



**TOWN OF LARKSPUR
REGULAR COUNCIL MEETING
SUMMARY MINUTES
September 20, 2018
6 PM
Town Hall**

MEETING CALLED TO ORDER by Mayor Gerry Been at 6 p.m.

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

TOWN STAFF PRESENT: Michelle Wagner, Sherilyn West, Paul Grant (SEMOCOR)

PLEDGE OF ALLEGIANCE: Recited at preceding Public Hearing

PUBLIC ATTENDEES: Toni Reynolds, Lisa Bowers, Gary Abel, Marvin Cardenas, Brian Cook, Vernice Fesing, Janet Been, Hank Wilcox

2017 AUDITOR’S REPORT – Nick Warnick, Haynie and Company and Michelle Wagner presented the 2017 Audit report. There were no areas of concern and the Town’s financial position remains solid. Resolution 18-14 approving the 2017 audit report was passed.

ACCOUNTING: General Fund and Water and Sewer Fund bills for \$44,683.30 and \$17,062.41, respectively, were approved and the Council was reminded of the next budget workshop scheduled for October 25th, 6 p.m., at Bear Dance Golf Club.

EXECUTIVE SESSION: Council went into executive session to discuss a board personnel matter with the Town Attorney. Executive session started and 6:28 p.m. and ended at 7:03 p.m.

MOTIONS:

Tabitha Parks made a motion to approve Resolution 18-14, A RESOLUTION ADOPTING THE ANNUAL FINANCIAL AUDIT REPORT FOR THE YEAR ENDED DECEMBER 31, 2017. The motion was seconded by Jeremiah Holmes. A roll call vote was taken. Five (5) in favor, zero (0) against; motioned carried.

A motion was made by Jeremiah Holmes and seconded by Isaac Levy to approve payment of General Fund bills in the amount of \$44,683.30. A roll call vote was

taken. Five (5) in favor, zero (0) against; motion carried.

Jeremiah Holmes made a motion to approve payment of bills for Water and Sewer expenditures totaling \$17,062.41. Tabatha Parks seconded the motion. A roll call vote was taken. Five (5) in favor, zero (0) against; motion carried.

Jeremiah Holmes made a motion to have Council enter into Executive Session. The motion was seconded by Tabitha Parks and passed by unanimous voice vote 5-0-0.

A motion was made by Isaac Levy and seconded by Tabitha Parks to suspend Water and Sewer Board meetings until all members receive Board membership orientation from the Town Attorney on how to conduct meetings, roles and responsibilities, and other pertinent components related to Board functions. The motion also required that all future appointees to Town Boards and Commissions will have to be interviewed by the Town Council before appointment and required to attend Board membership orientation from the Town Attorney after appointment and before being seated on the Board/Commission. A roll call vote was taken. Four (4) in favor, zero (0) against, one (1) abstention (Mayor Been); motion carried.

Jeremiah Homes made a motion to approve council public hearing minutes for September 6th, 2018. The motion was seconded by Isaac Levy. Motion carried by unanimous voice vote 4-0-1.

Jeremiah Homes made a motion to approve regular council meeting minutes for September 6th, 2018. The motion was seconded by Tabitha Parks. Motion carried by unanimous voice vote 4-0-1.

A motion was made by Jeremiah Holmes to approve Ordinance 4.28, *AN ORDINANCE AMENDING SECTION 7 ARTICLE 3 OF THE LARKSPUR TOWN CODE TO LIMIT AND REGULATE DUMPSTER SIZE WITHIN THE TOWN OF LARKSPUR*. Tabitha Parks seconded the motion and it carried by a vote of four (4) in favor and one (1) against (Mayor Been).

A motion was made by Jeremiah Holmes and seconded by Isaac Levy to match the \$1000 reward offered by the Town Manager with an additional \$1000 for the arrest and conviction of the person or persons responsible for shooting the electronic message sign in front of Town Hall bringing the total reward to \$2000. A roll call vote was taken. Five (5) in favor, zero (0) against; motion carried. Jeremiah Holmes made a motion to approve use of the Town truck by the Mayor or a Town employee as a “stage” this Saturday, September 22nd, at the Wildlander 5k run being held at Sandstone Ranch in support of area first responders. The motion was seconded by Tabitha Parks and passed by unanimous voice vote 5-0-0.

A motion was made by Isaac levy and seconded by Jeremiah Holmes to adjourn the Council meeting. Motion carried by unanimous voice vote 5-0-0. Mayor Gerry Been adjourned the Council meeting at 8:37 p.m.

SCHEDULED PUBLIC APPEARANCES: None.

UNSCHEDULED PUBLIC APPEARANCES: **Brian Cook**, requested members of the Council read the Sun Communities Jellystone Agreement entered into by the Town in 2016 and consider vacating that agreement to start negotiations on a new agreement.

COMMISSION AND BOARD REPORTS:

- **Planning Commission (PC) – Marvin Cardenas, Chair**, reported the PC is redefining its efforts to focus on the Town’s Comprehensive Master Plan.
- **Water and Sewer Board (W&S) – Trish Bernhardt, Chair**, was unable to be present and Board Member **Brian Cook**, stated that his comments made under Unscheduled Public Appearances represented the W&S Boards actions at their last meeting.
- **Parks and Recreation Board (P&R) – Ralph Marsh, Chair**, was unable to be present; no report.

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

- **Construction & Development Projects -**
 - ✓ **Jellystone at Larkspur**
 - Lift Station CDPHE approval on hold pending re-evaluation of acceptable amount of sewage flow based on new rate calculations using corrected estimates
 - Town water & sewer operator, Town engineers, and Town staff are defining new operational ground rules for monitoring and managing flows from camp/RV sites
 - CDPHE to review Town’s analysis and proposed operational procedures for Sun-Jelly
 - ✓ **Dumler Travel Center** – Fill dirt and grading work continues and plans for construction of retaining walls underway
 - ✓ **Moltz Constructors** – Building construction underway
- **Building Department** – Permit report provided

TOWN PROJECTS: Matt provided a status summary:

- **Water Treatment Plant (WTP)**
 - ✓ WTP building wall panels delayed from manufacturer
 - ✓ Schedule delay penalties spelled out to Velocity at September 7 meeting and will be affected pending USDA’s concurrence

- **Wastewater Treatment Plant (WWTP)**
 - ✓ Preliminary needs assessment (PNA) draft has been completed
 - ✓ Size of planned WWTP to be increased based on revised projected flows from Jellystone campground
- **Front Range Trail**
 - ✓ Trail sign installation remains to be done
 - ✓ Minor bridge work remains to be completed on existing bridge and a new bridge needs to be built near the South e
- **Crosswalk and Stop Bar Striping** – still trying to find contractor to respond
- **Stop signs at Mobile Home Park** entrance will be installed after one week of alert messaging on DCSO and/or CDOT electronic message board.

CONTINUING BUSINESS:

- CDOT I-25 GAP Project update
 - ✓ Work is underway between Plum Creek Parkway and SkyView Lane
 - ✓ The Town will utilize CDOT personnel for traffic management along Spruce Mountain Road as needed during construction.
- Marvin Cardenas will pursue information on “video recordings” for Council and Board meetings

NEW BUSINESS:

- Resident complaints regarding ordinance and building code violations on several properties in Town were discussed. Town staff was directed to investigate each and respond by taking corrective action or address reasons for no action.

LEGAL UPDATES:

- Council approved Ordinance 4.28 regulating the number and size of dumpsters on private property
- Council agreed to allow the Mayor and/or staff to discuss uncollected County Use Tax with County officials to reach an amicable agreement on settlement

MANAGER UPDATES:

- **Autumn Arts & Crafts Festival was a success based on number vendor booths and attendance as well as vendor feedback**
- **Larkspur Area Veterans Appreciation Day and Flag Retirement Ceremony on September 8th at Town Park had a good turnout**
- **The Town Ice Cream Social September 12th only had five people attend**
- **The Warrior Dash at the CRF grounds September 15th had a record turnout**
- **DC Youth Congress September 24th, 8 a.m., State Capital**
- **Next Council meeting October 4th, 6 p.m., Town Hall**
- **2019 Budget Workshop October 25th, 6 p.m., Bear Dance Golf Club**

COUNCIL COMMENTS:

Jeremiah Holmes – asked what the Neighborhood Watch is doing to address reports of gunfire in all parts of Town and the destruction to the Town’s electronic sign. He also mentioned the increase in number of car break-ins.

Tabitha Parks – suggested looking into installing cameras in the Town Park and posting “No Hunting” signs throughout the park, trail, and open space areas.

Paul Bowers – stated he supports the suggestion of adding cameras throughout the Park. Paul also requested Joe Rock be sent a letter about the accumulation of junk on his property.

MAYOR’S COMMENTS: **Mayor Been** requested use of the Town truck for this weekend’s Wildlander 5K run at Sandstone Ranch to raise money for firefighters and first responders. The truck would only be driven by the Mayor or a Town staff employee and would serve as a stage at the start/finish line.

MEETING ADJOURNED at 8:37 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.