



**TOWN BOARD AGENDA
REGULAR MEETING**

(All items listed for discussion and possible action)

Virtual Meeting

**Thursday, March 17, 2022
6:30 p.m.**

1. Call to Order
2. Roll Call of Board Members
3. Audience Participation Period (limit 4 minutes per speaker)
4. Consent Agenda
 - a. Approval of Minutes – March 3, 2022
 - b. Treasurer's Report – February 2022
5. Reports
 - a. Correspondence
 - b. Mayor
 - c. Members of Town Board
 - d. Staff
6. Future Agenda Items
7. Ward 1 and 3 Trustee Interviews
8. Adjournment



MINUTES

BOARD OF TRUSTEES MEETING

March 3, 2022

Call to Order/Roll Call

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

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

Audience Participation

Allyson Zoellner, 16915 E. Costilla Avenue, expressed some displeasure about how much vegetation was removed when the Mile High Flood District cleaned up the drainageway in the Open Space.

Consent Agenda

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

- a. Approval of Minutes – February 17, 2022

The motion passed by unanimous roll call vote.

For Possible Action

Ordinance 2022-01 Adding a New Article 6 to Chapter 6 Regarding Marijuana Delivery Permits Within the Town

Mayor Jones moved to approve Ordinance 2022-01 Adding a New Article 6 to Chapter 6 Regarding Marijuana Delivery Permits Within the Town, seconded by Trustee Farreau. The motion passed on a vote of 5 to 2, with Trustees Freas and Thompson casting the dissenting votes.

Approval of Guardrails for the Fremont Gate

Town Administrator Proctor presented a quote from Terracare in the amount of \$5,387.58 for the installation of guardrails to prevent turning vehicles from driving onto and damaging private property. She noted the expense would be eligible for ARP funds. Mayor Jones moved to approve the Terracare proposal for guardrails and delineators by the Fremont gates in an amount not to exceed \$5,387.58. Following a second by Trustee Thompson, the motion passed by unanimous roll call vote.

For Discussion

Gate Working Group Report

Trustee Farreau reported on the Gate Working Group's first meeting last week. The committee recommended the Board accept the alternate camera proposal and seek bids for installation. The second recommendation was to seek Board approval for a policy of shutting off the gates during bad weather, on Federal holidays and in case of an accident or emergency.

The committee would also like to send out an RFP for a local labor contract for maintenance on the gates. The Board agreed to move forward with both these RFPs.

There was some discussion regarding how to prosecute any persons who damage the gates. That process will be developed in concert with the Town Attorney.

Trustee Cockrell reported there are three trustees and three residents who have been trained to make minor gate repairs. There are a few more residents who will be trained soon.

Reports

Members of the Town Board

Trustee Snell-Johnson received an inquiry from a resident regarding the placement of an accessory structure at a new building site. Town Administrator Proctor was assured by the Planning and Building departments that everything at that site is being constructed according to Code.

Trustee Thompson asked if she can reach out to local school art departments to see if they would be interested in a project to paint murals in the tunnel in the Open Space. The Board assented.

Trustee Freas requested current Code Enforcement reports be sent to the Board. Deputy Town Clerk Gallivan will follow up.

Trustee Cockrell suggested consulting an arborist to determine what trees are best to plant in the Open Space and the best timing for such plantings. She also noted the areas where thistle was removed should be reseeded in the spring. Mile High Flood District may fund at least a portion of the replanting.

Trustee Farreau asked if anyone knew of any contractors who might be interested in installing the gate cameras.

Town Staff

Deputy Town Clerk Gallivan noted the following:

- The Spring Clean-Up event will take place on June 11
- The Large Item Pick-Up will occur on July 23
- Per a request from Our Lady of Loreto School, Trunk or Treat will be scheduled for October 29
- The Town will be switching from Comcast to T-Mobile for faster internet service at a lower rate
- The Town will switch to Intermedia for phone and texting service, at a lower rate than Comcast
- Four No Camping signs will be ordered to be placed at each end of both pedestrian tunnels. Once they are in place, the Sheriff's Department can help anyone camping there to relocate
- A request will go out for residents to serve on a 4th of July committee to plan that event

Adjournment

Mayor Jones adjourned the meeting at 7:29 p.m.

Randi Gallivan, Town Clerk

Lisa Jones, Mayor

**Treasurer's Report
February 2022**

	Credit	Debit	Balance
1st Bank Checkbook Beginning Balance			25,055.50
<u>Deposits</u>			
Colo Interac - gate tags	24.00		
Colo Interac - building permits	3,801.47		
Business licenses	105.00		
Town of Parker Q4 traffic fines	268.60		
Arapahoe County - MV tax	34.72		
Comcast - Q4 2021 franchise fee	1,325.59		
Total Deposits	5,559.38		
<u>Disbursements</u>			
Microsoft 365		99.99	
CORE - 6805 S. Lewiston Way lights		46.17	
CORE - 6773 S. Lewiston Cir SP		21.61	
CORE - 16500 Fremont Ave gate		29.91	
CORE - 7430 S Richfield gate		29.84	
Microsoft Online email hosting		41.50	
EFTPS - January payroll tax deposit		2,615.97	
ACWWA- irrigation		75.03	
CORE - 6806 S Parker Road lights		78.36	
Caselle - monthly support		150.00	
Terracare Assoc - snow removal, public works		18,939.75	
Kevin Sidel - municipal judge		250.00	
SEH - engineering		970.50	
Safebuilt - building services, code enforcement		931.75	
John Cutler & Assoc - audit		5,000.00	
HPWC, PC - legal services		2,140.00	
Jeff Briar - February compensation		300.14	
M. Gallivan - February compensation		2,834.76	
K. Proctor - February compensation		4,898.27	
First Bank - fees		2.00	
Total Disbursements		39,455.55	
1st Bank Checkbook Ending Balance			-8,840.67

**Treasurer's Report
February 2022**

	Credit	Debit	Balance
ColoTrust General Fund Beginning Balance			\$ 850,322.43
Deposits			
Cigarette Tax	160.05		
Sales Tax	71,185.40		
Arapahoe County	2,237.16		
Mineral Lease Distribution	0.00		
Severance Tax	0.00		
HUTF	3,009.49		
Due from Open Space	4,612.00		
Due from Conservation Trust Fund	14,719.18		
Due from American Rescue Plan	13,252.72		
Public Service	1,783.96		
Interest Income	68.93		
Total Deposits	111,028.89		
Disbursements			
Transfer to First Bank		35,000.00	
Total Disbursements		35,000.00	
ColoTrust General Fund Ending Balance			\$ 926,351.32
ColoTrust CTF Fund Beginning Balance (Lottery Money)			
			\$ 42,314.97
Deposits			
CTF Funds	0.00		
Interest Income	2.93		
Total CTF Deposits	2.93		
Disbursements			
Transfer to General Fund		14,719.18	
Total CTF Disbursements		14,719.18	
ColoTrust CTF Fund Ending Balance			\$ 27,598.72
ColoTrust Open Space - Beginning Balance			
			\$ 186,919.96
Deposits			
Arapahoe County Shareback	0.00		
Interest Income	13.97		
Total Deposits	13.97		
Disbursements			
Transfer to General Fund		4,612.00	
Total Disbursements		4,612.00	
ColoTrust Open Space Ending Balance			\$ 182,321.93

**Treasurer's Report
February 2022**

	Credit	Debit	Balance
ColoTrust Amer Rescue Plan - Beginning Balance			\$ 98,297.96
Deposits			
State of Colorado	0.00		
Interest Income	7.15		
Total Deposits	7.15		
Disbursements			
Transfer to General Fund		13,252.72	
Total Disbursements		13,252.72	
ColoTrust Amer Rescue Plan Ending Balance			\$ 85,052.39