



## TOWN BOARD REGULAR MEETING AGENDA

Location: Hybrid  
South Metro Fire Protection District Station #42  
7320 South Parker Road

Or

[Meetings | Town of Foxfield \(colorado.gov\)](#)

**Thursday, February 5, 2026: 6:30 p.m.**

### Call to Order

1. Pledge of Allegiance
2. Roll Call of Board Members
3. Audience Participation Period (limit 4 minutes per speaker)
4. Consent Agenda
  - a. Approval of Minutes – January 15, 2026
5. For Discussion
  - a. Home Rule Timelines
6. For Approval
  - a. Resolution 2026-02 Approving the Addendum to Professional Services Agreement Between the Town and Short Elliott Henderickson, Inc.
  - b. Resolution 2026-03 Approving the 2026 Municipal Judge Agreement Between the Town and Vincent White
  - c. Resolution 2026-04 Canceling the April 2026 Election and Declaring Candidates Elected

7. Reports
  - a. Members of Town Board
  - b. Staff

8. Future Agenda Items
  - a. MHFD public outreach
  - b. Culvert Clean-up
  - c. Land Use Code Final Draft
  - d. Speed Mitigation
  - e. Home Rule
  - f. Social Committee
  - g. Gate Fines

9. Adjournment



## BOARD OF TRUSTEES MEETING MINUTES

January 15<sup>th</sup>, 2026

### Call to Order

The meeting was called to order at 6:30 p.m. via Microsoft Teams.

#### 1. Pledge of Allegiance

#### 2. Roll Call

The following Trustees were present in person: Mayor Jones, Trustee Cockrell, Trustee Hodge, Trustee Lawrence, Trustee Pakanati, Trustee Schultz, and Trustee Thompson

A quorum was present.

#### 3. Audience Participation

Caroline Van Sant-Crowle – 7183 S Buckley Rd – She has been living here for many years and wants to get involved.

#### 4. Consent Agenda

Trustee Cockrell made a correction in the minutes to state “the instances of very low speeds in the data are measurement errors that are artificially reducing the average. Those data points should be removed due to being errors.” Mayor Jones moved to approve the minutes with the amendment, seconded by Trustee Schultz.

#### 5. For Discussion

##### a. Meet SafeBuilt Building Official , Tom Pitchford

The board welcomed Tom Pitchford, the returning Building Official, who discussed upcoming updates to the building code and improvements in energy standards. He clarified the requirements for permits on exterior home changes and explained the inspection process, emphasizing the importance of permitting for homeowner protection. Tom also addressed questions about fees, homeowner responsibilities, and the scheduling of inspections, highlighting the board's role in oversight and communication.

##### b. Speed Data Collection Quotes

The board reviewed bids for verifying speed data and discussed whether to invest in new equipment or allocate funds directly to speed humps. Historical speed data was shared, and the board decided to pursue the least expensive option to verify the accuracy of current data before making further investments, with plans to conduct this calibration in the spring.

- c. Terracare Recommendation and Quote for E Davies Ave and Salida St  
The board discussed recommendations for signage and delineators at East Davies and Salida, ultimately deciding that additional signage would not be effective and opting not to pursue further measures at this time.

## 6. For Approval

- a. Resolution 2026-1 Posting of Meeting Notices

Mayor Jones moved to approve Resolution 2026-01 Designating Public Places for the Posting of Meeting Notices as Required by the Colorado Open Meetings Law, seconded by Trustee Lawrence. Passed unanimously.

## 7. Reports

- a. Members of Town Board

- i. Trustee Pakanati asked about code violations he had noted in Town.  
Mayor Jones stated that they often get cleaned up before Friday when Code Enforcement arrives. Trustees requested a ride-along with Code Enforcement again.
- ii. Trustee Thompson asked about Home Rule, ACSO report, and the signs that were hit on Richfield. Ms. Proctor informed the board that Home Rule cannot be on April ballot due to the time frame. Ms. Torres informed the board of the ACSO report and that there was no report on the signs that were hit due to it being a hit and run. Trustee Thompson stated that she would like to work on lighting in the tunnel and requested that dumpster information be put on the website.
- iii. Mayor Jones asked about MHFD updates. Ms. Proctor has not received any updates and Trustee Schultz stated that he has not received a letter and should have since he lives in the indicated flood plain.
- iv. Trustee Lawrence asked about the CORE bills, which Ms. Torres explained, and he updated the board on the meeting with State Representative Clifford.
- v. Trustee Cockrell asked if each ward needed a polling place, since this had been an issue in the past. Ms. Torres will look into that.

- b. Staff

- i. Town Clerk Torres

- 1. Ms. Torres informed the board that 2026 meeting minutes will have a slightly different format due to AI assistance. She updated the board on Election information, Home Rule information on the website, and the Town having a YouTube page.

## 8. Future Agenda Items

- a. Tunnel, sidewalk repairs
- b. MHFD public outreach
- c. Culvert Clean-up
- d. Land Use Code Final Draft

- e. Speed Mitigation
- f. Ward discussion
- g. Home Rule
- h. Social Committee
- j. Gate collections

9. Adjournment

Mayor Jones adjourned the meeting at 8:40 pm.

A handwritten signature in black ink that reads "Monica Torres".

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Monica Torres, Town Clerk

A handwritten signature in black ink that reads "Lisa Jones".

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Lisa Jones, Town Mayor



## MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Karen Proctor, Town Administrator

DATE: February 5, 2026

RE: Home Rule Timelines

### DISCUSSION:

Attachments A and B are two possible timelines put together by Town Attorney Hoffmann that allow for using either November 2026 as the initial Home Rule Charter election date, or the November 2027 general election (since there is no regular municipal election in April of 2027).

Using these timelines, the special election to consider the Charter once it is drafted would be in late spring of 2027 or 2028.

Staff would like to include timeline information as part of the Home Rule survey to be sent to residents, if the Board would like to move forward with sending out the survey.

### ATTACHMENT:

Attachment A – Home Rule Charter Timeline 2026-2027

Attachment B – Home Rule Charter Timeline 2027-2028

## 2026-2027 HOME RULE TIMELINE

Date	Event/Action	Reference
January – June	Community awareness and education	
July 16 BOT meeting	<p>BOT adopt ordinance initiating home rule process; ordinance must set number of charter commissioners; an odd number of people between 9-21</p> <p>BOT calls special election to form charter commission ("CC") by resolution; election must be held within 120 days of calling it. The November 3, 2026 state election is 110 days from July 16</p>	C.R.S. §§ 31-2-204(2); 31-2-206(1)(b); C.R.S. § 31-10-108
ASAP and not later than July 24, 2026	<p>Town publishes election notice; this opens the nomination timeline for CC members</p> <p>Candidate petitions are due within 30 days after this publication, by August 21 using July 24 publication date. Nominations need to close and be finalized in time for the Town to set the ballot content with CC candidate names by September 4.</p>	C.R.S. § 31-2-204(2), (3)
July 24, 2026	Last day to notify County Clerk of participation in the coordinated election; 100 days before the general election. This can be satisfied by the July 16 resolution	C.R.S. § 1-7-116(5)
August 24, 2026 give or take, depending on publication date	Deadline for candidates to file a nomination petition to be on the CC; uses July 24 publication date and extends Sunday deadline to Monday	C.R.S. 31-2-204(3)
September 3 BOT meeting	<p>BOT approves by resolution all of ballot content to meet September 4 coordinated election deadline; including home rule question and names of CC candidates</p> <p>Once a ballot question is set, FCPA restrictions against spending public funds to support it apply, but there are exceptions for elected officials'</p>	C.R.S. § 1-5-203(3)(a) C.R.S. § 1-45-117

	personal opinions, drafting and normal publication of one resolution of support, etc.	
August 25, 2026	Deadline to sign IGA with County Clerks for the 2026 coordinated election; no later than 70 days before the election	C.R.S. § 1-7-116(2)
Late August/early September	Town publishes second notice of home rule question and CC formation. This notice includes the CC candidates' names and must be published "as soon as possible" after completion of nomination petition filings	C.R.S. § 31-2-204(3)
September 4, 2026	Last day for Town Clerk to certify the ballot order and content and to deliver the certifications to County Clerks; 60 days before the election	C.R.S. § 1-5-203(3)(a)
<b>Tuesday, November 3, 2026 state general election</b>		
November 25, 2026	Last date for certification of election results by county clerks; 22 days after election	C.R.S. § 1-10-102(1)
No later than December 15, 2026	First meeting of CC; must occur within 20 days of certification of election results. Assumes certification of election results occurs on the final day, but the deadline for the first meeting moves to be 20 days from the actual date of certification of the election results  At the first meeting, CC must elect a chair, such other officers as desired, and may establish procedures	C.R.S. § 31-2-206(4)
Sometime between December 15, 2026 – April 30, 2027	CC must hold one public hearing anytime between first and last meeting	C.R.S. § 31-2-206(9)

<b>Charter Commission has 180 days to prepare a draft charter</b> <b>C.R.S. § 31-2-206(10)</b> <b>November 3, 2026 – April 30, 2027</b>		
April 30, 2027	Last day for CC to finalize the draft charter and "submit" it to the BOT	C.R.S. § 31-2-206(10)
May 6 BOT, meeting	BOT receives the draft charter, by resolution gives notice of the November 2, 2027 special election for approval of the charter, orders publication and sets ballot title for the charter question	C.R.S. § 31-2-207(1), (1.5)
May 28, 2027	Last day for the Town to publish the draft charter and give notice of the November 2, 2027 special election; published notice must occur within 30 days of CC submittal; publication must contain full text of the proposed charter  Election must be not less than 60 nor more than 185 days from publication date; Nov. 2, 2027 election is 158 days away	C.R.S. § 31-2-207(1)
July 22, 2027	Last day to notify County Clerks of participation in the coordinated election; 100 days before the election. This can be satisfied by the May 6 resolution	C.R.S. § 1-7-116(5)
August 24, 2027	Deadline to sign IGA with County Clerks for the 2027 coordinated election; no later than 70 days before the election	C.R.S. § 1-7-116(2)
September 3, 2027	Last day for the Town Clerk to certify the ballot order and content and to deliver the certifications to the County Clerks; 60 days before the election	C.R.S. § 1-5-203(3)(a)

<b>Tuesday, November 2, 2027</b> <b>state odd-numbered election</b>		
November 24, 2027	Last possible date for certification of election results by County Clerks; 22 days after election. Upon certification, charter becomes effective	C.R.S. § 1-10-102(1)
December 14, 2027	Deadline to file certified copy of adopted charter with Secretary of State; within 20 days of approval (using last possible date of certification of election results; this deadline moves up according to actual date of certification of election results)	C.R.S. § 31-2-208(1)

## **2027-2028 HOME RULE TIMELINE**

<b>Date</b>	<b>Event/Action</b>	<b>Reference</b>
January – June	Community awareness and education	
July 15 BOT meeting	<p>BOT adopt ordinance initiating home rule process; ordinance must set number of charter commissioners; an odd number of people between 9-21</p> <p>BOT calls special election to form charter commission ("CC") by resolution; election must be held within 120 days of calling it. The November 2, 2027 state election is 110 days from July 15</p>	C.R.S. §§ 31-2-204(2); 31-2-206(1)(b); C.R.S. § 31-10-108
ASAP and not later than July 23, 2027	<p>Town publishes election notice; this opens the nomination timeline for CC members ("CC")</p> <p>Candidate petitions are due within 30 days after this publication, by August 20 using July 23 publication date. Nominations need to close and be finalized in time for the Town to set the ballot content with CC candidate names by September 3.</p>	C.R.S. § 31-2-204(2), (3)
July 23, 2027	Last day to notify County Clerk of participation in the coordinated election; 100 days before the general election. This can be satisfied by the July 15 resolution	C.R.S. § 1-7-116(5)
August 23, 2027 give or take, depending on publication date	Deadline for candidates to file a nomination petition to be on the CC; uses July 23, publication date and extends Sunday deadline to Monday	C.R.S. 31-2-204(3)
September 2 BOT meeting	<p>BOT approves by resolution all of ballot content to meet September 3 coordinated election deadline; including home rule question and names of CC candidates</p> <p>Once a ballot question is set, FCPA restrictions against spending public funds to support it apply, but there are exceptions for elected officials'</p>	C.R.S. § 1-5-203(3)(a) C.R.S. § 1-45-117

	personal opinions, drafting and normal publication of one resolution of support, etc.	
August 24, 2027	Deadline to sign IGA with County Clerks for the 2027 coordinated election; no later than 70 days before the election	C.R.S. § 1-7-116(2)
Late August/early September	Town publishes second notice of home rule question and CC formation. This notice includes the CC candidates' names and must be published "as soon as possible" after completion of nomination petition filings	C.R.S. § 31-2-204(3)
September 3, 2027	Last day for Town Clerk to certify the ballot order and content and to deliver the certifications to County Clerks; 60 days before the election	C.R.S. § 1-5-203(3)(a)
<b>Tuesday, November 2, 2027 state odd-numbered election</b>		
November 24, 2027	Last date for certification of election results by county clerks; 22 days after election	C.R.S. § 1-10-102(1)
No later than December 14, 2027	First meeting of CC; must occur within 20 days of certification of election results. Assumes certification of election results occurs on the final day, but the deadline for the first meeting moves to be 20 days from the actual date of certification of the election results  At the first meeting, CC must elect a chair, such other officers as desired, and may establish procedures	C.R.S. § 31-2-206(4)
Sometime between December 14, 2027 – April 28, 2028	CC must hold one public hearing anytime between first and last meeting	C.R.S. § 31-2-206(9)

**Charter Commission has 180 days to prepare a draft charter**

**C.R.S. § 31-2-206(10)**

**November 2, 2027 – April 28, 2028**

<b>Charter Commission has 180 days to prepare a draft charter</b> <b>C.R.S. § 31-2-206(10)</b> <b>November 2, 2027 – April 28, 2028</b>		
April 28, 2028	Last day for CC to finalize the draft charter and "submit" it to the BOT	C.R.S. § 31-2-206(10)
May 4 BOT, meeting	BOT receives the draft charter, by resolution gives notice of the November 7, 2028 special election for approval of the charter, orders publication and sets ballot title for the charter question	C.R.S. § 31-2-207(1), (1.5)
May 26, 2028	Last day for the Town to publish the draft charter and give notice of the November 7, 2028 special election; published notice must occur within 30 days of CC submittal; publication must contain full text of the proposed charter  Election must be not less than 60 nor more than 185 days from publication date; Nov. 7, 2028 election is 165 days away	C.R.S. § 31-2-207(1)
July 28, 2028	Last day to notify County Clerks of participation in the coordinated election; 100 days before the election. This can be satisfied by the May 4 resolution	C.R.S. § 1-7-116(5)
August 29, 2028	Deadline to sign IGA with County Clerks for the 2028 coordinated election; no later than 70 days before the election	C.R.S. § 1-7-116(2)
September 8, 2028	Last day for the Town Clerk to certify the ballot order and content and to deliver the certifications to the County Clerks; 60 days before the election	C.R.S. § 1-5-203(3)(a)

<b>Tuesday, November 7, 2028</b> <b>State general election</b>		
November 29, 2028	Last possible date for certification of election results by County Clerks; 22 days after election. Upon certification, charter becomes effective	C.R.S. § 1-10-102(1)
December 19, 2028	Deadline to file certified copy of adopted charter with Secretary of State; within 20 days of approval (using last possible date of certification of election results; this deadline moves up according to actual date of certification of election results)	C.R.S. § 31-2-208(1)



## MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Karen Proctor, Town Administrator

DATE: February 5, 2025

RE: Resolution 2026-02 Approving the Addendum to Professional Services Agreement Between the Town and Short Elliot Henderickson, Inc.

**DISCUSSION:**

Attached is Resolution 2026-02 Approving the Addendum to Professional Services Agreement between the Town and Short Elliot Henderson, Inc. along with SEH's proposed 2026 rates and the draft contract addendum. The rate increases reflect 2026 annual salary adjustments with an average of approximately 3%. A chart of increases from SEH over the past six years is as follows:

Year	Increase	Avg Rate	# Roles
2020	N/A	\$130.79	14
2021	3%	\$134.79	14
2022	8%	\$144.92	13
2023	6%	\$153.63	16
2024	8%	\$166.63	16
2025	8%	\$180.39	18

**SUGGESTED MOTION:**

*"I move to approve Resolution 2026-02 Approving the Addendum to Professional Services Agreement between the Town and Short Elliot Henderson, Inc. and approving the 2026 Rates".*

**ATTACHMENT:**

Attachment A – Resolution 2026-02 Approving the Addendum to Professional Services  
Agreement Between the Town and Short Elliot Henderickson, Inc

Trustee's Resolution

Resolution No. 02, Series 2026

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FOXFIELD  
APPROVING THE ADDENDUM TO PROFESSIONAL SERVICES AGREEMENT  
BETWEEN THE TOWN AND SHORT ELLIOTT HENDERICKSON INC.**

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF FOXFIELD, COLORADO, AS FOLLOWS:

Section 1. The Board of Trustees hereby approves the Addendum to Professional Services Agreement between the Town and Short Elliot Hendrickson, Inc. and the 2026 Rates, attached hereto as **Exhibit A**, and authorizes the Mayor to execute the same on behalf of the Town.

PASSED ON FIRST AND FINAL READING THIS 5th day of February 2026.

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Lisa Jones, Mayor

ATTEST:

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Monica Torres, Town Clerk



Building a Better World  
for All of Us™

January 13, 2026

RE: Town of Foxfield 2026 On-Call  
Engineering Services Contract

Ms. Karen Proctor  
Town Administrator  
Town of Foxfield  
P.O. Box 461450  
Foxfield, CO 80046

Dear Karen:

Please find attached SEH's proposed 2026 rates and contract addendum. Similar to past updates, the rate increases reflect annual salary adjustments.

After review of the statement below, if all looks acceptable, please sign and return a copy for our files acknowledging the originally signed contract and general conditions remains in force, and that the Town of Foxfield finds our rates to be acceptable through the end of 2026.

"The agreement entered into between Short Elliott Hendrickson Incorporated and the Town of Foxfield, signed and dated, December 14, 2014, is hereby extended through December 31, 2026, and SEH's attached 2026 Rate Schedule is hereby accepted".

Sincerely,

**Short Elliott Hendrickson Inc.**

A handwritten signature in blue ink, appearing to read "SCOTT JARDINE".

Scott Jardine, PE (CO), LEED AP  
Project Manager

Accepted for Town of Foxfield

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Attachments: 2026 Foxfield Contract Addendum, SEH 2026 Rate Schedule  
Cc: Erica Olsen, PE, RPCL – Short Elliott Hendrickson, Inc.

## **ADDENDUM TO PROFESSIONAL SERVICES AGREEMENT**

THIS ADDENDUM TO PROFESSIONAL SERVICES AGREEMENT is made and entered into this \_\_\_\_\_ day of 2026, by and between the Town of Foxfield, Colorado (hereinafter referred to as the "Town") and Short Elliott Hendrickson, Inc. (hereinafter referred to as "Consultant").

### **RECITALS:**

A. Effective January 1, 2015, the Town and Consultant entered into a Professional Services Agreement (the "Agreement").

B. The parties desire to extend the Agreement with this Addendum for one additional year.

### **AGREEMENT**

NOW, THEREFORE, it is hereby agreed that for the consideration hereinafter set forth, Consultant shall provide to the Town, the additional work as needed in the manner provided in this Addendum.

1. The contract term for the Agreement is hereby extended by this Addendum for one additional year, from January 1, 2026, through and including December 31, 2026.

2. Consultant shall perform all work as set forth in the Agreement in accordance with Consultant's rate schedule attached hereto as **Exhibit A**, and incorporated by this reference.

3. The original Agreement is in full force and effect and is hereby ratified by the Town and the Consultant. The original Agreement and this Addendum constitute all of the agreements between the Town and the Consultant.

IN WITNESS WHEREOF, the parties hereto each herewith subscribe the same in duplicate.

**TOWN OF FOXFIELD, COLORADO**

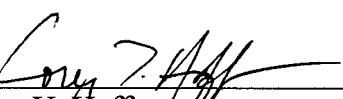
By:

Lisa Jones, Mayor

ATTEST:

Monica Torres, Town Clerk/Treasurer

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Corey Y. Hoffman  
Town Attorney

**CONSULTANT**

By: Scott Jardine

Name/Title: Scott Jardine / Principal

**NOTARY BLOCK:**

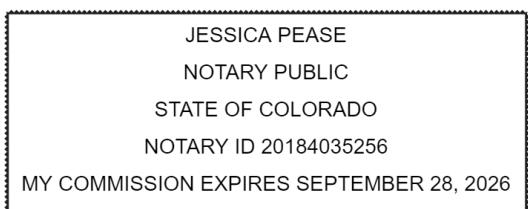
STATE OF COLORADO      )  
                                    )ss.  
COUNTY OF Denver      )

The foregoing instrument was acknowledged before me this 13 day of  
January, 2026, by Scott Jardine, as Principal of  
Short Elliott Hendrickson Inc.

My commission expires: 09/28/2026.

SEAL

Jessica Pease  
Notary Public



Notarized remotely using audio-video communication technology via Proof.

## **Exhibit A**

### **Rate Sheet** **Through December 31, 2026**

<b>Name</b>	<b>Title</b>	<b>Hourly Rate</b>
Rob Ekstrom, Mike Perez, Steve Kaye, Monte Sudbeck	Principal / Group Manager	\$278.00
Erica Olsen, Scott Jardine, Tom Wrona	Senior Project Manager/Snr. Technical Lead	\$258.00
Tim Nuetzel, Jimmie Hayson	Project Manager/Technical Lead	\$248.00
David Hoesly, Paul O'Neil	Senior Project Engineer II	\$237.00
Scott Klinker	Survey Field Manager	\$224.00
Parsa Kolahi, Steve Halewski	Senior Project Engineer I	\$220.00
Mitch Wagner	Project Engineer II	\$205.00
Jordan Townsend	Professional Engineer II	\$190.00
Todd Haidaczuk	Snr. Survey Crew Chief	\$181.00
Blayne Risk	Professional Engineer I	\$172.00
TBD	Survey Crew Chief	\$165.00
Jaime Hepner, Kyle Boldt	Staff Engineer II	\$154.00
Sam Fanion	Staff Engineer I	\$149.00
TBD	Land Surveyor Technician II	\$144.00
TBD	Designer	\$134.00
Suzie O'Connor	Accounting	\$147.00
Kari Young	Administration	\$120.00
TBD	Engineer Intern	\$113.00
<b>Expenses</b>		
Drone - Level 2		\$25.00/Hr
Drone Ground Control		\$110.00 Ea
Survey Equipment		\$45.00/Hr
Subconsultants (pre-approved)		Cost + 5%
Vehicle Mileage		Current IRS Federal mileage rate
Survey/Field Vehicle		\$7.50/Hr + mileage
All other general expenses		At cost



## MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Monica Torres, Town Clerk

DATE: February 5, 2026

RE: Resolution 2026-03 Approving the 2026 Municipal Judge Agreement Between the Town and Vincent White

### DISCUSSION:

Attached for Board consideration is a resolution to appoint the Judge Vincent White as the presiding municipal court judge and approve the employment agreement. Judge White has accepted the terms of our previous agreements. The remuneration will remain at \$250/month.

### RECOMMENDED MOTION:

*"I move to approve Resolution No. 03, Series 2026 a resolution to appoint the presiding municipal court judge and approve the presiding municipal court judge employment agreement."*

### ATTACHMENTS:

Attachment A: Resolution No. 03, Series 2026 - a resolution to appoint the presiding municipal court judge and approve the presiding municipal court judge employment agreement

Exhibit A: 2026 Municipal Judge Agreement

Trustee's Resolution

Resolution No. 03, Series 2026

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FOXFIELD  
APPROVING THE 2026 MUNICIPAL JUDGE AGREEMENT BETWEEN THE TOWN  
AND VINCENT WHITE ("Judge White")**

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF FOXFIELD, COLORADO, AS FOLLOWS:

Section 1. The Board of Trustees hereby approves the 2026 Municipal Judge Agreement between the Town and Judge White, attached hereto as **Exhibit A**, and authorizes the Mayor to execute the same on behalf of the Town.

PASSED ON FIRST AND FINAL READING THIS 5th day of February, 2026.

---

Lisa Jones, Mayor

ATTEST:

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Monica Torres, Town Clerk



THIS AGREEMENT is made and entered into this 5<sup>th</sup> day of February 2026 by and between the Town of Foxfield, a Colorado statutory town (the "Town"), and VINCENT WHITE ("Judge White").

**RECITALS:**

A. The Board of Trustees has determined to appoint Judge White as the Municipal Judge of the Town of Foxfield pursuant to C.R.S. § 13-10-105, and desires to set the salary of Judge White pursuant to C.R.S. § 13-10-107.

B. Judge White desires to accept the appointment as Municipal Judge, and the salary contained herein.

NOW, THEREFORE, it is hereby agreed that, for the consideration hereinafter set forth, Judge White shall be re-appointed as Municipal Judge of the Town of Foxfield.

**I.  
TERM**

Judge White is hereby appointed for a two (2) year term, which ends on February 5, 2028.

**II.  
COMPENSATION**

As set forth in Ordinance 03-2011, enacted pursuant to C.R.S. § 13-10-107, the annual salary for Judge White shall be three thousand dollars (\$3,000.00) per year. The parties further agree to review the compensation stated herein at the end of the calendar year. In addition, in the event that Judge White performs judicial services for the Foxfield municipal court in excess of twenty-four (24) hours during any calendar year in which this Agreement is in effect, such hours in excess of twenty-four (24) shall be compensated at a rate of Sixty-Five Dollars (\$65.00) per hour. In the event Judge White is absent more than six percent (6%) of the scheduled municipal court sessions during any calendar year in which this Agreement is in effect, the Town may reduce the compensation described herein by the percentage of the municipal court sessions missed by Judge White or terminate this Agreement for cause.

The Town and Judge White agree to an annual review of the compensation set forth in this Agreement.

### **III. COMPLIANCE WITH LAW**

Nothing herein shall be deemed to create any additional terms, conditions or obligations of employment in addition to those provided for in Article 10 of Title 13 of the Colorado Revised Statutes, nor is anything herein intended to change the nature of the Municipal Judge as an appointed position under Article 10 of Title 13 of the Colorado Revised Statutes; rather, this Agreement is simply intended to memorialize the term and salary of the Municipal Judge as required by the applicable law.

IV. EFFECTIVE DATE

The effective date of this Agreement is February 5, 2026.

IN WITNESS WHEREOF, the parties hereto each herewith subscribe the same in duplicate, as of the date first above written.

# **TOWN OF FOXFIELD**

Lisa Jones, Mayor

ATTEST:

Monica Torres, Town Clerk

VINCENT WHITE

STATE OF COLORADO )  
 ) ss.  
COUNTY OF )

The foregoing instrument was subscribed, sworn to, and acknowledged before me this day of , 20 , by Vincent White.

My commission expires:

(SEAL)

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## Notary Public



## MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Monica Torres, Town Clerk

DATE: February 5, 2026

RE: Resolution 2026-04 A Resolution Canceling the April 7, 2026, Regular Election and Declaring Candidates Elected

### **DISCUSSION:**

Attached is a resolution canceling the April 7 election and declaring the following candidates elected:

For the Office of Ward 1 Trustee: Tim Schultz

For the Office of Ward 2 Trustee: Frank Lawrence

For the Office of Ward 3 Trustee: Jithu Pakanati

The three candidates will be sworn in on April 7, 2026.

The election is being canceled as there was only one candidate for each ward.

Following the swearing in ceremony, the solicitation of applicants to fill the open seat of At-Large Trustee may begin.

### **RECOMMENDED MOTION:**

*"I move to approve Resolution 2026-04 Canceling the April 7, 2026, Election and Declaring Candidates for the Offices of Trustees Elected."*

### **ATTACHMENT:**

Exhibit A: Resolution 2026-04 Canceling the April 7, 2026, Election

Trustee's Resolution

Resolution No. 04, Series 2026

**A RESOLUTION CANCELING THE APRIL 7, 2026, REGULAR ELECTION AND  
DECLARING CANDIDATES FOR THE OFFICES OF TRUSTEES ELECTED**

**WHEREAS**, pursuant to C.R.S. § 31-10-507, the Town may cancel an election when the only matter before the voters is the election of persons to office, and when at the close of business on the sixty-fourth (64<sup>th</sup>) day before the election, there are not more candidates than offices to be filled at such election, including candidates filing affidavits of intent to be write-in candidates;

**WHEREAS**, the deadline for filing nomination petitions was January 27, 2026, and there were not more candidates nominated than offices to be filled at the April 7, 2026, election;

**WHEREAS**, the deadline for filing affidavits of intent for write-in candidates was February 2, 2026, and the Town did not receive any affidavits of intent; and

**WHEREAS**, the election can be cancelled after the close of business, February 2nd, 2026, the sixty-fourth (64<sup>th</sup>) day prior to the election.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF FOXFIELD, COLORADO, AS FOLLOWS:

Section 1. On February 2, 2026, because there are not more candidates than offices to be filled, including candidates filing affidavits of intent to be write-in candidates, the Town Clerk is hereby directed to cancel the April 7, 2026, regular election for the Town of Foxfield.

Section 2. The following person is hereby deemed elected to a four-year term as Ward 1 Trustee: Tim Schultz.

Section 3. The following person is hereby deemed elected to a four-year term as Ward 2 Trustee: Frank Lawrence.

Section 4. The following person is hereby deemed elected to a four-year term as Ward 3 Trustee: Jithu Pakanati.

Section 5. The Town Clerk shall publish notice of such cancellation to inform the electors of the Town and shall post notice of such cancellation on the Town website and at not less than one other public place in the Town.

PASSED ON FIRST AND FINAL READING THIS 5th day of February 2026.

BOARD OF TRUSTEES,  
TOWN OF FOXFIELD, COLORADO



Lisa Jones, Mayor

ATTEST:



Monica Torres, Town Clerk