

MINUTES

FOXFIELD BOARD OF TRUSTEES REGULAR MEETING

July 1, 2010

Call to Order/Roll Call

The meeting was called to order at 6:40 p.m. at South Metro Fire Protection District Station No. 42.

The following Trustees were present:

Bob Easton, Con Frank, Lisa Jones, Mayor Pro Tem Watson, and Mayor Headley.

A quorum was present.

The following Staff was present:

Town Attorney, Hilary Graham
Town Administrator, Cheryl Kuechenmeister

Sheriff's Report – Lieutenant Rowlison informed the Board that he has taken over some of Lieutenant Heaton's duties and he now will be at the first Board meeting of each month. Lt. Rowlison discussed the June callout report.

Public Comment - none

Public Hearing – **Amending the Rural Residential Property Standards for a Weed Management Plan by Including an Ordinance to Comply with the State of Colorado's Requirement for a Weed Management Plan**

Mayor Headley opened the public hearing and moved to continue the public hearing to August 5, 2010, seconded by Trustee Easton. The motion passed unanimously by voice vote. Mayor Headley continued the public hearing to August 5, 2010 at 6:30 p.m.

Minutes of the 6-17-10 Meeting

Mayor Pro Tem Watson moved to approve the 6/17/10 minutes as amended, seconded by Trustee Easton. The motion passed unanimously by voice vote.

Unfinished Business

Town Administrator Proposal – Town Administrator, Cheryl Kuechenmeister, discussed the agreement prepared by Town Attorney, Hilary Graham.

Trustee Frank to moved, seconded by Trustee Easton, to approve the Town Administrator agreement as written, including breaking down the duties for the Town Administrator and Town Clerk and directing Mayor Headley to sign the agreement. The motion passed unanimously by voice vote.

Staff Positions and Division of Duties – Cheryl Kuechenmeister proposed that the discussion be continued to the August 5, 2010 meeting so the Town Clerk job description could be written. Hilary Graham asked that the Town Clerk and Town Administrator provide her with the job description so she can prepare an employment agreement.

New Business

2009 Audit – Cheryl Kuechenmeister presented the 2009 Audit and the Management, Discussion and Analysis report. Ms. Kuechenmeister asked for the Board's approval. Mayor Headley moved, seconded by Trustee Easton, to approve the 2009 audit and directed the staff to submit it to the State. The motion passed unanimously by voice vote.

Reports **Committee**

Trustee Easton had nothing new to report.

Trustee Jones reported she has been working with Enforcement Officer, Susie Ellis, on weed violations. Trustee Jones discussed the current properties that have been identified with weed violations. Trustee Jones stated that she felt the problem was much more wide spread than the identified properties and she asked the Board if she should direct Ms. Ellis to be more aggressive in addressing weed violations. The Board concurred.

Trustee Frank had nothing new to report.

Mayor Pro Tem Watson had nothing new to report

Mayor's Report – Mayor Headley informed the Board he had spoken with Traffic Engineer, Elizabeth Stolfus, who will develop different solutions to the Town's traffic issues and will present them at the August 5, 2010, Board meeting.

Mayor Headley stated he had ordered miscellaneous street signs which will cost approximately \$300.

Mayor Headley informed the Board that Susie Ellis, Code Enforcement Officer, met with Mark DeRose of Foxfield Village Center to discuss the ordinance violations on the property. Mr. DeRose stated that compliance with the Town's regulations was putting a financial burden on his business. Ms. Ellis will enforce compliance with the Final Development Plan.

Mayor Headley discussed an agreement the Town has with Mr. Kubala, 17702 E. Arapahoe Road, and the issue that Mr. Kubala tore down a different accessory structure than what was noted in the agreement. Mayor Headley showed the Board pictures of the structures and explained that the structure that was removed was less than two thousand square feet and the structure that should have been

removed is over three thousand square feet. Mayor Headley asked Town Attorney, Hilary Graham, to research this issue and provide direction to the Board.

Staff

The Town Clerk read revisions to the accounts payable. She asked the Board to give her approval to pay all usual and customary invoices until the August 5th Board meeting. Mayor Pro Tem Watson moved, seconded by Trustee Easton, to approve the Treasury Report as amended and pay the accounts payable of \$18,414.13, and to authorize the Town Clerk to pay normal recurring invoices through July. The motion passed unanimously by voice vote.

Town Administrator had nothing new to report.

Town Attorney, Hilary Graham, informed the Board she had spoken with the City of Centennial about Foxfield's stand on medical marijuana. She stated the Town's stand was also presented at the Arapahoe County forum.

Ms. Graham asked the Board for direction in addressing the paperwork issue between ACWWA and Mr. Anderson. The Board directed her to contact Mr. Anderson, if needed, to inform him of the situation so that he may request a correction from the prior mortgage holder or through his title insurance. Ms. Graham was also authorized to raise the possibility that he may need to obtain a new release from the current mortgage holder. However, prior to doing that, she was instructed to pursue discussions with ACWWA's attorney regarding the possibility of accepting the documents as is.

Correspondence – none

Resolutions - none

Ordinances for Consideration - none

Executive Session

At 8:25 Mayor Headley moved, seconded by Mayor Pro Tem Watson, to hold an Executive Session pursuant to C.R.S. 24-6-402(4)(e) to determine positions relative to matters that may be subject to negotiations; develop strategy for negotiations; and instructing negotiators. The motion passed unanimously by voice vote.

At 8:59 Trustee Frank moved, seconded by Trustee Easton, to adjourn the Executive Session. The motion passed unanimously by voice vote.

Adjournment

Mayor Headley moved, seconded by Trustee Frank, to adjourn the Board Meeting at 9:00 p.m. The motion passed unanimously by voice vote.