

## MINUTES

### FOXFIELD BOARD OF TRUSTEES REGULAR MEETING

June 3, 2010

#### **Call to Order/Roll Call**

The meeting was called to order at 6:47 p.m. at Parker Fire Protection District Station No. 2, Foxfield, CO, 80016.

The following Trustees were present:

Bob Easton, Susan Current, Lisa Jones, Con Frank, Allyson Zoellner, and Mayor Headley.

The following Staff was present:

Town Planner, Fred Fox

Town Attorney, Hilary Graham

Town Administrator, Cheryl Kuechenmeister

Town Engineer, Alan Leak

A quorum was present.

**Public Comment** - none

#### **PUBLIC HEARING – 5<sup>TH</sup> Amendment to the Our Lady of Loreto Final Development Plan – Parish Hall and School.**

Mayor Headley opened the Public Hearing at 6:48 p.m. Town Planner, Fred Fox, gave the Staff report. Town Engineer, Alan Leak, gave his staff report. Our Lady of Loreto architects Marcell Davis and Ron Flighty made a presentation to the Board. Fred Fox recommended approval with a list of conditions.

Public Comment:

Tom Morrone – 7130 S. Quintero St. Foxfield, asked about the existing Letter of Credits for the church.

Jerry Zoellner – 16195 E. Costilla Ave. – asked if there was anything documented on the on the specified size of trees to be planted. Fred Fox stated there are minimum requirements.

The Board made final comments on the application.

A **motion** was made by Trustee Frank to approve the application for the 5<sup>th</sup> Amendment to the Our Lady of Loreto Final Development Plan for the construction of the Parish Hall and School with the following conditions:

1. The Applicant must obtain, in writing, a waiver from ACWWA for the easement encroachment prior to recording this FDP Amendment. If not approved by ACWWA, the Applicant must file a modified site plan, elevations and other relevant plans with the Town for review and approval prior to the recording the FDP Amendment.

2. Remove the modular classroom building within forty-five (45) days of issuance of a Certificate of Occupancy (C.O.) for the School Phase I and Parish Hall.
3. Prior to issuing a C.O. for the School Phase I and the Parish Hall, submit to the Town for review and approval a plan identifying the maximum hours of operation of the buildings and detail lighting controls to accomplish the following restriction: Outside lights (except security lights) are to be turned off within one (1) hour after building closures and may be turned back on within one (1) hour before opening. Security lights are to be reduced in intensity to 1.5 foot candles at the ground during the time period between closing and opening of the buildings.
4. Provide landscaping plans as per the approved FDP as part of the construction plans and verify the plantings prior to any Certificate of Occupancy for the School Phase I and Parish Hall. Also, replace existing dead or dying trees and shrubs on the campus site as necessary prior to any C.O. for the School Phase I and Parish Hall.
5. Prior to recording the approved FDP Amendment, submit to the town proof of resolution with Arapahoe County and the City of Centennial of the matter regarding the implementation, timing and payment for the improvements to East Arapahoe Road, including the lengthening of the west-bound left turn taper from **west-bound** East Arapahoe Road for the left turn to south-bound South Waco Street.
6. Provide written authorization from ACWWA that the future bridge between the Phase I School and Phase II School is acceptable prior to recording an approved FDP Amendment.
7. Prepare any technical corrections to the plans as determined by Staff prior to recording an approved FDP Amendment.

The motion was **seconded** by Trustee Easton. **Unanimous approval by voice vote.** Mayor Headley closed the public hearing at 7:45.

### **Minutes of the 5-20-10 Meeting and Approval**

A **motion** was made by Trustee Jones to approve the 5/20/10 minutes as amended. **Seconded** by Trustee Current. **The motion passed unanimously by voice vote.**

### **Unfinished Business**

#### **A. Animal Control Service Provider** – Nothing new to report.

Trustee Jones asked the Board for approval to allow the removal of an accessory structure to extend from June 24, 2010 to September, 2010. The Board approved the request with a signed letter of agreement that there will be a stiff penalty if the structure was not removed as committed.

- B. Weed Management Plan for Noxious Weeds** – Trustee Jones informed the Board they need to have a public hearing if the Town wants to designate local noxious weeds. The Board determined to have a public hearing regarding this issue on July 15, 2010.
- C. Caselle Software** – Cheryl Kuechenmeister informed the Board she would provide financial reports at the next meeting.
- D. Codification** – Cheryl Kuechenmeister discussed the agreement with Colorado Code Publishing Company. She recommended the Board approve the contract with the elimination of section 5.
  - A **motion** was made by Trustee Frank to approve the agreement with Colorado Code Publishing Company with the elimination of section 5. Trustee Easton **seconded** the motion. **Unanimous approval by voice vote.**
- E. Town Administrator’s Proposal** – Mayor Headley set June 7, 2010 at 5:00 for a Special Meeting to discuss this issue.

**New Business**

- A. Final Acceptance of Our Lady of Loreto Detention Pond** – Town Engineer, Alan Leak recommended approval of the Final Acceptance.
  - A **motion** was made by Mayor Headley to approve Final Acceptance of the detention pond at Our Lady of Loreto. **Seconded** by Trustee Easton.  
**Unanimous approval by voice vote.**
- B. Our Lady of Loreto Landscaping Letter of Credit** – Trustee Frank reported there are dead trees that need to be replaced. Fred Fox will do a final inspection and determine if the Letter of Credit can be released.

**Reports**

**A. Committee**

- a.** Trustee Current informed the Board that if anyone is interested in chipping services they should contact her. Trustee Current will hold a July 4<sup>th</sup> planning meeting.
  - b.** Trustee Easton stated the Town needs to designate an alternate to attend the Centennial Noise Roundtable. Trustee Current agreed to fulfill this position.
  - c.** Trustee Jones had nothing new to report.
  - d.** Trustee Frank had nothing new to report
- B. Mayor’s Report** – Mayor Headley received a call from the project supervisor at Hamon Contractors regarding placing a large machine to crush concrete and asphalt as a staging area on the Worsham property. Trustee Frank and Mayor Headley will review the site to determine if there is enough room to set up a staging area. Resident Tom Morrioni spoke with Elizabeth Stolfus to discuss traffic issues. He suggested watching traffic patterns at Fremont and Easter to determine which traffic is cut through traffic. Trustee Frank discussed the Arapahoe County Sheriff call out report.

**C. Staff**

The Town Clerk read revisions to the accounts payable.

i. The Accounts Payable was reported as follows:

R. Catterall – Salary 5-16-10 to 5-31-10 = \$1,164.07  
R. Catterall – June Car/Rent Allowance = \$230.87  
C. Kuechenmeister – May Salary = \$2,684.61  
IREA – Water Norf. O.S. 5/17 – 6/1/10 = \$12.00  
Comcast – Internet 5/14 – 6/13/10 = \$75.37  
Villager Legals – Annual Subscription = \$45.00  
Qwest – Telephone 5/13 – 6/12/10 = \$64.63  
A. C. Sheriff – Off-duty Patrols 4/16 – 5/14/10 = \$ 2,088.00  
Leon Goodman – Landscape Inv #576718 & 576720 = \$4,049.50  
Total Accounts Payable - \$10,414.05  
Total US Bank Deposits & Transfers = \$  
Apr COLOTRUST GF Deposits (property tax, etc.) = \$36,700.21  
Apr COLOTRUST GOB Deposits (Property tax, etc.) = \$52,085.87  
Reserved Funds for Road Bond Pay down & Repaving = \$271,927.00  
Total Funds Available after invoices are paid = \$258,555.66

A **motion** was made by Mayor Headley to approve the Treasury Report as amended and pay the accounts payable. **Seconded** by Trustee Frank. **The motion passed unanimously by voice vote.**

**D. Town Attorney** – none

**Correspondence** – none

**Resolutions** - none

**Ordinances for Consideration**

*“A Bill For An Ordinance Adopting The Town Of Foxfield Noxious Weed Management Plan And Amending The Rural Residential Property Standards By Adding A New Section J To Specifically Address Noxious Weeds”*

**Adjournment**

The meeting was adjourned by Mayor Headley at 8:54 p.m.

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Becky Catterall, Town Clerk & Treasurer

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Douglass W. Headley, Mayor