



**TOWN OF LARKSPUR
REGULAR COUNCIL MEETING
SUMMARY MINUTES
March 21, 2019
6 PM
Larkspur Town Hall**

MEETING CALLED TO ORDER by Mayor Pro-tem Jeremiah Holmes at 6 p.m.

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

TOWN STAFF PRESENT: Dorothy Hise, Bill Kramer, Sherilyn West, Paul Grant (SEMOCOR)

PLEDGE OF ALLEGIANCE: Recited

SCHEDULED PUBLIC APPEARANCES:

- **Dorothy Hise:** Stated that she has been asked if she likes being at the Annex and did not say that she liked it and it was comfortable as she has been said to have said, those were not her words. Wanted to say that her happiness does not come from her job but comes from within, she will not bully anyone and will treat everyone with respect and expects the same. She enjoys taking notes from the various Town Boards but needs to ask for accommodation because she has macular degeneration and needs to leave from the meetings before dark. She would like for the Council to consider allowing her to work from home because those surroundings are better for her eyesight and other Town Employees work from home, why not her. Jeremiah told Dorothy he would like to meet with her and Tabitha would like to be present.
- **Barbara Sheldon:** Wanted to make sure that everyone knew that Barbara Allen did not quit because of the Water/Sewer Board but because of Matt Krimmer and the Staff. Barbara did all the hard work and when she had it all most done and ready to present then Matt wanted to take credit for her work. Matt and the Staff do not have what it takes to do this Water/Sewer Project. The Town needs to get a Project Manager like Lee Staab who has the experience needed to negotiate with the Water/Sewer Issues.

MINUTES:

A MOTION was made by Isaac Levy and seconded by Jeremiah Holmes to approve the March 7, 2019 Regular Council Meeting. A roll call vote was taken Five (5) in favor, zero (0) against; motion passed.

ACCOUNTING:

Isaac Levy questioned what is being done with the back-charges to Velocity and Sharon Roman replied that the last PayApp's from them are being held pending the finalization of the project which needs to happen before the back-charges can be determined.

Heather Sanchez questioned the payment to Dog Waste thinking it had been previously paid and Sharon pointed out that it was an approved budget item which had only been invoiced in February. Heather additionally questioned a reimbursement for binders and indexes that had already been paid but council had not received the water/sewer binders yet from Barbara. Matt will check on it.

A MOTION was made by Jeremiah Holmes and seconded by Heather Sanchez to pay the General Operating Fund bills in the amount of \$14,328.89. A roll call vote was taken Five (5) in favor, zero (0) against; motion carried.

Isaac Levy questioned the pending cost of fixing the recent damage to the electronic sign, Matt explained it was from the storm and Arlen is taking care of arranging repair.

Tabitha Parks questioned the mileage reimbursement for Linda Black, what time period was included in the request and Sharon told her it was a monthly reimbursement for February.

A MOTION was made by Jeremiah Holmes and seconded by Tabitha Parks to pay the Water/Sewer Operating Fund bills in the amount of \$25,042.46. A roll call vote was taken Five (5) in favor, zero (0) against; motion carried.

COMMISSION AND BOARD REPORTS:

- **Planning Commission (PC)** – Marvin Cardenas, Chair, asked the Council if everyone had received the Master Plan final draft. He told them that there were a few other changes and additions and they would receive a revised draft for their review and hopefully approve. Isaac wanted to make sure that the Planning Commission would get a final Master Plan to Jerry Stigall at CML and Marvin confirmed that this was their plan. Their next meeting will be Monday March 25, 2019 at 5:00pm. They hope to have their final draft for the Design Criteria for Council review and approval at the next Council meeting.
- **Water and Sewer Board (W&S)** – Trish Bernhardt, Chair stated that she would not be presenting a high-level summary also, talked about the fact that Barbara Allen had resigned. The loading agreement is in process and mentioned the introduction of Lee Staab, recommending him as a negotiator for the Town on the Jellystone Project. The next Water/Sewer Board meeting will be on March 26, 2019 at 6:00pm.
- **Parks and Recreation Board (P&R)** – Bill Kramer shared that Randy Johnson agreed to take the Chairmanship of the Board. Bill thanked Florence Burch for nudging him into getting the handicap stops at the park and mentioned that there are still a few smaller things we still need to work on for compliance with ADA

Standards at the Park. Next item discussed was the Ballfield Banners, information was passed out and Bill to asked the Council for a vote on the implementation of the Banners. Scott Krob said that the Council would have to set up the vote on the Agenda for the next meeting on April 4, 2019, Jeremiah agreed that the vote would happen then. Heather asked about the change to banner seasons instead of having the banners there all year and Bill said that they had changed since more of the Council seemed to not be in favor of all year.

- **Strategic Planning Report** – Isaac Levy, Chair reported that the last scheduled meeting was cancelled due to the storm. Transparency will be the topic of the next meeting on March 28, 2019 at 5:00, the agenda for that meeting will be out on March 22, 2019.

CONSTRUCTION & DEVELOPMENT PROJECTS REPORTS: Matt Krimmer presented Planning and Building Department reports and status summaries of the development projects:

- **Construction & Development Projects** – No changes
 - ✓ **Jellystone at Larkspur** – Negotiations are on hold.
 - ✓ **Dumler Travel Center** – No new information is available
 - ✓ **Moltz Constructors** – No new information is available
- **Building Department** – 1 permit expired, extended permit #30 until next week

TOWN PROJECTS: Matt provided a status summary:

- **Water Treatment Plant (WTP)** – Should be operational by 3/26/19, electronic programming problem (Paul Grant)
- **Wastewater Treatment Plant (WWTP)** – Summary was given in the Water/Sewer Board update
- **Source Water Protection Plan Project (SWPP)** – Meeting cancelled due to snow. April 11, 2019 is next meeting.

Isaac Levy had a question regarding the Wastewater Treatment Plant not being able to get a design because of financing. Matt said that there are three components, Loading Agreement, Service Agreement and Financial Agreement. Not sure what kind of funding we will be able to get but we need to get a design so the cost will be known as we go forward with funding. Heather asked if we were actively looking for a Project Manager. Paul Bowers mentioned that Lee Staab is phenomenal, and we need his services to negotiate the project. Heather would like a resume and Walt Korinke took the podium and explained why this man is the one we need.

CONTINUING BUSINESS:

- **Draw Mayoral Candidates Names to set the order on the Election Ballot – Non-Town Resident**

The names were drawn by Walter Korinke, order as follows:

1. Marvin Cardenas
2. Florence Burch

- 3. Heather Sanchez
- 4. Ed Blanchard
- **Resolution 19-06 – Fees for services (revisit, correct and approve-Sherilyn West)** – discussion: take off charges for faxes, Notary services free, increase cassette tapes to \$10.00, electronic documents on thumb drive \$8.00, \$2.00 per meeting, emails free, thumb drive with word documents \$8.00, will have the revised Resolution at next meeting for approval.
- **Sign Code** – current sign code is antiquated and unenforceable and Sherilyn will get the new one to those of the Council that cannot find the one they already received and give them one month to read and revisit the second meeting in April.
- **Master Plan Review** – Sherilyn said that the final draft had been sent to Jerry Stigall in draft form and thinks we should follow up with more acceptable final.

A discussion ensued about tiles in the park on the planters and Dorothy shared her involvement and her and Sherilyn will get the information in the next newsletters.

LEGAL UPDATES:

- **Ordinance establishing a Financial Advisory Board** – was too late to vote tonight will review and revisit/vote at next meeting 4/4/19
- **Summary of sewer commitments** – Scott Krob presented a memorandum stating the current distribution of the Town’s commitments to provide sewer service. At this date the Town has 220.9 existing EQR.s
- **Town’s obligations under the Buss-Cardenas agreement** – only addresses a 2” tap but Marvin only wants 1 of the 7 ¾ inch for their house and not wait until 2024 for the 75% reduction on \$3,210 tap fee and will still needs to pay engineering and would like Scott Krob to draft an amendment for next meeting

NEW BUSINESS:

1. **Proposal from Moondance Gardens to prepare Park Landscaping at a cost of \$4,4838.86**

A MOTION was made by Jeremiah Holmes and seconded by Tabitha Parks to approve proposal from Moondance Gardens for the preparation of Park Landscaping with a proposed amount of \$4,838.86. A roll call vote was taken Five (5) in favor, zero (0) against; motion passed.

UNSCHEDULED PUBLIC APPEARANCES:

- **Ruthann Arfsten – Three things:**
At the last meeting the Council made a motion to pay her \$900 for the engineering on her new water tap and after a few attempts to get the check and dealing with staff who tried to make decisions that were counterproductive she finally talked to Isaac Levy and she wants all to know that he is an incredible member of this Council and Town. He arranged the payment to be ready tonight and she is so grateful for his assistance.

Next item is that a longtime member of the Larkspur Town, Stan Trueblood died on January 9, 2019 and she wants the Town to provide flowers and snack food for his Memorial on Sunday March 24, 2019.

Third item is wondering about the Hair and There air stream trailer at the Corner Market and that is illegal. What about the right of way?

Sherilyn West explained that it is owned by the woman who purchased the home at south of the Corner Marker and she will be purchasing a Business/Sales tax license and knows that she cannot run her business from the home.

- **Marvin Cardenas** – All questions answered
- **Bill Fischer** – Hopes that the meeting with Lee Staab goes well and get his assistance approved immediately. Sorry that we could not vote on Banners tonight because ball season is starting but hopes it is on the Agenda and approved on 4/18/19!

A MOTION was made by Jeremiah Holmes and seconded by Heather Sanchez to move Fire Marshall, Randy Johnson to a Regular Member of the Parks and Rec Board. A voice vote was unanimous, motion passed.

MAYOR UPDATES:

- Meet your Council Member Isaac Levy 3/29/19 – 6:00 to 7:00 pm at Town Hall
- Mayoral Candidate Forum – Saturday April 6, 2019 at Larkspur Fire #161 @ 10:00 AM to 1:00 PM

COUNCIL COMMENTS:

- **Isaac Levy:**
 - #1 Meet with Council Member on 3/29/17 6:00 to 7:00 pm at Town Hall
 - #2 Strategic
 - #3 What can we do to show allegiance to Stan Trueblood's Memorial

A MOTION was made by Isaac Levy and seconded by Heather Sanchez to provide flowers, cheese and crackers at a not to exceed amount of \$250 for Stan Trueblood's Memorial to be purchased by Sharon Roman. A roll call vote was taken Five (5) in favor, zero (0) against: motion passed.

- **Heather Sanchez:** Jennell Waggle is missing and not explained... should she be off Council?
- **Tabitha Parks:** Trish Bernhardt is awesome and we need to ask Barbara Allen why she really resigned.
- **Paul Bowers** – The green fencing at Thrive Broadband at the corner of Plum Creek and Frank Rd. is a mess, no fence, no removal of debris, need to inspect weekly.

Roof on Larkspur Affordable Tree Service is flapping in the wind. Paul and Jeremiah will meet and go to the property and investigate and present findings at next meeting.

Motion to adjourn meeting at 7:45 pm and voted unanimously.

Respectfully submitted,

Sharon Roman

Town Clerk

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 MP3 file recording maintained in the office of the Town Clerk.

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