



TOWN BOARD AGENDA

REGULAR MEETING

(All items listed for discussion and possible action)

Hybrid Meeting

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

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

Thursday, December 14, 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 – November 16, 2023
 - b. Financial Reports – November
5. Public Hearing
 - a. 2024 Proposed Budget
6. For Possible Action
 - a. Resolution 2023-08 Adopting a Budget and Authorizing Appropriations for Fiscal Year 2024
 - b. 2024 Arapahoe County Sheriff Agreement
7. For Discussion
 - a. Snowplow Blades
8. Reports

- a. Members of Town Board
- b. Staff
 - i) Clerk's report

9. Future Agenda Items

- a. Erosion Update
- b. FEMA study continued education and public outreach

10. Adjournment



BOARD OF TRUSTEES MEETING

November 16, 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, and Trustee Schultz.

The following Trustees were present in person: Trustee Thompson, Trustee Cockrell, and Trustee Herold.

Trustee Goddard was absent.

A quorum was present.

3. Audience Participation

None

4. Consent Agenda

a. Approval of Minutes – November 2, 2023

Trustee Cockrell requested an amendment to the minutes to clarify that no engineering firm has been chosen yet to perform the Easter Trail Study.

b. Financial Reports – October 2023

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

5. For Possible Action

a. Resolution 2023-07 Authorizing A Supplemental Appropriation for Fiscal Year 2023
Town Administrator Proctor noted that the supplemental amount was equivalent to increased paving work costs. Mayor Jones moved to approve Resolution 2023-07 Authorizing A Supplemental Appropriation for Fiscal Year 2023, with a second from Trustee Thompson. The motion passed by unanimous roll call vote.

b. Approval of the 2024 Agreement for Law Enforcement Services Postponed to

6. For Discussion

c. Barrel Study Data

Town Clerk Schmitz provided a summary of the barrel data and opened the topic for discussion. Debbie Baker of 7441 S. Telluride Ct. stated that the barrels, when placed in the chocker pinch point location, were dangerous. Drivers were forced to stop to let opposing traffic go through and many sped through the area making it very unsafe. When the barrels were in the middle of the road they weren't quite as dangerous; however, pedestrian safety was still a concern. After discussion, the Board agreed that the barrel placement did not achieve the objective. Vanessa Guzman, of Hinsdale Ave, noted that dips of any kind will cause marks to roadways. Staff will reach out to the engineers to get a potential plan for installing angled dips or tabletop humps. The plan should include suggestions for the along Norfolk between Easter and Costilla.

Reports

a. Mayor's Report

i. No report

b. Members of the Town Board

i. Trustee Thompson noted that the slurry seal application looked thick and well applied.

ii. Trustee Farreau asked about the Xcel roadway repair completion dates and inquired about the porta potty that has been in the right-of-way along Davies. Mrs. Schmitz reported that the Xcel work permit was extended and will check on code violation status. Lastly, Trustee Farreau indicated that the wooden sign on Richfield is chipped needs to be repaired.

iii. Trustee Cockrell reported that a resident requested that several stop signs be replaced with yield signs, the resident also wanted to build an AUD. While attending a DRCOG meeting she received pedestrian and bicycle crash data which indicates that fatalities and injuries are increasing.

c. Staff

i. Ms. Proctor provided an update on the repairs suggested by the new gate maintenance vendor. There will be a meeting to clarify what is needed and what should be prioritized. Mrs. Proctor also reminded the Board members that the next meeting and the budget hearing is scheduled for December 14th. Lastly, in response to a resident's concern about snowplow blade damage, Mrs. Proctor is inviting Terracare to the next meeting to address the cost and effectiveness of rubber blades. If the Town does decide to mandate rubber blades the Town will be responsible for picking up the cost as the blades are non-standard.

ii. Mrs. Schmitz noted that SEH has completed the majority of the culvert inspections, and results are expected in December.

7. Future Agenda Items

- a. Tunnel and sidewalk repairs
- b. MHFD follow-up

8. Adjournment

Mayor Jones adjourned the meeting at 7:31 p.m.

Kathleen Schmitz, Town Clerk

Lisa Jones, Town Mayor

**Treasurer's Report
November 2023**

Item #4b

| | Credit | Debit | Balance |
|---|---------------------|---------------------|----------------------|
| 1st Bank Checkbook Beginning Balance | | | \$ 64,473.77 |
| <u>Deposits</u> | | | |
| Colo Interac - gate tags | 113.00 | | |
| Colo Interac - building permits | 20,511.61 | | |
| Colo Interac- Use tax | 35,633.01 | | |
| Colo Interac - grading permits | 150.00 | | |
| Arapahoe County Open Space Tax | 2,954.13 | | |
| Colo Trust Transfer for paving invoice | 175,000.00 | | |
| Comcast - franchise fee | 1,395.91 | | |
| Total Deposits | \$235,757.66 | | |
| <u>Disbursements</u> | | | |
| Storquest | | 72.00 | |
| Caselle - monthly support | | 330.00 | |
| Colorado Mediation & Resolution Service-Municipal Judge | | 250.00 | |
| Microsoft Online email hosting | | 47.73 | |
| Microsoft Phone | | 17.76 | |
| First Bank--activity fee | | 2.00 | |
| CORE- Lewiston way lights | | 31.61 | |
| CORE- Gate electricity fremont | | 27.66 | |
| CORE- Gate electricity- Richfield | | 27.31 | |
| CORE- Irrigation | | 21.67 | |
| SEH | | 5,522.30 | |
| HPWC, PC - legal services | | 440.00 | |
| Terracare Assoc - public works | | 6,997.27 | |
| ACWWA | | 357.69 | |
| CORE - 6806 S Parker Road lights | | 109.06 | |
| SafeBuilt - building, CE, P&Z | | 21,476.65 | |
| J & S Contractor Supply | | 113.16 | |
| DGO RFID tags | | 1,606.60 | |
| Vance Brothers--turnaround paving | | 30,987.00 | |
| EFTPS - payroll tax deposit | | 2,627.54 | |
| Schmitz, Kathleen | | 3,261.47 | |
| Briar, Jeff | | 300.14 | |
| Proctor, Karen | | 5,319.18 | |
| Total Disbursements | | \$ 79,945.80 | |
| 1st Bank Checkbook Ending Balance | | | \$ 220,285.63 |

**Treasurer's Report
November 2023**

| | Credit | Debit | Balance |
|---|---------------------|----------------------|------------------------|
| ColoTrust General Fund Beginning Balance | | | \$ 1,503,701.65 |
| Deposits | | | |
| Transfer from CTF | 2151.61 | | |
| Transfer from OS | 1585.57 | | |
| Cigarette Tax | 328.74 | | |
| Sales Tax | 54,651.09 | | |
| DOLA grant | 2,293.75 | | |
| Arapahoe County | 1,237.60 | | |
| Payments due from ARP Fund-Paving | 18,168.75 | | |
| HUTF | 3,116.69 | | |
| Public Service | 409.43 | | |
| Interest Income | 6,735.11 | | |
| Total Deposits | \$ 90,678.34 | | |
| Disbursements | | | |
| Transfer to checking | | 175,000.00 | |
| Total Disbursements | | \$ 175,000.00 | |
| ColoTrust General Fund Ending Balance | | | \$ 1,419,379.99 |
| | Credit | Debit | Balance |
| ColoTrust CTF Fund Beginning Balance (Lottery Money) | | | \$ 22,706.44 |
| Deposits | | | |
| Interest Income | 98.56 | | |
| Total CTF Deposits | \$ 98.56 | | |
| Disbursements | | | |
| Transfer to General Fund for CTF maintenance | | 2,151.61 | |
| Total CTF Disbursements | | \$ 2,151.61 | |
| ColoTrust CTF Fund Ending Balance | | | \$ 20,653.39 |

**Treasurer's Report
November 2023**

| | Credit | Debit | Balance |
|---|------------------|---------------------|----------------------|
| ColoTrust Open Space - Beginning Balance | | | \$ 245,641.32 |
| Deposits | | | |
| Interest Income | 1,118.94 | | |
| Total Deposits | 1,118.94 | | |
| Disbursements | | | |
| Transfer to General Fund | | 1,585.57 | |
| Total Disbursements | | \$ 1,585.57 | |
| ColoTrust Open Space Ending Balance | | | \$ 245,174.69 |
| | | | |
| | Credit | Debit | Balance |
| ColoTrust Amer Rescue Plan - Beginning Balance | | | \$ 128,018.76 |
| Deposits | | | |
| Interest Income | 583.54 | | |
| Total Deposits | \$ 583.54 | | |
| Disbursements | | | |
| Transfer to General Fund for Paving | | 18,168.75 | |
| Total Disbursements | | \$ 18,168.75 | |
| ColoTrust Amer Rescue Plan Ending Balance | | | \$ 110,433.55 |

TOWN OF FOXFIELD
BALANCE SHEET
NOVEMBER 30, 2023

GENERAL FUND

ASSETS

| | | | |
|----------|--------------------------------|--------------|--------------|
| 10-10220 | CASH ON DEPOSIT - 1ST BANK | 222,207.07 | |
| 10-10310 | CASH - COUNTY TREASURER | 1,003.39 | |
| 10-10410 | INVESTMENT ACCOUNT - COLOTRUST | 1,419,379.99 | |
| 10-11500 | PROPERTY TAX RECEIVABLE | (343.87) | |
| 10-13110 | DUE FROM CTF | 1,144.91 | |
| | | | |
| | TOTAL ASSETS | | 1,643,391.49 |

LIABILITIES AND EQUITY

LIABILITIES

| | | | |
|----------|---------------------------|------------|------------|
| 10-20100 | ACCOUNTS PAYABLE | 178,254.19 | |
| 10-21110 | PAYROLL TAXES PAYABLE | 847.00 | |
| 10-22000 | A.C. USE TAX PAYABLE | 4,939.29 | |
| 10-22210 | DEFERRED PROPERTY TAX | (343.87) | |
| 10-22950 | LAND USE ESCROW- PHILLIPS | 232.50 | |
| 10-22960 | LAND USE ESCROW-VANSTELLE | (109.00) | |
| | | | |
| | TOTAL LIABILITIES | | 183,820.11 |

FUND EQUITY

| | | | |
|----------|---------------------------------|--------------|--------------|
| 10-28970 | FUND BAL RESRVD-LAW ENFORCEMNT | 21,000.00 | |
| | UNAPPROPRIATED FUND BALANCE: | | |
| 10-29800 | FUND BALANCE - UNRESTRICTED | 1,158,120.72 | |
| | REVENUE OVER EXPENDITURES - YTD | 280,450.66 | |
| | | | |
| | BALANCE - CURRENT DATE | 1,438,571.38 | |
| | | | |
| | TOTAL FUND EQUITY | | 1,459,571.38 |
| | TOTAL LIABILITIES AND EQUITY | | 1,643,391.49 |

TOWN OF FOXFIELD
 BALANCE SHEET
 NOVEMBER 30, 2023

OPEN SPACE FUND

ASSETS

| | | | | |
|----------|--------------------------------|--|------------|-------------------|
| 22-10410 | INVESTMENT ACCOUNT - COLOTRUST | | 245,174.69 | |
| | TOTAL ASSETS | | | <u>245,174.69</u> |

LIABILITIES AND EQUITY

FUND EQUITY

| | | | | |
|----------|---------------------------------|------------------|-------------------|-------------------|
| | UNAPPROPRIATED FUND BALANCE: | | | |
| 22-29800 | FUND BALANCE | 210,336.47 | | |
| | REVENUE OVER EXPENDITURES - YTD | <u>34,838.22</u> | | |
| | BALANCE - CURRENT DATE | | <u>245,174.69</u> | |
| | TOTAL FUND EQUITY | | | <u>245,174.69</u> |
| | TOTAL LIABILITIES AND EQUITY | | | <u>245,174.69</u> |

TOWN OF FOXFIELD
BALANCE SHEET
NOVEMBER 30, 2023

AMERICAN RESCUE PLAN FUND

ASSETS

| | | | |
|----------|--------------------------------|------------|------------|
| 23-10410 | INVESTMENT ACCOUNT - COLOTRUST | 110,433.55 | |
| | TOTAL ASSETS | 110,433.55 | 110,433.55 |

LIABILITIES AND EQUITY

FUND EQUITY

| | | | |
|------------------------------|---------------------------------|--------------|------------|
| UNAPPROPRIATED FUND BALANCE: | | | |
| 23-29800 | FUND BALANCE | 159,881.24 | |
| | REVENUE OVER EXPENDITURES - YTD | (49,447.69) | |
| | BALANCE - CURRENT DATE | 110,433.55 | |
| | TOTAL FUND EQUITY | 110,433.55 | 110,433.55 |
| | TOTAL LIABILITIES AND EQUITY | | 110,433.55 |

TOWN OF FOXFIELD
 BALANCE SHEET
 NOVEMBER 30, 2023

CTF

ASSETS

| | | | | |
|----------|--------------------------------|--|-----------|-----------|
| 31-10410 | INVESTMENT ACCOUNT - COLOTRUST | | 20,653.39 | |
| | TOTAL ASSETS | | | 20,653.39 |

LIABILITIES AND EQUITY

LIABILITIES

| | | | | |
|----------|---------------------|--|----------|----------|
| 31-23110 | DUE TO GENERAL FUND | | 1,144.91 | |
| | TOTAL LIABILITIES | | | 1,144.91 |

FUND EQUITY

| | | | | |
|----------|---------------------------------|-------------|-----------|-----------|
| | UNAPPROPRIATED FUND BALANCE: | | | |
| 31-29800 | FUND BALANCE | 24,240.20 | | |
| | REVENUE OVER EXPENDITURES - YTD | (4,731.72) | | |
| | BALANCE - CURRENT DATE | | 19,508.48 | |
| | TOTAL FUND EQUITY | | | 19,508.48 |
| | TOTAL LIABILITIES AND EQUITY | | | 20,653.39 |

TOWN OF FOXFIELD
 BALANCE SHEET
 NOVEMBER 30, 2023

GENERAL FUND

ASSETS

| | | | | |
|----------|--------------------------------|---|---------------------|---------------------|
| 10-10220 | CASH ON DEPOSIT - 1ST BANK | | 222,207.07 | |
| 10-10310 | CASH - COUNTY TREASURER | | 1,003.39 | |
| 10-10410 | INVESTMENT ACCOUNT - COLOTRUST | | 1,419,379.99 | |
| 10-11500 | PROPERTY TAX RECEIVABLE | (| 343.87) | |
| 10-13110 | DUE FROM CTF | | 1,144.91 | |
| | | | <u>1,643,391.49</u> | |
| | TOTAL ASSETS | | | <u>1,643,391.49</u> |

LIABILITIES AND EQUITY

LIABILITIES

| | | | | |
|----------|---------------------------|---|-------------------|------------|
| 10-20100 | ACCOUNTS PAYABLE | | 178,254.19 | |
| 10-21110 | PAYROLL TAXES PAYABLE | | 847.00 | |
| 10-22000 | A.C. USE TAX PAYABLE | | 4,939.29 | |
| 10-22210 | DEFERRED PROPERTY TAX | (| 343.87) | |
| 10-22950 | LAND USE ESCROW- PHILLIPS | | 232.50 | |
| 10-22960 | LAND USE ESCROW-VANSTELLE | (| 109.00) | |
| | | | <u>183,820.11</u> | |
| | TOTAL LIABILITIES | | | 183,820.11 |

FUND EQUITY

| | | | | |
|----------|---------------------------------|-------------------|---------------------|--------------|
| 10-28970 | FUND BAL RESRVD-LAW ENFORCEMNT | | 21,000.00 | |
| | UNAPPROPRIATED FUND BALANCE: | | | |
| 10-29800 | FUND BALANCE - UNRESTRICTED | 1,158,120.72 | | |
| | REVENUE OVER EXPENDITURES - YTD | <u>280,450.66</u> | | |
| | BALANCE - CURRENT DATE | | <u>1,438,571.38</u> | |
| | TOTAL FUND EQUITY | | | 1,459,571.38 |

TOWN OF FOXFIELD
BALANCE SHEET
NOVEMBER 30, 2023

GENERAL FUND

TOTAL LIABILITIES AND EQUITY

1,643,391.49

TOWN OF FOXFIELD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|---------------------------------|------------------|-------------------|-------------------|---------------------|--------------|
| <u>TAXES AND FRANCHISE FEES</u> | | | | | |
| 10-31-111 | 1,140.11 | 117,455.77 | 117,085.00 | (370.77) | 100.3 |
| 10-31-121 | 669.39 | 7,175.18 | 7,000.00 | (175.18) | 102.5 |
| 10-31-161 | 409.43 | 14,687.86 | 8,500.00 | (6,187.86) | 172.8 |
| 10-31-162 | .00 | 17,549.99 | 22,000.00 | 4,450.01 | 79.8 |
| 10-31-163 | 1,395.91 | 5,625.01 | 4,800.00 | (825.01) | 117.2 |
| 10-31-191 | 79.81 | 227.17 | 100.00 | (127.17) | 227.2 |
| 10-31-311 | 54,651.09 | 466,848.50 | 550,000.00 | 83,151.50 | 84.9 |
| 10-31-312 | 35,633.01 | 87,322.86 | 20,000.00 | (67,322.86) | 436.6 |
| | <u>93,978.75</u> | <u>716,892.34</u> | <u>729,485.00</u> | <u>12,592.66</u> | <u>98.3</u> |
| <u>LICENSES AND PERMITS</u> | | | | | |
| 10-32-211 | .00 | 345.00 | 350.00 | 5.00 | 98.6 |
| 10-32-212 | .00 | 100.00 | .00 | (100.00) | .0 |
| 10-32-215 | .00 | 70.00 | 280.00 | 210.00 | 25.0 |
| 10-32-219 | .00 | .00 | 150.00 | 150.00 | .0 |
| 10-32-221 | 20,511.61 | 122,219.78 | 35,000.00 | (87,219.78) | 349.2 |
| 10-32-222 | 150.00 | 900.00 | 300.00 | (600.00) | 300.0 |
| 10-32-223 | .00 | 300.00 | .00 | (300.00) | .0 |
| 10-32-224 | .00 | .00 | 100.00 | 100.00 | .0 |
| 10-32-225 | .00 | 1,000.00 | 500.00 | (500.00) | 200.0 |
| 10-32-226 | .00 | 750.00 | 250.00 | (500.00) | 300.0 |
| | <u>20,661.61</u> | <u>125,684.78</u> | <u>36,930.00</u> | <u>(88,754.78)</u> | <u>340.3</u> |

TOWN OF FOXFIELD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|---|-----------------|------------------|------------------|---------------------|--------------|
| <u>INTERGOVERNMENTAL</u> | | | | | |
| 10-33-321 MOTOR VEHICLE REGISTRATN FEES | 343.64 | 4,630.46 | 3,500.00 | (1,130.46) | 132.3 |
| 10-33-342 CIGARETTE TAX | 328.74 | 1,144.33 | 1,200.00 | 55.67 | 95.4 |
| 10-33-350 SEVERANCE TAX | .00 | 1,160.44 | 400.00 | (760.44) | 290.1 |
| 10-33-352 HIGHWAY USER TAX | 3,116.69 | 33,524.95 | 20,000.00 | (13,524.95) | 167.6 |
| 10-33-360 MINERAL LEASE | .00 | 289.09 | 133.00 | (156.09) | 217.4 |
| 10-33-371 COUNTY ROAD/BRIDGE LEVY | .00 | 4,624.72 | 6,580.00 | 1,955.28 | 70.3 |
| TOTAL INTERGOVERNMENTAL | 3,789.07 | 45,373.99 | 31,813.00 | (13,560.99) | 142.6 |
| <u>CHARGES FOR SERVICES</u> | | | | | |
| 10-35-510 TRAFFIC COURT REVENUES | .00 | 400.30 | 1,500.00 | 1,099.70 | 26.7 |
| 10-35-540 CHARGEBACK ADMINISTRATION FEE | .00 | 335.32 | 100.00 | (235.32) | 335.3 |
| TOTAL CHARGES FOR SERVICES | .00 | 735.62 | 1,600.00 | 864.38 | 46.0 |
| <u>MISCELLANEOUS</u> | | | | | |
| 10-36-600 GATE VIOLATION | .00 | 2,684.60 | 1,250.00 | (1,434.60) | 214.8 |
| 10-36-601 GATE TAG REVENUE | 113.00 | 1,229.00 | .00 | (1,229.00) | .0 |
| 10-36-611 INTEREST EARNINGS | 6,735.11 | 60,517.16 | 20,000.00 | (40,517.16) | 302.6 |
| 10-36-680 MISCELLANEOUS/OTHER INCOME | .00 | 81.00 | 1,000.00 | 919.00 | 8.1 |
| 10-36-683 DOLA GRANT--MUNICIPAL CODE | 2,293.75 | 5,491.25 | .00 | (5,491.25) | .0 |
| 10-36-684 COLORADO PLASTIC BAG FEE | .00 | 15.78 | .00 | (15.78) | .0 |
| TOTAL MISCELLANEOUS | 9,141.86 | 70,018.79 | 22,250.00 | (47,768.79) | 314.7 |

TOWN OF FOXFIELD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|--------------------|---------------|------------|------------|---------------|-------|
| TOTAL FUND REVENUE | 127,571.29 | 958,705.52 | 822,078.00 | (136,627.52) | 116.6 |

TOWN OF FOXFIELD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--------------------------------------|---------------|------------|------------|-------------|-------|
| <u>ADMINISTRATION</u> | | | | | |
| 10-41-110 PERSONNEL EXPENSES | 11,084.37 | 128,511.51 | 151,200.00 | 22,688.49 | 85.0 |
| 10-41-116 PAYROLL TAXES | 847.96 | 9,831.14 | 11,567.00 | 1,735.86 | 85.0 |
| 10-41-118 WORKERS COMPENSATION INS. | .00 | 641.00 | 850.00 | 209.00 | 75.4 |
| 10-41-120 SUPPLIES/MATERIALS | .00 | 492.54 | 500.00 | 7.46 | 98.5 |
| 10-41-130 POSTAGE/BULK MAIL CHARGES | .00 | 507.64 | 500.00 | (7.64) | 101.5 |
| 10-41-140 PRINTING | .00 | 117.50 | 50.00 | (67.50) | 235.0 |
| 10-41-141 NEWSLETTER | .00 | .00 | 50.00 | 50.00 | .0 |
| 10-41-143 MUNICIPAL CODE SUPPLEMENTS | .00 | .00 | 2,000.00 | 2,000.00 | .0 |
| 10-41-144 MUNICIPAL CODE UPDATES | 1,317.50 | 7,530.00 | .00 | (7,530.00) | .0 |
| 10-41-145 LEGAL NOTICES | .00 | 146.70 | 250.00 | 103.30 | 58.7 |
| 10-41-148 RECORDING FEES | .00 | .00 | 50.00 | 50.00 | .0 |
| 10-41-151 AUDIT | .00 | 7,000.00 | 7,000.00 | .00 | 100.0 |
| 10-41-152 LEGAL | 120.00 | 8,209.07 | 15,000.00 | 6,790.93 | 54.7 |
| 10-41-160 COUNTY TREASURER FEES | 12.20 | 1,176.83 | 1,171.00 | (5.83) | 100.5 |
| 10-41-170 COMMUNICATIONS/IT | 330.00 | 9,218.21 | 8,862.00 | (356.21) | 104.0 |
| 10-41-171 TELEPHONE/INTERNET | 23.99 | 246.63 | 1,500.00 | 1,253.37 | 16.4 |
| 10-41-172 E-MAIL SERVER | 41.50 | 481.55 | 550.00 | 68.45 | 87.6 |
| 10-41-180 INSURANCE | .00 | 8,262.76 | 8,239.00 | (23.76) | 100.3 |
| 10-41-182 MEMBERSHIP/DUES/TRAINING | 893.00 | 5,464.86 | 4,000.00 | (1,464.86) | 136.6 |
| 10-41-190 MISCELLANEOUS EXPENSE | .00 | 787.28 | 10,223.00 | 9,435.72 | 7.7 |
| 10-41-192 BANK SERVICE CHARGES | .00 | 6.00 | 24.00 | 18.00 | 25.0 |
| | | | | | |
| TOTAL ADMINISTRATION | 14,670.52 | 188,631.22 | 223,586.00 | 34,954.78 | 84.4 |

TOWN OF FOXFIELD
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|------------------------------------|---------------|------------|------------|------------|-------|
| <u>JUDICIAL</u> | | | | | |
| 10-44-211 MUNICIPAL JUDGE | 250.00 | 1,750.00 | 3,600.00 | 1,850.00 | 48.6 |
| 10-44-220 COURT RELATED EXPENSES | .00 | 555.14 | 5,000.00 | 4,444.86 | 11.1 |
| TOTAL JUDICIAL | 250.00 | 2,305.14 | 8,600.00 | 6,294.86 | 26.8 |
| <u>PUBLIC SAFETY</u> | | | | | |
| 10-46-311 LAW ENFORCEMENT | .00 | 117,085.00 | 117,085.00 | .00 | 100.0 |
| 10-46-314 OFF DUTY OFFICER PATROLS | .00 | 5,005.75 | 15,000.00 | 9,994.25 | 33.4 |
| 10-46-400 ANIMAL CONTROL | .00 | 130.00 | 500.00 | 370.00 | 26.0 |
| TOTAL PUBLIC SAFETY | .00 | 122,220.75 | 132,585.00 | 10,364.25 | 92.2 |

TOWN OF FOXFIELD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--|---------------|------------|------------|---------------|-------|
| <u>PUBLIC WORKS</u> | | | | | |
| 10-48-451 PLANNING | 316.25 | 2,023.75 | 5,000.00 | 2,976.25 | 40.5 |
| 10-48-452 ENGINEERING | 3,109.50 | 22,602.00 | 17,000.00 | (5,602.00) | 133.0 |
| 10-48-453 CODE ENFORCEMENT | 1,095.00 | 9,307.50 | 10,000.00 | 692.50 | 93.1 |
| 10-48-454 SNOW REMOVAL | 725.00 | 12,356.00 | 35,000.00 | 22,644.00 | 35.3 |
| 10-48-455 ROW AND ISLAND MAINTENANCE | 4,747.91 | 51,145.70 | 62,700.00 | 11,554.30 | 81.6 |
| 10-48-456 TRAFFIC CONTROL/SIGNAGE | 113.16 | 1,471.22 | 1,500.00 | 28.78 | 98.1 |
| 10-48-457 BUILDING PERMIT EXPENSES | 19,067.90 | 78,893.19 | 28,000.00 | (50,893.19) | 281.8 |
| 10-48-458 ST. CUT/ROW PERMIT EXPENSES | .00 | .00 | 300.00 | 300.00 | .0 |
| 10-48-459 STREET LIGHTS | 142.07 | 1,398.51 | 1,300.00 | (98.51) | 107.6 |
| 10-48-460 ENGINEERING ROAD MAINTENANCE | 1,903.80 | 7,789.00 | 15,000.00 | 7,211.00 | 51.9 |
| 10-48-461 GATE ELECTRICITY & MAINTENANCE | 749.30 | 3,275.18 | 7,000.00 | 3,724.82 | 46.8 |
| 10-48-462 MFSD EXPENSE | .00 | 6,802.98 | .00 | (6,802.98) | .0 |
| 10-48-500 COMM EVENTS (PARADE,DIRECTORY) | .00 | 7,988.31 | 6,000.00 | (1,988.31) | 133.1 |
| 10-48-600 STORAGE UNIT | 72.00 | 738.26 | 900.00 | 161.74 | 82.0 |
| TOTAL PUBLIC WORKS | 32,041.89 | 205,791.60 | 189,700.00 | (16,091.60) | 108.5 |
| <u>CAPITAL EXPENDITURES</u> | | | | | |
| 10-58-800 CAPITAL EXP > \$5,000.00 | 159,306.15 | 159,306.15 | 128,532.00 | (30,774.15) | 123.9 |
| TOTAL CAPITAL EXPENDITURES | 159,306.15 | 159,306.15 | 128,532.00 | (30,774.15) | 123.9 |
| TOTAL FUND EXPENDITURES | 206,268.56 | 678,254.86 | 683,003.00 | 4,748.14 | 99.3 |
| NET REVENUE OVER EXPENDITURES | (78,697.27) | 280,450.66 | 139,075.00 | (141,375.66) | 201.7 |

TOWN OF FOXFIELD
 BALANCE SHEET
 NOVEMBER 30, 2023

OPEN SPACE FUND

ASSETS

| | | | | |
|----------|--------------------------------|--|------------|------------|
| 22-10410 | INVESTMENT ACCOUNT - COLOTRUST | | 245,174.69 | |
| | TOTAL ASSETS | | | 245,174.69 |

LIABILITIES AND EQUITY

FUND EQUITY

| | | | | |
|----------|---------------------------------|------------|------------|------------|
| | UNAPPROPRIATED FUND BALANCE: | | | |
| 22-29800 | FUND BALANCE | 210,336.47 | | |
| | REVENUE OVER EXPENDITURES - YTD | 34,838.22 | | |
| | BALANCE - CURRENT DATE | | 245,174.69 | |
| | TOTAL FUND EQUITY | | | 245,174.69 |
| | TOTAL LIABILITIES AND EQUITY | | | 245,174.69 |

TOWN OF FOXFIELD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

OPEN SPACE FUND

| | <u>PERIOD ACTUAL</u> | <u>YTD ACTUAL</u> | <u>BUDGET</u> | <u>UNEARNED</u> | <u>PCNT</u> |
|--|----------------------|-------------------|------------------|---------------------|--------------|
| <u>REVENUES</u> | | | | | |
| 22-30-130 ARAPAHOE CO OPEN SPACE DISTRIB | .00 | 27,865.58 | 20,000.00 | (7,865.58) | 139.3 |
| 22-30-611 INTEREST EARNINGS | 1,118.94 | 10,972.64 | 4,100.00 | (6,872.64) | 267.6 |
| TOTAL REVENUES | <u>1,118.94</u> | <u>38,838.22</u> | <u>24,100.00</u> | <u>(14,738.22)</u> | <u>161.2</u> |
| TOTAL FUND REVENUE | <u>1,118.94</u> | <u>38,838.22</u> | <u>24,100.00</u> | <u>(14,738.22)</u> | <u>161.2</u> |

TOWN OF FOXFIELD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

OPEN SPACE FUND

| | | <u>PERIOD ACTUAL</u> | <u>YTD ACTUAL</u> | <u>BUDGET</u> | <u>UNEXPENDED</u> | <u>PCNT</u> |
|-------------------------------|--------------|----------------------|-------------------|------------------|---------------------|--------------|
| <u>EXPENDITURES</u> | | | | | | |
| 22-40-511 | MAINTENANCE | .00 | 4,000.00 | 4,000.00 | .00 | 100.0 |
| 22-40-620 | IMPROVEMENTS | .00 | .00 | 10,000.00 | 10,000.00 | .0 |
| TOTAL EXPENDITURES | | <u>.00</u> | <u>4,000.00</u> | <u>14,000.00</u> | <u>10,000.00</u> | <u>28.6</u> |
| TOTAL FUND EXPENDITURES | | <u>.00</u> | <u>4,000.00</u> | <u>14,000.00</u> | <u>10,000.00</u> | <u>28.6</u> |
| NET REVENUE OVER EXPENDITURES | | <u>1,118.94</u> | <u>34,838.22</u> | <u>10,100.00</u> | <u>(24,738.22)</u> | <u>344.9</u> |

TOWN OF FOXFIELD
 BALANCE SHEET
 NOVEMBER 30, 2023

AMERICAN RESCUE PLAN FUND

ASSETS

| | | | | |
|----------|--------------------------------|--|------------|------------|
| 23-10410 | INVESTMENT ACCOUNT - COLOTRUST | | 110,433.55 | |
| | TOTAL ASSETS | | | 110,433.55 |

LIABILITIES AND EQUITY

FUND EQUITY

| | | | | |
|----------|---------------------------------|--------------|------------|------------|
| | UNAPPROPRIATED FUND BALANCE: | | | |
| 23-29800 | FUND BALANCE | 159,881.24 | | |
| | REVENUE OVER EXPENDITURES - YTD | (49,447.69) | | |
| | BALANCE - CURRENT DATE | | 110,433.55 | |
| | TOTAL FUND EQUITY | | | 110,433.55 |
| | TOTAL LIABILITIES AND EQUITY | | | 110,433.55 |

TOWN OF FOXFIELD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

AMERICAN RESCUE PLAN FUND

| | | <u>PERIOD ACTUAL</u> | <u>YTD ACTUAL</u> | <u>BUDGET</u> | <u>UNEARNED</u> | <u>PCNT</u> |
|----------------|--------------------|----------------------|-------------------|-----------------|--------------------|--------------|
| <u>REVENUE</u> | | | | | | |
| 23-30-611 | INTEREST INCOME | 583.54 | 7,376.06 | 3,000.00 | (4,376.06) | 245.9 |
| | TOTAL REVENUE | <u>583.54</u> | <u>7,376.06</u> | <u>3,000.00</u> | <u>(4,376.06)</u> | <u>245.9</u> |
| | TOTAL FUND REVENUE | <u>583.54</u> | <u>7,376.06</u> | <u>3,000.00</u> | <u>(4,376.06)</u> | <u>245.9</u> |

TOWN OF FOXFIELD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

AMERICAN RESCUE PLAN FUND

| | <u>PERIOD ACTUAL</u> | <u>YTD ACTUAL</u> | <u>BUDGET</u> | <u>UNEXPENDED</u> | <u>PCNT</u> |
|---------------------------------------|----------------------|---------------------|---------------------|--------------------|----------------|
| <u>GOVERNMENT SERVICES</u> | | | | | |
| 23-41-140 GOVT SERVICES- ADMIN EXP | 18,861.75 | 19,736.75 | 50,000.00 | 30,263.25 | 39.5 |
| 23-41-141 GOVT SERVICES-GATE EXPENSES | (693.00) | 30,987.00 | .00 | (30,987.00) | .0 |
| 23-41-148 MUNICIPAL CODE UPDATES | .00 | 6,100.00 | .00 | (6,100.00) | .0 |
| TOTAL GOVERNMENT SERVICES | <u>18,168.75</u> | <u>56,823.75</u> | <u>50,000.00</u> | <u>(6,823.75)</u> | <u>113.7</u> |
| TOTAL FUND EXPENDITURES | <u>18,168.75</u> | <u>56,823.75</u> | <u>50,000.00</u> | <u>(6,823.75)</u> | <u>113.7</u> |
| NET REVENUE OVER EXPENDITURES | <u>(17,585.21)</u> | <u>(49,447.69)</u> | <u>(47,000.00)</u> | <u>2,447.69</u> | <u>(105.2)</u> |

TOWN OF FOXFIELD
 BALANCE SHEET
 NOVEMBER 30, 2023

CTF

ASSETS

| | | | | |
|----------|--------------------------------|--|-----------|-----------|
| 31-10410 | INVESTMENT ACCOUNT - COLOTRUST | | 20,653.39 | |
| | TOTAL ASSETS | | | 20,653.39 |

LIABILITIES AND EQUITY

LIABILITIES

| | | | | |
|----------|---------------------|--|----------|----------|
| 31-23110 | DUE TO GENERAL FUND | | 1,144.91 | |
| | TOTAL LIABILITIES | | | 1,144.91 |

FUND EQUITY

| | | | | |
|----------|---------------------------------|-------------|-----------|-----------|
| 31-29800 | UNAPPROPRIATED FUND BALANCE: | | | |
| | FUND BALANCE | 24,240.20 | | |
| | REVENUE OVER EXPENDITURES - YTD | (4,731.72) | | |
| | BALANCE - CURRENT DATE | | 19,508.48 | |
| | TOTAL FUND EQUITY | | | 19,508.48 |
| | TOTAL LIABILITIES AND EQUITY | | | 20,653.39 |

TOWN OF FOXFIELD
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

| | | CTF | | | | |
|--------------------|-------------------|---------------|------------|----------|-----------|-------|
| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
| <u>REVENUES</u> | | | | | | |
| 31-30-611 | INTEREST EARNINGS | 98.56 | 1,127.66 | 480.00 | (647.66) | 234.9 |
| 31-30-634 | CTF DISTRIBUTION | .00 | 7,435.16 | 7,800.00 | 364.84 | 95.3 |
| TOTAL REVENUES | | 98.56 | 8,562.82 | 8,280.00 | (282.82) | 103.4 |
| TOTAL FUND REVENUE | | 98.56 | 8,562.82 | 8,280.00 | (282.82) | 103.4 |

TOWN OF FOXFIELD
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING NOVEMBER 30, 2023

| | | CTF | | | | |
|---------------------|-------------------------------|----------------------|--------------------|--------------------|-------------------|----------------|
| | | <u>PERIOD ACTUAL</u> | <u>YTD ACTUAL</u> | <u>BUDGET</u> | <u>UNEXPENDED</u> | <u>PCNT</u> |
| <u>EXPENDITURES</u> | | | | | | |
| 31-40-550 | MAINTENANCE | 1,903.81 | 13,294.54 | 13,000.00 | (294.54) | 102.3 |
| | TOTAL EXPENDITURES | <u>1,903.81</u> | <u>13,294.54</u> | <u>13,000.00</u> | <u>(294.54)</u> | <u>102.3</u> |
| | TOTAL FUND EXPENDITURES | <u>1,903.81</u> | <u>13,294.54</u> | <u>13,000.00</u> | <u>(294.54)</u> | <u>102.3</u> |
| | NET REVENUE OVER EXPENDITURES | <u>(1,805.25)</u> | <u>(4,731.72)</u> | <u>(4,720.00)</u> | <u>11.72</u> | <u>(100.3)</u> |

TOWN OF FOXFIELD SALES TAX REVENUE

| <u>2023</u> | Nov Tax (Jan) | Dec Tax (Feb) | Jan Tax (Mar) | Feb Tax (Apr) | Mar Tax (May) | Apr Tax (Jun) | May Tax (Jul) | Jun Tax (Aug) | Jul Tax (Sep) | Aug Tax (Oct) | Sep Tax (Nov) | Oct Tax (Dec) | TOTALS |
|-----------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|---------------|------------------|------------------|----------------------|
| Colorado | 18,032 | 17,726 | 15,741 | 21,479 | 17,504 | 19,576 | 20,521 | 24,972 | 16,358 | 22,882 | 23,518 | | 218,309 |
| Remote | 11,157 | 10,836 | 9,389 | 10,254 | 9,137 | 9,814 | 10,219 | 9,738 | 10,138 | 13,692 | 37,948 | | 142,323 |
| FVC | 21,366 | 17,696 | 15,181 | 12,957 | 13,369 | 14,164 | 13,845 | 17,690 | 23,338 | 18,077 | 17,088 | | 184,772 |
| | 50,555 | 46,258 | 40,310 | 44,691 | 40,010 | 43,553 | 44,585 | 52,401 | 49,834 | 54,651 | 78,555 | 0 | \$ 545,403.28 |
| 2023 TOTAL \$545,403 | | | | | | | | | | | | | |



MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Karen Proctor, Town Administrator

DATE: December 14, 2023

RE: 2024 Budget Public Hearing

DISCUSSION:

The 2024 General Fund (includes the Road Maintenance Fund) proposed budget has revenues of \$802,272 and expenditures in the amount of \$628,208 with an ending fund balance of \$1,503,260. The General Fund expenditures are budgeted at a decrease of approximately 8% from the 2023 adopted budget. The decrease is due mostly to the completion of the chip seal work and only crack seal maintenance for 2024.

The Open Space Fund has \$21,500 in expenses for possible improvements and maintenance of the Foxfield Open Space, in addition to the Easter Trail Study. The ending fund balance is \$251,702.

The Conservation Trust Fund has \$13,000 of expenses in 2024 for maintenance by Terracare and an ending fund balance of \$15,459.

The American Rescue Plan Fund has \$91,381 in expenses and an ending fund balance of \$0.

The Board received a draft of the proposed 2024 budget for review on October 10th, 2023, and a study session was held on November 2nd, 2023, to discuss the budget.

RECOMMENDED MOTION:

"I move to approve the 2024 proposed budget".

ATTACHMENTS:

Exhibit A – 2024 Proposed Budget

2024 BUDGET



Presented to Town Board - October 10, 2023

Study Session - November 2, 2023

Final Adoption – December 14, 2023



December 14, 2023

Mayor Jones and Members of the Town of Foxfield Board of Trustees:

In accordance with the Local Government Budget Law of Colorado, staff is pleased to present the 2024 Annual Budget. Upon final approval by the Board of Trustees, this budget document will provide the legal authority to appropriate and expend funds for the 2024 budget year.

The budget provides guidance throughout the year for projects, programs and services provided by the Town. It also requires constant monitoring to ensure that fund balances are preserved.

It has been staff's intent to produce a budget that demonstrates accountability and fiscal conservatism in order to meet the needs of the community yet protect the assets of the Town.

Therefore, it is with great appreciation for the continued leadership and support of the Mayor and the Board that staff presents this 2024 Annual Budget.

Kathleen Schmitz
Town Clerk/Treasurer

Karen Proctor
Town Administrator

**TOWN OF FOXFIELD
2024 Proposed Budget**

| | 2022 Actual | 2023 Estimated | 2024 Proposed Budget |
|--|------------------|------------------|-------------------------|
| GENERAL FUND | | | |
| Beginning Fund Balance | 911,357 | 1,131,856 | 1,235,477 |
| Revenues: | | | |
| Taxes and Franchise Fees | 608,701 | 474,562 | 489,662 |
| Licenses and Permits | 41,861 | 87,205 | 41,860 |
| Intergovernmental | 50,254 | 36,926 | 31,800 |
| Charges for Services | 1,255 | 335 | 150 |
| Fines | 1,132 | 800 | 500 |
| Miscellaneous | 31,738 | 61,902 | 63,300 |
| Total Revenues | 734,942 | 661,731 | 627,272 |
| Total Revenues and Fund Balance | 1,646,299 | 1,793,587 | 1,862,749 |
| Expenditures: | | | |
| Administration | 199,855 | 223,825 | 235,221 |
| Elections | 0 | 0 | 400 |
| Judicial | 3,227 | 6,100 | 8,000 |
| Public Safety | 136,665 | 127,585 | 161,262 |
| Public Works | 171,377 | 200,200 | 198,324 |
| Capital | 3,319 | 400 | 0 |
| Total Expenditures | 514,443 | 558,110 | 603,208 |
| Ending Fund Balance | 1,131,856 | 1,235,477 | 1,259,541 |
| ROAD MAINTENANCE FUND | | | |
| Beginning Fund Balance | 120,811 | 46,851 | 93,719 |
| Revenues | 199,722 | 175,000 | 175,000 |
| Total Revenues and Fund Balance | 320,533 | 221,851 | 268,719 |
| Expenditures: | | | |
| Crack Seal/Chip Seal | 233,034 | 105,292 | 18,000 |
| Other Road Maintenance | 40,648 | 22,840 | 7,000 |
| Total Expenditures | 273,682 | 128,132 | 25,000 |
| Ending Fund Balance | 46,851 | 93,719 | 243,719 |

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

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

| AMERICAN RESCUE PLAN FUND | | | |
|--|----------------|----------------|---------------|
| Beginning Fund Balance | 85,039 | 159,881 | 85,881 |
| Revenues | 100,868 | 6,000 | 5,500 |
| Total Revenues and Fund Balance | 185,907 | 165,881 | 91,381 |
| Expenditures: | | | |
| Government Services | 6,026 | 80,000 | 91,381 |
| Small Business Grants | 20,000 | 0 | 0 |
| Water, Sewer, Broadband Infrastructure | 0 | 0 | 0 |
| Total Expenditures | 26,026 | 80,000 | 91,381 |
| Ending Fund Balance | 159,881 | 85,881 | 0 |

Budget Worksheet
2024

| 2024 PROPOSED BUDGET | | | | | | | |
|-----------------------------|----------------------------------|----------------|----------------|----------------|----------------|----------------------|--|
| Account | Account Title | 2021 Actual | 2022 Actual | 2023 Budget | 2023 Estimate | 2024 Proposed Budget | Description |
| GENERAL FUND | | | | | | | |
| 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 | 13,627 | 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 | 35,000 | 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. |
| | | 545,438 | 608,701 | 504,485 | 474,562 | 489,662 | |
| Licenses and Permits | | | | | | | |
| 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 | 85,000 | 40,000 | |
| 10-32-222 | Street Cut Permits/ROW | 1,636 | (254) | 300 | 750 | 300 | |

Budget Worksheet
2024

| Account | Account Title | 2021 Actual | 2022 Actual | 2023 Budget | 2023 Estimate | 2024 Proposed | | Description |
|-----------------------------|---------------------------------|----------------|----------------|----------------|----------------|----------------|--|--|
| | | | | | | Budget | | |
| 10-32-223 | Grading Permits | 0 | 150 | 0 | 150 | 150 | | |
| 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 | | |
| | | 55,580 | 41,861 | 36,930 | 87,205 | 41,860 | | |
| Intergovernmental | | | | | | | | |
| 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 | 24,253 | 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 |
| | | 49,985 | 50,254 | 31,813 | 36,926 | 31,800 | | |
| Charges for Services | | | | | | | | |
| 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 |
| | | 19 | 2,387 | 1,600 | 1,135 | 650 | | |
| Miscellaneous | | | | | | | | |
| 10-36-600 | Gate Violations | 0 | 1,800 | 1,250 | 2,635 | 1,500 | | |
| 10-36-601 | Gate Tags | 0 | 0 | 0 | 980 | 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 | | |
| | | 8,760 | 31,738 | 22,250 | 61,902 | 63,300 | | |
| | TOTAL REVENUES | 659,782 | 734,942 | 597,078 | 661,731 | 627,272 | | |

Budget Worksheet
2024

| Account | Account Title | 2021 Actual | 2022 Actual | 2023 Budget | 2023 Estimate | 2024 Proposed | |
|-----------------------|----------------------------|----------------|----------------|----------------|----------------|----------------|---|
| | | | | | | Budget | Description |
| Administration | | | | | | | |
| 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 | 3,000 | 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 | 8,862 | 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 | |
| | | 185,550 | 199,855 | 223,586 | 223,825 | 235,221 | |
| Elections | | | | | | | |
| 10-42-121 | Elections - Judges | 0 | 0 | 0 | 0 | 300 | |
| 10-42-131 | Election Expenses | 0 | 0 | 0 | 0 | 100 | |
| | | 0 | 0 | 0 | 0 | 400 | |
| Judicial | | | | | | | |
| 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 | |
| | | 5,301 | 3,227 | 8,600 | 6,100 | 8,000 | |

Budget Worksheet
2024

| Account | Account Title | 2021 Actual | 2022 Actual | 2023 Budget | 2023 Estimate | 2024 Proposed | | Description |
|----------------------|-----------------------------------|----------------|----------------|----------------|----------------|----------------|--|---|
| | | | | | | Budget | | |
| Public Safety | | | | | | | | |
| 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 | | |
| | | 116,608 | 136,665 | 132,585 | 127,585 | 161,262 | | |
| Public Works | | | | | | | | |
| 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 | 40,000 | 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 | 11,000 | | \$10,000 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 | 924 | | \$77/month |
| | | 178,445 | 171,377 | 189,700 | 200,200 | 198,324 | | |
| Capital | | | | | | | | |
| 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 | | |
| | | 118,425 | 3,319 | 400 | 400 | 0 | | |
| | | | | | | | | |
| | TOTAL EXPENDITURES | 604,329 | 514,443 | 554,871 | 558,110 | 603,208 | | |
| | | | | | | | | |
| | REVENUES LESS EXPENDITURES | 55,453 | 220,499 | 42,207 | 103,621 | 24,065 | | |

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> |
|------------------------------|-----------------------------------|--------------------|--------------------|--------------------|----------------------|-----------------------------|--------------------------|
| ROAD MAINTENANCE FUND | | | | | | | |
| <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 | |
| | TOTAL REVENUES | 227,334 | 199,722 | 225,000 | 175,000 | 175,000 | |
| | 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 | |
| | TOTAL EXPENDITURES | 313,880 | 273,682 | 128,132 | 128,132 | 25,000 | |
| | Ending Fund Balance | 120,811 | 46,851 | 166,797 | 93,719 | 243,719 | |
| OPEN SPACE FUND | | | | | | | |
| <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 | |
| | TOTAL REVENUES | 23,142 | 29,382 | 24,100 | 35,866 | 35,000 | |
| 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 | |
| | TOTAL EXPENDITURES | 4,612 | 1,342 | 14,000 | 8,000 | 21,500 | |
| | REVENUES LESS EXPENDITURES | 18,530 | 28,040 | 10,100 | 27,866 | 13,500 | |

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> |
|----------------------------------|-----------------------------------|--------------------|--------------------|--------------------|----------------------|-----------------------------|--|
| CONSERVATION TRUST FUND | | | | | | | |
| | | <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 | |
| | TOTAL REVENUES | 12,327 | 10,057 | 8,280 | 8,619 | 8,600 | |
| 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 |
| | TOTAL EXPENDITURES | 15,129 | 13,000 | 13,000 | 13,000 | 13,000 | |
| | REVENUES LESS EXPENDITURES | (2,802) | (2,943) | (4,720) | (4,381) | (4,400) | |
| AMERICAN RESCUE PLAN FUND | | | | | | | |
| | | <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 | |
| | TOTAL REVENUES | 98,292 | 100,868 | 3,000 | 6,000 | 5,500 | |
| 23-411-40 | Government Services | 930 | 6,026 | 50,000 | 80,000 | 91,381 | Master Plan and Code Update |
| 23-42-140 | Small Business Grants | 0 | 20,000 | 0 | 0 | 0 | |
| 23-484-51 | Water Sewer Broadband Exp | 12,323 | 0 | 0 | 0 | 0 | |
| | TOTAL EXPENDITURES | 13,253 | 26,026 | 50,000 | 80,000 | 91,381 | |
| | REVENUES LESS EXPENDITURES | 85,039 | 74,842 | (47,000) | (74,000) | (85,881) | |



MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Karen Proctor, Town Administrator

DATE: December 14, 2023

RE: Resolution 08; Series 2023 – Adopting a Budget and Authorizing Appropriations for Fiscal Year 2024

DISCUSSION:

The attached resolution authorizes the adoption of the budget and appropriations for the Town of Foxfield's for Fiscal Year 2024.

RECOMMENDED MOTION:

"I move to approve Resolution 08, Series 2023, adopting a budget and authorizing appropriations for fiscal year 2024."

ATTACHMENTS:

Resolution 08, Series 2023- A Resolution of the Board of Trustees of the Town of Foxfield Adopting a Budget and Authorizing Appropriations for Fiscal Year 2024.

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FOXFIELD ADOPTING A BUDGET, AND AUTHORIZING APPROPRIATIONS FOR FISCAL YEAR 2024

WHEREAS, the Town of Foxfield prepared a budget for fiscal year 2024 and held a public hearing prior to adoption of the budget;

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

Section 1. The Town of Foxfield Budget in the total amount of \$749,089 for the fiscal year beginning January 1, 2024, and ending December 31, 2024, is hereby approved, and adopted.

Section 2. From monies obtained from taxation and all other sources of revenue of the Town of Foxfield, Colorado, during the year beginning January 1, 2024, and ending December 31, 2024, there are hereby appropriated the following sums for the following funds, to-wit:

| | |
|---------------------------|---------------|
| General Fund | \$628,208 |
| Open Space Fund | 21,500 |
| Conservation Trust Fund | 13,000 |
| American Rescue Plan Fund | <u>91,381</u> |
| TOTAL | \$754,089 |

Section 3. The Board of Trustees may, by resolution, transfer any unexpended balance in any of the funds to any fund or to a reserve.

PASSED ON FIRST AND FINAL READING THIS 14th day of December 2023.

BOARD OF TRUSTEES,
TOWN OF FOXFIELD, COLORADO



Lisa Jones, Mayor

ATTEST:



Kathleen Schmitz, Town Clerk



MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Kathleen Schmitz, Town Clerk

DATE: December 14, 2023

RE: 2024 Agreement for Law Enforcement Services

DISCUSSION:

Attached for Board consideration is the 2024 Agreement for Law Enforcement Services between the Town of Foxfield and the Arapahoe County Sheriff's Office. The amount due for 2024 is approximately \$145,762.13. The agreement was amended to clarify that the actual amount owed will be based on the final assessed valuation and certification of the mill levy, which will be in January of 2024.

RECOMMENDED MOTION:

"I move to approve the 2024 Agreement for Law Enforcement Services as presented."

ATTACHMENT:

Exhibit A: 2024 Agreement for Law Enforcement Services

AGREEMENT FOR LAW ENFORCEMENT SERVICES

THIS AGREEMENT made and entered into by and between the TOWN OF FOXFIELD, a municipal corporation of the State of Colorado, (hereinafter referred to as “Foxfield”) and BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF ARAPAHOE, on behalf of the ARAPAHOE COUNTY SHERIFF’S OFFICE (hereinafter referred to as “County”).

WITNESSETH:

WHEREAS, Section 30-11-410, C.R.S. as amended, authorizes the County to contract with a municipality for the purpose of providing law enforcement by the Sheriff within the boundaries of the municipality; and

WHEREAS, Foxfield is without monetary means to provide for the employment of any full-time law officers; and

WHEREAS, Foxfield has requested that the County, through the Arapahoe County Sheriff, provide law enforcement services which the parties agree are contemplated in section 30-11-410, C.R.S., and

WHEREAS, the County, in the interest of the health, safety and welfare of the residents of the Town of Foxfield, deems it advisable to enter into this Agreement for Law Enforcement Services; and

WHEREAS, the County has determined to execute future agreements on a fiscal year basis; and

WHEREAS, for fiscal year 2024, Foxfield and the County desire to clarify the methodology for calculating the amount to be paid by Foxfield because the specific amount due cannot be finalized until after the effective date of this Agreement based on the adoption by the General Assembly of Senate Bill 23B-001.

NOW, THEREFORE, in consideration of the premises, it is agreed as follows:

1. The Arapahoe County Sheriff (“Sheriff”) shall provide law enforcement within the boundaries of Foxfield within Arapahoe County commencing January 1, 2024.
2. The type of law enforcement services to be provided by the Sheriff, within the boundaries of Foxfield situated in Arapahoe County, shall be similar to the law enforcement services provided in unincorporated areas of the County of Arapahoe and will include law enforcement communication center services, but shall not include enforcement of municipal ordinances. The Sheriff shall utilize, to the best of his ability and judgment, the manpower and equipment presently at his disposal in order to provide said law enforcement services. Offenders shall be cited into the Town of Foxfield Municipal Court, District Court or the County Court of Arapahoe County as appropriate.

A. The law enforcement services provided under this Agreement shall not include non-routine law enforcement services associated with special events sponsored by or approved by Foxfield. For such events, it is expressly understood that Foxfield shall consult with the Sheriff's staff regarding such event(s) and any law enforcement needs associated with the events that exceed routine service levels. Foxfield shall negotiate a separate agreement with the Sheriff's Office for any temporary or off-duty services required for such events that exceed routine service levels. For purposes of this Agreement, "special events" and/or "non-routine service levels" shall mean events sponsored or approved by Foxfield with an expected or actual attendance of more than five thousand people.

3. The term of the Agreement shall commence as of January 1, 2024 and shall end as of December 31, 2024.

4. For the law enforcement services provided under this Agreement, Foxfield shall pay to the County the total amount of Foxfield's mill levy for the Arapahoe Law Enforcement Authority Fund, which is calculated as a mill levy of 4.982 on the taxable assessed valuation for 2023 for the Town of Foxfield, as certified by the Arapahoe County Assessor in accordance with Senate Bill 23B-001 ("Final Amount"). The Final Amount for the term of this Agreement, which includes dispatch services, is approximately \$145,762.13. Payment of the Final Amount, based on the County's certification of the mill levy in accordance with Senate Bill 23B-001, shall be made to the County within ten (10) days after receipt of the Certification of Valuation for 2023 from the Arapahoe County Assessor.

5. The services provided pursuant to this Agreement shall be performed by the deputies of the Arapahoe County Sheriff. The Sheriff's staff shall be responsible for maintaining all records relating to the services performed.

6. The County is, and shall at all times be deemed to be, an independent contractor. Nothing in this Agreement shall be construed as creating the relationship of employer or employee between Foxfield and the County or any of the County's agents or employees. To the extent this Agreement creates a principal-agent relationship between the County and Foxfield, such relationship confers on the County and its employees the authority to act on Foxfield's behalf only as to matters covered by this Agreement. The County shall retain all authority for rendition of the services covered by this Agreement, including standards of performance, control of personnel (including discipline), and other matters incidental to the performance of the services by the County. Nothing in this Agreement shall make any employee of Foxfield a County employee or any employee of the County a Foxfield employee for any purpose, including, but not limited to, withholding of taxes, payment of benefits, worker's compensation, or any other rights or privileges accorded County or Foxfield employees by virtue of their employment.

7. Nothing in this Agreement shall be construed as a waiver by either party of the protections afforded them pursuant to the Colorado Governmental Immunity Act, Sections 24-10-101, et seq., C.R.S. ("CGIA") as same may be amended from time to time. Specifically, neither party waives the monetary limitations or any other rights, immunities or protections afforded by the CGIA or otherwise available at law. If any

waiver by Foxfield results in a waiver of protections afforded to the County, Foxfield shall, to the extent allowed by law, indemnify and hold harmless the County for such actions. If any waiver by the County results in a waiver of the protections afforded to Foxfield, the County shall, to the extent allowed by law, indemnify and hold harmless Foxfield for such actions. Further, the County shall not be responsible for any claim against Foxfield which arises out of services not performed by the County pursuant to this Agreement.

8. The County does not intend by the Agreement to assume any contractual obligations to anyone other than Foxfield, and Foxfield does not intend by the Agreement to assume any contractual obligation to anyone other than the County. The County and Foxfield do not intend that there be any third-party beneficiary to this Agreement.

9. Any assignment, transfer or subcontracting of this Agreement is prohibited, unless written consent is obtained from the other party in writing.

10. This Agreement may not be modified, amended or otherwise altered unless mutually agreed upon in writing by the parties hereto.

11. Foxfield is not responsible for Worker's Compensation claims of Sheriff's employees working under this Agreement. The County shall procure and maintain Worker's Compensation insurance for such employees as required under Colorado law.

12. Foxfield agrees to carry Comprehensive General Liability Insurance with a minimum \$1,000,000.00 limit of liability. Arapahoe County and the Arapahoe County Sheriff and his employees will be additional insureds under this policy. Foxfield shall provide the County with a Certificate reflecting that coverage.

13. Foxfield agrees to continue to maintain its Liability Reserve Escrow Fund ("Fund"), as established pursuant to the 1997 calendar year Agreement for Services and maintained in subsequent Agreements.

A. If the County or Sheriff or his staff incur and/or receive any costs, attorney's fees, damages, judgments or awards as the result of Sheriff's employees performing work under the Agreement, and said amounts are not covered by the Foxfield's liability insurance for Sheriff's employees, Foxfield agrees to pay up to the total amount of money existing in the Fund at the time to the County for said costs, attorney's fees, damages, judgments or awards, including but not limited to, the costs of defense. Foxfield's obligation to indemnify pursuant to this paragraph, and to provide insurance coverage where applicable, shall survive the termination of this Agreement.

14. Foxfield further agrees to carry Comprehensive General Liability Insurance and Workers Compensation for its town employees for the duration of this Agreement as well as for two years after the Sheriff's services terminate. Foxfield shall provide the County with certificates of insurance reflecting that coverage.

15. Either party may terminate this Agreement with or without good cause shown

upon 30 days written notice to the other party prior to termination. In the event of termination by the County, no damages, liquidated or otherwise, shall inure to the benefit of the County; however, the County will refund a pro-rated portion of the fee paid pursuant to paragraph 4 above.

16. Unless otherwise agreed in writing, this Agreement and the interpretation thereof shall be governed by the laws of the State of Colorado.

17. Notices to be provided under this Agreement shall be given in writing either by hand delivery, or deposited in the United States mail, with sufficient postage, to the following persons:

For County: Arapahoe County Attorney
5334 South Prince Street
Littleton, Colorado 80120

And (send to both)

Arapahoe County Sheriff's Office
13101 E. Broncos Parkway
Centennial, CO 80112

For Foxfield: Town of Foxfield
P.O. Box 461450
Foxfield, CO 80046

EXECUTED this _____ day of _____, 20_____.

ATTEST:

TOWN OF FOXFIELD

Town Clerk Date

Mayor Date

BOARD OF COUNTY COMMISSIONERS
OF ARAPAHOE COUNTY

Tyler S. Brown, Sheriff Date
Pursuant to Resolution No. 23-038



MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Karen Proctor, Town Administrator

DATE: December 14, 2023

RE: Snowplow Blades

DISCUSSION:

At the Board meeting on November 16th, 2023, a discussion was held regarding concerns about the snow plowing and possible damage being caused to the roads. The option of using rubber blades was discussed and the Board asked that Mr. Bill Winfield from Terracare attend a Board meeting to answer questions. Below is some information provided by Mr. Winfield.

The nonmetal blades are available in two choices. Both blades can be made specific to the truck that plows Foxfield, neither are metal, but have significant costs over the metal.

- 1) The first is a hard rubber which will glide on the surface and will not remove the entire amount of snow / ice on the road surface. It will perform like a Zamboni and make the surface slick and icy when it is cold. To make the plowed surface safe, we would have to use more ice melt material to break the ice bond. This is a high wear item.
- 2) The second option is a urethane composite, which will do a little better job of removal; however, the blades will require more frequent replacement to keep from damaging the actual plow itself. The blade is made for sidewalks but can be adapted for snowplows.

Additional Information:

- Terracare has tried most of the metal blade options on the market, and a change to a different metal blade will not significantly reduce the wear on the pavement.
- Terracare does not use rubber or urethane composite type of blades for street service because they do not remove the snow effectively and allow ice to build up. Non-Metal blades also need to be replaced frequently. To provide the same level of service, more ice melting material would need to be applied to the roads to ensure a safe driving surface.

- Currently, with the metal blades, the weight of the plow “floats” on the surface of the roadway. The plows are chain lift operated so there is no down pressure. If the plow rides above the surface, that amount of snow / ice is left on the road.
- There was an increase of 37% more snow last year, thus an increased effect on the pavement surface.
- Terracare has moved their criteria back to the accumulated snowfall of 4 inches before entering Foxfield and hopefully the weather pattern changes back to a more normal pattern.

Terracare received a quote for the least expensive of the options, the rubber coated blades, with the mounting requirements. They are about three times the cost of the current blades. Currently the blades used are about \$900 all together for one and these are over \$3,100 each blade.

If the Town chooses to have us purchase and use the rubber blades, Terracare will need to recoup the difference in the blade cost per each change as a truck with this type of blade cannot be used anywhere else.

Below are links to additional information that may be helpful:

<https://www.snowwolfplows.com/the-edge-blog/the-right-cutting-edge-for-plowing-or-pushing-snow#:~:text=Snow%20removal%20contractors%20have%20traditionally,edges%20as%20alternative%20to%20steel.&text=If%20purchase%20price%20is%20your,won't%20scrape%20very%20well>

<https://www.snowplowdirect.com/which-snow-plow-cutting-edge-is-best-for-plowing>

<https://fisherplows.com/resource-articles/the-inside-scoop-on-snow-plow-cutting-edges-from-the-experts/>