



## MINUTES

### BOARD OF TRUSTEES MEETING

May 21, 2020

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

The virtual meeting was called to order at 6:30 p.m. via a conference call.

The following Trustees were present: Scott Freas, Debby Farreau, Pam Thompson, Amy Snell-Johnson, Josie Cockrell and Mayor Lisa Jones. A quorum was present.

#### **Consent Agenda**

Mayor Jones moved, seconded by Trustee Thompson, to approve the following items on the Consent Agenda:

- a. Approval of Minutes – April 16, 2020
- b. Financial Reports – April 2020

The motion passed by unanimous roll call vote.

#### **Items Removed from Consent Agenda**

None

#### **For Discussion**

##### **Financial Forecast Update**

Town Administrator Proctor reported that we will not know the full impact of the pandemic on the Town's finances until at least July or August and she expects it to keep changing throughout the year. The traffic control gates are still pending but there is hope they can be constructed this year.

##### **CARES Act**

The Board agreed they would like to move forward and meet with Arapahoe County to get more details on the CARES Act to potentially offset some of the costs of the COVID-19 pandemic for the Town and businesses within Foxfield. Town Administrator Proctor will work with the County on this project.

#### **For Possible Action**

##### **Approval of Contract with Vance Brothers for 2020 Surface Treatment, Crack Sealing and Patching**

Town Administrator Proctor noted this contract will save \$35,000 for the roadwork in 2020 by piggybacking onto the Vance Brothers contract with the Town of Parker. Mayor Jones moved to approve the Vance Brothers Contract for the 2020 Surface Treatment, Crack Sealing and Patching. Following a second by Trustee Snell-Johnson, the motion passed by unanimous voice vote.

##### **Approval of the 2019 Audited Financial Statements**

Mayor Jones moved to approve the 2019 Audited Financial Statements as presented, seconded by Trustee Thompson. The motion passed by unanimous voice vote.

## **Reports**

### **Mayor**

Mayor Jones discussed the following:

- Temporary changes to the Town's sign code to allow Foxfield Village Center businesses to advertise with banners and bigger signs along Arapahoe Road to let the public know they are open again.
- Allowing temporary modifications to the rules to expand service areas, particularly for restaurants.

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

Trustee Thompson discussed the following:

- Forming a committee to update the Town Directory. Trustee Cockrell volunteered to help.
- Using Sign Up Genius to schedule drops for Clean Up Day.
- At a suggestion from Trustee Farreau, requesting volunteers to help residents who need transport items to the roll-offs on Clean-Up Day.
- At a suggestion from Trustee Snell-Johnson, for the 4<sup>th</sup> of July celebration, have the parade but instead of a picnic, have ice cream trucks and Kona Ice at a designation location. Perhaps provide a live feed of the parade online.

Trustee Freas discussed the following:

- Securing a pallet to cover the manhole cover that is askew, which the Thompsons deployed
- Prairie dogs spreading through Town.
- How financial calculations could be affected by the low interest rates that may not go up in the near future.

Trustee Farreau discussed the following:

- Terracare schedule and not paying for spraying the ROWs
- She attended the CML Effective Governance webinar and found Bob Widner's presentation of Bob's Rules of Order to be very helpful. She would like to have Bob Widner do a training presentation on Bob's Rules of Order to the Foxfield Board.

Trustee Snell-Johnson asked if all the signage has been maintained, with repairs where necessary and replacements where needed. Terracare is in the process of handling this.

Trustee Cockrell discussed the following:

- Attended the CML Effective Governance webinar and would also like to have Bob Widner do a full Board training for everyone.
- Serving as Foxfield's representative on the DRCOG Board, noting they have traffic engineers and could possibly help with any future traffic studies.
- DRCOG's Vision Zero Plan, traffic safety prioritizing human life; recommendations could help Foxfield address speeding on Town roads.
- Allowing public comment on certain items on the agenda, in addition to the audience participation at the beginning of the meeting.
- Using Zoom or Go to Meetings for virtual meetings rather than a conference call.
- A sign-up sheet at the meetings for residents to speak about specific items on the agenda.

There was a general discussion about weed control:

- The need for a serious weed control plan, to spend the money to do it right.
- Spraying weeds in the Open Space but not in the Town right-of-way.
- Mowing helps in the Open Space but weed control needs more than mowing.
- The Trustees should be the 'eyes' in Town to report on mowing needs and weeds that are out of control.
- Renting goats to 'mow' the Open Space.

**Staff**

Town Administrator Proctor solicited input on the following:

- The statutory requirements for two readings for ordinances, the first one under For Discussion on the agenda and the second under For Possible Action.
- Discussion and adoption of written rules of procedure and a code of conduct for the Board.

**Adjournment**

Mayor Jones adjourned the meeting at 8:32 p.m.

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Randi Gallivan, Town Clerk

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Lisa Jones, Mayor