

## MINUTES

### FOXFIELD BOARD OF TRUSTEES REGULAR MEETING

February 3, 2011

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

The pledge of allegiance to the flag was said.

The meeting was called to order at 6:40 p.m. at South Metro Fire Protection District Station #42 at 7320 South Parker Road, Foxfield, Colorado.

The following Trustees were present:

Con Frank, Melissa Watson, Susan Current, Bob Easton and Mayor Headley. A quorum was present.

#### **Audience Participation Period**

Sheriff Rowison presented the Board with a report on crime and traffic affecting the Town and adjacent areas.

#### **Approval of Minutes**

Trustee Frank moved, seconded by Trustee Easton, to approve the January 6, 2011 minutes as presented. The motion passed unanimously by voice vote.

#### **New Business**

Trustee Watson moved, seconded by Trustee Current to approve the 2011 Audit Engagement Letter with John Cutler & Associates. The motion passed unanimously by voice vote.

#### **Reports**

##### **Mayor**

The Mayor reported that he attended the Metro Mayor's Caucus meeting where the RTD FasTrack's ballot issue, the Colfax Marathon, and the "Let's Move" healthy living campaign were discussed.

The Mayor reported on recent communications with residents and a representative of the Foxfield Village Center. He also informed them that 6-7 reflector poles have been hit by cars and are missing. He stated that he and Trustee Jones are working with residents to increase participation in the Town's email list.

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

Trustee Frank informed the Board that the 2010 Annual Safebuilt report on building permit activity was included in the packet.

Trustee Frank informed the Board that the building permit for the Our Lady of Loreto school was issued this week.

Trustee Frank expressed concerns to the Board about the zoning and plan review services and fees from Barb Cole. It was determined by the Board that Trustee Frank and the Town Administrator should explore other options for zoning and plan review services.

Trustee Frank informed that Board that the work on reconnecting the electric meter on the Norfolk property is complete and came in \$40.00 under the estimate.

Trustee Watson informed the Board that she is continuing to work on the website.

Trustee Watson reviewed a proposed process for hiring the Town Clerk. The Board concurred with the process and it was determined that Trustee Watson and one other Trustee and the Town Administrator should conduct the interviews and provide the Board with a recommendation.

### **Staff**

The Town Administrator presented the following reports to the Board:

1. Income Statement – January 1, 2010 – December 31, 2010
2. Balance Sheet – December 31, 2010
3. Treasurer’s Report – December 31, 2010

Trustee Watson moved, seconded by Trustee Frank to approve the December financial reports as presented. The motion passed unanimously by voice vote.

### **Adjournment**

The Mayor adjourned the meeting at 7:45 p.m.

### **Study Session**

The Board held a study session with Valerian regarding open space planning on the Norfolk/McDanal properties.

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Cheryl Kuechenmeister, Interim Town Clerk

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Douglass W. Headley, Mayor