



**TOWN BOARD AMENDED 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, January 19, 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 – January 5, 2023
 - b. Financial Reports – December 2022
5. For Possible Action
 - a. Resolution 2023-02 Authorizing A Supplemental Appropriation for Fiscal Year 2023
 - b. Resolution 2023-03 A Resolution To Appoint A Municipal Judge To Serve On A Temporary Basis
 - c. 2023 Addendum to the SEH Contract
6. For Discussion
 - a. Traffic Counts
7. Reports
 - a. Correspondence
 - b. Mayor
 - c. Members of Town Board
 - d. Staff
8. Future Agenda Items
9. Executive Session pursuant to C.R.S 24-6-402(4)(b) for the purpose of receiving legal advice regarding the geodome and pursuant to C.R.S 24-6-402(4)(e) for the purpose of determining the Boards position relative to matters that may be subject to negotiations.
10. Adjournment



MINUTES

BOARD OF TRUSTEES MEETING

January 5, 2023

Call to Order/Roll Call

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

The following Trustees were present in person: Trustee Thompson and Trustee Schultz. The following Trustees were present via Microsoft Teams: Mayor Jones, Trustee Cockrell, Trustee Farreau and Trustee Goddard. A quorum was present.

Audience Participation

Taylor Jacob, of 6774 S. Buckley Rd, expressed interest in investigating whether internet provider Ting would bring their services to Foxfield. Mr. Taylor offered to be the Town representative in this endeavor. After discussion, it was decided that Town Clerk Schmitz would reach out to Ting to inquire whether Foxfield could potentially utilize Centennial's fiber cables and initiate service to the area.

Consent Agenda

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

- a. Approval of Minutes – December 8 ,2022

The motion passed by unanimous roll call vote.

For Possible Action

Resolution 2023-01 Posting of Meeting Notices

Mayor Jones moved to approve Resolution 2023-01 Posting of Meeting Notices, seconded by Trustee Goddard.

The motion passed by unanimous roll call vote.

For Discussion

MFSD Funds for Youth Programs

Trustee Thompson provided context for the potential playground layout. She mentioned the current layout of the Open Space, the weed migration considerations, and the conceptual Open Space master plans. Trustee Thompson noted her desire to keep other areas free for future buildouts. There was also a discussion around the possibility of the teepee being used by the homeless population. However, the proposed teepee has open slats which would make the area very visible; thus, mitigating any unintended

use. Trustee Goddard also mentioned that the area would require maintenance and Trustee Cockrell suggested a wood chip base. Trustee Thompson will investigate whether there is a local company that may provide those same materials before proceeding.

Easter Trail Study Funding

Trustee Cockrell addressed the cost and funding of the potential trail study, which is a pre-design assessment. Transportation Improvement Program ("TIP") would cover 80% of the \$200,000 cost with a suggested 20% local match. While only a 10% local match is required, 20% is recommended as it increases the likelihood of project acceptance. The Town of Foxfield would contribute between \$5,000 and \$10,000, while Arapahoe County would pay the remaining portion. Open Space funds can be used.

Trustee Cockrell further explained the benefits of doing a study. The study will define the alignment, and ownership of the roads, easements, and land use. The completed study will provide enough information for engineers to provide a good cost estimate of the full project. Additionally, a study doesn't commit the Town to any further work, but it will determine feasibility and benefits. The Arapahoe County engineers have completed the grant application and are awaiting confirmation of the Foxfield contribution.

Trustee Thompson mentioned that certain homeowners are not in support. She voiced concern about the dangers of that crossing.

After further discussion, Trustee Goddard moved to approve spending \$7,500 for a trail study, Trustee Farreau seconded the motion.

The motion passed by unanimous roll call vote.

Reports

Mayor

Mayor Jones asked whether the staff contacted Centennial about de-icing Richfield just south of the Richfield gate. No contact was made during this last storm, but the staff will make a request with Centennial each after each future storm.

Members of the Town Board

Trustee Cockrell attended a DRCOG meeting on December 21st. DRCOG all opted out of FAMLI act and learned that all DRCOG meeting attendees also opted out.

Trustee Farreau noted work being done at Richfield Road South of Easter. She also mentioned the Richfield Gate is broken and we are awaiting repair. The gate turnarounds are not currently useable as they are packed with snow. As a result, the gates are off until the turnarounds are either plowed or melted. Trustee Farreau requested an update on the dome.

Trustee Goddard discussed inviting SAFEbuilt to explain permitting philosophies. After discussion, it was agreed that the discussion will take place during the Municipal Code rewrite sessions.

Trustee Thompson reported that all tunnel encampments have been fully cleared and sidewalks have been plowed. Ms. Thompson attended the latest Centennial Airport roundtable. There continue to be a lot of noise complaints from Greenwood Village residents. Additionally, the flight paths may be changing, which could impact noise pollution in Foxfield. Members of Congress and the FAA have been contacted, and members of FAA will be at the next meeting. Trustee Thompson also requested traffic reports to be a future agenda item.

Staff

Town Clerk Schmitz reported on the following items:

- Migration from Unite Audio to Microsoft Teams voice services
- TextMyGov roll-out is live. Community sign-ups are still in the early stages but growing. Topics like gate updates will be part of future communications.
- Terracare plowing services were addressed with requests for additional plowing trips, as well as additional training.
- Public Notice is posted online and in the Villager for the upcoming Short Term Rental Hearing
- Five residents responded to the recent request for gate helpers.
- Ms. Schmitz will be working on a website accessibility project for 2023. The project will continue throughout the year in order to meet new State law requirements.

Town Administrator Proctor noted the following:

- Provided an update on the dome. After the initial response on December 13th about potential changes to the dome, an update was requested again on December 29th. The defendant's lawyer noted a delay due to poor weather. Town counsel has requested a new update, and Ms. Proctor will relay any additional information received.
- Gate data is delayed by weather, holidays, and covid.

Future Agenda Items:

Supplemental Appropriation

Gate data

Traffic data

SEH rates

Adjournment

Mayor Jones adjourned the meeting at 7:42 pm.

Kathleen Schmitz, Town Clerk

Lisa Jones, Mayor

**Treasurer's Report
December 2022**

	Credit	Debit	Balance
1st Bank Checkbook Beginning Balance			\$ 21,648.40
Deposits			
Colo Interac - gate tags	64.00		
Colo Interac - gate violation	250.00		
Colo Interac - Zoning verification letter	70.00		
Transfer from ColoTrust	300,000.00		
Business license renewal	260.00		
Motor Vehicle fee	87.41		
Cost Reimbursement Agreement	4,965.37		
Total Deposits	\$305,696.78		
Disbursements			
CRA Refund--Galvan/Gonzales		2,251.44	
CORE - 6805 S. Lewiston Way lights		44.14	
CORE - 6773 S. Lewiston Cir SP		21.68	
CORE - Fremont Ave gate		30.98	
CORE - Richfield gate		30.69	
Microsoft Online email hosting		48.15	
CRA Refund--Peacemaker		250.00	
CRA Refund--Wambganss		696.50	
EFTPS - payroll tax deposit		3,314.48	
Vance Brothers		273,681.70	
HPWC, PC - legal services		460.00	
Office Depot--Toner Ink		117.44	
Intermedia		63.17	
DGO Access		851.80	
J & S Contractors Supply		40.62	
SEH		2,178.83	
Terracare Assoc - public works		7,459.65	
ACSO off-duty officers		1,463.50	
ACWWA		84.95	
Storquest		59.00	
Caselle - monthly support		460.00	
Kevin Sidel		250.00	
CORE - 6806 S Parker Road lights		72.95	
SafeBuilt - building, CE, P&Z		2,225.78	
Herold, Hark		277.05	
Schultz, Tim		277.05	
Schmitz, Kathleen		3,028.17	
Tiraschi, Ryan		207.79	
Cockrell, Josie		277.05	
Farreau, Debby		277.05	
Thompson, Pam		277.05	
Goddard, Dave		277.05	
Jones, Lisa		277.05	
Briar, Jeff		23.09	
Gallivan, Miranda		139.95	
Proctor, Karen		4,912.35	
Briar, Jeff		277.05	
Total Disbursements		\$ 306,685.20	
1st Bank Checkbook Ending Balance			\$ 20,659.98

**Treasurer's Report
December 2022**

	Credit	Debit	Balance
ColoTrust General Fund Beginning Balance			
			\$ 1,356,922.98
Deposits			
Cigarette Tax	111.24		
Sales Tax	44,921.96		
Arapahoe County	3,415.55		
HUTF	3,324.64		
Transfer from ARP	638.00		
Transfer from Open Space	1,248.70		
Transfer from CTF	1,265.85		
CTF Distribution	2,570.25		
Public Service	1,220.56		
Interest Income	4,220.50		
Total Deposits	\$ 62,937.25		
Disbursements			
Transfer to CTF		2,714.76	
Transfer to checking		300,000.00	
Transfer to Open Space		287.57	
Total Disbursements		\$ 303,002.33	
ColoTrust General Fund Ending Balance			\$ 1,116,857.90
	Credit	Debit	Balance
ColoTrust CTF Fund Beginning Balance (Lottery Money)			
			\$ 22,707.06
Deposits			
CTF Funds (transferred From GF)	2,714.76		
Interest Income	84.23		
Total CTF Deposits	\$ 2,798.99		
Disbursements			
Transfer to General Fund		1,265.85	
Total CTF Disbursements		\$ 1,265.85	
ColoTrust CTF Fund Ending Balance			\$ 24,240.20

**Treasurer's Report
December 2022**

	Credit	Debit	Balance
ColoTrust Open Space - Beginning Balance			
			\$ 214,065.19
Deposits			
Transfer from General Fund	287.57		
Arapahoe County Shareback			
Interest Income	779.77		
Total Deposits	1,067.34		
Disbursements			
Transfer to General Fund		1,248.70	
Total Disbursements		\$ 1,248.70	
ColoTrust Open Space Ending Balance			\$ 213,883.83
	Credit	Debit	Balance
ColoTrust Amer Rescue Plan - Beginning Balance			
			\$ 159,935.10
Deposits			
Interest Income	584.14		
Total Deposits	\$ 584.14		
Disbursements			
Transfer to General Fund for Off Duty Police		638.00	
Total Disbursements		\$ 638.00	
ColoTrust Amer Rescue Plan Ending Balance			
			\$ 159,881.24

TOWN OF FOXFIELD
BALANCE SHEET
DECEMBER 31, 2022

GENERAL FUND

ASSETS

10-10220	CASH ON DEPOSIT - 1ST BANK		17,481.26	
10-10310	CASH - COUNTY TREASURER	(353.73)	
10-10410	INVESTMENT ACCOUNT - COLOTRUST		1,116,857.90	
10-11500	PROPERTY TAX RECEIVABLE	(136.90)	
10-13180	DUE FROM OPEN SPACE FUND		96.55	
				<hr/>
TOTAL ASSETS				1,133,945.08

LIABILITIES AND EQUITY

LIABILITIES

10-20100	ACCOUNTS PAYABLE		12,342.36	
10-22210	DEFERRED PROPERTY TAX	(136.90)	
10-22470	LAND USE ESCROW - OLOL		37.12	
10-22940	LAND USE ESCROW - ALKAYALI		1,276.94	
				<hr/>
TOTAL LIABILITIES				13,519.52

FUND EQUITY

10-28970	FUND BAL RESRVD-LAW ENFORCEMNT		21,000.00	
UNAPPROPRIATED FUND BALANCE:				
10-29800	FUND BALANCE - UNRESTRICTED	1,011,171.55		
	REVENUE OVER EXPENDITURES - YTD	88,254.01		
		<hr/>		
BALANCE - CURRENT DATE			1,099,425.56	
				<hr/>
TOTAL FUND EQUITY				1,120,425.56
				<hr/>
TOTAL LIABILITIES AND EQUITY				1,133,945.08

TOWN OF FOXFIELD
BALANCE SHEET
DECEMBER 31, 2022

OPEN SPACE FUND

ASSETS

22-10410 INVESTMENT ACCOUNT - COLOTRUST

213,883.73

TOTAL ASSETS

213,883.73

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:

22-29800 FUND BALANCE

182,296.26

REVENUE OVER EXPENDITURES - YTD

31,587.47

BALANCE - CURRENT DATE

213,883.73

TOTAL FUND EQUITY

213,883.73

TOTAL LIABILITIES AND EQUITY

213,883.73

TOWN OF FOXFIELD
BALANCE SHEET
DECEMBER 31, 2022

AMERICAN RESCUE PLAN FUND

ASSETS

23-10410	INVESTMENT ACCOUNT - COLOTRUST		159,881.24	
	TOTAL ASSETS			159,881.24

LIABILITIES AND EQUITY

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:			
23-29800	FUND BALANCE	85,039.10		
	REVENUE OVER EXPENDITURES - YTD	74,842.14		
	BALANCE - CURRENT DATE		159,881.24	
	TOTAL FUND EQUITY			159,881.24
	TOTAL LIABILITIES AND EQUITY			159,881.24

TOWN OF FOXFIELD
BALANCE SHEET
DECEMBER 31, 2022

CTF

ASSETS

31-10410	INVESTMENT ACCOUNT - COLOTRUST		24,240.20	
	TOTAL ASSETS			24,240.20

LIABILITIES AND EQUITY

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:			
31-29800	FUND BALANCE	27,183.16		
	REVENUE OVER EXPENDITURES - YTD	(2,942.96)		
	BALANCE - CURRENT DATE		24,240.20	
	TOTAL FUND EQUITY			24,240.20
	TOTAL LIABILITIES AND EQUITY			24,240.20

TOWN OF FOXFIELD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES AND FRANCHISE FEES</u>					
10-31-111 CURRENT PROPERTY TAX	23.03	119,776.70	119,640.00	(136.70)	100.1
10-31-121 SPECIFIC OWNERSHIP TAX	557.81	7,553.11	7,000.00	(553.11)	107.9
10-31-161 XCEL FRANCHISE FEE	1,220.56	12,021.05	7,000.00	(5,021.05)	171.7
10-31-162 CORE FRANCHISE FEE	.00	18,911.53	22,000.00	3,088.47	86.0
10-31-163 CABLE TELEVISION FEES	.00	4,101.16	4,800.00	698.84	85.4
10-31-191 CURRENT PROPERTY TAX INTEREST	3.05	272.81	100.00	(172.81)	272.8
10-31-311 SALES TAX	44,921.96	565,207.07	450,000.00	(115,207.07)	125.6
10-31-312 USE TAX	.00	24,456.43	20,000.00	(4,456.43)	122.3
TOTAL TAXES AND FRANCHISE FEES	46,726.41	752,299.86	630,540.00	(121,759.86)	119.3
<u>LICENSES AND PERMITS</u>					
10-32-211 LIQUOR LICENSES	.00	297.50	300.00	2.50	99.2
10-32-215 BUSINESS LICENSES	260.00	470.00	350.00	(120.00)	134.3
10-32-219 COMMUNIQUE ADS	.00	.00	200.00	200.00	.0
10-32-221 BUILDING PERMITS	.00	37,381.09	35,000.00	(2,381.09)	106.8
10-32-222 STREET CUT PERMITS/ROW	(250.00)	(253.50)	300.00	553.50	(84.5)
10-32-223 GRADING PERMITS	.00	150.00	150.00	.00	100.0
10-32-224 ZONING REVIEW REVENUE	.00	1,200.00	100.00	(1,100.00)	1200.0
10-32-225 ENGINEERING REVIEW REVENUE	.00	1,515.44	500.00	(1,015.44)	303.1
10-32-226 DRIVEWAY PERMITS	.00	1,100.00	250.00	(850.00)	440.0
TOTAL LICENSES AND PERMITS	10.00	41,860.53	37,150.00	(4,710.53)	112.7

TOWN OF FOXFIELD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>INTERGOVERNMENTAL</u>					
10-33-321	MOTOR VEHICLE REGISTRATN FEES	367.41	3,798.17	3,500.00	(298.17)	108.5
10-33-342	CIGARETTE TAX	111.24	943.99	1,200.00	256.01	78.7
10-33-350	SEVERANCE TAX	.00	885.35	400.00	(485.35)	221.3
10-33-352	HIGHWAY USER TAX	3,324.64	38,542.39	30,000.00	(8,542.39)	128.5
10-33-360	MINERAL LEASE	.00	230.15	133.00	(97.15)	173.1
10-33-371	COUNTY ROAD/BRIDGE LEVY	.00	2,013.01	6,724.00	4,710.99	29.9
	TOTAL INTERGOVERNMENTAL	3,803.29	46,413.06	41,957.00	(4,456.06)	110.6
	<u>CHARGES FOR SERVICES</u>					
10-35-510	TRAFFIC COURT REVENUES	.00	1,132.39	500.00	(632.39)	226.5
10-35-540	CHARGEBACK ADMINISTRATION FEE	84.76	1,255.03	100.00	(1,155.03)	1255.0
	TOTAL CHARGES FOR SERVICES	84.76	2,387.42	600.00	(1,787.42)	397.9
	<u>MISCELLANEOUS</u>					
10-36-600	GATE VIOLATION	250.00	1,800.00	.00	(1,800.00)	.0
10-36-611	INTEREST EARNINGS	4,220.50	21,439.18	600.00	(20,839.18)	3573.2
10-36-680	MISCELLANEOUS/OTHER INCOME	134.00	1,276.58	1,000.00	(276.58)	127.7
10-36-681	MFSD YOUTH PROGRAM DIST	.00	7,222.68	.00	(7,222.68)	.0
	TOTAL MISCELLANEOUS	4,604.50	31,738.44	1,600.00	(30,138.44)	1983.7
	TOTAL FUND REVENUE	55,228.96	874,699.31	711,847.00	(162,852.31)	122.9

TOWN OF FOXFIELD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
10-41-110 PERSONNEL EXPENSES	12,782.45	143,060.64	138,273.00	(4,787.64)	103.5
10-41-116 PAYROLL TAXES	977.86	10,944.13	10,578.00	(366.13)	103.5
10-41-118 WORKERS COMPENSATION INS.	.00	810.00	800.00	(10.00)	101.3
10-41-120 SUPPLIES/MATERIALS	153.35	213.83	700.00	486.17	30.6
10-41-130 POSTAGE/BULK MAIL CHARGES	.00	453.44	450.00	(3.44)	100.8
10-41-140 PRINTING	.00	.00	50.00	50.00	.0
10-41-141 NEWSLETTER	.00	.00	50.00	50.00	.0
10-41-143 MUNICIPAL CODE SUPPLEMENTS	.00	1,929.78	1,500.00	(429.78)	128.7
10-41-145 LEGAL NOTICES	.00	107.38	250.00	142.62	43.0
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	920.00	14,269.57	15,000.00	730.43	95.1
10-41-160 COUNTY TREASURER FEES	.26	1,200.51	1,196.00	(4.51)	100.4
10-41-170 COMMUNICATIONS/IT	460.00	4,115.17	2,800.00	(1,315.17)	147.0
10-41-171 TELEPHONE/INTERNET	63.17	1,537.12	1,500.00	(37.12)	102.5
10-41-172 E-MAIL SERVER	48.15	520.97	500.00	(20.97)	104.2
10-41-180 INSURANCE	.00	7,082.38	7,080.00	(2.38)	100.0
10-41-182 MEMBERSHIP/DUES/TRAINING	.00	3,922.67	4,000.00	77.33	98.1
10-41-190 MISCELLANEOUS EXPENSE	.00	2,253.54	25,000.00	22,746.46	9.0
10-41-192 BANK SERVICE CHARGES	.00	24.00	24.00	.00	100.0
TOTAL ADMINISTRATION	15,405.24	199,445.13	216,801.00	17,355.87	92.0
<u>ELECTIONS</u>					
10-42-121 ELECTIONS - JUDGES	.00	.00	300.00	300.00	.0
10-42-131 ELECTION EXPENSES	.00	.00	400.00	400.00	.0
TOTAL ELECTIONS	.00	.00	700.00	700.00	.0

TOWN OF FOXFIELD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>JUDICIAL</u>					
10-44-211	MUNICIPAL JUDGE	250.00	3,000.00	3,000.00	.00	100.0
10-44-220	COURT RELATED EXPENSES	.00	226.66	5,000.00	4,773.34	4.5
	TOTAL JUDICIAL	250.00	3,226.66	8,000.00	4,773.34	40.3
	<u>PUBLIC SAFETY</u>					
10-46-311	LAW ENFORCEMENT	.00	119,662.70	119,640.00	(22.70)	100.0
10-46-314	OFF DUTY OFFICER PATROLS	825.50	16,547.50	5,000.00	(11,547.50)	331.0
10-46-400	ANIMAL CONTROL	.00	455.00	500.00	45.00	91.0
	TOTAL PUBLIC SAFETY	825.50	136,665.20	125,140.00	(11,525.20)	109.2

TOWN OF FOXFIELD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>PUBLIC WORKS</u>					
10-48-451	PLANNING	1,053.50	314.64	5,000.00	4,685.36	6.3
10-48-452	ENGINEERING	1,277.75	9,365.25	17,000.00	7,634.75	55.1
10-48-453	CODE ENFORCEMENT	1,368.75	10,826.10	10,000.00	(826.10)	108.3
10-48-454	SNOW REMOVAL	6,570.00	38,460.00	25,000.00	(13,460.00)	153.8
10-48-455	ROW AND ISLAND MAINTENANCE	10,603.18	54,501.69	52,000.00	(2,501.69)	104.8
10-48-456	TRAFFIC CONTROL/SIGNAGE	40.62	4,270.42	1,500.00	(2,770.42)	284.7
10-48-457	BUILDING PERMIT EXPENSES	442.28	28,100.53	25,000.00	(3,100.53)	112.4
10-48-458	ST. CUT/ROW PERMIT EXPENSES	.00	.00	300.00	300.00	.0
10-48-459	STREET LIGHTS	158.16	1,434.18	1,200.00	(234.18)	119.5
10-48-460	ENGINEERING ROAD MAINTENANCE	901.08	13,867.04	17,000.00	3,132.96	81.6
10-48-461	GATE ELECTRICITY & MAINTENANCE	493.42	4,095.08	6,000.00	1,904.92	68.3
10-48-500	COMM EVENTS (PARADE,DIRECTORY)	.00	4,283.03	6,000.00	1,716.97	71.4
10-48-600	STORAGE UNIT	59.00	590.00	675.00	85.00	87.4
	TOTAL PUBLIC WORKS	22,967.74	170,107.96	166,675.00	(3,432.96)	102.1
	<u>CAPITAL EXPENDITURES</u>					
10-58-800	CAPITAL EXP > \$5,000.00	274,533.50	277,000.35	302,000.00	24,999.65	91.7
	TOTAL CAPITAL EXPENDITURES	274,533.50	277,000.35	302,000.00	24,999.65	91.7
	TOTAL FUND EXPENDITURES	313,981.98	786,445.30	819,316.00	32,870.70	96.0
	NET REVENUE OVER EXPENDITURES	(258,753.02)	88,254.01	(107,469.00)	(195,723.01)	82.1

TOWN OF FOXFIELD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

OPEN SPACE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>REVENUES</u>					
22-30-130	ARAPAHOE CO OPEN SPACE DISTRIB	287.57	29,208.94	20,000.00	(9,208.94)	146.0
22-30-611	INTEREST EARNINGS	779.77	3,623.48	100.00	(3,523.48)	3623.5
	TOTAL REVENUES	1,067.34	32,832.42	20,100.00	(12,732.42)	163.4
	TOTAL FUND REVENUE	1,067.34	32,832.42	20,100.00	(12,732.42)	163.4
	<u>EXPENDITURES</u>					
22-40-511	MAINTENANCE	(1,075.05)	1,244.95	4,000.00	2,755.05	31.1
	TOTAL EXPENDITURES	(1,075.05)	1,244.95	4,000.00	2,755.05	31.1
	TOTAL FUND EXPENDITURES	(1,075.05)	1,244.95	4,000.00	2,755.05	31.1
	NET REVENUE OVER EXPENDITURES	2,142.39	31,587.47	16,100.00	(15,487.47)	196.2

TOWN OF FOXFIELD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

AMERICAN RESCUE PLAN FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>REVENUE</u>					
23-30-150	AMERICAN RESCUE PLAN FUNDS	.00	98,277.76	98,277.00	(.76)	100.0
23-30-611	INTEREST INCOME	584.14	2,589.96	20.00	(2,569.96)	12949.
	TOTAL REVENUE	584.14	100,867.72	98,297.00	(2,570.72)	102.6
	TOTAL FUND REVENUE	584.14	100,867.72	98,297.00	(2,570.72)	102.6
	<u>GOVERNMENT SERVICES</u>					
23-41-140	GOVT SERVICES- ADMIN EXP	.00	.00	50,000.00	50,000.00	.0
23-41-141	GOVT SERVICES-GATE EXPENSES	.00	5,387.58	.00	(5,387.58)	.0
23-41-142	GOVT SERVICE-OFF DUTY PATROL	638.00	638.00	.00	(638.00)	.0
	TOTAL GOVERNMENT SERVICES	638.00	6,025.58	50,000.00	43,974.42	12.1
	<u>GRANT EXPENDITURES</u>					
23-42-140	SMALL BUSINESS GRANTS	.00	20,000.00	.00	(20,000.00)	.0
	TOTAL GRANT EXPENDITURES	.00	20,000.00	.00	(20,000.00)	.0
	TOTAL FUND EXPENDITURES	638.00	26,025.58	50,000.00	23,974.42	52.1
	NET REVENUE OVER EXPENDITURES	(53.86)	74,842.14	48,297.00	(26,545.14)	155.0

TOWN OF FOXFIELD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2022

		CTF				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>						
31-30-611	INTEREST EARNINGS	84.23	439.25	30.00	(409.25)	1464.2
31-30-634	CTF DISTRIBUTION	2,570.25	9,617.79	7,800.00	(1,817.79)	123.3
TOTAL REVENUES		2,654.48	10,057.04	7,830.00	(2,227.04)	128.4
TOTAL FUND REVENUE		2,654.48	10,057.04	7,830.00	(2,227.04)	128.4
<u>EXPENDITURES</u>						
31-40-550	MAINTENANCE	.00	13,000.00	13,000.00	.00	100.0
TOTAL EXPENDITURES		.00	13,000.00	13,000.00	.00	100.0
TOTAL FUND EXPENDITURES		.00	13,000.00	13,000.00	.00	100.0
NET REVENUE OVER EXPENDITURES		2,654.48	(2,942.96)	(5,170.00)	(2,227.04)	(56.9)

TOWN OF FOXFIELD SALES TAX REVENUE

2019 TOTAL \$357,541

<u>2020</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	13,681	26,315	17,643	17,656	35,308	15,430	26,397	16,737	6,319	-6,382	-436	16,721	185,389
Remote	16,404	6,953	6,093	7,135	4,827	4,614	3,551	3,996	4,061	4,478	6,356	6,202	74,670
FVC	19,300	15,748	14,843	18,289	13,248	17,539	18,327	19,117	20,894	19,077	15,822	15,153	207,357
Total	49,384	49,016	38,579	43,081	53,383	37,583	48,275	39,850	31,273	17,174	21,742	38,077	\$ 467,416.43

2020 TOTAL \$467,416

<u>2021</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	19,943	17,025	16,719	20,044	15,559	21,199	20,286	19,725	19,348	22,095	21,457	24,208	237,609
Remote	4,914	3,977	4,283	5,609	12,796	13,014	13,231	17,738	9,000	8,451	8,965	10,728	112,705
FVC	19,477	15,331	14,358	15,508	16,878	20,269	19,098	19,375	24,078	21,542	20,796	20,624	227,334
	44,334	36,333	35,360	41,161	45,233	54,482	52,615	56,838	52,426	52,088	51,219	55,560	\$ 577,648.16

2021 TOTAL \$577,648

<u>2022</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	35,322	25,179	18,488	23,894	27,061	22,707	21,535	18,366	21,373	17,317	17,534	16,310	265,086
Remote	12,097	7,822	8,154	11,229	17,329	18,912	18,539	9,342	11,280	10,096	9,500	14,780	149,080
FVC	23,767	18,843	15,448	18,191	10,044	10,627	8,637	17,200	22,278	18,142	17,887	18,659	199,722
	71,185	51,843	42,091	53,314	54,434	52,245	48,711	44,908	54,931	45,555	44,922	49,749	\$ 613,887.62

2022 TOTAL \$613,888



MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Karen Proctor, Town Administrator

DATE: January 19, 2023

RE: Resolution 2; Series 2023- Authorizing a Supplemental Appropriation for Fiscal Year 2023

DISCUSSION:

The Town of Foxfield recently received \$7,222.68 as a result of a sharing amount provided under the terms of the Metropolitan Football Stadium District Act. These funds must be used for Youth Activity Programs.

At the Board meeting on January 5th, 2023, the Board approved these funds to be used for the development of a natural playground area located close to the existing paved Norfolk Trail access in the Open Space. This expenditure was not in the General Fund approved 2023 budget. Therefore, a supplemental appropriation must be approved to meet accounting and auditing standards.

The attached resolution authorizes a supplemental appropriation in the amount of \$7,223.00 to the General Fund for 2023.

RECOMMENDED MOTION:

"I move to approve Resolution 2, Series 2023, authorizing a supplemental appropriation to the General Fund for fiscal year 2023".

ATTACHMENTS:

Resolution 2, Series 2023- A Resolution of the Board of Trustees of the Town of Foxfield Authorizing a Supplemental Appropriation for Fiscal Year 2023

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FOXFIELD
AUTHORIZING A SUPPLEMENTAL APPROPRIATION FOR FISCAL YEAR 2023**

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

Section 1. That the 2023 General Fund Budget and Appropriations be hereby
supplemented by increasing the following funds, to-wit:

	From:	To:
General Fund Account 10-41-190	\$3,000	\$10,223

Section 2. 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 day of , 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: January 19, 2023

RE: Municipal Judge Appointment

DISCUSSION:

In consideration of the combined court established between the Towns of Parker and Foxfield, the appointment of a Municipal Judge shall be consistent between the parties. As such, the Town of Foxfield should appoint Countenay Patterson as Temporary Municipal Court Judge. The appointment will remain in effect until a permanent presiding Judge is appointed. Remuneration will be \$250/month.

RECOMMENDED MOTION:

"I move to approve Resolution 3, Series 2023, authorizing a Resolution to Appoint A Municipal Judge To Serve On A Temporary Basis."

ATTACHMENTS:

Resolution 3, series 2023 -- A Resolution To Appoint A Municipal Judge To Serve On A Temporary Basis

A RESOLUTION TO APPOINT A MUNICIPAL JUDGE TO SERVE ON A TEMPORARY BASIS

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

Section 1. Pursuant to Section 2-4-30 of the Town of Foxfield Municipal Code, the Board of Trustees hereby appoints Courtenay Patterson as the Temporary Municipal Court Judge for the Town of Foxfield, which appointment shall be until a permanent presiding Municipal Court Judge is appointed by the Board of Trustees.

Section 2. Compensation for the Temporary Municipal Court Judge for the Town of Foxfield shall be \$250.00 a month.

DATED, at the Town of Foxfield, Colorado, this 19th day of January 2023.

Lisa Jones, Mayor

ATTEST:

Kathleen Schmitz
Town Clerk



MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Karen Proctor, Town Administrator

DATE: January 19, 2023

RE: 2023 Addendum to SEH Contract

DISCUSSION:

Attached is SEH's proposed 2023 rates and draft contract addendum. The rate increases reflect 2023 annual salary adjustments of approximately 5%. The Board is asked to acknowledge that the original signed contract and general conditions will remain and the Town of Foxfield is approving the rate increases through the end of 2023.

SUGGESTED MOTION:

"I move to approve the 2023 Addendum to the SEH Contract."

ATTACHMENT:

Exhibit A – SEH 2023 Contract Addendum and Rates Letter Proposal



January 4, 2023

RE: Town of Foxfield 2023 On-Call
Engineering Services Contract

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

Dear Karen:

Please find attached SEH's proposed 2023 rates and draft contract addendum. Similar to past updates, the rate increases reflect annual salary adjustments.

After review of the statement below, if all looks acceptable, please sign and return a copy for my files acknowledging the originally signed contract and general conditions remains in force, and that the Town of Foxfield finds our rates to be acceptable through the end of 2023.

"The agreement entered into between Short Elliott Hendrickson Incorporated and the Town of Foxfield, signed and dated, December 14, 2014, is hereby extended through December 31, 2023, and SEH's attached 2023 Rate Schedule is hereby accepted".

Sincerely,

Short Elliott Hendrickson Inc.

A handwritten signature in blue ink, appearing to read 'Scott Jardine', is written over a horizontal line.

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

Accepted for Town of Foxfield

By: _____

Title: _____

Date: _____

Attachments: 2023 Foxfield Contract Addendum, SEH 2023 Rate Schedule

Cc: Erica Olsen, PE, RPCL – Short Elliott Hendrickson, Inc.

ADDENDUM TO PROFESSIONAL SERVICES AGREEMENT

THIS ADDENDUM TO PROFESSIONAL SERVICES AGREEMENT is made and entered into this ____ day of 2023, by and between the Town of Foxfield, Colorado (hereinafter referred to as the "Town") and Short Elliott Hendrickson, Inc. (hereinafter referred to as "Consultant").

RECITALS:

- A. Effective January 1, 2015, the Town and Consultant entered into a Professional Services Agreement (the "Agreement").
- B. The parties desire to extend the Agreement with this Addendum for one additional year.

AGREEMENT

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

1. The contract term for the Agreement is hereby extended by this Addendum for one additional year, from January 1, 2023, through and including December 31, 2023.
2. Consultant shall perform all work as set forth in the Agreement in accordance with Consultant's rate schedule attached hereto as **Exhibit A**, and incorporated by this reference.
3. The original Agreement is in full force and effect and is hereby ratified by the Town and the Consultant. The original Agreement and this Addendum constitute all of the agreements between the Town and the Consultant.

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

TOWN OF FOXFIELD, COLORADO

By:

Lisa Jones, Mayor

ATTEST:

Kathleen Schmitz, Town Clerk/Treasurer

APPROVED AS TO FORM:

Corey Y. Hoffmann
Town Attorney

CONSULTANT

By: _____

Name/Title: Rob Ekstrom / Principal

NOTARY BLOCK:

[illegible]

The foregoing instrument was acknowledged before me this _____ day of _____, 20__, by _____, as _____ of _____.

My commission expires: _____.

SEAL

Notary Public

Exhibit A

Rate Sheet
Through December 31, 2023

Name	Title	Hourly Rate
Rob Ekstrom, Mike Perez, Chuck Gustafson, George Robinson, Steve Kaye	Principal / Group Manager	\$240.00
Scott Jardine, Jason Triplett, Tom Wrona, Josh Anfinson	Senior Project Manager/Snr. Technical Lead	\$218.00
Erica Olsen, Matt Massa	Project Manager/Technical Lead	\$200.00
Tim Nuetzel, Annette Marquez, David Hoesly	Senior Project Engineer II	\$190.00
Scott Klinker	Survey Field Manager	\$187.00
Steve Halewski, Josh Sopata, Parsa Kolahi	Senior Project Engineer I	\$180.00
Kit Clunis	Professional Engineer II	\$165.00
Justin Jones, Craig Burgess, Mitch Wagner, Christian Elsner	Professional Engineer I	\$140.00
Katie Croell, Jaime Hepner Blayne Risk, Abril Gonzalez- Torres	Staff Engineer II	\$126.00
Ryan Christi	Snr. Survey Crew Chief	\$137.00
Ryan Weber	Survey Field Chief	\$120.00
TBD	Staff Engineer I	\$120.00
TBD	Senior Designer	\$130.00
TBD	Designer	\$105.00
Suzie O'Connor	Accounting	\$129.00
Jessica Pease, Kari Young	Administration	\$108.00
Bob Ewing	Utility Locator	\$106.00
TBD	Engineer Intern	\$ 93.00
Expenses		
Drone Level 2		\$135.00/Hr
3D Scanner (SX-10)		\$35.00/Hr
Survey Equipment		\$35.00/Hr
Magnetometer		\$10.00/Hr
Subconsultants (preapproved)		Cost + 5%
Vehicle Mileage		Current IRS Federal mileage rate
Field Vehicle		\$4.90/Hr + mileage
All other expenses		At cost



MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Kathleen Schmitz, Town Clerk

DATE: January 19, 2023

RE: Foxfield Traffic Data

DISCUSSION:

For discussion is the Foxfield traffic data as compiled by Trustee Thompson.

ATTACHMENT:

Exhibit A – 2022 Data Summary

Exhibit B – 2020 and 2021 Data Summary

2022 Data Summary

TOWN OF FOXFIELD

Exhibit A

BUCKLEY SB 6809

2022

172 cars per day
85% = 29 MPH
10 cars > 40 MPH
average 15 days

RICHFIELD SB 6887

2022

666 cars per day
85% = 26 MPH
0 cars > 40 MPH
average 11 days

EASTER WB 7091

2022

357 cars per day
85% = 27 MPH
2 cars > 40 MPH
average 18.5 days

RICHFIELD NB 7172

2022

394 cars per day
85% = 28 MPH
10 cars > 40 MPH
average 21 days

HINDSDALE WB 17544

2022

155 cars per day
85% = 31 MPH
12 cars > 40 MPH
average 16 days

HINDSDALE EB 18058

2022

299 cars per day
85% = 21 MPH
0 cars > 40 MPH
average 15 days

HINDSDALE WB AT CHAP

2022

116 cars per day
6-9AM = 7 4-7PM = 17
average 11 days

RICHFIELD NB AT GATE

2022

309 cars per day
6-9AM = 27 4-7PM = 116
average 20 days

HINDSDALE EB AT CHAP

2022

303 cars per day
6-9AM = 34 4-7PM = 46
average 14 days

X Marks the location of the radar speed sign. The DATA shown for each location is an AVERAGE for 2022.

Cars per day is the average daily volume in that direction only.

85% is the speed at which 85% of the cars are NOT EXCEEDING.

#cars > 40 MPH is the average number of vehicles traveling ABOVE 40 MPH. Typically maximum speeds vary between 41-46 MPH.

Average X days is the average numbers of days monitored at that location.

NOTE: the radar speed sign only responds to approaching traffic and records the maximum speed of vehicles. It does not detect and record traffic from the opposite direction.

2020 and 2021 Data Summary

TOWN OF FOXFIELD

Exhibit B

