

## MINUTES

### FOXFIELD BOARD OF TRUSTEES REGULAR MEETING

January 18, 2018

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

The meeting was called to order by Mayor Jones at 6:30 p.m. at South Metro Fire Protection District Station #42 at 7320 South Parker Road, Foxfield, Colorado. The Pledge of Allegiance was recited.

The following Trustees were present: Allyson Zoellner, Sky Yost, Pam Thompson, Dave Goddard, Josie Cockrell and Mayor Jones. A quorum was present.

#### **Consent Agenda**

Trustee Johnson moved, seconded by Trustee Zoellner, to approve the following items on the Consent Agenda:

- a. Approval of Minutes – December 14, 2017
- b. Financial Reports – December 2017

The motion passed by unanimous voice vote.

#### **Items Removed from Consent Agenda**

None

#### **2018 Renewal of Municipal Judge Agreement**

Judge Kevin Sidel presented a brief description of his duties on behalf of the Town of Foxfield. Trustee Goddard moved to approve the 2018 Agreement. Following a second by Trustee Cockrell, the motion was approved by unanimous voice vote.

#### **2018 Addendum to SEH Contract**

Trustee Goddard approved the 2018 Addendum to the SEH contract with a rate increase of approximately 3%. The motion was seconded by Trustee Thompson and passed by unanimous voice vote.

Erica Olsen discussed the crack sealing program and noted only one-third of the Town roads are done in any given year. The Board agreed that a crack sealing of all Town roads should be done this spring due to significant cracking.

#### **SAFEbuilt Studio Presentation**

Mike Pesicka answered questions about SAFEbuilt Studio planning and zoning services.

#### **Ordinance 2018-01, A Bill for an Ordinance Amending Sections 2-1-20 and 2-1-30 of the Foxfield Municipal Code Regarding Deadlines for Affidavits for Write-In Candidates and Cancellations of Elections**

This ordinance updates the Municipal Code to align it with changes in state statutes regarding election deadlines. Trustee Goddard moved to approve Ordinance 2018-01, A Bill for an Ordinance Amending Sections 2-1-20 and 2-1-30 of the Foxfield Municipal Code Regarding Deadlines for Affidavits for Write-In Candidates and Cancellations of Elections. Following a second by Mayor Jones, the motion passed by unanimous voice vote.

#### **Proposed Meeting and Events Calendar**

The Board agreed to adopt this calendar with regular meetings scheduled for the third Thursday of each month. The first Thursday meeting can be a regular meeting if necessary, a study session or a

Ward/At-Large meeting. Once each quarter, the Board would like to hold a Town Hall where residents can express their opinions and ask questions. The Board will choose topics for the study sessions.

### **Budget review – Administration/Personnel Expenses**

There will be a review of specific budget items at each regular meeting throughout the year. Job descriptions and scope of work for the Town Administrator and Town Clerk/Treasurer were presented at this meeting and will be posted on the website. Town Administrator Kuechenmeister has submitted her resignation but will remain as a consultant on a limited basis.

### **Resolution 2018-01, Designating Public Places for the Posting of Meeting Notices**

Trustee Goddard moved to approve Resolution 2018-01, Designating Public Places for the Posting of Meeting Notices. Following a second by Trustee Zoellner, the motion passed by unanimous voice vote.

### **Reports**

#### **Mayor**

Mayor Jones discussed speed humps. It appears the modular speed humps will not work. Town Clerk Gallivan will contact Terracare and Foothills Paving to get quotes for installing other types of speed humps.

The Board requested a new stop sign at Buckley and Davies, as well as stop bars where they are missing per a map prepared by Trustee Thompson. There are also faded Yield signs in town that need to be replaced. Town Clerk Gallivan will implement these items.

The Board agreed to enter into a contract with SAFEbuilt Studio for planning and zoning services. The primary reason for this change is to add planning and zoning to the suite of services provided by SAFEbuilt, making navigation through the building and permitting process easier for residents and staff.

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

Trustee Cockrell reported the final version of the directory is at the printer and should be available soon.

Trustee Zoellner discussed the potential construction of a sidewalk between S. Buckley Road and S. Lewiston Way on the south side of E. Arapahoe Road.

Trustee Thompson requested a quarterly newsletter.

Trustee Thompson asked for permission to hang notification signs from the existing bulletin boards, which was granted.

Trustee Thompson spoke about installing smaller dog waste containers around town in place of the large trash receptacle at Richfield and Davies. Town Clerk Gallivan will research prices.

### **Adjournment**

Mayor Jones adjourned the meeting at 8:39 p.m.

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Randi Gallivan, Town Clerk

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Lisa Jones, Mayor