



## MINUTES

### BOARD OF TRUSTEES MEETING

January 20, 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: Amy Snell-Johnson, Debby Farreau, Scott Freas, Pam Thompson, and Acting Mayor Pro Tem Josie Cockrell. A quorum was present.

#### **Consent Agenda**

Acting Mayor Pro Tem Cockrell asked if anyone had questions regarding the items on the consent agenda. Trustee Thompson requested the December financial reports be removed from the Consent Agenda, which was done.

- a. Approval of Minutes – January 6, 2022
- b. Financial Reports – December 2021

Acting Mayor Pro Tem Cockrell moved to approve the January 6, 2022 minutes, seconded by Trustee Thompson. The motion passed by unanimous roll call vote.

Trustee Thompson asked if the engineering costs included road maintenance and paving management. Town Administrator Proctor stated that they did not, SEH has not yet begun that work for 2022. She suggested it's time to do another RFP for Town engineering.

Trustee Thompson moved to approve the December 2021 financial reports, seconded by Acting Mayor Pro Tem Cockrell. The motion passed by unanimous roll call vote.

#### **For Discussion**

##### **Draft Ordinance Allowing Cannabis Delivery**

The Board requested additional information regarding the permitting process. Deputy Town Clerk Gallivan will research this.

##### **American Rescue Plan Funds**

Town Administrator Proctor noted there is new guidance for allowable expenditures and that means Foxfield may spend the entire amount of the funds on a wide range of government services.

Trustee Farreau suggested spending the money on road maintenance is okay, but she would also like to see the Town reach out to local businesses first for their funding needs. Town Administrator Proctor noted that only two of the businesses in the Foxfield Village Center requested and received CARES funds in 2020. Town Administrator Proctor was asked to reach out to other municipalities to ask how they are handling distribution of ARP funds to local businesses.

Trustee Snell-Johnson would like to use some of the ARP funds for expanding communications with residents, including software for texting residents.

The Board also asked if the Fire Department could evaluate the wildfire risk for Foxfield and if there are things that can be done to mitigate that risk.

### **2021 Financial Forecast Update**

Town Administrator Proctor noted the Town is under budget for 2021 and that sales tax revenue is higher than anticipated.

### **Reports**

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

Trustee Farreau reported that she spoke to an ACSO deputy who drives through Foxfield twice a day, on her way to and from her shifts. The deputy told her it is fine for the Town to change the code for the keypad as long as we make sure ACSO knows the new code. She also again brought up the idea of a gates committee.

Trustee Thompson asked for an update on the Allen litigation. Town Attorney Hoffmann reported oral arguments will commence on February 23. Trustee Thompson also asked for a total cost of the gates, which Town Administrator Proctor will provide.

Trustee Freas suggested we do change the code on the gate keypad.

Acting Mayor Pro Tem Cockrell would like to move forward with a gates committee to hold public meetings to solicit input from the public regarding the gates. There was discussion as to whether or not this would be a subcommittee of the Board or if it might include Board members as well as residents. It was decided to table the discussion until the full Board is in attendance. Acting Mayor Pro Tem Cockrell also reported on a DRCOG discussion regarding regulation of controlled intersections for bicyclists.

#### **For Possible Action**

Following up on a discussion from the last meeting, it was agreed that the afternoon gate beginning time of 3 pm is disruptive to carpools and difficult for school buses. Trustee Thompson moved to change the afternoon timing on the Richfield gates to 4pm to 7pm, seconded by Trustee Snell-Johnson. The motion passed by unanimous roll call vote.

#### **Town Staff**

Town Administrator Proctor reported she is working on a bid for gate cameras. The only one received so far is for \$10,000. She and Mayor Jones are working to schedule a meeting with the Sheriff's Department to discuss this issue.

Town Administrator Proctor also spoke with Arapahoe County about their emergency notification system, ArapAlerts. They reported that 107 Foxfield residents have signed up for the notifications. Town Administrator Proctor suggested some outreach to get more residents to sign up. She also noted that the Board previously approved funding for a texting system from Ring Central, which Deputy Town Clerk Gallivan is working on.

Deputy Town Clerk Gallivan reminded the Board that the deadline to return nomination petitions for the April 2022 elections is the following day, January 24<sup>th</sup>. As of the time of the meeting, only one petition has been received.

#### **Future Agenda Items**

- Cannabis delivery
- American Rescue Plan expenditures
- Gates committee

**Adjournment to Executive Session**

Acting Mayor Pro Tem Cockrell moved to adjourn the meeting at 7:50 pm to an Executive Session pursuant to 24-6-402(4)(b) C.R.S. for the purpose of receiving legal advice regarding appointed Town officials. Following a second by Trustee Farreau, the motion passed by unanimous voice vote.

At 8:08 pm, Acting Mayor Pro Tem Cockrell moved to adjourn the executive session, seconded by Trustee Farreau. The motion passed by unanimous roll call vote.

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Randi Gallivan, Deputy Town Clerk

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Josie Cockrell, Acting Mayor Pro Tem