

COMMUNIQUE

“The Official Town Newsletter”



August 31, 2010

Community Calendar

September/October BOARD MEETINGS

September 2, 2010
September 16, 2010
October 7, 2010
October 21, 2010

MetroFire Station #42
7320 South Parker Road

PUBLIC HEARING

COMING EVENTS

Labor Day
September 6th

Election Day
November 2nd

The Board meeting minutes published in the Communiqué are recorded by the Town Clerk and filed for public record. Complete transcripts can be requested from the Town Clerk.

The Communiqué is published periodically discussing the two Town meetings that were held the previous month. Minutes have been edited. own information and related articles are included.

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The Annual Foxfield Independence Day Celebration Parade and Picnic

By Susan Current



The parade seemed bigger than ever this year...we even had eight riders...an all time high! The weather was just hot enough to appreciate the shade, but not so hot as to wilt anyone's enthusiasm. If the parade grows much larger, we won't have enough folks to cheer from the roadside!

Melissa & Curt Watson were kind enough to host the picnic again this year. In spite of all the prep work, Curt built a float complete with patriotic music, enjoying the parade from a different vantage point as a participant.



It's always grand having the fire truck and police escort...gets the parade off to a rousing start. And this year, the fire truck was able to go the distance... no emergency call.

There were two cooks from the Dusty Boot flipping burgers and hot dogs almost faster than folks could line up. They must have done a great job because there were folks who came back for seconds. The games and clown were fun for the kids as always...

This event wouldn't happen without volunteers. Chairs and tables must be moved and rinsed; decorations put up; tables set up; tents brought over and set up; music; sound system; food

shopped for; supplies purchased; ice bought; arrangements made for the fire truck and police participating as well as Grace the Clown; games organized and run; grills brought over; the parade participants lined up in order and started on time; road blocks set up...and then it all needs to be cleaned up and put away. Fewer people pitched in to help this year, but they were hardy souls and worked like troopers: Cherry & Leon Goodman (what would we do without your trailer!), Jan Rakickas, Lisa Rogers and her family; Melissa & Curt Watson, Bob & Mary Easton, Steve & Joan Sullivan, Doug Headley, Chris Baumgartner, Arnie Wills, Richard Simons, Con & Lori Frank, among others. If I missed your name, forgive me and blame it on the altitude, age or whatever. Believe this; your help was very much appreciated because it takes many hands to make this happen every year.



Thus, 2010 saw another grand hometown celebration in honor of our nation's birth. May we never take for granted the price our forefather's paid to establish our freedom. And may we never take for granted those who serve today to insure it.





NOXIOUS WEED UPDATE – By Lisa Jones

On August 3, 2010, to comply with the Colorado Noxious Weed Act, the Board of Trustees adopted a bill for an ordinance providing for the management and control of noxious weeds and amending the Rural Residential Property Standards.

The Colorado Noxious Weed Act states that certain noxious weeds pose a threat to the natural resources of Colorado and that it is the duty of all persons to manage noxious weeds. The State of Colorado, through the Commissioner of the Colorado Department of Agriculture (CDA) has declared the noxious weed list for the State. The list is divided into 3 categories:

List A: rare noxious weeds that are subject to eradication wherever detected statewide in order to protect neighboring lands and the state as a whole.

List B: noxious weed species with discrete statewide distributions that are subject to eradication, containment or suppression in portions of the state designated by the commissioner in order to stop the continued spread of these species.

List C: wide spread and well established noxious weed species for which control is recommended but not required by the state, although local governing bodies may require management.

All weeds in List A must be eradicated. Currently, Myrtle Spurge is the only plant from List A found within the Town.

In addition, the Town has designated certain weeds, although not declared as noxious, to be considered a nuisance subject to enforcement as outlined in the Rural Residential Property Standards.

The Act further defines a noxious weed as an alien plant or parts of an alien plant that has been designated by rule as being noxious and meets one of the following additional criteria:

- a. aggressively invades or is detrimental to economic crops or native plant communities
- b. is poisonous
- c. is a carrier of detrimental insects, diseases or parasites
- d. the direct or indirect effect of the presence of these plants is detrimental to the environmentally sound management of natural, open space or agricultural ecosystems

Integrated management of noxious weeds includes any activity that prevents a plant from establishing, reproducing or dispersing itself. Management strategies include prevention, eradication and control methods of containment or suppression to achieve desirable plant communities.

Prevention is the first line of defense to keep weeds from occurring or increasing. It

includes using measures that will prevent the introduction or establishment of noxious weeds into areas not currently infested. This is the most practical and cost effective means of weed management.

Eradication is the removal of weeds from an area so they will not recur unless reintroduced.

There are four control methods: Combining control methods and persistent management is critical to control both noxious and nuisance weeds.

Biological: use of an organism to disrupt the growth of noxious weeds. Grazing is effective on some species.

Cultural: management practices which favor the growth of desirable plants over noxious weeds. Maintaining healthy pastures and preventing bare spots by seeding areas with competitive grasses.

Mechanical: methods that physically disrupt plant growth.

Herbicidal: the use of herbicides or plant growth regulators to disrupt the growth of noxious weeds.

While noxious weeds have long been a problem for agricultural lands, they have generally not been a problem for urban or suburban land owners. However, as more and more rural land has developed, these weeds affect local wildlife, invade open space, can be poisonous to livestock and horses, irritating to human skin and dangerous for pets.

While the Weed Act requires the implementation of a weed management plan, it is our hope that all homeowners will take responsibility for their property and respect the property of their neighbors. Uncontrolled, these weeds will invade and conquer. Weed management is more successful if neighbors join together to control the spread of weeds and share the common goal of protecting their property and the property of their neighbors from the negative effects of noxious weeds.

Education is essential for successfully controlling these weeds. Controlling new or small infestations, planting competitive grasses and preventing bare spots from overgrazing are just a few ways we can all start battling these weeds.

Myrtle Spurge and any other weeds from List A must be eradicated. It is the Town's position on all other weeds, both from the State list and locally declared a nuisance, that they must at a minimum be mowed.

(continued on page 6)



Please keep in mind that mowing is not effective on low growing weeds such as Puncturevine or weeds that have aggressive root systems. Also, different weeds have different growth cycles. Weeds should be mowed in the spring and again as necessary. If they are not controlled before going to seed, the wind will spread these weeds throughout the Town and neighboring communities.

In the coming months, we will be providing educational materials to help homeowners recognize noxious weeds. The Town's website will have photos of these weeds and links to the Department of Agriculture website which provides detailed information on the management of these weeds.

Below please find the list of most common noxious and nuisance weeds found within the Town. Through a combination of control methods, these weeds can be effectively controlled.

| | | |
|--------------------|----------|-------------|
| Blue Mustard | Nuisance | Containment |
| Canada Thistle | Class B | Suppression |
| Common Milkweed | Nuisance | Containment |
| Dalmatian Toadflax | Class B | Suppression |
| Dandelion | Nuisance | Suppression |
| Diffuse Knapweed | Class B | Suppression |
| Downey Brome | Class C | Containment |
| Field Bindweed | Class C | Containment |
| Kochia | Nuisance | Containment |
| Leafy Spurge | Class B | Suppression |
| Musk Thistle | Class B | Suppression |
| Myrtle Spurge | Class A | Eradicate |
| Puncturevine | Class C | Suppression |
| Redstem Filaree | Nuisance | Suppression |
| Russian Olive | Class B | Containment |
| Russian Knapweed | Class B | Suppression |
| Sandbur | Nuisance | Suppression |
| Scotch Thistle | Class B | Containment |
| Tumbleweed | Nuisance | Suppression |

The Board sincerely appreciates your efforts in controlling these weeds.



Arapahoe/Parker Road Construction Updated

by Doug Headley



Construction of the new interchange and Ring Road is well underway. There are many simultaneous projects going on. The majority of the work in Phase 1 involves relocating utility infrastructure and building the Ring Road. In the southeast quadrant in Foxfield, Hamon is grading and seeding the water quality facility; installing the trail from South Norfolk Court across the McDanal and Norfolk open spaces; installing the 90 inch concrete culvert from the water quality facility under the Ring Road and Loop Road to the detention pond that will be in the center of the Loop Road; installing two 54" culverts under Parker Road from the detention pond to the west side of Parker Road; constructing a 10' by 20' pedestrian/bicycle tunnel under the Ring Road and a 10' x 14' pedestrian/bicycle tunnel under the Loop Road. In the southwest and northeast quadrants, ramps are being constructed. In the northwest quadrant preparations are being made for shifting Parker Road and the traffic light west. Parker Road will temporarily be moved parallel to its current location so that Parker Road can be elevated in the same location as the current intersection.

Hamon's goal is to have the Ring Road completed by the first week in October; the trail through the open space completed; and everything on the east side of the Ring Road seeded. In Phase 2 Hamon will construct the Parker Road bridge over Arapahoe Road. The entire interchange project is scheduled to be completed by November of 2011.

The Worsham property where dirt has been stockpiled will be re-graded, moving, compacting and leveling the dirt stored on the south end, north towards the base of the retaining wall on the south side of Foxfield Village Center. Worsham has submitted the second phase of the grading plan to WRC Engineering for approval.

Several construction activities still need to be completed. One of the most challenging is the relocation of Qwest's fiber optic line in the center of Arapahoe Road. This and other activities will cause lane closures. The fiber optic relocation may take two months while Qwest moves and splices the fiber optic line. This and other activities will cause lane closures leaving only 2 lanes for traffic.

Be cautious, patient, courteous and smart. Consider avoiding the Arapahoe/Parker Road intersection by going north on Buckley and Waco or west on Broncos Parkway. The Town will try to inform you via the Town's email system of the dates when closures will occur.

Drive safely!

Traffic in Foxfield

by Doug Headley & Melissa Watson

In anticipation of the Arapahoe – Parker Road interchange construction, the Board of Trustees contracted with Stolfus Associates in 2009 to provide traffic engineering analysis and traffic calming recommendations. Elizabeth Stolfus attended the May 20th Board meeting to meet with residents and to discuss traffic in Foxfield. Many residents expressed concern regarding their safety and that of children going to and from school busses, people walking, bicycling and equestrians riding along the side of the roadways, particularly as it pertains to cut-through traffic caused by construction on Parker and Arapahoe Roads. Ms. Stolfus also met with City of Centennial traffic engineers to review their traffic analysis for the Jamison and Parker Road entrance in Chenango.

At the August 5th Board meeting Ms. Stolfus presented her traffic analysis and recommendations for traffic calming in Foxfield. The two most prominent cut-through routes during evening rush hour are the East Fremont Avenue entrance, east on East Easter Way, and east on Easter Avenue to either northbound Buckley or Richfield St; and northbound Richfield Street from Jamison Rd in Chenango. In the morning, the rush hour traffic is predominantly southbound on South Richfield Street to Jamison Rd.

Ms. Stolfus presented traffic calming solutions ranked by financial cost, impact on residents, and effectiveness. She ruled out high cost solutions and those with little return on investment. She recommended the Board start with solutions that are low cost, easy, and flexible, focusing on the period of time until the Arapahoe and Parker Road interchange is completed. She recommended the solutions be implemented in phases and the effectiveness assessed after the completion of each phase.

Phase 1:

- Post electronic speed signs
- Enforce posted speed limit
- Increase number of shifts for off-duty patrolmen
- Local Traffic Only signage
- Additional “Walkers/Children on Road” signage
- Install vehicle trip counters at specific locations

Phase 2:

- Doubling fines during Parker and Arapahoe Road construction
- Turn restrictions, i.e., “No right Turn” onto Fremont 4 to 6:30 pm on Weekdays

In addition to implementing a phased solution plan, Ms. Stolfus strongly recommended the Town obtain current traffic counts. The Board has contracted with All Traffic Data, Inc. to install trip counters at 5 locations for 72 hours during the week of August 16th through the 20th at the following locations: Fremont & Parker,

Richfield & Arapahoe, Waco & Arapahoe, Richfield & Hinsdale, and Buckley & Arapahoe. The counts will provide useful data and support for discussions with local agencies.

The Board of Trustees is evaluating implementing Phase 1. "Local Traffic Only" and "Fines Doubled During Arapahoe & Parker Road Construction" signs will be installed at several entrances. Supports for mounting the electronic speed sign will be installed along high volume roads. The number of shifts for police officers has been increased and the Board has discussed having multiple officers patrolling concurrently during peak traffic times.

At the August 19th Board Meeting the Board of Trustees agreed unanimously to double the traffic fines during construction on Parker and Arapahoe Road. At the September 2, 2010, Board meeting the Board of Trustees will vote on a Resolution to approve the new fine schedule. The increased fines will go into effect on September 3, 2010, if the resolution passes. Current traffic counts have been taken and are being reviewed.

Unfortunately, cut through traffic is inevitable and it is impossible to keep non-local traffic out of Town without negatively impacting our residents and neighboring communities. After considering Ms. Stolfus' analysis, the Board of Trustees came to an informal consensus that enforcement is the most effective and cost efficient method for controlling traffic and ensuring that those who choose to travel our roads do so in a safe and respectful manner.

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NEIGHBORHOOD HAPPENINGS

Foxfield's New Town Administrator

Foxfield struggled for years with financial reporting using Quickbooks and complying with standards required by the auditors. The Board spent approximately 3 years trying to find part time accounting and financial help and on August 6, 2009 selected Cheryl Kuechenmeister to provide part time financial assistance to the Town. After analyzing our accounting and previous audits Cheryl recommended that the Board use governmental fund accounting software. An RFP was issued and Caselle Clarity was selected.

She then released an RFP for a new auditor and the Board selected Cutler and Associates at a significant savings from the previous year.

Cheryl's previous experience as city clerk in Longmont and Director of Finance, and then City Manager in the City of Cherry Hills made her uniquely qualified to assist the Town with financial, land use, code enforcement, personnel, contract management, general governance, legislation and records management.

In January, Cheryl gave the Board a proposal for her to become Foxfield's Town Administrator. On July 1, 2010 the Board approved Cheryl's proposal for her to become a part time Administrator for the Town of Foxfield.

Cheryl has written formal job descriptions for the jobs of Administrator, Clerk and Treasurer. She is also assisting the Town with: developing processes and procedures governing financial operations; the codification of the Town's laws; creating resolutions and ordinances to create or clarify policies; reviewing existing contracts and agreements; and assisting with the management of the Town's records.



CAUTION WALKERS !

IF YOU ARE ONE OF FOXFIELD'S AVID WALKERS OR RUNNERS PLEASE USE BRIGHT OR REFLECTIVE CLOTHING TO INCREASE YOUR VISIBILITY. IT'S HARD TO SEE YOU, ESPECIALLY AT DAWN AND DUSK.

NEIGHBORHOOD HAPPENINGS



SHERIFF'S NEWS

May—July, 2010 Call Out Report



| | | | |
|----------------------------|----|---------------------|----|
| Traffic Complaints/Arrests | 33 | Medical Assist | 5 |
| Property Damage | 9 | Drugs | 0 |
| Alarms | 14 | DUI/Injury Accident | 8 |
| Suspicious Person | 8 | Shoplifting/Theft | 2 |
| Disturbance/Complaints | 13 | Other | 14 |

There were 283 traffic tickets issued in Foxfield in the months of May—July

Arapahoe County Sheriff's Department telephone number are:

- ** Lieutenant Jared Rowilson — 303-435-4283
Email—jrowilson@co.arapahoe.co.us
- ** Arapahoe County Sheriff's Department - 303-795-4711
- ** Emergency - 911

To report traffic concerns please call the traffic hotline on 720-874-4170



~ Coyote Corner ~

This is the time of year the coyotes are teaching their young to hunt. While it is still advisable to scare them off, be extra cautious. If they have a youngster nearby whether you see it or not, they are more likely to turn and stand their ground, so do not chase one nor allow your dog to do so. This is inadvisable in any circumstance, but especially now. Shout, make noise to make them feel unwelcome, but do not pursue.

Recycle Information Site

Here is an excellent resource if one is wondering where or if a particular item can be recycled:

<http://earth911.com/>



NEIGHBORHOOD HAPPENINGS

Sixth Annual Foxfield Clean-Up Days

The chipper shredder service provided by J & J Tree Trimming Company was a huge success. Over 20 households did their bit to clean up limbs and branches from their property. Huge piles were appearing all over Town well before the event. Foxfield itself had several large ones with debris from Russian Olive trees trimmed in the Right of Ways around town. Other property owners opted for the reduced fee for tree trimming service offered by J & J that weekend for jobs too big to manage themselves. An interesting phenomenon occurred at some locations. Even though a homeowner had finished with their pile, the next morning it would have mysteriously have grown during the night.....

While Friday was pleasant and cool, Saturday morning was downright chilly and the wind and rains began just as operations at the bin site were shutting down at noon. It was touch and go with the bins this year and we squeaked by with using just three. Apparently various schools were remodeling and taking up the majority of the available bins.

We're grateful for the participation once again of the Scrap Metal Hauling Company. Here again something different happened this year. During Friday night, appliances, fencing and sundry metals which were piled by the side of the road waiting to be picked up by the Gene Holschuh were stolen. Fortunately, more stuff was dropped off Saturday morning, so his trip was not a total loss.

FYI: If you missed having your junk, unlicensed vehicle(s) hauled away for free, it isn't too late. Contact Trustee Susan Current at 303-680-1986. The Holschuh's need at least two cars to pick up to make the trip worthwhile.

This event could not take place without those residents who volunteer their time to work at the dump site. A world of thanks to Richard Simons, Sky Yost, Joyce & Glenn Gravlee, Kathi Hart & David Cooper, Arnie Wills, and Bob McAllister.

The 2010 Foxfield's Garage Sale Days

Thanks to the organization of Doris Rauh of Key Real Estate Group & Rhonda Anderson, the Garage Sale Days went off without a hitch with pleasant weather cooperating both days. While about the same number of residents participated, it appeared there were fewer shoppers this year. Doris & Jim Rauh deserve kudos for advertising, printing maps and putting up signs to direct buyers to the participating homes. If you see them around town, give them a thanks.



FOXFIELD'S FINANCIALS

GENERAL FUND BALANCE SHEET July 31, 2010

| | |
|-------------------------------------|----------------|
| ASSETS: | |
| Cash | 20,766 |
| Receivables | 18,409 |
| Investments | 589,116 |
| TOTAL ASSETS | 628,290 |
| LIABILITIES: | |
| Payables | -122 |
| Escrow Accounts | 6,399 |
| TOTAL LIABILITIES | 6,277 |
| FUND EQUITY: | |
| Reserved for Paving Improvements | 115,115 |
| Reserved for Paving Bond Reduction | * 141,927 |
| Reserved for Law Enforcement | 15,000 |
| Unappropriated | 344,510 |
| Net Revenues over Expenditures | 5,461 |
| TOTAL FUND EQUITY | 622,013 |
| TOTAL LIABILITIES AND EQUITY | 628,290 |

* NOTE: Paving Bonds cannot be called until 2014

GENERAL FUND INCOME STATEMENT July 31, 2010

| | | | |
|--------------------------|----------------|---------------------------|----------------|
| REVENUES: | | EXPENDITURES: | |
| Property Taxes | 80,435 | Administration | 87,293 |
| Specific Ownership Taxes | 10,736 | Elections | 84 |
| Franchise Fees | 17,569 | Judicial | 280 |
| Sales Tax | 93,793 | Public Safety | 97,341 |
| Use Tax | 13,344 | Public Works | 49,626 |
| Building Permits | 13,604 | Capital | 3,000 |
| Highway Users Tax | 21,647 | Sales Tax Share to FVC | 50,262 |
| Traffic Fines | 28,453 | | |
| Other Revenues | 13,765 | | |
| TOTAL REVENUES | 293,347 | TOTAL EXPENDITURES | 287,886 |

Minutes - BOT Regular Meeting - May 6, 2010

Call to Order/Roll Call

The meeting was called to order at 6:36 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, Mayor Pro Tem Watson and Mayor Headley.

The following Staff was present:

Fred Fox, Town Planner
Hilary Graham, Town Attorney

A quorum was present.

Public Comment

Leon Goodman of 7231 S. Quintero St. informed the Board he was approached by a resident who wanted to know if fields have to be mowed if there are no noxious weeds. Mayor Headley stated this issue would be addressed in the public hearing.

Temporary Use Permit – Our Lady of Loreto for extension on the Modular

Town Planner, Fred Fox, gave the Staff report and explained that Our Lady of Loreto has used the legal amount of extensions allowed. The Staff recommended that the extension of time for the temporary use of the classroom modular be for three years, to July 15, 2013, with the conditions that the modular be removed from the site within forty-five days of receiving the Certificate of Occupancy on the Parish Hall and school and any other conditions deemed necessary by Board. Gery Myhre of Our Lady of Loreto stated they are anxious to remove the modular and they should be able to have it removed forty-five days after the Parish Hall is completed.

A **motion** was made by Mayor Pro Tem Watson to approve the extension of the Temporary Use permit on the modular for Our Lady of Loreto to July 15, 2013, with the stipulation that the modular is removed within forty-five days after the Parish Hall is completed. **Seconded** by Trustee Frank. **The motion passed unanimously by voice vote.**

PUBLIC HEARING – Amending the Rural Residential Property Standards by including an ordinance that speaks to the State of Colorado’s requirement for a Weed Management Plan – Mayor Headley explained that two public hearings were advertised, but legally there only needs to be one. He

opened the public hearing at 6:51 p.m. Trustee Jones provided the Board with a draft of a Weed Management Plan and the draft of the ordinance amending the Rural Residential Property Standards written by Corey Hoffmann. Trustee Jones reviewed the need for the Weed Management Plan and the content of the draft. Mayor Headley stated the Rural Residential Property Standards will be revised to refer to the Weed Management Plan. Trustee Jones also provided the Board with pictures of common noxious weeds. Mayor Headley explained that he opened the public hearing to introduce the information and recommended the public hearing be continued to June 17th, 2010, to allow discussions on drafts of the Weed Management Plan and ordinance before they are voted on. Mayor Headley asked for comments from the public. Resident Richard Simons of 17545 E. Hinsdale Place stated he is opposed to mandatory mowing regulations and after listening to the discussion he understands that the Board is considering including a provision in the Weed Management Plan that would allow fields not to be mowed if their fields were free of noxious weeds. He asked that a copy of the Weed Management Plan and ordinance be sent to him for review prior to the Board voting on them. Resident, Leon Goodman, discussed various methods available to eradicate weeds. He suggested other types of weeds to be included in the Foxfield noxious weed list. He reminded the Board that some noxious weeds should be killed in the fall. He also asked for a copy of the Plan and ordinance to review and offered to answer questions on noxious weeds as he had recently obtained his commercial herbicide applicators license. Mayor Headley opened the floor to the Board’s comments.

A **motion** was made by Trustee Jones to continue the public hearing to June 17th, 2010. **seconded** by Mayor Pro Tem Watson. **The motion passed unanimously by voice vote.**

At 7:32 Mayor Headley continued the public hearing to June 17th.

Sheriff’s Report – A representative of the Arapahoe County Sheriff’s Department informed the Board they will be hosting a Crime Stopper shred-a-thon on Saturday, May 8th, from 7:00 to noon. He reported that the Sheriff’s Department will have patrols going around with the sole purpose of finding parties. He stated that on May 8th they will be having sobriety stops in the area around town. The Sheriff informed the Board that they

had received grant money to do “Shoulder Taps” on liquor stores that sell alcohol to underage kids. The officer discussed the recent call report. Mayor Headley stated that a car hit the median on Waco and then left the scene. He reported the incident to the Sheriff’s Department who stated this is considered a hit and run. The Board discussed the recent fraudulent solicitations for money in Town. The officer discussed how the Town of Parker handles solicitations and suggested that Foxfield adopt a similar plan.

Minutes of the 4-15-10 Meeting and Approval

A **motion** was made by Mayor Pro Tem Watson to approve the 4/15/10 minutes as amended.

Seconded by Trustee Jones. **The motion passed unanimously by voice vote.**

Unfinished Business

Animal Control Service Provider – Town Attorney, Hilary Graham, provided the Board with a draft of an Intergovernmental Agreement for animal control services. She noted that some of the fee structure had gone up and stated they would enforce the Town’s vicious animal wording. The Board discussed the document and asked Ms. Graham to find out what shelter the lost animals are taken to and what is their policy on euthanasia. She stated she would take the Board’s comments to Arapahoe County and their Board would have to approve it prior to the Town approving it.

New Business

Traffic During Construction of Arapahoe/Parker

Intersection – Mayor Headley reported that he had spoken with Traffic Engineer, Elizabeth Stolfus, regarding the start of construction on the Ring Road and intersection. She will be attending the May 20th meeting to discuss traffic issue during construction. Mayor Headley stated he will contact the residents that have volunteered to assist with addressing the Town’s traffic concerns.

Reports

Committee

Mayor Pro Tem Watson reported she has been working on the website.

Trustee Frank was contacted by the Integra Engineer regarding beginning the permit process by drilling potholes in Town to do the engineering to begin the construction of the new ACWWA waterline. Trustee Frank has been addressing a height violation on a construction of a new home and everything seems to be coming along fine with the builder.

Trustee Frank identified a home that people had moved into without a Certificate of Occupancy and asked Safebuilt to verify if all required inspections had been completed.

Trustee Frank met with a company who inspected the Town’s roads regarding cracking and alternatives for repairing and resurfacing the roads in the future.

Trustee Easton had nothing new to report.

Trustee Current asked the Board if they want to hire cooks to do the cooking at the July 4th picnic. The Board agreed they wanted to hire cooks. Mayor Headley stated he would contact cooks that helped previously helped at the picnic.

Mayor Headley asked Trustee Current to write an article on Clean Up Days and specifically how chipping would be handled this year. The Board agreed to charge residents \$10 per load, 3 loads or more will cost \$30.

Trustee Jones had nothing new to report.

Mayor’s Report – Mayor Headley attended the Arapahoe County Open Space meeting. He stated the Executive Summary is available on-line. Mayor Headley reported that a representative of a Parker Road property owner called him who wants to sell or donate his property. The representative stated that after he completed his research he would call again to discuss the options the owner is considering. Mayor Headley provided the Board with a handout of suggested items for a planning session and stated the topic will be on the next meeting’s agenda.

Staff

The Accounts Payable was reported as follows:

R. Catterall – Salary 4-16-10 to 4-30-10 = \$1,166.61
 R. Catterall – May Car/Rent Allowance = \$230.87
 Arapahoe County – April Animal Control = \$30.00
 A. C. Sheriff – Off-duty Patrols 3/16 – 4/14/10 =
 \$2,5552.00
 IREA – Electricity Norf. OS 4/19 – 5/4/10 = \$12.00
 Comcast – Internet 4/14 – 5/13/10 = \$59.95
 ICC – 2010 Dues = \$100.00
 WRC Engineering – Inv #2061/110 = \$9,526.90
 WRC Engineering – Inv 32020/117 = \$ 330.05
 Foxfire – C/b Inv #0410-2 = \$1,117.60
 Villager Legals – Lgl Inv #1424 = \$24.18
 Qwest – Telephone 4/13 – 5/12/10 = \$65.70
 A. C. – 2010 Law Enforcement IGA = \$83,790.65
 John Cutler – 2010 Audit = \$5,000.00

Weed Wrangler – Lndscp Inv #18742 = \$800.00
 Total Accounts Payable - \$104,806.51
 Ttl US Bank Deposits & Transfers = \$17,095.39
 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 Pro Tem Watson to approve the Treasury Report and pay the accounts payable. **Seconded** by Trustee Frank. **The motion passed unanimously by voice vote.**

The Town Clerk provided the Board with two actual versus budget reports from Caselle, the new accounting program.

Town Attorney – Hilary Graham had nothing new to report.

Correspondence – none

Resolutions - none

Ordinances for Consideration - none

Adjournment

The meeting was adjourned by Mayor Headley at 8:48

Minutes - BOT Special Meeting - May 20, 2010

Call to Order/Roll Call

The meeting was called to order at 6:37 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, Mayor Pro Tem Watson and Mayor Headley.

The following Staff was present:

Elizabeth Stolfus, Traffic Engineer

A quorum was present.

TRAFFIC CONTROL – Elizabeth Stolfus
 Elizabeth Stolfus stated she was present to listen to the

community's complaints and needs in order to find the best solution to the identified traffic concerns. Mayor Headley discussed the option of making two sections of Richfield one-way. He opened the floor to public comment.

Bruce Louderback, 18447 E. Glasgow Place, stated that since the Town incorporated he has promised to help with traffic issues. He informed the Board he would have no problem going out of his way to travel to and from his home.

Jerry Zoellner, 16195 E. Costilla, stated he too was fine with changing the traffic pattern. He suggested asking CDOT to make a dedicated right turn lane at the corner at the Parker and Arapahoe intersection. Mr. Zoellner also suggested giving more weight to comments from the residents that live on Richfield as they are the most impacted.

Alice Kober, 7017 S. Richfield St., stated she lives on Richfield and is frightened to go to her mailbox due to the continual stream of traffic. She commented that property values are going down living on such a busy street. Ms. Kober expressed her concern that it will be difficult to change traffic patterns as they are already established.

Charlie Bonner, 17360 E. Hinsdale Avenue, stated he lives at Hinsdale and Richfield and discussed the high traffic volume that travels on Hinsdale. He stated he felt the barricade that was previously put up at that intersection eliminated all traffic and he asked if the Town could close that road. Trustee Frank replied the Town cannot close the roads as they are public roads.

John Lane, 17217 E. Davies Avenue, asked to see CDOT's plan for detours during the Ring Road and fly-over construction. He asked if Costilla could remain open after the Ring Road is constructed. Trustee Frank replied that CDOT has no detour plans as they feel that is up to the Town to determine how they want to address traffic. Mayor Headley stated that the East Costilla Avenue access to Parker Road will be closed and changed to a cul-de-sac per the design approved in the Environment Assessment approved in 1997.

Tom Morroni, 7130 S Quintero Street, stated he agreed with a dedicated right turn at the intersection and suggested making two right turn lanes at that location. He also suggested making Fremont a one-way road exiting Town and Buckley a one-way road allowing entrance to Foxfield. Trustee Frank stated it would be very difficult to have a dedicated right turn at Parker and Arapahoe as they will be constructing a detention pond in that location.

Bill Barnett, 7171 S. Richfield Street, stated he constantly has to pick up trash and has replaced three mailboxes.

Bob Abbot – 6981 S. Sedalia Street, asked the Board why the Town’s roads are public since the residents are paying for paving them. Trustee Frank stated almost all roads are paid for by the property owners. Developers usually pay the initial costs and then include them in the prices of the homes they construct.

The Board had a lengthy discussion on possible resolutions to traffic concerns. Ms. Stolfus stated the first step will be to determine who is using the Town’s roads and what the cut through routes are. She stated the Board needs to consider how much they are willing to invest for a temporary solution and how much for a permanent solution. Ms. Stolfus will attend the June 17th meeting to continue discussions on this issue.

Public Comment - none

Minutes of the 5-6-10 Meeting and Approval

A **motion** was made by Mayor Pro Tem Watson to approve the 5/6/10 minutes as amended.

Seconded by Trustee Frank. **The motion passed unanimously by voice vote.**

Unfinished Business

Animal Control Service Provider – The Board discussed the shelter information provided by Town Attorney, Hilary Graham.

Weed Management Plan for Noxious Weeds – Trustee Jones sent the Board’s comments to Hilary Graham. The Board discussed the process of including local weeds in the noxious weed list.

Planning Session – Mayor Headley asked the Board to prioritize the items the Board wants to accomplish in the upcoming years.

New Business

Codification – Cheryl Kuechenmeister is reviewing the contract with Colorado Code Publishing Company. She will discuss this issue at the next meeting.

Town Administrator Duties – Mayor Headley asked the Board for approval to increase the Town Administrators hours from fifteen per month to forty per month. The Board asked that the Town Administrator provide a Scope of Work detailing what will be done in the forty hours per month. A motion was made by Trustee Jones to approve an additional twenty hours in

May for the Town Administrator. **Seconded** by Trustee Frank. **The motion passed unanimously by voice vote.**

Reports

Committee

Trustee Jones addressed a barking dog complaint.

Trustee Jones provided discussed the code enforcement activity report.

Trustee Frank met with Integra to discuss the construction of the ACWWA waterline.

Trustee Easton had nothing new to report.

Trustee Current reported the July 4th parade and picnic will be held at Trustee Watson’s home again this year.

Trustee Zoellner had nothing new to report.

Mayor Pro Tem Watson reported she is finalizing the new website.

Mayor’s Report – Mayor Headley attended the Centennial Planning session. Mayor Headley discussed the P3 proposals for the Fast Tracks to DIA and said that he would provide a link to the website for the Board to view.

Staff

The Town Clerk read revisions to the accounts payable.

The Accounts Payable was reported as follows:

R. Catterall – Salary 5-1-10 to 5-15-10 = \$1,197.83

C. Kuechenmeister – April Salary = \$3,416.17

Solve IT – Email Inv #8522 = \$170.00

ACWWA – Water Norf. O.S. April = \$61.84

Columbine Valley – Mayor’s Breakfast = \$159.60

WRC Engineering – Inv #2061/111 = \$5,220.10

WRC Engineering – Inv 32020/118 = \$ 1,880.65

Safebuilt – April Building Permits = \$760.61

Community Matters – Permit Review = \$900.00

Foxfire – C/b Inv #0510-2 = \$4,222.05

Hayes, Phillips, Hoffman & Carberry – April Legal Fees = \$1,485.21

Villager Legals – Lgl Publishing Inv #1480 = \$14.08

Judge Sidel = \$40.00

One Handy Guy – Lndscping Inv #576712 = \$ 504.50

Weed Wranglers – Landscaping Fees = \$3,305.00

Total Accounts Payable - \$23,337.64

Total US Bank Deposits & Transfers = \$111,141.47

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
Ttl Funds Available after invcs paid = \$258,555.66

A **motion** was made by Mayor Headley to approve the Treasury Report as amended and pay the accounts payable of \$23,337.64. **Seconded** by Mayor Pro Tem Watson. **The motion passed unanimously by voice vote.**

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 9:33

Minutes - BOT Special 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 – 5TH 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 Morroni – 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 5th 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

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.

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.

Caselle Software – Cheryl Kuechenmeister informed the Board she would provide financial reports at the next meeting.

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.

Town Administrator's Proposal – Mayor Headley set June 7, 2010 at 5:00 for a Special Meeting to discuss this issue.

New Business

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.

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

Committee

Trustee Current informed the Board that if anyone is interested in chipping services they should contact her. Trustee Current will hold a July 4th planning meeting.

Trustee Easton stated the Town needs to designate an alternate to attend the Centennial Noise Roundtable. Trustee Current agreed to fulfill this position.

Trustee Jones had nothing new to report.

Trustee Frank had nothing new to report

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 Morroni 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.

Staff

The Town Clerk read revisions to the accounts payable.

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 – Lndscp Inv #576718 & 576720 = \$4,049.50
 Total Accounts Payable - \$10,414.05
 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
 Ttl Funds Available after invcs 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.**

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

Minutes - BOT Special Meeting - June 17, 2010

Call to Order/Roll Call

The meeting was called to order at 6:42 p.m. at Parker Fire Protection District Station No. 2, Foxfield, CO, 80016.

The following Trustees were present:

Susan Current, Bob Easton, Lisa Jones, Mayor Pro Tem Watson, and Mayor Headley.

The following Staff was present:

Town Attorney, Hilary Graham
 Town Administrator, Cheryl Kuechenmeister
 A quorum was present.

Public Comment - none

2009 AUDIT REPORT – John Cutler, Cutler and Associates

Mr. Cutler reported to the Board that he gave the Town an unqualified clean opinion. He stated the Town is doing well financially, with an increase in revenues in 2009. Mr. Cutler informed the Board he would be sending a Management letter suggesting the Town create a capital asset policy. Town Administrator, Cheryl Kuechenmeister, reported that she had reviewed the draft of the audit and made a few clerical revisions. Mr. Cutler stated that once he received the Management, Discussion and Analysis report he would attach it to the audit and Management letter and send the completed report to the Town.

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 made a **motion** to continue the public hearing to August 5, 2010. The motion was **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 6-3-10 Meeting and Approval

A **motion** was made by Trustee Current to approve the 6/3/10 minutes as amended. **Seconded** by Mayor Pro Tem Watson. **The motion passed unanimously by voice vote.**

Unfinished Business

Animal Control Service Provider – Town Attorney Hilary Graham discussed a revision made by Arapahoe County to section nine of the Intergovernmental Agreement.

A **motion** was made by Trustee Current to approve the Intergovernmental Agreement with

Arapahoe County for animal control services. **Seconded** by Trustee Easton. **The motion passed unanimously by voice vote.**

Medical Marijuana – Hilary Graham provided the Board with an ordinance that prohibits the sale of medical marijuana in the Town of Foxfield.

A **motion** was made by Trustee Current to approve a bill for an ordinance to prohibiting the retail sale, distribution, cultivation and dispensing of medical marijuana. **Seconded** by Trustee Easton. **The motion passed unanimously by voice vote.**

New Business - none

Reports **Committee**

Trustee Current informed the Board the cost of the Clean Up Days event went over budget as the invoice for chipping was \$5,000, and the cost for the waste bins cost \$825. The Town received \$745 in donations. Trustee Current discussed the status of the July 4th event.

Mayor Pro Tem Watson reported she has been tweaking the information on the new website.

Trustee Easton had nothing new to report.

Trustee Jones had nothing new to report

Mayor's Report – Mayor Headley informed the Board that a property owner recently took down an accessory structure to comply with Town regulations. Per Code Enforcement officer Susie Ellis, the wrong structure was removed. Mayor Headley has asked that the property owner provide the square footage of the remaining accessory buildings and the Board would make their determination from that information. Mayor Headley attended the opening of the Cherry Creek trail. Mayor Headley discussed reports that he has been working on. Mayor Headley suggested establishing a calendar so he will know when Board members will be gone. At the ground breaking ceremony, Mayor Headley met with the supervisor of the Parker/Arapahoe road construction project, who stated he would provide the Town with a schedule of work to be completed. Mayor Headley spoke with Traffic Engineer, Elizabeth Stolfus, they will meet prior to the July 1st meeting to look at Fremont Avenue and key traffic areas. Mayor Headley spoke with a representative regarding placing new stop bars on the roads.

Staff

The Town Clerk read revisions to the accounts payable.

The Accounts Payable was reported as follows:

R. Catterall – Salary 6-1-10 to 6-15-10 = \$1,265.34
 Board Salary – 2nd Qtr Compensation = \$1,939.35
 ACWWA – May Water Norf OS = \$68.20
 Community Matters – Inv #32341 = \$150.00
 Safebuilt – Inv #0010432-IN = \$111.40
 Colorado Code – Codif Inv #FXF1001 = \$3,000.00
 Qwest – Telephone 5/13 – 6/12/10 = \$64.63
 Judge Sidel – June Fee = \$ 40.00
 A.C. – May Animal Control = \$90.00
 The Villager Legals – Lgl Pub Ntc #1552 = \$11.44
 Hayes, Phillips, Hoffmann – May Lgl Fees = \$2,324.44
 Solve IT – Email Host Inv #8611 & 8698 = \$312.50
 J & J Tree Care – Chipping = \$5,000.00
 Earl McFarland Insurance – Treasurer Bond = \$100.00
 Foxfire – Planner Inv #0610-2 = \$3,515.30
 Total Accounts Payable - \$17,990.60
 Total US Bank Deposits & Transfers = \$24,152.19
 May COLOTRUST GF Deposits (property tax, etc.) = \$46,185.75
 Apr COLOTRUST GOB Deposits (Property tax, etc.) = \$55,450.11
 Reserved Funds for Road Bond Pay down & Repaving = \$271,927.00
 Ttl Funds Available after invcs are paid = \$274,556.32

A **motion** was made by Mayor Headley to approve the Treasury Report as amended and pay the accounts payable of \$17,990.60. **Seconded** by Trustee Easton. **The motion passed unanimously by voice vote.**

Town Administrator, Cheryl Kuechenmeister reviewed the balance sheet and budget versus actual reports provided to the Board. She discussed the New Fund Balance books previously given to each Board member and asked the Board to consider what they feel is a comfortable amount to keep in the fund balance for a town the size of Foxfield.

Town Attorney – Hilary Graham discussed issues that need to be addressed at future meetings and suggested how to notice them.

Cheryl Kuechenmeister requested an additional five hours of billable time in June to work on the Management Discussion and Analysis report.

A motion was made by Mayor Headley to approve five more hours of billable time for the Town Administrator for the month of June.

Seconded by Trustee Easton. **The motion passed unanimously by voice vote.**

Correspondence – none

Resolutions - none

Ordinances for Consideration

“A Bill For An Ordinance Prohibiting The Retail Sale, Distribution, Cultivation And Dispensing Of Medical Marijuana”

Passed

Executive Session

At 8:25 a **motion** was made by Mayor Pro Tem Watson pursuant to C.R.S. 24-6-402(4)(b) to hold a conference with the Town's attorney to discuss the statutory requirements for Town personnel.

Seconded by Trustee Current. **The motion passed unanimously by voice vote.**

At 9:44 a motion was made by Mayor Headley to adjourn the Executive Session. Seconded by Trustee Easton. **The motion passed unanimously by voice vote.**

Adjournment

A motion to adjourn the Board Meeting was made by Trustee Jones at 8:54 p.m. Seconded by Trustee Current. **The motion passed**

Minutes - BOT Special 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.

Minutes - BOT Special Meeting - August 5, 2010

Call to Order/Roll Call

The meeting was called to order at 6:34 p.m. at South Metro Fire Protection District Station No. 42.

The following Trustees were present:

Susan Current, Bob Easton, Lisa Jones, Allyson Zoellner, 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 – Sergeant Gaela Oster gave the July Calls for Service report.

Public Comment

Jerry Zoellner, of 16915 E. Costilla Avenue, asked if there was a schedule the Town follows when mowing the right-of-ways. Mayor Headley stated it's based on need.

Minutes of the 7-1-10 Meeting

Mayor Pro Tem Watson moved to approve the 7/1/10 minutes as written, seconded by Trustee Jones. The motion passed unanimously by voice vote.

Presentations

Code Enforcement Officer, Susie Ellis, gave the Code Enforcement Activity report for June and July. Susie Ellis discussed a barking dog issue she addressed on South Quintero Circle.

Traffic Engineer, Elizabeth Stolfus, gave her report regarding the concerns of cut-through traffic in Foxfield. Ms. Stolfus emphasized the importance of data collection prior to the Parker Road construction beginning and after it is completed. She recommended that the Board partner with the City of Centennial on putting up electronic speed signs and erecting construction signs. Ms. Stolfus also suggested putting up "Local Traffic Only" signs and turn restriction signs at Fremont, as well as continued enforcement of the posted speed limits. The Board decided to obtain seventy-two hour traffic counts at Fremont and Parker, Richfield and Arapahoe, Waco and Arapahoe, Richfield and Hinsdale, and Buckley and Arapahoe Road. The Board also directed Mayor Headley to contact Craig Festler, Traffic Engineer for the City of Centennial to start the process of working together on addressing traffic concerns that impact both communities.

Unfinished Business

Public Hearing – to consider the additional designation of noxious weeds of local concern, the management of which weeds shall be made part of the Town's Noxious Weeds Management Plan.

Cheryl Kuechenmeister informed the Board that Staff is not recommending the designation of noxious of local concern, but to continue to treat them as nuisance weeds in the Rural Residential Property Standards. Staff recommended that the public hearing be vacated. Mayor Headley opened the public hearing at 8:24 p.m.

Trustee Jones moved to vacate the public hearing to consider the additional designation of noxious weeds of local concern, seconded by Trustee Current. The motion passed unanimously by voice vote.

Public Hearing – Trustee Bill 4, Series 2010, an Ordinance Providing for the Management and Control of Noxious Weeds and Amending the Rural Residential Property Standards.

Mayor Headley opened the public hearing at 8:25 p.m. Trustee Jones stated this ordinance would adopt the State's noxious weed plan into the Rural Residential Property Standards. Mayor Headley opened the floor to comments from the public.

Jerry Zoellner of 16915 E. Costilla asked if this ordinance applied to weeds in the right-of-ways. Trustee Jones stated it did apply and that it is the property owner's responsibility to maintain the right-of-ways unless it is too dangerous to do so. Tom Morroni of 7130 S. Quintero Street asked if the list of weeds is long. Trustee Jones stated there are nineteen weeds on the list that are found in Town. Mr. Morroni asked if noxious weeds were mowed how would the Town know if they were present. Mayor Headley responded that it is up to the property owner to control noxious and nuisance weeds prior to them going to seed. Mayor Headley closed the floor to public comment.

Trustee Jones moved to close the public hearing, seconded by Trustee Current. The motion passed unanimously by voice vote.

Mayor Headley opened the floor to comments from the Board. Town Attorney, Hilary Graham, asked that the Section E., 3) a) of the ordinance be revised to read "the presence of" instead of "the establishment".

Trustee Jones moved to approve Trustee Bill 4, Series 2010, an Ordinance Providing for the Management and Control of Noxious Weeds and Amending the Rural Residential Property Standards as Amended, seconded by Trustee Easton. The motion passed unanimously by voice vote.

New Business

Town Clerk/Treasurer – Cheryl Kuechenmeister informed the Board that the positions of Town Clerk and Town Treasurer are statutory officers appointed by the Town Board and that state statutes require that the job duties and compensation for these positions be adopted by ordinance. She recommended the Board consider and adopt the ordinances as presented or amended, as well as the job description, and then appoint Ms. Catterall to the positions of Town Clerk and Town Clerk.

Mayor Pro Tem Watson moved to adopt Trustee Bill 6, Series 2010, A Bill for an Ordinance Providing for the Appointment, Duties, Compensation and Removal From Office of the Town Clerk, seconded by Trustee Easton. The motion passed unanimously by voice vote.

Mayor Pro Tem Watson moved to adopt Trustee Bill 7, Series 2010, A Bill for an Ordinance Providing for the Appointment, Duties, Compensation and Removal From Office of the Town Treasurer, seconded by Trustee Jones. The motion passed unanimously by voice vote.

Mayor Headley moved to approve the Town Clerk/Treasurer job description as written, seconded by Trustee Jones. The motion passed unanimously by voice vote.

Mayor Pro Tem Watson moved to appoint Becky Catterall as Town Clerk and Town Treasurer, seconded by Trustee Current. The motion passed unanimously by voice vote.

Mayor Headley moved to approve the Employment Agreement between the Town of Foxfield and Rebecca Catterall, seconded by Trustee Easton. The motion passed unanimously by voice vote.

Town Attorney - Cheryl Kuechenmeister informed the Board that the position of Town Attorney is a statutory officer appointed by the Town Board and that state statutes require that the job duties and compensation for this position be adopted by ordinance.

Mayor Pro Tem Watson moved to adopt Trustee Bill 8, Series 2010, A Bill for an Ordinance Providing for the Appointment, Duties, Compensation and Removal From Office of the Town Attorney, seconded by Trustee Current. The motion passed unanimously by voice vote.

Mayor Headley moved to appoint Corey Hoffmann at Town Attorney, seconded by Trustee Current. The motion passed unanimously by voice vote.

Town Hours of Operation – Ms. Kuechenmeister proposed that the Board consider and approve the Town office location at 18896 E. Powers Drive, Aurora, CO will be open from 8:30 am until 12:00 noon Monday through Friday, except the office will be closed for the holidays of New Year's Eve, New

Year's Day, President's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day and the Friday following Thanksgiving Day, Christmas Eve and Christmas Day. The clerk will be available by appointment from 1:00 pm until 4:30 pm Monday through Friday, except for the holidays identified above. The Board approved the Town hours of operation as detailed in Ms. Kuechenmeister's memo.

Amending the Accounts Payable Procedure –

Ms. Kuechenmeister informed the Board she would like to amend the accounts payable procedure to allow the Mayor or Town Administrator to approve invoices so the Town can pay its bill in a timely and efficient manner and to avoid the imposition of late fees or penalties by its vendors. The Mayor or Administrator may refer any invoice to the Board and the Board shall have final authority over all referred invoices. The Town Treasurer shall present the Treasurer's report which includes a list of expenditures to the Board on a monthly basis.

Mayor Pro Tem Watson moved to amend the Accounts Payable policy as recommended by the Town Administrator, seconded by Trustee Easton. The motion passed unanimously by voice vote

Reports

Mayor's Report – Mayor Headley gave an update on the construction of the Ring Road.

Mayor Headley discussed the grading phases on the Worsham property.

Committee

Trustee Jones had nothing new to report.

Mayor Pro Tem Watson stated she has been maintaining the website.

Trustee Current reported the July 4th event went well and came in under budget.

Trustee Easton stated he has not been able to attend the Centennial Roundtable on noise and asked for an alternate. Trustee Current agreed to act as the alternate.

Trustee Zoellner stated she had been approached by a manager from the Dusty Boot regarding getting

new signage. Ms. Kuechenmeister suggested they should follow the permit process for signage. Mayor Pro Tem stated ServiceStar may have to initiate the process as it would require amending the Final Development Plan.

Staff

Ms. Catterall discussed the Treasurer's report and monthly financial reports for June, 2010.

Trustee Easton moved to accept all financial reports for June, 2010, seconded by Mayor Pro Tem Watson. The motion passed unanimously by voice vote.

Ms. Catterall discussed a two day webinar she attended on records retention.

Ms. Kuechenmeister gave her monthly report on projects she worked on in July and her goals for August.

Town Attorney

Hilary Graham discussed a letter from Our Lady of Loreto regarding condition number 5 from the Final List of Condition of Approval FDP Amendment No. 5 – Parish Hall and School Phase I. She informed the Board the church has met the requirements of condition number 5 and recommended that the Board approve a resolution, stating the condition has been met, at the August 19th meeting. Ms. Graham asked the Board to direct her office to draft a resolution stating the condition is met. The Board directed her to do so.

Correspondence

Trustee Jones discussed the history of title search issues associated with the Town's Special Improvement District Assessment. Ms. Kuechenmeister stated she is investigating alternatives to the collection of the assessment and will report back to the Board at a later date.

Adjournment

Mayor Headley adjourned the Board Meeting at 9:39



A Program with the
Colorado Attorney General
and the AARP Foundation



Colorado Attorney General
John W. Suthers



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Advance-Fee Loan Scams: 'Easy' Cash Offers Teach Hard Lessons

AARP ElderWatch recognizes the stress of financial strain. If you're looking for a loan or credit card but don't think you'll qualify, or have been turned down by a bank because of your poor credit history, you may be tempted by ads and websites that guarantee loans or credit cards, regardless of your credit history. The catch comes when you apply for the loan or credit card only to find out you have to pay a fee in advance. According to the Federal Trade Commission (FTC), that could be a tip-off to a rip-off. If you're asked to pay a fee for the promise of a loan or credit card, you can count on the fact that you're dealing with a scam artist. More than likely, you'll get an application, or a stored value or debit card, instead of the loan or credit card.

The FTC warns to watch for these signs of an Advance-Fee Loan Scam:

- 1. A lender who isn't interested in your credit history -**
Anyone not interested in your credit record should give you cause for concern. Ads that say, "Bad credit? No problem", or, "We don't care about your past. You deserve a loan", or, "Get money fast", or even "No hassle - guaranteed" often indicate a scam. Banks and other legitimate lenders generally evaluate creditworthiness and confirm the information in an application before they guarantee firm offers of credit - even to creditworthy consumers.
- 2. Fees that are not disclosed clearly or prominently -**
Scam lenders may say you've been approved for a loan, then call or email demanding a fee before you can get the money. Any up-front fee that the lender wants to collect before granting the loan is a cue to walk away, especially if you're told it's for "insurance," "processing," or just "paperwork".
- 3. A loan that is offered by phone -**
It is illegal for companies doing business in the U.S. to promise you a loan by phone and ask you to pay for it before they deliver.
- 4. A lender who uses a copy-cat or wanna-be name -**
Crooks give their companies names that sound like well-known or respected organizations and create websites that look slick. Always get a company's phone number from the phone book or directory assistance. Get a physical address, too. A company that advertises a PO Box as its address is one to check out with the appropriate authorities.
- 5. A lender who is not registered in your state -**
Lenders and loan brokers are required to register in the states where they do business. To check registration, call your state Attorney General's office or your state's Department of Banking or Financial Regulation.

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September 2010

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Advertising Costs and Deadlines

Please contact the editor for monthly deadlines.

FULL SHEET AD: \$65

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1/4 SHEET AD OR BUSINESS CARD: \$25

Articles and Letters

Public Interest stories and related Town interest articles are encouraged. If you have interesting tidbits, snippets and happenings that you would like to share we welcome your input. Letters to the Editor are also welcome and need to be to the Editor by 2nd Wednesday of the month. All articles published must have the authors name and address. They may be edited for publication due to space limitations.

Becky Catterall, Editor
303-680-1544

BOARD OF TRUSTEES

Town of Foxfield established 1994

Mayor: Doug Headley 303-400-8584

Town Clerk:

Becky Catterall 303-680-1544

Town Fax: 720-214-3632

Trustees

Ward 1:Bob Easton 303-400-3167

Ward 2:Susan Current 303-680-1986

Ward 3:Lisa Jones 303-690-5035

At Large: Melissa Watson 303-766-8899

Allyson Zoellner 303-680-8276

Con Frank 303-680-0876

Communiqué Editor:

Becky Catterall 303-680-1544

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