



**TOWN BOARD AGENDA
REGULAR MEETING**

(All items listed for discussion and possible action)

Hybrid Meeting

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

**Thursday, August 18, 2022
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 – August 4, 2022
 - b. Financial Reports – July 2022
5. For Possible Action
 - a. Resolution 05-2022 A Resolution Adopting A Traffic Control Gate Policy
6. For Discussion
 - a. Microsoft Teams Phone Service
 - b. Long Range Financial Forecast
7. Reports
 - a. Correspondence
 - b. Mayor
 - c. Members of Town Board
 - d. Staff
8. Future Agenda Items
9. Adjournment



MINUTES

BOARD OF TRUSTEES MEETING

August 4, 2022

Call to Order/Roll Call

The virtual meeting was called to order at 6:32 p.m. via Microsoft Teams.

The following Trustees were present in person: Mayor Jones, Trustee Thompson, Trustee Goddard and Trustee Herold.

The following Trustees were present via Microsoft Teams: Trustee Farreau, Trustee Cockrell and Trustee Schultz. A quorum was present.

Audience Participation

Jerry Zoellner of E. Costilla Avenue raised questions about the Gate Policy; specially, he disagreed with the provision that provides for the issuance of 2 tags to each of the churches in Foxfield. He noted that tags are to be issued to vehicles registered with a Foxfield address. Trustee Goddard responded that each church is a resident of Foxfield. Mayor Jones acknowledged Mr. Zoellner's point but reconfirmed the Board's decision.

Consent Agenda

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

- a. Approval of Minutes – July 21, 2022

The motion passed by unanimous roll call vote.

For Possible Action

Resolution 06-2022 Authorizing Staff to Approve Minor Amendments to Our Lady of Loreto Development Plan

Mayor Jones introduced Travis Reynolds, the Town Planner, and asked him to explain the proposed amendment to the Our Lady of Loreto Development Plan. Mr. Reynolds clarified that the Sec. 16-2-90 (b) of the Municipal Code allows for administrative development approvals provided that the Board deems the amendment to be minor and issues a written direction.

Mr. Reynolds summarized the proposal as follows:

- Relocation of ball field to Southeast corner
- Previously designated ball or soccer field is now a baseball field
- Chain Link fence addition around the perimeter of the field
- Tree placement and grading addressed
- Addition of bleacher seating

Mayor Jones moved to deny the amendment designation as minor. Trustee Thompson seconded the motion. The motion passed on a vote of 6 to 1, with Trustee Goddard casting the dissenting vote.

Resolution 05-2022 A Resolution Adopting a Traffic Control Gate Policy

Trustee Farreau introduced and summarized the Gate Policy. Trustee Goddard questioned the language in the Policy and asked for clarification of the intent. Trustee Goddard agreed to edit the Policy to ensure the language and the intent align. The Resolution was tabled until the next Board meeting.

For Discussion

Open Space

Resident Mark Gibson of E. Arapahoe Road spoke about the upkeep of the open space. Mr. Gibson noted the presence of large thistle weeds in the open space and commented that the care of the open space weeds falls under the same Municipal Code stipulations for residents. Mr. Gibson further suggested remedial options, including mowing the area during the winter and chemical spraying in the spring. Town Administrator Proctor offered to coordinate a meeting with Terracare, the landscape maintenance vendor, to inspect the area and agree on a treatment plan. Trustee Cockrell suggested that the Town hire a specialist firm to treat the open space area.

There was discussion about one of the Town tunnels. Mr. Gibson expressed concern about homeless camps and the related vagrancy encroachment. Potential solutions were discussed including gating the entry points and filling the tunnel. The Town will get a quote from Terracare.

Reports

Mayor

The Intergovernmental Agreement with Arapahoe County regarding Arapahoe Road is still in progress.

Members of the Town Board

Trustee Thompson reported the Parker Road overpass road work is underway and traffic patterns will be affected near the Parker and Centennial intersection.

Trustee Goddard discussed the increase of personal cell phone spam and inquired about potentially issuing Town phone numbers via Microsoft.

Trustee Farreau noted that once the Gate Policy is approved a resident notification will be sent to highlight key violation sections. Additionally, Trustee Farreau and the Town Administrator Proctor are working on an RFP for a new gate maintenance vendor. Lastly, a traffic study will be conducted once repairs to the speed radars are completed.

Trustee Cockrell met with David Herzog, of CDOT, who was enthusiastic about the potential Foxfield's multimodal plan and provided guidance on getting CDOT backing. She also attended a transportation forum where it was noted that trail and sidewalk projects were often receiving funding. Mr. Cockrell noted that EV charging stations can be a revenue generator.

Staff

Town Administrator Proctor noted that two gate violation letters have been issued. Additionally, Ms. Proctor mentioned that an August celebration for Deputy Town Clerk Gallivan has been scheduled.

Town Clerk Schmitz inquired as to dates for 2023's Bulk Item and Clean Up Day as Republic Services is booking up already. Additionally, Ms. Schmitz reported on a possible text notification solution for Gate Issues, and the potential use of Microsoft Teams for Board phone number distribution. Ms. Schmitz provided an update on the transition of clerk duties and equipment: the physical equipment transfer is 80% done, the Laserfiche cloud migration is complete, and the Caselle cloud migration is expected to be complete by the end of August. The remaining physical equipment will be transferred after that migration. Lastly, it was noted that absent significant work to digitize the Town will need a bigger storage unit.

Future Agenda Items:

Police update
Open space

Adjournment

Mayor Jones adjourned the meeting at 8:11pm.

Study Session

At 8:11 pm, Mayor Jones convened a Study Session to discuss the following:

- Master Plan Revisions

The Study Session ended at 8: 23pm.



Kathleen Schmitz, Town Clerk



Lisa Jones, Mayor

Treasurer's Report

July 2022

	Credit	Debit	Balance
1st Bank Checkbook Beginning Balance			\$ 24,822.28
<u>Deposits</u>			
Colo Interac - gate tags	48.00		
Colo Interac - building permits	2,730.42		
Transfer from ColoTrust	25,000.00		
Refund from Vendor-Republic Services	825.00		
Refund from Vendor-Chef-In-A-Box	1,600.00		
Core 2nd Quarter Franchise Fee	5,319.46		
Total Deposits	\$ 35,522.88		
<u>Disbursements</u>			
Comcast		113.45	
CORE - 6805 S. Lewiston Way lights		44.61	
CORE - 6773 S. Lewiston Cir SP		30.01	
CORE - Fremont Ave gate		29.97	
CORE - Richfield gate		21.61	
Microsoft Online email hosting		52.84	
Chef-In-A-Box		2600	
Republic Service--Clean up day		1925	
EFTPS - June payroll tax deposit		3,770.28	
Intermedia		31.12	
CO Dept of Revenue		1447	
King Soopers -Gift cards		211.9	
HPWC, PC - legal services		550.00	
Villager Legals		32.88	
Frank Lawrence-Gate reimbursement		371.42	
Debra Farreau-Gate reimbursement		23.91	
CMCA--Annual Conference		550.00	
ACSO off-duty officers (2 months)		1,867.00	
Arapahoe County		965.28	
SEH		5850.25	
Brown, Chris		1681.75	
ACWWA		154.39	
Storquest		59.00	
Caselle - monthly support		155.00	
CORE - 6806 S Parker Road lights		66.52	
Terracare Assoc - public works		6,718.75	
SafeBuilt - building, CE, P&Z		2,015.63	
Kathleen Schmitz		2,501.54	
Jeff Briar		300.14	
M. Gallivan		2,524.89	
K. Proctor		4912.35	
First Bank		2	
Total Disbursements		\$ 41,580.49	
1st Bank Checkbook Ending Balance			\$ 18,764.67

Treasurer's Report

July 2022

[illegible]

Treasurer's Report
July 2022

	Credit	Debit	Balance
ColoTrust Open Space - Beginning Balance			
			\$ 208,639.53
Deposits			
Arapahoe County Shareback	0.00		
Interest Income	293.25		
Total Deposits	293.25		
Disbursements			
Transfer to General Fund to correct error		131.25	

Treasurer's Report
July 2022

Total Disbursements		\$ 131.25	
ColoTrust Open Space Ending Balance			\$ 208,801.53
	Credit	Debit	Balance
ColoTrust Amer Rescue Plan - Beginning Balance			
			\$ 85,241.17
Deposits			
State of Colorado	98,277.76		
Interest Income	207.98		
Total Deposits	\$ 98,485.74		
Disbursements			
Transfer to General Fund			
Total Disbursements		0.00	
		\$ -	
ColoTrust Amer Rescue Plan Ending Balance			
			\$ 183,726.91



MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Karen Proctor, Town Administrator

DATE: August 18, 2022

RE: Resolution 05-2022 A Resolution Adopting a Traffic Control Gate Policy

DISCUSSION:

The Traffic Control Gate Policy was drafted by the Gate Committee. The Policy was sent to the Board of Trustees on June 13, 2022, for comments and then to Attorney, Kathryn Sellars for her revisions and approval. Trustee Goddard made additional revisions as discussed at the meeting on August 4th, 2022. Resolution 05-2022 is attached along with the final copy of the policy.

RECOMMENDED MOTION:

"I move to approve Resolution 05-2022 Adopting a Traffic Control Gate Policy for the Town of Foxfield."

ATTACHMENTS:

Exhibit A – Resolution 05-2022 A Resolution Adopting a Traffic Control Gate Policy

**A RESOLUTION ADOPTING A TRAFFIC CONTROL GATE POLICY FOR
THE TOWN OF FOXFIELD, COLORADO**

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF
FOXFIELD, COLORADO, THAT:

Section 1. The Traffic Control Gate Policy, as attached hereto, is hereby approved by the
Board of Trustees of the Town of Foxfield, Colorado.

DATED, at the Town of Foxfield, Colorado, this ____ day of _____ 2022.

Lisa Jones, Mayor

ATTEST:

Kathleen Schmitz
Town Clerk

APPROVED AS TO FORM:



COREY Y. HOFFMANN
City Attorney

Town of Foxfield Traffic Control Gate Policy

The Town of Foxfield has four (4) traffic control gates. Two (2) at South Richfield Street and Hinsdale Ave and two (2) at East Fremont Avenue and Easter Way. Tags are available to Foxfield residents at a current one-time fee of \$8.00 each.

Foxfield residents may purchase RFID tags on the Town of Foxfield website. A current vehicle registration will be required for each tag purchased. Once the purchase has been completed and property ownership has been verified, tags will be made available to the resident.

The Cherry Creek School District will be provided no more than three (3) RFID tags for their buses to access the bus stops located in the Town.

Our Lady of Loreto and Kingdom Hall of Jehovah's Witnesses will each be provided with no more than two (2) RFID tags.

TAG PURCHASE AND REQUIREMENTS

- Tags will only be issued to Department of Motor Vehicle Registered vehicles. Temporary registrations may be used for new vehicle applications.
- The vehicle must be either registered to a Town resident or it may be registered to a company; provide that, the company has submitted an attestation, on company letterhead, stating that the vehicle is to be solely used by the employee and/or any authorized person. The attestation must be presented along with the vehicle registration.
- Tags must be adhered to the windshield.
- The Town must be notified when a vehicle or property is sold so that the RFID tags can be inactivated.
- If the RFID tag is not working, please do not remove it. Contact the Town of Foxfield so staff can troubleshoot the problem. If the tag is removed, it will be destroyed, and a replacement will need to be purchased.

HOURS OF OPERATION

The gates will be in operation during rush hour from 6:00 A.M. until 9:00 A.M and from 4:00 P.M. until 7:00 P.M. Monday through Friday. The Town may adjust these hours at any time as needed.

Gates may be raised for inclement weather, federal holidays or traffic emergencies.

EMERGENCY ACCESS

The gates have a Fire Strobe system for emergency access. This provides rapid access to the gates and opens them when activated by an emergency vehicle equipped with a standard Opticom type operational strobe. In addition, the Sheriff's department also requested a keypad entry. The keypad is for Sheriff's use only.

ACCESS AND RETENTION OF GATE DATA AND VIDEO

The gate actuation system records the RFID tag number and time the tag was read by the gate. This data is retained in the gate system for approximately 8,000 cycles and then it is overwritten.

Cycles that are overwritten can no longer be accessed and the Town does not intend to download and retain the data for every cycle.

The gate camera system records video of vehicles passing through, attempting to pass through, or attempting to circumvent the gates along with associated date and time information. Video that is recorded, along with associated attributes, is retained in the camera system for approximately 6 days and then is overwritten. Video that is overwritten can no longer be accessed and the Town does not intend to download and retain a continuous video record.

The Town may retrieve data and/or video from these systems in the case of a suspected violation, for Town traffic studies, for gate maintenance, or for any other purpose the Town deems necessary.

Available data and/or video will be retrieved if a timely CORA request is received. Data and/or video provided in the event of a CORA request is subject to cycle data availability on the gate system, technology limitations, and gate systems' health.

Data and/or video will be downloaded by a Town official, employee, or designee from the gate system and uploaded to the Town's data storage facility for use as stated above. The date and time of the download, the timeframe of the download, the name of the person downloading the data, and the purpose of the download will be documented.

Downloaded data/video and associated attributes will be retained in accordance with the Town's record retention schedule.

VIOLATIONS

The Town may assess fines for actions that result in damage to the gates or any of the component systems. The Town may also assess fines for attempting to circumvent the gates regardless of whether this attempted circumvention results in damage to the gates, gate components, Town right-of-way, or any structures/devices placed in the right-of-way to prevent circumvention.

VIOLATION PROCEDURE

In the event of a violation, the Town will send a notice of violation to the vehicle owner. The notice will detail:

- A description of the violation alleged,
- The date and time of the alleged violation,
- The amount of the assessed fine from the Fine Schedule below,
- A description of any damage and associated costs of damage being assessed (if applicable), and
- A payment due date.

The Town may impose fines without a conviction but based upon the data obtained from the Town's systems. If the fine(s) and costs of the damage (if applicable) is not paid by the due date on the letter, the Town may choose to undertake enforcement action to recover the fine and the cost of damages.

FINE SCHEDULE

The Town has established two categories of violations based upon the severity and frequency of the violation.

Category One:

Circumventing or attempting to circumvent the gates, or impacting the gate arm in a manner that results in damaging only the breakaway components within the arm.

1 st violation:	\$250.00
2 nd violation:	\$300.00
3 rd violation:	\$350.00
4 or more violations:	\$500.00

The number of violations shall be determined based upon the vehicle.

Category Two:

Any actions that result in damage to the gates, gate components, Town right-of-way, or any structures/devices placed in the right-of-way to prevent circumvention.

Each violation: \$500.00 fine plus actual repair costs.

The Town Administrator may revoke RFID tag access through the gates for vehicles that have more than 4 violations, cause damage to Town property, or do not pay fines that have been accessed.



MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Kathleen Schmitz, Town Clerk

DATE: August 18, 2022

RE: Microsoft Teams Phone Service

DISCUSSION:

As a follow-up to the Boards request for Town assigned phone numbers, Staff is proposing a move from the current VOIP provider to Microsoft. The change would involve an upgrade of service plans and an annual cost increase of \$1,945.00. Following the migration in service, business phone numbers will be issued the Trustees and Staff.

ATTACHMENT:

Exhibit A: Cost and Service Comparison

Exhibit A

Cost Comparison

Current		Potential Upgrade	
Intermedia Unite	Microsoft Teams	Intermedia Unite	Microsoft Teams*
\$28.97/Month \$347.64/Annual	\$44.00/Month \$528.00/Annual	\$228.89/month \$2,746.68/annual *With this option the Basic Teams annual cost of \$528 would still be needed, resulting in total annual cost of \$3,274.68	\$235.00/Month \$2,820.00/Annual **First year cost would be \$2,520 due to promotion ***With this option we could terminate Intermedia Unite resulting in a total annual cost of \$2,820.

Service Comparison

Current		Potential Upgrade	
Intermedia Unite	Microsoft Teams	Intermedia Unite	Microsoft Teams*
1 Phone Number 1 Text Number 1 Conference Line	0 phone lines 11 Microsoft Exchange licenses with intro Teams function	9 Phone Number 1 Text Number 1 Conference Line	9 phone lines 1 Conference Line 10 Microsoft Exchange licenses with Teams function — All Trustees would have Microsoft online (Excel/Word, etc.)

*Recommended Solution



MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Karen Proctor, Town Administrator

DATE: August 18, 2022

RE: 2022 Long Range Financial Forecast Update

DISCUSSION:

The Long-Range Financial Forecast is attached as Exhibit A.

ATTACHMENT:

Exhibit A – Long Range Financial Forecast

LONG RANGE FINANCIAL FORECAST													Exhibit A
Account	Account Title	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Estimate	2023 Forecast	2024 Forecast	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast	Description
GENERAL FUND													
BEGINNING FUND BALANCE		572,989	737,240	929,820	855,904	911,359	882,121	899,876	917,553	941,852	965,672	991,329	
Taxes and Franchise Fees													
	Assessed Value	20,495,097	20,309,298	22,601,884	22,737,996	24,014,414	24,014,414	25,215,135	25,215,135	26,475,891	26,475,891	27,799,686	
	Mill Levy	4.982	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	101,683	100,682	112,575	113,185	119,640	119,640	125,622	125,622	131,903	131,903	138,498	Provided by the county
10-31-121	Specific Ownership Tax	7,420	7,939	7,980	7,807	7,000	7,070	7,141	7,212	7,284	7,357	7,431	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	6,955	8,441	6,777	8,831	8,868	8,957	9,047	9,137	9,229	9,321	9,414	
10-31-162	IREA Franchise Fee	23,159	22,321	21,806	22,881	22,000	22,220	22,442	22,667	22,893	23,122	23,353	
10-31-163	Cable Television Fees	5,242	5,114	4,882	5,017	4,800	4,848	4,896	4,945	4,995	5,045	5,095	Comcast
10-31-191	Current Property Tax Interest	137	73	214	128	100	101	102	103	104	105	106	Interest on property tax
10-31-192	Delinquent Property Tax	4,164	(1,170)	1,329	2,101	0	0	0	0	0	0	0	
10-31-193	Delinquent Property Tax Intrst	1,262	(165)	551	512	0	0	0	0	0	0	0	
10-31-311	Sales Tax	292,566	338,428	262,046	346,316	250,000	254,008	257,694	260,271	262,873	265,502	268,157	3.75% on purchases made in the town or delivered into the town. ESTIP agreement ended 5/18.
10-31-312	Use Tax	14,023	45,090	18,634	38,660	20,000	20,200	20,402	20,606	20,812	21,020	21,230	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)
Total Taxes and Franchise Fees		456,611	526,754	436,793	545,436	432,408	437,043	447,346	450,563	460,093	463,375	473,286	
Licenses and Permits													
10-32-211	Liquor Licenses	475	398	298	895	300	400	400	400	400	400	400	3 licenses + special events
10-32-215	Business Licenses	420	385	280	278	350	420	420	420	420	420	420	\$35 annual fee
10-32-218	Sign Permits	650	0	0	0	0	0	0	0	0	0	0	FVC and OLOL
10-32-219	Communique Ads	450	500	290	0	200	350	350	350	350	350	350	Increase in the number of newsletters
10-32-221	Building Permits	24,611	49,499	36,679	51,853	35,000	25,000	25,000	25,000	25,000	25,000	25,000	
10-32-222	Street Cut Permits/ROW	1,054	300	450	1,636	300	300	300	300	300	300	300	
10-32-223	Grading Permits	150	150	0	0	150	150	150	150	150	150	150	
10-32-224	Zoning Review	2,848	1,914	2,668	50	1,200	1,500	1,500	1,500	1,500	1,500	1,500	Costs billed through building permit
10-32-225	Engineering Review	2,600	807	3,488	618	500	500	500	500	500	500	500	Costs billed through building permit
10-32-226	Driveway Permits	250	250	1,000	250	1,100	250	250	250	250	250	250	
Total Licenses and Permits		33,508	54,203	45,152	55,580	39,100	28,870	28,870	28,870	28,870	28,870	28,870	
Intergovernmental													
10-33-321	Motor Vehicle Registration Fees	4,021	4,224	3,782	3,944	3,500	3,500	3,500	3,500	3,500	3,500	3,500	County collected
10-33-342	Cigarette Tax	1,125	1,222	1,576	1,700	1,200	1,000	1,000	1,000	1,000	1,000	1,000	State derived
10-33-350	Severance Tax	0	0	399	20	400	400	400	400	400	400	400	
10-33-352	Highway User Tax	47,492	52,434	36,143	38,718	20,000	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	0	0	133	157	133	133	133	133	133	133	133	
10-33-371	County Road/Bridge Levy	5,810	5,691	5,436	5,446	6,724	6,724	7,060	7,060	7,413	7,413	7,784	Shareback from Arapahoe County (.560 x Assessed Value X 50%)
Total Intergovernmental		58,448	63,572	47,469	49,985	31,957	31,757	32,093	32,093	32,446	32,446	32,817	
Charges for Services													
10-35-510	Traffic Court Revenues	8,861	6,310	2,090	0	500	3,000	3,000	3,000	3,000	3,000	3,000	
10-35-540	Chargeback Administration Fee	1,549	684	190	19	100	500	500	500	500	500	500	SafeBuilt & SEH
Total Charges for Services		10,410	6,994	2,280	19	600	3,500	3,500	3,500	3,500	3,500	3,500	
Miscellaneous													
10-36-611	Interest Earnings	10,609	17,972	6,686	497	6,000	4,000	4,760	11,082	12,680	14,303	14,303	.2% 2021, .5% 2022-2024, 1% 2025-2027
10-36-680	Miscellaneous/Other Income	54,447	2,223	2,555	8,263	1,000	500	500	500	500	500	500	
10-36-682	SIPA Grant	0	4,250	0	0	0	0	0	0	0	0	0	
10-36-690	Transfer In	70	0	0	0	0	0	0	0	0	0	0	
Total Miscellaneous		65,126	24,444	9,241	8,760	7,000	4,500	5,260	11,582	13,180	14,803	14,803	
TOTAL REVENUES		624,103	675,967	540,936	659,780	511,065	505,671	517,069	526,608	538,089	542,994	553,276	

Administration													
10-41-110	Personnel Expenses	115,284	127,008	130,262	131,916	140,000	142,800	145,656	148,569	151,541	154,571	157,663	Pinnacol Server and equipment upgrades PO Box Rental Hard copies of newsletter John Cutler and Associates HPWC 1% of current property tax revenue Caselle (AP & Payroll added), Carbonite, Laserfiche Clerk's office CIRSA Property/Casualty and volunteer medical DRCOG, CGFOA, CMCA, CML, IIMC, Conferences and training \$25,000 grant matching funds for code book update
10-41-116	Payroll Taxes (7.65%)	8,819	9,716	9,965	10,092	10,710	10,924	11,143	11,366	11,593	11,825	12,061	
10-41-118	Workers Compensation Ins.	826	715	724	781	810	1,000	1,000	1,000	1,000	1,000	1,000	
10-41-120	Supplies/Materials	1,445	461	470	271	700	500	500	500	500	500	500	
10-41-130	Postage/Bulk Mail Charges	537	330	336	495	453	400	400	400	400	400	400	
10-41-140	Printing	1,044	0	0	0	50	100	100	100	100	100	100	
10-41-141	Newsletter	195	35	0	0	50	50	50	50	50	50	50	
10-41-143	Municipal Code Supplements	2,056	211	646	0	1,930	1,500	1,500	1,500	1,500	1,500	1,500	
10-41-145	Legal Notices	312	266	255	296	250	250	250	250	250	250	250	
10-41-148	Recording Fees	26	26	0	0	50	50	50	50	50	50	50	
10-41-151	Audit	7,500	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	
10-41-152	Legal	11,397	16,345	20,651	11,841	15,000	10,000	10,000	10,000	10,000	10,000	10,000	
10-41-160	County Treasurer Fees	1,072	1,042	1,153	1,169	1,196	1,196	1,256	1,256	1,319	1,319	1,385	
10-41-170	Communications/IT	2,155	11,861	2,689	2,584	2,800	3,000	3,000	3,000	3,000	3,000	3,000	
10-41-171	Telephone/Internet	2,298	1,518	1,582	1,707	1,500	1,600	1,600	1,600	1,600	1,600	1,600	
10-41-172	E-mail Server	521	498	505	498	500	540	540	540	540	540	540	
10-41-173	Web Site Dev/Mgmt	240	4,412	0	0	0	0	0	0	0	0	0	
10-41-180	Insurance	4,759	4,500	4,995	6,987	7,082	6,000	6,000	6,000	6,000	6,000	6,000	
10-41-182	Membership/Dues/Training	2,342	2,832	1,889	2,021	4,000	4,000	4,000	4,000	4,000	4,000	4,000	
10-41-190	Miscellaneous Expense	38	99	2,831	7,865	25,000	150	150	150	150	150	150	
10-41-192	Bank Service Charges	36	24	24	24	24	30	30	30	30	30	30	
Total Administration		162,902	188,900	185,976	185,546	219,106	191,091	194,225	197,361	200,622	203,885	207,279	
Elections													
10-42-121	Elections - Judges	325	0	300	0	0	0	350	0	350	0	350	
10-42-131	Election Expenses	128	0	376	0	0	0	425	0	450	0	450	
Total Elections		453	0	676	0	0	0	775	0	800	0	800	
Judicial													
10-44-211	Judge	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	\$250/month
10-44-220	Court Related Expenses	6,117	5,864	648	2,301	4,000	6,000	6,000	6,000	6,000	6,000	6,000	Approximately \$1250/qrt
Total Judicial		9,117	8,864	3,648	5,301	7,000	9,000	9,000	9,000	9,000	9,000	9,000	
Public Safety													
10-46-311	Law Enforcement	102,056	101,181	112,830	112,935	119,663	119,640	125,622	125,622	131,903	131,903	138,498	IGA with Arapahoe County Sherriff
10-46-314	Off Duty Officer Patrols	14,152	5,138	1,935	3,218	19,000	13,000	13,000	13,000	13,000	13,000	13,000	
10-46-400	Animal Control	390	260	195	455	500	325	325	325	325	325	325	
Total Public Safety		116,598	106,579	114,960	116,607	139,163	132,965	138,947	138,947	145,228	145,228	151,823	
Public Works													
10-48-451	Planning	5,110	3,850	2,547	3,777	5,000	6,000	6,500	6,500	7,000	7,000	7,000	SafeBuilt
10-48-452	Engineering	15,739	16,934	27,155	19,531	17,000	17,000	17,510	17,525	18,036	18,066	18,578	SEH
10-48-453	Code Enforcement	7,939	9,308	10,129	9,855	10,000	10,000	10,000	10,000	10,000	10,000	10,000	SafeBuilt
10-48-454	Snow Removal	8,036	26,244	18,328	26,894	30,000	20,000	20,000	20,000	20,000	20,000	20,000	Terracare
10-48-455	ROW and Island Maintenance	37,827	37,421	44,811	53,608	52,000	45,000	45,000	45,000	45,000	45,000	45,000	Terracare
10-48-456	Traffic Control/Signage	2,759	2,468	687	5,260	2,859	2,000	2,000	2,000	2,000	2,000	2,000	Sign placement and repair, gates maintenance
10-48-457	Building Permit Expenses	18,444	35,788	27,194	34,521	25,000	25,000	25,000	25,000	25,000	25,000	25,000	SafeBuilt
10-48-458	St. Cut/ROW Permit Expenses	0	175	0	(1,107)	300	350	400	400	450	450	450	
10-48-459	Street Lights	1,272	1,279	1,311	1,243	1,200	1,300	1,300	1,300	1,300	1,300	1,300	Lewiston Way and Parker Road
10-48-460	Engineering Pavement Management	9,022	6,800	9,369	9,454	17,000	17,510	18,035	18,576	19,134	19,708	20,299	Misc Terracare charges, SEH pavement management
10-48-461	Gates Electricity & Maintenance	0	0	0	7,721	6,000	5,000	5,000	5,000	5,000	5,000	5,000	\$4,000 Maintenance, \$1,000 electricity
10-48-500	Comm Events (Parade,Directory)	4,706	5,614	2,855	7,100	6,000	5,000	5,000	5,000	5,000	5,000	5,000	4th of July, Parade, Chili Fest, Trunk or Treat
10-48-600	Storage Unit	637	529	529	588	675	700	700	700	700	700	700	
Total Public Works		111,491	146,410	144,913	178,446	173,034	154,860	156,445	157,002	158,619	159,224	160,327	
ESTIP													
10-52-620	ESTIP	25,250	0	0	0	0	0	0	0	0	0	0	Last payment made in May 2018
Total ESTIP		25,250	0	0	0	0	0	0	0	0	0	0	
Capital													
10-58-800	Capital Exp > \$5,000.00	32,165	32,634	164,679	118,425	2,000	0	0	0	0	0	0	Gate Cameras
10-58-801	Capital Exp < \$5,000.00	1,876		0	0	0	0	0	0	0	0	0	
10-58-804	Improvements - Ring Road	0	0	0	0	0	0	0	0	0	0	0	
Total Capital		34,041	32,634	164,679	118,425	2,000	0	0	0	0	0	0	
TOTAL EXPENDITURES		459,852	483,387	614,851	604,326	540,303	487,915	499,392	502,309	514,270	517,337	529,229	
REVENUES LESS EXPENDITURES		164,251	192,579	(73,916)	55,455	(29,237)	17,755	17,677	24,299	23,820	25,657	24,047	

	ENDING FUND BALANCE	737,240	929,820	855,904	911,359	882,121	899,876	917,553	941,852	965,672	991,329	1,015,376
	ROAD MAINTENANCE FUND											
	Beginning Fund Balance	0	0	0	207,357	120,811	45,811	195,811	369,311	541,266	711,630	586,630
	Village Center Sales Tax	0	0	207,357	227,334	225,000	225,000	225,000	225,000	225,000	225,000	225,000
	TOTAL REVENUES			207,357	227,334	225,000	225,000	225,000	225,000	225,000	225,000	225,000
	Crack Seal/Chip Seal	0	0	0	305,400	300,000	75,000	51,500	53,045	54,636	350,000	350,000
	Other Road Maintenance	0	0	0	8,480							
	TOTAL EXPENDITURES	0	0	0	313,880	300,000	75,000	51,500	53,045	54,636	350,000	350,000
	ENDING FUND BALANCE	0	0	207,357	120,811	45,811	195,811	369,311	541,266	711,630	586,630	461,630
	OPEN SPACE FUND											
	BEGINNING FUND BALANCE	95,993	117,815	140,765	163,766	182,296	205,185	222,285	243,385	264,485	285,585	306,685
22-30-130	Arapahoe CO Open Space Distrib	19,845	20,282	21,936	23,059	25,758	20,000	20,000	20,000	20,000	20,000	20,000
22-30-611	Interest Earnings	1,977	3,026	1,066	83	1,000	1,100	1,100	1,100	1,100	1,100	1,100
22-30-680	Miscellaneous/Other Income	0	0	0	0	131	0	0	0	0	0	0
	TOTAL REVENUES	21,822	23,308	23,002	23,142	26,889	21,100	21,100	21,100	21,100	21,100	21,100
22-40-511	Maintenance	0	0	0	4,612	4,000	4,000	0	0	0	0	0
22-40-530	Planning	0	0	0	0	0	0	0	0	0	0	0
22-40-620	Improvements	0	358	0	0	0	0	0	0	0	0	0
22-40-630	Engineering and Design	0	0	0	0	0	0	0	0	0	0	0
	TOTAL EXPENDITURES	0	358	0	4,612	4,000	4,000	0	0	0	0	0
	REVENUES LESS EXPENDITURES	21,822	22,950	23,002	18,530	22,889	17,100	21,100	21,100	21,100	21,100	21,100
	ENDING FUND BALANCE	117,815	140,765	163,766	182,296	205,185	222,285	243,385	264,485	285,585	306,685	327,785
	CONSERVATION TRUST FUND											
	BEGINNING FUND BALANCE	37,094	32,271	28,259	29,985	27,182	22,142	17,422	12,702	7,982	3,262	(1,458)
31-30-611	Interest Earnings	757	809	274	17	160	280	280	280	280	280	280
31-30-634	CTF Distribution	7,898	5,982	8,024	12,310	7,800	8,000	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	0
	TOTAL REVENUES	8,655	6,791	8,299	12,326	7,960	8,280	8,280	8,280	8,280	8,280	8,280
31-40-520	Improvements	0	0	0	0	0	0	0	0	0	0	0
31-40-525	Legal	0	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	0
31-40-550	Maintenance	13,478	10,803	6,572	15,129	13,000	13,000	13,000	13,000	13,000	13,000	13,000
	TOTAL EXPENDITURES	13,478	10,803	6,572	15,129	13,000	13,000	13,000	13,000	13,000	13,000	13,000
	REVENUES LESS EXPENDITURES	(4,823)	(4,012)	1,726	(2,803)	(5,040)	(4,720)	(4,720)	(4,720)	(4,720)	(4,720)	(4,720)
	ENDING FUND BALANCE	32,271	28,259	29,985	27,182	22,142	17,422	12,702	7,982	3,262	(1,458)	(6,178)
	AMERICAN RESCUE PLAN FUND											
	Beginning Fund Balance	0	0	0	0	85,039	133,917	33,967	0	0	0	0
	American Rescue Plan Funds	0	0	0	98,278	98,278	0	0	0	0	0	0
	Interest Income	0	0	0	14	600	50	50				
	TOTAL REVENUES			0	98,292	98,878	50	50	0	0	0	0
	Government Services	0	0	0	930	30,000	100,000	34,017	0	0	0	0
	Small Business Grants	0	0	0	0	20,000	0	0	0	0	0	0
	Water Sewer Broadband Exp	0	0	0	12,323	0						
	TOTAL EXPENDITURES	0	0	0	13,253	50,000	100,000	34,017	0	0	0	0
	ENDING FUND BALANCE	0	0	0	85,039	133,917	33,967	0	0	0	0	0

15% of Terracare contract, ACWWA, IREA