

# COMMUNIQUE

“The Official Town Newsletter”



January 11, 2011

## Community Calendar

### January/February BOARD MEETINGS

January 6, 2011  
January 20, 2011  
February 3, 2011  
February 17, 2011

MetroFire Station #42  
7320 South Parker Road

### PUBLIC HEARINGS

### COMING EVENTS

*Open Space  
Planning Meeting  
Jan. 20, 6:30 p.m.  
Public welcome!*

*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.*

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## HAPPY NEW YEAR!

The Board of Trustees wishes you  
all the best in the coming year.

## 2010 Year In Review

By Doug Headley

### ARAPAHOE/PARKER ROAD INTERCHANGE

**Ring Road.** The Ring Road portion of the Arapahoe/Parker Road interchange opened and the interchange was reconfigured Saturday October 23<sup>rd</sup>. The reconfiguration of the intersection was a major undertaking that caused considerable back up of traffic on Parker Road and cut through traffic on East Fremont Avenue. Because of the resulting increased volume of cut through traffic, the Town arranged for additional patrols to monitor the traffic problems created by two smaller configurations in the following weeks.

The opening of the Ring Road has relieved the evening rush hour backups that caused the majority of cut-through traffic on East Fremont Avenue and reduced the cut-through traffic coming in Jamison and north on South Richfield Road. Several residents have commented that the traffic flow is better than before construction started.

Hamon is continuing to work on the water quality facility on the east side of the Ring Road. The culverts under Parker Road are installed. Hamon is completing the excavation of the detention pond in the center of the Loop Road and finishing the concrete culvert between the Ring Road and Loop Road. Work is proceeding on the piers and



★ support for the bridge.

★ **Road Closures:** During the last week in January, Hamon will close Arapahoe Road for 2-3 evenings between 9 pm and 5 am to install 18 150 foot girders. Monday Jan 17 through Wednesday Jan 19, the north lane of the west bound traffic on E. Arapahoe Road, and the north east ramp will be closed. This lane closure will begin at the west side of the entrance into the mall area from E. Arapahoe Road. The detour for west bound E. Arapahoe Rd. to north bound S. Parker Rd. will be S. Lewiston Street behind Arapahoe Crossing shopping center. **WARNING:** A right turn from west bound E. Arapahoe Rd to north bound S. Parker Rd at the temporary signalized intersection is **ILLEGAL** (lane closure or not) and subject to ticketing.

★ The Worsham's have submitted the second phase of their grading plan to WRC Engineering for approval. Phase 2 will re-grade the stockpiled dirt. The dirt stored on the south end will be moved, compacted and leveled north towards the base of the retaining wall on the south side of the Foxfield Village Center. Dirt stockpiled on the east side of the Ring Road will generally be re-graded towards the north. Phase two will commence 30 days after CDOT releases the construction easements adjacent to the right-of-ways.

★ A splash block is being installed along the east side of the Ring Road. The berm will be extended and landscaped similar to the existing landscaping. The entire interchange project is scheduled to be completed by November of 2011.

★ **PUBLIC WORKS**

★ **Road Maintenance.** Roadways and rights-of-ways require annual maintenance. During the year the roads have been crack sealed, traffic and street signs repaired, stop bars repainted and the corners at several intersections have been paved to protect the roadway. There are over 500 culverts in town. The inlets and outlets need to be kept open so when the water does flow, the action of the water flowing through the pipes will clean them out.

★ **Traffic - Drive Safely.** Traffic on the interior roads in Foxfield has lessened since the opening of the Ring Road. The combination of the opening of the Ring Road and doubling of traffic fines has greatly reduced cut-through traffic. Additional speed and warning signage was installed. Arapahoe County Sheriff is continuing patrols during the evening rush hour and has provided random patrols during the day and when the school buses pick up children.

★ **OPEN SPACE**

★ **Bicycle/Pedestrian Trail, Park & Water Quality Facility.** The Norfolk and McDanal open space grants with Arapahoe County that were used to acquire the open space







**Special Improvement District - SID Method of Payment Changed,** Special Improvement District 1999-1 was established in 2001 to provide public water for Foxfield. Residents elected to either pay the entire assessment up front or finance payments over 15 years with payments due annually on April 1<sup>st</sup>. Historically, the Town has collected the annual payments. This year, the Board elected to have Arapahoe County take over the annual collection of the SID payments. The annual SID assessment will be on the Arapahoe County tax bill.

**2010 Audit.** On December 2, 2010 the Board of Trustees at a Public Hearing amended the 2010 budget. John Cutler, Cutler and Associates, will be auditing the Town's finances for the second year using the Caselle Fund Accounting software. The implementation of the new fund accounting software was a significant factor in reducing the cost of the audit by 50%.

**CODIFICATION OF ORDINANCES**

Since the Town's incorporation in 1994, many Resolutions and Ordinances have passed. It is important to have these documents both organized and easily accessible. In 2009, the Board published a RFP (Request for Proposal) and selected Colorado Code Publishing Company to provide codification services. Codification is the organizing and publishing of legislative ordinances and lasting application into a system of chapters and articles with similar topics and subjects grouped together in a logical sequence. Codification includes the publication of a Master Table of Contents, Chapter Tables of Contents, Code Comparison Table, Disposition of Ordinances Table, Table of Up-to-Date Pages and comprehensive Index. The Town has been working throughout 2010 to submit documentation to Colorado Code. It is expected that the codification process will take most of 2011 to complete.

**COMMUNICATIONS**

**Town Email List.** The Board of Trustees thanks all residents who are participating in the Town's email list. Email is the most efficient method for the Town to send important information to residents. Town emails are sent "blind" so that other residents cannot see your email address. Please be assured that all email addresses are completely confidential. Please submit the form on the adjacent page to the Town Clerk to add or update your email address.

**Town Web Site: WWW.FOXFIELDCOLORADO.COM.** The Board continues to update and improve the Foxfield website to provide important information to Town residents. Meeting agendas are usually posted the Friday before meetings. Information packets containing the meeting materials for discussion or possible action for the next Board meeting are now available for viewing on the website. Minutes for each meeting are posted as soon as possible following each meeting. The website also contains has information on Town operations, utilities, regulations, Town maps, photo galleries, resident information and much, much more. Please take a look!





**ATTENTION RESIDENTS**



To provide for more efficient distribution of information, the Town has a master email list that is used by the Town Clerk to send items such as the Communique, meetings and agendas, opportunities for volunteers, new regulations, lost pets and other items of importance. Town emails are sent "blind" so that other residents cannot see your email address.

Many of you have already provided us with your email and are enjoying being kept up to date on Foxfield happenings. For those who have not, or if your email has changed, please fill out the form below and send to:

Town of Foxfield  
 PO Box 461450  
 Foxfield Colorado 80046

-or-

Email: [clerk@townoffoxfield.com](mailto:clerk@townoffoxfield.com)

-or-

Town Website: [www.foxfieldcolorado.com/email](http://www.foxfieldcolorado.com/email)

NAME (First, Last): \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Check one: New  Updated

NAME: (First, Last): \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Check one: New  Updated

*Your email address will be kept completely confidential*

## **PUBLIC MEETING FOXFIELD OPEN SPACE JAN 20, 6:30 pm**

Foxfield residents are invited to participate in the discussion of options being considered for the design and landscaping of the open space property in the residential zone of the NE quadrant of Town. Construction of the water detention facility, Ring Road tunnel and trail for pedestrian and bicycle connectivity to Foxfield Village Center are nearing completion. If you haven't had the opportunity to check out the improvements, please do so. The easiest way to access the open space area is from the trailhead at the NW end of Norfolk Court north of Costilla Ave.

The Board of Trustees is interested in the facilities and uses residents would like to see in the remainder of the open space. Pavilions, tables, benches, soft footpaths, sports fields, wildlife sanctuary... all options are viable and open for discussion.

Valerian Landscape Architects have been hired by the Board of Trustees to facilitate architectural landscaping discussions. A public meeting will be held on January 20, 2011 at 6:30 pm at the fire station at 7320 S. Parker Road. Please come and share your ideas. If you are not able to attend, feel free to email your comments to [clerk@townoffoxfield.com](mailto:clerk@townoffoxfield.com). Thank you for your participation!





## ANIMAL CONTROL ORDINANCE

In March 2010, the Board of Trustees adopted an Animal Control Ordinance. Animal control services are provided by Arapahoe County. The provisions shall be enforced primarily by the Animal Control Division with assistance from the Arapahoe County Sheriff's Department. The following is a summary of the more common issues affecting residents.

### **Licensing:**

Licensing of dogs is required for all dogs older than 180 days.

Dogs must wear at all times a neck tag bearing the legible number of the current license.

Satisfactory evidence that a valid rabies vaccination certificate has been issued by a licensed veterinarian is required.

All licenses shall expire on December 31 of the year of issue. Renewals shall be obtained by March 1 of the following year.

Licenses can be obtained at 10730 East Briarwood Avenue Centennial 80112.

### **Number of animals allowed on residential property:**

Each lot or parcel which is zoned residential and contains a residential structure shall constitute one residential property.

A maximum of 4 pet animals including, but not limited to, dogs, cats or small animals older than 180 days are allowed.

Any Summons and Complaint issued for a violation shall be signed by an Animal Control Officer and at least (1) complaining person.

A violation shall not be proven solely by the uncorroborated testimony of a single witness, unless the witness is an Animal Control Officer.

### **Running at Large:**

Running at Large is prohibited.

A dog is considered **Running at Large** if the dog is **not** under the control of its Owner, Keeper or Possessor and is on public property or the private property of a person other than the dog's Owner, Keeper or Possessor.

A dog is considered **Running at Large** if on the private property of a person

other than the dog's Owner, Keeper or Possessor without permission even if the dog is under the control of its Owner, Keeper or Possessor.

A violation shall not be proven solely by the uncorroborated testimony of a single witness, unless the witness is an Animal Control Officer.

### **Barking/Noisy Dogs:**

It is unlawful for any dog or dogs to make any noises which are audible from an adjacent or nearby property for a continuous (20) twenty minute period.

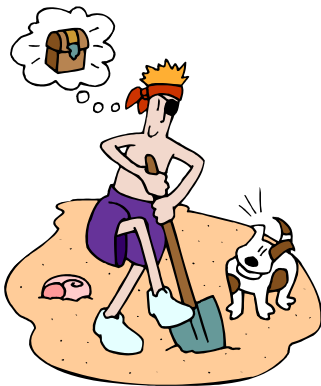
First time violators will be issued a warning which shall be signed by an Animal Control Officer and at least (1) one complaining person.

A Summons and Complaint shall be issued for subsequent violations if (7) days have elapsed from the first violation. The Summons and Complaint shall be signed by an Animal Control Officer and at least two (2) complaining persons who are from separate households and are willing to testify at trial.

A violation shall not be proven solely by the uncorroborated testimony of a single witness, unless the witness is an Animal Control Officer.

For all Fee Schedules, Penalty Assessment Procedures and Schedule and a complete text of the Animal Control Ordinance, please visit the Town's website at [www.foxfieldcolorado.com/animal-control](http://www.foxfieldcolorado.com/animal-control)

Animal Control can be contacted at 720 874 6750.



## **We Do! Pet Scooping**

would love to take this dirty job off of your hands!

**We are safe, professional and fully insured.**

**Best of all, there are no contracts and no hidden fees.**

**Simply begin and end service anytime you like.**

Prices:

\$8....1 dog weekly

\$10...2 dogs weekly

\$12...3 dogs weekly

\$14...4 dogs weekly

**Please call 720-251-5975 or visit us online at [www.wedopetscooping.com](http://www.wedopetscooping.com)**

We proudly serve Foxfield, Aurora, Centennial, Denver, Highlands Ranch, Lakewood, and Littleton.

## COYOTE CALL

We are quickly approaching the time of year when coyotes are breeding and denning; hence, they will be more active throughout the day and you'll see them more often. Be advised to be extra cautious about your pets being outside unattended. Follow these simple guidelines:

*The best way to avoid negative contacts with coyotes is to keep your local coyotes wild.*

**NEVER feed coyotes (or any other wildlife), either purposefully or indirectly.**

NEVER feed a coyote—a fed coyote is an aggressive or dead coyote. Do not leave pet food outside, day or night. Do not leave trash uncovered or out on the curb overnight.

**Never encourage a coyote to approach you or enter your yard or your neighborhood.**

Coyotes should not feel welcome in yards, neighborhoods, or playgrounds. If you see a coyote in your neighborhood you should haze it. Hazing techniques include forceful shouting, loud noises, spraying water, and throwing objects adjacent to the coyote. Coyotes are naturally afraid of humans. *Encouraging them into our neighborhoods and yards can diminish that fear and create problem coyotes.*

**If you are approached or followed by a coyote:**

Be as **BIG and LOUD** as possible. Keep small children near you; do not let them run away. **Always** keep your pet on a leash. Collect small pets into your arms. Keep larger pets close to you. In a loud and forceful voice, command the coyote to go away. Use arm gestures to exaggerate your size and voice. Throw objects (not food) adjacent to the coyote. Slowly move toward a busy, populated area. There is no need to run.

**Protect your pets from wild neighbors.**

Always keep your dog on a leash. In areas where there have been coyote sightings, keep your dog on a shorter lead. If you choose to have your dog off leash, be advised if your dog is more than 20 feet away, the coyote does not associate the dog being with you and will be more likely to go after your dog. In addition to coyotes, cats at large are at risk from traffic, other cats, domestic dogs, foxes, and great horned owls. A safe cat is an indoor cat. Supervise pets in backyards near open space or in areas where coyotes have been documented.



**Happy Hour**

**3pm-6pm & 9pm-Close!**



**Lunch Special**

**ALL Burgers are 2 for 1  
Monday - Saturday  
11 A.M. - 3 P.M.**

**BRUNCH**

**Saturday & Sunday  
9am-3pm  
Starting  
February 5th!**

★All 2 for 1 specials Must Purchase a minimum of two drinks  
★All Specials are Dine in Only

**16270 East Arapahoe Road Unit 202  
Foxfield, Colorado 80016  
303-565-4200**

**5960 South Holly Street  
Greenwood Village, Colorado 80111  
303-565-4785**

**Buy 1 entree get 1 FREE!**

Limit one per table / party  
May not be combined with any  
other offers or promotions  
Expires February 15, 2011  
The Dusty Boot & Town of Foxfield

**Wednesday Night Trivia!**

**8pm Start time!**

**Drink Prizes & House Cash Prizes**

**BOGO**

**Specials**

**Monday Night  
ALL Steaks are 2 for 1**

**Wednesday Night  
ALL Burgers are 2 for 1**



★18% gratuity will be added to checks prior to the discount  
★All Nightly specials start after 5pm

# NEIGHBORHOOD HAPPENINGS

## TOWN BIDS FAREWELL TO BECKY CATTERALL, TOWN CLERK

It is with deep appreciation and gratitude that the Board of Trustees would like to thank Becky Catterall for her ten years of service to the Town of Foxfield as Town Clerk and Treasurer.

Becky was the friendly voice on the other end of the phone and was the “face of Foxfield” to residents and others who had business dealings with the Town. During her tenure as Town Clerk and Treasurer Becky maintained the Town’s official records and financial accounts, supported all aspects of the Board of Trustees and other Town meetings, conducted municipal elections, managed licenses, was editor of the Communique, and performed many other tasks too numerous to list. Becky was always an invaluable source to all the Mayors and Trustees and provided the continuity between the Boards over the years.

**Thank you Becky for your years of service to the Town of Foxfield! We wish you all the best in your future endeavors.**



## INTERCHANGE: ROAD CLOSURES



Jan 17-19 The north lane of westbound traffic on Arapahoe Road, and the northeast ramp will be closed. The detour for westbound Arapahoe Rd to north bound Parker Rd will be S. Lewiston St behind Arapahoe crossing shopping center..

Last week of January: Arapahoe Road will be closed completely for 2-3 evenings between 9 pm and 5 am to install 18 150 foot girders.

Closures are subject to change due to weather and schedule changes. Updated road closure information may be found at: [www.cotrip/roadWork](http://www.cotrip/roadWork)

# NEIGHBORHOOD HAPPENINGS



## SHERIFF'S NEWS

Aug—Dec 2010 Call Out Report

Traffic Arrests	9	Drunk Driver Reported	12
Traffic Complaints	23	Medical Assist	13
Property Damage	16	Drugs	3
Alarms	9	Injury Accident	2
Suspicious Person	8	Theft/Fuel Piracy	11
Disturbance/Complaints	24	Other	16

## TRAFFIC CITATIONS IN FOXFIELD

Over the 12 month span November 2009-November 2010, there have been 36 tickets issued to Foxfield residents out of the 865 total traffic citations handed out in the same time period with the vast majority being for speeding. Most speeding tickets are issued for going 10-19 mph over the posted speed limit of 25 mph.

The lowest number of ticketed residents was logged in December of 2009 with no residents being cited; the highest number cited was 6 in January 2010 followed by a close second in June 2010 with 5 issued. The highest month for total number of violations was May of 2010 with 121 while the lowest was 46 in August of this year.

Of the total number of tickets issued only 4% are given to Foxfield residents. Thus, on average, there are 72 tickets handed out monthly with an average of 3 of them going to Foxfield residents.

Arapahoe County Sheriff's Department telephone number are:

Lieutenant Jared Rowilson — 303-435-4283

Email—[jrowilson@co.arapahoe.co.us](mailto: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



# FOXFIELD'S FINANCIALS

## GENERAL FUND BALANCE SHEET Nov 30, 2010

<b>ASSETS:</b>	
Cash	15,555
Investments	609,073
<b>TOTAL ASSETS</b>	<b>624,628</b>
<b>LIABILITIES:</b>	
Payables	19,244
Escrow Accounts	6,417
<b>TOTAL LIABILITIES</b>	<b>25,661</b>
<b>FUND EQUITY:</b>	
Reserved for Paving Improvements	137,635
Reserved for Paving Bond Reduction*	141,927
Reserved for Law Enforcement	15,000
Unappropriated	321,990
Net Revenues over Expenditures	-17,585
<b>TOTAL FUND EQUITY</b>	<b>598,967</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>624,628</b>

\* NOTE: Paving Bonds cannot be called until 2014

## GENERAL FUND INCOME STATEMENT Nov 30, 2010

<b>REVENUES:</b>		<b>EXPENDITURES:</b>	
Property Taxes	81,956	Administration	160,996
Specific Ownership Taxes	21,585	Elections	84
Franchise Fees	24,437	Judicial	400
Sales Tax	172,357	Public Safety	106,910
Use Tax	17,694	Public Works	117,081
Building Permits	34,305	Capital	3,000
Highway Users Tax	35,305	Sales Tax Share to FVC	80,003
Traffic Fines	41,046		
Other Revenues	13,765		
<b>TOTAL REVENUES</b>	<b>450,890</b>	<b>TOTAL EXPENDITURES</b>	<b>468,475</b>



# Crime Prevention Tips

ARAPAHOE COUNTY SHERIFF'S OFFICE  
13101 E. Broncos Parkway, Centennial, CO 80112  
J. Grayson Robinson, SHERIFF

Community  
Resource  
Unit

Committed to quality service with an emphasis on integrity,  
professionalism and community spirit.

## Thefts from Vehicles

The Arapahoe County Sheriff's Office wants to work with you to prevent criminal activity. Thefts from Motor Vehicles are crimes in which, thieves take valuables from parked cars, *usually without stealing the cars*. These can frequently be prevented. Here are some tips that may prevent you from becoming a victim:

- **Always completely roll up your windows and lock your vehicle doors when parked.** Don't be an easy target. Breaking in to vehicles quietly takes longer, and smashing a window makes noise, both of which may attract attention.
- **Remove valuables when parking for long periods.** Parking overnight at home or in parking lots for long periods such as at the airport, at sporting events, when out for dinner and a movie are when thieves have the longest opportunity to strike.
- **Hide valuables when parking for short periods.** When parking while running errands, packages and bags with store logos can be inviting targets. Secure them in the trunk or cover them.
- **Put vehicle accessories like handicapped parking placards, GPS units, satellite radios, and radar detectors in the glove box or console when you park the vehicle for long periods.** These items are frequent targets for thieves.
- **Whenever possible, park your vehicles in a closed and locked garage.**
- **If garage parking is not possible, park in your driveway or in a well lit lot or area.** Consider motion lights aimed at your driveway to deter thieves and provide extra safety as you enter and exit your vehicles at night. Well lit areas on a street or in a lot are better than darkened areas.
- **Report all suspicious persons and activities to the Sheriff's Office immediately.** People trying door handles, looking into parked cars, etc. should be reported.

If you have any questions, contact Deputy Amir Stephen at (720) 874-3752, e-mail [astephen@co.arapahoe.co.us](mailto:astephen@co.arapahoe.co.us), or contact Deputy Brian McKnight at (720) 874-3750, e-mail [bmcknight@co.arapahoe.co.us](mailto:bmcknight@co.arapahoe.co.us).

**To report a crime, call the  
Arapahoe County Sheriff's Office at  
(303)-795-4711 or 911 for emergencies**



# ARAPAHOE COUNTY SHERIFF'S OFFICE



13101 E. Broncos Parkway, Centennial, CO 80112

*Committed To Quality Service with an Emphasis on Integrity, Professionalism and Community Spirit*

DATE: September 28, 2010

## **FRAUD ADVISORY**

The Arapahoe County Sheriff's Office has received several recent reports involving fraud on the elderly. The fraud consists of a phone call, where the caller claims to be a family member or someone associated with a family member. The caller tells the victim that some type of problem has occurred and they need money wired to them via Western Union.

### Call Examples:

The caller identified himself as the victim's grandson. He said that he had been involved in a car accident in London, England and needed money to pay for medical treatment and damages to a rental car.

**The money was sent via Western Union to London, the caller was not the victim's grandson.**

In another case an elderly victim received a telephone call from a man claiming to be her granddaughter's fiancé. The caller told her that he was on a fishing trip in Canada and had ended up in jail. A second suspect also got on the phone, identified himself as a police Sergeant and verified the fiancé's story. The police Sergeant instructed the victim to send the money to Haiti. When the victim questioned why she would send the money to Haiti instead of Canada, the Sergeant said that the department used Haiti to run all of their money through.

**The money was sent to Haiti, the caller was not the granddaughter's fiancé.**

### HOW TO HANDLE A SUSPICIOUS CALL

**Always be wary of requests to send money through Western Union or Money Gram.**

Ask a caller who wants money personal questions that a stranger couldn't answer.

Get full names and numbers, asking callers to repeat information.

Call other relatives to verify a loved one's location, even when you're asked to keep a secret.

Crime Analysis Unit

## 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.**



## CITIZEN NOTIFICATION

The South Metro Fire Rescue Authority's dispatch center, MetCom is using the Arapahoe County Everbridge *Citizen Alert* system to let you know about issues that may affect your safety. The notification system allows public safety agencies in Arapahoe County to contact residents in seconds so you learn about emergencies right away.

The Citizen Alert system can deliver messages to you any way you want—on your home phone, cell phone, email, and more. The process begins when an Arapahoe or Douglas County public safety agency issues a message about a potential safety hazard or concern. The notification system dials your main contact number or sends an email. If you don't confirm receipt of the message, the system will try to reach your second contact number or email. The system will continue trying to contact you until it receives a confirmation from you.

1. Wildfire starts, threatening area homes and businesses.
2. Your Dispatch Center accesses the Citizen Alert system to notify residents and businesses.
3. System starts contacting thousands of residents instantly by phone, fax, email and more.
4. Recipients receive instructions for safety precautions and evacuation.

The success of this service relies on YOU. **Having your latest contact information is the only way to ensure that we can contact you in an emergency.** Updating is easy and only takes a few minutes.

You can opt-in to be ready to receive important notifications when emergencies happen. Go to [www.southmetro.org](http://www.southmetro.org) and search for "Citizen notification" or type in the following link in your web browser:

[https://ww2.everbridge.net/citizen/EverbridgeGateway.action?body=home&gis\\_alias\\_id=360761](https://ww2.everbridge.net/citizen/EverbridgeGateway.action?body=home&gis_alias_id=360761)

## Minutes - Board of Trustees Regular Meeting - August 19, 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, Con Frank, 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

**Public Comment** - none

### Minutes of the 8-5-10 and 8-17-10 Meetings

Mayor Pro Tem Watson moved to approve the 8/5/10 minutes as amended, seconded by Trustee Jones. The motion passed unanimously by voice vote.

Mayor Pro Tem Watson moved to approve the 8/17/10 minutes as written, seconded by Trustee Easton. The motion passed unanimously by voice vote.

### Unfinished Business

#### **Our Lady of Loreto Development Plan – Fifth Administrative Amendment**

Mayor Pro Tem Watson moved to adopt Resolution No. 5, Series 2010, A Resolution Finding Satisfaction of Condition No. 5 as Part of Our Lady of Loreto Parish's Fifth Administrative Amendment to the Final Development Plan as amended in the whereas clauses, including the Town Administrator's comments regarding Exhibit B and without any changes to Section 1, seconded by Trustee Easton. The motion passed unanimously by voice vote.

Town Planner, Fred Fox, provided the Board with a Final List of Conditions that incorporated Our Lady of Loreto's comments regarding hours of operation.

Trustee Easton moved to approve the Final List of Conditions of Approval to the Fifth Amendment to the Final Development Plan for the Our Lady of Loreto Parish Hall and School Phase I, seconded by Trustee Current. The motion passed unanimously by voice vote.

### New Business

#### **Intergovernmental Agreement with Colorado Department of Transportation**

Trustee Current moved to approve Resolution No. 6, Series 2010, A Resolution Authorizing the Town to Enter Into an Intergovernmental Agreement with the Colorado Department of Transportation and Authorizing the Mayor to Sign Said Contract and to negotiate amendments to Section 7 and the Scope of Work, the Splash Block is to be included in the Encumbrance amount of \$160,000.00 and clarification that the Town is not responsible for the tall street lights, seconded by Trustee Frank. The motion passed unanimously by voice vote.

Mayor Headley discussed the need for a Splash Block to protect vegetation along the Ring Road. The total cost of the project will be \$24,125.00.

Mayor Pro Tem Watson moved to approve the bid for a Splash Block with Absolute Quality Construction and authorize Mayor Headley to sign the contract after review and approval by the Town Attorney, seconded by Trustee Easton. The motion passed unanimously by voice vote.

### Reports

**Mayor's Report** – Mayor Headley provided the Board with a summary of comments made dur-

ing Elizabeth Stolfus' report on cut through traffic and traffic control. The Board discussed proposed mitigation techniques and agreed to erect three "Local Traffic Only" signs.

Mayor Headley discussed recent vandalism to stop signs in Town.

Mayor Headley attended a meeting to discuss the trail that will go from Norfolk Court through the open space properties to Parker Road.

Mayor Headley discussed the detention pond that will be located in the center of the Loop road.

#### **Committee**

Mayor Pro Tem Watson had nothing new to report.

Trustee Easton had nothing new to report.

Trustee Current discussed the July 4<sup>th</sup> expenses. She asked the Board if they would approve spending \$120 on a thank you gift for Bonnie Burke who stores all of the chairs and tables for the picnic in her home. The Board approved the request.

Trustee Frank stated he will be addressing eroding corners and pavement concerns.

Trustee Zoellner had nothing new to report.

Trustee Jones informed the Board that Mr. Kubala will be in compliance with his agreement by September 15, 2010. Trustee Jones discussed the abatement process and those residents that refuse to comply or can't be found.

#### **Staff**

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

Trustee Frank moved to accept the Treasury report and the financial reports for July, 2010,

seconded by Trustee Current. The motion passed unanimously by voice vote.

#### **Town Attorney**

Hilary Graham asked the Board if they had made a decision to increase fines during construction.

Trustee Frank moved to authorize Hilary Graham to double fines for traffic violations, seconded by Trustee Zoellner. The motion passed unanimously by voice vote.

#### **Correspondence**

#### **Adjournment**

Mayor Headley adjourned the Board Meeting at 8:21 p.m.

## **MINUTES - BOT REGULAR MEETING Sept. 2, 2010**

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

The meeting was called to order at 6:35 p.m. at South Metro Fire Protection District Station No. 42.

The following Trustees were present:

Susan Current, Bob Easton, Con Frank, Allyson Zoellner, Mayor Pro Tem Watson, and Mayor Headley.

A quorum was present.

#### **Sherriff's Report**

Arapahoe County Sheriff, Jared Rowilson, gave the August Calls for Service report.

#### **Public Comment** - none

#### **Minutes of the 8-19-10 Meetings**

Mayor Pro Tem Watson moved to approve the 8/19/10 minutes as written, seconded by Trus-

tee Frank. The motion passed unanimously by voice vote.

**Unfinished Business** - none

**New Business**

**Resolution No. 7, Series 2010, A Resolution Adopting the Town of Foxfield Municipal Court Traffic Fines Schedule.**

Mayor Headley moved to adopt Resolution No. 7, seconded by Trustee Zoellner. The motion passed unanimously by voice vote.

**Stop Bars**

Trustee Frank moved to approve the application of twenty stop bars at \$223.83 per stop bar, seconded by Trustee Current. The motion passed unanimously by voice vote.

**Reports**

**Mayor's Report** – Mayor Headley reported that he had purchased new signs and the parts needed to have them installed.

Mayor Headley stated he has been working with Town Administrator, Ms. Kuechenmeister, on closing out the Norfolk and McDanal open space grants. The Board discussed ways the funds could be used.

Mayor Headley discussed the status of the trail construction.

**Committee**

Trustee Easton had nothing new to report.

Trustee Current had nothing new to report.

Mayor Pro Tem Watson had nothing new to report.

Trustee Frank discussed drainage issues and the burying of the power lines on the open space properties

Trustee Zoellner had nothing new to report.

**Staff**

**Traffic Count Summary** - Mayor Headley discussed the traffic counts that were taken in August.

The Town Clerk, Becky Catterall, discussed the Clerk's monthly report.

**Town Attorney**

**Correspondence**

**Adjournment**

Mayor Headley adjourned the Board Meeting at 7:24 p.m.

**MINUTES - BOT  
REGULAR MEETING  
Sept. 16, 2010**

**Call to Order/Roll Call**

The meeting was called to order at 6:41 p.m. at South Metro Fire Protection District Station No. 42.

The following Trustees were present:

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

A quorum was present.

**Public Comment** - none

**Minutes of the 9-2-10 Meetings**

Mayor Headley moved to approve the 9/2/10 minutes as written, seconded by Trustee Easton. The motion passed unanimously by voice vote.

**Unfinished Business** - none

**New Business****Resolution No. 8, Series 2010, A Resolution of the Board of Trustees of the Town of Foxfield, Colorado Opposing Proposition 101 and Amendments 60 and 61 on the November 2010 Statewide General Election Ballot**

Mayor Headley moved to approve Resolution No. 8, seconded by Trustee Zoellner. For: Mayor Headley, Trustee Current, Trustee Jones, Trustee Frank, and Trustee Zoellner  
Against: Trustee Easton

Mayor Headley moved to give Mayor Headley permission to sign the Metro Mayor's letter opposing Proposition 101 and Amendments 60 and 61, seconded by Trustee Jones. The motion passed unanimously by voice vote.

**2011 Preliminary Budget**

Town Clerk, Becky Catterall, presented the preliminary 2011 budget to the Board and asked that they come to the October 7, 2010, meeting with financial needs and suggestions for the 2011 budget.

**Street Corner Repair/Crack Seal**

Trustee Frank discussed the two bids he had received to corner repairs and crack sealing in town.

Trustee Frank moved to approve up to \$6,000 for Straight Line to repair the corner repairs and edges that are needed in Town, seconded by Trustee Current. The motion passed unanimously by voice vote.

Trustee Frank moved to approve \$4,400.10 for Straight Line to do crack sealing in Town, seconded by Trustee Easton. The motion passed unanimously by voice vote.

**Underground Power Lines on Norfolk Open Space**

Trustee Frank discussed moving the power pole on the Norfolk Open Space property. He informed the Board it will cost the Town approximately \$9,000 to \$10,000.

**Constructing the Trail and Retaining Wall Norfolk Open Space**

Trustee Frank discussed the status of the trail and retaining wall on the Norfolk Open Space property and the Town's financial obligation for the projects.

Trustee Frank moved to authorize the payment of up to \$22,000 to Hamon or one of their sub-contractors for the construction of the trail and retaining wall on the Norfolk Open Space, seconded by Trustee Easton. The motion passed unanimously by voice vote.

**Reports**

**Mayor's Report** – Mayor Headley reported that he had received all of the "Fines Doubled" signs.

Mayor Headley informed the Board that he has spoken with Code Enforcement Officer, Susie Ellis, regarding how violations are enforced.

Mayor Headley discussed the status of the trail construction.

**Committee**

Trustee Jones informed the Board that Mr. Kubala attempted to resolve the accessory structure violation on his property by making a portion of the structure in violation into a car port. The Board discussed what makes up the square footage of a structure and directed the Town Clerk to research this issue.

Trustee Jones informed the Board that Susie Ellis has requested direction from the Board regarding several properties with violations. The Board concurred that Ms. Ellis should move forward aggressively in addressing the violations.

Trustee Frank had nothing new to report.

Trustee Easton had nothing new to report.

Trustee Current had nothing new to report.

Trustee Zoellner had nothing new to report.

### **Staff**

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

Trustee Frank moved to accept the Treasurer's Report and the financial reports for August, seconded by Trustee Easton. The motion passed unanimously by voice vote.

**Town Attorney** - none

**Correspondence** - none

### **Adjournment**

Mayor Headley adjourned the Board Meeting at 8:11 p.m.

## **MINUTES - BOT REGULAR MEETING Oct. 21, 2010**

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

The meeting was called to order at 6:39 p.m. at South Metro Fire Protection District Station No. 42.

The following Trustees were present:

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

The following staff were present:

Town Administrator, Cheryl Kuechenmeister

A quorum was present.

### **Public Comment**

Arnie Wills of 16717 E. Davies Avenue, Foxfield, asked the Board how they are going to maintain properties that have been vacated. Mr. Wills discussed the escalation in price for

using ACWWA's water. He provided the Board with a flyer showing the cost for water compared to neighboring communities.

Jerry Zoellner of 16915 E. Costilla Avenue, Foxfield, informed the Board that the bike path on the open space property looks great. Mr. Zoellner suggested that the Board put up posts to prevent motorized vehicles from using the path.

### **Minutes of the September 16, 2010 Meeting**

Trustee Frank moved to approve the September 16, 2010 minutes as amended, seconded by Trustee Zoellner. The motion passed unanimously by voice vote.

### **Unfinished Business**

#### **Trail and retaining wall on Norfolk open space**

Town Clerk, Becky Catterall, informed the Board they had approved spending up to \$22,000 for construction of the open space trail and retaining wall. The invoices for the work were \$1,562.60 over the approved amount. Trustee Frank moved to approve the additional \$1,562.60 for the construction of the trail and retaining wall, seconded by Trustee Current. The motion passed unanimously by voice vote.

### **New Business**

#### **Trustee Bill No. 9, Series 2010, A Bill Establishing a Place of Payment for SID 1999-1**

Mayor Headley moved to approve Trustee Bill No. 9, seconded by Trustee Jones. The motion passed unanimously by voice vote.

### **E-mail policy and procedures**

Ms. Catterall, presented a new e-mail policy to the Board.

Trustee Jones moved to approve the policy and procedures for electronic mail, seconded by Trustee Frank. The motion passed unanimously by voice vote.

Trustee Frank reported he had received an IREA contract for removing the power lines on

the open space properties. Mayor Headley asked that the contract be put on the November 18<sup>th</sup> meeting agenda.

### Reports

#### **Mayor's Report**

Mayor Headley discussed the dangerous situation of pedestrians walking in the dark.

Mayor Headley discussed an incident where a resident on a bicycle was harassed by dogs running at large.

Mayor Headley received a complaint that prairie dogs have infiltrated a property south of the fire station and have now moved to the fire station property.

Trustee Frank directed the Town Clerk to finalize the Snow Removal contract with Mr. Scoville.

#### **Committee**

Trustee Frank discussed the invoice from Straight Line Sawcutting for crack sealing and corner repairs. He directed the Town Clerk to pay the invoice.

Trustee Frank informed the Board he received a bid of \$4,500 from Straight Line Sawcutting to repair the damaged pavement on East Davies Avenue. Trustee Frank stated this is less than the payment received for the claim so he will direct Straight Line to do the work.

Trustee Frank informed the Board that Ron Sprawls of WRC Engineering will be attending the Parker/Arapahoe Road construction meetings every other week.

Trustee Jones informed the Board that Code Enforcement Officer, Susie Ellis, has directed Mr. Kubala to remove the carport by November 15, 2010. Trustee Jones gave the status of other violations Ms. Ellis is addressing in town.

Trustee Zoellner had nothing new to report.

Trustee Current had nothing new to report.

Trustee Easton had nothing new to report.

#### **Staff**

Ms. Catterall discussed the Treasurer's report and monthly financial reports for September, 2010. Ms. Catterall and Town Administrator, Cheryl Kuechenmeister, provided the Board with a report detailing estimated year end expenditures for the General fund.

Mayor Headley moved to accept the Treasurer's Report for October 21, 2010 and the financial reports for September, seconded by Trustee Easton. The motion passed unanimously by voice vote.

**Town Attorney** - none

**Correspondence** - none

#### Adjournment

Mayor Headley adjourned the Board Meeting at 8:24 p.m.

## **MINUTES - BOT REGULAR MEETING Nov. 4, 2010**

#### Call to Order/Roll Call

The meeting was called to order at 6:32 p.m. at Centennial Airport – Perfect Landing  
7625 S. Peoria St. – Denver Room, Englewood, CO 80112

The following Trustees were present:

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

The following staff were present:

Town Administrator, Cheryl Kuechenmeister  
Town Attorney, Corey Hoffmann

A quorum was present.

**Public Comment** - none

**Minutes of the 11-4-10 Meetings**

Trustee Frank moved to approve the 11/4/10 minutes as amended with Mayor Headley's revisions, seconded by Trustee Easton. The motion passed unanimously by voice vote.

**Unfinished Business** - none

**New Business**

**Approval of Contract to Grade and Seed Berm on Gleave Property**

Mayor Pro Tem Watson moved to approve the Hamon expenditures for re-grading the Gleave property, seconded by Trustee Easton. The motion passed unanimously by voice vote.

**Approval of Contracts with IREA for Installation of Lights on the Loop Road and Ring Road**

Trustee Frank moved to accept both the Loop Road and Ring Road contract with no funds to be paid by the Town, seconded by Mayor Pro Tem Watson. The motion passed unanimously by voice vote.

**Approval of an Agreement for Snow Removal Services for the Period of October, 2010 to Spring 2011.**

Mayor Pro Tem Watson moved to approve the contract for Snow Removal Services for the period from October, 2010 through Spring, 2011 with Meadow Hills Landscaping, seconded by Trustee Easton. The motion passed unanimously by voice vote.

**Approval of Contract to Relocate the Overhead Power Lines on the Norfolk Open Space**

Trustee Frank moved to accept the Overhead Powerline Contract with IREA, seconded by Trustee Easton. The motion passed unanimously by voice vote.

**Adjournment**

Mayor Headley adjourned the Board Meeting at 6:47 p.m.

**MINUTES - BOT  
SPECIAL MEETING  
Nov. 18, 2010**

**Study Session**

The Board met at 12:07 p.m. at the McDanal and Norfolk open space properties to tour the properties and discuss planning with Valerian.

The following Trustees were present:

Mayor Headley, Lisa Jones, Susan Current, and Bob Easton.

Also present were Town Administrator Kuechenmeister and Matt Wilgenbusch from Valerian.

The meeting ended at 12:53 p.m.

**MINUTES - BOT  
REGULAR MEETING  
Nov. 18, 2010**

**Call to Order/Roll Call**

The meeting was called to order at 6:37 p.m. at South Metro Fire Protection District Station #42 at 7320 South Parker Road, Foxfield, Colorado.

The following Trustees were present:

Con Frank, Lisa Jones, Allyson Zoellner and Mayor Headley.

A quorum was present.

**Audience Participation Period** – None.

**Minutes of the 11-4-10 Meetings**

Mayor Headley moved to approve the 11/4/10 minutes as amended, seconded by Trustee Frank. The motion passed unanimously by voice vote.

**New Business**

**Approval of New Fee Schedule for the Town Attorney**

Trustee Frank moved, seconded by Trustee Zoellner, to approve the new fee schedule for the Town Attorney. The motion passed unanimously by voice vote.

Trustee Current and Trustee Easton arrived at 6:46 pm.

**Approval of the Capital Assets Accounting Policy**

Mayor Headley moved, seconded by Trustee Easton, to approve the Capital Assets Accounting Policy as presented. The motion passed unanimously by voice vote.

**Appointment of Interim Town Clerk and Town Treasurer**

Trustee Frank moved, seconded by Trustee Zoellner, to appoint Cheryl Kuechenmeister as interim Town Clerk and Town Treasurer. The motion passed unanimously by voice vote.

**Approval of Open Space Development Proposal**

Mayor Headley moved, seconded by Trustee Zoellner, to approve a proposal for Foxfield Open Space Development planning by Valerian in the amount of \$7,620.00. The motion passed unanimously by voice vote.

**Ordinances and Resolutions**

**Trustee Bill 10, Series 2010 - An Ordinance Amending Regulations Regarding Animal Control**

Trustee Jones moved, seconded by Trustee Easton, to approve Trustee Bill 10, Series 2010 – A Bill for an Ordinance Amending Section 3 of Ordinance No. 3, Series 2010, Adopting Regulations Regarding Animal Control. The motion passed unanimously by voice vote.

**Reports**

**Mayor**

Mayor Headley discussed the timely posting of minutes and agendas on the web site. Trustee Watson stated that she will update the postings on the web site.

**Members of Town Board**

Trustee Zoellner asked if there are enough off-duty patrols during the construction. The Board agreed that there are enough patrols.

Trustee Jones reported that she and the Town Administrator met with Code Enforcement Officer Susie Ellis. Monthly reports have been requested. Staff and Ms. Jones will continue to work with Ms. Ellis to increase enforcement efforts.

Trustee Frank reported that the plan review has been completed for the OLOL school and that the FDP is not completed yet.

Trustee Frank informed the Board that the pavement repair work has been completed.

Trustee Frank received a call from a resident about a structure on his property that has not been permitted. He referred the resident to SafeBuilt.

**Staff**

Town Administrator Kuechenmeister presented the 2011 Trustee Liaison Assignments and Board Goals as discussed at the Board retreat on November 4, 2010.

**Adjournment**

Mayor Headley adjourned the Board Meeting at 7:07 p.m.

## **MINUTES - BOT REGULAR MEETING Dec. 2, 2010**

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

The meeting was called to order at 6:36 p.m. at South Metro Fire Protection District Station #42 at 7320 South Parker Road, Foxfield, Colorado.

The following Trustees were present:

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

A quorum was present.

### **Audience Participation Period**

Arapahoe County Sheriff Rowilson provided the Board with the monthly traffic and crime report for November, 2010. He stated that there were 87 tickets issues in November.

### **Minutes of the 11-18 -10 Meeting**

Trustee Frank moved to approve the 11/18/10 minutes as amended. The motion was seconded by Trustee Easton. The motion passed unanimously by voice vote.

### **Public Hearing**

Staff presented the proposed 2011 Budget to the Board. At 7:15 pm, Mayor Headley opened the public hearing on the budget. There being no one present to speak, the Mayor closed the public hearing.

### **Resolution 9, Series 2010 – A Resolution Adopting a Budget, Levying Property Taxes, and Authorizing Appropriations for the Town of Foxfield for Fiscal Year 2011**

Mayor Headley moved to approve Resolution 9, Series 2010 – A Resolution Adopting a Budget, Levying Property Taxes, and Authorizing Appropriations for the Town of Foxfield for Fiscal Year 2011. The motion was seconded by Trustee

Frank. The motion passed unanimously by voice vote.

### **Resolution 10, Series 2010 – A Resolution Authorizing Supplemental Appropriations for Fiscal Year 2010**

Trustee Frank moved to approve Resolution 10, Series 2010 – A Resolution Authorizing Supplemental Appropriations for Fiscal Year 2010. The motion was seconded by Trustee Easton. The motion passed unanimously by voice vote.

### **Reports**

#### **Mayor**

Mayor Headley reported to the Board on the status of the liaison role for administration and the status of the Worsham property.

#### **Members of Town Board**

Trustee Frank informed the Board that the Our Lady of Loretto Church approached him regarding an electronic sign. The Board concurred that the Church should follow the process previously adopted for applications for signs.

#### **Staff**

Town Administrator Kuechenmeister presented the Board with the Administrator's report and the status of the transition of the Clerk position.

Trustee Zoellner moved to approve that the Administrator may work up to an additional 10 hours per week from November 1, 2010 through January 31, 2011. The motion was seconded by Trustee Frank. The motion passed unanimously by voice vote.

### **Adjournment**

Mayor Headley adjourned the Board Meeting at 8:00 p.m.

## **Job Opening:**

### **TOWN CLERK/TREASURER TOWN OF FOXFIELD, COLORADO**

The Town of Foxfield, Colorado is seeking a part-time Town Clerk/Treasurer. The Town of Foxfield is located in Arapahoe County approximately 10 miles SE of Denver near the intersection of Parker and Arapahoe Roads. This position will work approximately 15 - 20 hours per week. Candidates must be able to attend two regularly scheduled night meetings per month, with occasional other night and weekend work. This is an exempt, part-time position and receives benefits as determined by the Board. The pay rate is \$16.00 to \$22.00 per hour depending upon qualifications.

The Clerk/Treasurer is appointed by the Board of Trustees. The person in this position provides administrative and technical support to the Board of Trustees and the Town Administrator, maintains the Town's official records, supports all aspects of Board of Trustees and other Town meetings, conducts municipal elections, manages licenses and performs other tasks as required by the Town and by Colorado law. The Clerk/Treasurer operates with a minimum of direct supervision and is expected to exhibit a high degree of independence.

Candidates must have the following:

- Bachelor's degree in public administration, business administration, or equivalent combination of education and experience.
- At least two years of office and management experience in a municipal/public administration or aggressive business environment, including at least two years experience preferably in a similar function in municipal or county government.
- Prior experience working with the general public.

For a complete job description or to submit your resume please send an email to: Town Administrator, [ckuechenmeister@townoffoxfield.com](mailto:ckuechenmeister@townoffoxfield.com).

The *Communiqué* is available for advertisements. All ads accepted are subject to review. Rights reserved to decline or re-work. Ads and articles preferred on a floppy disk or CD.

**Advertising Costs and Deadlines**

Please contact the editor for monthly deadlines.

**FULL SHEET AD: \$65**

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**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.

Editor  
303-680-1544

**BOARD OF TRUSTEES**

*Town of Foxfield established 1994*

**Mayor:** Doug Headley 303-400-8584

**Town Clerk:** 303-680-1544

**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:**

Town Clerk 303-680-1544

**Arapahoe County Water and Wastewater Authority:**

303-790-4830 x322

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**FOXFIELD, CO 80016**