



**TOWN OF LARKSPUR
REGULAR COUNCIL MEETING
SUMMARY MINUTES
August 2, 2018
6 p.m.
Town Hall**

MEETING CALLED TO ORDER by Mayor Gerry Been at 6:03 PM.

PRESENT	ABSENT	NON-VOTING
Tabitha Parks		Town Attorney- Scotty Krob
Paul Bowers		Town Clerk/Manager - Matt Krimmer
Heather Sanchez	Isaac Levy	
Mayor Pro-tem Jeremiah Holmes	Jennell Waggle	
	Mayor Gerry Been	

TOWN STAFF PRESENT: Paul Grant (SEMOCOR)

PLEDGE OF ALLEGIANCE: Recited.

PUBLIC ATTENDEES: Lisa Bowers, Gary Abel, Olin Jones, Marvin Cardenas, Brian Cook, Christine Levesque

SCHEDULED PUBLIC APPEARANCES: None.

UNSCHEDULED PUBLIC APPEARANCES: None.

MOTIONS:

Jeremiah Homes made a motion to approve regular council meeting minutes for July 19th, 2018. The motion was seconded by Paul Bowers. Motion carried by unanimous voice vote 4-0-0.

A motion was made by Jeremiah Holmes and seconded by Paul Bowers to appoint Gary Abel to the Town’s Planning Commission as an alternate member for a two (2) year term beginning August 2018 subject to verification of address. Motion carried by unanimous voice vote 4-0-0.

A motion was made by Paul Bowers and seconded by Tabitha Parks to appoint Marvin Cardenas as chairperson/secretary of the Town’s Planning Commission effective immediately and allowing transcription of minutes to be made by Shannon Buss from meeting recording. Motion carried by unanimous voice vote 4-0-0.

Paul Bowers made a motion to reinstate the Town's Water and Sewer Board and advertise for open positions. The motion was seconded by Heather Sanchez and passed by unanimous voice vote 4-0-0.

Tabitha Parks made a motion to install two stop signs, one Northbound and one Southbound, on Spruce Mountain Road at the entrance to the Larkspur Station Mobile Home Park. The motion was seconded by Paul Bowers and passed by unanimous voice vote 4-0-0.

A motion was made by Jeremiah Holmes to approve Resolution 18-12, A RESOLUTION RECOGNIZING COLORADO CITIES & TOWNS WEEK, SEPTEMBER 10-16, 2018, AND ENCOURAGING ALL CITIZENS TO SUPPORT THE CELEBRATION AND CORRESPONDING ACTIVITIES. The motion was seconded by Tabitha Parks. The motion passed by unanimous voice vote 4-0-0.

A motion was made by Mayor Pro-tem Jeremiah Holmes and seconded by Tabitha Parks to adjourn the Council meeting. Motion carried by unanimous voice vote 4-0-0. Mayor Pro-tem Jeremiah Holmes adjourned the Council meeting at 7:40 p.m.

FINANCE and ACCOUNTING:

- The Town's new Accounting Manager, Karen Jackson, starts August 6, 2018.
- The 2019 budget workshop is August 23rd, beginning at 6 pm at Bear Dance Golf Club.

TOWN OPERATION REPORTS: Matt Krimmer presented Planning and Building Department reports and status summaries of the development projects:

- **Planning Department**
 - ✓ Planning Commission (PC) applicant, Gary Abel, appointed to PC as alternate
 - ✓ Marvin Cardenas appointed PC chairperson and secretary
 - ✓ PC roles and responsibilities orientation by Town Attorney to be scheduled one hour before a regular Council meeting
 - ✓ Public Hearing on OSI parcel subdivision for property donated to the Town for use as part of the Town's trail system scheduled for August 13th, 2018 at 2 p.m. at the Town Hall Annex
- **Building Department**
 - ✓ **Jellystone at Larkspur –**
 - New well permit applications to be resubmitted to the State due to change in well availability
 - Lift station approval on hold pending re-evaluation of acceptable amount of sewage flow based on new rate calculations using corrected estimates; and Town water & sewer operator, Town engineers, and Town staff defining new operational ground rules
 - State approval and permitting conditions, as set forth by CDPHE, will require re-negotiation of the Sun-Jelly and Town Agreement

- Four new buildings planned for the campground are a welcome center, fitness center, clubhouse, and grange hall/recreation center
- ✓ **Dumler Travel Center** – Fill dirt and grading work continues on Northeast side of property.
- ✓ **Moltz Constructors** – Building construction underway.

TOWN PROJECTS: Matt provided a status summary:

- **Water Treatment Plant (WTP)**
 - ✓ Wall panels are delayed from manufacturer
- **Wastewater Treatment Plant (WWTP)**
 - ✓ Preliminary needs assessment (PNA) draft has been completed
 - ✓ New engineering proposals have been solicited for design/build project
- **Front Range Trail**
 - ✓ Fence installation underway
 - ✓ Trail clearing and grading to continue within two weeks
- **Fire mitigation** in Park and Open Space has been COMPLETED
- **Gravel Roads** grading and dust suppression has been COMPLETED
- **Radar Speed Limit Sign** installation to be completed this week
- **Crosswalk and Stop Bar Striping** – still trying to find contractor to respond

CONTINUING BUSINESS:

- CDOT I-25 GAP Project update
 - ✓ Working group and coalition meetings for August have been canceled
 - ✓ Date for groundbreaking to be announced
- Draft Comprehensive Master Plan still to be reviewed by Council
- Letter has been sent to JS Enterprises to remove trash from rear of property
- Letter has been sent to Robert Boardman to remove vehicle listed FOR SALE from Town’s ROW in front of his property
- Pur Essentials will begin removing concrete dumped in rear of property next week pending engineering assessment of creek bank stabilization
- Announcement for Deputy Town Manager closes August 8th

NEW BUSINESS:

- Mobile Home Park Unit #12 owner sent email to obtain building permits
- Recommendation made by Marvin Cardenas to appoint a new water and sewer board

LEGAL UPDATES: Dan Krob informed Council of letter sent to County Attorney regarding retroactive use tax collection

MANAGER UPDATES:

- **Music in the Park July 27** was rained out
- **County Commissioners-Town Council Dinner, July 31,** was cancelled by Commissioner Office
- **The Douglas County Fair** runs from Aug 2 – 5

- **Next Music in the Park will be at 6 p.m. on August 10 featuring Kantankerous Blue Grass**
- **Next PC Meeting – August 13, 2018, 2 p.m. at Town Hall Annex will be a Public Hearing for an OSI subdivision**
- **Next Council meeting will be August 16, Town Hall, 6 p.m.**

COUNCIL COMMENTS:

Heather Sanchez - requested Stop signs be placed north and southbound on Spruce Mountain Road at the intersection with the road leading into the Larkspur Station Mobile Home Park.

Jeremiah Holmes – recommended the Sheriff be notified to be present at the Mobile Home Park entrance road between 7 – 9 a.m. after the new stop signs are installed.

Paul Bowers – informed the Council that Joe Jeske had surgery today on his neck.

Tabitha Parks – informed Council and staff of a property in the Pines being in violation of the refuse/trash Ordinance 4.07 and requested staff take action.

MAYOR PRO TEM's COMMENTS: None.

MEETING ADJOURNED at 7:40 p.m.

**Respectfully submitted,
Matt Krimmer
Town Clerk/Manager**

These minutes are only a summary of the proceedings of the meeting. They are not intended to be comprehensive or to include each statement, person speaking or to portray with complete accuracy. The most accurate record of the meeting is the audiotape recording maintained in the office of the Town Clerk.