

MINUTES

FOXFIELD BOARD OF TRUSTEES REGULAR MEETING

December 1, 2011

Call to Order/Roll Call

The Pledge of Allegiance to the flag was recited.

The meeting was called to order at 6:32 p.m. at South Metro Fire Protection District Station #42 at 7320 South Parker Road, Foxfield, Colorado.

The following Trustees were present: Melissa Watson, Con Frank, Lisa Jones, Bob Easton, Allyson Zoellner, Susan Current and Mayor Doug Headley. A quorum was present.

Audience Participation

Lt. Jared Rowison, the Town of Foxfield's liaison with the Arapahoe County Sheriff's Department, reported on law enforcement activity in Town. There were 38 traffic tickets issued in October. There was one felony arrest for auto theft. The radar trailer was deployed on East Easter Avenue for several days and it will be periodically deployed on Town streets as it becomes available. The new morning patrols have been ticketing drivers who are speeding through Foxfield.

Bruce Williamson, Arapahoe County Sheriff's Department Public Safety Bureau Chief, introduced himself to the Board of Trustees and noted he would be happy to respond to any questions about service from the Sheriff's Department.

Approval of Minutes

Trustee Watson moved, seconded by Trustee Jones, to approve the November 3, 2011 minutes. The motion passed unanimously by voice vote.

Public Hearing

The Mayor opened the public hearing at 6:45 p.m. There were no members of the public in attendance. Town Administrator Cheryl Kuechenmeister reported that the Recertification of Valuation for property tax purposes increased by \$52,600 for a total valuation of \$15,913,240.

The Mayor closed the public hearing at 6:55 p.m.

Mayor Headley moved to approve Resolution 07-2011, A Resolution of the Board of Trustees of the Town of Foxfield Adopting a Budget, Levying Property Taxes and Authorizing Appropriations for Fiscal Year 2012. The motion was seconded by Trustee Easton and passed by unanimous voice vote.

Our Lady of Loreto Landscape and Drainage Agreements

Town Planner Tim Katers presented the Landscape Agreement and a Drainage Agreement signed by Our Lady of Loreto. These two documents relate to the Temporary Certificate of Occupancy for the new school and parish hall. Mr. Katers noted that the deadline for completing the requirements for a Certificate of Occupancy is June 2, 2012. The church will provide the Town with a Letter of Credit for \$46,600 to cover these improvements. The Town Clerk will get the Drainage Easement recorded. Trustee Frank moved to accept the Landscape Agreement and the Drainage Agreement with Our Lady of Loreto and to authorize the Mayor to sign both documents. The motion was seconded by Trustee Current and passed by unanimous voice vote.

Appropriations

Town Administrator Kuechenmeister presented a resolution to authorize supplemental appropriations for fiscal year 2011, explaining that some expenditures exceeded budgeted amounts. The major increases were in court costs and building permit expenses. It was decided to increase the Open Space Fund appropriation by \$4,000 more than had been proposed. Mayor Doug Headley moved to approve Resolution 08-2011, A Resolution of the Board of Trustees of the Town of Foxfield Authorizing Supplemental Appropriations for Fiscal Year 2011 as amended, seconded by Trustee Watson. The motion passed by unanimous voice vote.

Law Enforcement Agreement

After minimal discussion, Mayor Headley moved to approve the Agreement for Law Enforcement Services by the Arapahoe County Sheriff's Office for 2012, at a cost of \$84,354.61. The motion was seconded by Trustee Current and passed by unanimous voice vote.

Tree Maintenance

The Town Administrator presented a proposal from Singing Hills Landscaping to apply anti-transpirant to the new evergreens along South Lewiston Way and the new ponderosa pines in the Gleave easement. The anti-transpirant would be applied to approximately 20 trees twice during the winter. Trustee Frank moved to approve \$265.00 for two applications of anti-transpirant, seconded by Trustee Current. The motion passed by unanimous voice vote.

Reports

Members of Town Board

Trustee Current reported that the morning traffic patrols are working and the Board agreed to extend them at least through the end of the school year. Lt. Rowilson volunteered to make those arrangements.

Based on a report from Town Code Enforcement Office Ellis, Trustee Frank initiated a discussion of a homeowner who had dirt brought in and spread on the property. There was resulting damage to the road and drainage culvert. It was agreed that Ms. Ellis will work with the homeowner to get the damage repaired. There was a dispute regarding how much dirt was delivered to the property and whether or not a permit should have been issued; however, it was agreed that since the homeowner had been told a permit was not necessary, Ms. Ellis will work with them to mitigate erosion and weeds. It was agreed the homeowner will need to apply for a permit for grading..

Town Administrator Kuechenmeister will contact WRC Engineering and discuss how to calculate cubic yards of fill and land area covered by fill so this discrepancy does not occur in the future. She will also ask them to review the circumstances surrounding this property and ask them to work with Ms. Ellis to resolve the outstanding issues.

Trustee Frank noted that the plans from CDI showing deciduous trees along the Ring Road conflict with the requirements of the agreement with CDOT so they have been redrawn to reflect evergreens.

Trustee Zoellner noted that the open space is being choked with high weeds and trash. It was agreed that this issue will be discussed at a meeting on Monday between Town Administrator Kuechenmeister, Mayor Headley, Trustee Frank and WRC Engineering. Mitigation, whether by the Town or CDOT, will be explored.

Staff

Town Administrator Kuechenmeister presented the financial reports for October 2011. Mayor Headley moved to accept the October Treasurer's Report, the Jan-Oct Income Statement and the October Balance Sheet. The motion was seconded by Trustee Frank and passed by unanimous voice vote.

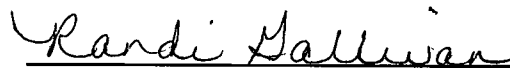
Ms. Kuechenmeister presented a report regarding her activities and priorities. The Mayor asked her to work with Code Enforcement Officer Ellis on the landscaping at Walgreen's.

Adjournment

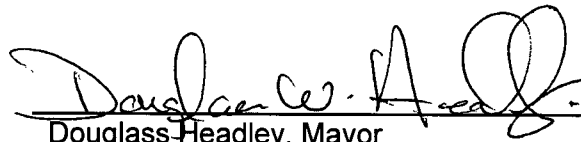
The Mayor adjourned the meeting at 8:30 p.m.

Study Session

Beginning at 8:35 p.m., the Board held a study session concerning codification. The study session ended at 9:07 p.m.



Randi Gallivan, Town Clerk



Douglass Headley, Mayor