



## MINUTES

### BOARD OF TRUSTEES MEETING

August 4, 2022

#### **Call to Order/Roll Call**

The virtual meeting was called to order at 6:32 p.m. via Microsoft Teams.

The following Trustees were present in person: Mayor Jones, Trustee Thompson, Trustee Goddard and Trustee Herold.

The following Trustees were present via Microsoft Teams: Trustee Farreau, Trustee Cockrell and Trustee Schultz. A quorum was present.

#### **Audience Participation**

Jerry Zoellner of E. Costilla Avenue raised questions about the Gate Policy; specially, he disagreed with the provision that provides for the issuance of 2 tags to each of the churches in Foxfield. He noted that tags are to be issued to vehicles registered with a Foxfield address. Trustee Goddard responded that each church is a resident of Foxfield. Mayor Jones acknowledged Mr. Zoellner's point but reconfirmed the Board's decision.

#### **Consent Agenda**

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

- a. Approval of Minutes – July 21, 2022

The motion passed by unanimous roll call vote.

#### **For Possible Action**

##### **Resolution 06-2022 Authorizing Staff to Approve Minor Amendments to Our Lady of Loreto Development Plan**

Mayor Jones introduced Travis Reynolds, the Town Planner, and asked him to explain the proposed amendment to the Our Lady of Loreto Development Plan. Mr. Reynolds clarified that the Sec. 16-2-90 (b) of the Municipal Code allows for administrative development approvals provided that the Board deems the amendment to be minor and issues a written direction.

Mr. Reynolds summarized the proposal as follows:

- Relocation of ball field to Southeast corner
- Previously designated ball or soccer field is now a baseball field
- Chain Link fence addition around the perimeter of the field
- Tree placement and grading addressed
- Addition of bleacher seating

Mayor Jones moved to deny the amendment designation as minor. Trustee Thompson seconded the motion. The motion passed on a vote of 6 to 1, with Trustee Goddard casting the dissenting vote.

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

Trustee Farreau introduced and summarized the Gate Policy. Trustee Goddard questioned the language in the Policy and asked for clarification of the intent. Trustee Goddard agreed to edit the Policy to ensure the language and the intent align. The Resolution was tabled until the next Board meeting.

## **For Discussion**

### **Open Space**

Resident Mark Gibson of E. Arapahoe Road spoke about the upkeep of the open space. Mr. Gibson noted the presence of large thistle weeds in the open space and commented that the care of the open space weeds falls under the same Municipal Code stipulations for residents. Mr. Gibson further suggested remedial options, including mowing the area during the winter and chemical spraying in the spring. Town Administrator Proctor offered to coordinate a meeting with Terracare, the landscape maintenance vendor, to inspect the area and agree on a treatment plan. Trustee Cockrell suggested that the Town hire a specialist firm to treat the open space area.

There was discussion about one of the Town tunnels. Mr. Gibson expressed concern about homeless camps and the related vagrancy encroachment. Potential solutions were discussed including gating the entry points and filling the tunnel. The Town will get a quote from Terracare.

## **Reports**

### **Mayor**

The Intergovernmental Agreement with Arapahoe County regarding Arapahoe Road is still in progress.

### **Members of the Town Board**

Trustee Thompson reported the Parker Road overpass road work is underway and traffic patterns will be affected near the Parker and Centennial intersection.

Trustee Goddard discussed the increase of personal cell phone spam and inquired about potentially issuing Town phone numbers via Microsoft.

Trustee Farreau noted that once the Gate Policy is approved a resident notification will be sent to highlight key violation sections. Additionally, Trustee Farreau and the Town Administrator Proctor are working on an RFP for a new gate maintenance vendor. Lastly, a traffic study will be conducted once repairs to the speed radars are completed.

Trustee Cockrell met with David Herzog, of CDOT, who was enthusiastic about the potential Foxfield's multimodal plan and provided guidance on getting CDOT backing. She also attended a transportation forum where it was noted that trail and sidewalk projects were often receiving funding. Mr. Cockrell noted that EV charging stations can be a revenue generator.

**Staff**

Town Administrator Proctor noted that two gate violation letters have been issued. Additionally, Ms. Proctor mentioned that an August celebration for Deputy Town Clerk Gallivan has been scheduled.

Town Clerk Schmitz inquired as to dates for 2023's Bulk Item and Clean Up Day as Republic Services is booking up already. Additionally, Ms. Schmitz reported on a possible text notification solution for Gate Issues, and the potential use of Microsoft Teams for Board phone number distribution. Ms. Schmitz provided an update on the transition of clerk duties and equipment: the physical equipment transfer is 80% done, the Laserfiche cloud migration is complete, and the Caselle cloud migration is expected to be complete by the end of August. The remaining physical equipment will be transferred after that migration. Lastly, it was noted that absent significant work to digitize the Town will need a bigger storage unit.

**Future Agenda Items:**

Police update  
Open space

**Adjournment**

Mayor Jones adjourned the meeting at 8:11pm.

**Study Session**

At 8:11 pm, Mayor Jones convened a Study Session to discuss the following:

- Master Plan Revisions

The Study Session ended at 8: 23pm.

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Kathleen Schmitz, Town Clerk

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Lisa Jones, Mayor