing its police force from time to time with part-time and reserve police officers, as needed, in order to provide optimum coverage.
 - B. Bow Mar and Columbine agree that the available patrol hours (which hours do not include, holidays, sick time, vacations, training, officer administrative duties, etc.) from a police force of six full time officers should be adequate to provide the desired 24-hour, 7 day a week coverage to Bow Mar and Columbine.
 - C. All personnel employed under the terms of this Agreement shall wear the standard uniform as prescribed by the Columbine Valley Police Department. All Columbine police officers shall be under the supervision of the Marshal of Columbine.
 - D. The Columbine Valley Marshal or his designee shall attend monthly Town Trustee meetings of the Town of Bow Mar as well as special meetings as may be needed.
 - E. All records relating to traffic summons and complaints, criminal complaints, arrests and investigations, shall be maintained at the direction of Columbine.
 - F. Representatives from each governing body shall meet on an as needed basis, in order to exchange information and ideas concerning police and municipal court services, as agreed upon by the parties.

- G. Except as otherwise provided herein, Columbine will provide all labor, personnel, equipment, supplies, and communication systems deemed necessary for the performance of the duties and services herein.
- H. In connection with providing such labor and systems, Columbine will maintain control of the systems, including their maintenance, supervision, and use. The Columbine Town Marshal shall establish the standards of performance of the police officers, the discipline of all police officers, control of personnel and the assignment of individuals to carry out the functions contemplated in this Agreement.

6. Indemnification and Insurance.

- A. Columbine shall obtain liability and other insurance in an amount to be agreed upon by Columbine and Bow Mar, but in no event less than the limits of liability specified in the Colorado Governmental Immunity Act, as amended. Any insurance contract shall name Bow Mar as an additional insured with respect to the subject matter of this Agreement. Bow Mar shall be provided with a copy of the certificate of insurance which shall provide that the insurance will not be cancelled or modified unless there has been thirty (30) days prior notification to Bow Mar and the opportunity to review the insurance contract during Columbine's regular business hours.
- B. Bow Mar acknowledges that Columbine shall not provide insurance or assume liability for Bow Mar town employees, including any negligence, liability or intentional acts of such employees. Bow Mar further acknowledges that Columbine shall not have any liability arising out of or connected with the constitutionality or legal validity of Bow Mar's ordinances.
- C. Columbine shall provide for the compensation, including salaries, wages and benefits, of all Columbine personnel, and shall hold harmless Bow Mar and indemnify Bow Mar from any claim for or payment of compensation for injury or sickness of a Columbine employee arising out of employment pursuant to the terms of this Agreement.

- D. Bow Mar agrees to indemnify and hold Columbine harmless from claims, suits, demands, obligations and liabilities of every kind or nature arising from or incurred as a result of the actions of Bow Mar, its employees, representatives or agents, prior to January 1, 2005. In the event a claim is brought against Columbine for any liability as described in this paragraph 5D then Bow Mar agrees to defend said claim on behalf of Columbine, at its own expense and shall reimburse Columbine for any and all attorneys fees incurred by Columbine in connection therewith.
- E. Columbine agrees to indemnify and hold Bow Mar harmless from claims, suits, demands, obligations and liabilities of every kind or nature arising from or incurred as a result of the actions of Columbine, its employees, representatives or agents, subsequent to January 1, 2005. In the event a claim is brought against Bow Mar for any liability as described in this paragraph 5E, then Columbine agrees to defend said claim on behalf of Bow Mar, at its own expense and shall reimburse Bow Mar for any and all attorneys fees incurred by Bow Mar in connection therewith.

7. Continuation of Agreement.

Should either party desire to continue this Agreement for the year 2035 or later, either party shall provide written notice to the other of its desire to renew this Agreement no later than the 31st day of March 2034. The parties will then use good faith negotiations to negotiate the terms of a new agreement prior to June 30, 2034.

8. Termination of Agreement.

This Agreement may be terminated prior to the expiration of the term or any extensions herof as follows:

Either party, upon six months prior written notice, may terminate this Agreement. In such event each party shall be responsible for its own costs incurred by reason of the termination.

9. Miscellaneous

- A. Communications with regard to the performance of this Agreement shall be between the respective Mayors of the parties or their designated representatives, to the Columbine Town Marshal, concerning the conduct of police services or the Columbine Town Clerk/Administrator concerning the conduct of the Columbine Municipal Court. Bow Mar confirms that it has adopted the Model Traffic Code for Colorado municipalities in the

State of Colorado. Bow Mar confirms that it has decriminalized traffic offenses and treats all violations of the Model Traffic Code as civil matters (otherwise known as traffic infractions) in the same manner as Columbine. Bow Mar confirms that it has also authorized the assessment of a Drug Surcharge in the same manner as Columbine. Bow Mar shall provide all necessary copies of all ordinances which are to be enforced by the Columbine police department in conformance with this Agreement and such ordinances shall have been certified by the Bow Mar Town Clerk, as true copies of the ordinances in his/her possession and such ordinances shall have been accompanied with the certification from the Bow Mar Town Attorney certifying that the ordinances were properly adopted and in his opinion are valid and enforceable.

- B. Notwithstanding any other term, condition, or provision herein, each and every obligation of the Town of Columbine Valley and the Town of Bow Mar stated in this Agreement is subject to the requirements of prior appropriation of funds therefor by the governing body of either Town.
- C. Neither party shall be liable or deemed to be in default for any delay or failure in performance of this Agreement or interruption of services resulting directly or indirectly from acts of God, or any causes beyond the reasonable control of such party.
- D. It is expressly understood and agreed that enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to Bow Mar and Columbine, and nothing contained in this Agreement shall give or allow any such claim or right of action by any other or third person on such Agreement. It is the express intention of Bow Mar and Columbine that any person or party other than Bow Mar or Columbine receiving services or benefits under this Agreement shall be deemed to be an incidental beneficiary only.
- E. This Agreement shall be governed by and construed in accordance with the laws of the State of Colorado. Jurisdiction and venue for litigation of any dispute, controversy or claim arising out of or in connection with this Agreement, or the breach thereof, shall be only in the Arapahoe County District Court.

- F. This Agreement, including the Schedules attached hereto, constitutes the entire Agreement between the parties with respect to the subject matter hereof and supersedes all previous proposals, both oral and written, negotiations, representations, commitments, writings and all other communications between the parties. This Agreement may not be modified except by a writing signed by a duly authorized representative of each of the parties.
- G. In any action between the parties to enforce any of the terms of this Agreement, the prevailing party shall be entitled to recover reasonable expenses, including reasonable attorney's fees.
- H. Any notice required to be given by either party to the other shall be deemed given if in writing and actually delivered or deposited in the United States mail in registered or certified form with return receipt requested, postage prepaid, addressed to the notified party at the address set forth above or as changed by notice given pursuant to this Section.

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

Town of Bow Mar
 5395 Lakeshore Drive
 Bow Mar, CO 80123

- I. This Agreement is not assignable by either party hereto without the written consent of the other.
- J. If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid or unenforceable, such determination shall not affect the validity or enforceability of any other part or provision of this Agreement.
- K. No waiver by any party of any breach of any provisions hereof shall be effective or enforceable unless made in writing signed by the party.
- L. This Agreement is a full and complete integration of the terms, conditions and Agreement of the parties whether oral or written.

This Agreement shall be effective on the 1st day of January, 2025.

The foregoing Agreement was approved by resolution of the Board of Trustees of the Town of Columbine Valley on the _____ day of _____ 2024, and approved by the Board of Trustees of the Town of Bow Mar on the _____ day of _____, 2024, and each resolution authorized and directed the Mayor to sign and the municipal clerk to attest to this Agreement.

Dated this ____ day of _____, 2024.

Town of Columbine Valley, Colorado

By: _____
Mayor

Attest: _____

Town of Bow Mar, Colorado

By: _____
Mayor

Attest: _____

SCHEDULE A

Payment schedule for calendar year 2025:

TBD pursuant to terms of Agreement, See paragraph 3, A

Payment schedule for calendar year 2026:

TBD pursuant to terms of Agreement, See paragraph 3, B

Payment schedule for calendar year 2027:

TBD pursuant to terms of Agreement, See paragraph 3. C

Payment schedule for calendar year 2028:

TBD pursuant to terms of Agreement, See paragraph 3, D.

Payment schedule for calendar year 2029:

TBD pursuant to terms of Agreement, See paragraph 3. E.

Payment schedule for calendar year 2030:

TBD pursuant to terms of Agreement, See paragraph 3. F.

Payment schedule for calendar year 2031:

TBD pursuant to terms of Agreement, See paragraph 3. G.

Payment schedule for calendar year 2032:

TBD pursuant to terms of Agreement, See paragraph 3. H.

Payment schedule for calendar year 2033:

TBD pursuant to terms of Agreement, See paragraph 3. I.

Payment schedule for calendar year 2034:

TBD pursuant to terms of Agreement, See paragraph 3. J.



Request for Board of Trustee Action

Date: February 20, 2024

Title: Trustee Bill #1 – 2024 2nd Amendment to the Final Plat – Wild Plum
– 1st Reading

Presented By: Brent Kaslon, Town Planner

Prepared By: Brent Kaslon, Town Planner
Lee Schiller, Town Attorney
Troy Carmann, Town Engineer

Background: This minor amendment to the Final Plat for the Wild Plum neighborhood is update the stormwater standard note adding congruency with the Plat and Wild Plum Metropolitan District Service Plan. This amendment also references the Wild Plum Metropolitan District Service Plan stating that the district is the owner of public improvements within the borders of the district.

Attachments: Trustee Bill #1 – 2024 (to be distributed via email on 2/20/24)
Second Amendment to the Final Plat
Staff Report

Staff Recommendations: Approve as presented.

Recommended Motion: “I move to approve the Second Amendment to the Final Plat for Wild Plum and move to set a public hearing and 2nd Reading for Tuesday, March 19, 2024.”

Second Amendment (Minor) to the Final Plat Wild Plum

I. Purpose

This minor amendment to the Final Plat for the Wild Plum neighborhood is update the stormwater standard note adding congruency with the Plat and Wild Plum Metropolitan District Service Plan. This amendment also references the Wild Plum Metropolitan District Service Plan stating that the district is the owner of public improvements within the borders of the district.

Specifically, these changes include:

1. Revises the standard stormwater note to include the metropolitan district responsibility in maintaining stormwater per the approved Service Plan dated August 15, 2017 (Received By DOLA on September 13, 2017).
2. Adds reference to Wild Plum Metropolitan District Service Plan to note the obligations pertaining to public improvements.

II. Criteria for Minor Amendments

- A. An minor amendment to an approved preliminary development plan or plat, an approved final development plan or plat may be initiated by the owner of all or a portion of the property, or, by the Board of Trustee's when the Board has determined that the amendment is in the public interest.

B. Criteria

The administrative (minor) amendment process may only be used for amendments, changes and revisions to a preliminary or final plan or final plat that has been determined to be of a minor engineering, planning or administrative nature that meet one or more of the following criteria:

3. All involved lands must be part of a previously approved plan or plat.
4. No additional lot, parcel or building site is created.
5. The lot or parcel areas, or street frontage, shall not be reduced by more than 10 percent.
6. The revisions do not conflict with any other ordinances, regulations, codes or rules of law of the Town of Columbine Valley or the State of Colorado.
7. The revisions do not conflict with any major requirement or condition of the approved final Planned Development plan.
8. Changes consist of typographical and spelling errors or transpositions, incorrect seal, incorrect dates, monumentation incorrectly noted or drawn, incorrect or missing interior bearing(s) and/or dimension(s) on the drawing, or missing or incorrectly displayed arrows or symbols.
9. The revisions are street name changes only.
10. The revision is a plan title change only.

III. Findings

The amendment meets the required criteria involved with the processing for minor amendments.

The minor amendment to the approved final development plan was initiated by the Board of Trustee's. The Board has determined that the amendment is in the public interest.

The criteria met includes:

1. All involved lands are a part of a previously approved plan or plat.
2. No additional lot, parcel or building site is created.
3. The revisions do not conflict with any other ordinances, regulations, codes or rules of law of the Town of Columbine Valley or the State of Colorado.
4. The revisions do not conflict with any major requirement or condition of the approved Final Planned Development Plan.

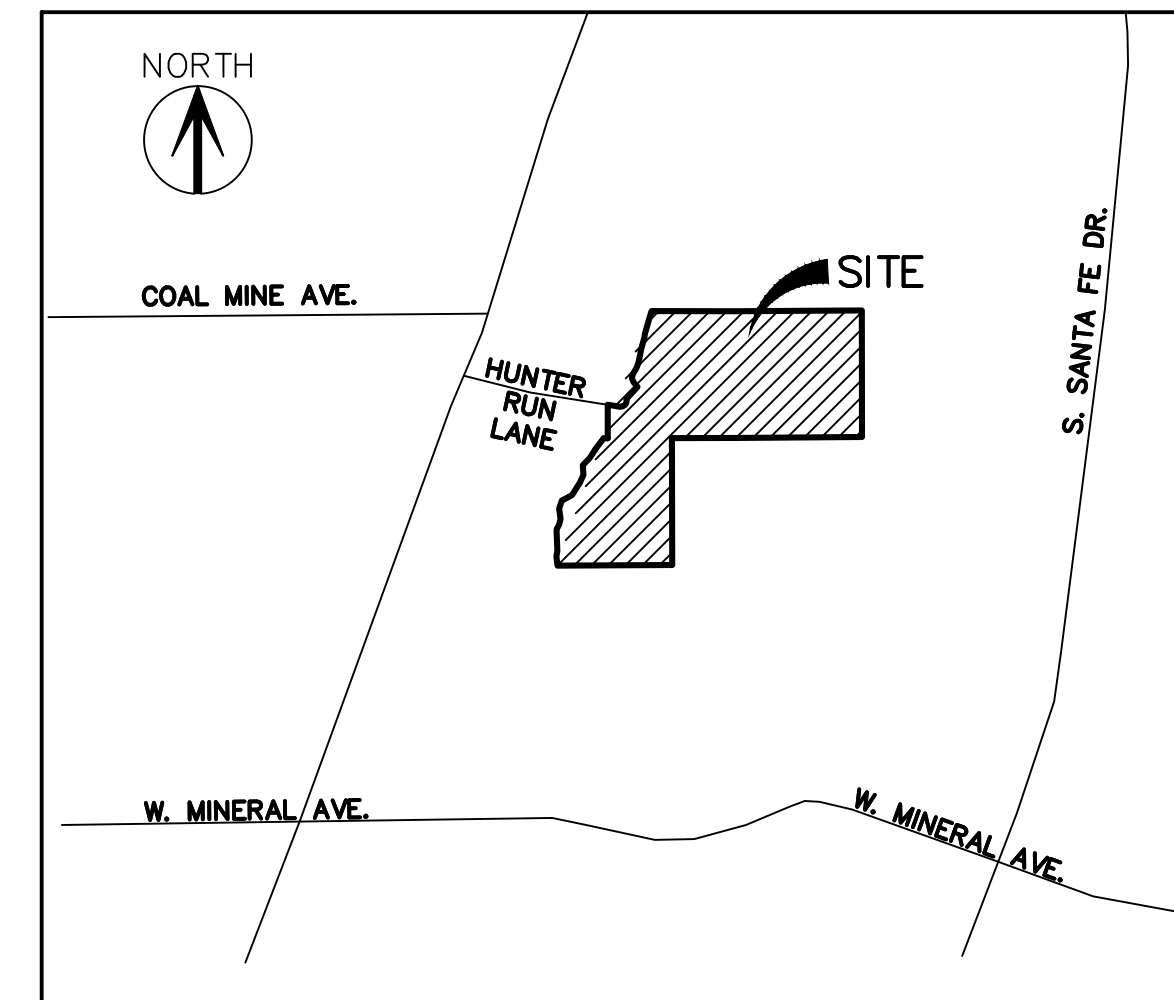
The changes made to the plat were correct notes adding clarification to stormwater maintenance as it pertains to the Wild Plum Metropolitan District and references obligations outlined in the Metro District Service Plan for the public improvements.

IV. RECOMMENDATION

Based on the finding that the request meets all the criteria for Minor Plat Amendment and the minor note changes pertaining to responsibilities of the Wild Plum Metropolitan District and its Service Plan were added to help clarify obligations, the staff recommends approval.

Motion: Move to approve the Second Minor Amendment to the Wild Plum Final Plat with the note changes as presented.

FINAL PLAT
WILD PLUM, SECOND MINOR AMENDMENT
 A PART OF THE NE 1/4 OF SECTION 30, AND THE NW 1/4 OF THE NW 1/4 OF SECTION 29, TOWNSHIP 5 SOUTH,
 RANGE 68 WEST OF THE SIXTH PRINCIPAL MERIDIAN, TOWN OF COLUMBINE VALLEY, COUNTY OF ARAPAHOE, STATE OF COLORADO.
 104.828 ACRES – 95 RESIDENTIAL LOTS – 15 TRACTS



VICINITY MAP
 SCALE: 1" = 2000'

STANDARD NOTES

THE OWNER'S OF WILD PLUM, AND THE WILD PLUM METROPOLITAN DISTRICT (HEREINAFTER THE METRO DISTRICT) THEIR RESPECTIVE SUCCESSORS, HEIRS AND OR ASSIGNS AGREE TO THE FOLLOWING:

- IMPROVEMENTS COMPLETED: THAT NO DEVELOPMENT, CONSTRUCTION OR IMPROVEMENTS SHALL BE CERTIFIED FOR OCCUPANCY UNLESS AND UNTIL ALL REQUIRED PUBLIC IMPROVEMENTS, AS DEFINED WITHIN THE SUBDIVIDER IMPROVEMENTS AGREEMENT FOR THIS FINAL PLAT ARE IN PLACE AND ACCEPTED BY THE TOWN OF COLUMBINE VALLEY.
- EMERGENCY AND SERVICE VEHICLE ACCESS: TRACTS E AND F SHOWN HEREON ARE OWNED BY THE TOWN OF COLUMBINE VALLEY AND THE TOWN IS RESPONSIBLE FOR MAINTAINING THE EMERGENCY ACCESS PAVED SURFACE. THE METRO DISTRICT OR THEIR HEIRS, SUCCESSORS AND ASSIGNS ARE RESPONSIBLE FOR THE CONSTRUCTION OF THE PAVED SURFACE AND MAINTENANCE IS NOT PERFORMED BY SAID OWNER, THE TOWN OF COLUMBINE VALLEY SHALL HAVE THE RIGHT TO ENTER SUCH EASEMENTS AND PERFORM NECESSARY WORK, THE COST OF WHICH SAID OWNER, HEIRS, SUCCESSORS AND ASSIGNS AGREE TO PAY UPON BILLING.
- Stormwater: The utility or drainage easements shown hereon are for the purpose of access, operation, maintenance, repair and modification of the stormwater quantity and quality management system/facilities included within the said easement(s). The operation, maintenance and repair of such stormwater management system/facilities shall be the responsibility of the owner and subsequent owners, heirs, successors and assigns. In the event that the operation, maintenance and repair of the stormwater management system/facilities are not performed by said owner, the Wild Plum Metropolitan District shall have the right to enter such easement(s) and perform the necessary work, the cost of which said owner, heirs, successor and assigns agree to pay upon billing. In the event such operation, maintenance, and repair has not been completed by the Wild Plum Metropolitan District, the Town of Columbine Valley shall have the right to enter such easement(s) and perform the necessary work, the cost of which said owner, heirs, successor and assigns agree to pay upon billing. Any claims and resulting judgments for damage to downstream properties caused by the lack of adequate maintenance being performed by the said property owner shall be borne solely by the said property owner. The property owner hereby releases, indemnifies and holds harmless the Town of Columbine Valley from any and all liability resulting from the lack of adequate maintenance of said stormwater management system/ facilities. No buildings, fills, excavations, structures, fences or other alterations shall be constructed within a stormwater drainage easement(s) without the express written consent of the Town.

- STREET MAINTENANCE: IT IS MUTUALLY UNDERSTOOD AND AGREED THAT THE DEDICATED ROADWAYS SHOWN ON THIS PLAT WILL NOT BE MAINTAINED BY THE TOWN UNTIL AND UNLESS THE STREETS ARE CONSTRUCTED IN ACCORDANCE WITH THE SUBDIVISION REGULATIONS IN EFFECT AT THE DATE CONSTRUCTION PLANS ARE APPROVED, AND PROVIDED CONSTRUCTION OF SAID ROADWAYS IS STARTED WITHIN ONE YEAR OF THE CONSTRUCTION PLAN APPROVAL. THE OWNER AND SUBSEQUENT OWNERS, HEIRS, SUCCESSORS AND ASSIGNS SHALL BE RESPONSIBLE FOR STREET MAINTENANCE UNTIL SUCH TIME AS THE TOWN ACCEPTS THE RESPONSIBILITY FOR MAINTENANCE AS STATED ABOVE.
- ANY PERSON WHO KNOWINGLY REMOVES, ALTERS, OR DEFACES ANY PUBLIC LAND SURVEY MONUMENT AND/OR BOUNDARY MONUMENT OR ACCESSORY, COMMITS A CLASS TWO (2) MISDEMEANOR PURSUANT TO STATE STATUTE 18-4-508 OF THE COLORADO REVISED STATUTE.

- LANDSCAPE MAINTENANCE: THE OWNERS, THEIR SUCCESSORS AND/OR ASSIGNS IN INTEREST OR OTHER ENTITY OTHER THAN THE TOWN OF COLUMBINE VALLEY SHALL BE RESPONSIBLE FOR MAINTENANCE AND UPKEEP OF THE PERIMETER FENCING, LANDSCAPED AREAS, SIDEWALKS AND TRAILS WITHIN PUBLIC RIGHT OF WAY ADJACENT TO THIS PLANNED DEVELOPMENT. THE OWNERS, THEIR SUCCESSORS AND /OR ASSIGNS IN INTEREST OTHER THAN THE TOWN OF COLUMBINE VALLEY SHALL BE RESPONSIBLE TO MAINTAIN ALL COMMON AND /OR PUBLIC OPEN SPACE AND OTHER LANDSCAPED AREAS ASSOCIATED WITH THIS DEVELOPMENT, INCLUDING BUT NOT LIMITED TO, TRAILS, FENCING, LANDSCAPED SPACES, SIDEWALKS AND OTHER IMPROVEMENTS.

- SIGHT TRIANGLE MAINTENANCE/CLEARANCE: CORNER VISION CLEARANCE REQUIREMENT: NO FENCE, WALL, HEDGE, SHRUB, STRUCTURE OR OTHER OBSTRUCTION TO VIEW THAT IS MORE THAN FORTY-TWO INCHES (42") IN HEIGHT SHALL BE ERRECTED, PLACED OR MAINTAINED WITHIN A TRIANGLE FORMED BY THE POINT OF INTERSECTION OF LOT LINES ABUTTING A STREET AND THE POINT LOCATED ALONG THE LOT LINES THIRTY FEET (30') FROM THE POINT OF INTERSECTION.

- DRIVES, PARKING AREA AND UTILITY EASEMENTS MAINTENANCE: THE OWNER, THEIR SUCCESSORS AND/OR ASSIGNS IN INTEREST OTHER THAN THE TOWN OF COLUMBINE VALLEY SHALL BE RESPONSIBLE FOR MAINTENANCE AND UPKEEP OF ANY AND ALL DRIVES, PARKING AREAS AND EASEMENT (I.E., CROSS ACCESS EASEMENTS, DRAINAGE EASEMENTS, ETC.).

- THE PURPOSE OF TRACT E IS TO PROVIDE FOR UTILITIES AND ACCESS BY PEDESTRIANS, BICYCLES AND GOLF CARTS. THE HARD SURFACE IMPROVEMENT SHALL NOT EXCEED 5' IN WIDTH. USE OF TRACT E AS A FUTURE EMERGENCY ACCESS IS PERMITTED ONLY IF APPROVED BY THE BOARD OF TRUSTEES THROUGH A PLAN AND PLAT AMENDMENT.

- BUILDING PERMITS/CERTIFICATES OF OCCUPANCY: NO BUILDING PERMITS OR CERTIFICATES OF OCCUPANCY (CO'S) WILL BE APPROVED OR ISSUED UNTIL THE TOWN ADMINISTRATOR OR TOWN PLANNER HAVE DETERMINED THAT THE STRUCTURES PROPOSED IN THE BUILDING PERMIT APPLICATIONS OR CERTIFICATE OF OCCUPANCY ARE CONSISTENT WITH THE STRUCTURAL ELEVATIONS CONTAINED IN THE APPROVED FINAL DEVELOPMENT PLAN.

- OPEN SPACE TRACTS SHALL BE DEDICATED TO THE METROPOLITAN DISTRICT. ALL RESIDENTS OF THE TOWN OF COLUMBINE VALLEY SHALL HAVE THE RIGHT TO ACCESS AND USE THE COMMON AND/OR PUBLIC OPEN SPACE, PARKS AND OTHER OPEN SPACE FACILITIES WHICH RIGHT MAY NOT BE RESTRICTED BY THE METROPOLITAN DISTRICT WITHOUT A MAJOR AMENDMENT TO THIS PLAT.

- IF JOINTLY REQUESTED BY THE TOWN BOARD OF TRUSTEES OF THE TOWN OF COLUMBINE VALLEY AND THE SOUTH SUBURBAN PARK AND RECREATION DISTRICT AT A FUTURE DATE, A PUBLIC ACCESS EASEMENT TO THE SOUTH PLATTE PARK/RIVER SHALL BE PROVIDED BY THE METRO DISTRICT, ITS SUCCESSORS AND/OR ASSIGNS, ACROSS WILD PLUM OPEN SPACE TRACTS AT NO COST TO THE TOWN OR THE DISTRICT.

- ALLOWED ENCRoACHMENT OF A SINGLE LIGHTED ADDRESS MONUMENT PER LOT NOT TO EXCEED 6 FT IN HEIGHT; 2 FT SQUARE IN FOOTPRINT, AND OF ARCHITECTURAL FINISH SUBSTANTIALLY SIMILAR TO THE HOME, THAT IS PLACED WITH ITS NEAREST POINT NOT CLoSER THAN 4 FEET FROM THE BACK EDGE OF ASPHALT (NO LESS THAN 1' AWAY FROM THE CONCRETE PAV) FOR THE PURPOSES OF SIGHT DISTANCE FROM DRIVEWAY VEHICLES, SNOW REMOVAL, AND ALLOWANCE FOR EXISTING AND FUTURE USE OF FRONT OF LOT EASEMENTS. ANY MONUMENT PLACED WITHIN TOWN RIGHT-OF-WAY, GENERALLY WITHIN 8 FEET OF EDGE OF ASPHALT, IS SUBJECT TO DAMAGE BY TOWN SERVICES SUCH AS SNOW REMOVAL, PAVEMENT REPAIR, CONCRETE REPAIR, AND SIMILAR INFRASTRUCTURE SERVICES. SUCH DAMAGES ARE THE RESPONSIBILITY OF THE PROPERTY OWNER.

- Public Improvements: Per the Wild Plum Metropolitan District Service Plan (Dated August 15, 2017), the Metropolitan District as the owner of the public improvements within the borders of the district, not accepted by the Town, is obligated to operate and maintain the public improvements which includes the use of rights-of-way, tracts, and easements to provide access, inspection, maintenance, and operation thereof. Easements are defined as platted. Where defined as "utility easement", utility is known to include public improvements such as stormwater, electric, gas, telecom, and other public services as allowed by city, state, and federal regulations. Whereupon the Metropolitan District fails in its obligation to provide operation and maintenance of public improvements according to city, state, or federal standards, the Town reserves the right, with proper notice, to resolve, mitigate, or correct deficiencies at the expense of the Metropolitan District.

This Second Amendment to the original Final Plat dated 12/13/2017 (recorded on 3/7/2018), which was amended by the Wild Plum First Administrative Amendment, A Replat of Block 2-5, A Minor Amendment, Dated 9/23/2020 (Recorded on 1/26/2021), incorporates the following revisions:

- Revises the standard stormwater note to include the metropolitan district responsibility in maintaining stormwater per the approved Service Plan dated August 15, 2017 (Received By DOLA on September 13, 2017).
- Adds reference to Wild Plum Metropolitan District Service Plan to note the obligations pertaining to public improvements.

LAND USE SUMMARY CHART					
TRACT	AREA (SF)	AREA (AC)	USE	OWNERSHIP	MAINTENANCE
TRACT A	455,855	10.465	OPEN SPACE/DRAINAGE/UTILITIES/TRAILS MAINTENANCE ACCESS/PUBLIC ACCESS	METRO DIST.	METRO DIST.
TRACT B	141,612	3.251	OPEN SPACE/DRAINAGE/UTILITIES/TRAILS MAINTENANCE ACCESS/PUBLIC ACCESS	METRO DIST.	METRO DIST.
TRACT C	76,802	1.763	OPEN SPACE/DRAINAGE/UTILITIES/TRAILS MAINTENANCE ACCESS/PUBLIC ACCESS	METRO DIST.	METRO DIST.
TRACT D	172,349	3.957	OPEN SPACE/DRAINAGE/UTILITIES/TRAILS MAINTENANCE ACCESS/PUBLIC ACCESS	METRO DIST.	METRO DIST.
TRACT E	3,385	0.078	OPEN SPACE/DRAINAGE/UTILITIES/TRAILS MAINTENANCE ACCESS/PUBLIC ACCESS	TOWN	HOA - LANDSCAPE AREATOWN - EMERGENCY ACCESS PAVED SURFACE
TRACT F	1,918	0.044	OPEN SPACE/DRAINAGE/UTILITIES/TRAILS MAINTENANCE ACCESS/EMERGENCY ACCESS/PUBLIC ACCESS	TOWN	HOA - LANDSCAPE, TOWN - EMERGENCY ACCESS PAVED SURFACE
TRACT G	64,924	1.490	OPEN SPACE/DRAINAGE/UTILITIES/TRAILS MAINTENANCE ACCESS/PUBLIC ACCESS	METRO DIST.	METRO DIST.
TRACT H	119,732	2.749	OPEN SPACE/DRAINAGE/UTILITIES/TRAILS MAINTENANCE ACCESS	METRO DIST.	UDFCD
TRACT I	51,168	1.175	OPEN SPACE/DRAINAGE/UTILITIES/TRAILS MAINTENANCE ACCESS	METRO DIST.	METRO DIST.
TRACT J	6,631	0.152	OPEN SPACE/DRAINAGE/UTILITIES/TRAILS MAINTENANCE ACCESS/PUBLIC ACCESS	METRO DIST.	METRO DIST.
TRACT K	28,398	0.652	OPEN SPACE/DRAINAGE/UTILITIES/TRAILS MAINTENANCE ACCESS/PUBLIC ACCESS	METRO DIST.	CWCB
TRACT L	77,033	1.768	OPEN SPACE/DRAINAGE/UTILITIES/TRAILS MAINTENANCE ACCESS/PUBLIC ACCESS	METRO DIST.	METRO DIST.
TRACT M	445,306	10.223	OPEN SPACE/DRAINAGE/UTILITIES/TRAILS MAINTENANCE ACCESS/PUBLIC ACCESS	METRO DIST.	METRO DIST.
TRACT N	435,147	9.990	OPEN SPACE/DRAINAGE/UTILITIES/TRAILS MAINTENANCE ACCESS/PUBLIC ACCESS	METRO DIST.	METRO DIST.
TRACT O	23,662	0.543	OPEN SPACE/DRAINAGE/UTILITIES/TRAILS MAINTENANCE ACCESS/PUBLIC ACCESS	METRO DIST.	METRO DIST.
TOTAL TRACT AREA	2,103,922	48.299			
TOTAL LOT AREA	2,068,843	47.493			
TOTAL ROW AREA	393,538	9.035		TOWN	TOWN
TOTAL SITE AREA	4,566,303	104.828			

METRO DIST. = WILD PLUM METROPOLITAN DISTRICT
 TOWN = COLUMBINE VALLEY
 CWCB = COLORADO WATER CONSERVATION BOARD
 UDFCD = URBAN DRAINAGE & FLOOD CONTROL DISTRICT

THIS SUBDIVISION PLAT CONTAINS 95 LOTS, 15 TRACTS AND RIGHT-OF-WAYS.
 TOTAL RIGHT-OF-WAY LENGTH: 7,396.91 FT.
 AVERAGE LOT SIZE: 21,792 S.F.
 MINIMUM LOT SIZE: 15,020 S.F.

FINAL DEVELOPMENT PLAN CROSS-REFERENCE

THERE IS AN APPROVED FINAL DEVELOPMENT PLAN FOR THE PROPERTY COVERED BY THIS SUBDIVISION PLAT. THE FINAL PLAN CONTAINS LOT CONFIGURATIONS, DEVELOPMENT STANDARDS, LANDSCAPING PLAN, SPECIAL NOTES AND OTHER INFORMATION RELEVANT TO THE PROPERTY. THE FINAL PLAN IS RECORDED IN THE OFFICE OF THE ARAPAHOE COUNTY CLERK AND RECORDER AT RECEPTION NO. D8022608.

100 YEAR FLOODPLAIN NOTES

PORTIONS OF THE SUBJECT PROPERTY LIE WITHIN THE 100 YEAR FLOODPLAIN AS SHOWN ON FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE RATE MAP (FIRM) NO. 08005C0433K WITH AN EFFECTIVE DATE OF DEC. 17, 2010. THE PORTIONS OF SUBJECT PROPERTY WITHIN SAID 100 - YEAR FLOODPLAIN ARE NOTED AS "ZONE AE". ZONE "AE" DEPICTS AREAS WHOSE BASE FLOOD ELEVATIONS ARE DETERMINED. THE REMAINING PORTIONS OF SUBJECT PROPERTY ARE NOTED AS ZONE "X". ZONE "X" IS DEFINED AS "AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN".

TOWN ENGINEER REVIEW

THE TOWN ENGINEER HAS REVIEWED THIS PLAT AND FOUND IT TO BE IN GENERAL CONFORMANCE WITH THE TOWN'S ENGINEERING STANDARDS. THE SIGNATURE OF THE TOWN ENGINEER DOES NOT ABSOLVE THE APPLICATION'S DESIGN ENGINEER RESPONSIBILITY TO PROVIDE ADEQUATE AND PROFESSIONAL DESIGN.

TOWN ENGINEER _____ DATE _____

BOARD OF TRUSTEES APPROVAL

THIS 1ST AMENDED FINAL PLAT WAS APPROVED BY THE BOARD OF TRUSTEES OF THE TOWN OF COLUMBINE VALLEY, COLORADO THIS _____ DAY OF _____, AD _____.

MAYOR: TOWN OF COLUMBINE VALLEY _____ ATTEST: TOWN CLERK _____

COUNTY CLERK AND RECORDERS ACCEPTANCE

THIS FINAL PLAT WAS ACCEPTED FOR FILING IN THE OFFICE OF THE CLERK AND RECORDER OF ARAPAHOE COUNTY, COLORADO, THIS _____ DAY OF _____, AD _____.
 RECEPTION NUMBER _____ TIME _____ BOOK _____, PAGE _____

DATE _____ COUNTY CLERK _____

GENERAL NOTES

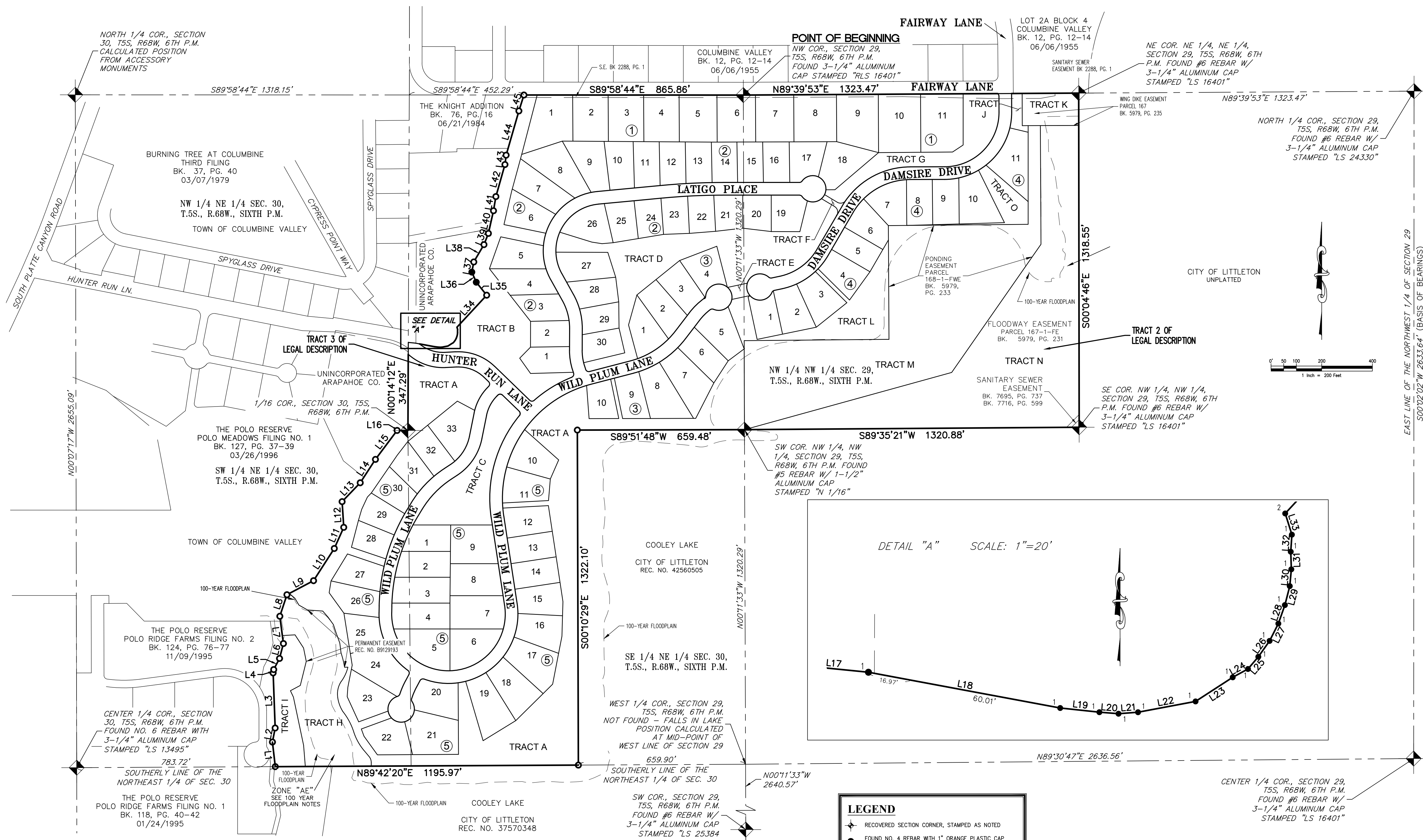
- LAND TITLE GUARANTEE COMPANY COMMITMENT NO. ABC70496747.1, DATED FEBRUARY 03, 2017 AT 5:00 P.M. THIS SURVEY DOES NOT REPRESENT A TITLE SEARCH BY AZTEC CONSULTANTS INC. TO DETERMINE OWNERSHIP, RIGHTS-OF-WAY, EASEMENTS OR OTHER MATTERS OF PUBLIC RECORD.
- NOTICE: ACCORDING TO COLORADO LAW, YOU MUST COMMENCE ANY LEGAL ACTION BASED UPON ANY DEFECT IN THIS SURVEY WITHIN THREE YEARS AFTER YOU FIRST DISCOVER SUCH DEFECT. IN NO EVENT, MAY ANY ACTION BASED UPON ANY DEFECT IN THIS SURVEY BE COMMENCED MORE THAN TEN YEARS FROM THE DATE OF THE CERTIFICATION SHOWN HEREON.
- NOTICE: PER THE STATE OF COLORADO BOARD OF LICENSURE FOR ARCHITECTS, PROFESSIONAL ENGINEERS, AND PROFESSIONAL LAND SURVEYORS RULE 6.2.2 THE WORD "CERTIFY" AS USED HEREON MEANS AN EXPRESSION OF PROFESSIONAL OPINION AND DOES NOT CONSTITUTE A WARRANTY OR GUARANTEE, EXPRESSED OR IMPLIED. THE SURVEY REPRESENTED HEREON HAS BEEN PERFORMED BY ME OR UNDER MY DIRECT SUPERVISION IN ACCORDANCE WITH APPLICABLE STANDARDS OF PRACTICE AND IS BASED UPON MY KNOWLEDGE, INFORMATION AND BELIEF.
- THIS SURVEY WAS PREPARED FOR THE EXCLUSIVE USE OF JPB HOLDINGS, LLC, A COLORADO LIMITED LIABILITY COMPANY, LAND TITLE GUARANTEE COMPANY, AND WILD PLUM FARM LLC, A COLORADO LIMITED LIABILITY COMPANY NAMED IN THE STATEMENT HEREON. SAID STATEMENT BY THE SURVEYOR NAMING SAID PERSON, SAID STATEMENT DOES NOT EXTEND TO ANY UNNAMED PERSON WITHOUT AN EXPRESS STATEMENT BY THE SURVEYOR NAMING SAID PERSON.
- BASES OF BEARINGS: BEARINGS SHOWN HEREON ARE GRID BEARINGS DERIVED FROM GPS OBSERVATIONS BASED UPON THE COLORADO COORDINATE SYSTEM OF 1983 CENTRAL ZONE (NAD 83, 1992), REFERENCED TO THE EAST LINE OF THE NORTHWEST 1/4 OF SECTION 29, TOWNSHIP 5 SOUTH, RANGE 68 WEST OF THE 6TH PRINCIPAL MERIDIAN BEING MONUMENTED AS SHOWN HEREIN, TAKEN TO BEAR SOUTH 00°02'02" WEST, A DISTANCE OF 2633.64 FEET.
- DISTANCES ON THIS PLAT ARE GROUND DISTANCES EXPRESSED IN U.S. SURVEY FEET AND DECIMALS THEREOF. A U.S. SURVEY FOOT IS DEFINED AS EXACTLY 1200/3937 METERS.
- DATE OF FIELD WORK: THE FIELD WORK FOR THIS SURVEY WAS PERFORMED BY AN AZTEC CONSULTANTS, INC. SURVEY CREW AND COMPLETED ON APRIL 12, 2016.

<p>300 East Mineral Ave., Suite 1 Littleton, Colorado 80122 Phone: (303) 713-1899 Fax: (303) 713-1897 www.aztecconsultants.com</p> <p>AzTec Proj. No.: 26616-01</p>	DEVELOPER LENNAR		DATE OF PREPARATION:	9/23/2020
	9193 S. JAMAICA STREET, 4TH FLOOR ENGLEWOOD, CO 80112 303-486-5002		SCALE:	N/A
			SHEET 1 OF 7	

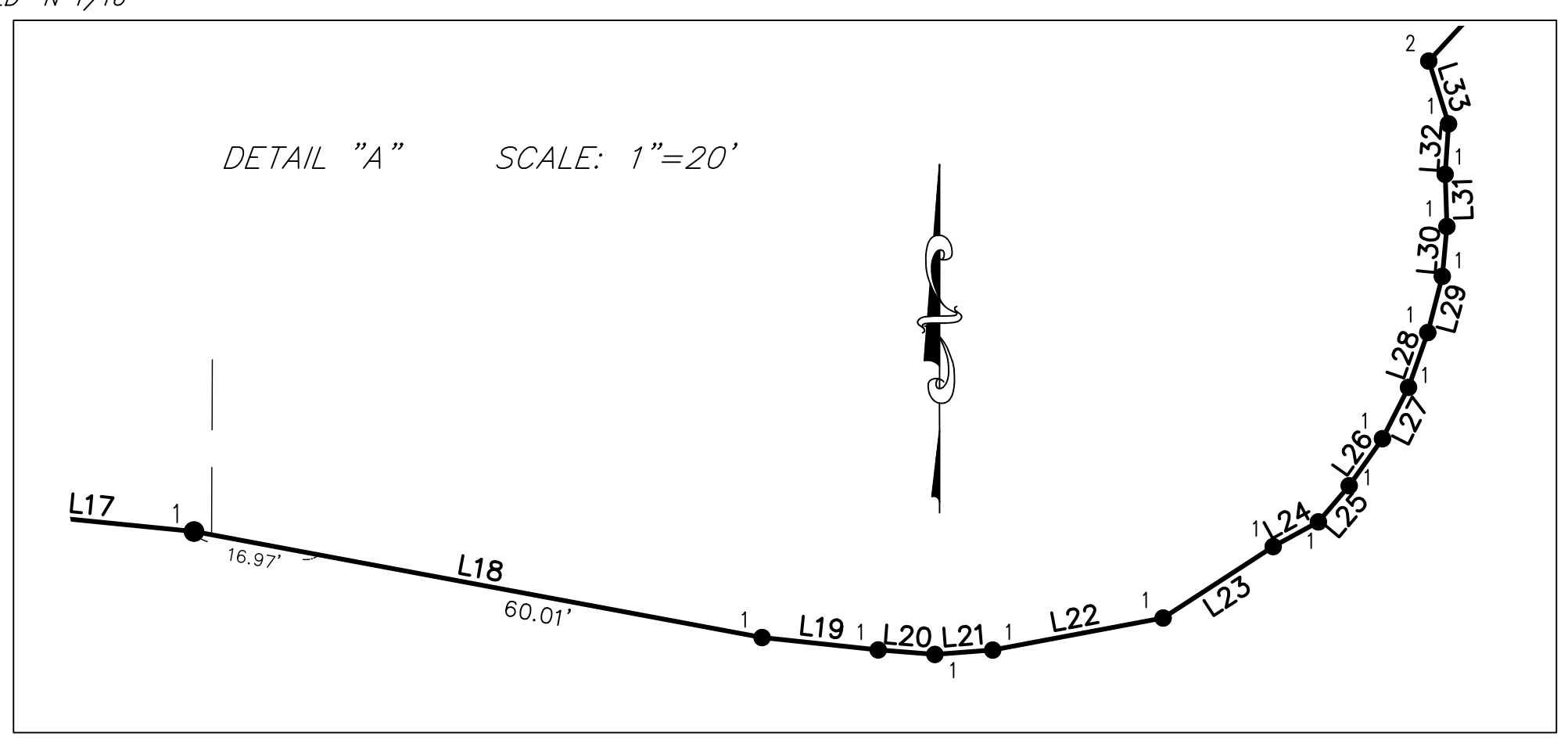
FINAL PLAT

WILD PLUM FIRST ADMINISTRATIVE AMENDMENT, A REPLAT OF BLOCKS 2-5 A MINOR AMENDMENT

A PART OF THE NE 1/4 OF SECTION 30, AND THE NW 1/4 OF THE NW 1/4 OF SECTION 29, TOWNSHIP 5 SOUTH,
RANGE 68 WEST OF THE SIXTH PRINCIPAL MERIDIAN, TOWN OF COLUMBINE VALLEY, COUNTY OF ARAPAHOE, STATE OF COLORADO.
104.828 ACRES - 95 RESIDENTIAL LOTS - 15 TRACTS



LINE TABLE		
LINE	BEARING	LENGTH
L1	N06°38'52"W	97.66'
L2	N10°59'12"E	56.50'
L3	N02°06'38"W	217.57'
L4	N09°35'46"E	13.38'
L5	N27°39'38"E	49.61'
L6	N14°36'19"E	60.75'
L7	N07°28'33"W	108.61'
L8	N18°17'28"E	89.49'
L9	N32°48'44"E	151.13'
L10	N24°05'16"E	91.33'
L11	N03°38'56"W	101.66'
L12	N43°50'17"E	103.23'
L13	N33°05'17"E	110.10'
L14	N36°47'12"E	142.63'
L15	N89°51'46"E	42.77'
L16	N89°51'46"E	27.70'
L17	S79°25'46"E	76.98'
L18	S83°56'03"E	15.55'
L19	S85°23'47"E	7.57'
L20	N85°34'02"E	7.72'
L21	N79°22'20"E	23.11'
L22	N57°01'19"E	17.48'
L23	N61°22'49"E	6.84'
L24	N40°26'40"E	6.33'
L25	N35°16'47"E	7.67'
L26	N26°57'20"E	7.67'
L27	N19°15'57"E	7.74'
L28	N14°33'11"E	7.72'
L29	N05°19'11"E	6.66'
L30	N01°51'47"W	6.96'
L31	N03°48'11"E	6.73'
L32	N17°30'53"W	8.77'
L33	N42°49'43"E	172.41'
L34	N38°39'41"W	65.60'
L35	N23°39'53"W	43.46'
L36	N10°40'15"E	40.79'
L37	N30°26'54"E	79.40'
L38	N21°36'35"E	47.54'
L39	N12°38'14"E	91.66'
L40	N09°34'39"E	56.79'
L41	N15°49'03"E	131.32'
L42	N07°08'55"E	37.34'
L43	N16°05'29"E	181.60'
L44	N17°31'45"E	65.95'

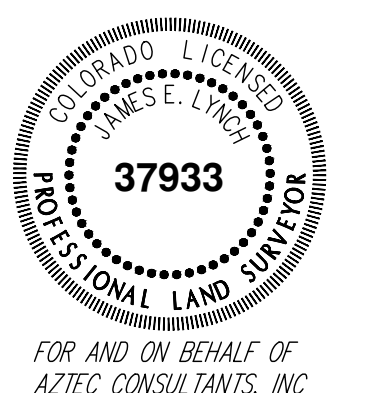


- LEGEND**
- ◆ RECOVERED SECTION CORNER, STAMPED AS NOTED
 - FOUND NO. 4 REBAR WITH 1" ORANGE PLASTIC CAP STAMPED "CO PL 38083"
 - FOUND NO. 4 REBAR WITH 1-1/4" RED PLASTIC CAP STAMPED "COLO ENGR & SURVEY 26958"
 - FOUND 1-1/4" BRASS TAG STAMPED "26958" IN CONCRETE
 - SET 18" NO. 5 REBAR WITH 1-1/4" RED PLASTIC CAP STAMPED "AZTEC LS 38256"
 - ① BLOCK NUMBER
 - A.E. ACCESS EASEMENT
 - W.E. WATER EASEMENT
 - U.E. UTILITY EASEMENT
 - S.E. SANITARY SEWER EASEMENT

AZTEC
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Littleton, Colorado 80122
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Fax: (303) 713-1897
www.aztecconsultants.com

DEVELOPER
LENNAR
9193 S. JAMAICA STREET, 4TH FLOOR
ENGLEWOOD, CO 80112
303-486-5002

DATE OF PREPARATION:	9/23/2020
SCALE:	1"=200'
SHEET 2 OF 7	



FOR AND ON BEHALF OF
AZTEC CONSULTANTS, INC.

FINAL PLAT

WILD PLUM FIRST ADMINISTRATIVE AMENDMENT, A REPLAT OF BLOCKS 2-5 A MINOR AMENDMENT

A PART OF THE NE 1/4 OF SECTION 30, AND THE NW 1/4 OF THE NW 1/4 OF SECTION 29, TOWNSHIP 5 SOUTH,
RANGE 68 WEST OF THE SIXTH PRINCIPAL MERIDIAN, TOWN OF COLUMBINE VALLEY, COUNTY OF ARAPAHOE, STATE OF COLORADO.

104.828 ACRES - 95 RESIDENTIAL LOTS - 15 TRACTS

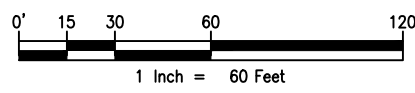
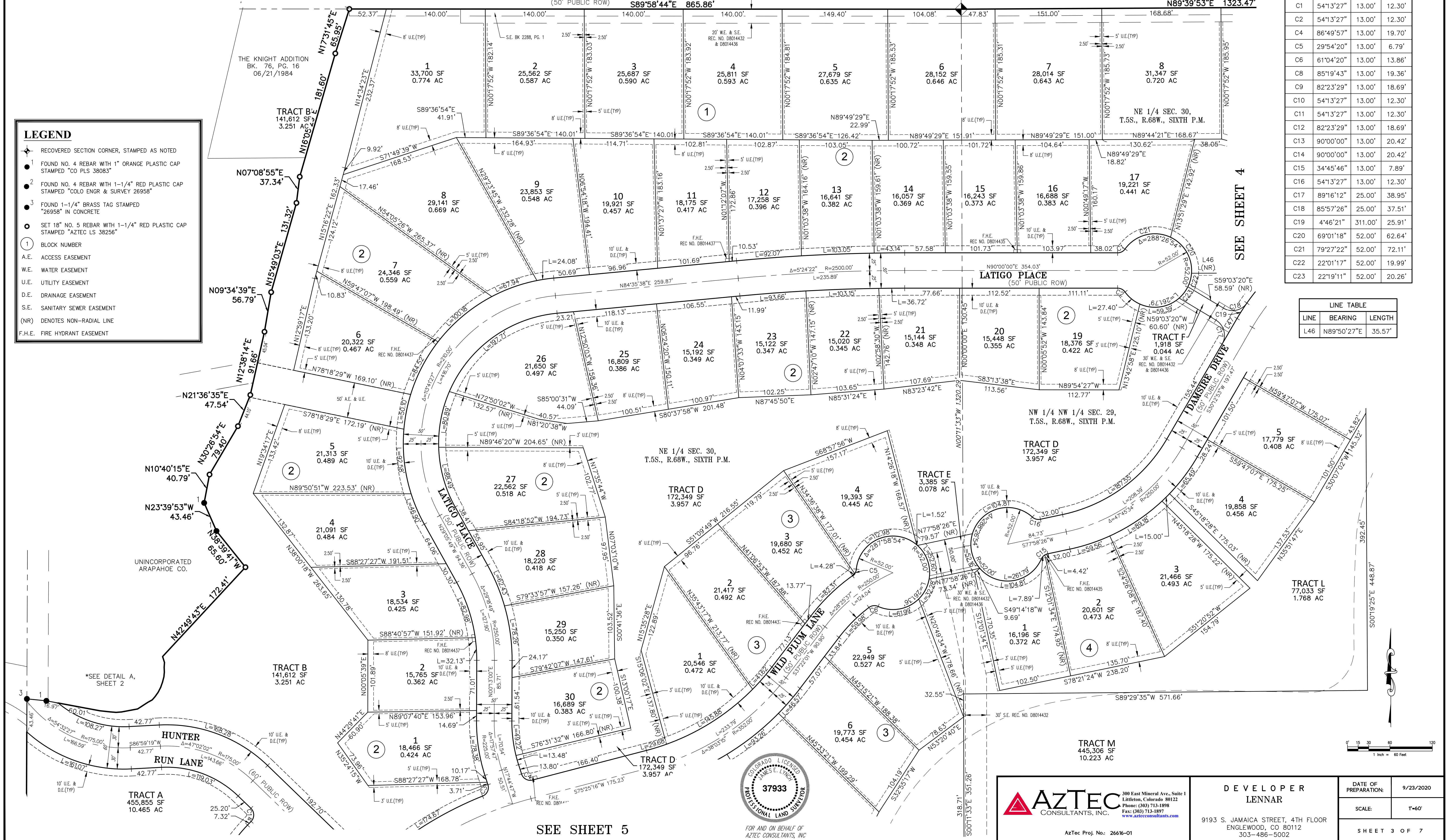
(50' PUBLIC ROW)

LEGEND

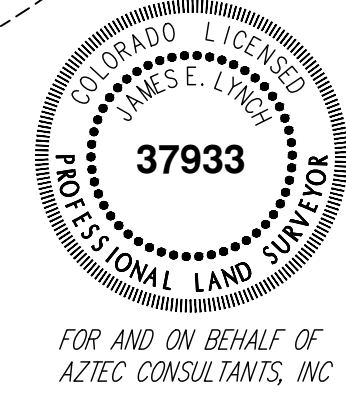
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- D.E. DRAINAGE EASEMENT
- S.E. SANITARY SEWER EASEMENT
- (NR) DENOTES NON-RADIAL LINE
- F.H.E. FIRE HYDRANT EASEMENT

CURVE TABLE			
CURVE	DELTA	RADIUS	LENGTH
C1	54°13'27"	13.00'	12.30'
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C23	22°19'11"	52.00'	20.26'

LINE TABLE		
LINE	BEARING	LENGTH
L46	N89°50'27"E	35.57'



SEE SHEET 5



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Aztec Proj. No.: 26616-01

DEVELOPER
LENNAR

9193 S. JAMAICA STREET, 4TH FLOOR
ENGLEWOOD, CO 80112
303-486-5002

DATE OF PREPARATION:	9/23/2020
SCALE:	1"=60'
SHEET 3 OF 7	

FINAL PLAT

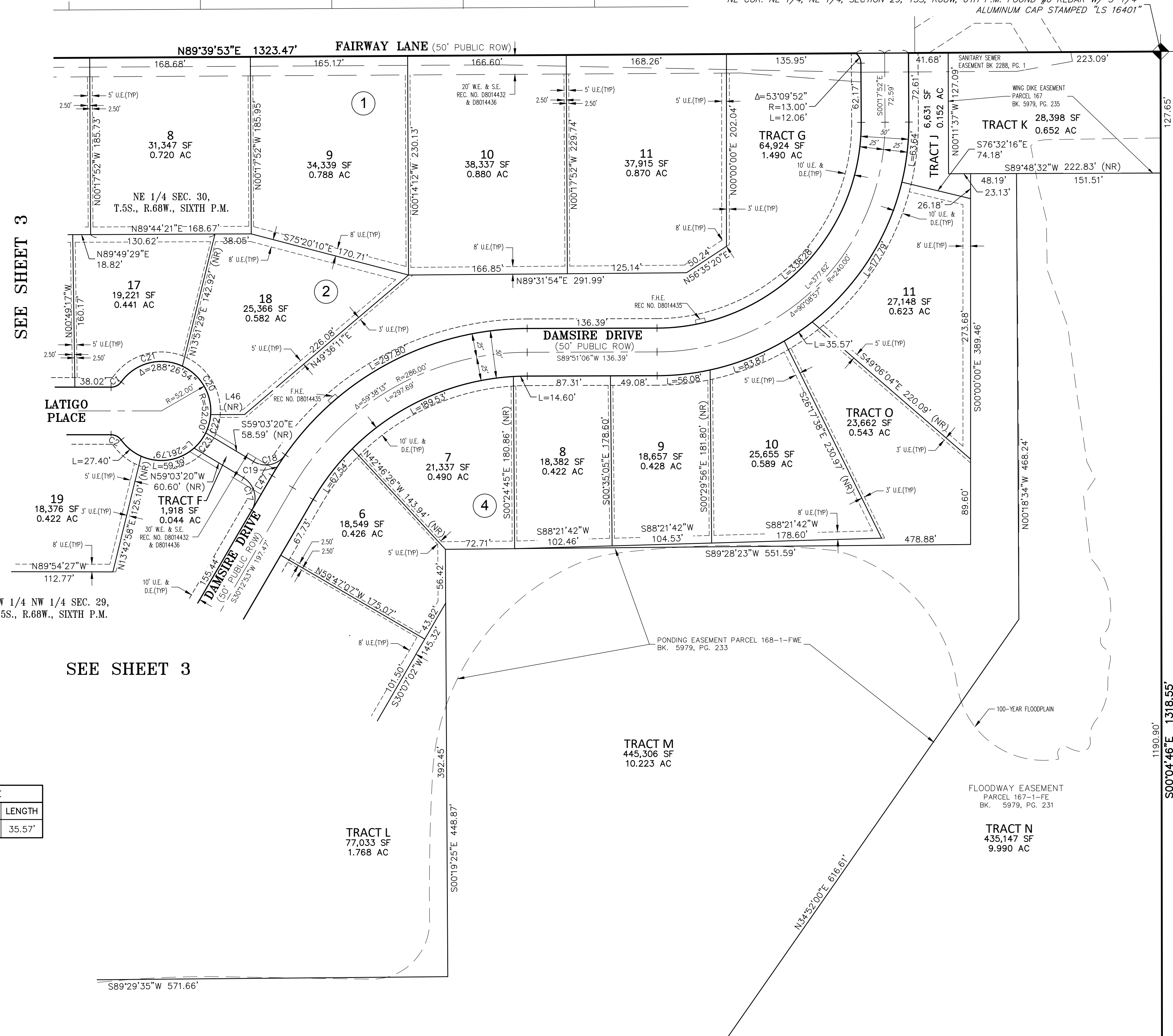
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RANGE 68 WEST OF THE SIXTH PRINCIPAL MERIDIAN, TOWN OF COLUMBINE VALLEY, COUNTY OF ARAPAHOE, STATE OF COLORADO.
104.828 ACRES - 95 RESIDENTIAL LOTS - 15 TRACTS

NE COR. NE 1/4, NE 1/4, SECTION 29, T5S, R68W, 6TH P.M. FOUND #6 REBAR W/ 3-1/4" ALUMINUM CAP STAMPED "LS 16401"

LEGEND

- ◆ RECOVERED SECTION CORNER, STAMPED AS NOTED
- 1 FOUND NO. 4 REBAR WITH 1" ORANGE PLASTIC CAP STAMPED "CO PLS 38083"
- 2 FOUND NO. 4 REBAR WITH 1-1/4" RED PLASTIC CAP STAMPED "COLO ENGR & SURVEY 26958"
- 3 FOUND 1-1/4" BRASS TAG STAMPED "26958" IN CONCRETE
- SET 18" NO. 5 REBAR WITH 1-1/4" RED PLASTIC CAP STAMPED "AZTEC LS 38256"
- ① BLOCK NUMBER
- A.E. ACCESS EASEMENT
- W.E. WATER EASEMENT
- U.E. UTILITY EASEMENT
- D.E. DRAINAGE EASEMENT
- S.E. SANITARY SEWER EASEMENT
- (NR) DENOTES NON-RADIAL LINE
- F.H.E. FIRE HYDRANT EASEMENT



SEE SHEET 3

SEE SHEET 3

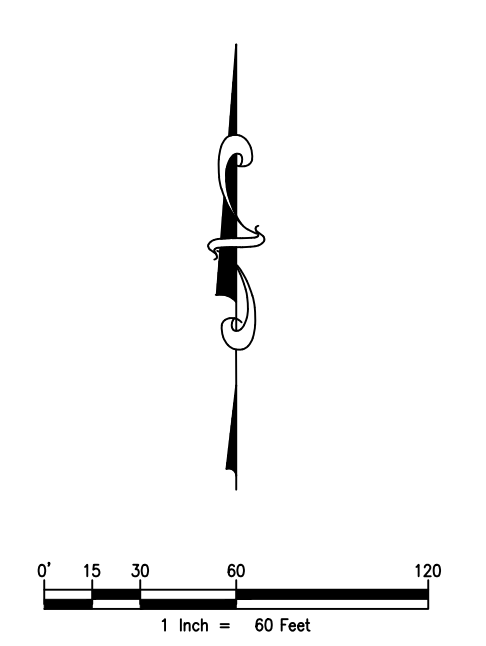
SEE SHEET 6

CURVE TABLE

CURVE	DELTA	RADIUS	LENGTH
C1	54°13'27"	13.00'	12.30'
C2	54°13'27"	13.00'	12.30'
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C23	22°19'11"	52.00'	20.26'

LINE TABLE

LINE	BEARING	LENGTH
L46	N89°50'27"E	35.57'



FOR AND ON BEHALF OF
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---	---	--

FINAL PLAT

WILD PLUM FIRST ADMINISTRATIVE AMENDMENT, A REPLAT OF BLOCKS 2-5 A MINOR AMENDMENT

A PART OF THE NE 1/4 OF SECTION 30, AND THE NW 1/4 OF THE NW 1/4 OF SECTION 29, TOWNSHIP 5 SOUTH,
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104.828 ACRES - 95 RESIDENTIAL LOTS - 15 TRACTS

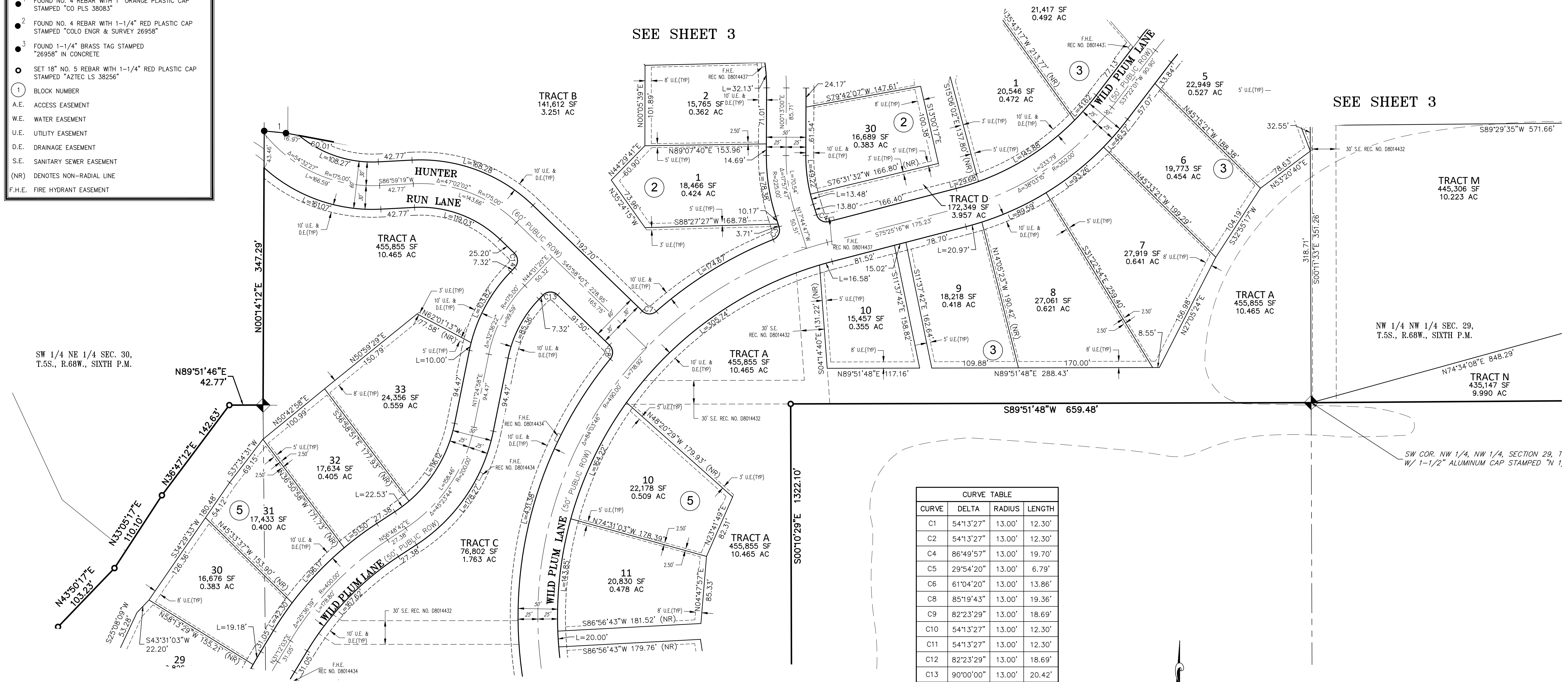
LEGEND

- ◆ RECOVERED SECTION CORNER, STAMPED AS NOTED
- FOUND NO. 4 REBAR WITH 1" ORANGE PLASTIC CAP STAMPED "CO PLS 38083"
- FOUND NO. 4 REBAR WITH 1-1/4" RED PLASTIC CAP STAMPED "COLO ENGR & SURVEY 26958"
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- SET 18" NO. 5 REBAR WITH 1-1/4" RED PLASTIC CAP STAMPED "AZTEC LS 38256"
- ① BLOCK NUMBER
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- S.E. SANITARY SEWER EASEMENT
- (NR) DENOTES NON-RADIAL LINE
- F.H.E. FIRE HYDRANT EASEMENT

SEE SHEET 3

SEE SHEET 3

SEE SHEET 6



SW 1/4 NE 1/4 SEC. 30,
T.5S., R.68W., SIXTH P.M.

NW 1/4 NW 1/4 SEC. 29,
T.5S., R.68W., SIXTH P.M.

SW COR. NW 1/4, NW 1/4, SECTION 29, 1
W/ 1-1/2" ALUMINUM CAP STAMPED "N 1,

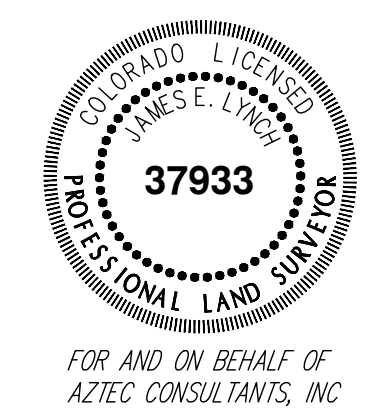
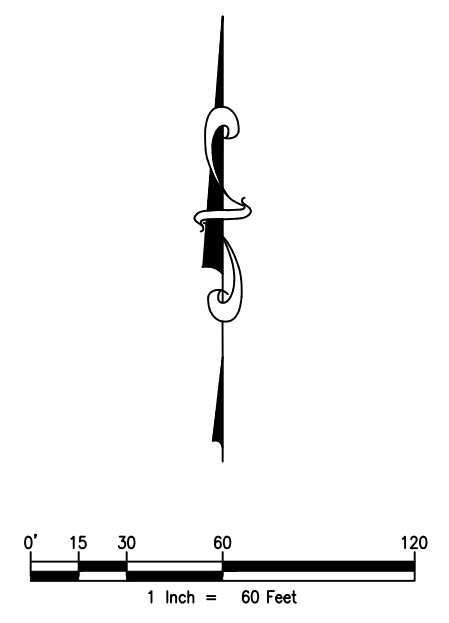
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C23	22°19'11"	52.00'	20.26'

LINE TABLE

LINE	BEARING	LENGTH
L46	N89°50'27"E	35.57'

SEE SHEET 7



FOR AND ON BEHALF OF
AZTEC CONSULTANTS, INC.

<p>300 East Mineral Ave., Suite 1 Littleton, Colorado 80122 Phone: (303) 713-1899 Fax: (303) 713-1897 www.aztecconsultants.com</p> <p>AzTec Proj. No.: 26616-01</p>	<p>DEVELOPER LENNAR</p> <p>9193 S. JAMAICA STREET, 4TH FLOOR ENGLEWOOD, CO 80112 303-486-5002</p>	DATE OF PREPARATION:	9/23/2020
		SCALE:	1"=60'
		SHEET 5 OF 7	

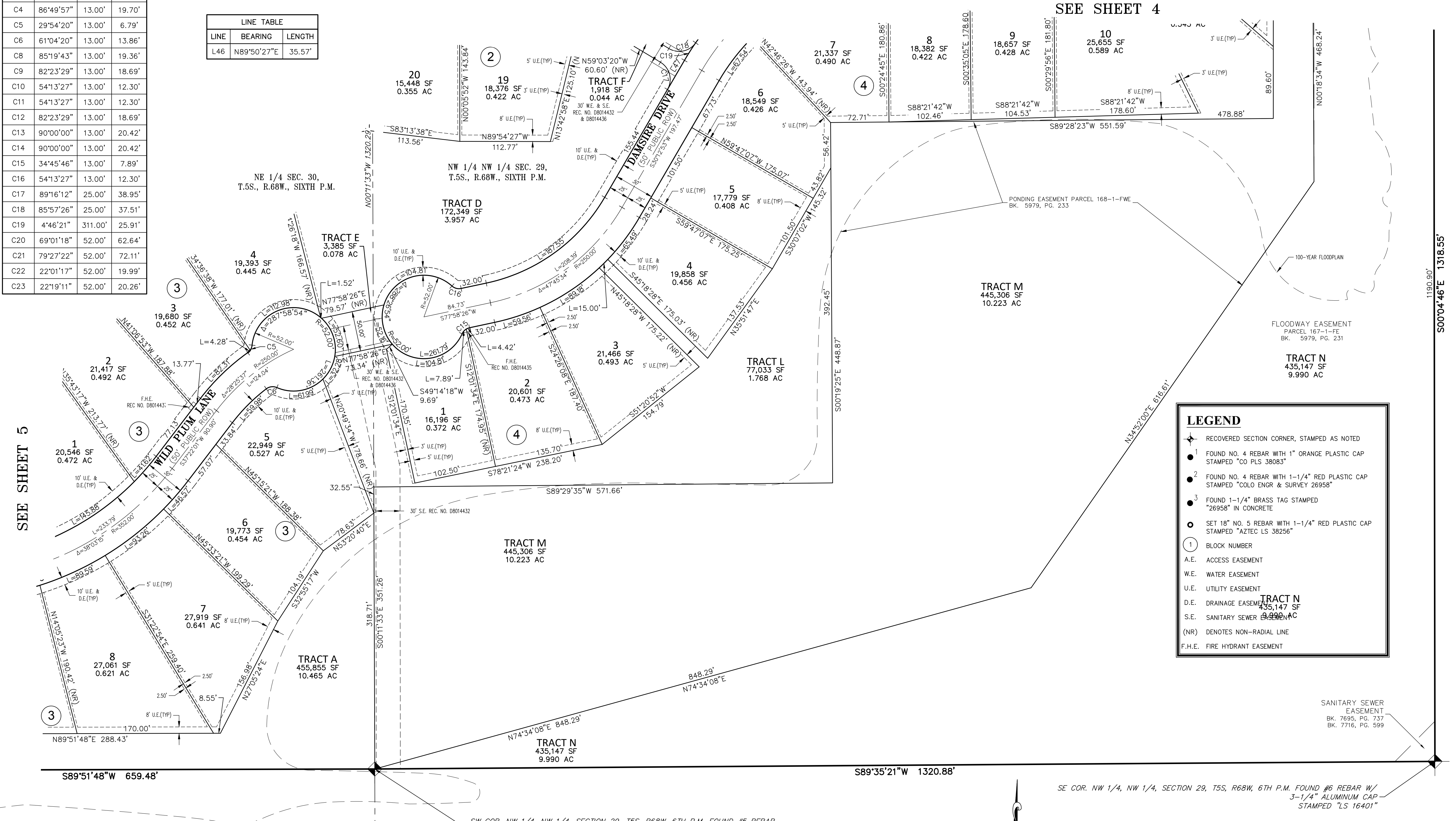
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104.828 ACRES - 95 RESIDENTIAL LOTS - 15 TRACTS

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L46	N89°50'27"E	35.57'



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- 1 FOUND NO. 4 REBAR WITH 1" ORANGE PLASTIC CAP STAMPED "CO PLS 38083"
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- W.E. WATER EASEMENT
- U.E. UTILITY EASEMENT
- D.E. DRAINAGE EASEMENT
- S.E. SANITARY SEWER EASEMENT
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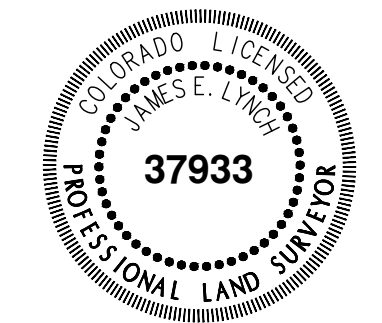
SEE SHEET 5

SEE SHEET 4

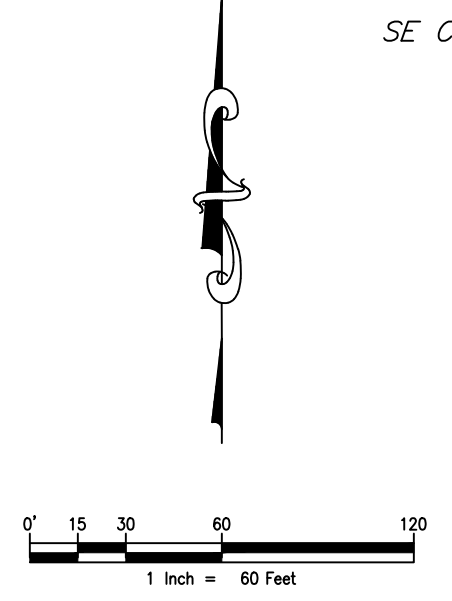
SEE SHEET 7

SE COR. NW 1/4, NW 1/4, SECTION 29, T5S, R68W, 6TH P.M. FOUND #6 REBAR W/
3-1/4" ALUMINUM CAP STAMPED "LS 16401"

SW COR. NW 1/4, NW 1/4, SECTION 29, T5S, R68W, 6TH P.M. FOUND #5 REBAR
W/ 1-1/2" ALUMINUM CAP STAMPED "N 1/16"



FOR AND ON BEHALF OF
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AzTec Proj. No.: 26616-01

DEVELOPER
LENNAR

9193 S. JAMAICA STREET, 4TH FLOOR
ENGLEWOOD, CO 80112
303-486-5002

DATE OF PREPARATION:	9/23/2020
SCALE:	1"=60'
SHEET 6 OF 7	

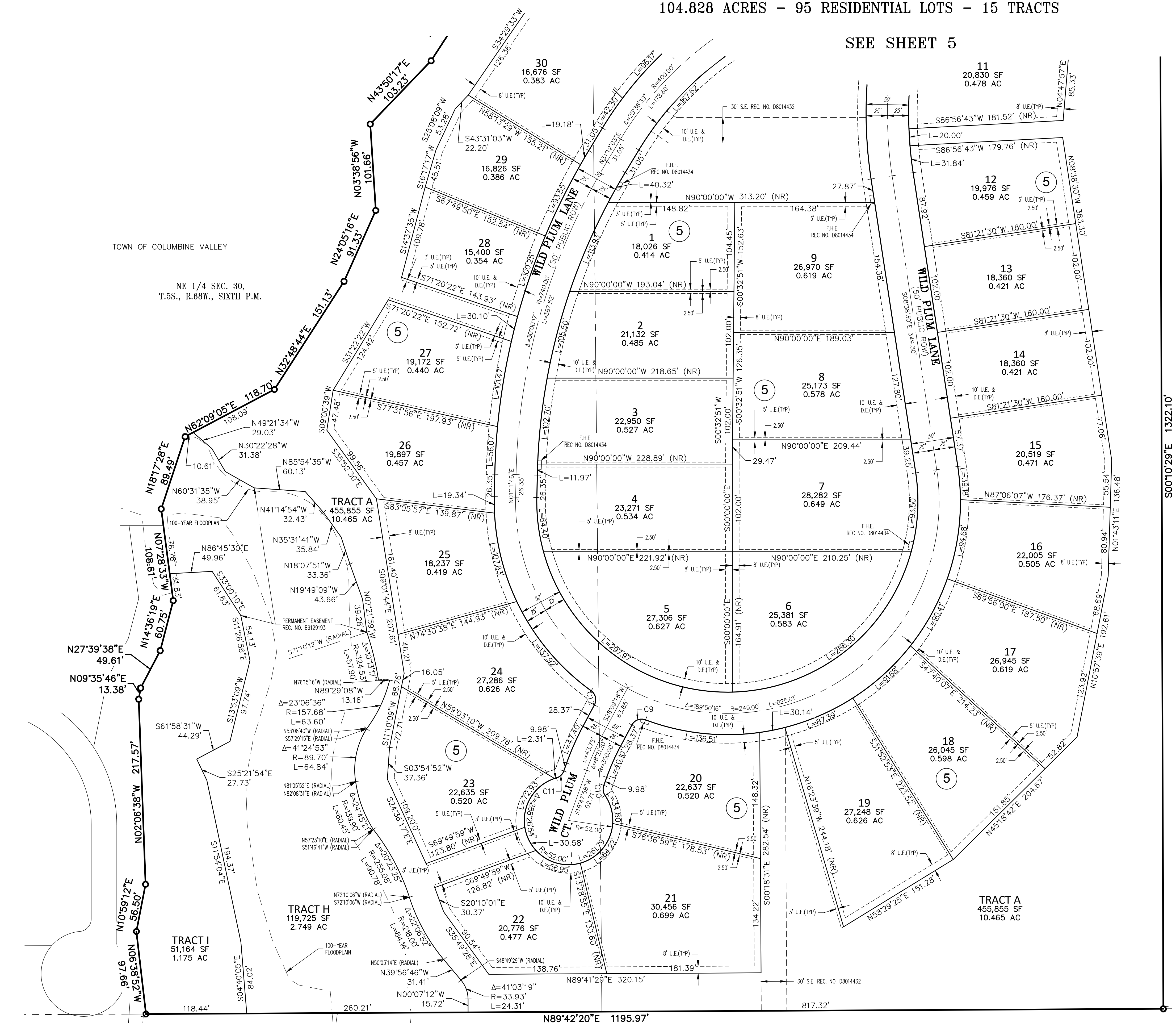
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 104.828 ACRES - 95 RESIDENTIAL LOTS - 15 TRACTS

SEE SHEET 5

CURVE TABLE			
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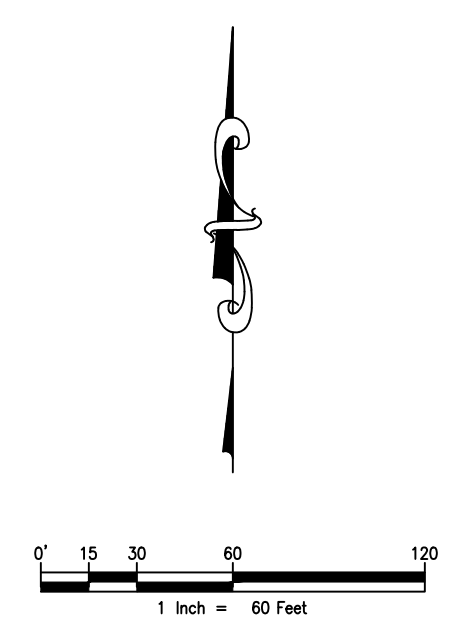


COOLEY LAKE
 CITY OF LITTLETON
 REC. NO. 42560505

SE 1/4 NE 1/4 SEC. 30,
 T.5S., R.68W., SIXTH P.M.

LEGEND

- ◆ RECOVERED SECTION CORNER, STAMPED AS NOTED
- ① FOUND NO. 4 REBAR WITH 1" ORANGE PLASTIC CAP STAMPED "CO PLUS 38083"
- ② FOUND NO. 4 REBAR WITH 1-1/4" RED PLASTIC CAP STAMPED "COLO ENGR & SURVEY 26958"
- ③ FOUND 1-1/4" BRASS TAG STAMPED "26958" IN CONCRETE
- ④ SET 18" NO. 5 REBAR WITH 1-1/4" RED PLASTIC CAP STAMPED "AZTEC LS 38256"
- ⑤ BLOCK NUMBER
- A.E. ACCESS EASEMENT
- W.E. WATER EASEMENT
- U.E. UTILITY EASEMENT
- D.E. DRAINAGE EASEMENT
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<p>AzTec Proj. No. 26616-01</p>	<p>DEVELOPER LENNAR</p> <p>9193 S. JAMAICA STREET, 4TH FLOOR ENGLEWOOD, CO 80112 303-486-5002</p>	DATE OF PREPARATION:	9/23/2020
		SCALE:	1"=60'
		SHEET 7 OF 7	



Request for Board of Trustee Action

Date: February 20, 2024

Title: Trustee Bill #2, Series 2024 – Flood Damage Prevention

Presented By: J.D. McCrumb, Town Administrator

Prepared By: Troy Carmann, Town Engineer

Background: The Town of Columbine Valley participates in the National Flood Insurance Program (NFIP). The cost of participating in the NFIP is the Town maintaining local ordinances that keep buildings and people out of the floodplain as much as possible. The benefits of participating in this national program include reduced cost flood insurance for residential structures and hazard mapping support from the Federal Emergency Management Agency (FEMA). The Urban Drainage and Flood Control District (UDFCD) works with FEMA to update and maintain hazard mapping to reflect current conditions on a recurring basis (about every 10 years).

At this time, UDFCD has a new flood hazard map for the Dutch Creek floodplain within the Town of Columbine Valley. The Town has had a floodplain ordinance for several decades. The Town has updated the ordinance several times over the years. The last update was in 2020 when the State required additional updates to match the State rules.

This action simply updates the effective date of the maps in the ordinance.

Attachments: Trustee Bill #2, Series 2024
Relevant pages describing changes.

Staff Recommendations: Approve as presented

Recommended Motion(s): “I move to approve as presented Trustee Bill #2, Series 2024 on 1st Reading and to set a public hearing on this issue for March 19, 2024”.

A BILL FOR AN ORDINANCE
OF THE TOWN OF COLUMBINE VALLEY CONCERNING FLOOD DAMAGE
PREVENTION

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

Section 1. That Section 15.36.070 of the Municipal Code of the Town of Columbine Valley is hereby amended in its entirety to read as follows:

Section 15.36.070. Basis For Establishing The Areas Of Special Flood Hazard.

The areas of special flood hazard identified by the Federal Emergency Management Agency in a scientific and engineering report entitled, "The Flood Insurance Study for Arapahoe County, Colorado and Incorporated Areas," effective April 11, 2024, with accompanying Flood Insurance Rate Maps (FIRM) and any revisions thereto are hereby adopted by reference and declared to be a part of this ordinance. These Special Flood Hazard Areas identified by the FIS and attendant mapping are the minimum area of applicability of this Ordinance and may be supplemented by studies designated and approved by the Town of Columbine Valley. The Floodplain Administrator shall keep a copy of the Flood Insurance Study (FIS), DFIRMs and/or FIRMs on file and available for public inspection.

Section 2. 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 3. The Town Clerk shall certify the passage of this Ordinance and cause notice of its contents and passage to be published.

Section 4. This Ordinance shall be in full force and effect upon the expiration of thirty (30) days after the publication of this Ordinance in the Littleton Independent, Littleton, Colorado, said newspaper being a weekly newspaper duly qualified for publishing legal notices and advertisements within the meaning of the laws of the State of Colorado.

Introduced as Trustee Bill No. 2, series of 2024, at a regular meeting of the Board of Trustees of the Town of Columbine Valley, Colorado, on the 20th day of February, 2024, passed by a vote of ____ for and 0 against, on first reading; passed on second reading at a regular meeting of the Board of Trustees held by a vote of ____ for and ____ against on the ____ day of _____, 2024, and ordered published in the Littleton Independent on the ____ day of _____, 2024.

Roy Palmer, Mayor

ATTEST:

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



Request for Board of Trustee Action

Date: February 20, 2024

Title: Trustee Bill #3 – Series 2024 Fire Code

Presented By: J.D. McCrumb, Town Administrator

Prepared By: Jim Thelen, Chief Building Official; Anthony Valdez, SMFD Bureau Chief

Background: The Town incorporates the fire code in its adopted building code. From time to time the fire department updates its code requiring us to do the same.

Attachments: Trustee Bill #3 – Series 2024

Staff Recommendations: Approve as presented.

Recommended Motion(s): “I move to approve as presented Trustee Bill #3, 2024 on 1st reading and to set a public hearing on March 19, 2024.”

TOWN OF COLUMBINE VALLEY

ORDINANCE #3

SERIES of 2024

INTRODUCED BY TRUSTEE TIMOTHY

AN ORDINANCE FOR THE TOWN OF COLUMBINE VALLEY, COLORADO, ADOPTING THE INTERNATIONAL CODE COUNCIL'S 2021 INTERNATIONAL FIRE CODE INCLUDING APPENDICES CHAPTERS B, C, AND D.

WHEREAS the purpose of the International Fire Code is to establish minimum requirements for providing reasonable level of fire safety and property protection from hazards of fire, explosion or dangerous conditions in new and existing buildings.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN TRUSTEES, OF THE TOWN OF COLUMBINE, COLORADO THAT:

ARTICLE 7 – International Fire Code

Sec. 18-7-10. – International Fire Code adopted.

- (a) The International Fire Code, 2021 Edition, as published by the International Code Council, Inc., 4051 Flossmoor Road, Country Club Hills, IL 60478, Chapters 1 through 80 inclusive and appendices B, C, and D, as amended, (“IFC”) is hereby adopted by reference as the Town of Columbine Valley Fire Code as if fully set out in this Article with the additional, deletions, insertions and changes as set forth in this Article.
- (b) No building shall be hereafter constructed, erected, enlarged, altered, or moved into the Town unless the same shall, as to design, construction,
- (c) Quality of materials and workmanship, conform with the IFC, as adopted and as amended.

Sec. 18-7-20. - Purpose of the International Fire Code

The purpose of the IFC is to provide minimum standards to safeguard life or limb, health, property and public welfare from the hazards of fire, explosion, and dangerous conditions arising from the storage, handling and use of hazardous materials and devices, and from conditions hazardous to life or property in the use or occupancy of buildings or premises and provision to assist emergency response personnel.

Sec. 18-7-30. - Amendments.

The following deletions, additions, insertions, and changes are hereby made to the IFC as adopted by reference by Section 18-7-10:

- (1) **IFC Section 101.1.** IFC Section 101.1 (Title) is amended by the addition of the term inserting “Town of Columbine Valley” where indicated by [Name of Jurisdiction].

- (2) The following Appendices are hereby adopted as part of this code:

Appendix B, Fire-Flow Requirements for Buildings, as amended.

Appendix C, Fire Hydrant Locations and Distribution.

Appendix D, Fire Apparatus Access Roads, as amended.

- (3) **IFC Section 103.1.** IFC Section 103.1 (Creation of agency) is amended to read as follows:

103.1 Creation of agency. The South Metro Fire Rescue Fire Protection District is hereby created as the Fire Marshal’s Office within the jurisdiction of the Town of Columbine Valley and the official in charge thereof shall be known as the fire code official. The function of the Fire Marshal’s Office shall be the implementation, administration, and enforcement of the provisions of this code.

- (4) **IFC Section 103.2.** IFC Section 103.2 (Appointment) is amended to read as follows:

103.2 Appointment. The Fire Marshal of the South Metro Fire Rescue Fire Protection District, or designee, is hereby appointed as the fire code official.

- (5) **IFC Section 105.5.38.** IFC Section 105.5.38 (Outdoor assembly event) is amended to read as follows:

105.5.38 Outdoor assembly event. An operational permit is required to conduct an outdoor assembly event where planned attendance exceeds 500 people.

- (6) **IFC Section 105.5.49.** IFC Section 105.5.49 (Temporary membrane structures and tents) is amended to read as follows:

105.5.49 Temporary membrane structures and tents. An operational permit is required to operate a membrane structure, air-inflated membrane structure, air-supported membrane structure, a temporary special event structure, or a tent having an area more than 400 square feet (37 m²).

Exceptions:

1. [no change]
2. [no change]

- (7) **IFC Section 105.6.** IFC Section 105.6 (Required construction permits) is amended to read as follows:

105.6 Required construction permits. The fire code official is authorized to issue construction permits for work as set forth in Section 105.6.1 through 105.6.25

- (8) **IFC Section 105.6.24.** IFC Section 105.6.24 (Temporary membrane structures and tents) is amended to read as follows:

105.6.24 Temporary membrane structures and tents. A construction permit is required to erect a membrane structure, air-inflated membrane structure, air-supported membrane structure, a temporary special event structure, or a tent having an area more than 400 square feet (37 m²).

Exceptions:

1. [no change]
2. [no change]
3. [no change]

- (9) A new **IFC Section 105.6.25 (Buildings and facilities)** is added to read as follows:

105.6.25 Buildings and facilities. Any owner or owner's authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change

occupancy of a building, or structure, or facility, or to cause any such work to be performed, shall first make application to the fire code official and obtain the required permit.

IFC Section 107.3 Permit valuation, is deleted in its entirety.

- (10) **IFC Section 111.1.** IFC Section 111.1 (Board of appeals established) is amended to read as follows:

111.1 Board of appeals established. To hear and decide appeals of orders, decisions or determinations made by the fire code official relative to the application and interpretation of this code, there shall be created a Regional Fire Code Board of Appeals by the entry of various fire districts into an intergovernmental agreement ("IGA"). The board of appeals shall be appointed through the operation of the IGA. The fire code official shall be an ex officio member of said board but shall have no vote on any matter before the board. The board shall adopt rules of procedure for conducting its business and shall render all decisions and findings in writing to the appellant with a duplicate copy to the fire code official.

- (11) **IFC Section 112.4.** IFC Section 112.4 (Violation penalties) is hereby deleted in its entirety.

- (12) **IFC Section 113.4.** IFC Section 113.4 (Failure to comply) is amended to read as follows:

113.4 Failure to comply. It shall be a violation of this code for any person to continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subjected to penalties in **Section 1-4-10 of the** Town of Columbine Valley Municipal Code.

- (13) **IFC Section 503.1.** IFC Section 503.1 (Where required) is amended to read as follows:

503.1 Where required. Fire apparatus access roads shall be provided and maintained in accordance with Sections 503.1.1 through 503.1.3 and Appendix D.

- (14) **IFC Section 503.1.1.** IFC Section 503.1.1 (Buildings and facilities) is amended to read as follows:

503.1.1 Buildings and facilities. *Approved* fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section, Appendix D where applicable, and shall extend to within 150 feet (45 720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an *approved* route around the exterior of the building or facility.

Exceptions:

1. The fire code official is authorized to increase the dimension of 150 feet (45 720mm) where any of the following conditions occur:

1.1. The building is equipped throughout with an *approved* automatic sprinkler system installed in accordance with Section 903.3.1.1 (NFPA 13), the dimension shall be unlimited, as *approved*, provided access roads are extended to within 150 feet (45 720mm) of at least one, *approved* side of the building or structure. Fire hydrant requirements of Section 507 may necessitate additional roads to serve hydrants near large buildings.

1.2. The building is equipped with an *approved* automatic sprinkler system installed in accordance with Section 903.3.1.2 (NFPA 13R) or 903.3.1.3 (NFPA 13D), the dimension shall be increased to 200 feet (60 960mm).

1.3. The fire apparatus access roads cannot be installed because of location on property, topography, waterways, nonnegotiable grades or other similar conditions, and an *approved* alternative means of fire protection is provided.

1.4. There are not more than two Group R-3 or Group U occupancies.

2. Where *approved* by the fire code official, fire apparatus access roads shall be permitted to be exempted or modified for solar photovoltaic power generation facilities.

- (15) **IFC Section 503.2.** IFC Section 503.2 (Specifications) is amended to read as follows:

503.2 Specifications. Fire apparatus access roads shall be installed and arranged in accordance with Sections 503.2.1 through 503.2.8 and Appendix D as amended.

- i. **IFC Section 503.2.1.** IFC Section 503.2.1 (Dimensions) is amended to read as follows:

503.2.1 Dimensions. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet (6096 mm), exclusive of shoulders, except for *approved* security gates in accordance with **Section 503.6**, and an unobstructed vertical clearance of not less than 13 feet 6 inches (4115 mm) and in accordance with Appendix D, as amended. The greater dimension of required unobstructed width shall prevail.

- (16) **IFC Section 503.2.3.** IFC Section 503.2.3 (Surface) is amended to read as follows:

503.2.3 Surface. Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus weighing up to 80,000 pounds and shall be surfaced to provide all-weather driving capabilities with an *approved* driving surface material.

- (17) **IFC Section 503.2.7.** IFC Section 503.2.7 (Grade) is amended to read as follows:

503.2.7 Grade. The grade of the fire apparatus access road shall be a maximum of 6% or as otherwise determined by the fire code official based on fire district apparatus specifications.

- (18) **IFC Section 503.3.** IFC Section 503.3 (Marking) is amended to read as follows:

503.3 Marking. Where required by the fire code official, approved signs or other *approved* notices or markings that include the words NO PARKING – FIRE LANE shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. The means by which the fire lanes are designated shall always be maintained in a clean

and legible condition and be replaced or repaired when necessary to provide adequate visibility. The marking of the fire apparatus access roads shall be in accordance with the fire code official's specifications and D103.6.

- (19) **IFC Section 503.4.** IFC Section 503.4 (Obstruction of fire apparatus access roads) is amended to read as follows:

503.4 Obstruction of fire apparatus access roads. Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances in Sections 503.2.1, 503.2.2, and Appendix D shall always be maintained.

- (20) **IFC Section 503.6.** IFC Section 503.6 (Security gates) is amended to read as follows:

503.6 Security gates. The installation of security gates across a fire apparatus access road shall be *approved* by the fire code official and shall be in accordance with Section D103.5.

- (21) **IFC Section 507.3.** IFC Section 507.3 (Fire flow) is amended to read as follows:

507.3 Fire flow. Fire flow requirements for buildings or portions of buildings and facilities shall be determined in accordance with Appendix B or by a method *approved* by the fire code official.

- (22) **IFC Section 507.5.** IFC Section 507.5 (Fire hydrant systems) is amended to read as follows:

507.5 Fire hydrant systems. Fire hydrant systems shall comply with Sections 507.5.1 through 507.5.6 and Appendix C.

- (23) **IFC Section 510.1.** IFC Section 510.1 (Emergency responder radio coverage in new buildings) is amended to read as follows:

510.1 Emergency responder communication coverage in new buildings. *Approved* in-building, two-way emergency responder communication coverage for emergency responders shall be provided within all new buildings. In-building, two-way emergency responder communication coverage within the building shall be based on the existing coverage levels of the public safety communication systems utilized by the

jurisdiction, measured at the exterior of the building. This section shall not require improvement of the existing public safety communication systems.

Exceptions:

1. Where *approved* by the fire code official, a wired communication system in accordance with Section 907.2.13.2 shall be permitted to be installed or maintained instead of an *approved* radio coverage system.
2. [no change]
3. [no change]

(24) **IFC Section 903.3.** IFC Section 903.3 (Installation requirements) is amended to read as follows:

903.3 Installation requirements. Automatic sprinkler systems shall be designed and installed in accordance with Section 903.3.1 through 903.3.9

(25) A new **IFC Section 903.3.9 (Spare sprinklers)** is amended to read as follows:

903.3.9 Spare sprinklers. Spare sprinklers shall be provided per NFPA 13, NFPA 13R, NFPA 13D and in accordance with the fire code official's supplemental documents outlining specific provisions for multiple buildings under the same ownership.

(26) **Subsection (1) of IFC Section 905.4.** IFC Section 905.4 (Location of Class I standpipe hose connections) is amended to read as follows:

1. In every required interior exit stairway, a hose connection shall be provided for each story above and below grade plane. The hose connections shall be located at the main floor landing unless otherwise *approved* by the fire code official.

Exception: Deleted in its entirety.

(27) **IFC Section 1103.7.6(3).** IFC Section 1103.7.6(3) (Group R-2) is amended to read as follows:

3. A fire alarm system is not required in buildings that do not have interior corridors serving dwelling units, provided that dwelling units either have a means of egress door opening directly to an exterior exit access that leads directly to the exits or are served by open-ended corridors designed in accordance with Section 1027.6, Exception 3.2 to 3.5.

- (28) **IFC Section 5601.1.3.** IFC Section 5601.1.3 (Fireworks) is amended to read as follows:

5601.1.3 Fireworks. The possession, manufacture, storage, sale, handling, and use of fireworks are prohibited.

Exception:

1. The use of fireworks for displays as allowed in Section 5608.

- (29) **IFC Section 5704.2.9.6.1.** IFC Section 5704.2.9.6.1 (Locations where above-ground tanks are prohibited) is deleted in its entirety.

- (30) **IFC Section 5706.2.4.4.** IFC Section 5706.2.4.4 (Locations where above-ground tanks are prohibited) is deleted in its entirety.

- (31) **IFC Section 5806.2.** IFC Section 5806.2 (Limitations) is deleted in its entirety.

- (32) **IFC Section 6104.2.** IFC Section 6104.2 (Maximum capacity within established limits) is deleted in its entirety.

- (33) **IFC Section B105.1.** IFC Section B105.1 (One- and two-family dwellings, Group R-3 and R-4 buildings and townhouses) in Appendix B is amended to read as follows:

B105.1 One- and two-family dwellings Group R-3 and R-4 buildings and townhouses. The minimum fire-flow and flow duration requirements for one- and two-family dwellings, Group R-3 and R-4 buildings having a fire flow calculation area that does not exceed 3,600 square feet (344.5 m²) shall be 1,000 gallons per minute (3785 L/min) for 1 hour. Fire-flow and flow duration for one- and two-family dwellings, Group R-3 and R-4 buildings and townhouses having a fire-flow calculation area more than 3,600 square feet (344.5 m²) shall not be less than that specified in Table B105.1.

Exception: A reduction in the required fire-flow of 25 percent, as *approved*, is allowed when the building is equipped with an *approved* automatic fire sprinkler system.

- (34) **IFC Section B105.2.** IFC Section B105.2 (Buildings other than one- and two-family dwellings, Group R-3 and R-4 buildings and townhouses) in Appendix B is amended to read as follows:

B105.2 Buildings other than one- and two-family dwellings, Group R-3 and R-4 buildings and townhouses. The minimum fire-flow and flow duration for buildings other than one- and two-family dwelling, Group R-3 and R-4 buildings and townhouses shall be as specified in Table B105.1.

Exception: A reduction in the required fire-flow of 50 percent, as *approved*, is allowed when the building is equipped with an *approved* automatic fire sprinkler system installed in accordance with Section 903.3.1.1 (NFPA 13). A reduction in the required fire-flow of 25 percent, as *approved*, is allowed when the building is equipped with an *approved* automatic fire sprinkler system installed in accordance with Section 903.3.1.2 (NFPA 13R). The resulting fire-flow shall not be less than 1,500 gallons per minute (5678 L/min) for the prescribed duration in Table B105.1.

- (35) **IFC Section B105.3.** IFC Section B105.3 (Water supply for buildings equipped with an automatic sprinkler system) in Appendix B is deleted in its entirety.
- (36) **IFC Table B105.1(1).** IFC Table B105.1(1) (Required fire flow for one- and two-family dwellings, Group R-3 and R-4 buildings and townhouses) in Appendix B is deleted in its entirety.
- (37) **IFC Table B105.2.** IFC Table B105.2 (Required fire flow for buildings other than one- and two-family dwellings) is deleted in its entirety.
- (38) **IFC Table B105.1(2).** IFC Table B105.1(2) (Minimum required fire-flow and flow duration for buildings) title only is amended to read as follows:

“Table B105.1: MINIMUM REQUIRED FIRE-FLOW AND FLOW DURATION FOR BUILDINGS”.

- (39) **IFC Section D102.1.** IFC Section D102.1 (Access and loading) is amended to read as follows:

D102.1 Access and loading. Facilities, buildings, or portions of buildings hereafter constructed shall be accessible to fire department apparatus by way of an *approved* fire apparatus access road with an asphalt, concrete, or other *approved* driving surface capable of supporting the imposed load of fire apparatus weighing up to 80,000 pounds (34 050 kg).

- (40) **IFC Section D103.1.** IFC Section D103.1 (Access Road width with a hydrant) is deleted in its entirety.

- (41) **IFC Section D103.2.** IFC Section D103.2 (Grade) is amended to read as follows:

D103.2 Grade. The grade of the fire apparatus access road shall be a maximum of 6% or as otherwise determined by the fire code official based on fire district apparatus specifications.

- (42) **IFC Section D103.4.** IFC Section D103.4 (Dead ends) is amended to read as follows:

D103.4 Dead ends. Dead-end fire apparatus access roads more than 150 feet (45 720 mm) shall be provided with width and turnaround provisions in accordance with Table D103.4 and the Town of Columbine Valley roadway design standards. Whereas the provisions are in conflict, the provisions of the Town of Columbine Valley roadway design standards shall prevail.

- (43) **IFC Section D103.6.** IFC Section D103.6 (Signs) is amended to read as follows:

D103.6 Signs and widths. Where required by the fire code official, fire apparatus access road shall be marked with permanent “NO PARKING – FIRE LANE” signs in accordance with the width specified within the fire code official’s specifications.

- (44) **IFC Section D104.1.** IFC Section D104.1 (Buildings exceeding three stories or 30 feet in height) is amended to read as follows:

D104.1 Buildings exceeding three stories or 30 feet in height. Buildings or facilities where the vertical distance between the grade plane and the highest roof surface exceeds 30 feet (9144 mm) or three stories in height shall have not fewer than two means of fire apparatus access for each structure. For purposes of this section, the highest roof surface shall be determined by measurement to the eave of a pitched roof, the intersection of the roof to the exterior wall, or the top of parapet walls, whichever is greater.

IFC Section D105.1. IFC Section D105.1 (Where required) is amended to read as follows:

D105.1 Where required. Where the vertical distance between the grade plane and the highest roof surface exceeds 30 feet (9144 mm), *approved* aerial fire apparatus access roads shall be provided. For purposes of this section, the highest roof surface shall be determined by measurement to the eave of a pitched roof, the intersection of the roof to the exterior wall, or the top of parapet walls, whichever is greater.

Exception: Where *approved* by the fire code official, buildings of Type IA, Type IB construction equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1, meets the definition of a high-rise building as defined by the International Building Code, and having firefighter access through an enclosed stairway with a Class I standpipe system from the lowest level of fire department vehicle access to all roof surfaces.

- (45) **IFC Section D106.1.** IFC Section D106.1 (Projects having more than 100 dwelling units) is amended to read as follows:

D106.1 Projects having more than 100 dwelling units. Multiple-family residential projects having more than 100 dwelling units shall be equipped throughout with two separate and *approved* fire apparatus access roads.

Exception: Deleted in its entirety.

Sec. 18-7-40. – Penalties for Violation of the International Fire Code.

It shall be a civil infraction for any person to erect, construct, enlarge, alter, repair, move, improve, remove, convert, or demolish, equip, use, occupy or maintain any building or structure, or cause or permit the same to be done in violation of the IFC. In addition to other sanctions set forth in the IFC and this Code, a person who violates the IFC may receive a civil penalty in an amount not to exceed the maximum amount authorized in Section 1-4-10(b) of this Code.

Section 1: Severability. In any part, section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining sections of this ordinance. The city council hereby declares that it would have passed this ordinance, including each part, section, subsection, sentence, clause, or phrase hereof, irrespective of the fact that one or more parts, sections, subsections, sentence, clause, or phrase may be declared invalid.

Section 2: Repealer. All ordinances or resolutions, or parts thereof, in conflict with this ordinance are hereby repealed, provided that this repealer shall not repeal the repealer clauses of such ordinance nor revive any ordinance thereby.

PUBLIC HEARING on the Ordinance to take place on the ____ day of _____.
2024; in the offices of Columbine Valley, 2 Middlefield Road, Town of Columbine Valley, Colorado, at the hour of 7:00 p.m., or as soon thereafter as it may be heard.

PASSED on second and final reading, following public hearing, by a vote of ____ FOR and ____ AGAINST on the ____ day of _____, 2011.

ATTEST:

CITY CLERK

MAYOR

APPROVED AS TO FORM:

TOWN ATTORNEY