



**TOWN BOARD AGENDA
REGULAR MEETING**

(All items listed for discussion and possible action)

VIRTUAL ZOOM MEETING

**Thursday, July 15, 2021
6:30 p.m.**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call of Board Members
4. Audience Participation Period (limit 4 minutes per speaker)
5. Consent Agenda
 - a. Approval of Minutes – June 17, 2021
 - b. Financial Reports – June 2021
6. For Possible Action
 - a. Resolution 2021-06 Terminating the Order Declaring a Local Disaster Emergency In and For the Town of Foxfield, Colorado
7. For Discussion
 - a. American Rescue Plan Funds
 - b. Long Range Financial Forecast
 - c. Remote Meeting Participation
9. Reports
 - a. Mayor
 - b. Members of Town Board
 - c. Staff
10. Future Agenda Items
11. Adjournment



MINUTES

BOARD OF TRUSTEES MEETING

June 17, 2021

Call to Order/Roll Call

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

The following Trustees were present: Amy Snell-Johnson, Debby Farreau, Josie Cockrell, Scott Freas, Lori Finch and Mayor Jones. A quorum was present.

Audience Participation

Vanessa Guzmán, 18149 E. Hinsdale Avenue, commented that she and others have had some difficulty with timely communication with SafeBuilt.

Consent Agenda

Trustee Cockrell noted the June 3 minutes should have referenced only vehicle counts, not speeds, in her report regarding DRCOG. Mayor Jones moved, seconded by Trustee Cockrell, to approve the following items, with the correction by Trustee Cockrell to the minutes, on the Consent Agenda:

- a. Approval of Minutes – June 3, 2021
- b. Financial Reports – May 2021

The motion passed by unanimous roll call vote.

Public Hearing – Ordinance 2021-04 Home Occupations

Mayor Jones opened the hearing at 6:34 p.m. There being no public comment or discussion by the Board, Mayor Jones closed the hearing at 6:35 p.m. Mayor Jones moved to approve Ordinance 2021-04 Amending Chapter 16 of the Foxfield Municipal Code Concerning Home Occupations as presented. Following a second by Trustee Finch, the motion passed by a roll call vote of five to one, with Trustee Freas casting the dissenting vote.

For Possible Action

Resolution 2021-05 A Resolution Changing the Location for the Board of Trustees Meetings

Mayor Jones moved to approve Resolution 2021-05 A Resolution Changing the Location for the Board of Trustees Meetings, changing the location of future meetings to Our Lady of Loreto Catholic Church. Following a second by Trustee Cockrell, the motion passed by unanimous roll call vote.

For Discussion

Long Range Financial Forecast

Town Administrator Proctor presented the updated long range financial forecast.

Reports

Mayor

Mayor Jones reported that the 4th of July parade is being coordinated by Bruce Robinson and Melissa Watson.

Members of the Town Board

Trustee Cockrell noted that the State legislature passed the transportation funding bill championed by DRCOG. At the DRCOG meeting, she also learned the State of Colorado General Fund ended 2020 with a surplus of funds.

Trustee Farreau reported that Arapahoe County does not intend to pursue the sidewalk on the south side of Arapahoe Road between S. Buckley Road and S. Lewiston Circle. Instead, they are planning on using the funds to update the crosswalk at Richfield/Buckley to make it safer for pedestrians.

Trustee Farreau asked about the Food Drive. Town Clerk Gallivan will work on organizing that.

Trustee Freas noted that some driveways leading to accessory structures do not have culverts installed.

Trustee Snell-Johnson reported a rare sighting of an Arapahoe County Deputy Sheriff patrolling in Foxfield. Mayor Jones saw one also. Town Clerk Gallivan had asked for more routine patrols and it appears that has happened.

Town Staff

Town Administrator Proctor provided a gate update. The pavement work at the Fremont gate should be completed by the end of June. There is already some repair work from vehicle damage that needs to be done.

Future Agenda Items

- ADUs (additional dwelling units)

Adjournment

Mayor Jones adjourned the meeting at 6:57 p.m.

Randi Gallivan, Town Clerk

Lisa Jones, Mayor

Treasurer's Report
June 2021

	Credit	Debit	Balance
1st Bank Checkbook Beginning Balance			36,283.17
<u>Deposits</u>			
Colo Interac - fence permit	300.00		
Colo Interac - building permit	855.96		
Colo Interac - gate tags	10.00		
Colo Interac - ROW permit	553.50		
Colo Interac - gate tag	5.00		
Colo Interac - building permit	80.50		
Colo Trust - transfer to checking	35,000.00		
Colo Interac - building permit	455.50		
Colo Interac - building permit	115.00		
Colo Interac - building permit	3,347.76		
Colo Interac	506.36		
Total Deposits	41,229.58		
<u>Disbursements</u>			
IREA - 6805 S. Lewiston Way lights		35.93	
IREA - 6773 S. Lewiston Cir SP		21.59	
Comcast - clerk internet/phone		132.68	
DGO Access - gates		18,838.38	
Walmart - envelopes		4.43	
Walmart - envelopes		2.57	
Office Depot - envelopes		8.49	
Microsoft Online - email hosting		41.50	
EFTPS - May payroll tax deposit		2,529.38	
E-Bay - printer ink		45.29	
Villager Legals		36.56	
SEH - engineering		6,052.93	
HPWC, PC - legal fees		720.00	
ACWWA - irrigation		73.62	
Terracare Assoc - public works, gates		33,296.95	
IREA - 6806 S Parker Road lights		58.03	
Caselle - July support		150.00	
Zoom - annual service		125.25	
Walmart - 4th of July		10.97	
Walmart - 4th of July		8.64	
Nationwide Waste - 4th of July		224.00	
Board of Trustees Q2 compensation		1,939.35	
Jeff Briar - June salary		369.40	
M. Gallivan - June salary		2,936.63	
K. Proctor - June salary		4,762.94	
Guzman's Party Rentals - 4th of July		815.76	
First Bank - fee		2.00	
Total Disbursements		73,243.27	
1st Bank Checkbook Ending Balance			4,269.48

Treasurer's Report
June 2021

	Credit	Debit	Balance
ColoTrust General Fund Beginning Balance			\$ 1,035,005.21
Deposits			
Cigarette Tax	0.00		
Sales Tax	45,232.72		
Arapahoe County	16,178.08		
Arapahoe County	93.73		
HUTF	3,252.62		
Public Service	836.32		
Interest Income	35.26		
Total Deposits	65,628.73		
Disbursements			
Transfer to First Bank		35,000.00	
Total Disbursements		35,000.00	
ColoTrust General Fund Ending Balance			\$ 1,065,633.94
ColoTrust CTF Fund Beginning Balance (Lottery Money)			\$ 32,174.08
Deposits			
CTF Funds	2,747.07		
Interest Income	1.26		
Total CTF Deposits	2,748.33		
Disbursements			
Transfer to General Fund		0.00	
Total CTF Disbursements		0.00	
ColoTrust CTF Fund Ending Balance			\$ 34,922.41
ColoTrust Open Space - Beginning Balance			\$ 186,875.57
Deposits			
Arapahoe County Shareback	0.00		
Interest Income	6.15		
Total Deposits	6.15		
Disbursements			
Transfer to General Fund		0.00	
Total Disbursements		0.00	
ColoTrust Open Space Ending Balance			\$ 186,881.72

Treasurer's Report
June 2021

	Credit	Debit	Balance
ColoTrust Amer Rescue Plan - Beginning Balance			\$ -
Deposits			
State of Colorado	98,277.75		
Interest Income	0.12		
Total Deposits	98,277.87		
Disbursements			
Transfer to General Fund		0.00	
Total Disbursements		0.00	
ColoTrust Amer Rescue Plan Ending Balance			\$ 98,277.87

TOWN OF FOXFIELD
BALANCE SHEET
JUNE 30, 2021

GENERAL FUND

ASSETS

10-10220	CASH ON DEPOSIT - 1ST BANK	15,022.65	
10-10310	CASH - COUNTY TREASURER	24,258.68	
10-10410	INVESTMENT ACCOUNT - COLOTRUST	1,065,633.94	
10-11500	PROPERTY TAX RECEIVABLE	3,197.31	
10-13110	DUE FROM CTF	5,968.22	
	TOTAL ASSETS		1,114,080.80

LIABILITIES AND EQUITY

LIABILITIES

10-20100	ACCOUNTS PAYABLE	(70.91)	
10-21100	PAYROLL PAYABLES	(.05)	
10-21110	PAYROLL TAXES PAYABLE		838.84	
10-22000	A.C. USE TAX PAYABLE		1,946.49	
10-22210	DEFERRED PROPERTY TAX		3,197.31	
10-22420	LAND USE ESCROW - WORSHAM GRAD		61.87	
10-22470	LAND USE ESCROW - OLOL		191.84	
10-22590	LAND USE ESCROW - MILLER		260.19	
10-22700	LAND USE ESCROW - GARRETT		198.43	
10-22720	LAND USE ESCROW - B. JOHNSON	(403.50)	
10-22730	LAND USE ESCROW - JIN PAK		3,500.00	
10-22765	LAND USE ESCROW - SEEVERS		441.76	
10-22770	LAND USE ESCROW - JACKSON		2,537.00	
10-22780	LAND USE ESCROW - NORDELL		977.45	
10-22785	LAND USE ESCROW - VAUTIER		373.39	
10-22800	LAND USE ESCROW - HEARTLAND	(287.94)	
10-22815	LAND USE ESCROW - QDOBA		226.87	
10-22820	LAND USE ESCROW - SANITKHUM	(460.86)	
10-22830	LAND USE ESCROW - MILLER LOT C		187.09	
10-22840	LAND USE ESCROW - MILLER GUEST		196.06	
10-22850	LAND USE ESCROW - GONZALES		2,718.63	
10-22860	LAND USE ESCROW - MOR/FURBERG		50.85	
10-22870	LAND USE ESCROW - WAMBSGANSS	(177.50)	
10-22880	LAND USE ESCROW- C. JONES		717.77	
10-22890	LAND USE ESCROW - KAPPA CONSUL		195.65	
10-22900	LAND USE ESCROW - BEHR		255.50	
10-22910	LAND USE ESCROW-WAMBSGANSS NEW		883.38	
10-22920	LAND USE ESCROW - KUBALA	(590.15)	
10-22930	LAND USE ESCROW - MONTANO		200.00	
10-22940	LAND USE ESCROW - ALKAYALI		3,000.00	
	TOTAL LIABILITIES			21,165.46

FUND EQUITY

10-28970	FUND BAL RESRVD-LAW ENFORCEMNT	21,000.00	
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TOWN OF FOXFIELD
BALANCE SHEET
JUNE 30, 2021

GENERAL FUND

UNAPPROPRIATED FUND BALANCE:			
10-29800	FUND BALANCE - UNRESTRICTED	1,042,262.89	
	REVENUE OVER EXPENDITURES - YTD	29,652.45	
	BALANCE - CURRENT DATE		1,071,915.34
	TOTAL FUND EQUITY		1,092,915.34
	TOTAL LIABILITIES AND EQUITY		1,114,080.80

TOWN OF FOXFIELD
BALANCE SHEET
JUNE 30, 2021

OPEN SPACE FUND

ASSETS

22-10410	INVESTMENT ACCOUNT - COLOTRUST		186,881.72	
	TOTAL ASSETS			186,881.72

LIABILITIES AND EQUITY

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:			
22-29800	FUND BALANCE	163,766.64		
	REVENUE OVER EXPENDITURES - YTD	23,115.08		
	BALANCE - CURRENT DATE		186,881.72	
	TOTAL FUND EQUITY			186,881.72
	TOTAL LIABILITIES AND EQUITY			186,881.72

TOWN OF FOXFIELD
BALANCE SHEET
JUNE 30, 2021

AMERICAN RESCUE PLAN FUND

ASSETS

23-10410	INVESTMENT ACCOUNT - COLOTRUST	98,277.87	
	TOTAL ASSETS		98,277.87

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	98,277.87		
BALANCE - CURRENT DATE		98,277.87	
TOTAL FUND EQUITY			98,277.87
TOTAL LIABILITIES AND EQUITY			98,277.87

TOWN OF FOXFIELD
BALANCE SHEET
JUNE 30, 2021

CTF

ASSETS

31-10410	INVESTMENT ACCOUNT - COLOTRUST		34,922.41	
	TOTAL ASSETS			34,922.41

LIABILITIES AND EQUITY

LIABILITIES

31-23110	DUE TO GENERAL FUND		1,568.98	
	TOTAL LIABILITIES			1,568.98

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:			
31-29800	FUND BALANCE	29,985.95		
	REVENUE OVER EXPENDITURES - YTD	3,367.48		
	BALANCE - CURRENT DATE		33,353.43	
	TOTAL FUND EQUITY			33,353.43
	TOTAL LIABILITIES AND EQUITY			34,922.41

TOWN OF FOXFIELD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES AND FRANCHISE FEES</u>					
10-31-111 CURRENT PROPERTY TAX	25,582.09	110,083.39	113,281.00	3,197.61	97.2
10-31-121 SPECIFIC OWNERSHIP TAX	659.05	3,875.65	7,000.00	3,124.35	55.4
10-31-161 XCEL FRANCHISE FEE	836.32	6,225.14	6,750.00	524.86	92.2
10-31-162 IREA FRANCHISE FEE	.00	5,827.38	22,000.00	16,172.62	26.5
10-31-163 CABLE TELEVISION FEES	.00	1,292.21	4,800.00	3,507.79	26.9
10-31-191 CURRENT PROPERTY TAX INTEREST	3.49	22.50	100.00	77.50	22.5
10-31-192 DELINQUENT PROPERTY TAX	193.66	1,250.75	.00	(1,250.75)	.0
10-31-193 DELINQUENT PROPERTY TAX INTRST	36.06	361.14	.00	(361.14)	.0
10-31-311 SALES TAX	45,232.72	202,422.36	400,000.00	197,577.64	50.6
10-31-312 USE TAX	.00	23,083.53	13,500.00	(9,583.53)	171.0
TOTAL TAXES AND FRANCHISE FEES	72,543.39	354,444.05	567,431.00	212,986.95	62.5
<u>LICENSES AND PERMITS</u>					
10-32-211 LIQUOR LICENSES	.00	772.50	298.00	(474.50)	259.2
10-32-215 BUSINESS LICENSES	.00	277.50	385.00	107.50	72.1
10-32-219 COMMUNIQUE ADS	.00	.00	350.00	350.00	.0
10-32-221 BUILDING PERMITS	2,554.37	32,321.03	25,000.00	(7,321.03)	129.3
10-32-222 STREET CUT PERMITS/ROW	.00	.00	300.00	300.00	.0
10-32-223 GRADING PERMITS	.00	.00	150.00	150.00	.0
10-32-224 ZONING REVIEW REVENUE	.00	50.00	1,500.00	1,450.00	3.3
10-32-225 ENGINEERING REVIEW REVENUE	.00	618.25	500.00	(118.25)	123.7
10-32-226 DRIVEWAY PERMITS	.00	250.00	250.00	.00	100.0
TOTAL LICENSES AND PERMITS	2,554.37	34,289.28	28,733.00	(5,556.28)	119.3

TOWN OF FOXFIELD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INTERGOVERNMENTAL</u>					
10-33-321 MOTOR VEHICLE REGISTRATN FEES	243.25	1,723.88	3,500.00	1,776.12	49.3
10-33-342 CIGARETTE TAX	.00	598.62	1,000.00	401.38	59.9
10-33-350 SEVERANCE TAX	.00	.00	400.00	400.00	.0
10-33-352 HIGHWAY USER TAX	3,252.62	17,178.37	35,772.00	18,593.63	48.0
10-33-360 MINERAL LEASE	.00	.00	133.00	133.00	.0
10-33-371 COUNTY ROAD/BRIDGE LEVY	.00	1,906.01	6,367.00	4,460.99	29.9
TOTAL INTERGOVERNMENTAL	3,495.87	21,406.88	47,172.00	25,765.12	45.4
<u>CHARGES FOR SERVICES</u>					
10-35-510 TRAFFIC COURT REVENUES	.00	.00	2,500.00	2,500.00	.0
10-35-540 CHARGEBACK ADMINISTRATION FEE	.00	18.75	500.00	481.25	3.8
TOTAL CHARGES FOR SERVICES	.00	18.75	3,000.00	2,981.25	.6
<u>MISCELLANEOUS</u>					
10-36-611 INTEREST EARNINGS	35.26	353.08	1,541.00	1,187.92	22.9
10-36-680 MISCELLANEOUS/OTHER INCOME	15.00	1,187.63	500.00	(687.63)	237.5
TOTAL MISCELLANEOUS	50.26	1,540.71	2,041.00	500.29	75.5
TOTAL FUND REVENUE	78,643.89	411,699.67	648,377.00	236,677.33	63.5

TOWN OF FOXFIELD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
10-41-110 PERSONNEL EXPENSES	.00	53,174.15	134,246.00	81,071.85	39.6
10-41-116 PAYROLL TAXES	.00	4,067.84	10,270.00	6,202.16	39.6
10-41-118 WORKERS COMPENSATION INS.	.00	781.00	750.00	(31.00)	104.1
10-41-120 SUPPLIES/MATERIALS	60.78	110.56	500.00	389.44	22.1
10-41-130 POSTAGE/BULK MAIL CHARGES	.00	494.70	400.00	(94.70)	123.7
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	.00	1,500.00	1,500.00	.0
10-41-145 LEGAL NOTICES	36.56	193.84	250.00	56.16	77.5
10-41-148 RECORDING FEES	.00	.00	50.00	50.00	.0
10-41-151 AUDIT	.00	5,000.00	7,000.00	2,000.00	71.4
10-41-152 LEGAL	720.00	9,535.06	25,000.00	15,464.94	38.1
10-41-160 COUNTY TREASURER FEES	259.08	1,122.93	1,133.00	10.07	99.1
10-41-170 COMMUNICATIONS/IT	275.25	1,125.24	2,800.00	1,674.76	40.2
10-41-171 TELEPHONE/INTERNET	132.68	662.98	1,600.00	937.02	41.4
10-41-172 E-MAIL SERVER	41.50	249.00	500.00	251.00	49.8
10-41-180 INSURANCE	.00	5,987.06	5,957.00	(30.06)	100.5
10-41-182 MEMBERSHIP/DUES/TRAINING	.00	1,819.16	3,000.00	1,180.84	60.6
10-41-190 MISCELLANEOUS EXPENSE	.00	250.00	150.00	(100.00)	166.7
10-41-192 BANK SERVICE CHARGES	2.00	12.00	24.00	12.00	50.0
TOTAL ADMINISTRATION	1,527.85	84,585.52	195,230.00	110,644.48	43.3
<u>JUDICIAL</u>					
10-44-211 MUNICIPAL JUDGE	.00	1,250.00	3,000.00	1,750.00	41.7
10-44-220 COURT RELATED EXPENSES	.00	1,400.47	6,000.00	4,599.53	23.3
TOTAL JUDICIAL	.00	2,650.47	9,000.00	6,349.53	29.5

TOWN OF FOXFIELD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC SAFETY</u>					
10-46-311 LAW ENFORCEMENT	.00	112,934.60	113,281.00	346.40	99.7
10-46-314 OFF DUTY OFFICER PATROLS	.00	.00	10,000.00	10,000.00	.0
10-46-400 ANIMAL CONTROL	.00	.00	325.00	325.00	.0
TOTAL PUBLIC SAFETY	.00	112,934.60	123,606.00	10,671.40	91.4
<u>PUBLIC WORKS</u>					
10-48-451 PLANNING	.00	2,028.50	5,000.00	2,971.50	40.6
10-48-452 ENGINEERING	1,282.00	3,806.00	16,960.00	13,154.00	22.4
10-48-453 CODE ENFORCEMENT	.00	2,190.00	10,000.00	7,810.00	21.9
10-48-454 SNOW REMOVAL	.00	26,894.25	20,000.00	(6,894.25)	134.5
10-48-455 ROW AND ISLAND MAINTENANCE	3,864.83	22,276.78	45,000.00	22,723.22	49.5
10-48-456 TRAFFIC CONTROL/SIGNAGE	.00	1,134.25	1,500.00	365.75	75.6
10-48-457 BUILDING PERMIT EXPENSES	.00	13,129.04	25,000.00	11,870.96	52.5
10-48-458 ST. CUT/ROW PERMIT EXPENSES	(553.50)	(553.50)	300.00	853.50	(184.5)
10-48-459 STREET LIGHTS	93.96	587.38	1,200.00	612.62	49.0
10-48-460 ENGINEERING ROAD MAINTENANCE	.00	114.00	6,000.00	5,886.00	1.9
10-48-461 GATE ELECTRICITY & MAINTENANCE	.00	.00	5,000.00	5,000.00	.0
10-48-500 COMM EVENTS (PARADE,DIRECTORY)	243.61	243.61	5,000.00	4,756.39	4.9
10-48-600 STORAGE UNIT	.00	588.00	675.00	87.00	87.1
TOTAL PUBLIC WORKS	4,930.90	72,438.31	141,635.00	69,196.69	51.1

TOWN OF FOXFIELD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2021

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL EXPENDITURES</u>					
10-58-800 CAPITAL EXP > \$5,000.00	52,358.43	109,438.32	467,437.00	357,998.68	23.4
TOTAL CAPITAL EXPENDITURES	52,358.43	109,438.32	467,437.00	357,998.68	23.4
TOTAL FUND EXPENDITURES	58,817.18	382,047.22	936,908.00	554,860.78	40.8
NET REVENUE OVER EXPENDITURES	19,826.71	29,652.45	(288,531.00)	(318,183.45)	10.3

TOWN OF FOXFIELD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2021

OPEN SPACE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>					
22-30-130 ARAPAHOE CO OPEN SPACE DISTRIB	.00	23,058.52	19,000.00	(4,058.52)	121.4
22-30-611 INTEREST EARNINGS	6.15	56.56	1,100.00	1,043.44	5.1
TOTAL REVENUES	6.15	23,115.08	20,100.00	(3,015.08)	115.0
TOTAL FUND REVENUE	6.15	23,115.08	20,100.00	(3,015.08)	115.0
<u>EXPENDITURES</u>					
22-40-620 IMPROVEMENTS	.00	.00	3,400.00	3,400.00	.0
TOTAL EXPENDITURES	.00	.00	3,400.00	3,400.00	.0
TOTAL FUND EXPENDITURES	.00	.00	3,400.00	3,400.00	.0
NET REVENUE OVER EXPENDITURES	6.15	23,115.08	16,700.00	(6,415.08)	138.4

TOWN OF FOXFIELD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2021

AMERICAN RESCUE PLAN FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>REVENUE</u>					
23-30-150	AMERICAN RESCUE PLAN FUNDS	98,277.75	98,277.75	.00	(98,277.75)	.0
23-30-611	INTEREST INCOME	.12	.12	.00	(.12)	.0
	TOTAL REVENUE	98,277.87	98,277.87	.00	(98,277.87)	.0
	TOTAL FUND REVENUE	98,277.87	98,277.87	.00	(98,277.87)	.0
	NET REVENUE OVER EXPENDITURES	98,277.87	98,277.87	.00	(98,277.87)	.0

TOWN OF FOXFIELD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2021

		CTF				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REVENUES</u>						
31-30-611	INTEREST EARNINGS	1.26	11.60	280.00	268.40	4.1
31-30-634	CTF DISTRIBUTION	2,747.07	4,924.86	7,800.00	2,875.14	63.1
	TOTAL REVENUES	2,748.33	4,936.46	8,080.00	3,143.54	61.1
	TOTAL FUND REVENUE	2,748.33	4,936.46	8,080.00	3,143.54	61.1
<u>EXPENDITURES</u>						
31-40-550	MAINTENANCE	95.21	1,568.98	13,000.00	11,431.02	12.1
	TOTAL EXPENDITURES	95.21	1,568.98	13,000.00	11,431.02	12.1
	TOTAL FUND EXPENDITURES	95.21	1,568.98	13,000.00	11,431.02	12.1
	NET REVENUE OVER EXPENDITURES	2,653.12	3,367.48	(4,920.00)	(8,287.48)	68.4

**MEMORANDUM**

TO: Mayor Jones and Members of the Board

FROM: Karen Proctor, Town Administrator

DATE: July 15, 2021

RE: Resolution 2021-06 Terminating the Order Declaring a Local Disaster Emergency In and For The Town of Foxfield, Colorado

DISCUSSION:

On March 20, 2020, the Mayor issued an order declaring a local disaster that is in effect for seven (7) days unless continued or extended by the Town Board. Resolution 2020-02 was approved by the Board on March 26th, 2020, extending the Emergency Declaration until April 17, 2020. The Orders from the State were extended until at least April 26, 2020. Therefore, an additional extension to the Town of Foxfield Order Declaring a Local Disaster Emergency was approved by the Board on April 16, 2020, to continue the Emergency Declaration until the Mayor determines that the local disaster no longer exists with the Town of Foxfield. On July 8th, 2021, the State of Colorado declared the state of emergency is over. Attached is Resolution 2021-06 terminating the order declaring the local disaster emergency in and for the Town of Foxfield.

RECOMMENDED MOTION:

"I move to approve Resolution 2021-06 Terminating the Order Declaring a Local Disaster Emergency In and For The Town of Foxfield, Colorado."

ATTACHMENTS:

Exhibit A: Resolution 2021-06 Terminating the Order Declaring a Local Disaster Emergency In and For The Town of Foxfield, Colorado

**A RESOLUTION TERMINATING THE ORDER DECLARING A LOCAL DISASTER
EMERGENCY IN AND FOR THE TOWN OF FOXFIELD, COLORADO**

WHEREAS, the Colorado Disaster Emergency Act, C.R.S. § 24-33.5-701, *et seq.* (the "Act"), provides procedures for statewide and local prevention of, preparation for, response to, and recovery from disasters and emergencies;

WHEREAS, pursuant to the Act, an "emergency" is an unexpected event that places life or property in danger and requires an immediate response through the use of state and community resources and procedures, and an "emergency epidemic" is cases of an illness or condition, communicable or noncommunicable, caused by bioterrorism, pandemic influenza, or novel and highly fatal infectious agents or biological toxins;

WHEREAS, pursuant to C.R.S. § 24-33.5-709, a local disaster emergency may be declared "only by the principal executive officer of a political subdivision," here, the Mayor;

WHEREAS, on March 20, 2020, the Mayor issued an order declaring a local disaster and on April 16, 2020, Resolution 2020-04 was approved to continue the Emergency Declaration until such time as the Mayor determines that the local disaster no longer exists within the Town of Foxfield;

WHEREAS, on July 15, 2021, the Mayor has determined that the local disaster no longer exists within the Town of Foxfield;

WHEREAS, pursuant to C.R.S. § 24-33.5-709(1), any order declaring, continuing, or terminating a local disaster emergency shall be given prompt and general publicity and shall be filed promptly with the Town Clerk, the County Clerk and with the state office of emergency management; and

WHEREAS, immediately after it was issued, the attached order was given prompt and general publicity, was filed with the Town Clerk and the Arapahoe County Clerk and Recorder and was submitted to the Colorado Office of Emergency Management.

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

Section 1. The Board of Trustees hereby consents to and supports terminating the Order Declaring a Local Disaster Emergency in and for the Town of Foxfield, Colorado.

Section 2. That pursuant to C.R.S. § 24-33.5-709 the Declaration shall be terminated as the Mayor has determined that the local disaster declared in the Declaration, and as further described in this Resolution, no longer exists within the Town of Foxfield.

Section 3. This Resolution shall be given prompt and general publicity, filed with the Town Clerk and the Arapahoe Clerk and Recorder, and submitted to the Colorado Office of Emergency Management.

DATED, at Town of Foxfield, Colorado, this 15th day of July, 2021.

A handwritten signature in dark ink, appearing to read "Lisa Jones", written over a horizontal line.

Lisa Jones, Mayor

ATTEST:

Randi Gallivan, CMC
Town Clerk



ORDER DECLARING A LOCAL DISASTER EMERGENCY IN AND FOR
THE TOWN OF FOXFIELD, COLORADO

WHEREAS, the Colorado Disaster Emergency Act, C.R.S. § 24-33.5-701, *et seq.* (the "Act"), provides procedures for statewide and local prevention of, preparation for, response to, and recovery from disasters and emergencies;

WHEREAS, pursuant to the Act, an "emergency" is an unexpected event that places life or property in danger and requires an immediate response through the use of state and community resources and procedures, and an "emergency epidemic" is cases of an illness or condition, communicable or noncommunicable, caused by bioterrorism, pandemic influenza, or novel and highly fatal infectious agents or biological toxins;

WHEREAS, pursuant to C.R.S. § 24-33.5-709, a local disaster emergency may be declared unilaterally by the principal executive officer of a political subdivision, here the Mayor;

WHEREAS, pursuant to C.R.S. § 24-33.5-709, such a declaration activates the response and recovery aspects of any applicable disaster emergency plans and authorizes the furnishing of aid and assistance under such plans;

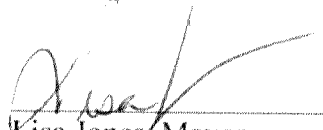
WHEREAS, pursuant to C.R.S. § 24-33.5-709(1) the declaration of a local emergency shall not be continued beyond a period of 7 days or removed except by action of the Board of Trustees;

WHEREAS, pursuant to C.R.S. § 24-33.5-709(1), any order declaring, continuing, or terminating a local disaster "shall be given prompt and general publicity and shall be filed promptly with the county clerk and recorder, the [town] clerk...and with the office of emergency management"; and

WHEREAS, because of the COVID-19 pandemic, which was recognized by the Governor of the State of Colorado on March 10, 2020, the Town of Foxfield is suffering and has suffered a disaster emergency as defined in the Act.

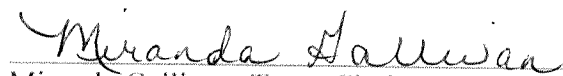
NOW, THEREFORE, IT IS HEREBY ORDERED, this 20th day of March, 2020, that a disaster emergency is declared in and for the Town of Foxfield, Colorado, beginning on this day and ending March 27, 2020, unless extended by action of the Board of Trustees.

IT IS FURTHER ORDERED that this Order shall be given prompt and general publicity, filed immediately with the Town Clerk, and a copy of it shall be sent to the Arapahoe County Clerk and Recorder as well as to the Colorado Office of Emergency Management.

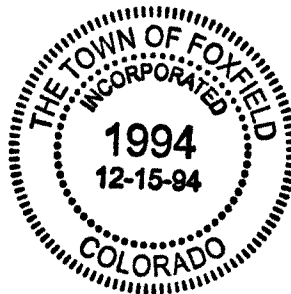


Lisa Jones, Mayor

ATTEST:



Miranda Gallivan, Town Clerk





MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Karen Proctor, Town Administrator

DATE: July 15, 2021

RE: American Rescue Plan (ARP) Funding

DISCUSSION:

On May 10th, 2021, the U.S. Department of the Treasury announced the launch of the Coronavirus State and Local Fiscal Recovery Funds, established by the American Rescue Plan Act of 2021. These funds will provide \$350 billion in emergency funding for eligible state, local, territorial, and Tribal governments to help with their response to the COVID-19 emergency and its economic impacts.

The Town of Foxfield was allocated a total of \$196,555.51 of American Rescue Plan funds. These allocations will occur in two tranches of \$98,277.75 each. The Town received the first allocation on June 28th, 2021, and the second tranche will be distributed no earlier than one year from the receipt of the first tranche.

The Treasury released details on how these funds can be used to respond to acute pandemic response needs, fill revenue shortfalls among these governments, and support the communities and populations hardest-hit by the COVID-19 crisis. The Coronavirus State and Local Fiscal Recovery Funds provide substantial flexibility for each jurisdiction to meet local needs—including support for households, small businesses, impacted industries, essential workers, and the communities hardest-hit by the crisis. These funds also deliver resources that recipients can invest in building, maintaining, or upgrading their water, sewer, and broadband infrastructure. Attached as Exhibit A is an ARP fact sheet that provides more detail into the funds and how they can be used.

Staff has put together the following list of possible uses of these funds:

- 1) Grants to our small businesses.
- 2) Assistance to households facing food, housing, or other financial insecurity.
- 3) A contribution to the food drive.
- 4) New computer, equipment, and software expenses to allow remote meeting participation.

- 5) Water line tap and meter install for the 16311 E Easter Way (\$9,330).

Following is a link to FAQ's regarding the ARP funds that are frequently being updated:

https://drive.google.com/file/d/16aNdWXizpl-ssGevVUhxemih-g_Yfiqm/view

Staff is seeking the Board's input on these suggestions, in addition to any other ideas for the use of these funds.

ATTACHMENT:

Exhibit A: FACT SHEET- The Coronavirus State and Local Fiscal Recovery Funds

FACT SHEET: The Coronavirus State and Local Fiscal Recovery Funds Will Deliver \$350 Billion for State, Local, Territorial, and Tribal Governments to Respond to the COVID-19 Emergency and Bring Back Jobs

May 10, 2021

Aid to state, local, territorial, and Tribal governments will help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery

Today, the U.S. Department of the Treasury announced the launch of the Coronavirus State and Local Fiscal Recovery Funds, established by the American Rescue Plan Act of 2021, to provide \$350 billion in emergency funding for eligible state, local, territorial, and Tribal governments. Treasury also released details on how these funds can be used to respond to acute pandemic response needs, fill revenue shortfalls among these governments, and support the communities and populations hardest-hit by the COVID-19 crisis. With the launch of the Coronavirus State and Local Fiscal Recovery Funds, eligible jurisdictions will be able to access this funding in the coming days to address these needs.

State, local, territorial, and Tribal governments have been on the frontlines of responding to the immense public health and economic needs created by this crisis – from standing up vaccination sites to supporting small businesses – even as these governments confronted revenue shortfalls during the downturn. As a result, these governments have endured unprecedented strains, forcing many to make untenable choices between laying off educators, firefighters, and other frontline workers or failing to provide other services that communities rely on. Faced with these challenges, state and local governments have cut over 1 million jobs since the beginning of the crisis. The experience of prior economic downturns has shown that budget pressures like these often result in prolonged fiscal austerity that can slow an economic recovery.

To support the immediate pandemic response, bring back jobs, and lay the groundwork for a strong and equitable recovery, the American Rescue Plan Act of 2021 established the Coronavirus State and Local Fiscal Recovery Funds, designed to deliver \$350 billion to state, local, territorial, and Tribal governments to bolster their response to the COVID-19 emergency and its economic impacts. Today, Treasury is launching this much-needed relief to:

- Support urgent COVID-19 response efforts to continue to decrease spread of the virus and bring the pandemic under control;
- Replace lost public sector revenue to strengthen support for vital public services and help retain jobs;
- Support immediate economic stabilization for households and businesses; and,
- Address systemic public health and economic challenges that have contributed to the inequal impact of the pandemic on certain populations.

The Coronavirus State and Local Fiscal Recovery Funds provide substantial flexibility for each jurisdiction to meet local needs—including support for households, small businesses, impacted industries, essential workers, and the communities hardest-hit by the crisis. These funds also deliver resources that recipients can invest in building, maintaining, or upgrading their water, sewer, and broadband infrastructure.

Starting today, eligible state, territorial, metropolitan city, county, and Tribal governments may request Coronavirus State and Local Fiscal Recovery Funds through the Treasury Submission Portal. Concurrent with this program launch, Treasury has published an Interim Final Rule that implements the provisions of this program.

FUNDING AMOUNTS

The American Rescue Plan provides a total of \$350 billion in Coronavirus State and Local Fiscal Recovery Funds to help eligible state, local, territorial, and Tribal governments meet their present needs and build the foundation for a strong recovery. Congress has allocated this funding to tens of thousands of jurisdictions. These allocations include:

Type	Amount (\$ billions)
States & District of Columbia	\$195.3
Counties	\$65.1
Metropolitan Cites	\$45.6
Tribal Governments	\$20.0
Territories	\$4.5
Non-Entitlement Units of Local Government	\$19.5

Treasury expects to distribute these funds directly to each state, territorial, metropolitan city, county, and Tribal government. Local governments that are classified as non-entitlement units will receive this funding through their applicable state government. Treasury expects to provide further guidance on distributions to non-entitlement units next week.

Local governments should expect to receive funds in two tranches, with 50% provided beginning in May 2021 and the balance delivered 12 months later. States that have experienced a net increase in the unemployment rate of more than 2 percentage points from February 2020 to the latest available data as of the date of certification will receive their full allocation of funds in a single payment; other states will receive funds in two equal tranches. Governments of U.S. territories will receive a single payment. Tribal governments will receive two payments, with the first payment available in May and the second payment, based on employment data, to be delivered in June 2021.

USES OF FUNDING

Coronavirus State and Local Fiscal Recovery Funds provide eligible state, local, territorial, and Tribal governments with a substantial infusion of resources to meet pandemic response needs and rebuild a stronger, more equitable economy as the country recovers. Within the categories of eligible uses, recipients have broad flexibility to decide how best to use this funding to meet the needs of their communities. Recipients may use Coronavirus State and Local Fiscal Recovery Funds to:

- **Support public health expenditures**, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
- **Address negative economic impacts caused by the public health emergency**, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
- **Replace lost public sector revenue**, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
- **Provide premium pay for essential workers**, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
- **Invest in water, sewer, and broadband infrastructure**, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Within these overall categories, Treasury’s Interim Final Rule provides guidelines and principles for determining the types of programs and services that this funding can support, together with examples of allowable uses that recipients may consider. As described below, Treasury has also designed these provisions to take into consideration the disproportionate impacts of the COVID-19 public health emergency on those hardest-hit by the pandemic.

1. Supporting the public health response

Mitigating the impact of COVID-19 continues to require an unprecedented public health response from state, local, territorial, and Tribal governments. Coronavirus State and Local Fiscal Recovery Funds provide resources to meet these needs through the provision of care for those impacted by the virus and through services that address disparities in public health that have been exacerbated by the pandemic. Recipients may use this funding to address a broad range of public health needs across COVID-19 mitigation, medical expenses, behavioral healthcare, and public health resources. Among other services, these funds can help support:

- **Services and programs to contain and mitigate the spread of COVID-19, including:**
 - ✓ Vaccination programs
 - ✓ Medical expenses
 - ✓ Testing
 - ✓ Contact tracing
 - ✓ Isolation or quarantine
 - ✓ PPE purchases
 - ✓ Support for vulnerable populations to access medical or public health services
 - ✓ Public health surveillance (e.g., monitoring for variants)
 - ✓ Enforcement of public health orders
 - ✓ Public communication efforts
 - ✓ Enhancement of healthcare capacity, including alternative care facilities
 - ✓ Support for prevention, mitigation, or other services in congregate living facilities and schools
 - ✓ Enhancement of public health data systems
 - ✓ Capital investments in public facilities to meet pandemic operational needs
 - ✓ Ventilation improvements in key settings like healthcare facilities

- **Services to address behavioral healthcare needs exacerbated by the pandemic, including:**
 - ✓ Mental health treatment
 - ✓ Substance misuse treatment
 - ✓ Other behavioral health services
 - ✓ Hotlines or warmlines
 - ✓ Crisis intervention
 - ✓ Services or outreach to promote access to health and social services
- **Payroll and covered benefits expenses** for public health, healthcare, human services, public safety and similar employees, to the extent that they work on the COVID-19 response. For public health and safety workers, recipients can use these funds to cover the full payroll and covered benefits costs for employees or operating units or divisions primarily dedicated to the COVID-19 response.

2. **Addressing the negative economic impacts caused by the public health emergency**

The COVID-19 public health emergency resulted in significant economic hardship for many Americans. As businesses closed, consumers stayed home, schools shifted to remote education, and travel declined precipitously, over 20 million jobs were lost between February and April 2020. Although many have since returned to work, as of April 2021, the economy remains more than 8 million jobs below its pre-pandemic peak, and more than 3 million workers have dropped out of the labor market altogether since February 2020.

To help alleviate the economic hardships caused by the pandemic, Coronavirus State and Local Fiscal Recovery Funds enable eligible state, local, territorial, and Tribal governments to provide a wide range of assistance to individuals and households, small businesses, and impacted industries, in addition to enabling governments to rehire public sector staff and rebuild capacity. Among these uses include:

- **Delivering assistance to workers and families**, including aid to unemployed workers and job training, as well as aid to households facing food, housing, or other financial insecurity. In addition, these funds can support survivor's benefits for family members of COVID-19 victims.
- **Supporting small businesses**, helping them to address financial challenges caused by the pandemic and to make investments in COVID-19 prevention and mitigation tactics, as well as to provide technical assistance. To achieve these goals, recipients may employ this funding to execute a broad array of loan, grant, in-kind assistance, and counseling programs to enable small businesses to rebound from the downturn.
- **Speeding the recovery of the tourism, travel, and hospitality sectors**, supporting industries that were particularly hard-hit by the COVID-19 emergency and are just now beginning to mend. Similarly impacted sectors within a local area are also eligible for support.
- **Rebuilding public sector capacity**, by rehiring public sector staff and replenishing unemployment insurance (UI) trust funds, in each case up to pre-pandemic levels. Recipients may also use this funding to build their internal capacity to successfully implement economic relief programs, with investments in data analysis, targeted outreach, technology infrastructure, and impact evaluations.

3. Serving the hardest-hit communities and families

While the pandemic has affected communities across the country, it has disproportionately impacted low-income families and communities of color and has exacerbated systemic health and economic inequities. Low-income and socially vulnerable communities have experienced the most severe health impacts. For example, counties with high poverty rates also have the highest rates of infections and deaths, with 223 deaths per 100,000 compared to the U.S. average of 175 deaths per 100,000.

Coronavirus State and Local Fiscal Recovery Funds allow for a broad range of uses to address the disproportionate public health and economic impacts of the crisis on the hardest-hit communities, populations, and households. Eligible services include:

- **Addressing health disparities and the social determinants of health**, through funding for community health workers, public benefits navigators, remediation of lead hazards, and community violence intervention programs;
- **Investments in housing and neighborhoods**, such as services to address individuals experiencing homelessness, affordable housing development, housing vouchers, and residential counseling and housing navigation assistance to facilitate moves to neighborhoods with high economic opportunity;
- **Addressing educational disparities** through new or expanded early learning services, providing additional resources to high-poverty school districts, and offering educational services like tutoring or afterschool programs as well as services to address social, emotional, and mental health needs; and,
- **Promoting healthy childhood environments**, including new or expanded high quality childcare, home visiting programs for families with young children, and enhanced services for child welfare-involved families and foster youth.

Governments may use Coronavirus State and Local Fiscal Recovery Funds to support these additional services if they are provided:

- within a Qualified Census Tract (a low-income area as designated by the Department of Housing and Urban Development);
- to families living in Qualified Census Tracts;
- by a Tribal government; or,
- to other populations, households, or geographic areas disproportionately impacted by the pandemic.

4. Replacing lost public sector revenue

State, local, territorial, and Tribal governments that are facing budget shortfalls may use Coronavirus State and Local Fiscal Recovery Funds to avoid cuts to government services. With these additional resources, recipients can continue to provide valuable public services and ensure that fiscal austerity measures do not hamper the broader economic recovery.

Many state, local, territorial, and Tribal governments have experienced significant budget shortfalls, which can yield a devastating impact on their respective communities. Faced with budget shortfalls and pandemic-related uncertainty, state and local governments cut staff in all 50 states. These budget shortfalls and staff cuts are particularly problematic at present, as these entities are on the front lines of battling the COVID-19 pandemic and helping citizens weather the economic downturn.

Recipients may use these funds to replace lost revenue. Treasury's Interim Final Rule establishes a methodology that each recipient can use to calculate its reduction in revenue. Specifically, recipients will compute the extent of their reduction in revenue by comparing their actual revenue to an alternative representing what could have been expected to occur in the absence of the pandemic. Analysis of this expected trend begins with the last full fiscal year prior to the public health emergency and projects forward at either (a) the recipient's average annual revenue growth over the three full fiscal years prior to the public health emergency or (b) 4.1%, the national average state and local revenue growth rate from 2015-18 (the latest available data).

For administrative convenience, Treasury's Interim Final Rule allows recipients to presume that any diminution in actual revenue relative to the expected trend is due to the COVID-19 public health emergency. Upon receiving Coronavirus State and Local Fiscal Recovery Funds, recipients may immediately calculate the reduction in revenue that occurred in 2020 and deploy funds to address any shortfall. Recipients will have the opportunity to re-calculate revenue loss at several points through the program, supporting those entities that experience a lagged impact of the crisis on revenues.

Importantly, once a shortfall in revenue is identified, recipients will have broad latitude to use this funding to support government services, up to this amount of lost revenue.

5. Providing premium pay for essential workers

Coronavirus State and Local Fiscal Recovery Funds provide resources for eligible state, local, territorial, and Tribal governments to recognize the heroic contributions of essential workers. Since the start of the public health emergency, essential workers have put their physical well-being at risk to meet the daily needs of their communities and to provide care for others.

Many of these essential workers have not received compensation for the heightened risks they have faced and continue to face. Recipients may use this funding to provide premium pay directly, or through grants to private employers, to a broad range of essential workers who must be physically present at their jobs including, among others:

- | | |
|---|---|
| ✓ Staff at nursing homes, hospitals, and home-care settings | ✓ Truck drivers, transit staff, and warehouse workers |
| ✓ Workers at farms, food production facilities, grocery stores, and restaurants | ✓ Childcare workers, educators, and school staff |
| ✓ Janitors and sanitation workers | ✓ Social service and human services staff |
| ✓ Public health and safety staff | |

Treasury's Interim Final Rule emphasizes the need for recipients to prioritize premium pay for lower income workers. Premium pay that would increase a worker's total pay above 150% of the greater of the state or county average annual wage requires specific justification for how it responds to the needs of these workers.

In addition, employers are both permitted and encouraged to use Coronavirus State and Local Fiscal Recovery Funds to offer retrospective premium pay, recognizing that many essential workers have not yet received additional compensation for work performed. Staff working for third-party contractors in eligible sectors are also eligible for premium pay.

6. Investing in water and sewer infrastructure

Recipients may use Coronavirus State and Local Fiscal Recovery Funds to invest in necessary improvements to their water and sewer infrastructures, including projects that address the impacts of climate change.

Recipients may use this funding to invest in an array of drinking water infrastructure projects, such as building or upgrading facilities and transmission, distribution, and storage systems, including the replacement of lead service lines.

Recipients may also use this funding to invest in wastewater infrastructure projects, including constructing publicly-owned treatment infrastructure, managing and treating stormwater or subsurface drainage water, facilitating water reuse, and securing publicly-owned treatment works.

To help jurisdictions expedite their execution of these essential investments, Treasury's Interim Final Rule aligns types of eligible projects with the wide range of projects that can be supported by the Environmental Protection Agency's Clean Water State Revolving Fund and Drinking Water State Revolving Fund. Recipients retain substantial flexibility to identify those water and sewer infrastructure investments that are of the highest priority for their own communities.

Treasury's Interim Final Rule also encourages recipients to ensure that water, sewer, and broadband projects use strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions.

7. Investing in broadband infrastructure

The pandemic has underscored the importance of access to universal, high-speed, reliable, and affordable broadband coverage. Over the past year, millions of Americans relied on the internet to participate in remote school, healthcare, and work.

Yet, by at least one measure, 30 million Americans live in areas where there is no broadband service or where existing services do not deliver minimally acceptable speeds. For millions of other Americans, the high cost of broadband access may place it out of reach. The American Rescue Plan aims to help remedy these shortfalls, providing recipients with flexibility to use Coronavirus State and Local Fiscal Recovery Funds to invest in broadband infrastructure.

Recognizing the acute need in certain communities, Treasury's Interim Final Rule provides that investments in broadband be made in areas that are currently unserved or underserved—in other words, lacking a wireline connection that reliably delivers minimum speeds of 25 Mbps download and 3 Mbps upload. Recipients are also encouraged to prioritize projects that achieve last-mile connections to households and businesses.

Using these funds, recipients generally should build broadband infrastructure with modern technologies in mind, specifically those projects that deliver services offering reliable 100 Mbps download and 100

Mbps upload speeds, unless impracticable due to topography, geography, or financial cost. In addition, recipients are encouraged to pursue fiber optic investments.

In view of the wide disparities in broadband access, assistance to households to support internet access or digital literacy is an eligible use to respond to the public health and negative economic impacts of the pandemic, as detailed above.

8. Ineligible Uses

Coronavirus State and Local Fiscal Recovery Funds provide substantial resources to help eligible state, local, territorial, and Tribal governments manage the public health and economic consequences of COVID-19. Recipients have considerable flexibility to use these funds to address the diverse needs of their communities.

To ensure that these funds are used for their intended purposes, the American Rescue Plan Act also specifies two ineligible uses of funds:

- **States and territories may not use this funding to directly or indirectly offset a reduction in net tax revenue due to a change in law from March 3, 2021 through the last day of the fiscal year in which the funds provided have been spent.** The American Rescue Plan ensures that funds needed to provide vital services and support public employees, small businesses, and families struggling to make it through the pandemic are not used to fund reductions in net tax revenue. Treasury's Interim Final Rule implements this requirement. If a state or territory cuts taxes, they must demonstrate how they paid for the tax cuts from sources other than Coronavirus State Fiscal Recovery Funds—by enacting policies to raise other sources of revenue, by cutting spending, or through higher revenue due to economic growth. If the funds provided have been used to offset tax cuts, the amount used for this purpose must be paid back to the Treasury.
- **No recipient may use this funding to make a deposit to a pension fund.** Treasury's Interim Final Rule defines a "deposit" as an extraordinary contribution to a pension fund for the purpose of reducing an accrued, unfunded liability. While pension deposits are prohibited, recipients may use funds for routine payroll contributions for employees whose wages and salaries are an eligible use of funds.

Treasury's Interim Final Rule identifies several other ineligible uses, including funding debt service, legal settlements or judgments, and deposits to rainy day funds or financial reserves. Further, general infrastructure spending is not covered as an eligible use outside of water, sewer, and broadband investments or above the amount allocated under the revenue loss provision. While the program offers broad flexibility to recipients to address local conditions, these restrictions will help ensure that funds are used to augment existing activities and address pressing needs.



MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Karen Proctor, Town Administrator

DATE: July 15, 2021

RE: 2021 Financial Forecast Update

DISCUSSION:

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

A breakout of sales tax revenue is included as Exhibit B and an update of the gate expenditures is included as Exhibit C.

ATTACHMENT:

Exhibit A – Long Range Financial Forecast

Exhibit B – Sales Tax Revenue

Exhibit C – Gate Expenses

LONG RANGE FINANCIAL FORECAST													
Account	Account Title	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Forecast	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	715,382	726,458	737,645	748,943	767,070	785,432	805,881	
Taxes and Franchise Fees													
	Assessed Value	20,495,097	20,309,298	22,601,884	22,737,996	23,874,896	23,874,896	25,068,641	25,068,641	26,322,073	26,322,073	27,638,176	
	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	113,281	118,945	118,945	124,892	124,892	131,137	131,137	137,693	Provided by the county
10-31-121	Specific Ownership Tax	7,420	7,939	7,980	7,000	7,070	7,141	7,212	7,284	7,357	7,431	7,505	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	6,750	6,818	6,886	6,955	7,024	7,094	7,165	7,237	
10-31-162	IREA Franchise Fee	23,159	22,321	21,806	22,000	22,220	22,442	22,667	22,893	23,122	23,353	23,587	
10-31-163	Cable Television Fees	5,242	5,114	4,882	4,800	4,848	4,896	4,945	4,995	5,045	5,095	5,146	Comcast
10-31-191	Current Property Tax Interest	137	73	214	100	101	102	103	104	105	106	107	Interest on property tax
10-31-192	Delinquent Property Tax	4,164	(1,170)	1,329	1,057	1,068	1,078	1,089	1,100	1,111	1,122	1,133	
10-31-193	Delinquent Property Tax Intrst	1,262	(165)	551	325	328	332	335	338	342	345	349	
10-31-311	Sales Tax	292,566	338,428	262,046	200,000	205,999	209,566	212,808	214,936	217,085	219,256	221,448	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	23,084	23,314	23,548	23,783	24,021	24,261	24,504	24,749	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	378,396	390,710	394,935	404,788	407,587	416,659	419,514	428,956	
Licenses and Permits													
10-32-211	Liquor Licenses	475	398	298	773	400	400	400	400	400	400	400	3 licenses + special events
10-32-215	Business Licenses	420	385	280	385	420	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	350	350	350	350	350	350	350	350	Increase in the number of newsletters
10-32-221	Building Permits	24,611	49,499	36,679	32,321	25,000	25,000	25,000	25,000	25,000	25,000	25,000	
10-32-222	Street Cut Permits/ROW	1,054	300	450	300	300	300	300	300	300	300	300	
10-32-223	Grading Permits	150	150	0	150	150	150	150	150	150	150	150	
10-32-224	Zoning Review	2,848	1,914	2,668	1,500	1,500	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	250	250	250	250	250	250	250	
	Total Licenses and Permits	33,508	54,203	45,152	36,647	28,870	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	3,500	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	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	State derived
10-33-350	Severance Tax	0	0	399	400	400	400	400	400	400	400	400	
10-33-352	Highway User Tax	47,492	52,434	36,143	35,772	40,000	40,000	40,000	40,000	40,000	40,000	40,000	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	133	133	133	133	133	133	133	133	
10-33-371	County Road/Bridge Levy	5,810	5,691	5,436	6,367	6,685	6,685	7,019	7,019	7,370	7,370	7,739	Shareback from Arapahoe County (.560 x Assessed Value X 50%)
	Total Intergovernmental	58,448	63,572	47,469	47,172	51,718	51,718	52,052	52,052	52,403	52,403	52,772	
Charges for Services													
10-35-510	Traffic Court Revenues	8,861	6,310	2,090	2,500	3,000	3,000	3,000	3,000	3,000	3,000	3,000	
10-35-540	Chargeback Administration Fee	1,549	684	190	500	500	500	500	500	500	500	500	SafeBuilt & SEH
	Total Charges for Services	10,410	6,994	2,280	3,000	3,500	3,500	3,500	3,500	3,500	3,500	3,500	
Miscellaneous													
10-36-611	Interest Earnings	10,609	17,972	6,686	700	3,363	3,997	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	1,188	500	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	1,888	3,863	4,497	5,260	11,582	13,180	14,803	14,803	
	TOTAL REVENUES	624,103	675,967	540,936	467,102	478,661	483,520	494,471	503,592	514,612	519,090	528,900	

Administration													
10-41-110	Personnel Expenses	115,284	127,008	130,262	134,246	136,931	139,670	142,463	145,312	148,218	151,183	154,206	
10-41-116	Payroll Taxes (7.65%)	8,819	9,716	9,965	10,270	10,475	10,685	10,898	11,116	11,339	11,565	11,797	
10-41-118	Workers Compensation Ins.	826	715	724	781	950	1,000	1,000	1,000	1,000	1,000	1,000	Pinnacol
10-41-120	Supplies/Materials	1,445	461	470	500	500	500	500	500	500	500	500	Server and equipment upgrades
10-41-130	Postage/Bulk Mail Charges	537	330	336	495	400	400	400	400	400	400	400	PO Box Rental
10-41-140	Printing	1,044	0	0	50	100	100	100	100	100	100	100	
10-41-141	Newsletter	195	35	0	50	50	50	50	50	50	50	50	Hard copies of newsletter
10-41-143	Municipal Code Supplements	2,056	211	646	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	
10-41-145	Legal Notices	312	266	255	250	250	250	250	250	250	250	250	
10-41-148	Recording Fees	26	26	0	50	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	John Cutler and Associates
10-41-152	Legal	11,397	16,345	20,651	25,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	HPWC
10-41-160	County Treasurer Fees	1,072	1,042	1,153	1,133	1,189	1,189	1,249	1,249	1,311	1,311	1,377	1% of current property tax revenue
10-41-170	Communications/IT	2,155	11,861	2,689	2,800	3,000	3,000	3,000	3,000	3,000	3,000	3,000	Caselle (AP & Payroll added), Carbonite, Laserfiche
10-41-171	Telephone/Internet	2,298	1,518	1,582	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	Clerk's office
10-41-172	E-mail Server	521	498	505	500	540	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	5,987	6,000	6,000	6,000	6,000	6,000	6,000	6,000	CIRSA Property/Casualty and volunteer medical
10-41-182	Membership/Dues/Training	2,342	2,832	1,889	3,000	3,500	4,000	4,000	4,000	4,000	4,000	4,000	DRCOG, CGFOA, CMCA, CML, IIMC, Conferences and training
10-41-190	Miscellaneous Expense	38	99	2,831	250	150	150	150	150	150	150	150	
10-41-192	Bank Service Charges	36	24	24	24	30	30	30	30	30	30	30	
	Total Administration	162,902	188,900	185,976	195,485	184,216	187,714	190,780	193,847	197,039	200,230	203,550	
Elections													
10-42-121	Elections - Judges	325	0	300	0	350	0	350	0	350	0	350	
10-42-131	Election Expenses	128	0	376	0	400	0	425	0	450	0	450	
	Total Elections	453	0	676	0	750	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	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	Approximately \$1250/qrt
	Total Judicial	9,117	8,864	3,648	9,000	9,000	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	118,945	118,945	124,892	124,892	131,137	131,137	137,693	IGA with Arapahoe County Sherriff
10-46-314	Off Duty Officer Patrols	14,152	5,138	1,935	5,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	
10-46-400	Animal Control	390	260	195	325	325	325	325	325	325	325	325	
	Total Public Safety	116,598	106,579	114,960	118,260	132,270	132,270	138,217	138,217	144,462	144,462	151,018	
Public Works													
10-48-451	Planning	5,110	3,850	2,547	5,000	6,000	6,000	6,500	6,500	7,000	7,000	7,000	SafeBuilt
10-48-452	Engineering	15,739	16,934	27,155	16,960	15,000	15,000	15,500	15,500	15,500	15,500	15,500	SEH
10-48-453	Code Enforcement	7,939	9,308	10,129	10,000	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	20,000	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	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	Terracare
10-48-456	Traffic Control/Signage	2,759	2,468	687	1,500	2,000	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	25,000	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	300	350	350	400	400	450	450	450	
10-48-459	Street Lights	1,272	1,279	1,311	1,200	1,300	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	6,000	6,000	8,000	8,000	8,000	8,000	8,000	8,000	Misc Terracare charges, SEH pavement management
10-48-461	Gates Electricity & Maintenance	0	0	0	5,000	5,000	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	5,000	5,000	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	700	700	700	700	700	700	700	
	Total Public Works	111,491	146,410	144,913	148,442	141,350	143,350	144,400	144,400	144,950	144,950	144,950	
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	136,437	0	0	0	0	0	0	0	Gates, ACWWA
10-58-801	Capital Exp < \$5,000.00	1,876		0	0	0	0	0	0	0	0	0	Bulletin boards/dog waste stations/libraries
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	136,437	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	459,852	483,387	614,851	607,624	467,585	472,333	483,172	485,464	496,250	498,641	509,319	
	REVENUES LESS EXPENDITURES	164,251	192,579	(73,916)	(140,522)	11,076	11,187	11,298	18,127	18,362	20,449	19,582	

	ENDING FUND BALANCE	737,240	929,820	855,904	715,382	726,458	737,645	748,943	767,070	785,432	805,881	825,463	
	ROAD MAINTENANCE FUND												
	Beginning Fund Balance	0	0	0	207,357	76,357	(23,404)	101,596	250,096	397,051	542,415	392,415	
	Village Center Sales Tax	0	0	207,357	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	
	TOTAL REVENUES			207,357	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	
	Crack Seal/Chip Seal	0	0	0	331,000	299,761	75,000	51,500	53,045	54,636	350,000	350,000	
	Other Road Maintenance	0	0	0									
	TOTAL EXPENDITURES	0	0	0	331,000	299,761	75,000	51,500	53,045	54,636	350,000	350,000	
	ENDING FUND BALANCE	0	0	207,357	76,357	(23,404)	101,596	250,096	397,051	542,415	392,415	242,415	
	OPEN SPACE FUND												
	BEGINNING FUND BALANCE	95,993	117,815	140,765	163,766	183,575	203,675	223,775	243,875	263,975	284,075	304,175	
22-30-130	Arapahoe CO Open Space Distrib	19,845	20,282	21,936	23,059	19,000	19,000	19,000	19,000	19,000	19,000	19,000	
22-30-611	Interest Earnings	1,977	3,026	1,066	150	1,100	1,100	1,100	1,100	1,100	1,100	1,100	
22-30-680	Miscellaneous/Other Income	0	0	0	0	0	0	0	0	0	0	0	
	TOTAL REVENUES	21,822	23,308	23,002	23,209	20,100	20,100	20,100	20,100	20,100	20,100	20,100	
22-40-511	Maintenance	0	0	0	0	0	0	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	3,400	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	3,400	0	0	0	0	0	0	0	
	REVENUES LESS EXPENDITURES	21,822	22,950	23,002	19,809	20,100	20,100	20,100	20,100	20,100	20,100	20,100	
	ENDING FUND BALANCE	117,815	140,765	163,766	183,575	203,675	223,775	243,875	263,975	284,075	304,175	324,275	
	CONSERVATION TRUST FUND												
	BEGINNING FUND BALANCE	37,094	32,271	28,259	29,985	25,005	20,285	15,565	10,845	6,125	1,405	(3,315)	
31-30-611	Interest Earnings	757	809	274	20	280	280	280	280	280	280	280	
31-30-634	CTF Distribution	7,898	5,982	8,024	8,000	8,000	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	8,020	8,280	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	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	15% of Terracare contract, ACWWA, IREA
	TOTAL EXPENDITURES	13,478	10,803	6,572	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	
	REVENUES LESS EXPENDITURES	(4,823)	(4,012)	1,726	(4,980)	(4,720)	(4,720)	(4,720)	(4,720)	(4,720)	(4,720)	(4,720)	
	ENDING FUND BALANCE	32,271	28,259	29,985	25,005	20,285	15,565	10,845	6,125	1,405	(3,315)	(8,035)	

SUMMARY OF GATE EXPENDITURES TO DATE

Contractor	Contract Cost	Paid in 2019	Paid in 2020	Paid to date 2021	Amount Remaining
SEH	\$ 12,753.50	\$ (9,914.75)	\$ (76.00)	\$ (3,416.18)	\$ (653.43)
Terracare	\$ 86,245.12		\$ (28,748.00)	\$ (28,748.00)	\$ 28,749.12
DGO	\$ 66,712.98			\$ (46,050.02)	\$ 20,662.96
IREA	\$ 10,902.00		\$ (10,902.00)		\$ -
City of Centennial	\$ -	\$ -	\$ -	\$ (565.00)	\$ -
TOTAL	\$ 176,613.60	\$ (9,914.75)	\$ (39,726.00)	\$ (78,779.20)	\$ 48,758.65

TIMELINE

March 2020 Project on hold due to pandemic

June 2020 Move forward with the project, revenue projections are good

July 2020 IREA did site visit to begin design

September 2020 Received design and cost estimate. Required additional work by Terracare and DGO

October 2020 Received final estimate from Terracare

November 2020 Received final estimate from DGO

December 2020 Construction begins

July 2021 Estimated construction completion



MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Karen Proctor, Town Administrator

DATE: July 15, 2021

RE: Remote Meeting Participation

DISCUSSION:

Staff is seeking direction regarding the possibility of hybrid meetings. Now that the Board is meeting in person, do you wish to offer remote participation to the residents? In order to allow remote participation, the Town would need to invest in some equipment to include a laptop, the Meeting Owl, possibly some speakers and continue to pay for Zoom. This cost is estimated at approximately \$2,500.

Below is some feedback Staff received from other Cities and Towns regarding hybrid meetings.

If the Board desires to offer remote participation, Staff will bring back a detailed analysis of possible options and costs to the next meeting.

Centennial

Centennial did one hybrid meeting and then came back to full, in-person meetings on June 14th. Hybrid was difficult and there are too many opportunities for technical problems.

Centennial City Council will look at virtual zoom meetings for work sessions, during blizzards, etc., in the future. Fully virtual, Zoom meetings worked better for them than hybrid.

Cherry Hills Village

CHV is going back to all in-person with no hybrid option. The people on Zoom have a hard time hearing the people in the Council Chambers so it makes hybrid meetings difficult.

Elizabeth

Elizabeth is using a Meeting Owl. It works, but a little hard to really see people, you need some good speaker system for people on Zoom to hear. They have external speakers to amplify the sound. A good system for the price.

Parker

Parker has been doing a “hybrid” model for Council meetings and Study Sessions in which the Mayor, Council and staff are in-person and outside presenters, applicants and general public are “virtual” via Zoom and Facebook. The Council elected to transition to this model from the 100% virtual meetings back in July 2020. They opened the in-person option to outside presenters and applicants in April (none have taken them up on it yet).

Parker has done the Facebook Live Streaming for Council meetings for several years and under COVID it was restricted it to public who wish only to view the meeting and not participate. They are not able to provide public comment during public hearings through Facebook Live. This live streaming is done on-site by a contracted individual and with his equipment.

With COVID and the in-person restrictions, they added the Zoom option for both Council meetings, which is used for public hearings and general public comment, and Council study sessions. They purchased some equipment to assist with this through CARES funds. The Zoom option and participation is managed by staff.

Crested Butte

Crested Butte’s Deputy Clerk would prefer to transition away from this interactive component. It has been a lot to manage the remote audience for her and the Clerk who already have to focus on the meeting and she expects that management will become more difficult as they transition to having Council members, staff and the public back in the Chambers. They would have to make some significant modifications to the technology in the meeting room to accommodate both in-person and remote audiences effectively.