



**TOWN BOARD AGENDA
REGULAR MEETING**

(All items listed for discussion and possible action)

Hybrid Meeting

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

**Thursday, September 1, 2022
6:30 p.m.**

1. Call to Order
2. Roll Call of Board Members
3. Audience Participation Period (limit 4 minutes per speaker)
4. Consent Agenda
 - a. Approval of Minutes – August 18, 2022
5. For Discussion
 - a. Discussion with Arapahoe County Sergeant Brett Cohn
6. For Possible Action
 - a. Gate Study Group Carpool Proposal
7. Reports
 - a. Correspondence
 - b. Mayor
 - c. Members of Town Board
 - d. Staff
8. Future Agenda Items
9. Adjournment

STUDY SESSION to discuss the Town of Foxfield Master Plan



MINUTES

BOARD OF TRUSTEES MEETING

August 18, 2022

Call to Order/Roll Call

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

The following Trustees were present in person: Trustee Cockrell, Trustee Herold, and Trustee Schultz.

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

Audience Participation

None.

Consent Agenda

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

- a. Approval of Minutes – August 4, 2022
- b. Financial Reports – July 2022

The motion passed by unanimous roll call vote.

For Possible Action

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

Town Administrator Proctor introduced the revised Policy. Mayor Jones moved approve to Resolution 05-2022 A Resolution Adopting a Traffic Control Gate Policy and Trustee Herold seconded the motion. The Motion passed by unanimous roll call.

For Discussion

Microsoft Teams Phone Service

Town Clerk Schmitz presented the potential for adding new Microsoft Licenses to allow for Microsoft Teams issued phone number. After discussing the cost, the Board did not move to approve the additional licenses.

Long Range Financial Forecast

Town Administrator noted that the off-duty officer cost continues to climb but will be monitored.

Reports

Mayor

Mayor Jones noted that there are a lot of resident complaints about speeding. Buckley, Waco, and the Our Lady of Loretto traffic patterns have been noted as areas of concern. Mayor Jones suggested that we move forward with the traffic study and/or traffic mitigation.

Members of the Town Board

Trustee Thompson summarized the meeting with Terracare and Mile High Flood District and stated it was very productive.

Trustee Farreau noted the Tuesday afternoon Gate Study meeting, scheduled on August 23, 2022, will cover resident carpools, bus routes, the traffic study, and a texting notification solution.

Trustee Cockrell noted that the RTD bus stop discussion is still to come and will update accordingly.

Staff

Town Administrator Proctor noted the agreed upon Open Space plan includes a Fall mowing of the undergrowth and a Springtime preemergent spraying of the Thistle. Terracare presented an estimate and will follow up once the work is approved. Ms. Proctor also noted that CDOT has been contacted about the homeless encampment, the damaged rails on the tunnel and the graffiti on the fins on the open space tunnel. Lastly, Ms. Proctor shared Attorney Hoffmann's Master Plan advice, which included breaking down the updates into sections and creating schedules for discussion.

Town Clerk Schmitz noted that the Caselle cloud migration is in the early stages and noted that while migration is dependent on the vendor's implementation schedule, the target is still the end of August. Ms. Schmitz also contacted the Sheriff's department to enquire about getting more information added to the Computer-Aided Dispatch Reports, but that is not possible. However, the Arapahoe County Sergeant has been invited to a future meeting. Ms. Schmitz also communicated with the Cherry Creek School District Transportation representative about the consolidation of bus routes and will follow-up if any additional information is received.

Future Agenda Items:

Master plan study session

Adjournment

Mayor Jones adjourned the meeting at 7:06pm.

Kathleen Schmitz, Town Clerk

Lisa Jones, Mayor



MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Karen Proctor, Town Administrator

DATE: September 1, 2022

RE: Gate Study Group Carpool Proposal

DISCUSSION:

The Gate Study Group had a meeting on Tuesday, August 23, 2022. There were several residents in attendance from Foxfield, Chenango and Chaparral that shared the difficulties they are having with carpools taking place during the gate operation times.

To address this problem, the Gate Study Group is proposing the following Carpool Pilot Program:

- 1) The pilot program will be one year and will be reevaluated at the end of the first year.
- 2) A maximum of 40 tags will be available to carpool participants (this is about 5 % of tags already provided to Foxfield residents).
- 3) There will be a \$25 yearly fee and \$8 per RFID tag
- 4) A Foxfield resident must be a participant of the carpool
- 5) The Foxfield resident participating in the carpool, that uses a route affected by the gates, will need to complete a document (which staff will create and ask Attorney Hoffmann to review) that lists all carpool participants' (names and addresses) and purpose for carpool (ie. school, work, after school activities). The Foxfield resident will need to attest that the information on the document is correct. They will be responsible for making the payment and delivering RFID tags to the carpool participants.

The Gate Study Group is seeking approval from the Board to move forward with this proposal. If approved, Staff will update the Gate Policy and will draft the Carpool document.