



## TOWN BOARD AGENDA

### REGULAR MEETING

(All items listed for discussion and possible action)

### **Hybrid Meeting**

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

South Metro Fire Protection District Station #42  
7320 South Parker Road

**Thursday, November 2, 2023**  
**6:30 p.m.**

1. Call to Order
2. Roll Call of Board Members
3. Audience Participation Period (limit 4 minutes per speaker)
4. Consent Agenda
  - a. Approval of Minutes – October 5, 2023
5. For Possible Action
  - a. Approval of the Ninth Addendum For Services with Terracare
6. For Discussion
  - a. Attracting and Retaining Businesses
7. Reports
  - a. Members of Town Board
  - b. Staff
8. Future Agenda Items
  - a. Erosion Update
  - b. FEMA study continued education and public outreach
9. Adjournment

## STUDY SESSION

1. Comprehensive Plan
2. 2024 Proposed Budget



MINUTES

BOARD OF TRUSTEES MEETING

October 5, 2023

1. Call to order:

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

2. Roll Call:

The following Trustees were present via Microsoft Teams: Mayor Jones, Trustee Farreau. Trustee Goddard and Trustee Schultz were not present for roll call but joined at 6:33 pm and 7:50 pm respectively.

The following Trustees were present in person: Trustee Thompson, Trustee Cockrell, Trustee Herold (Present for roll call via Microsoft Teams and joined in person at 6:37).

A quorum was present.

3. Audience Participation

None

4. Consent Agenda

a. Meeting Minutes – September 5, 2023

Mayor Jones moved to approve the Consent Agenda, with a second from Trustee Thompson. The motion passed by unanimous roll call vote.

5. FEMA Tributary Study Update and Q&A with MHFD

Brooke Seymour, Stacy Thompson, Jim Watt, and Katie Kerstiens from Mile High Flood District ("MHFD"), along with Erica Olsen and David Hoesly from Short Elliott Hendersen ("SEH"), as well as Doug Mahan, from the Colorado Water Conversation Board attended the meeting to provide information on the Cherry Creek Minor Tributary Study. The team explained the purpose of Flood Hazard Area Delineation ("FHAD"), which is to identify and mitigate flood risks. The Cherry Creek Minor Tributary study included a FHAD study and identification of possible risk mitigation suggestions. The South Arapahoe Tributary and the Chenango Tributary both run through the Town of Foxfield. There were four structures identified as being in a high-risk area. The FHAD, which is used as future planning and permitting guide, has been submitted and approved by the Colorado Water Conservation Board. The study will also be submitted to FEMA. Community outreach will occur in the near future to educate the public on the impacts and tools that will be available to homeowners.

## 6. For Possible Action

a. Final Reading of Ordinance 03-2023 Amending Article 2 of Chapter 6 to Authorize Retail Establishment Permits and Allow the Town Clerk to Administratively Approve Such Permits

Mayor Jones moved to approve Ordinance 03-2023 Amending Article 2 of Chapter 6 to Authorize Retail Establishment Permits and Allow the Town Clerk to Administratively Approve Such Permits, with a second from Trustee Cockrell, the motion passed by unanimous roll call vote.

## 7. For Discussion

a. Village Center Incentives

Town Clerk Schmitz summarized potential options for business incentives including sales tax rebate, building permit waivers, or remodeling grants. After discussion, the Staff was asked to research the feasibility of sales tax rebates, building permit and use tax waivers, as well as special use grants.

b. Gate Carpool Program

Town Administrator Proctor asked the Board for guidance as to whether the Carpool Tag pilot program should be included as a part of the regular gate policy and if so whether the limitations on the per household use can be removed. Mayor Jones moved to approve the continuance of the carpool program with the removal of the per household limitation, with a second from Trustee Cockrell, the motion passed by unanimous roll call vote.

## Reports

a. Mayor's Report

i. No report

b. Members of the Town Board

ii. Trustee Herold noted that the barrels are lined up and offered to move the barrels into the choke point position.

iii. Trustee Thompson reported that the playground is ready to be installed and has drafted a report detailing the Town's use of the Mile High Football Stadium distribution. She also reported on the latest Centennial Airport updates, which included late evening and early morning flight monitoring and successful improvements stemming from the Minor Study Group recommendations.

iv. Trustee Farreau reported that a meeting with the new gate vendor occurred, and a follow-up inspection will be scheduled.

v. Trustee Cockrell will attend the Dove Valley Working Group meeting.

vi. Trustee Goddard noted that Terracare, during the most recent mowing, ran into and broke a fence post. Staff indicated that they will have Terracare review the claim once more details are provided.

c. Staff

i. Ms. Proctor reported that the fire department was at the gate meeting to test the fire-strobe. After an unsuccessful test, the Fire Department suggested that the Town should install a Knox switch, and generously donated two keys to the Town.

ii. Mrs. Schmitz reported that Bonnie's barn clean-up was completed. Ms. Schmitz also asked whether the Board wanted to sponsor the Trunk or Treat Event this year. After discussion, it was decided not to Sponsor the Trunk or Treat event. Additionally, Mrs. Schmitz suggested dates for the Clean-Up date (Saturday June 22, 2024), Community Garage Sale August 9<sup>th</sup> and 10<sup>th</sup>, and large item pick up day September 24, 2024. These suggested dates are tentative until confirm with Republic Services. Additionally, the Board provided guidance on the 2024 event budget and suggested including a budget amount for a spring and fall event.

Ms. Schmitz attended an ADA coordinator CIRSA training and will be integrating a few changes to event communications and website notifications to ensure compliance.

## 7. Future Agenda Items

- a. Tunnel and sidewalk repairs
- b. Barrel data final review
- c. Supplemental appropriation

## 8. Adjournment

Mayor Jones adjourned the meeting at 9:06 p.m.

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Kathleen Schmitz, Town Clerk

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Lisa Jones, Mayor



## MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Karen Proctor, Town Administrator

DATE: November 2, 2023

RE: Ninth Addendum to Agreement for Services with Terracare Associates

### DISCUSSION:

On March 20, 2015, the Town of Foxfield entered into an Agreement for Services with Terracare Associates. Attached for approval is the Ninth Addendum to the Agreement for Services with Terracare that will be effective until December 31, 2024. This increase is approximately 10% from the 2023 rates.

### SUGGESTED MOTION:

"I move to approve the Ninth Addendum and 2024 pricing agreement with Terracare Associates."

### ATTACHMENTS:

Exhibit A: Ninth Addendum to Agreement for Services with Terracare Associates

Exhibit B: Terracare 2024 Pricing

## NINTH ADDENDUM TO AGREEMENT FOR SERVICES

THIS NINTH ADDENDUM TO AGREEMENT FOR SERVICES is made and entered into this day of \_\_\_\_\_, 2023, by and between the Town of Foxfield, State of Colorado (hereinafter referred to as the "Town") and Terracare Associates, (the "Contractor").

### RECITALS:

- A. On March 20, 2015, the Town and Contractor entered into an Agreement for Services (the "Agreement").
- B. The parties desire to authorize an extension of this Agreement and the 2024 pricing approved in this Ninth Addendum until December 31, 2024.

### AGREEMENT

NOW, THEREFORE, it is hereby agreed that for the consideration hereinafter set forth, that Contractor shall continue to provide services to the Town as provide in the 2015 Agreement and 2024 pricing in the Ninth Addendum.

- 1. Contractor shall continue to provide the services defined in **Attachment A** for a total contract price of \$76,546.59 in 2024. The pricing attachment contains a provision for Winter Watering of all spruce and pine trees in the amount of \$1,467.50 and snow removal services as needed.
- 2. The original Agreement is in full force and effect and is hereby ratified by the Town and the Contractor.

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

### TOWN OF FOXFIELD, COLORADO

By: \_\_\_\_\_  
Lisa Jones, Mayor

ATTEST:

\_\_\_\_\_  
Kathleen Schmitz, Town Clerk

**CONTRACTOR**

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

STATE OF COLORADO    )  
                                  ) ss.  
COUNTY OF                )

The foregoing instrument was subscribed, sworn to and acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2023, by \_\_\_\_\_ as \_\_\_\_\_ of \_\_\_\_\_.

My commission expires:

(S E A L)

\_\_\_\_\_  
Notary Public

**AGREEMENT FOR SERVICES**

THIS AGREEMENT is made and entered into this 20<sup>th</sup> day of March, 2015, by and between the Town of Foxfield, a Colorado statutory municipality, (the "Town"), and Terracare Associates, (the "Contractor").

**RECITALS:**

A. The Town requires personal services as more particularly described in the Scope of Services, attached hereto as **Exhibit A** and incorporated herein by this reference (the "Project").

B. Contractor has held itself out to the Town as having the requisite expertise and experience to perform the required services for the Project.

NOW, THEREFORE, it is hereby agreed for the consideration hereinafter set forth, that Contractor shall provide to the Town services for the Project.

**I. SCOPE OF SERVICES**

Contractor shall furnish the labor and materials to perform the services required for the complete and prompt execution and performance of all duties, obligations and responsibilities for the Project, which are described or reasonably implied from **Exhibit A** to this Agreement.

**II. THE TOWN'S OBLIGATIONS/CONFIDENTIALITY**

The Town shall provide Contractor with reports and such other data as may be available to the Town and reasonably required by Contractor to perform hereunder. No Project information shall be disclosed by Contractor to third parties without prior written consent of the Town or pursuant to a lawful court order directing such disclosure. All documents provided by the Town to Contractor shall be returned to the Town. Contractor is authorized by the Town to retain copies of such data and materials at Contractor's expense.

**III. OWNERSHIP OF INSTRUMENTS OF SERVICE**

The Town acknowledges that the Contractor's documents are an instrument of the services provided pursuant to this Agreement. Nevertheless, the documents prepared under this Agreement shall become the property of the Town upon completion of the services.

**IV. COMPENSATION**

A. In consideration for the completion of the services specified herein by Contractor, the Town shall pay Contractor an amount not to exceed fifty-two thousand dollars (\$52,000.00). Payment shall be made in accordance with the schedule of charges and fees in **Exhibit A** to this Agreement, which is attached hereto and incorporated herein by this reference. Invoices will be itemized and include hourly breakdown for all personnel and other charges. The maximum fee

specified herein shall include all fees and expenses incurred by Contractor in performing all services hereunder.

B. Contractor shall submit monthly or periodic statements requesting payment. Such request shall be based upon the amount and value of the services performed by Contractor under this Agreement, except as otherwise supplemented or accompanied by such supporting data as may be required by the Town.

1. All invoices, including Contractor's verified payment request, shall be submitted by Contractor to the Town no later than the twenty-fourth (24th) day of each month for payment, pursuant to the terms of this Agreement. In the event Contractor fails to submit any invoice on or before the twenty-fourth (24th) day of any given month, Contractor defers its right to payment, pursuant to said late invoice, until the twenty-fourth (24th) day of the following month.

2. Progress payments may be claimed on a monthly basis for reimbursable costs actually incurred to date as supported by detailed statements, including hourly breakdowns for all personnel and other charges. The amounts of all such monthly payments shall be paid within thirty (30) days after the timely receipt of invoice, as provided by this Agreement.

C. The Town has the right to ask for clarification on any Contractor invoice after receipt of the invoice by the Town.

D. In the event payment for services rendered has not been made within forty-five (45) days from the receipt of a timely invoice for any uncontested billing, interest will accrue at the legal rate of interest. In the event payment has not been made within ninety (90) days from the receipt of the invoice for any uncontested billing, Contractor may, after giving seven (7) days' written notice and without penalty or liability of any nature, suspend all authorized services specified herein. In the event payment in full is not received within thirty (30) days of giving the seven (7) days' written notice, Contractor may terminate this Agreement. Upon receipt of payment in full for services rendered, Contractor will continue with all authorized services.

E. Final payment shall be made within sixty (60) calendar days after all data and reports (which are suitable for reproduction and distribution by the Town) required by this Agreement have been turned over to and approved by the Town and upon receipt by the Town of Contractor's written notification that services required herein by Contractor have been fully completed in accordance with this Agreement and all data and reports for the Project.

## **V. COMMENCEMENT AND COMPLETION OF SERVICES**

This Agreement shall commence March 20, 2015, and shall terminate December 31, 2015, unless earlier terminated pursuant to Section XII below. This Agreement will renew for four (4) successive one (1) year contracts, subject to annual appropriation by the Board of Trustees. Notice of non-appropriation for the subsequent year shall be given by the Town no later than December 15

of the preceding year. The Town shall not pay any liquidated damages, penalties, or monetary damages as a result of terminating this Agreement.

## **VI. CHANGES IN SCOPE OF SERVICES**

A change in the Scope of Services shall constitute a material change or amendment of services which is different from or additional to the Scope of Services specified in Section I of this Agreement. No such change, including any additional compensation, shall be effective or paid, unless authorized by a written addendum to this Agreement executed by the Town. If Contractor proceeds without such written authorization, then Contractor shall be deemed to have waived any claim for additional compensation for such work, including a claim based on the theory of unjust enrichment, quantum merit or implied contract. Except as expressly provided herein, no agent, employee, or representative of the Town shall have the authority to enter into any changes or modifications, either directly or implied by a course of action, relating to the terms and scope of this Agreement.

Any changed or additional services provided pursuant to written authorization from the Town shall be subject to all of the terms and conditions set forth in this Agreement; the not-to-exceed maximum fees provided in Section IV above shall be adjusted to reflect the changed or additional fees authorized for the changed or additional services.

## **VII. COMPLIANCE WITH LAW**

The services to be performed by Contractor hereunder shall be done in compliance with applicable laws, ordinances, rules and regulations.

## **VIII. INDEMNIFICATION**

A. **INDEMNIFICATION – GENERAL:** The Town cannot and by this Agreement does not agree to indemnify, hold harmless, exonerate or assume the defense of the Contractor or any other person or entity whatsoever, for any purpose whatsoever. Provided that the claims, demands, suits, actions or proceedings of any kind are not the result of professional negligence, the Contractor, to the fullest extent permitted by law, shall defend, indemnify and hold harmless the Town, its Board members, officials, officers, directors, agents and employees from any and all claims, demands, suits, actions or proceedings of any kind or nature whatsoever, including worker's compensation claims, in any way resulting from or arising from the services rendered by Contractor, its employees, agents or subconsultants, or others for whom the Contractor is legally liable, under this Agreement; provided, however, that the Contractor need not indemnify or save harmless the Town, its Board members, its officers, agents and employees from damages resulting from the negligence of the Board members, officials, officers, directors, agents and employees.

B. **INDEMNIFICATION FOR PROFESSIONAL NEGLIGENCE:** The Contractor shall, to the fullest extent permitted by law, defend, indemnify and hold harmless the Town, its Board members, and any of its officials, officers, directors, and employees from and against damages, liability, losses, costs and expenses, including reasonable attorneys fees, but only to the extent caused by or arising out of the negligent acts, errors or omissions of the Contractor, its employees, agents or

subconsultants, or others for whom the Contractor is legally liable, in the performance of professional services under this Agreement, if professional services are provided. The Contractor is not obligated under this subparagraph IX.B. to indemnify the Town for the negligent acts of the Town, its Board members, or any of its officials, officers, directors, agents and employees.

C. **INDEMNIFICATION – COSTS:** Contractor shall, to the fullest extent permitted by law, defend, investigate, handle, respond to, and provide defense for and defend against, any such liability, claims or demands at the sole expense of Contractor or, at the option of the Town, agrees to pay the Town or reimburse the Town for the defense costs incurred by the Town in connection with any such liability, claims or demands. Contractor shall, to the fullest extent permitted by law, defend and bear all other costs and expenses related thereto, including court costs and attorney fees, whether or not any such liability, claims or demands alleged are groundless, false or fraudulent. If it is determined by the final judgment of a court of any competent jurisdiction that such injury, loss or damage was caused in whole or in part by the act, omission or other fault of the Town, its Board members, officials, officers, directors, agents and employees, the Town shall reimburse Contractor for the portion of the judgment attributable to such act, omission or other fault of the Town, its Board members, officials, officers, directors, agents and employees.

## **IX. INSURANCE**

A. Contractor agrees to procure and maintain, during the life of this Agreement, a policy or policies of insurance against all liability, claims, demands and other obligations assumed by Contractor, pursuant to Section IX. Indemnification, above. Such insurance shall be in addition to any other insurance requirements imposed by this Agreement or by law. Contractor shall not be relieved of any liability, claims, demands or other obligations assumed pursuant to Section IX. Indemnification, above, by reason of its failure to procure or maintain insurance, or by reason of its failure to procure or maintain, during the life of this Agreement, insurance in sufficient amounts, durations or types.

B. Contractor shall procure and maintain, during the life of this Agreement, for itself and any subconsultant, the minimum insurance coverages listed below. Such coverages shall be procured and maintained with forms and insurers acceptable to the Town. All coverages shall be continuously maintained to cover all liability, claims, demands and other obligations assumed by Contractor, pursuant to Section IX. Indemnification, above. In the case of a claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.

1. Workers' Compensation Insurance to cover obligations imposed by applicable laws for any employee engaged in the performance of services under this Agreement, and Employer's Liability Insurance with minimum limits of Five Hundred Thousand Dollars (\$500,000) each accident, Five Hundred Thousand Dollars (\$500,000) disease-policy limit, and Five Hundred Thousand Dollars (\$500,000) disease-each employee. If any work on the Project is sublet, the Contractor shall require each of its subconsultants to provide similar coverage for all of the subconsultant's employees to be engaged in such work. Evidence of

qualified self-insured status may be substituted for the workers' compensation requirements of this Paragraph.

2. Commercial General Liability Insurance to be written with a limit of liability of not less than One Million Dollars (\$1,000,000) for all damages arising out of bodily injury, personal injury (including coverage for employee and contractual acts), including death, at any time resulting therefrom, arising out of any one occurrence, and not less than Two Million Dollars (\$2,000,000) general aggregate for all damages arising out of bodily injury, including death, at any time resulting therefrom, during the policy period. This policy shall also include coverage for blanket contractual and independent contractor risks.

The limits of Commercial General Liability Insurance for broad-form property damage (including products and completed operations) shall be not less than One Million Dollars (\$1,000,000) for all damages arising out of injury to or destruction of property in any one occurrence, and not less than Two Million Dollars (\$2,000,000) for all damages arising out of injury to or destruction of property, including the Town's property during the policy period. The policy shall contain a severability of interests provision.

The policy required by this sub-paragraph 2. shall be endorsed to include the Town, its officers, employees and consultants as additional insureds. No additional insured endorsement to the policy required by this sub-paragraph 2. shall contain any exclusion for bodily injury or property damage arising from completed operations.

3. Comprehensive Automobile Liability Insurance with minimum combined single limits for bodily injury and property damage of not less than One Million Dollars (\$1,000,000) each occurrence, and One Million Dollars (\$1,000,000) aggregate with respect to each of the Consultant's owned, hired, and nonowned vehicles assigned to or used in performance of the services. The policy shall contain a severability of interests provision.

4. Every policy required above shall be primary insurance, with the exception of Workers' Compensation, and any insurance carried by the Town, its officers, its employees or its consultants shall be excess and not contributory insurance to that provided by Contractor. Contractor shall be solely responsible for any deductible losses under any policy required above.

5. The certificate of insurance provided by the Contractor shall be completed by the Contractor's insurance agent as evidence that policies providing the required coverages, conditions and minimum limits are in full force and effect, and shall be reviewed and approved by the Town prior to commencement of the Agreement. No other form of certificate shall be used. The certificate shall identify this Agreement and the coverages afforded under the policies. The completed certificate of insurance shall be sent to:

Town of Foxfield  
Attn: Town Clerk  
P.O. Box 461450  
Foxfield, Colorado 80046-1450

6. It is the affirmative obligation of the Contractor to notify the Town of Foxfield's Town Clerk, as provided in this Agreement, within two (2) business days of the cancellation or substantive change to any insurance policy required under this Agreement, and failure to do so shall constitute a breach of this Agreement.

7. Failure on the part of Contractor to procure or maintain policies providing the required coverages, conditions and minimum limits shall constitute a material breach of agreement upon which the Town may immediately terminate this Agreement.

8. The parties hereto understand and agree that the Town, its officers and its employees are relying on, and do not waive or intend to waive by any provision of this Agreement, the monetary limitations (presently One Hundred Fifty Thousand Dollars (\$150,000) per person, and Six Hundred Thousand Dollars (\$600,000) per occurrence) or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq.*, as from time to time amended, or otherwise available to the Town, its officers or its employees.

#### **X. NONASSIGNABILITY**

Neither this Agreement nor any of the rights or obligations of the parties hereto shall be assigned by either party without the written consent of the other.

#### **XI. TERMINATION**

This Agreement shall terminate at such time as the services in Section I are completed and the requirements of this Agreement are satisfied, or upon the Town's providing Contractor with seven (7) days' advance written notice, whichever occurs first. In the event the Agreement is terminated by the Town's issuance of said written notice of intent to terminate, the Town shall pay Contractor for all services previously authorized and completed prior to the date of termination. If, however, Contractor has substantially or materially breached the standards and terms of this Agreement, the Town shall have any remedy or right of set-off available at law and equity. If the Agreement is terminated for any reason other than cause prior to completion of the Project, any use of documents by the Town thereafter shall be at the Town's sole risk, unless otherwise consented to by Contractor.

#### **XII. CONFLICT OF INTEREST**

The Contractor shall disclose any personal or private interest related to property or business within the Town. Upon disclosure of any such personal or private interest, the Town shall determine if the interest constitutes a conflict of interest. If the Town determines that a conflict of interest exists, the Town may treat such conflict of interest as a default and terminate this Agreement.

**XIII. VENUE**

This Agreement shall be governed by the laws of the State of Colorado, and any legal action concerning the provisions hereof shall be brought in the County of Arapahoe, State of Colorado.

**XIV. INDEPENDENT CONTRACTOR**

Contractor is an independent contractor. Notwithstanding any provision appearing in this Agreement, all personnel assigned by Contractor to perform services under the terms of this Agreement shall be, and remain at all times, employees or agents of Contractor for all purposes. Contractor shall make no representation that it is the employee of the Town for any purposes.

**XV. NO WAIVER**

Delays in enforcement or the waiver of any one or more defaults or breaches of this Agreement by the Town shall not constitute a waiver of any of the other terms or obligation of this Agreement.

**XVI. ENTIRE AGREEMENT**

This Agreement, and the attached **Exhibits A and B** are the entire Agreement between Contractor and the Town, superseding all prior oral or written communications. None of the provisions of this Agreement may be amended, modified, or changed, except as specified herein.

**XVII. NOTICE**

Any notice or communication between Contractor and the Town which may be required, or which may be given, under the terms of this Agreement shall be in writing, and shall be deemed to have been sufficiently given when directly presented or sent pre-paid, first class United States mail, addressed as follows:

The Town:      Town of Foxfield  
                      Attn: Town Clerk  
                      P.O. Box 461450  
                      Foxfield, Colorado 80046-1450

Contractor:     Terracare Associates  
                      9742 Titan Park Circle  
                      Littleton, CO 80125





Town of Foxfield Landscape Services 2024

| Item #        | Maintenance Services   | Per Occurrence Price 2023 | # of Occ / Year | Price Per Year 2023 |
|---------------|--|---------------------------|-----------------|---------------------|
| 1             | ROW - mow, trim, remove trash  | \$6,003.43                | 6               | \$36,020.57         |
| 2             | Easements - mow, trim, remove trash (Added in 2020)  | \$1,368.06                | 6               | \$8,208.35          |
| 3             | Arapahoe/Ring Road & Open Space - Mow, trim, spot spray or pull weeds as needed, remove trash and empty trash cans every two (2) weeks | \$2,243.70                | 6               | \$13,462.20         |
| 4             | Arapahoe/Ring Road & Open Space - Apply broadleaf weed spray. Bag thistle as needed. To include the section by drainageway.            | \$1,371.01                | 2               | \$2,742.01          |
| 5             | Arapahoe/Ring Road & Open Space - Irrigation maintenance   | \$128.56                  | 8               | \$1,028.51          |
| 6             | Arapahoe/Ring Road & Open Space - Tunnel light bulbs replacement   | \$97.03                   | 2               | \$194.05            |
| 7             | Islands - Mow, weed eat, trim trees and bushes, spray or pull weeds, remove trash  | \$339.58                  | 12              | \$4,075.01          |
| 8             | Plant Health Care - Aphid & Mite Spray - All trees & Shrubs  | \$1,067.28                | 2               | \$2,134.56          |
| 9             | Plant Health Care - Pine Beetle Spray - All trees  | \$1,460.22                | 2               | \$2,920.45          |
| 10            | Plant Health Care - Tree fertilizer with Myorrhizae  | \$2,190.34                | 1               | \$2,190.34          |
| 11            | Dog waste stations (6) - Empty/service stations weekly   | \$68.66                   | 52              | \$3,570.55          |
| <b>Total:</b> |  |                           |                 | <b>\$76,546.59</b>  |

**Twelve equal Monthly Payments \$6,378.88**

| Item # | Additional Maintenance Services                  | Per occurrence 2023 | # of Occ / Year                    | Price Per Year 2023 |
|--------|--|---------------------|------------------------------------|---------------------|
| 1      | Winter Water All Spruce and Pines October-March. | \$1,467.50          | Must be pre-authorized by the Town |                     |
| 2      | Snow Removal Services 2023                       | See Attached Rates  |                                    |                     |

By:   
 Terracare Associates, LLC.  
 Authorized Signature

09 Oct 2023  
 DATE

By: \_\_\_\_\_  
 Town of Foxfield  
 Authorized Signature

\_\_\_\_\_  
 DATE



**SNOW MAINTENANCE**

2023-2024

|                  |  |
|------------------|--|
| <u>\$ 160.00</u> | <u>Per hour, pick-up truck with 7.5 foot plows</u>                       |
| <u>\$ 74.00</u>  | <u>Per hour, hand shoveling laborer</u>                                  |
| <u>\$ 160.00</u> | <u>Per hour, Sander/Ice Slicer truck, plus materials at \$317.00 ton</u> |
| <u>\$ 74.00</u>  | <u>Per hour, ice melt plus material at \$1.25/lb.</u>                    |
| <u>\$ 104.00</u> | <u>Per hour, snow blower or broom</u>                                    |
| <u>\$ 125.00</u> | <u>Per hour, ATV w/blade</u>   |
| <u>\$ 193.00</u> | <u>Per hour, Skid Steer or tractor with bucket</u>                       |
| <u>\$ 293.00</u> | <u>Per hour, front end loader, 3 yard</u>                                |
| <u>\$ 320.00</u> | <u>Per hour, front end loader, 3 yard with 12 foot pusher</u>            |
| <u>\$ 299.00</u> | <u>Per hour, dump truck 10 yard</u>                                      |
| <u>\$ 240.00</u> | <u>Per hour, dump truck 5 yard with plow</u>                             |
| <u>\$ 160.00</u> | <u>Per hour, UTV w/ blade</u>  |

These are our hourly rates for the 2023-2024 snow maintenance season. There is a one (1) hour minimum charge per job site.



## MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Kathleen Schmitz, Town Clerk

DATE: November 2, 2023

RE: Attracting and Retaining Business

### BACKGROUND:

Generally, municipalities may not lend or pledge the credit or faith thereof, directly, or indirectly, in any manner to, or in aid of, any person, company or corporation. However, there is one exception to the prohibition on the use of public money in aid of a private entity: the public purpose exception. If the expenditure of public money will serve as a benefit to the community as a body and which, at the same time, is directly related to the functions of government.

Staff discussed options for business incentives with Mr. Hoffman to ensure the incentives would meet the public purpose requirements.

### Potential Village Center Business Incentives:

1. Sales tax and use tax rebate
  - a. The current municipal code allows any owner or proprietor of a newly established or proposed retail sales tax generating business, or the owner or proprietor of an existing retail sales tax generating business expands substantially, to apply to the Town for inclusion within the ESTIP, provided that the new or expanded business is reasonably expected to generate enhanced sales tax of at least twenty thousand dollars (\$20,000.00) in the first year of operation or the first year following completion of the Public or Public-Related Purposes. Those public purposes may include general renovations, but those renovations cannot apply only to that specific business model, i.e., a pizza oven wouldn't qualify, but a grease trap that stayed with the property would qualify.

- b. A use tax rebate could be granted but only if categories were clearly defined and public use was identified.
2. Building permit fee rebate
  - a. Building permit categories could qualify as long as the application is uniform, i.e. a commercial sign permit rebate could be available to all businesses.
3. Special use cases can only be done if the public use will carry on beyond that individual business. This option has the most potential for legal challenges.

Code considerations:

1. The current commercial signs standards are complex and restrictive. At least one tenant has complained about the lack of roadway visibility. Simplifying this section of code may help increase business traffic.

The staff is seeking direction as to the next steps.



## MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Kathleen Schmitz, Town Clerk

DATE: November 2, 2023

RE: Proposed Master Plan

### DISCUSSION:

Attached please find a draft of the latest version of the Master Plan that incorporates feedback provided by the Town.

Please note the following:

1. Safebuilt incorporated the Town's feedback with few exceptions. Interpretations of comments may have been made and will be able to be changed prior to consideration of adoption;
2. Comments were received regarding future land use. The discussion of the nature and location will be a focus of the conversation for the Board meeting study session;
3. There are a handful of pages that require additional content. These will be provided for the final draft for consideration. Safebuilt does not believe that any of the missing content is substantive or controversial to the point that it would require in-depth Board discussion;

A public hearing and final adoption of the proposed Master Plan will be scheduled after the additional content has been added and all revisions have been made.

### ATTACHMENTS:

**Exhibit A** – Foxfield Master Plan Draft



# Town of Foxfield Master Plan

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## Master Plan

Adopted: December 17, 1998

Amended: June 3, 2004 - Trails Plan

Amended: May 15, 2008 - Parker Road Sub Area Plan



# Acknowledgments

The Town of Foxfield's Master Plan is a culmination of past plans and current input and guidance from elected and appointed officials and town staff.

Special thanks to the following:

Lisa Jones, Mayor

Josie Cockrell, Board of Trustees

Debra Farreau, Board of Trustees

Dave Goddard, Board of Trustees

Hark Herold, Board of Trustees

Tim Shultz, Board of Trustees

Pamela Thompson, Board of Trustees

Karen Proctor, Town Administrator

Kathleen Schmitz, Town Clerk

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# Introduction

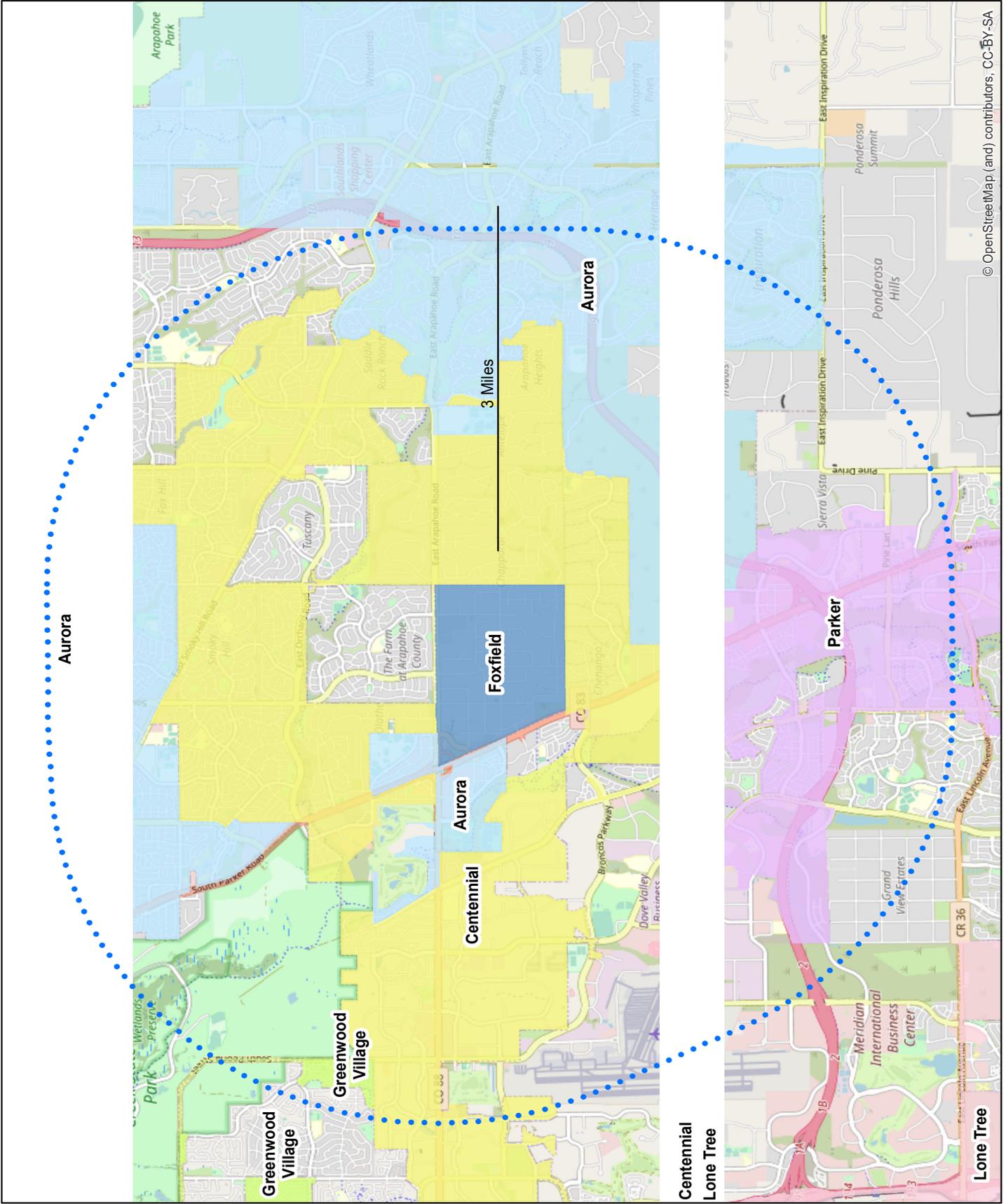
The purpose of the Town of Foxfield Master Plan is to provide a guide for public officials, residents, and others who are involved with planning, land use, and development in this community. It represents the community's vision as to how this low density residential "enclave" should develop in the future. It will be updated and amended as conditions may warrant.

The format of the Master Plan is succinct and straightforward and includes a discussion of the background of the community, existing conditions, goals and policies. These narrative sections are supplemented by a Master Land Use Plan map, which graphically depicts the overall policies and concepts for the community.

It is important to emphasize that the Town of Foxfield Master Plan is not zoning. It does, however, present recommendations about future land use and development and is to be utilized as a guide for future decisions by the Town. The Town of Foxfield has adopted zoning and other development regulations which reinforce the concepts and recommendations in the Master Plan, which are consistent with the provisions of Town regulations and Colorado State Statutes.

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# Vision Statement

Our vision for the Town of Foxfield is to create a vibrant community that embraces its heritage and maintains our existing rural lifestyle. We envision a town where residents, businesses, and visitors coexist in harmony, where nature and the built environment unite to create a model of balanced progress.

*Preserving A Rural Lifestyle:* Foxfield's unique charm lies in its landscapes, open spaces, and tranquil atmosphere. Our vision is to safeguard the rural nature of our town. Through thoughtful land use planning, conservation efforts, and sustainable development practices, we will protect our green spaces, farms, and natural resources for future generations to enjoy. While preserving our rural character, we also recognize the importance of smart and sustainable growth. Our vision is to encourage responsible development that respects the town's unique character and natural surroundings.

*Cultivating Economic Vitality:* To ensure the long-term prosperity of Foxfield, we envision a thriving local economy. By nurturing a business-friendly environment, attracting services for our residents, and supporting local entrepreneurship, we will create opportunities for economic growth and enhance the quality of life for our residents.

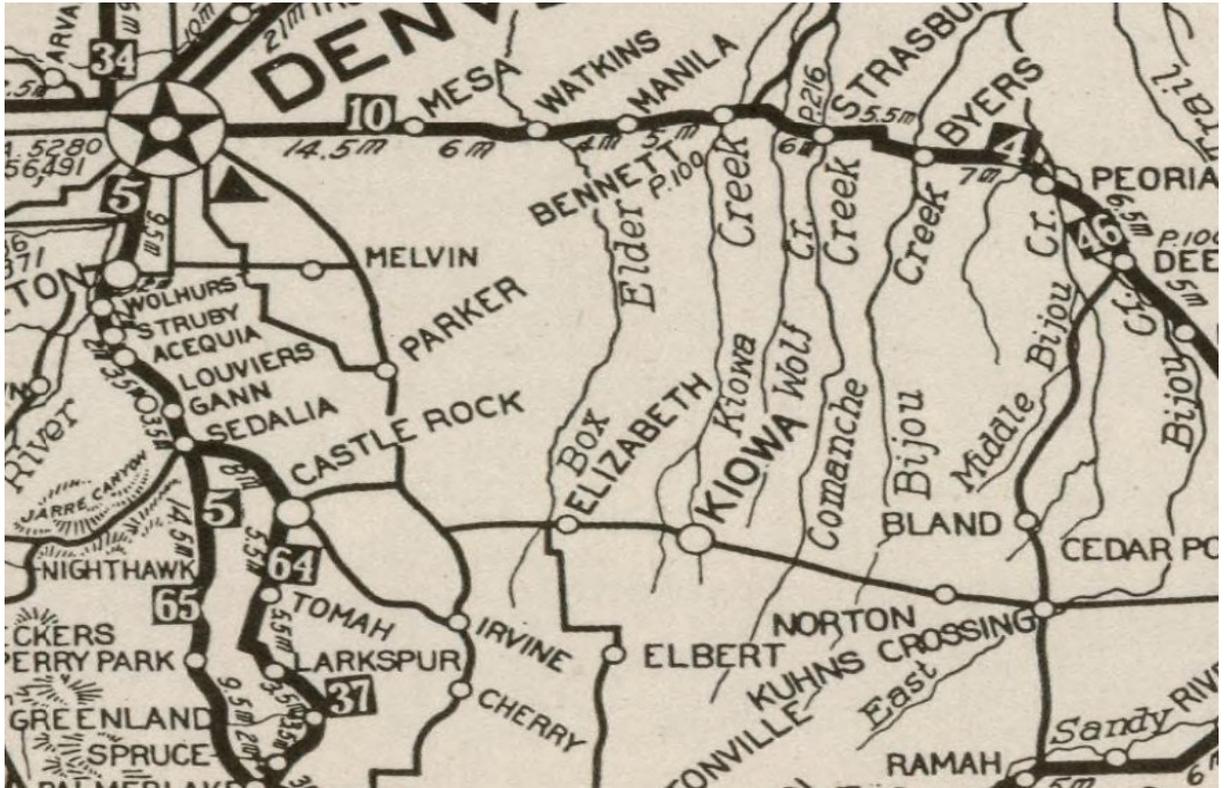
*Prioritizing Infrastructure:* Our vision includes a well-planned and efficient infrastructure system. We will continue to invest in existing transportation networks, well-maintained roads and traffic mitigation gates. This will enhance the multi-modal use of our streets, accessibility, reduce congestion, and promote safe mobility for all.

*Ensuring Safety and Resilience:* The safety and well-being of our residents are paramount. We envision a Town that prioritizes public safety, emergency preparedness, and disaster resilience. By implementing measures and collaborative partnerships with neighboring jurisdictions, we will create a secure and resilient community.

*Enhancing Community Engagement:* We believe that community involvement is essential to achieve our vision. We strive to foster a sense of belonging and encourage active participation from all residents, businesses, and stakeholders. By providing accessible channels for communication and decision-making processes that reflect the town's diverse voices, we will create a strong and united Foxfield community.

Together, as one united community, we will work to achieve this vision for the Town. By embracing our rural lifestyle, promoting sustainable growth, and valuing our residents, we will maintain our model town that inspires and sets a benchmark for others to follow.

# Community History



Foxfield, Colorado, a small town located in Arapahoe County, has a rich history that traces back to early inhabitation by Native Americans, specifically, Kiowas, Cheyennes, Arapahos, and others tribes of native origins. The 17th century colonization of the North American continent brought with it a series of occupations and territorial divisions of land resulting in the present day boundaries of Arapahoe County, where Foxfield is now located. Despite its relatively modest size, the town's history is characterized by agricultural roots, suburban development, and a commitment to preserving its unique character.

The area surrounding Foxfield in the 19th century lends its early roots to an agricultural heritage. Originally settled by farmers who sought fertile land for cultivation, the area's economy revolved around farming and ranching. The fertile soil and access to water sources facilitated the growth of crops, especially wheat and vegetables, which sustained the local population and contributed to the region's overall agricultural productivity.

Over the decades, Foxfield experienced gradual suburban development, with residential areas and small businesses emerging alongside its agricultural lands. This development gained momentum in the mid-20th century as nearby urban centers, such as Denver, began to expand. Foxfield's proximity to these centers made it an attractive option for those seeking a quieter, more rural lifestyle while still being within reach of urban amenities.

# Community History

One significant historical event in Foxfield's history was its incorporation as a town in 1994. This step was taken by residents to retain local control over zoning and land use decisions, ensuring that the town's unique character and rural atmosphere were preserved amidst the increasing urbanization of the surrounding area.

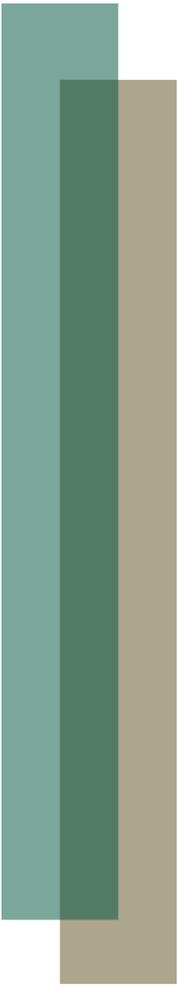
Foxfield's commitment to maintaining its identity is evident in its approach to land use and development. The town has implemented measures to control growth and maintain large lot sizes, which has helped to prevent overcrowding and preserve the open spaces that are an integral part of its history. Zoning regulations and master planning have been instrumental in achieving this balance between development and preservation.

Throughout its history, Foxfield has faced challenges associated with urban expansion and infrastructure development. The town's leadership has focused on managing these challenges while safeguarding the values and traditions that make Foxfield distinctive. The town's commitment to its rural heritage is reflected in its emphasis on maintaining open spaces, encouraging responsible development, and fostering a strong sense of community.

In recent years, Foxfield has continued to evolve in response to changing demographics and economic factors. The town's historical roots remain visible in the mix of modern residences, rural landscapes, and community-oriented events. Foxfield's history is not just about the past; it informs the present and shapes the town's future as it navigates the delicate balance between growth and preservation.

In conclusion, Foxfield, Colorado, has a history deeply rooted in agriculture, suburban development, and the preservation of its unique character. From its early farming days to its incorporation as a town and its ongoing efforts to balance growth with conservation, Foxfield's history tells the story of a community that values its past while navigating the challenges of the present and future.

# Community Snapshot



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# Community Character

## Goal

To enhance and protect the rural character of the community

## Policies

1. Maintain the standard of single-family residential development on rural estate lots.
2. Encourage appropriate and compatible development of currently undeveloped land.
3. Encourage development that is compatible with a rural character, in terms of land use, scale or other characteristics.
4. Encourage a sense of pride and good stewardship in the Foxfield area and in its community affairs.
5. Encourage proposals from Foxfield citizens regarding the street network system, other transportation elements, parks and open space, land use, resident safety, community facilities, and other amenities which will enhance and improve the community.
6. Allow horses and other animals in a manner compatible with the character of the Foxfield community.
7. Recognize that natural landscapes, mountain views, open spaces, and wildlife habitat are some of Foxfield's greatest assets and should be protected.

# Land Use

## Goal

Maintain land uses in the Town which are compatible with a rural, low-density community.

## Policies

1. Encourage flexibility in developing the remaining undeveloped land in order to achieve compatible land use and site planning while providing benefits to the Foxfield community as a whole.
2. Require the establishment of significant open space buffers between residential areas, community, and non-residential uses where warranted.
3. Limit “home occupations” to prevent off-site impacts, including visual, noise, and traffic impacts.
4. Recognize the corner area next to the Arapahoe/Parker intersection as the prime location for commercial development within Foxfield. Amendments to the Master Plan map may be considered for commercial and other uses as each would affect the abutting properties and the whole community with the primary goal to further the policies of this Master Plan and provide benefits to the Town of Foxfield and its residents.
5. Ensure protection of views of the Rocky Mountains from public streets through a designated viewshed corridor or other similar land use regulation techniques that regulates commercial development.

# Land Use

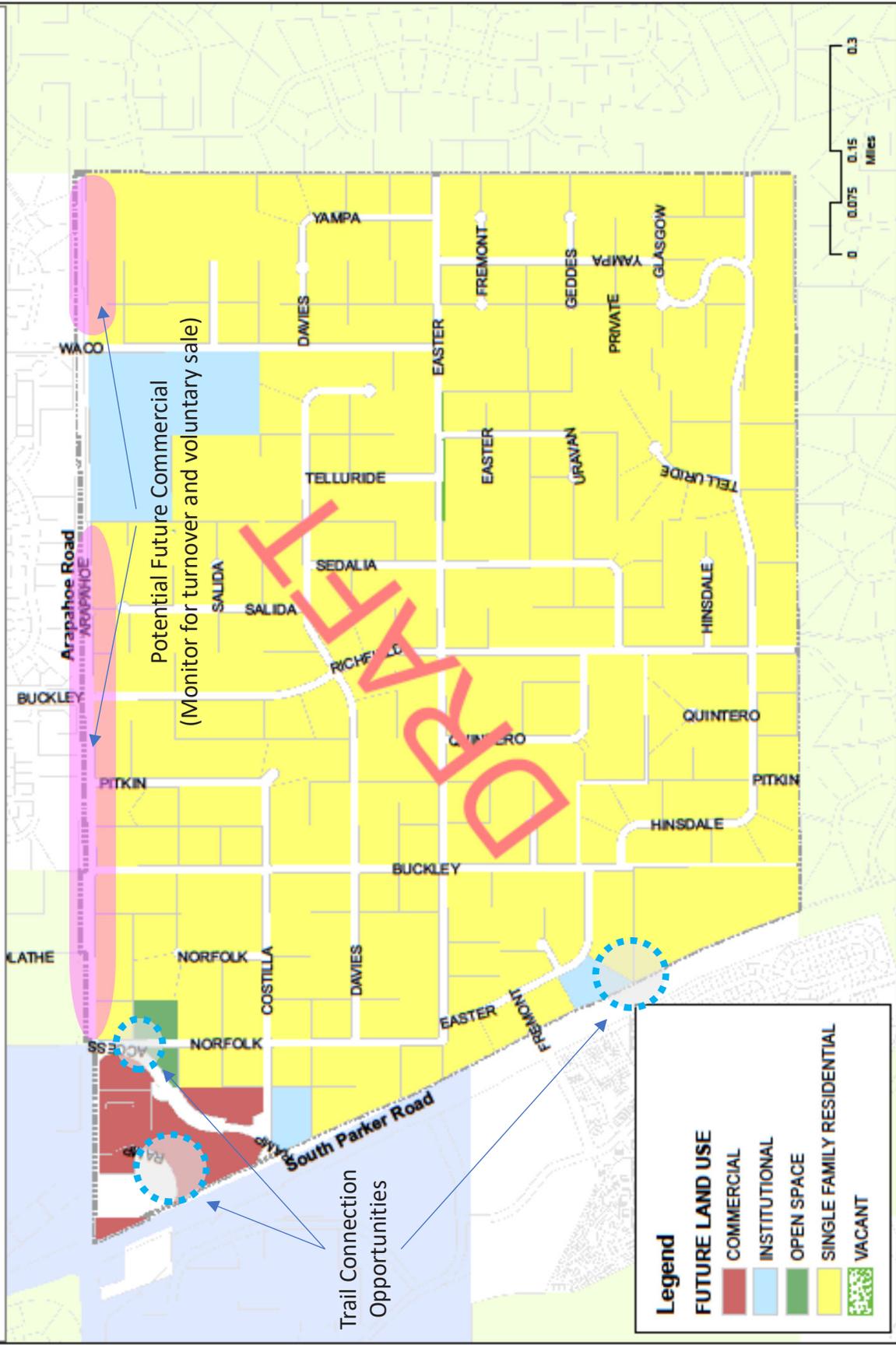
6. The Town's commercial design guidelines should be up-dated periodically to reflect the Town's design and development directions for all current and future land uses. If necessary, changes to the Zoning Ordinance will be made to identify the Design Guideline as Design Standards.
7. New developments along South Parker Road and Arapahoe Road should plan for uninterrupted pedestrian and vehicle access and mitigate any through traffic away from residential areas.
8. Evaluate undeveloped land as located on the Master Plan map in terms of the opportunities and benefits the land may present for the Foxfield community.
9. Consider uses of land and facilities, such as open space, which may provide additional benefits for the community of Foxfield.
10. Encourage flexible site planning to allow for the creation of public open space, including planned development techniques.
11. Consider environmental conditions of a site and its surrounding area when evaluating new development.
12. Maintain the rural, residential character by continuing to keep residential uses dispersed and other uses, such as commercial, in specified central areas.







# Town of Foxfield Future Land Use



**Legend**

**FUTURE LAND USE**

- COMMERCIAL
- INSTITUTIONAL
- OPEN SPACE
- SINGLE FAMILY RESIDENTIAL
- VACANT

# Economic Base

## Goal

To protect and enhance Foxfield's economic base.

## Policies

1. Align Foxfield's fiscal needs and desires to financial planning.
2. Monitor strategically located properties along Arapahoe Road for turnover or voluntary sale and development.
3. Examine existing land use regulations to ensure remaining development opportunities provide sales tax generating uses.

# Roads and Transportation

## Goal

Maintain the existing, established road network to ensure the highest levels of safety and continuous function for the residents of Foxfield.

## Policies

1. Maintain a functional street network throughout the community that provides good access for residents, while discouraging through traffic.
2. Ensure newly proposed developments efficiently align with the existing street network.
3. Require developers to provide objective analysis of the traffic impact of their proposed developments and to satisfactorily mitigate the anticipated traffic impacts. Town staff should coordinate development standards and impact fees to ensure that proposed development fully finances required traffic infrastructure improvements.
4. Maintain the rural character of the roads, including:
  - Gravel shoulders
  - No curb and gutter
  - Swales on both sides of the road
  - Natural landscaping
  - Street lighting at intersections where necessary for safety
  - Minimal signage
  - Minimal intrusive outdoor lighting

# Roads and Transportation

5. Pursue roadway safety projects for various users of the roadway system (pedestrian, bicycle, equestrian) when opportunities present themselves.
6. Consider a full range of methods to control cut-through traffic, traffic volume, and traffic speeds.
7. Monitor existing traffic signaling along Arapahoe and Parker Roads. Coordinate with Arapahoe County and CDOT to coordinate roadway improvements, both planned and proposed, by partner agencies (CDOT, Arapahoe County, Centennial). Current considerations include:
  - Interchange at Arapahoe and Parker Roads
  - Maintain existing access to existing houses on Arapahoe Road. Monitor opportunities, as presented, to ensure appropriate access to the street network for businesses and residents.
  - Sufficient access to undeveloped land along Arapahoe and Parker Road
8. Consider development of a Transportation Plan to address the following:
  - Street Construction Standards
  - Street Maintenance
  - Street classification
  - Signage
  - Costs
  - Street Paving
  - Future connection improvements and a plan for future streets



# Open Space, Trails and Parks

## Goal

To improve and expand existing open space, trails, and park system to ensure effective management and utilization of these community resources.

## Policies

1. Prepare and implement a plan for the maintenance of an open space, park and trail system throughout the community. Look to use public rights-of-way, dedicated public sites and portions of private property owner approved sites to enhance the existing system.
2. Seek to establish and maintain public access to non-residential development sites, through mutual agreements with landowners, easements, or other sources.
3. Establish community open space on undeveloped land as a requirement of re-zoning and subdivision processes, or other agreements with landowners.
4. Seek funding for the acquisition, improvement, and maintenance of parks and open space.
5. Ensure that the trail system provides convenient and safe access to key public amenities, community facilities, commercial areas, and other regional connections.
6. Preserve and maintain the existing open space, trails, and park system within the Town.
7. Periodically revisit the 2014 Foxfield Trails Plan to revise information and policies included in the document. Policies should be adjusted to ensure that the plans aspirations continue to fit with the community.
8. Seek opportunities to connect to regional trail systems.
9. Identify strategies, policies, or open space acquisitions that can protect existing western views.

# Community Facilities and Services

## Goal

To encourage provision of appropriate and adequate public services.

## Policies

1. Encourage the provision of adequate community services within the financial resources of Foxfield. Services should include:
  - Police protection
  - Fire protection
  - Road maintenance
  - Planning and zoning
  - Plan review and building inspection
  - Court system
  - Traffic control
  - Water supply system
  - Sewage Disposal System for commercial properties
  - Public property maintenance, including parks and open space
  - Recreation
  - Drainage System
2. Seek the full range of funding sources for community services and facilities.

# Community Facilities and Services

3. Encourage development practices and standards, including water and energy conservation, which minimize the need for future services.
4. Encourage water conservation in site and landscaping design.
5. Encourage new developments to utilize centralized water systems.
6. Encourage the Town of Foxfield to function as a single representative entity to obtain maximum leverage in negotiating for or against future centralized utilities and other services.
7. All non-residential development shall be connected to a central water and sewer system. Residences served by individual water wells shall be limited to specialized circumstances.

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# Environment

## Goal

To Encourage protection and enhancement of the natural environment in a manner consistent with a rural residential community.

## Policies

1. Water and energy conservation techniques applicable to the locale should be identified and encouraged.
2. Recognize that light and noise disturbances can be detrimental to the livability and character of the Foxfield community, and that appropriate regulation should be taken to minimize such disturbances.
3. Analysis of storm drainage should be undertaken, and plans prepared to minimize potential hazards and damage.
4. New development shall be compatible with the environmental conditions of the site and the neighborhood.
5. Recognize that the night sky is one of Foxfield's attributes; prepare and implement a plan of action to minimize light pollution.
6. Maintain the public right of way for control of noxious weeds through current maintenance practices.

# Environment

7. Work closely with Arapahoe County to monitor climate and drought conditions that may pose a threat to residents and properties of the Town. Recognize the critical importance of fire mitigation to protect the safety and well-being of our community, its residents, and its natural resources.
8. Adopt the appropriate building code cycle and amendments to promote sustainable development and construction practices that are consistent with the Town vision.



# Intergovernmental Relations

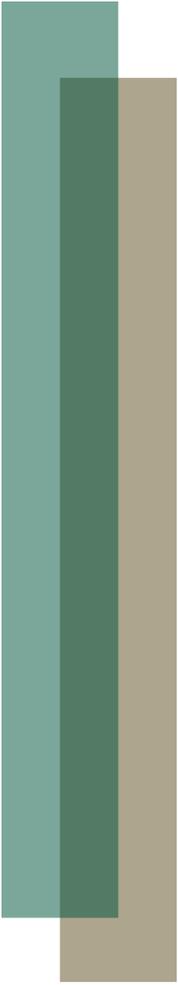
## Goal

To recognize that Foxfield is part of a much larger community and a working relationship with appropriate local, regional, state and federal agencies is necessary for the realization of Foxfield's goals and policies.

## Policies

1. Encourage participation in the activities of appropriate government entities to protect and enhance Foxfield's interests.
2. Work with other governmental entities to coordinate efforts to provide services and facilities which further the interests of the Town of Foxfield, consistent with the goals and policies of this Master Plan.
3. Coordinate planning efforts with Arapahoe County, the City of Centennial, the City of Aurora, the Town of Parker, City of Greenwood Village, Douglas County, various special districts and other appropriate governments.

# Amendments



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## MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Karen Proctor, Town Administrator

DATE: November 2, 2023

RE: 2024 Proposed Budget

### DISCUSSION:

The Board received the proposed 2024 budget on October 10th, 2023.

Attached is a revised 2024 proposed budget and a draft of the long-range financial plan along with the roadway maintenance update memo from SEH.

A public hearing and final reading of the proposed 2024 budget will be held on December 14th, 2023.

### ATTACHMENTS:

**Exhibit A** – 2024 Proposed Budget Draft

**Exhibit B** – Draft Long-Range Financial Plan

**Exhibit C** – Foxfield Roadway 2024 Update Memo from SEH

**TOWN OF FOXFIELD**  
**2024 Proposed Budget**

|  | 2022 Actual      | 2023 Estimated   | 2024 Proposed<br>Budget |
|--|------------------|------------------|-------------------------|
| <b>GENERAL FUND</b>                    |                  |                  |                         |
| <b>Beginning Fund Balance</b>          | <b>911,357</b>   | <b>1,131,856</b> | <b>1,256,256</b>        |
| <b>Revenues:</b>                       |                  |                  |                         |
| Taxes and Franchise Fees               | 608,701          | 490,087          | 489,662                 |
| Licenses and Permits                   | 41,861           | 104,205          | 41,860                  |
| Intergovernmental                      | 50,254           | 45,673           | 31,800                  |
| Charges for Services                   | 1,255            | 335              | 150                     |
| Fines                                  | 1,132            | 800              | 500                     |
| Miscellaneous                          | 31,738           | 62,047           | 63,300                  |
| <b>Total Revenues</b>                  | <b>734,942</b>   | <b>703,148</b>   | <b>627,272</b>          |
| <b>Total Revenues and Fund Balance</b> | <b>1,646,299</b> | <b>1,835,004</b> | <b>1,883,528</b>        |
| <b>Expenditures:</b>                   |                  |                  |                         |
| Administration                         | 199,855          | 224,463          | 234,721                 |
| Elections                              | 0                | 0                | 400                     |
| Judicial                               | 3,227            | 6,100            | 8,000                   |
| Public Safety                          | 136,665          | 127,585          | 161,262                 |
| Public Works                           | 171,377          | 220,200          | 193,300                 |
| Capital                                | 3,319            | 400              | 0                       |
| <b>Total Expenditures</b>              | <b>514,443</b>   | <b>578,748</b>   | <b>597,684</b>          |
| <b>Ending Fund Balance</b>             | <b>1,131,856</b> | <b>1,256,256</b> | <b>1,285,844</b>        |
| <b>ROAD MAINTENANCE FUND</b>           |                  |                  |                         |
| <b>Beginning Fund Balance</b>          | <b>120,811</b>   | <b>46,851</b>    | <b>93,719</b>           |
| <b>Revenues</b>                        | <b>199,722</b>   | <b>175,000</b>   | <b>175,000</b>          |
| <b>Total Revenues and Fund Balance</b> | <b>320,533</b>   | <b>221,851</b>   | <b>268,719</b>          |
| <b>Expenditures:</b>                   |                  |                  |                         |
| Crack Seal/Chip Seal                   | 233,034          | 105,292          | 18,000                  |
| Other Road Maintenance                 | 40,648           | 22,840           | 7,000                   |
| <b>Total Expenditures</b>              | <b>273,682</b>   | <b>128,132</b>   | <b>25,000</b>           |
| <b>Ending Fund Balance</b>             | <b>46,851</b>    | <b>93,719</b>    | <b>243,719</b>          |

| <b>OPEN SPACE FUND</b>                 |                |                |                |
|--|----------------|----------------|----------------|
| <b>Beginning Fund Balance</b>          | <b>182,296</b> | <b>210,336</b> | <b>238,202</b> |
| <b>Revenues</b>                        | 29,382         | 35,866         | 35,000         |
| <b>Total Revenues and Fund Balance</b> | <b>211,678</b> | <b>246,202</b> | <b>273,202</b> |
| <b>Expenditures:</b>                   |                |                |                |
| Maintenance                            | 1,245          | 4,000          | 4,000          |
| Improvements                           | 0              | 0              | 10,000         |
| Planning                               | 97             | 4,000          | 7,500          |
| Engineering and Design                 | 0              | 0              | 0              |
| <b>Total Expenditures</b>              | <b>1,342</b>   | <b>8,000</b>   | <b>21,500</b>  |
| <b>Ending Fund Balance</b>             | <b>210,336</b> | <b>238,202</b> | <b>251,702</b> |

| <b>CONSERVATION TRUST FUND</b>         |               |               |               |
|--|---------------|---------------|---------------|
| <b>Beginning Fund Balance</b>          | <b>27,183</b> | <b>24,240</b> | <b>19,859</b> |
| <b>Revenues</b>                        | 10,057        | 8,619         | 8,600         |
| <b>Total Revenues and Fund Balance</b> | <b>37,240</b> | <b>32,859</b> | <b>28,459</b> |
| <b>Expenditures:</b>                   |               |               |               |
| Improvements                           | 0             | 0             | 0             |
| Legal                                  | 0             | 0             | 0             |
| Planning & Engineering                 | 0             | 0             | 0             |
| Maintenance                            | 13,000        | 13,000        | 13,000        |
| <b>Total Expenditures</b>              | <b>13,000</b> | <b>13,000</b> | <b>13,000</b> |
| <b>Ending Fund Balance</b>             | <b>24,240</b> | <b>19,859</b> | <b>15,459</b> |

| <b>AMERICAN RESCUE PLAN FUND</b>       |                |                |               |
|--|----------------|----------------|---------------|
| <b>Beginning Fund Balance</b>          | <b>85,039</b>  | <b>159,881</b> | <b>65,881</b> |
| <b>Revenues</b>                        | 100,868        | 6,000          | 5,500         |
| <b>Total Revenues and Fund Balance</b> | <b>185,907</b> | <b>165,881</b> | <b>71,381</b> |
| <b>Expenditures:</b>                   |                |                |               |
| Government Services                    | 6,026          | 80,000         | 71,381        |
| Small Business Grants                  | 20,000         | 20,000         | 0             |
| Water, Sewer, Broadband Infrastructure | 0              | 0              | 0             |
| <b>Total Expenditures</b>              | <b>26,026</b>  | <b>100,000</b> | <b>71,381</b> |
| <b>Ending Fund Balance</b>             | <b>159,881</b> | <b>65,881</b>  | <b>0</b>      |

Budget Worksheet  
2024

| 2024 PROPOSED BUDGET        |                                  |                    |                    |                    |                      |                             |  |
|-----------------------------|----------------------------------|--------------------|--------------------|--------------------|----------------------|-----------------------------|--|
| <u>Account</u>              | <u>Account Title</u>             | <u>2021 Actual</u> | <u>2022 Actual</u> | <u>2023 Budget</u> | <u>2023 Estimate</u> | <u>2024 Proposed Budget</u> | <u>Description</u>   |
| <b>GENERAL FUND</b>         |                                  |                    |                    |                    |                      |                             |  |
| Taxes and Franchise Fees    |                                  |                    |                    |                    |                      |                             |  |
|                             | Assessed Value                   | 22,737,996         | 24,014,414         | 23,501,605         | 23,501,605           | 29,257,753                  |  |
|                             | Mill Levy                        | 4.982              | 4.982              | 4.982              | 4.982                | 4.982                       |  |
| 10-31-111                   | Current Property Tax             | 113,185            | 119,777            | 117,085            | 117,085              | 145,762                     | Provided by the county   |
| 10-31-121                   | Specific Ownership Tax           | 7,807              | 7,553              | 7,000              | 7,000                | 7,000                       | County collected. Basically property tax on type of vehicle. Year and taxable value determine these fees. Taxable value is determined by taking 85% of the suggested retail price. |
| 10-31-161                   | Xcel Franchise Fee               | 8,831              | 12,021             | 8,500              | 13,947               | 10,000                      |  |
| 10-31-162                   | CORE Franchise Fee               | 22,881             | 24,086             | 22,000             | 22,000               | 22,000                      |  |
| 10-31-163                   | Cable Television Fees            | 5,017              | 5,301              | 4,800              | 4,800                | 4,800                       | Comcast  |
| 10-31-191                   | Current Property Tax Interest    | 128                | 273                | 100                | 50                   | 100                         | Interest on property tax   |
| 10-31-192                   | Delinquent Property Tax          | 2,101              | 0                  | 0                  | 0                    | 0                           | Property Taxes due or refunded from previous years   |
| 10-31-193                   | Delinquent Property Tax Interest | 512                | 0                  | 0                  | 0                    | 0                           | Property Tax interest due or refunded from previous years  |
| 10-31-311                   | Sales Tax                        | 346,316            | 415,234            | 325,000            | 275,000              | 275,000                     | 3.75% on purchases made in the town or delivered into the town.  |
| 10-31-312                   | Use Tax                          | 38,660             | 24,456             | 20,000             | 50,205               | 25,000                      | Three percent (3%) imposed only for the privilege of storing, using or consuming within the Town any construction and building materials greater than \$20,000.                    |
|                             |                                  | <b>545,438</b>     | <b>608,701</b>     | <b>504,485</b>     | <b>490,087</b>       | <b>489,662</b>              |  |
| <b>Licenses and Permits</b> |                                  |                    |                    |                    |                      |                             |  |
| 10-32-211                   | Liquor Licenses                  | 895                | 298                | 350                | 345                  | 350                         | 2 licenses + special events  |
| 10-32-215                   | Business Licenses                | 278                | 470                | 280                | 210                  | 210                         | \$35 annual fee per business   |
| 10-32-218                   | Sign Permits                     | 0                  | 0                  | 0                  | 0                    | 0                           |  |
| 10-32-219                   | Communique Ads                   | 0                  | 0                  | 150                | 0                    | 0                           |  |
| 10-32-221                   | Building Permits                 | 51,853             | 37,381             | 35,000             | 102,000              | 40,000                      |  |
| 10-32-222                   | Street Cut Permits/ROW           | 1,636              | (254)              | 300                | 750                  | 300                         |  |
| 10-32-223                   | Grading Permits                  | 0                  | 150                | 0                  | 150                  | 150                         |  |

Budget Worksheet  
2024

| <u>Account</u>              | <u>Account Title</u>            | <u>2021 Actual</u> | <u>2022 Actual</u> | <u>2023 Budget</u> | <u>2023 Estimate</u> | <u>2024 Proposed Budget</u> | <u>Description</u>   |
|-----------------------------|---------------------------------|--------------------|--------------------|--------------------|----------------------|-----------------------------|--|
| 10-32-224                   | Zoning Review                   | 50                 | 1,200              | 100                | 0                    | 100                         | Costs billed through building permit   |
| 10-32-225                   | Engineering Review              | 618                | 1,515              | 500                | 0                    | 500                         | Costs billed through building permit   |
| 10-32-226                   | Driveway Permits                | 250                | 1,100              | 250                | 750                  | 250                         |  |
|                             |                                 | <b>55,580</b>      | <b>41,861</b>      | <b>36,930</b>      | <b>104,205</b>       | <b>41,860</b>               |  |
| <b>Intergovernmental</b>    |                                 |                    |                    |                    |                      |                             |  |
| 10-33-321                   | Motor Vehicle Registration Fees | 3,944              | 3,798              | 3,500              | 3,500                | 3,500                       | County collected   |
| 10-33-342                   | Cigarette Tax                   | 1,700              | 1,047              | 1,200              | 1,000                | 1,000                       | State derived  |
| 10-33-350                   | Severance Tax                   | 20                 | 885                | 400                | 1,160                | 600                         |  |
| 10-33-352                   | Highway User Tax                | 38,718             | 38,542             | 20,000             | 33,000               | 20,000                      | Based on the # of vehicles and street miles in each community relative to the same statistics in other municipalities and the CO Dept of Transportation revenue estimates. |
| 10-33-360                   | Mineral Lease                   | 157                | 230                | 133                | 289                  | 200                         |  |
| 10-33-371                   | County Road/Bridge Levy         | 5,446              | 5,751              | 6,580              | 6,724                | 6,500                       | Shareback from Arapahoe County   |
|                             |                                 | <b>49,985</b>      | <b>50,254</b>      | <b>31,813</b>      | <b>45,673</b>        | <b>31,800</b>               |  |
| <b>Charges for Services</b> |                                 |                    |                    |                    |                      |                             |  |
| 10-35-510                   | Traffic Court Revenues          | 0                  | 1,132              | 1,500              | 800                  | 500                         |  |
| 10-35-540                   | Chargeback Administration Fee   | 19                 | 1,255              | 100                | 335                  | 150                         | SafeBuilt & SEH  |
|                             |                                 | <b>19</b>          | <b>2,387</b>       | <b>1,600</b>       | <b>1,135</b>         | <b>650</b>                  |  |
| <b>Miscellaneous</b>        |                                 |                    |                    |                    |                      |                             |  |
| 10-36-600                   | Gate Violations                 | 0                  | 1,800              | 1,250              | 2,635                | 1,500                       |  |
| 10-36-601                   | Gate Tags                       | 0                  | 0                  | 0                  | 1,125                | 800                         |  |
| 10-36-611                   | Interest Earnings               | 497                | 21,439             | 20,000             | 55,000               | 60,000                      | estimated approximtely 5%  |
| 10-36-680                   | Miscellaneous/Other Income      | 8,263              | 1,277              | 1,000              | 3,287                | 1,000                       | Pinnacol dividend, IREA cap credit   |
| 10-36-681                   | MFSD Youth Program Distribution | 0                  | 7,223              | 0                  | 0                    | 0                           |  |
|                             |                                 | <b>8,760</b>       | <b>31,738</b>      | <b>22,250</b>      | <b>62,047</b>        | <b>63,300</b>               |  |
|                             | <b>TOTAL REVENUES</b>           | <b>659,782</b>     | <b>734,942</b>     | <b>597,078</b>     | <b>703,148</b>       | <b>627,272</b>              |  |

Budget Worksheet  
2024

| <u>Account</u>        | <u>Account Title</u>       | <u>2021 Actual</u> | <u>2022 Actual</u> | <u>2023 Budget</u> | <u>2023 Estimate</u> | <u>2024 Proposed Budget</u> | <u>Description</u>                                      |
|-----------------------|----------------------------|--------------------|--------------------|--------------------|----------------------|-----------------------------|---|
| <b>Administration</b> |                            |                    |                    |                    |                      |                             |   |
| 10-41-110             | Personnel Expenses         | 131,916            | 143,061            | 151,200            | 151,200              | 158,760                     | 5% salary increases                                     |
| 10-41-116             | Payroll Taxes (7.65%)      | 10,092             | 10,944             | 11,567             | 11,567               | 12,145                      |   |
| 10-41-118             | Workers Compensation Ins.  | 781                | 810                | 850                | 810                  | 900                         | Pinnacol  |
| 10-41-120             | Supplies/Materials         | 271                | 214                | 500                | 500                  | 1,500                       | Budget for laptop included                              |
| 10-41-130             | Postage/Bulk Mail Charges  | 495                | 453                | 500                | 508                  | 550                         | PO Box Rental   |
| 10-41-140             | Printing                   | 0                  | 0                  | 50                 | 118                  | 100                         |   |
| 10-41-141             | Newsletter                 | 0                  | 0                  | 50                 | 0                    | 0                           | Hard copies of newsletter                               |
| 10-41-143             | Municipal Code Supplements | 0                  | 1,930              | 2,000              | 2,000                | 2,500                       | New ordinances  |
| 10-41-145             | Legal Notices              | 296                | 107                | 250                | 150                  | 250                         |   |
| 10-41-148             | Recording Fees             | 0                  | 0                  | 50                 | 50                   | 50                          |   |
| 10-41-151             | Audit                      | 7,000              | 7,000              | 7,000              | 7,000                | 7,750                       | John Cutler and Associates                              |
| 10-41-152             | Legal                      | 11,841             | 14,270             | 15,000             | 15,000               | 15,000                      | HPWC  |
| 10-41-160             | County Treasurer Fees      | 1,169              | 1,201              | 1,171              | 1,200                | 1,458                       | 1% of current property tax revenue                      |
| 10-41-170             | Communications/IT          | 2,584              | 4,115              | 8,862              | 9,500                | 9,000                       | Caselle, Laserfiche, TextMyGov                          |
| 10-41-171             | Telephone/Internet         | 1,707              | 1,537              | 1,500              | 1,500                | 1,500                       | Clerk's office  |
| 10-41-172             | E-mail Server              | 498                | 521                | 550                | 550                  | 550                         |   |
| 10-41-180             | Insurance                  | 6,987              | 7,082              | 8,239              | 8,239                | 10,185                      | CIRSA Property/Casualty and volunteer medical           |
| 10-41-182             | Membership/Dues/Training   | 2,021              | 3,923              | 4,000              | 4,572                | 5,500                       | DRCOG, CGFOA, CMCA, CML, IIMC, Conferences and training |
| 10-41-190             | Miscellaneous Expense      | 7,868              | 2,663              | 10,223             | 10,000               | 7,000                       | 2k for website accessibility check                      |
| 10-41-192             | Bank Service Charges       | 24                 | 24                 | 24                 | 0                    | 24                          |   |
|                       |                            | <b>185,550</b>     | <b>199,855</b>     | <b>223,586</b>     | <b>224,463</b>       | <b>234,721</b>              |   |
| <b>Elections</b>      |                            |                    |                    |                    |                      |                             |   |
| 10-42-121             | Elections - Judges         | 0                  | 0                  | 0                  | 0                    | 300                         |   |
| 10-42-131             | Election Expenses          | 0                  | 0                  | 0                  | 0                    | 100                         |   |
|                       |                            | <b>0</b>           | <b>0</b>           | <b>0</b>           | <b>0</b>             | <b>400</b>                  |   |
| <b>Judicial</b>       |                            |                    |                    |                    |                      |                             |   |
| 10-44-211             | Judge                      | 3,000              | 3,000              | 3,600              | 3,600                | 3,000                       | \$250/month   |
| 10-44-220             | Court Related Expenses     | 2,301              | 227                | 5,000              | 2,500                | 5,000                       |   |
|                       |                            | <b>5,301</b>       | <b>3,227</b>       | <b>8,600</b>       | <b>6,100</b>         | <b>8,000</b>                |   |

Budget Worksheet  
2024

| <u>Account</u>       | <u>Account Title</u>              | <u>2021 Actual</u> | <u>2022 Actual</u> | <u>2023 Budget</u> | <u>2023 Estimate</u> | <u>2024 Proposed Budget</u> | <u>Description</u>  |
|----------------------|-----------------------------------|--------------------|--------------------|--------------------|----------------------|-----------------------------|---|
| <b>Public Safety</b> |                                   |                    |                    |                    |                      |                             |   |
| 10-46-311            | Law Enforcement                   | 112,935            | 119,663            | 117,085            | 117,085              | 145,762                     | IGA with Arapahoe County Sherriff                         |
| 10-46-314            | Off Duty Officer Patrols          | 3,218              | 16,548             | 15,000             | 10,000               | 15,000                      |   |
| 10-46-400            | Animal Control                    | 455                | 455                | 500                | 500                  | 500                         |   |
|                      |                                   | <b>116,608</b>     | <b>136,665</b>     | <b>132,585</b>     | <b>127,585</b>       | <b>161,262</b>              |   |
| <b>Public Works</b>  |                                   |                    |                    |                    |                      |                             |   |
| 10-48-451            | Planning                          | 3,777              | 315                | 5,000              | 5,000                | 5,000                       | SafeBuilt   |
| 10-48-452            | Engineering                       | 19,531             | 10,635             | 17,000             | 17,000               | 20,000                      | SEH   |
| 10-48-453            | Code Enforcement                  | 9,855              | 10,826             | 10,000             | 10,000               | 10,000                      | SafeBuilt   |
| 10-48-454            | Snow Removal                      | 26,894             | 38,460             | 35,000             | 35,000               | 35,000                      | Terracare   |
| 10-48-455            | ROW and Island Maintenance        | 53,608             | 54,502             | 62,700             | 62,700               | 65,000                      | 90% of Terracare monthly contract                         |
| 10-48-456            | Traffic Control/Signage           | 5,260              | 4,270              | 1,500              | 1,500                | 1,500                       | Sign placement and repair                                 |
| 10-48-457            | Building Permit Expenses          | 34,521             | 28,101             | 28,000             | 60,000               | 35,000                      | SafeBuilt   |
| 10-48-458            | St. Cut/ROW Permit Expenses       | (1,107)            | 0                  | 300                | 300                  | 500                         |   |
| 10-48-459            | Street Lights                     | 1,243              | 1,434              | 1,300              | 1,300                | 1,400                       | Lewiston Way and Parker Road                              |
| 10-48-460            | Engineering Road Maintenance      | 9,454              | 13,867             | 15,000             | 15,000               | 5,000                       | SEH pavement mgmt   |
| 10-48-461            | Gates Electricity and Maintenance | 7,721              | 4,095              | 7,000              | 4,000                | 6,000                       | \$5,000 Maintenance, \$1,000 Electricity                  |
| 10-48-500            | Community Events                  | 7,100              | 4,283              | 6,000              | 7,500                | 8,000                       | Parade, Chili Fest, Spring Event, Spring & Fall Clean-ups |
| 10-48-600            | Storage Unit                      | 588                | 590                | 900                | 900                  | 900                         | \$75/month  |
|                      |                                   | <b>178,445</b>     | <b>171,377</b>     | <b>189,700</b>     | <b>220,200</b>       | <b>193,300</b>              |   |
| <b>Capital</b>       |                                   |                    |                    |                    |                      |                             |   |
| 10-58-800            | Capital Exp > \$5,000.00          | 118,425            | 0                  | 400                | 400                  | 0                           |   |
| 10-58-801            | Capital Exp < \$5,000.00          | 0                  | 3,319              | 0                  | 0                    | 0                           |   |
|                      |                                   | <b>118,425</b>     | <b>3,319</b>       | <b>400</b>         | <b>400</b>           | <b>0</b>                    |   |
|                      | <b>TOTAL EXPENDITURES</b>         | <b>604,329</b>     | <b>514,443</b>     | <b>554,871</b>     | <b>578,748</b>       | <b>597,684</b>              |   |
|                      | <b>REVENUES LESS EXPENDITURES</b> | <b>55,453</b>      | <b>220,499</b>     | <b>42,207</b>      | <b>124,400</b>       | <b>29,589</b>               |   |

Budget Worksheet  
2024

| <u>Account</u>               | <u>Account Title</u>              | <u>2021 Actual</u> | <u>2022 Actual</u> | <u>2023 Budget</u> | <u>2023 Estimate</u> | <u>2024 Proposed Budget</u> | <u>Description</u>       |
|------------------------------|-----------------------------------|--------------------|--------------------|--------------------|----------------------|-----------------------------|--------------------------|
| <b>ROAD MAINTENANCE FUND</b> |                                   |                    |                    |                    |                      |                             |                          |
| <u>Account</u>               | <u>Account Title</u>              | <u>2021 Actual</u> | <u>2022 Actual</u> | <u>2023 Budget</u> | <u>2023 Estimate</u> | <u>2024 Proposed Budget</u> | <u>Description</u>       |
|                              | Beginning Fund Balance            | 207,357            | 120,811            | 69,929             | 46,851               | 93,719                      |                          |
|                              | Village Center Sales Tax          | 227,334            | 199,722            | 225,000            | 175,000              | 175,000                     |                          |
|                              | <b>TOTAL REVENUES</b>             | <b>227,334</b>     | <b>199,722</b>     | <b>225,000</b>     | <b>175,000</b>       | <b>175,000</b>              |                          |
|                              | Crack Seal                        | 305,400            | 8,000              | 20,600             | 20,600               | 18,000                      |                          |
|                              | Chip Seal                         | 8,480              | 225,034            | 84,692             | 84,692               | 0                           |                          |
|                              | Other Road Maintenance            | 0                  | 40,648             | 22,840             | 22,840               | 7,000                       |                          |
|                              | <b>TOTAL EXPENDITURES</b>         | <b>313,880</b>     | <b>273,682</b>     | <b>128,132</b>     | <b>128,132</b>       | <b>25,000</b>               |                          |
|                              | Ending Fund Balance               | <b>120,811</b>     | <b>46,851</b>      | <b>166,797</b>     | <b>93,719</b>        | <b>243,719</b>              |                          |
| <b>OPEN SPACE FUND</b>       |                                   |                    |                    |                    |                      |                             |                          |
| <u>Account</u>               | <u>Account Title</u>              | <u>2021 Actual</u> | <u>2022 Actual</u> | <u>2023 Budget</u> | <u>2023 Estimate</u> | <u>2024 Proposed Budget</u> | <u>Description</u>       |
| 22-30-130                    | Arapahoe CO Open Space Distrib    | 23,059             | 25,758             | 20,000             | 27,866               | 25,000                      |                          |
| 22-30-611                    | Interest Earnings                 | 83                 | 3,624              | 4,100              | 8,000                | 10,000                      |                          |
| 22-30-680                    | Miscellaneous/Other Income        | 0                  | 0                  | 0                  | 0                    | 0                           |                          |
|                              | <b>TOTAL REVENUES</b>             | <b>23,142</b>      | <b>29,382</b>      | <b>24,100</b>      | <b>35,866</b>        | <b>35,000</b>               |                          |
| 22-40-511                    | Maintenance                       | 4,612              | 1,245              | 4,000              | 4,000                | 4,000                       | Weed mitigation, cleanup |
| 22-40-530                    | Planning                          | 0                  | 0                  | 0                  | 0                    | 7,500                       | Easter Trail Study       |
| 22-40-620                    | Improvements                      | 0                  | 97                 | 10,000             | 4,000                | 10,000                      | New plantings            |
| 22-40-630                    | Engineering and Design            | 0                  | 0                  | 0                  | 0                    | 0                           |                          |
|                              | <b>TOTAL EXPENDITURES</b>         | <b>4,612</b>       | <b>1,342</b>       | <b>14,000</b>      | <b>8,000</b>         | <b>21,500</b>               |                          |
|                              | <b>REVENUES LESS EXPENDITURES</b> | <b>18,530</b>      | <b>28,040</b>      | <b>10,100</b>      | <b>27,866</b>        | <b>13,500</b>               |                          |

Budget Worksheet  
2024

| <u>Account</u>                   | <u>Account Title</u>              | <u>2021 Actual</u> | <u>2022 Actual</u> | <u>2023 Budget</u> | <u>2023 Estimate</u> | <u>2024 Proposed Budget</u> | <u>Description</u>                     |
|----------------------------------|-----------------------------------|--------------------|--------------------|--------------------|----------------------|-----------------------------|--|
| <b>CONSERVATION TRUST FUND</b>   |                                   |                    |                    |                    |                      |                             |  |
|                                  |                                   | <u>2021 Actual</u> | <u>2022 Actual</u> | <u>2023 Budget</u> | <u>2023 Estimate</u> | <u>2024 Proposed Budget</u> | <u>Description</u>                     |
| 31-30-611                        | Interest Earnings                 | 17                 | 439                | 480                | 819                  | 800                         |  |
| 31-30-634                        | CTF Distribution                  | 12,310             | 9,618              | 7,800              | 7,800                | 7,800                       |  |
| 31-30-680                        | Miscellaneous/Other Income        | 0                  | 0                  | 0                  | 0                    | 0                           |  |
|                                  | <b>TOTAL REVENUES</b>             | <b>12,327</b>      | <b>10,057</b>      | <b>8,280</b>       | <b>8,619</b>         | <b>8,600</b>                |  |
| 31-40-520                        | Improvements                      | 0                  | 0                  | 0                  | 0                    | 0                           |  |
| 31-40-525                        | Legal                             | 0                  | 0                  | 0                  | 0                    | 0                           |  |
| 31-40-530                        | Planning & Engineering            | 0                  | 0                  | 0                  | 0                    | 0                           |  |
| 31-40-550                        | Maintenance                       | 15,129             | 13,000             | 13,000             | 13,000               | 13,000                      | 20% of Terracare contract, IREA, ACWWA |
|                                  | <b>TOTAL EXPENDITURES</b>         | <b>15,129</b>      | <b>13,000</b>      | <b>13,000</b>      | <b>13,000</b>        | <b>13,000</b>               |  |
|                                  | <b>REVENUES LESS EXPENDITURES</b> | <b>(2,802)</b>     | <b>(2,943)</b>     | <b>(4,720)</b>     | <b>(4,381)</b>       | <b>(4,400)</b>              |  |
| <b>AMERICAN RESCUE PLAN FUND</b> |                                   |                    |                    |                    |                      |                             |  |
|                                  |                                   | <u>2021 Actual</u> | <u>2022 Actual</u> | <u>2023 Budget</u> | <u>2023 Estimate</u> | <u>2024 Proposed Budget</u> | <u>Description</u>                     |
| 23-30-150                        | American Rescue Plan Funds        | 98,278             | 98,278             | 0                  | 0                    | 0                           |  |
| 23-30-611                        | Interest Income                   | 14                 | 2,590              | 3,000              | 6,000                | 5,500                       |  |
|                                  | <b>TOTAL REVENUES</b>             | <b>98,292</b>      | <b>100,868</b>     | <b>3,000</b>       | <b>6,000</b>         | <b>5,500</b>                |  |
| 23-411-40                        | Government Services               | 930                | 6,026              | 50,000             | 80,000               | 71,381                      | Master Plan and Code Update            |
| 23-42-140                        | Small Business Grants             | 0                  | 20,000             | 0                  | 20,000               | 0                           |  |
| 23-484-51                        | Water Sewer Broadband Exp         | 12,323             | 0                  | 0                  | 0                    | 0                           |  |
|                                  | <b>TOTAL EXPENDITURES</b>         | <b>13,253</b>      | <b>26,026</b>      | <b>50,000</b>      | <b>100,000</b>       | <b>71,381</b>               |  |
|                                  | <b>REVENUES LESS EXPENDITURES</b> | <b>85,039</b>      | <b>74,842</b>      | <b>(47,000)</b>    | <b>(94,000)</b>      | <b>(65,881)</b>             |  |

| LONG RANGE FINANCIAL FORECAST         |                                 |                |                |                |                  |                  |                  |                  |                  |                  |                  | Exhibit A   |
|---------------------------------------|---------------------------------|----------------|----------------|----------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|---|
|                                       |                                 | 2020           | 2021           | 2022           | 2023             | 2024             | 2025             | 2026             | 2027             | 2028             | 2029             |   |
| Account                               | Account Title                   | Actual         | Actual         | Actual         | Forecast         | Proposed Budget  | Forecast         | Forecast         | Forecast         | Forecast         | Forecast         | Description   |
| <b>GENERAL FUND</b>                   |                                 |                |                |                |                  |                  |                  |                  |                  |                  |                  |   |
| <b>BEGINNING FUND BALANCE</b>         |                                 | <b>929,820</b> | <b>855,904</b> | <b>911,359</b> | <b>1,131,854</b> | <b>1,256,252</b> | <b>1,285,840</b> | <b>1,318,202</b> | <b>1,350,207</b> | <b>1,385,768</b> | <b>1,419,035</b> |   |
| <b>Taxes and Franchise Fees</b>       |                                 |                |                |                |                  |                  |                  |                  |                  |                  |                  |   |
|                                       | Assessed Value                  | 22,601,884     | 22,737,996     | 24,014,414     | 23,501,605       | 29,257,753       | 29,257,753       | 30,720,641       | 30,720,641       | 32,256,673       | 32,256,673       |   |
|                                       | Mill Levy                       | 4.982          | 4.982          | 4.982          | 4.982            | 4.982            | 4.982            | 4.982            | 4.982            | 4.982            | 4.982            |   |
| 10-31-111                             | Current Property Tax            | 112,575        | 113,185        | 119,777        | 117,085          | 145,762          | 145,762          | 153,050          | 153,050          | 160,703          | 160,703          | Provided by the county  |
| 10-31-121                             | Specific Ownership Tax          | 7,980          | 7,807          | 7,553          | 7,000            | 7,000            | 7,070            | 7,141            | 7,212            | 7,284            | 7,357            | County collected. Basically property tax on the type of vehicle. The year and taxable value determine these fees. Taxable value is determined by taking 85% of the suggested retail price.  |
| 10-31-161                             | Xcel Franchise Fee              | 6,777          | 8,831          | 12,021         | 13,947           | 10,000           | 10,100           | 10,201           | 10,303           | 10,406           | 10,510           |   |
| 10-31-162                             | CORE Franchise Fee              | 21,806         | 22,881         | 24,086         | 22,000           | 22,000           | 22,220           | 22,442           | 22,667           | 22,893           | 23,122           |   |
| 10-31-163                             | Cable Television Fees           | 4,882          | 5,017          | 5,301          | 4,800            | 4,800            | 4,848            | 4,896            | 4,945            | 4,995            | 5,045            | Comcast   |
| 10-31-191                             | Current Property Tax Interest   | 214            | 128            | 273            | 50               | 100              | 101              | 102              | 103              | 104              | 105              | Interest on property tax  |
| 10-31-192                             | Delinquent Property Tax         | 1,329          | 2,101          | 0              | 0                | 0                | 0                | 0                | 0                | 0                | 0                |   |
| 10-31-193                             | Delinquent Property Tax Intrst  | 551            | 512            | 0              | 0                | 0                | 0                | 0                | 0                | 0                | 0                |   |
| 10-31-311                             | Sales Tax                       | 262,046        | 346,316        | 415,234        | 275,000          | 275,000          | 277,750          | 280,528          | 283,333          | 286,166          | 289,028          | 3.75% on purchases made in the town or delivered into the town.   |
| 10-31-312                             | Use Tax                         | 18,634         | 38,660         | 24,456         | 50,205           | 25,000           | 25,250           | 25,503           | 25,758           | 26,015           | 26,275           | Three percent (3%) imposed only for the privilege of storing, using or consuming within the Town any construction and building materials greater than twenty thousand dollars (\$20,000.00) |
| <b>Total Taxes and Franchise Fees</b> |                                 | <b>436,793</b> | <b>545,436</b> | <b>608,701</b> | <b>490,087</b>   | <b>489,662</b>   | <b>493,101</b>   | <b>503,863</b>   | <b>507,371</b>   | <b>518,567</b>   | <b>522,146</b>   |   |
| <b>Licenses and Permits</b>           |                                 |                |                |                |                  |                  |                  |                  |                  |                  |                  |   |
| 10-32-211                             | Liquor Licenses                 | 298            | 895            | 298            | 345              | 350              | 350              | 400              | 400              | 400              | 400              | 3 licenses + special events   |
| 10-32-215                             | Business Licenses               | 280            | 278            | 470            | 210              | 210              | 210              | 245              | 245              | 245              | 245              | \$35 annual fee   |
| 10-32-218                             | Sign Permits                    | 0              | 0              | 0              | 0                | 0                | 0                | 0                | 0                | 0                | 0                | FVC and OLOL  |
| 10-32-219                             | Communique Ads                  | 290            | 0              | 0              | 0                | 0                | 0                | 0                | 0                | 0                | 0                |   |
| 10-32-221                             | Building Permits                | 36,679         | 51,853         | 37,381         | 102,000          | 40,000           | 25,000           | 25,000           | 25,000           | 25,000           | 25,000           |   |
| 10-32-222                             | Street Cut Permits/ROW          | 450            | 1,636          | (254)          | 750              | 300              | 300              | 300              | 300              | 300              | 300              |   |
| 10-32-223                             | Grading Permits                 | 0              | 0              | 150            | 150              | 150              | 150              | 150              | 150              | 150              | 150              |   |
| 10-32-224                             | Zoning Review                   | 2,668          | 50             | 1,200          | 0                | 100              | 1,200            | 1,200            | 1,200            | 1,200            | 1,200            | Costs billed through building permit  |
| 10-32-225                             | Engineering Review              | 3,488          | 618            | 1,515          | 0                | 500              | 500              | 500              | 500              | 500              | 500              | Costs billed through building permit  |
| 10-32-226                             | Driveway Permits                | 1,000          | 250            | 1,100          | 750              | 250              | 250              | 250              | 250              | 250              | 250              |   |
| <b>Total Licenses and Permits</b>     |                                 | <b>45,152</b>  | <b>55,580</b>  | <b>41,860</b>  | <b>104,205</b>   | <b>41,860</b>    | <b>27,960</b>    | <b>28,045</b>    | <b>28,045</b>    | <b>28,045</b>    | <b>28,045</b>    |   |
| <b>Intergovernmental</b>              |                                 |                |                |                |                  |                  |                  |                  |                  |                  |                  |   |
| 10-33-321                             | Motor Vehicle Registration Fees | 3,782          | 3,944          | 3,798          | 3,500            | 3,500            | 3,500            | 3,500            | 3,500            | 3,500            | 3,500            | County collected  |
| 10-33-342                             | Cigarette Tax                   | 1,576          | 1,700          | 1,047          | 1,000            | 1,000            | 1,000            | 1,000            | 1,000            | 1,000            | 1,000            | State derived   |
| 10-33-350                             | Severance Tax                   | 399            | 20             | 885            | 1,160            | 600              | 400              | 400              | 400              | 400              | 400              |   |
| 10-33-352                             | Highway User Tax                | 36,143         | 38,718         | 38,542         | 33,000           | 20,000           | 20,000           | 20,000           | 20,000           | 20,000           | 20,000           | Based on the # of vehicles and street miles in each community relative to the same statistics in other municipalities and the CO Dept of Transportation revenue estimates.                  |
| 10-33-360                             | Mineral Lease                   | 133            | 157            | 230            | 289              | 200              | 133              | 133              | 133              | 133              | 133              |   |
| 10-33-371                             | County Road/Bridge Levy         | 5,436          | 5,446          | 5,751          | 6,724            | 6,500            | 6,500            | 6,500            | 6,500            | 6,500            | 6,500            | Shareback from Arapahoe County  |
| <b>Total Intergovernmental</b>        |                                 | <b>47,469</b>  | <b>49,985</b>  | <b>50,253</b>  | <b>45,673</b>    | <b>31,800</b>    | <b>31,533</b>    | <b>31,533</b>    | <b>31,533</b>    | <b>31,533</b>    | <b>31,533</b>    |   |
| <b>Charges for Services</b>           |                                 |                |                |                |                  |                  |                  |                  |                  |                  |                  |   |
| 10-35-510                             | Traffic Court Revenues          | 2,090          | 0              | 1,132          | 800              | 500              | 1,000            | 1,000            | 1,000            | 1,000            | 1,000            |   |
| 10-35-540                             | Chargeback Administration Fee   | 190            | 19             | 1,255          | 335              | 150              | 150              | 150              | 150              | 150              | 150              | SafeBuilt & SEH   |
| <b>Total Charges for Services</b>     |                                 | <b>2,280</b>   | <b>19</b>      | <b>2,387</b>   | <b>1,135</b>     | <b>650</b>       | <b>1,150</b>     | <b>1,150</b>     | <b>1,150</b>     | <b>1,150</b>     | <b>1,150</b>     |   |
| <b>Miscellaneous</b>                  |                                 |                |                |                |                  |                  |                  |                  |                  |                  |                  |   |
| 10-36-600                             | Gate Violation                  | 0              | 0              | 1,800          | 2,635            | 1,500            | 1,500            | 1,500            | 1,500            | 1,500            | 1,500            |   |
| 10-36-601                             | Gate Tags                       | 0              | 0              | 0              | 1,125            | 800              | 500              | 500              | 500              | 500              | 500              |   |
| 10-36-611                             | Interest Earnings               | 6,686          | 497            | 21,439         | 55,000           | 60,000           | 65,000           | 70,000           | 75,000           | 80,000           | 85,000           | Estimated at 5%   |
| 10-36-680                             | Miscellaneous/Other Income      | 2,555          | 8,263          | 1,277          | 3,287            | 1,000            | 500              | 500              | 500              | 500              | 500              |   |
| 10-36-682                             | MFSD Youth Program Distribution | 0              | 0              | 7,223          | 0                | 0                | 0                | 0                | 0                | 0                | 0                |   |
| 10-36-690                             | Transfer In                     | 0              | 0              | 0              | 0                | 0                | 0                | 0                | 0                | 0                | 0                |   |
| <b>Total Miscellaneous</b>            |                                 | <b>9,241</b>   | <b>8,760</b>   | <b>31,739</b>  | <b>62,047</b>    | <b>63,300</b>    | <b>67,500</b>    | <b>72,500</b>    | <b>77,500</b>    | <b>82,500</b>    | <b>85,500</b>    |   |

|                       |                                   |                 |                |                |                |                |                |                |                |                |                |   |
|-----------------------|-----------------------------------|-----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|---|
|                       | <b>TOTAL REVENUES</b>             | <b>540,936</b>  | <b>659,780</b> | <b>734,940</b> | <b>703,147</b> | <b>627,272</b> | <b>621,244</b> | <b>637,091</b> | <b>645,599</b> | <b>661,795</b> | <b>668,374</b> |   |
| <b>Administration</b> |                                   |                 |                |                |                |                |                |                |                |                |                |   |
| 10-41-110             | Personnel Expenses                | 130,262         | 131,916        | 143,061        | 151,200        | 158,760        | 163,523        | 166,793        | 170,129        | 173,532        | 177,002        |   |
| 10-41-116             | Payroll Taxes (7.65%)             | 9,965           | 10,092         | 10,944         | 11,567         | 12,145         | 12,509         | 12,760         | 13,015         | 13,275         | 13,541         |   |
| 10-41-118             | Workers Compensation Ins.         | 724             | 781            | 810            | 810            | 900            | 1,000          | 1,100          | 1,200          | 1,300          | 1,400          | Pinnacol  |
| 10-41-120             | Supplies/Materials                | 470             | 271            | 214            | 500            | 1,500          | 500            | 1,500          | 500            | 1,500          | 500            | Server and equipment upgrades                           |
| 10-41-130             | Postage/Bulk Mail Charges         | 336             | 495            | 453            | 508            | 550            | 550            | 550            | 550            | 550            | 550            | PO Box Rental   |
| 10-41-140             | Printing                          | 0               | 0              | 0              | 118            | 100            | 100            | 100            | 100            | 100            | 100            |   |
| 10-41-143             | Municipal Code Supplements        | 646             | 0              | 1,930          | 2,000          | 2,500          | 1,000          | 1,000          | 1,000          | 1,000          | 1,000          |   |
| 10-41-145             | Legal Notices                     | 255             | 296            | 107            | 150            | 250            | 250            | 250            | 250            | 250            | 250            |   |
| 10-41-148             | Recording Fees                    | 0               | 0              | 0              | 50             | 50             | 50             | 50             | 50             | 50             | 50             |   |
| 10-41-151             | Audit                             | 7,000           | 7,000          | 7,000          | 7,000          | 7,750          | 7,750          | 8,000          | 8,000          | 8,000          | 8,000          | John Cutler and Associates                              |
| 10-41-152             | Legal                             | 20,651          | 11,841         | 14,270         | 15,000         | 15,000         | 15,000         | 15,500         | 15,500         | 15,500         | 15,500         | HPWC  |
| 10-41-160             | County Treasurer Fees             | 1,153           | 1,169          | 1,201          | 1,200          | 1,458          | 1,458          | 1,531          | 1,531          | 1,607          | 1,607          | 1% of current property tax revenue                      |
| 10-41-170             | Communications/IT                 | 2,689           | 2,584          | 4,115          | 9,500          | 9,000          | 9,000          | 9,000          | 9,000          | 9,000          | 9,000          | Caselle (AP & Payroll added), Carbonite, Laserfiche     |
| 10-41-171             | Telephone/Internet                | 1,582           | 1,707          | 1,537          | 1,500          | 1,500          | 1,600          | 1,600          | 1,600          | 1,600          | 1,600          | Clerk's office  |
| 10-41-172             | E-mail Server                     | 505             | 498            | 521            | 550            | 550            | 550            | 550            | 550            | 550            | 550            |   |
| 10-41-180             | Insurance                         | 4,995           | 6,987          | 7,082          | 8,239          | 10,185         | 10,200         | 10,200         | 10,500         | 10,500         | 10,500         | CIRSA Property/Casualty and volunteer medical           |
| 10-41-182             | Membership/Dues/Training          | 1,889           | 2,021          | 3,923          | 4,572          | 5,500          | 5,500          | 5,500          | 5,500          | 5,500          | 5,500          | DRCOG, CGFOA, CMCA, CML, IIMC, Conferences and training |
| 10-41-190             | Miscellaneous Expense             | 2,831           | 7,865          | 2,663          | 10,000         | 7,000          | 1,000          | 1,000          | 1,000          | 1,000          | 1,000          |   |
| 10-41-192             | Bank Service Charges              | 24              | 24             | 24             | 0              | 24             | 30             | 30             | 30             | 30             | 30             |   |
|                       | <b>Total Administration</b>       | <b>185,976</b>  | <b>185,546</b> | <b>199,855</b> | <b>224,464</b> | <b>234,722</b> | <b>231,570</b> | <b>237,013</b> | <b>240,005</b> | <b>244,844</b> | <b>247,680</b> |   |
| <b>Elections</b>      |                                   |                 |                |                |                |                |                |                |                |                |                |   |
| 10-42-121             | Elections - Judges                | 300             | 0              | 0              | 0              | 300            | 0              | 350            | 0              | 350            | 0              |   |
| 10-42-131             | Election Expenses                 | 376             | 0              | 0              | 0              | 100            | 0              | 450            | 0              | 450            | 0              |   |
|                       | <b>Total Elections</b>            | <b>676</b>      | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>400</b>     | <b>0</b>       | <b>800</b>     | <b>0</b>       | <b>800</b>     | <b>0</b>       |   |
| <b>Judicial</b>       |                                   |                 |                |                |                |                |                |                |                |                |                |   |
| 10-44-211             | Judge                             | 3,000           | 3,000          | 3,000          | 3,600          | 3,000          | 3,000          | 3,000          | 3,000          | 3,000          | 3,000          | \$250/month   |
| 10-44-220             | Court Related Expenses            | 648             | 2,301          | 227            | 2,500          | 5,000          | 6,000          | 6,000          | 6,000          | 6,000          | 6,000          | Approximately \$1250/qrt                                |
|                       | <b>Total Judicial</b>             | <b>3,648</b>    | <b>5,301</b>   | <b>3,227</b>   | <b>6,100</b>   | <b>8,000</b>   | <b>9,000</b>   | <b>9,000</b>   | <b>9,000</b>   | <b>9,000</b>   | <b>9,000</b>   |   |
| <b>Public Safety</b>  |                                   |                 |                |                |                |                |                |                |                |                |                |   |
| 10-46-311             | Law Enforcement                   | 112,830         | 112,935        | 119,663        | 117,085        | 145,762        | 145,762        | 153,050        | 153,050        | 160,703        | 160,703        | IGA with Arapahoe County Sherriff                       |
| 10-46-314             | Off Duty Officer Patrols          | 1,935           | 3,218          | 16,548         | 10,000         | 15,000         | 15,000         | 15,000         | 15,000         | 15,000         | 15,000         |   |
| 10-46-400             | Animal Control                    | 195             | 455            | 455            | 500            | 500            | 500            | 500            | 500            | 500            | 500            |   |
|                       | <b>Total Public Safety</b>        | <b>114,960</b>  | <b>116,607</b> | <b>136,666</b> | <b>127,585</b> | <b>161,262</b> | <b>161,262</b> | <b>168,550</b> | <b>168,550</b> | <b>176,203</b> | <b>176,203</b> |   |
| <b>Public Works</b>   |                                   |                 |                |                |                |                |                |                |                |                |                |   |
| 10-48-451             | Planning                          | 2,547           | 3,777          | 315            | 5,000          | 5,000          | 6,500          | 7,000          | 7,000          | 7,000          | 7,000          | SafeBuilt   |
| 10-48-452             | Engineering                       | 27,155          | 19,531         | 10,635         | 17,000         | 20,000         | 20,600         | 20,618         | 21,219         | 21,255         | 21,856         | SEH   |
| 10-48-453             | Code Enforcement                  | 10,129          | 9,855          | 10,826         | 10,000         | 10,000         | 10,000         | 10,000         | 10,000         | 10,000         | 10,000         | SafeBuilt   |
| 10-48-454             | Snow Removal                      | 18,328          | 26,894         | 38,460         | 35,000         | 35,000         | 35,000         | 35,000         | 35,000         | 35,000         | 35,000         | Terracare   |
| 10-48-455             | ROW and Island Maintenance        | 44,811          | 53,608         | 54,502         | 62,700         | 65,000         | 67,000         | 69,000         | 71,000         | 76,000         | 78,000         | Terracare   |
| 10-48-456             | Traffic Control/Signage           | 687             | 5,260          | 4,270          | 1,500          | 1,500          | 2,000          | 2,000          | 2,000          | 2,000          | 2,000          | Sign placement and repair, gates maintenance            |
| 10-48-457             | Building Permit Expenses          | 27,194          | 34,521         | 28,101         | 60,000         | 35,000         | 25,000         | 25,000         | 25,000         | 25,000         | 25,000         | SafeBuilt   |
| 10-48-458             | St. Cut/ROW Permit Expenses       | 0               | (1,107)        | 0              | 300            | 500            | 500            | 500            | 500            | 500            | 500            |   |
| 10-48-459             | Street Lights                     | 1,311           | 1,243          | 1,434          | 1,300          | 1,400          | 1,400          | 1,400          | 1,400          | 1,400          | 1,400          | Lewiston Way and Parker Road                            |
| 10-48-460             | Engineering Pavement Management   | 9,369           | 9,454          | 13,867         | 15,000         | 5,000          | 5,150          | 5,305          | 5,464          | 5,628          | 5,796          | Misc Terracare charges, SEH pavement management         |
| 10-48-461             | Gates Electricity & Maintenance   | 0               | 7,721          | 4,095          | 4,000          | 6,000          | 5,000          | 5,000          | 5,000          | 5,000          | 5,000          | \$4,000 Maintenance, \$1,000 electricity                |
| 10-48-500             | Comm Events (Parade,Directory)    | 2,855           | 7,100          | 4,283          | 7,500          | 8,000          | 8,000          | 8,000          | 8,000          | 8,000          | 8,000          | 4th of July, Parade, Chili Fest, Trunk or Treat         |
| 10-48-600             | Storage Unit                      | 529             | 588            | 590            | 900            | 900            | 900            | 900            | 900            | 900            | 900            |   |
|                       | <b>Total Public Works</b>         | <b>144,913</b>  | <b>178,446</b> | <b>171,378</b> | <b>220,200</b> | <b>193,300</b> | <b>187,050</b> | <b>189,723</b> | <b>192,482</b> | <b>197,682</b> | <b>200,453</b> |   |
| <b>Capital</b>        |                                   |                 |                |                |                |                |                |                |                |                |                |   |
| 10-58-800             | Capital Exp > \$5,000.00          | 164,679         | 118,425        | 0              | 400            | 0              | 0              | 0              | 0              | 0              | 0              |   |
| 10-58-801             | Capital Exp < \$5,000.00          | 0               | 0              | 3,319          | 0              | 0              | 0              | 0              | 0              | 0              | 0              |   |
| 10-58-804             | Improvements - Ring Road          | 0               | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              |   |
|                       | <b>Total Capital</b>              | <b>164,679</b>  | <b>118,425</b> | <b>3,319</b>   | <b>400</b>     | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>       |   |
|                       | <b>TOTAL EXPENDITURES</b>         | <b>614,851</b>  | <b>604,326</b> | <b>514,445</b> | <b>578,749</b> | <b>597,684</b> | <b>588,882</b> | <b>605,086</b> | <b>610,037</b> | <b>628,529</b> | <b>633,335</b> |   |
|                       | <b>REVENUES LESS EXPENDITURES</b> | <b>(73,916)</b> | <b>55,455</b>  | <b>220,495</b> | <b>124,398</b> | <b>29,588</b>  | <b>32,362</b>  | <b>32,004</b>  | <b>35,562</b>  | <b>33,267</b>  | <b>35,039</b>  |   |

|                                  |                                   |                |                |                  |                  |                  |                  |                  |                  |                  |                  |  |
|----------------------------------|-----------------------------------|----------------|----------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|--|
|                                  | <b>ENDING FUND BALANCE</b>        | <b>855,904</b> | <b>911,359</b> | <b>1,131,854</b> | <b>1,256,252</b> | <b>1,285,840</b> | <b>1,318,202</b> | <b>1,350,207</b> | <b>1,385,768</b> | <b>1,419,035</b> | <b>1,454,074</b> |  |
| <b>ROAD MAINTENANCE FUND</b>     |                                   |                |                |                  |                  |                  |                  |                  |                  |                  |                  |  |
|                                  | Beginning Fund Balance            | 0              | 207,357        | 120,811          | 46,851           | 93,719           | 243,719          | 393,719          | 538,719          | 593,719          | 418,719          |  |
|                                  | Village Center Sales Tax          | 207,357        | 227,334        | 199,722          | 175,000          | 175,000          | 175,000          | 175,000          | 175,000          | 175,000          | 175,000          |  |
|                                  | <b>TOTAL REVENUES</b>             | <b>207,357</b> | <b>227,334</b> | <b>199,722</b>   | <b>175,000</b>   |  |
|                                  | Crack Seal/Chip Seal              | 0              | 305,400        | 233,034          | 105,292          | 18,000           | 18,000           | 20,000           | 20,000           | 350,000          | 350,000          |  |
|                                  | Other Road Maintenance            | 0              | 8,480          | 40,648           | 22,840           | 7,000            | 7,000            | 10,000           | 100,000          |                  |                  |  |
|                                  | <b>TOTAL EXPENDITURES</b>         | <b>0</b>       | <b>313,880</b> | <b>273,682</b>   | <b>128,132</b>   | <b>25,000</b>    | <b>25,000</b>    | <b>30,000</b>    | <b>120,000</b>   | <b>350,000</b>   | <b>350,000</b>   |  |
|                                  | <b>ENDING FUND BALANCE</b>        | <b>207,357</b> | <b>120,811</b> | <b>46,851</b>    | <b>93,719</b>    | <b>243,719</b>   | <b>393,719</b>   | <b>538,719</b>   | <b>593,719</b>   | <b>418,719</b>   | <b>243,719</b>   |  |
| <b>OPEN SPACE FUND</b>           |                                   |                |                |                  |                  |                  |                  |                  |                  |                  |                  |  |
|                                  | <b>BEGINNING FUND BALANCE</b>     | <b>140,765</b> | <b>163,766</b> | <b>182,296</b>   | <b>210,336</b>   | <b>238,202</b>   | <b>251,702</b>   | <b>282,702</b>   | <b>313,702</b>   | <b>344,702</b>   | <b>375,702</b>   |  |
| 22-30-130                        | Arapahoe CO Open Space Distrib    | 21,936         | 23,059         | 25,758           | 27,866           | 25,000           | 25,000           | 25,000           | 25,000           | 25,000           | 25,000           |  |
| 22-30-611                        | Interest Earnings                 | 1,066          | 83             | 3,624            | 8,000            | 10,000           | 10,000           | 10,000           | 10,000           | 10,000           | 10,000           |  |
| 22-30-680                        | Miscellaneous/Other Income        | 0              | 0              | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                |  |
|                                  | <b>TOTAL REVENUES</b>             | <b>23,002</b>  | <b>23,142</b>  | <b>29,382</b>    | <b>35,866</b>    | <b>35,000</b>    | <b>35,000</b>    | <b>35,000</b>    | <b>35,000</b>    | <b>35,000</b>    | <b>35,000</b>    |  |
| 22-40-511                        | Maintenance                       | 0              | 4,612          | 1,245            | 4,000            | 4,000            | 4,000            | 4,000            | 4,000            | 4,000            | 4,000            |  |
| 22-40-530                        | Planning                          | 0              | 0              | 0                | 0                | 7,500            | 0                | 0                | 0                | 0                | 0                |  |
| 22-40-620                        | Improvements                      | 0              | 0              | 97               | 4,000            | 10,000           | 0                | 0                | 0                | 0                | 0                |  |
|                                  | <b>TOTAL EXPENDITURES</b>         | <b>0</b>       | <b>4,612</b>   | <b>1,342</b>     | <b>8,000</b>     | <b>21,500</b>    | <b>4,000</b>     | <b>4,000</b>     | <b>4,000</b>     | <b>4,000</b>     | <b>4,000</b>     |  |
|                                  | <b>REVENUES LESS EXPENDITURES</b> | <b>23,002</b>  | <b>18,530</b>  | <b>28,040</b>    | <b>27,866</b>    | <b>13,500</b>    | <b>31,000</b>    | <b>31,000</b>    | <b>31,000</b>    | <b>31,000</b>    | <b>31,000</b>    |  |
|                                  | <b>ENDING FUND BALANCE</b>        | <b>163,766</b> | <b>182,296</b> | <b>210,336</b>   | <b>238,202</b>   | <b>251,702</b>   | <b>282,702</b>   | <b>313,702</b>   | <b>344,702</b>   | <b>375,702</b>   | <b>406,702</b>   |  |
| <b>CONSERVATION TRUST FUND</b>   |                                   |                |                |                  |                  |                  |                  |                  |                  |                  |                  |  |
|                                  | <b>BEGINNING FUND BALANCE</b>     | <b>28,259</b>  | <b>29,985</b>  | <b>27,182</b>    | <b>24,239</b>    | <b>19,858</b>    | <b>15,458</b>    | <b>11,258</b>    | <b>7,058</b>     | <b>2,858</b>     | <b>1,658</b>     |  |
| 31-30-611                        | Interest Earnings                 | 274            | 17             | 439              | 819              | 800              | 800              | 800              | 800              | 800              | 800              |  |
| 31-30-634                        | CTF Distribution                  | 8,024          | 12,310         | 9,618            | 7,800            | 7,800            | 8,000            | 8,000            | 8,000            | 8,000            | 8,000            |  |
| 31-30-680                        | Miscellaneous/Other Income        | 0              | 0              | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                |  |
|                                  | <b>TOTAL REVENUES</b>             | <b>8,299</b>   | <b>12,326</b>  | <b>10,057</b>    | <b>8,619</b>     | <b>8,600</b>     | <b>8,800</b>     | <b>8,800</b>     | <b>8,800</b>     | <b>8,800</b>     | <b>8,800</b>     |  |
| 31-40-520                        | Improvements                      | 0              | 0              | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                |  |
| 31-40-525                        | Legal                             | 0              | 0              | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                |  |
| 31-40-530                        | Planning & Engineering            | 0              | 0              | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                |  |
| 31-40-550                        | Maintenance                       | 6,572          | 15,129         | 13,000           | 13,000           | 13,000           | 13,000           | 13,000           | 13,000           | 10,000           | 10,000           | 15% of Terracare contract, ACWWA, IREA |
|                                  | <b>TOTAL EXPENDITURES</b>         | <b>6,572</b>   | <b>15,129</b>  | <b>13,000</b>    | <b>13,000</b>    | <b>13,000</b>    | <b>13,000</b>    | <b>13,000</b>    | <b>13,000</b>    | <b>10,000</b>    | <b>10,000</b>    |  |
|                                  | <b>REVENUES LESS EXPENDITURES</b> | <b>1,726</b>   | <b>(2,803)</b> | <b>(2,943)</b>   | <b>(4,381)</b>   | <b>(4,400)</b>   | <b>(4,200)</b>   | <b>(4,200)</b>   | <b>(4,200)</b>   | <b>(1,200)</b>   | <b>(1,200)</b>   |  |
|                                  | <b>ENDING FUND BALANCE</b>        | <b>29,985</b>  | <b>27,182</b>  | <b>24,239</b>    | <b>19,858</b>    | <b>15,458</b>    | <b>11,258</b>    | <b>7,058</b>     | <b>2,858</b>     | <b>1,658</b>     | <b>458</b>       |  |
| <b>AMERICAN RESCUE PLAN FUND</b> |                                   |                |                |                  |                  |                  |                  |                  |                  |                  |                  |  |
|                                  | Beginning Fund Balance            | 0              | 0              | 85,039           | 159,881          | 65,881           | (0)              | (0)              | (0)              | (0)              | 0                |  |
|                                  | American Rescue Plan Funds        | 0              | 98,278         | 98,278           | 0                | 0                | 0                | 0                | 0                | 0                | 0                |  |
|                                  | Interest Income                   | 0              | 14             | 2,590            | 6,000            | 5,500            | 0                | 0                | 0                | 0                | 0                |  |
|                                  | <b>TOTAL REVENUES</b>             | <b>0</b>       | <b>98,292</b>  | <b>100,868</b>   | <b>6,000</b>     | <b>5,500</b>     | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>         |  |
|                                  | Government Services               | 0              | 930            | 6,026            | 80,000           | 71,381           | 0                | 0                | 0                | 0                | 0                |  |
|                                  | Small Business Grants             | 0              | 0              | 20,000           | 20,000           | 0                | 0                | 0                | 0                | 0                | 0                |  |
|                                  | Water Sewer Broadband Exp         | 0              | 12,323         | 0                | 0                | 0                | 0                | 0                | 0                | 0                | 0                |  |
|                                  | <b>TOTAL EXPENDITURES</b>         | <b>0</b>       | <b>13,253</b>  | <b>26,026</b>    | <b>100,000</b>   | <b>71,381</b>    | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>         |  |

|  |                     |   |        |         |        |     |     |     |     |     |   |  |
|--|---------------------|---|--------|---------|--------|-----|-----|-----|-----|-----|---|--|
|  |                     |   |        |         |        |     |     |     |     |     |   |  |
|  | ENDING FUND BALANCE | 0 | 85,039 | 159,881 | 65,881 | (0) | (0) | (0) | (0) | (0) | 0 |  |



Building a Better World  
for All of Us®

## MEMORANDUM

TO: Town of Foxfield

FROM: Erica Olsen, PE (Lic. CO)

DATE: October 2, 2023

RE: 2024 Pavement Maintenance Plan

This memo summarizes the Town of Foxfield's pavement maintenance program since 2012, provides recommendations for 2024 pavement maintenance program and initial planning for future years.

### Background

From 2003, when the Town streets were paved, until 2012 the Town of Foxfield maintained streets with an annual crack sealing and patching program. In 2012 the Town contracted with Terracon to conduct a field investigation and develop a pavement condition index of your ten miles of streets. A Pavement Condition Index (PCI) is a numerical scale from 1-100 by which pavement condition is rated either very poor, poor, good, very good or excellent. At that time all streets were rated fair or better, which is to be expected for properly constructed pavement less than 10 years old. At that time the Town decided to develop a more formal pavement management program for roadway treatments to maintain your pavement condition at fair (PCI of 55) or better.

In the summer of 2012 SEH conducted an evaluation of the roadways and ranking based on the PCI, traffic level and field observations. We provided a multi-year program to chip seal all streets. Chip seal provides a first line of defense for an on-going program improving the wearing ability of roadways, extending the pavement life and reducing cracking. It is about 15% of the cost of an overlay and is appropriate for roadways in fair condition. The initial program was developed to be implemented over three years; however the Town chose to chip seal all streets over two summers in 2013 and 2014. Prior to chip seal placement failing areas were patched, larger cracks (over 1 inch wide) were milled and patched, and crack seal material was placed. Two different sizes of chip (1/4" or 3/8") were then placed, depending on the level of traffic on the street.

Beginning in 2020 the Town initiated the next round of chip seal pavement maintenance. The Town opted to plan this round of chip seal into a multi-year program initially planned for three years but due to budget constraints was extended to four years.

### 2023 Pavement Maintenance Program Evaluation

The 2023 paving program concludes application of seal coat over all roadways in the Town. From 2020-2022 a chip seal was used and in 2023 the Town opted to use slurry seal for this coating. Slurry seal and chip sealed roadways, along with application year, have been noted in the attached Town Mapping **Exhibit A**. This mapping can be utilized in the future for further planning.

### **Recommended 2024 Maintenance Program**

At the Town's request, a preliminary quantity and construction cost estimate has been prepared (ref; Exhibit B) for budget planning purposes. No additional slurry seal is anticipated for 2024.

Assuming the Town approves the 2024 maintenance program budget, the recommended next steps are for SEH to conduct a field survey in late winter/early spring (weather dependent) to identify, inventory, and provide a list of recommended pavement crack patch and crack seal locations on Town streets. The 2024 program deliverables will include an exhibit illustrating the improved areas, and an updated quantity and construction cost estimate. After Town review and approval of the 2024 paving program, SEH anticipates working with the Town to develop bid documents for the Town to solicit and select a contractor and assist the Town with construction administration and periodic observation services.

### **Roadway Surfacing: Chip Seal Program and Mill and Overlay – 2025 and Beyond**

The provided mapping (**Exhibit A**) indicates chip seal locations completed 2020-2023.

As expected, the roadways will need surface evaluation and/or surface work again in approximately 4-8 years. Inspection and maintenance for crack seal and crack patching are recommended annually. SEH recommends the Town anticipate and plan for a full roadway evaluation, including PCI ratings, of the Town roadways by 2030, but potentially as early as 2027 depending on roadway conditions, for future planning purposes. Future pavement program alternatives include another round of chip seal, slurry seal or mill and overlay.

#### Attachments:

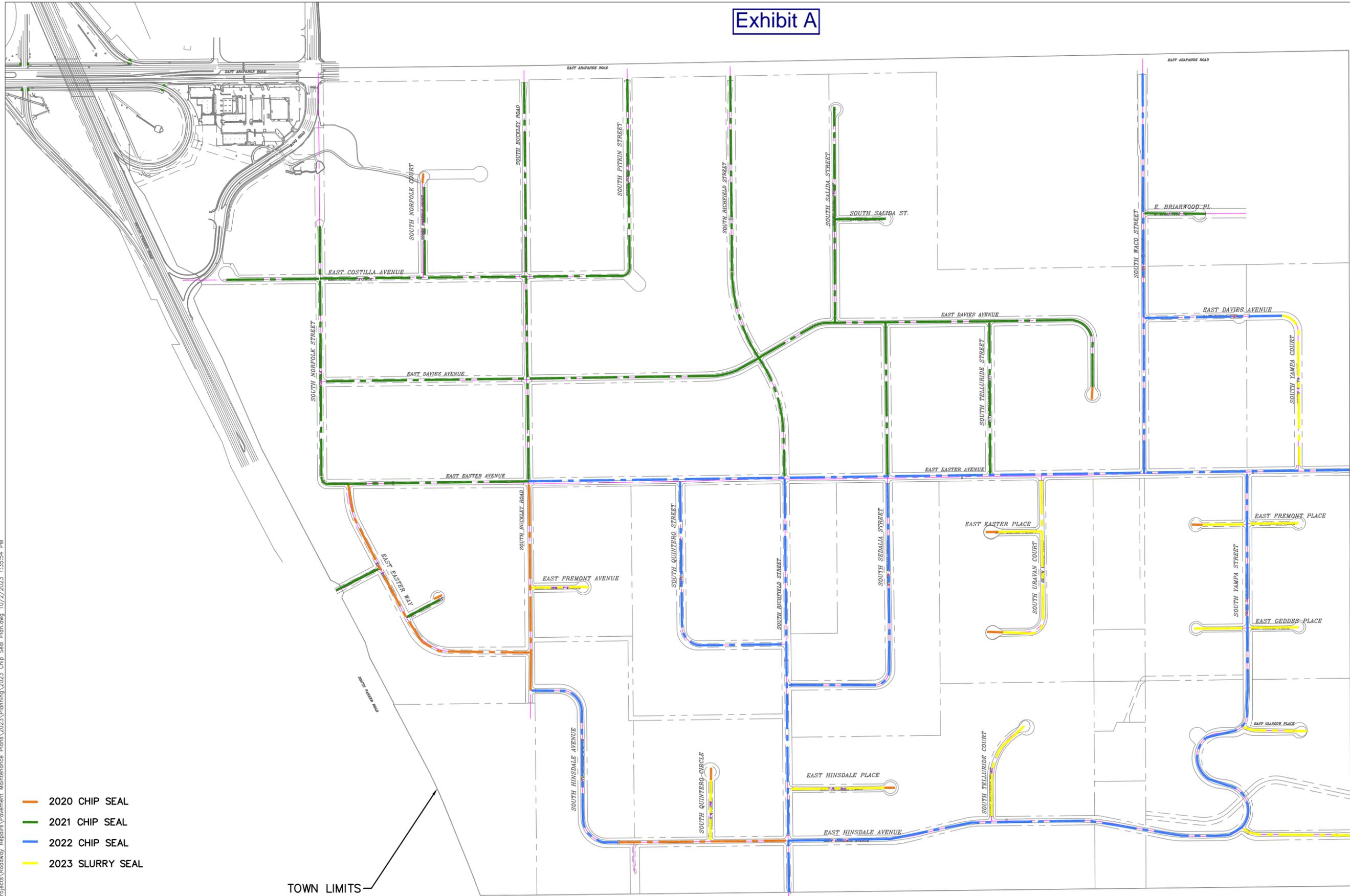
Exhibit A: 2020-2023 Seal Map

Exhibit B: 2024 Preliminary Quantity and Construction Cost Estimate

c: Scott Jardine

[https://sehincazure-my.sharepoint.com/personal/sjardine\\_sehinc\\_com/documents/desktop/2024 foxfield pavement program budget memo.docx](https://sehincazure-my.sharepoint.com/personal/sjardine_sehinc_com/documents/desktop/2024%20foxfield%20pavement%20program%20budget%20memo.docx)

# Exhibit A



- 2020 CHIP SEAL
- 2021 CHIP SEAL
- 2022 CHIP SEAL
- 2023 SLURRY SEAL

TOWN LIMITS

P:\N\F\FOXFD\202350\CIP Projects\Roadway Repairs\ Pavement Maintenance Plans\2023\Planning\2023 Chip Seal Plan.dwg 10/2/2023 1:35:54 PM

| NO. | REVISIONS   | DATE     | BY |
|-----|-------------|----------|----|
| 1   | 2020 UPDATE | 01/31/20 | GM |
| 2   |             |          |    |
| 3   |             |          |    |
| 4   |             |          |    |
| 5   |             |          |    |

COLORADO LAW (SENATE BILL 93-155) REQUIRES PERSONS TO NOTIFY THE UTILITY NOTIFICATION CENTER OF COLORADO 2 BUSINESS DAYS PRIOR TO MAKING OR BEGINNING AN EXCAVATION. NOTIFICATION MAY BE MADE BY CALLING:  
**811**

DESIGNED \_\_\_\_\_ DATE \_\_\_\_\_  
DRAWN \_\_\_\_\_ DATE \_\_\_\_\_  
CHECKED \_\_\_\_\_ DATE \_\_\_\_\_



PHONE: 720.540.6800  
2000 S. COLORADO BLVD.  
TOWER ONE, SUITE 6000  
DENVER, CO 80222-7938

TOWN OF FOXFIELD

| 2020-2023 SEAL MAP        |                            | SHEET NO. |
|---------------------------|----------------------------|-----------|
| SEH PROJECT NO.<br>130900 | DATE ISSUED<br>OCT 2, 2023 | 1         |
|                           |                            | SHEET     |

**Exhibit B**



Foxfield 2024 Pavement Improvements Project  
 Foxfield, Colorado  
 Quantity Estimation

**Crack Seal**

|              | ITEM       | UNIT PRICE  | UNIT | ESTIMATED | ESTIMATED COST     |
|--------------|------------|-------------|------|-----------|--------------------|
|              | Crack Seal | \$ 4,500.00 | TON  | 2.0       | \$ 9,000.00        |
| <b>TOTAL</b> |            |             |      |           | <b>\$ 9,000.00</b> |

**Mastic Crack Seal**

|              | ITEM              | UNIT PRICE  | UNIT | ESTIMATED | ESTIMATED COST     |
|--------------|-------------------|-------------|------|-----------|--------------------|
|              | Mastic Crack Seal | \$ 5,800.00 | TON  | 0.3       | \$ 1,740.00        |
| <b>TOTAL</b> |                   |             |      |           | <b>\$ 1,740.00</b> |

**Large Crack Repair**

|              | ITEM                            | UNIT PRICE | UNIT | ESTIMATED | ESTIMATED COST     |
|--------------|---------------------------------|------------|------|-----------|--------------------|
|              | Crack Patching (18 Inches Wide) | \$ 26.00   | LF   | 200.0     | \$ 5,200.00        |
| <b>TOTAL</b> |                                 |            |      |           | <b>\$ 5,200.00</b> |

**Small Patch**

|              | ITEM        | UNIT PRICE | UNIT | ESTIMATED | ESTIMATED COST     |
|--------------|-------------|------------|------|-----------|--------------------|
|              | Small Patch | \$ 200.00  | SY   | 10.0      | \$ 2,000.00        |
| <b>TOTAL</b> |             |            |      |           | <b>\$ 2,000.00</b> |

**Traffic Control**

|              | ITEM            | UNIT PRICE  | UNIT | ESTIMATED | ESTIMATED COST     |
|--------------|-----------------|-------------|------|-----------|--------------------|
|              | Traffic Control | \$ 2,000.00 | EA   | 1.0       | \$ 2,000.00        |
| <b>TOTAL</b> |                 |             |      |           | <b>\$ 2,000.00</b> |

**Contingency/Emergency Repair**

|              | ITEM                         | UNIT PRICE  | UNIT | ESTIMATED | ESTIMATED COST     |
|--------------|------------------------------|-------------|------|-----------|--------------------|
|              | Contingency/Emergency Repair | \$ 5,000.00 | EA   | 1.0       | \$ 5,000.00        |
| <b>TOTAL</b> |                              |             |      |           | <b>\$ 5,000.00</b> |

**Epoxy Pvmt Mkg**

|              | ITEM           | UNIT PRICE | UNIT | ESTIMATED | ESTIMATED COST |
|--------------|----------------|------------|------|-----------|----------------|
|              | Epoxy Pvmt Mkg | \$ 14.00   | SF   | 0.0       | \$ -           |
| <b>TOTAL</b> |                |            |      |           | <b>\$ -</b>    |

**Construction Administration**

|              | ITEM                        | UNIT PRICE  | UNIT | ESTIMATED | ESTIMATED COST     |
|--------------|-----------------------------|-------------|------|-----------|--------------------|
|              | Construction Administration | \$ 5,000.00 | EA   | 1.0       | \$ 5,000.00        |
| <b>TOTAL</b> |                             |             |      |           | <b>\$ 5,000.00</b> |

|                      |           |  |  |  |                  |
|----------------------|-----------|--|--|--|------------------|
| <b>Overall Total</b> | <b>\$</b> |  |  |  | <b>29,940.00</b> |
|----------------------|-----------|--|--|--|------------------|