



TOWN BOARD REGULAR MEETING AGENDA

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

Or

[Meetings | Town of Foxfield \(colorado.gov\)](https://www.colorado.gov/townoffoxfield/meetings)

Thursday, September 18, 2025: 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 – September 4, 2025
 - b. August Financials
5. For Possible Action
 - a. Ordinance 2025-01 Amending Chapter 7 of the Town of Foxfield Municipal Code Prohibiting the Advertisement of Short-Term Rentals in the Town – FINAL READING
6. For Discussion
 - a. Gate Fines
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. Wards Discussion
 - f. Home Rule
 - g. Social Committee
 - h. 2026 Budget

9. Adjournment



BOARD OF TRUSTEES MEETING MINUTES

September 4, 2025

Call to Order

The meeting was called to order at 6:36 p.m. via Microsoft Teams.

1. Pledge of Allegiance

2. Roll Call

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

A quorum was present.

3. Audience Participation

None

4. Consent Agenda

- a. Mayor Jones moved to approve the Consent Agenda, with a second from Trustee Schultz. The motion passed unanimously.

5. For Possible Action

Ordinance 2025-01 A Bill for an Ordinance Amending Chapter 7 of the Town of Foxfield Municipal Code Prohibiting the Advertisement of Short-Term Rentals in the Town – FIRST READING

Mayor Jones informed the board about the requirements that VRBO and Airbnb have and why this ordinance is necessary.

6. For Discussion

b. Intergovernmental Agreement for the Easter Trail Study

Trustee Cockrell gave the board a summary of her last meeting with the County, where funds are coming from, and what has changed. Trustee Cockrell informed the board of likely factors that could determine the Town's portion of the project, the objective of the study, total likely cost of the study, what was being agreed to in the IGA, and that the expense for this study had been in the budget for many years. Discussion included possible placements of the crossing and trail at different locations with different types of signals and crossing configurations. Mayor Jones asked about the possibility of finding none of the options for the pedestrian crossing viable. Trustee Cockrell explained the high probability of one of the options being

viable. Trustee Thompson mentioned concerns from other residents regarding trail locations, issues with the open space, and transient people. Trustees deliberated on moving forward with this project due to cost, liability, interest use, increased pedestrian and vehicle traffic, and past endeavors for this type of project. Trustees agreed to not ask for a bus stop and to have a Foxfield only Town Hall meeting to gauge interest on this from the community.

Public comment – John Hallin mentioned that it sounded like the group was reaching the right conclusion and that a study would be necessary to determine what options are viable to present to the community.

Trustee Lawrence wanted to clarify if the board will know the project estimate and what portion of that would correspond to Foxfield. Trustee Cockrell mentioned that she can emphasize to the engineer that the board really wants to know about costs and different funding options.

Mayor Jones moved to approve the Intergovernmental Agreement for the Easter Trail Study. Seconded by Trustee Hodge. 5 yes and 2 No. Passed by majority.

7. Reports

a. Members of Town Board

- i. Mayor Jones asked if staff had found the owner of the light pole that is knocked down and staff mentioned they are working on it.
- ii. Trustee Thompson informed the board about some incidents that recently occurred in Town. She inquired if there was anything the Town could do and discussion was held on the code, enforcement, and the Town's responsibility.
- iii. Trustee Lawrence mentioned the benefits of being a Firewise community. He also shared the proposed programming schedule for the gates in 2026. Trustees discussed what holidays and days should be included.
- iv. Trustee Shultz said work done on bump at Richfield and Arapahoe was well done.
- v. Trustee Hodge stated that gate violations have been going up. Ms. Proctor said that while there is an uptick right now, overall, they are down. Trustee Pakanati mentioned the importance of knowing the root cause and if it was repeat offenders. Trustee Thompson inquired on how many gate violations are outstanding. Trustees acknowledged a poor recuperation rate for fines and discussed further measures. Trustees decided to table this for another meeting as Ms. Proctor would like to look at the information previously discussed on this matter.

b. Staff

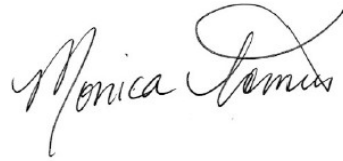
i. Town Clerk Torres

1. Clerk Torres informed the board that Code Enforcement Officer, Jake Cook, has been promoted to a new position. She shared new 2026 event dates for Republic Services and invited Trustees to an upcoming shareback meeting.

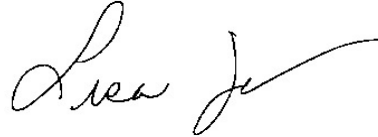
8. Future Agenda Items
 - a. Tunnel, sidewalk repairs
 - b. MHFD public outreach
 - c. Culvert Clean-up
 - d. Land Use Code Final Draft
 - e. Speed Mitigation
 - f. Ward discussion
 - g. Home Rule
 - h. Social Committee
 - j. Gate collections

9. Adjournment

Mayor Jones adjourned the meeting at 8:19 pm.



Monica Torres, Town Clerk



Lisa Jones, Town Mayor

Exhibit #3b			
August			
Treasurer's Report			
2025			
First Bank Checking			
Activity	Credit	Debit	Account Balance
Beginning Balance	-	-	\$ 25,052.20
Colo Interac - gate tags	\$ 159.00	-	-
Colo Interac - building permits	\$ 783.25	-	-
Colo Interac- AC Use Payable Tax	\$ 9.38	-	-
Colo Interac - Gate Violations	\$ 250.00	-	-
Use Tax	\$ 285.00	-	-
Office Depot	-	\$ 78.00	-
Escrow Deposit - Ybarra	\$ 500.00	-	-
Storquest	-	\$ 97.00	-
Caselle - monthly support	-	\$ 450.00	-
Liquor License	\$ 175.00	-	-
Microsoft Online email hosting	-	\$ 57.85	-
Microsoft Phone	-	\$ 15.26	-
First Bank Checking	-	\$ 2.00	-
CIRSA - Q3	-	\$ 2,463.35	-
Colorado Mediation & Resolution Service-Municipal Judge	-	\$ 250.00	-
Comcast - franchise fee	\$ 1,226.89	-	-
ACWWA	-	\$ 655.99	-
CORE - 6806 S Parker Road lights	-	\$ 101.03	-
Core - franchise fee	\$ 10920.27	-	-
Republic Services - Clean up day	-	\$ 300.00	-
Peak Performance	-	\$ 27.00	-
Pinnacol Assurance - Dividend	\$ 27.00	-	-
Arapahoe County Use Tax Payable	-	\$ 984.65	-
Arapahoe County - City Sals Use Tax	\$ 459.57	-	-
Adobe	-	\$ 20.74	-
Town of Parker - Restitution	\$ 750.00	-	-
EFTPS	-	\$ 5,710.00	-
Debra Farreau	-	\$ 138.52	-
George Poggioli	-	\$ 46.17	-
Jeffrey Briar	-	\$ 369.40	-
Karen Proctor	-	\$ 5,761.42	-
Monica Torres	-	\$ 3,163.98	-
Ending Balance	\$ 15,545.36	\$ 20,692.36	\$ 31,616.77

August	Treasurer's Report		2025
ColoTrust General Fund			
Activity	Credit	Debit	Account Balance
Beginning Balance	-	-	\$ 2,139,953.19
Sales Tax	\$ 47,483.62	-	-
AC Property Tax	\$ 2,758.81	-	-
Cigarette Tax	\$ 70.17	-	-
HUTF Distribution	\$ 3,120.35	-	-
Public Service	\$ 358.62	-	-
Interest Income	\$ 8,103.45	-	-
Ending Balance	\$ 61,895.02	\$ 0.00	\$ 2,201,848.21
ColoTrust CTF Fund			
Activity	Credit	Debit	Account Balance
Beginning Balance	-	-	\$ 20,705.67
Interest Income	\$ 76.94	-	-
Ending Balance	\$ 76.94	\$ 0.00	\$ 20,782.61
ColoTrust Open Space Fund			
Activity	Credit	Debit	Account Balance
Beginning Balance	-	-	\$ 332,754.85
MV Sales Tax	\$ 0.04	-	-
Interest Income	\$ 1,236.78	-	-
Ending Balance	\$ 1,236.82	\$ 0.00	333,991.67
ColoTrust American Rescue Plan Fund			
Activity	Credit	Debit	Account Balance
Beginning Balance	-	-	\$ 24,848.77
Interest Income	\$ 92.37	-	-
Ending Balance	\$ 92.37	\$ 0.00	\$ 24,941.14

2022 Town of Foxfield Sales Tax Revenue													
Location	Nov Tax (Jan)	Dec Tax (Feb)	Jan Tax (Mar)	Feb Tax (Apr)	Mar Tax (May)	Apr Tax (Jun)	May Tax (Jul)	Jun Tax (Aug)	Jul Tax (Sep)	Aug Tax (Oct)	Sep Tax (Nov)	Oct Tax (Dec)	TOTALS
Colorado	35,322	25,179	18,488	23,894	27,061	22,707	21,535	18,366	21,373	17,317	17,534	16,310	265,086
Remote	12,097	7,822	8,154	11,229	17,329	18,912	18,539	9,342	11,280	10,096	9,500	14,780	149,080
FVC	23,767	18,843	15,448	18,191	10,044	10,627	8,637	17,200	22,278	18,142	17,887	18,659	199,722
Totals	71,185	51,843	42,091	53,314	54,434	52,245	48,711	44,908	54,931	45,555	44,922	49,749	\$ 613,887.62
2023 Town of Foxfield Sales Tax Revenue													
Location	Nov Tax (Jan)	Dec Tax (Feb)	Jan Tax (Mar)	Feb Tax (Apr)	Mar Tax (May)	Apr Tax (Jun)	May Tax (Jul)	Jun Tax (Aug)	Jul Tax (Sep)	Aug Tax (Oct)	Sep Tax (Nov)	Oct Tax (Dec)	TOTALS
Colorado	18,032	17,726	15,741	21,479	17,504	19,576	20,521	24,972	16,358	22,882	23,518	20,217	238,526
Remote	11,157	10,836	9,389	10,254	9,137	9,814	10,219	9,738	10,138	13,692	37,948	12,476	154,799
FVC	21,366	17,696	15,181	12,957	13,369	14,164	13,845	17,690	23,338	18,077	17,088	16,572	201,344
Totals	50,555	46,258	40,310	44,691	40,010	43,553	44,585	52,401	49,834	54,651	78,555	49,266	\$ 594,668.90
2024 Town of Foxfield Sales Tax Revenue													
Location	Nov Tax (Jan)	Dec Tax (Feb)	Jan Tax (Mar)	Feb Tax (Apr)	Mar Tax (May)	Apr Tax (Jun)	May Tax (Jul)	Jun Tax (Aug)	Jul Tax (Sep)	Aug Tax (Oct)	Sep Tax (Nov)	Oct Tax (Dec)	TOTALS
Colorado	28,432	18,598	17,046	27,273	23,107	18,861	20,127	22,784	27,680	21,615	21,790	27,737	275,051
Remote	11,302	10,141	10,135	9,679	10,679	11,411	12,774	9,325	10,667	10,467	9,620	11,035	127,235
FVC	15,739	12,391	11,505	14,993	12,117	11,819	10,185	12,233	11,346	10,948	12,695	12,409	148,381
Totals	55,473	41,130	38,685	51,945	45,903	42,091	43,086	44,342	49,693	43,030	44,106	51,181	\$ 550,666.14
2025 Town of Foxfield Sales Tax Revenue													
Location	Nov Tax (Jan)	Dec Tax (Feb)	Jan Tax (Mar)	Feb Tax (Apr)	Mar Tax (May)	Apr Tax (Jun)	May Tax (Jul)	Jun Tax (Aug)	Jul Tax (Sep)	Aug Tax (Oct)	Sep Tax (Nov)	Oct Tax (Dec)	TOTALS
Colorado	25,568	24,992	23,627	23,005	20,946	19,827	24,700	19,699					182,365
Remote	11,742	9,066	8,904	10,533	9,801	9,764	12,146	10,817					82,772
FVC	12,896	11,917	10,409	13,779	10,646	11,211	10,637	9,867					91,363
Totals	50,207	45,976	42,940	47,317	41,392	40,801	47,484	40,384					\$ 356,500.37

TOWN OF FOXFIELD
BALANCE SHEET
AUGUST 31, 2025

GENERAL FUND

ASSETS

10-10220	CASH ON DEPOSIT - 1ST BANK	16,268.88	
10-10310	CASH - COUNTY TREASURER	(2,985.84)	
10-10410	INVESTMENT ACCOUNT - COLOTRUST	2,201,848.21	
10-11500	PROPERTY TAX RECEIVABLE	2,853.19	
10-13110	DUE FROM CTF	6,366.82	
10-13180	DUE FROM OPEN SPACE FUND	2,857.07	
10-13190	DUE FROM ARP FUNDS	22,867.27	
TOTAL ASSETS			2,250,075.60

LIABILITIES AND EQUITY

LIABILITIES

10-20100	ACCOUNTS PAYABLE	11,547.36	
10-21110	PAYROLL TAXES PAYABLE	851.83	
10-22000	A.C. USE TAX PAYABLE	9.38	
10-22210	DEFERRED PROPERTY TAX	2,853.19	
10-22950	LAND USE ESCROW- PHILLIPS	232.50	
10-22960	LAND USE ESCROW-VANSTELLE	(733.50)	
10-22970	LAND USE ESCROW - PATRICK	25.00	
10-22980	STUDER	(361.00)	
10-22990	LAND USE ESCROW - EDGAR YBARRA	500.00	
10-23110	DUE TO OTHER FUNDS	4,311.78	
TOTAL LIABILITIES			19,236.54

FUND EQUITY

10-28970	FUND BAL RESRVD-LAW ENFORCEMNT	21,000.00	
UNAPPROPRIATED FUND BALANCE:			
10-29800	FUND BALANCE - UNRESTRICTED	1,987,405.14	
	REVENUE OVER EXPENDITURES - YTD	222,433.92	
BALANCE - CURRENT DATE		2,209,839.06	
TOTAL FUND EQUITY			2,230,839.06
TOTAL LIABILITIES AND EQUITY			2,250,075.60

TOWN OF FOXFIELD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES AND FRANCHISE FEES</u>					
10-31-111 CURRENT PROPERTY TAX	.00	135,172.81	138,026.00	2,853.19	97.9
10-31-121 SPECIFIC OWNERSHIP TAX	646.94	4,941.10	7,000.00	2,058.90	70.6
10-31-161 XCEL FRANCHISE FEE	358.62	9,910.75	10,000.00	89.25	99.1
10-31-162 CORE FRANCHISE FEE	10,920.27	16,281.42	22,000.00	5,718.58	74.0
10-31-163 CABLE TELEVISION FEES	1,226.89	1,095.63	4,800.00	3,704.37	22.8
10-31-191 CURRENT PROPERTY TAX INTEREST	.00	62.41	100.00	37.59	62.4
10-31-311 SALES TAX	47,943.19	316,689.08	570,000.00	253,310.92	55.6
10-31-312 USE TAX	285.00	9,544.50	25,000.00	15,455.50	38.2
TOTAL TAXES AND FRANCHISE FEES	61,380.91	493,697.70	776,926.00	283,228.30	63.6
<u>LICENSES AND PERMITS</u>					
10-32-211 LIQUOR LICENSES	175.00	745.00	350.00	(395.00)	212.9
10-32-215 BUSINESS LICENSES	.00	175.00	280.00	105.00	62.5
10-32-221 BUILDING PERMITS	783.25	22,015.71	40,000.00	17,984.29	55.0
10-32-222 STREET CUT PERMITS/ROW	.00	.00	300.00	300.00	.0
10-32-223 GRADING PERMITS	.00	.00	150.00	150.00	.0
10-32-224 ZONING REVIEW REVENUE	.00	.00	100.00	100.00	.0
10-32-225 ENGINEERING REVIEW REVENUE	.00	.00	500.00	500.00	.0
10-32-226 DRIVEWAY PERMITS	.00	.00	250.00	250.00	.0
TOTAL LICENSES AND PERMITS	958.25	22,935.71	41,930.00	18,994.29	54.7
<u>INTERGOVERNMENTAL</u>					
10-33-321 MOTOR VEHICLE REGISTRATN FEES	341.15	2,482.56	3,500.00	1,017.44	70.9
10-33-342 CIGARETTE TAX	70.17	440.11	1,000.00	559.89	44.0
10-33-350 SEVERANCE TAX	.00	.00	600.00	600.00	.0
10-33-352 HIGHWAY USER TAX	3,120.35	26,704.23	25,672.00	(1,032.23)	104.0
10-33-360 MINERAL LEASE	.00	.00	200.00	200.00	.0
10-33-371 COUNTY ROAD/BRIDGE LEVY	.00	2,857.07	6,500.00	3,642.93	44.0
TOTAL INTERGOVERNMENTAL	3,531.67	32,483.97	37,472.00	4,988.03	86.7
<u>CHARGES FOR SERVICES</u>					
10-35-510 TRAFFIC COURT REVENUES	750.00	750.00	500.00	(250.00)	150.0
10-35-540 CHARGEBACK ADMINISTRATION FEE	.00	.00	150.00	150.00	.0
TOTAL CHARGES FOR SERVICES	750.00	750.00	650.00	(100.00)	115.4

TOWN OF FOXFIELD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2025

GENERAL FUND

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
	<u>MISCELLANEOUS</u>					
10-36-600	GATE VIOLATION	250.00	1,500.00	700.00	(800.00)	214.3
10-36-601	GATE TAG REVENUE	159.00	836.00	800.00	(36.00)	104.5
10-36-611	INTEREST EARNINGS	8,103.45	60,133.91	60,000.00	(133.91)	100.2
10-36-680	MISCELLANEOUS/OTHER INCOME	.00	.00	1,000.00	1,000.00	.0
10-36-683	DOLA GRANT-MUNICIPAL CODE	.00	608.75	.00	(608.75)	.0
		<u>8,512.45</u>	<u>63,078.66</u>	<u>62,500.00</u>	<u>(578.66)</u>	<u>100.9</u>
	TOTAL MISCELLANEOUS					
		<u>8,512.45</u>	<u>63,078.66</u>	<u>62,500.00</u>	<u>(578.66)</u>	<u>100.9</u>
	TOTAL FUND REVENUE	<u>75,133.28</u>	<u>612,946.04</u>	<u>919,478.00</u>	<u>306,531.96</u>	<u>66.7</u>

TOWN OF FOXFIELD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
10-41-110 PERSONNEL EXPENSES	11,721.07	103,831.49	167,760.00	63,928.51	61.9
10-41-116 PAYROLL TAXES	896.67	7,943.09	12,834.00	4,890.91	61.9
10-41-118 WORKERS COMPENSATION INS.	.00	630.00	900.00	270.00	70.0
10-41-120 SUPPLIES/MATERIALS	78.00	165.34	1,500.00	1,334.66	11.0
10-41-130 POSTAGE/BULK MAIL CHARGES	.00	382.00	550.00	168.00	69.5
10-41-140 PRINTING	.00	.00	100.00	100.00	.0
10-41-143 MUNICIPAL CODE SUPPLEMENTS	.00	1,000.00	3,000.00	2,000.00	33.3
10-41-145 LEGAL NOTICES	.00	64.84	250.00	185.16	25.9
10-41-148 RECORDING FEES	.00	.00	50.00	50.00	.0
10-41-151 AUDIT	.00	7,500.00	7,750.00	250.00	96.8
10-41-152 LEGAL	4,295.93	16,235.55	15,000.00	(1,235.55)	108.2
10-41-160 COUNTY TREASURER FEES	.00	1,352.34	1,380.00	27.66	98.0
10-41-170 COMMUNICATIONS/IT	27.00	6,756.44	9,000.00	2,243.56	75.1
10-41-171 TELEPHONE/INTERNET	4.93	181.95	1,500.00	1,318.05	12.1
10-41-172 E-MAIL SERVER	.00	308.00	550.00	242.00	56.0
10-41-180 INSURANCE	2,436.35	7,391.97	9,842.00	2,450.03	75.1
10-41-182 MEMBERSHIP/DUES/TRAINING	.00	3,340.96	5,500.00	2,159.04	60.7
10-41-190 MISCELLANEOUS EXPENSE	.00	1,045.65	5,000.00	3,954.35	20.9
10-41-192 BANK SERVICE CHARGES	.00	2.00	24.00	22.00	8.3
TOTAL ADMINISTRATION	19,459.95	158,131.62	242,490.00	84,358.38	65.2
<u>JUDICIAL</u>					
10-44-211 MUNICIPAL JUDGE	250.00	2,000.00	3,000.00	1,000.00	66.7
10-44-220 COURT RELATED EXPENSES	.00	35.06	5,000.00	4,964.94	.7
TOTAL JUDICIAL	250.00	2,035.06	8,000.00	5,964.94	25.4
<u>PUBLIC SAFETY</u>					
10-46-311 LAW ENFORCEMENT	.00	138,019.83	138,026.00	6.17	100.0
10-46-314 OFF DUTY OFFICER PATROLS	.00	499.50	10,000.00	9,500.50	5.0
10-46-400 ANIMAL CONTROL	.00	65.00	500.00	435.00	13.0
TOTAL PUBLIC SAFETY	.00	138,584.33	148,526.00	9,941.67	93.3

TOWN OF FOXFIELD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS</u>					
10-48-451 PLANNING	143.75	3,403.75	5,000.00	1,596.25	68.1
10-48-452 ENGINEERING	1,197.50	11,693.50	20,000.00	8,306.50	58.5
10-48-453 CODE ENFORCEMENT	821.25	5,475.00	10,000.00	4,525.00	54.8
10-48-454 SNOW REMOVAL	.00	10,430.00	35,000.00	24,570.00	29.8
10-48-455 ROW AND ISLAND MAINTENANCE	5,523.54	32,618.50	80,313.00	47,694.50	40.6
10-48-456 TRAFFIC CONTROL/SIGNAGE	.00	3,026.57	3,810.00	783.43	79.4
10-48-457 BUILDING PERMIT EXPENSES	1,622.10	13,445.77	35,000.00	21,554.23	38.4
10-48-458 ST. CUT/ROW PERMIT EXPENSES	.00	.00	500.00	500.00	.0
10-48-459 STREET LIGHTS	101.03	994.01	1,400.00	405.99	71.0
10-48-460 ENGINEERING ROAD MAINTENANCE	250.50	2,835.50	12,500.00	9,664.50	22.7
10-48-461 GATE ELECTRICITY & MAINTENANCE	.00	4,083.66	11,000.00	6,916.34	37.1
10-48-500 COMM EVENTS (PARADE,DIRECTORY)	300.00	3,075.85	8,000.00	4,924.15	38.5
10-48-600 STORAGE UNIT	.00	679.00	924.00	245.00	73.5
TOTAL PUBLIC WORKS	9,959.67	91,761.11	223,447.00	131,685.89	41.1
<u>CAPITAL EXPENDITURES</u>					
10-58-800 CAPITAL EXP > \$5,000.00	.00	.00	86,312.00	86,312.00	.0
TOTAL CAPITAL EXPENDITURES	.00	.00	86,312.00	86,312.00	.0
TOTAL FUND EXPENDITURES	29,669.62	390,512.12	708,775.00	318,262.88	55.1
NET REVENUE OVER EXPENDITURES	45,463.66	222,433.92	210,703.00	(11,730.92)	105.6

TOWN OF FOXFIELD
BALANCE SHEET
AUGUST 31, 2025

OPEN SPACE FUND

ASSETS

22-10410	INVESTMENT ACCOUNT - COLOTRUST	333,991.67	
22-13120	DUE TO GENERAL FUND	(6,461.42)	
	TOTAL ASSETS		327,530.25

LIABILITIES AND EQUITY

LIABILITIES

22-20100	ACCOUNTS PAYABLE	410.00	
	TOTAL LIABILITIES		410.00

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
22-29800	FUND BALANCE	289,296.32	
	REVENUE OVER EXPENDITURES - YTD	37,823.93	
	BALANCE - CURRENT DATE	327,120.25	
	TOTAL FUND EQUITY		327,120.25
	TOTAL LIABILITIES AND EQUITY		327,530.25

TOWN OF FOXFIELD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2025

OPEN SPACE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
22-30-130 ARAPAHOE CO OPEN SPACE DISTRIB	.00	29,182.47	25,000.00	(4,182.47)	116.7
22-30-611 INTEREST EARNINGS	1,236.78	9,051.46	10,000.00	948.54	90.5
TOTAL REVENUES	1,236.78	38,233.93	35,000.00	(3,233.93)	109.2
TOTAL FUND REVENUE	1,236.78	38,233.93	35,000.00	(3,233.93)	109.2

TOWN OF FOXFIELD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2025

OPEN SPACE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
22-40-511 MAINTENANCE	.00	410.00	4,000.00	3,590.00	10.3
22-40-530 PLANNING	.00	.00	7,500.00	7,500.00	.0
22-40-620 IMPROVEMENTS	.00	.00	10,000.00	10,000.00	.0
TOTAL EXPENDITURES	.00	410.00	21,500.00	21,090.00	1.9
TOTAL FUND EXPENDITURES	.00	410.00	21,500.00	21,090.00	1.9
NET REVENUE OVER EXPENDITURES	1,236.78	37,823.93	13,500.00	(24,323.93)	280.2

TOWN OF FOXFIELD
BALANCE SHEET
AUGUST 31, 2025

AMERICAN RESCUE PLAN FUND

ASSETS

23-10410	INVESTMENT ACCOUNT - COLOTRUST	24,941.14	
	TOTAL ASSETS		24,941.14

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
23-29800	FUND BALANCE	24,201.67	
	REVENUE OVER EXPENDITURES - YTD	739.47	
	BALANCE - CURRENT DATE	24,941.14	
	TOTAL FUND EQUITY		24,941.14
	TOTAL LIABILITIES AND EQUITY		24,941.14

TOWN OF FOXFIELD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2025

AMERICAN RESCUE PLAN FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	REVENUE					
23-30-611	INTEREST INCOME	92.37	739.47	5,500.00	4,760.53	13.4
	TOTAL REVENUE	92.37	739.47	5,500.00	4,760.53	13.4
	TOTAL FUND REVENUE	92.37	739.47	5,500.00	4,760.53	13.4

TOWN OF FOXFIELD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2025

AMERICAN RESCUE PLAN FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GOVERNMENT SERVICES</u>					
23-41-140 GOVT SERVICES- ADMIN EXP	.00	.00	67,554.00	67,554.00	.0
TOTAL GOVERNMENT SERVICES	.00	.00	67,554.00	67,554.00	.0
TOTAL FUND EXPENDITURES	.00	.00	67,554.00	67,554.00	.0
NET REVENUE OVER EXPENDITURES	92.37	739.47	(62,054.00)	(62,793.47)	1.2

TOWN OF FOXFIELD
BALANCE SHEET
AUGUST 31, 2025

CTF

ASSETS

31-10410	INVESTMENT ACCOUNT - COLOTRUST	20,782.61	
	TOTAL ASSETS		20,782.61

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
31-29800	FUND BALANCE	20,194.52	
	REVENUE OVER EXPENDITURES - YTD	588.09	
	BALANCE - CURRENT DATE	20,782.61	
	TOTAL FUND EQUITY		20,782.61
	TOTAL LIABILITIES AND EQUITY		20,782.61

TOWN OF FOXFIELD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2025

CTF

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
31-30-611 INTEREST EARNINGS	76.94	588.09	1,000.00	411.91	58.8
31-30-634 CTF DISTRIBUTION	.00	.00	7,800.00	7,800.00	.0
TOTAL REVENUES	76.94	588.09	8,800.00	8,211.91	6.7
TOTAL FUND REVENUE	76.94	588.09	8,800.00	8,211.91	6.7

TOWN OF FOXFIELD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2025

CTF

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
EXPENDITURES					
31-40-550 MAINTENANCE	.00	.00	16,000.00	16,000.00	.0
TOTAL EXPENDITURES	.00	.00	16,000.00	16,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	16,000.00	16,000.00	.0
NET REVENUE OVER EXPENDITURES	76.94	588.09	(7,200.00)	(7,788.09)	8.2



MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Monica Torres, Town Clerk

DATE: September 18th, 2025

RE: Ordinance 2025-01 A Bill for an Ordinance Amending Chapter 7 of the Town of Foxfield Municipal Code Prohibiting the Advertisement of Short-Term Rentals in the Town – FINAL READING

DISCUSSION:

Attached for approval is Ordinance 2025-01. This ordinance amends article 6 of Chapter 7 of the Foxfield Municipal Code to add Sec 7-6-10 titled "Short Term Rental Advertising" to authorize the Town to prohibit the advertisement of short-term rentals in Foxfield. Town Attorney Hoffmann has advised that adding this section to the Foxfield municipal code will aid in any future STR homes that may arise, as Airbnb and VRBO have stated that with this section in our code, they will be able to remove listings at the request of the Town.

RECOMMENDED MOTION:

"I move to approve Ordinance 2025-01 amending chapter 7 of the Foxfield Municipal code prohibiting the advertisement of the short-term rentals in the Town of Foxfield."

ATTACHMENT:

Exhibit A: Ordinance 2025-01

Trustee Bill No. 2025-01
Series of 2025
Town of Foxfield

Introduced by Trustee

**A BILL FOR AN ORDINANCE AMENDING CHAPTER 7 OF THE TOWN OF
FOXFIELD MUNICIPAL CODE PROHIBITING THE ADVERTISEMENT OF
SHORT-TERM RENTALS IN THE TOWN**

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF
FOXFIELD, COLORADO:

Section 1. The Town of Foxfield Municipal Code is amended by the addition thereto of a new Article 6 to Chapter 7 to read as follows:

ARTICLE 6

Short Term Rental Advertising

Sec. 7-6-10. Short Term Rental Advertising.

Consistent with Section 16-2-50(b)(4) of this Foxfield Municipal Code, a vacation rental service shall remove any listing for a short-term rental property in the Town from its platform after notification by the Town. The vacation rental service shall remove the listing within seven (7) days of receiving notification from the Town. For purposes of this Section 7-6-10, a *vacation rental service* is defined as a person or entity that operates a website or any other digital platform that provides a means through which an owner or owner's agent may offer a property, or portion thereof, for short-term rentals, and from which the person financially benefits.

Section 2. The Town Board of Trustees hereby finds, determines, and declares that this Ordinance is promulgated under the general police powers of the Town of Foxfield, that it is promulgated for the health, safety, and welfare of the public, and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare.

Section 3. If any clause, sentence, paragraph, or part of this Ordinance or the application thereof to any person or circumstances shall for any reason be adjudged by a court of competent jurisdiction invalid, such judgment shall not affect application to other persons or circumstances.

Section 4. This ordinance shall become effective thirty (30) days after final publication.

Adopted as Ordinance No. 2025-01 Series of 2025, by the Board of Trustees of Foxfield, Colorado, and signed and approved by its Mayor or presiding officers this ____ day of _____, 2025.

Lisa Jones, Mayor

ATTEST:

Monica Torres, Town Clerk

Town Seal

Corey Y. Hoffmann, Town Attorney
(Approved as to Form)



MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Karen Proctor, Town Administrator

DATE: September 18, 2025

RE: Gate Fines

DISCUSSION:

Below is a chart of gate fine collections by year since the cameras were installed.

YEAR	TOTAL AMOUNT FINED	TOTAL COLLECTED	# of Fines	# Collected	% Collected
2022	\$2,935	\$2,435	10	8	80%
2023	\$4,100	\$2,300	17	10	60%
2024	\$3,100	\$1,700	13	8	62%
2025 (through August)	\$4,950	\$750	19	3	16%
TOTALS	\$15,085	\$7,185	59	29	50%

Some reasons for uncollectable fines, other than non-payment, include letters returned as undeliverable, resident tag not working (not fined in 2022), rental vehicles, out of state vehicles, and no results found for license plate.

In 2025, there have been multiple violations by the same vehicle, causing an increase in the total dollar amount of fines. Four vehicles had second violations (\$300) and one vehicle had a third violation (\$350). None of these fines have been paid.

Not included in this chart are when the gates were broken by motor bikes (7 in 2024 and 1 in 2025), vehicles with no plates or plates that could not be seen in the camera footage and therefore no fines were issued.

What can the Town do to collect unpaid fines?

Municipal court

Involves an attorney, cost for legal fees makes it cost prohibitive.

Small Claims Court

Involves an attorney to initiate litigation, resulting in legal fees and making this also cost prohibitive.

There is a limit on the number of claims you can bring in small claims court – no more than 2 a month and no more than 18 in a calendar year.

It is possible that the fine is still not paid, and the Town would have to proceed to collections (use agency).

Liens

To place a lien on a property in Arapahoe County, Colorado, you must obtain a judgment first, then file a Transcript of Judgment with the court and take it to the Arapahoe County Clerk and Recorder's Office for recording.

For a Lien Based on a Court Judgment (e.g., Small Claims Court):

1. Obtain a Judgment: You must first get a judgment from a court, such as Small Claims Court.
2. Complete the Transcript of Judgment: Fill out the Transcript of Judgment form provided by the court that issued the judgment.
3. File with the Court: File the completed form with the court and pay the required filing fee.
4. Receive the Transcript: The court clerk will then issue the Transcript of Judgment to you.
5. Record with the Arapahoe County Clerk and Recorder: Take the official Transcript of Judgment to the Arapahoe County Clerk and Recorder's Office to officially record the lien on the debtor's property.

This process is also cost prohibitive.

Sheriff

Discussions were held with the Arapahoe County Sheriff's department in 2021 regarding the issuance of tickets for gate violations. The Sheriff stated that a picture of the driver would be needed to prove who caused the damage. Our cameras do not often capture an image of the driver, so this was not further pursued.

However, in some cases the cameras do capture images of the drivers, such as when the driver gets out of the vehicle and breaks the gate or moves the gate that they broke. We could look

into this further as a possible option to collect additional fines by having the Sheriff issue a ticket when we have images of the drivers.