



**TOWN BOARD AGENDA
REGULAR MEETING**

(All items listed for discussion and possible action)

Virtual Meeting

**Thursday, May 5, 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 – April 21, 2022
5. For Possible Action
 - a. Approval of Vance Brothers Bid for 2022 Pavement Repair and Surface Treatment Program
6. For Discussion
 - a. Gate Working Group Report
 - b. 4th of July Event
 - c. Introduction of Town Clerk/Treasurer Finalist
7. Reports
 - a. Correspondence
 - b. Mayor
 - c. Members of Town Board
 - d. Staff
8. Future Agenda Items
9. Adjournment



MINUTES

BOARD OF TRUSTEES MEETING

April 21, 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, Pam Thompson, Joe 'Hark' Herold, Tim Schultz, and Mayor Lisa Jones. A quorum was present.

Consent Agenda

Trustee Thompson requested that both items be removed from the Consent Agenda for discussion.

Approval of Minutes – March 17, 2022

Trustee Thompson requested a clarification to the minutes that she was seeking approval from the Board to request Sarah Staal to be in charge of the tunnel painting project.

Mayor Jones moved, seconded by Trustee Thompson, to approve the Minutes of March 17, 2022 as amended. Following a second by Trustee Thompson, the motion passed by unanimous roll call vote.

Treasurer's Report – March 2022

Trustee Thompson noted the budget was already over the 2022 budgeted amount for off-duty patrol officers.

The motion passed by unanimous roll call vote.

For Possible Action

2021 Audited Financial Statements

Town Administrator Proctor presented the 2021 Audit Report and noted the Town ended Fiscal Year 2021 under budget. Mayor Jones moved to approve the 2021 Audited Financial Statements as presented. Following a second by Trustee Herold, the motion passed by unanimous roll call vote.

2022 IGA with Arapahoe County for the Open Space Sales and Use Tax Shareback Funds

Town Administrator Proctor noted that voters approved the permanent reauthorization of the County's open space sales and use tax with a new resolution governing the use of the funds. With this new resolution, the County and Foxfield need to enter into new intergovernmental agreement concerning shareback funding. Mayor Jones moved to approve the 2022 Intergovernmental Agreement with Arapahoe County for the open space sales and use tax shareback funds. Following a second by Trustee Cockrell, the motion passed by unanimous roll call vote.

Reports

Mayor

Mayor Jones reported the Appeals Court ruled in the Town's favor regarding the geodesic dome greenhouse erected without a permit at 7231 S. Quintero Street. The Town Attorney will work with the homeowner's attorney to draft a plan to remove the dome within 90 days.

Members of the Town Board

Trustee Farreau reported that the gate cameras will be ordered next week and installation will begin once they have been delivered.

Trustee Thompson:

- Reported the grate in the Open Space drainageway has still not been tied down
- Stated that a few residents have asked about the feasibility of installing benches on corners around town
- Noted that the Kingdom Hall is back to holding in-person services

Trustee Cockrell attended the DRCOG meeting and learned the Metro Area has attained its goal in CO₂ emissions for the first time since 1995. She also reported that bicyclists may now legally treat a stop sign as a yield sign and a red light as a stop sign.

Trustee Schultz questioned why purchase traffic counters when the Town could install more receivers and use the speed radar signs already owned to gather the same information.

Staff Reports

Town Administrator Proctor reported the cost of off-duty officers to patrol the Town has already exceeded the annual budget, but it appears the extra patrols may have lowered the incidences of damage to the gate arms. The Board requested the frequency of the patrols remain high and they will review the budget quarterly.

Town Administrator Proctor noted there are three candidates in the running for the first round of interviews for a new Town Clerk/Treasurer. The interviews will take place next week.

Future Agenda Items

- Gate report
- Traffic counters
- 4th of July event

Adjournment

Mayor Jones adjourned the meeting at 7:17 p.m.

Randi Gallivan, Acting Town Clerk

Lisa Jones, Mayor



MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Karen Proctor, Town Administrator

DATE: May 5, 2022

RE: Vance Brothers Bid for 2022 Pavement Repair and Surface Treatment Program

DISCUSSION:

Attached as Exhibit A is the bid from Vance Brothers for the 2022 pavement repair and surface treatment program in the amount of \$278,381.70. On April 7th, the Board approved the Agreement with SEH for the management of the 2022 pavement repair and surface treatment in the amount of \$18,478 for a combined total project cost of \$296,859.70. In the approved 2022 budget there is \$300,000 for this work in the roads maintenance fund.

Following the Board discussion on April 7th, SEH adjusted the locations for chipseal to include S. Sedalia Street and S. Quintero Street. Therefore, they removed some of the cul-de-sac streets to keep the quantity within the budget. Exhibit B is an updated map and spreadsheet showing these changes.

RECOMMENDED MOTION:

"I move to approve the Vance Brothers Bid for the 2022 Pavement Repair and Surface Treatment Program."

ATTACHMENTS:

Exhibit A – Vance Brothers Bid for 2022 Pavement Repair and Surface Treatment Program
Exhibit B – Update map and spreadsheet for chipseal

BID FORM

The undersigned offers and agrees to furnish all items, upon which the prices are quoted, at the price set opposite each item, if this Bid is accepted within sixty (60) days of the due date. The undersigned also agrees to make delivery, or render service, within ten (10) days of receipt of the Notice to Proceed. The undersigned certifies that no federal, state, or local tax is included in the quoted prices and that none will be added.

Bidder acknowledges receipt of the following Addenda:

N/A

Name of Bidder:

Vance Brothers Inc.

Address:

380 West 62nd Avenue
Denver, CO 80216

Telephone Number:

(303) 341-2604

BID SUMMARY

Item	Unit	Qty	Unit Price	Total Price
Crack Seal	Ton	2.0	\$4,000.00	\$8,000.00
Crack Patch (18" wide)	LF	750.0	\$19.45	\$14,587.50
Small Patch	SY	20	\$235.00	\$4,700.00
Chip Seal 3/8" with fog coat	SY	55,564.0	\$4.05	\$225,034.20
Traffic Control	LSUM	1	\$13,500.00	\$13,500.00
Contingency/Emergency Repair	LSUM	1	\$2,500.00	\$2,500.00
Epoxy Pvmnt Mkg	SF	280.0	\$27.00	\$7,560.00
Construction Admin	LSUM	1	\$2,500.00	\$2,500.00

Total Base Price:

\$ 278,381.70

two hundred seventy eight thousand, three hundred eighty one dollars & seventy cents
(in words)

BIDDER:

By: _____

Chris Lee, Vice President

STATE OF COLORADO)

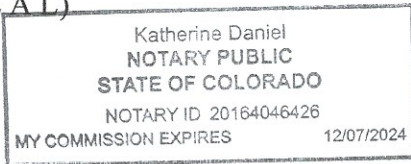
) ss.

COUNTY OF Adams)

The foregoing instrument was subscribed, sworn to and acknowledged before me this day of 28th April, 2022, by Chris Lee, as Vice President of Vance Brothers, Inc.

My commission expires: 12/07/2024

(SEAL)



Notary Public Katherine Daniel

BIDDER'S QUALIFICATION STATEMENT

A Statement showing the qualifications of Bidder shall be a prerequisite to the Bidder being awarded the Contract. The qualification statement is intended to assure the Town that a high degree of overall workmanship can be expected, and that the Work will be completed within the time limits contained in the Contract Documents.

All items on the statement must be answered in full and submitted with the Bid. The qualification statement will be reviewed by the Town after all Bids have been received and opened and prior to award.

The Bidder shall answer and furnish the following items for review:

1. Name of Bidder. Vance Brothers, Inc
2. Permanent address and phone number of Bidder. 380 West 62nd Avenue
Denver, CO 80216
3. Date company was organized. 1958
4. If a corporation, where incorporated. Missouri
5. Number of years engaged in contracting business under present firm or tradename. 64
6. Certified copy of financial statement prepared during current fiscal year as prepared for bank or bonding company.
7. List of current jobs new under contract, indicating client and telephone number, size, type of job and percentage of completion of each and date of completion. (Use additional sheets if necessary).
see attached
8. List of projects of this size and complexity completed within the last three (3) years along with contract amount, client's name and address. see attached

9. Have you ever failed to complete any work awarded to you? If so, when, where, and why?
NO

10. Have you ever defaulted on a contract? If so, when, where, and why? _____

NO

11. List your major equipment available for this contract. see attached

BIDDER:

By: _____

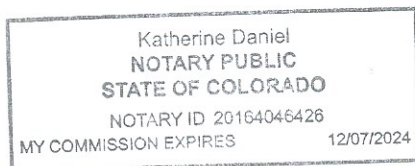
Chris Lee, Vice President

STATE OF COLORADO)
) ss.
COUNTY OF Adams)

The foregoing instrument was subscribed, sworn to and acknowledged before me this day of
28th April, 2022, by Chris Lee, as Vice President
of Vance Brothers, Inc.

My commission expires: 12/07/2024

(SEAL)



Notary Public Katherine Daniel

**PROSPECTIVE CONTRACTOR'S CERTIFICATE REGARDING EMPLOYING OR
CONTRACTING WITH ILLEGAL ALIENS**

FROM: Vance Brothers, Inc
(Prospective Contractor)

TO: Town of Foxfield
Randi Gallivan, Town Clerk

Project Name 2022 Pavement Patching, Crack Sealing and Surface Treatment

Bid Number _____

Project No. _____

As a prospective Contractor for the above-identified bid, I (we) do hereby certify that, as of the date of this certification, I (we) do not knowingly employ or contract with an illegal alien who will perform work under the Agreement and that I (we) will confirm the employment eligibility of all employees who are newly hired for employment to perform work under the Agreement through participation in either the E-Verify Program administered by the United States Department of Homeland Security and Social Security Administration or the Department Program administered by the Colorado Department of Labor and Employment.

Executed this 28th day of April, 2022.

Prospective Contractor Vance Brothers, Inc

By: _____

Its: Chris Lee, Vice President
Title

(Insert the Individual, Corporate or Partnership Certificate as appropriate)

2022 WORK ON HAND

JOB NAME	CUSTOMER	PM	PHONE #	TYPE	AMOUNT
Mt Olivet Cemetary Slurry	Foothills			slurry	\$53,620.70
2022 Slurry Project	Castle Rock	Frank Castillo	(720) 733-2468	slurry	\$1,735,299.80
2022 Citywide Chipseal & Crackseal	Denver	Amy Strouthopoulos	(720) 766-5140	capeseal	\$5,008,750.00
2022 Crackseal Program C/O #4	Arapahoe County	David Beard	(720) 874-6523	crackseal	\$345,000.00
2022 Slurry Seal Project	Frederick	Jason Berg	(720) 382-5601	slurry	\$416,390.00
2022 Townwide Pavement Preservation	Parker	Danny Smith	(303) 805-3229	slurry	\$1,831,338.09
2022 Mastic PO 2200990	Thornton	Keith Griess	(303) 538-7325	mastic	\$250,000.00
2022 Crackseal PO 2200988	Thornton	Keith Griess	(303) 538-7325	crackseal	\$1,235,815.60
Ft Collins Slurry	Apex	Quinten Larkin	(970) 889-3280	slurry	\$16,001.50
2022 Slurry Seal Project	Westminster	Monica Herrmann	(303) 658-2528	slurry	\$1,782,938.46
2022 Pavement Preservation Treatment Program	Arapahoe County	David Beard	(720) 874-6523	chipseal	\$1,364,102.95
2022 Chip & Crackseal	Estes Park	Ryan Barr	(970) 577-3575	chipseal	\$147,491.00
2022 Chipseal	CHV	Ryan Berninzoni	(303) 783-2740	chipseal	\$235,882.48
2022 Street Resurfacing Project	Mead			slurry & chipseal	\$340,405.00

Vance Brothers, Inc
Largest Completed Projects

Contract \$	Project Name	Owner's Name, Contact, Address, & Phone No.	Project Description	Completion Date	Liquidated Damages
\$4,479,815.55	2014 Surface Treatment Project	Douglas County 100 Third Street Castle Rock, CO 80104 Terry Gryber (303) 663-6284	Chipseal, Slurry Seal, Crackseal, Patching	10/08/14	NO
\$4,184,636.81	2018 Citywide Chipseal & Crackseal	City & County of Denver 201 W Colfax Ave., Dept 614 Denver, CO 80202 Derek Miles (303) 446-3534	Chipseal, Slurry Seal, Crackseal	10/30/2018	NO
\$3,750,077.00	2021 Citywide Chipseal & Crackseal	City & County of Denver 201 W Colfax Ave., Dept 614 Denver, CO 80202 Amy Strouthopoulos (720) 766-5140	Chipseal, Slurry Seal, Crackseal	12/7/2021	NO
\$3,615,569.00	2021 Slurry Seal Project	Town of Castle Rock 4175 N Castleton Castle Rock, CO 80109 Randy Speake (720) 584-4702	slurry, crackseal, mastic, patching, striping	11/05/21	NO
\$3,454,428.05	2019 Citywide Chipseal & Crackseal	City & County of Denver 201 W Colfax Ave., Dept 614 Denver, CO 80202 Derek Miles (303) 446-3534	Chipseal, Slurry Seal, Crackseal	10/30/2019	NO
\$3,196,124.19	2016 Citywide Chipseal & Crackseal	City & County of Denver 201 W Colfax Ave., Dept 614 Denver, CO 80202 Angela Hager (303) 446-3534	Chipseal, Slurry Seal, Crackseal	10/6/2016	NO
\$3,080,904.76	2013 Surface Treatment Project	Douglas County 100 Third Street Castle Rock, CO 80104 Terry Gryber (303) 663-6284	Chipseal, Slurry Seal, Crackseal, Patching	12/03/13	NO
\$2,809,638.00	2015 Citywide Chipseal & Crackseal	City & County of Denver 201 W Colfax Ave., Dept 614 Denver, CO 80202 Angela Hager (303) 446-3534	Chipseal, Slurry Seal, Crackseal	10/31/2015	NO
\$1,933,981.00	2018 Slurry Seal Program	Town of Castle Rock 4175 N Castleton Castle Rock, CO 80109 Kip Book (720) 765-5289	Slurry Seal, Striping	12/21/18	NO
\$1,830,566.32	2019 Townwide Chip/Slurry Program	Town of Parker 9045 Tammy Lane, Parker CO 80109 Danny Smith (303) 805-3229	Chipseal, Slurry Seal, Micro Surfacing, Patching	09/30/19	NO
\$1,701,985.00	2021 Slurry Seal Project	City of Westminster 4800 West 92nd Avenue Westminster, CO 80031 Barb Cinkosky (303) 658-2522	slurry, concrete sidewalks, C&G, patching, striping	07/27/21	NO
\$1,611,961.04	2016 Slurry Seal Program	Town of Castle Rock 4175 N Castleton Castle Rock, CO 80109 Aaron Monk (720) 733-2471	Slurry, Crackseal, Patching, Striping	07/11/14	NO
\$1,562,498.91	2015 Slurry Seal Program	Town of Castle Rock 4175 N Castleton Castle Rock, CO 80109 Aaron Monk (720) 733-2471	Patching, Slurry Seal, Striping	09/12/12	NO
\$1,524,610.00	2021 Townwide Chipseal-Slurry Seal Program	Town of Parker 9045 Tammy Lane, Parker CO 80109 Brian Varnak (303) 453-9608	slurry seal, chipseal, microsurfacing, patching, striping	11/01/21	NO

\$1,301,269.70	2019 Slurry Seal Program	Town of Castle Rock 4175 N Castleton Castle Rock, CO 80109 Frank Castillo (720) 733-2468	Patching, Slurry Seal, Striping	09/30/19	NO
\$1,484,920.00	2013 Citywide Chipseal & Crackseal	City & County of Denver 201 W Colfax Ave., Dept 614 Denver, CO 80202 Angela Hager (303) 446-3534	Chipseal, Slurry Seal, Crackseal	10/28/2013	NO
\$1,473,086.40	2012 North & South Surface Treatment	City of Aurora 15151 E Alameda Parkway Aurora, CO 80012 Gary Carroll (303) 739-7100	Patch, Slurry Seal, Striping	08/25/12	NO
\$1,266,146.29	2014 Slurry Seal Project	Town of Castle Rock 4175 N Castleton Castle Rock, CO 80109 Aaron Monk (720) 733-2471	Patching, Slurry Seal, Striping	07/31/15	NO
\$1,031,911.49	2020 Townwide Chip, Slurry Program	Town of Parker 9045 Tammy Lane, Parker CO 80109 Danny Smith (303) 805-3229	Chipseal, Slurry Seal, Micro Surfacing, Patching	10/05/20	NO
\$1,061,550.40	2020 Slurry Seal Project	City of Westminster 4800 West 92nd Avenue Westminster, CO 80031 Barb Cinkosky (303) 658-2522	Slurry	11/19/20	NO
\$1,007,168.90	2018 Chip Seal Program	City of Greeley 1001 9th Avenue Greeley, CO 80631 Pat Hill (970) 350-9540	Chipseal, Slurry Seal	11/8/2018	NO



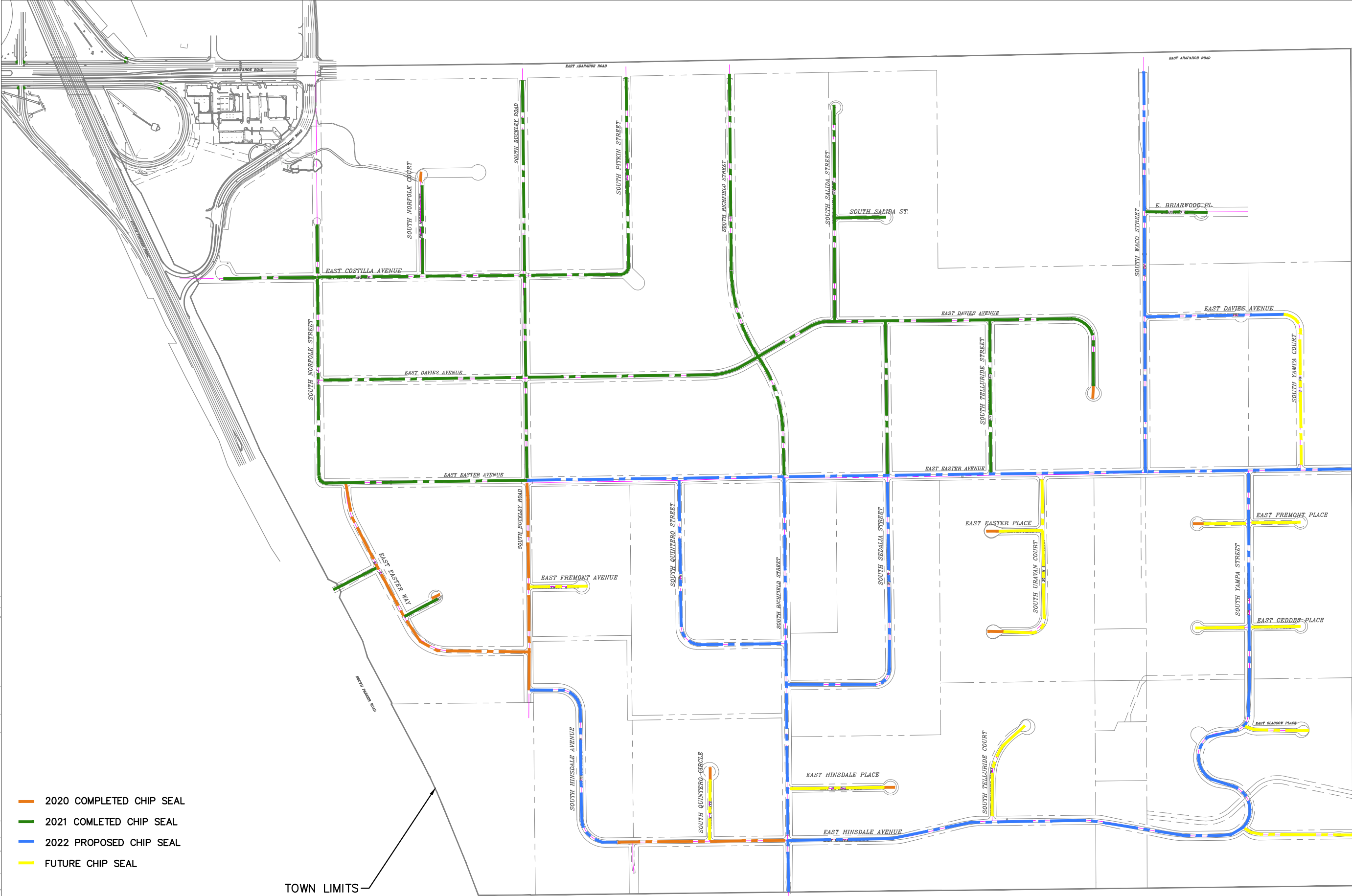
Equipment List

Unit #	Year	Description
2199	2007	Freightliner
2200	2005	International Truck (Tractor)
2201	2005	International Truck (Tractor)
2202	2005	International Truck (Tractor)
2203	2007	FRHT Semi Tractor Lowboy
2204	2000	KW T800B Tractor Lowboy
956	2009	GMC Sweeper
957	2001	GMC Sweeper
870	2006	Sterling LT9500
871	2006	Sterling LT9500
953	2012	Freightliner M2
955	2015	Kenworth T370
5251	2008	Trail King Trailer
5250	2007	REDR Live Bottom Trailer

3241	2006	Titan Tilt Deck Trailer
5240	1998	Superior Trailer (Paver)
5242	2003	Wade 53' Trailer Lowboy
5243	1980	Butler Tanker
5244	1980	Butler Tanker
5245	2007	Golf Cart Trailer
5246	2001	TRL Step Deck Trailer
5247	1981	Polar Tanker
5248	1981	Trailmobile Tanker
5249	1981	Polar Tanker
869		Berkamp Slurry Unit
3335	2009	Cimline Melter
3336	2011	Cimline Melter
7053	2002	Ford F250 Pickup
7054	2008	Ford F150 Supercrew
7055	1999	Ford F450
7056	2008	Ford F150
7057	2010	Ford F150
7058	2001	Dodge Ram
7059	2005	Ford F550
7060	2004	Ford F150 Lariat
7061	2013	Ford F150
7062	2000	Ford F450
7063	2000	Ford F250 Pickup
7064	2000	Ford F450
7065	2006	Ford F150 Supercrew
7066	2014	Ford F150 STX

7067	2011	Ford F350 Crew Cab Lariat
7068	2014	Ford F150
7069	2016	Ford F150 XLT Supercrew
7070	2013	Ford F350 XLT Supercrew
7071	2014	Ford F350 XL
865	1995	Chevy Kodiak Truck
866	1996	International Truck (Tractor)
867	1999	International Tandem Dump Truck
868	2007	Freightliner
951	2018	Isuzu NQR
952	2005	Isuzu NQR
954	2007	International 4200 Water Truck
869	2006	Sterling LT9500
2196	2011	International Prostar Tractor
2197	2011	International Prostar Tractor
2198	2000	KW T800B Truck Tractor
3337		Marathon Mastic Machine
3338	2017	Doosan Air Compressor
3339	2017	Cimline Melter
3340	2001	LeeBoy Tack Distributor
3341		Cimline PCR 25 Router
3342	2010	Ingersoll Rand Air Compressor
3343	2005	Solar Portable Sign Board
3344	2005	Solar Portable Sign Board
3345	2015	CURVE Arrow Board Trailer
3346	2006	HYPAC Pneumatic Roller
3347	2010	IR P185WJD Air Compressor


3348	2004	Caterpillar Loader
3349	2005	Bearcat Chip Spreader
3350	2007	HYPAC Roller
3351	1998	Caterpillar Loader
3352		Bomag Roller
6211	2011	Spreader Box
6213	2012	Spreader Box
955		Bearcat Distributor
953		Bearcat Distributor
871		Berkamp Slurry Unit
870		Berkamp Slurry Unit
6209		Lincoln Welder on Unit 7064
6210		Compressor on Unit 7064
6212	2011	Hydrant Meter



NO.	REVISIONS	DATE	BY
1	2020 UPDATE	01/31/20	GM
2			
3			
4			
5			

COLORADO LAW (SENATE BILL 93-155) REQUIRES PERSONS TO NOTIFY THE UTILITY NOTIFICATION CENTER OF COLORADO 2 BUSINESS DAYS PRIOR TO MAKING OR BEGINNING AN EXCAVATION. NOTIFICATION MAY BE MADE BY CALLING: 811

DESIGNED _____ DATE _____
DRAWN _____ DATE _____
CHECKED _____ DATE _____



PHONE: 720.540.6800
2000 S. COLORADO BLVD.
TOWER ONE, SUITE 6000
DENVER, CO 80222-7938

TOWN OF FOXFIELD

2022 CHIP SEAL PLAN		SHEET NO.
SEH PROJECT NO. 130900	DATE ISSUED SEPTEMBER 10, 2020	1
		SHEET

Town of Foxfield Pavement Maintenance Program Forecast												
District	Number of Lanes	Lane Miles	Street	From	To	L	W	Additional Area (SF)	Total Pavement Area (S.Y.)	Crack Patch 2022 (LF)	Small Patch 2022 (SY)	Proposed Chip Seal 2022 (3/8") (S.Y.)
1	2	0.116	E Fremont Ave	S Buckley Rd	E end CDS	305	24	428	861			
									-			
1	2	0.074	S Pitkin St (South End of Site)	E Hinsdale Ave	S end CDS	195	16	324	383			
									-			
1	2	0.475	S Buckley Rd	E Arapahoe Rd	E Costilla Ave	1255	25	-	3,486			
1	2	0.509	S Buckley Rd	E Costilla Ave	E Easter Ave	1345	25	-	3,736			
1	2	0.511	S Buckley Rd	E Easter Ave	E Hinsdale Way	1350	25	-	3,750			
									-			
1	2	0.364	E Davies Ave (East End of Site)	S Waco St	S Yampa Ct	960	25	391	2,710	48.00		2,666
									-			
1	2	0.362	S Yampa Ct	E Davies Ave	E Easter Ave	955	25	750	2,736	48.00		
									-			
1	2	0.227	Norfolk Ct	N end CDS	E Costilla Ave	600	24	4,657	2,117			
									-			
1	2	0.701	S Richfield St	E Arapahoe Ave	E Davies Ave	1850	25	-	5,139			
1	2	0.309	S Richfield St	E Davies Ave	E Easter Ave	815	25	-	2,264			
1	2	0.877	S Richfield St	E Easter Ave	E Hinsdale Pl	2315	25	-	6,431	25.00		6,431
1	2	0.134	S Richfield St	E Hinsdale Ave	City Limits	355	25	160	1,004			96
									-			
1	2	0.108	S Salida St Cul-de-sac	S Salida St	E end CDS	285	24	3,958	1,200			
									-			
1	2	0.108	E Fremont Ave Cul-de-sac	S Buckley Rd	E End CDS	285	25	5,070	1,355			
									-			
1	2	0.150	S Quintero Cir	N end CDS	E Hinsdale Ave	395	24	4,778	1,584			
									-			
1	2	0.765	S Waco St	E Arapahoe Rd	E Easter Ave	2020	25	19,445	7,772	72.00		5,612
									-			
1	2	0.170	S Norfolk St	N end CDS	E Costilla Ave	450	24	2,376	1,464			
1	2	0.886	S Norfolk St	E Costilla Ave	E Easter Ave	2340	24	-	6,240			
									-			
1	2	0.473	S Pitkin St (North End of Site)	E Arapahoe Rd	E Costilla Ave	1250	24	-	3,333			
									-			
1	2	0.121	E Costilla Ave	W end CDS	S Norfolk St	320	24	300	887			
1	2	0.489	E Costilla Ave	S Norfolk St	S Buckley Rd	1290	25	-	3,583			
1	2	0.258	E Costilla Ave	S Buckley Rd	S Pitkin St	680	24	132	1,828			
									-			
	2	0.285	S Hinsdale Ave	S Buckley Rd	S Pitkin St	1502	24	-	4,005			4,005
									-			
1	2	0.928	E Hinsdale Ave	S Pitkin St	S Richfield St	975	24	792	2,688			
1	2	1.110	E Hinsdale Ave	S Richfield St	S Yampa St	2930	25	192	8,160			8,139
1	2	0.267	E Hinsdale Ave	S Yampa St	City Limits	705	26	245	2,064			
									-			
1	2	0.502	S Salida St	N end CDS	E Davies Ave	1325	24	4,072	3,986			
									-			
1	2	0.492	E Davies Ave	S Norfolk St	S Buckley Rd	1300	25	864	3,707			
1	2	0.566	E Davies Ave	S Buckley Rd	S Richfield St	1495	25	988	4,263			
1	2	0.966	E Davies Ave	S Richfield St	S end CDS	2550	25	4,657	7,601			
									-			
1	2	0.489	E Easter Ave	S Norfolk St	S Buckley Rd	1290	25	-	3,583			
1	2	0.627	E Easter Ave	S Buckley Rd	S Richfield St	1655	25	-	4,597	72.00		4,597
1	2	0.879	E Easter Ave	S Richfield St	S Waco St	2320	24	-	6,187	24.00		6,187
1	2	0.498	E Easter Ave	S Waco St	City Limits	1315	24	160	3,524			3,524
									-			
1	2	0.686	E Easter Way	E Easter Ave	S Buckley Rd	1810	24	756	4,911			
									-			
1	2	0.076	E Easter Ct	E Easter Way	E end CDS	200	24	3,978	975			
									-			
1	2	0.233	E Hinsdale Pl	S Richfield St	E end CDS	615	24	4,634	2,155	24.00		
									-			
1	2	0.242	S Telluride Ct	N end CDS	E Hinsdale Ave	640	24	4,951	2,257			
									-			
1	2	0.125	E Glasgow Pl	S Yampa St	E end CDS	330	25	3,551	1,311	24.00		
									-			
1	2	0.367	S Sedalia St	E Davies Ave	E Easter Ave	970	25	864	2,790			
1	2	0.722	S Sedalia St	E Easter Ave	S Richfield St	1905	25	864	5,388	144.00		5,292
									-			
1	2	0.468	S Uravan Ct	E Easter Ave	S end CDS	1235	25	4,517	3,932	24.00		
									-			
1	2	0.367	S Telluride St	E Davies Ave	E Easter Ave	970	25	864	2,790			
									-			
1	2	0.619	S Quintero St	E Easter Ave	S Richfield St	1635	25	576	4,606	72.00		4,542
									-			
1	2	1.019	S Yampa St	E Easter Ave	E Hinsdale Ave	2690	24	-	7,173			7,173
									-			
1	2	0.110	E Geddes Pl	W end CDS	S Yampa St	290	24	3,521	1,165			
1	2	0.103	E Geddes Pl	S Yampa St	E end CDS	272	24	4,518	1,227			
									-			
1	2	0.106	E Fremont Pl	W end CDS	S Yampa St	280	24	4,401	1,236	50.00		
1	2	0.108	E Fremont Pl	S Yampa St	E end CDS	285	24	3,626	1,163	50.00		
									-			
1	2	0.123	E Briarwood Pl	S Waco St	E end CDS	325	25	4,522	1,405			
									-			
1	2	0.108	E Easter Pl	W end CDS	S Uravan Ct	285	25	3,897	1,225			
									-			
TOTALS									173,936.68	677.00	20.00	58,264.00



VOLUNTEER OPPORTUNITY

The Town of Foxfield is seeking friendly volunteers that love our 4th of July celebration and want to do what they can do to create a festive event for all.

- ❖ **FOOD COORDINATOR – Arrange Catering / Oversee below tasks**
 - Manage Potluck Dishes
 - Purchase Water / Drinks / Schedule Ice Delivery
- ❖ **GROUNDS COORDINATOR – Arrange for Rentals / Oversee below tasks**
 - Set Up Table and Chairs
 - Trash Bins / Collection
- ❖ **PARADE COORDINATOR - Design Route / Oversee below tasks**
 - Place Barriers along Route
 - Parade Marshall – direct line up & start time
 - Create Signage
- ❖ **ENTERTAINMENT COORIDNATOR – Town Supplies / Oversee below tasks**
 - Decorating
 - Games
 - Miscellaneous
- ❖ **CLEAN UP COORDINATOR – Lost & Found / Oversee below tasks**
 - Stack Tables / Chairs
 - Wipe / Box / Consolidate

Please Ctrl+Click on 'SIGN UP' below to view the online volunteer sheet.

Sign Up

LET'S CELEBRATE FOXFIELD!



MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Karen Proctor, Town Administrator

DATE: May 5, 2022

RE: Introduction of Town Clerk/Treasurer Finalist

Town Administrator Proctor, Acting Town Clerk Gallivan, Mayor Jones and Trustee Farreau, interviewed Ms. Kathleen Schmitz and are excited to present her to the Board as our recommendation for appointment as the new Town Clerk/Treasurer for the Town of Foxfield. Ms. Schmitz's resume is attached for your review. She has an extensive background with great experience that we feel will help make her successful in this position. In addition, she has exceptional customer service skills, dedication, passion, and a strong desire to learn new things.

The Board is welcome to ask any questions of Ms. Schmitz this evening. If the Board approves her as the next Town Clerk/Treasurer, Ms. Schmitz will be appointed to the position at the next meeting on May 19th, 2022.

ATTACHMENTS:

Exhibit A – Kathleen Schmitz Resume

KATHLEEN SCHMITZ

PROFILE

A highly experienced and agile finance and accounting professional who has demonstrated the ability to navigate challenges, find solutions, and get any job done. By relying on a mixture of adaptability, creativity, problem-solving empathy, optimism, passion, and a belief that society is strongest when we remove barriers that prohibit progress, I have been supporting positive change for years. I work independently and collaboratively to ensure the work gets done.

EXPERIENCE

Student Advocate: 2006-always

Champion for students with intellectual or emotional disabilities. Thoroughly investigates Colorado and Federal laws and application to ensure the best free and appropriate education. Educator partner and student protector while managing limitations of resources.

Invesco: 2019-CURRENT

Head of Bank Loan Services

Hired to help turn around a team that had lost its way. Focused on improvements in processes, training and individual responsibility. Increased controls to ensure proper accounting.

Portfolio Operations

Multi-Faceted team member, who balanced roles across business lines. Focused on process improvement and partnering with teams across the firm and vendors to create solutions.

OppenheimerFunds: 2000-2010 AND 2013-2019

Investment Operations Hired to create best in class oversight

Treasury Oversight Improved vendor and partnership relationships

Fund Accounting Grew as a novice, lead as an expert

Brown Brothers Harriman: 2010-2013

Led multiple accounting, finance and reporting teams with a variety of responsibilities, knowledge and skills.

Solver of Problems

Agile Professional

Champion of Inclusion

Multifaceted Organizer

CONTACT



720-203-1661



Kschmitz19@gmail.com



25787 E. Weaver Place

SKILLS

- Agility
- Empathy
- Pragmatic creativity
- Data and impact analyzer
- Accounting/Finance
- Ability to identify and foster complimentary partnerships

EDUCATION & SERVICE

Education: Colorado State University

Bachelor of Science in Business Administration:

Finance Concentration

Community Service

Cross-Cultural Solutions-Costa Rica
Project Homeless Connect and other United Way events
Trisomy 18 Foundation fundraisers
Charitable Events campaign leader