



**TOWN OF LARKSPUR
MINUTES OF THE
REGULAR COUNCIL MEETING
March 20th, 2014
6PM
Town Hall**

MEETING CALLED TO ORDER: Mayor Gerry Been called the meeting to order at 6:00 PM.

ROLL CALL:

PRESENT	ABSENT	NON-VOTING
Lester Burch	Jennelle VanGorder	Town Attorney- Scott Krob
Matias Cumsille	Sandy McKeown	Town Clerk/Manager-
Joseph Jeske		Matt Krimmer
Mayor Pro-tem Shannon Buss		
Mayor Gerry Been		

PLEDGE OF ALLEGIANCE: Recited.

OTHER ATTENDEES: Paul Grant, James McVaney, Kristine Cutbirth, Florence Burch, Ann Trueblood

UNSCHEDULED PUBLIC APPEARANCES: None.

SCHEDULED PUBLIC APPEARANCES: None.

NEW TOWN HALL: Matt presented the revised options 1 & 2 interior design plans from Lisa Christner. After a brief review and discussion the Council agreed to accept option 1A with removal of a sink and counter and changing the west wall from a fixed wall to a folding wall.

Matias Cumsille made a motion to approve option 1A of the interior design plan with removal of sink and counter and changing the west wall to a folding wall.

Joseph Jeske seconded the motion. A roll call vote was taken. Five (5) in favor, zero (0) against; motion carried.

Additional color options were presented for the new town hall sign and Council requested additional bids be solicited for the sign. Matt mentioned the tentative date for the open house would be June 7th coinciding with the Spring into Summer event in the park and that Mayor Been has recommended using the Joe Rock band to the Chamber of Commerce.

NEW WELL PROJECT: Matt briefed the Council on the well technical engineering meeting held Friday, Mar 14th attended by Leroy Cruz, Wayne Lorenz, Kevin Archer, Mayor Been, Scott Monroe, Paul Grant, Beckley Mobley, Sharon Roman, and Matt. Topics discussed included the release of a bid package for grading work required at the new well site including access road construction and the details of having locates

completed for the new well site and up to the old well site. Bid closing has been set for March 26th with award by March 28th. A meeting has been scheduled with Douglas County GIS/Mapping for March 25th to discuss a possible IGA with the Town for GIS mapping services.

TOWN PARK: Matt informed the Council of the next Chamber meeting on the Spring into Summer event at the Spur on March 24th at 5:30 p.m.

BILLS TO BE PAID: General Fund: \$20,769.16 and Water & Sewer: \$8,074.93

Matt presented bills to be paid in the amounts of \$20,769.16 and \$8,074.93 to be approved by separate motions.

A motion was made by Matias Cumsille and seconded by Joseph Jeske to approve payment of bills totaling \$20,769.16 from the General Fund account. A roll call vote was taken. Five (5) in favor, zero (0) against, one (1) abstention on payments to Fischer Enterprises (Mayor Been); motion carried.

A motion was made by Matias Cumsille and seconded by Shannon Buss to approve payment of bills totaling \$8,074.93 from the Water & Sewer Fund account. A roll call vote was taken. Five (5) in favor, zero (0) against; motion carried.

SEMOCOR REPORT: Paul Grant stated there was nothing new to report.

CONTINUING BUSINESS:

- **Election**
 - ✓ **Absentee Ballots** - Matt reminded Council that absentee ballot application must be received at Town Hall by close of business March 28th.
 - ✓ **Council Candidates** – Matt asked audience member Ann Trueblood to draw names of Council candidates to establish the order in which the names will appear on the official ballot. Names drawn from first to last are Sandy McKeown, Jeremiah Holmes, Heather Sanchez, and Matias Cumsille.

LEGAL UPDATES: None.

NEW BUSINESS: Matt presented a request from the Larkspur Elementary School PTO for a donation of \$200 to support their Boot Scootin Boogie fund raiser on May 10th.

Shannon Buss made a motion to approve \$200 for a donation to the Larkspur Elementary School PTO for its Boot Scootin Boogie on May 10th. The motion was seconded by Matias Cumsille. A roll call vote was taken. Five (5) in favor, zero (0) against; motion carried.

MANAGER'S REPORT:

- **Maintenance position** – Matt informed Council that interviews with the top three candidates for the maintenance position were completed and an offer was extended to the leading candidate, Arlen Goertzen. Arlen has accepted the position and will start on April 7th.

- **Part time clerical position** – Matt stated that five applications were received and that interviews would begin next week.
- **Volunteers** – Matt noted that student volunteers identified through the volunteer portal have been very helpful in continuing our records scanning and digitizing as well as preparing the park ball field for spring practice.
- **Town Flag** – Matt brought up the matter of creating a town flag and was reminded that Joe Yavorski offered to lead the effort for community involvement in designing a flag. Matt will follow up with Joe to get this effort underway.
- **Candidate Forum Outcome** – Matt informed everyone the candidate forum held on March 15th was a relative success with approximately 30+ people in attendance. Matias stated he was pleased with the attendance and the opportunity to answer the public's questions.
- **April Partnership meeting hosted by Larkspur, April 16th** – Matt informed Council it is Larkspurs turn to host the Partnership meeting on April 16th and requested approval for \$500 to cover the cost of providing the breakfast.

Shannon Buss made a motion which was seconded by Matias Cumsille to approve \$500 for the Partnership breakfast on April 16th. A roll call vote was taken. Five (5) in favor, zero (0) against; motion carried.

COUNCIL COMMENTS: Shannon Buss asked if any more information was available regarding the Douglas County referral pertaining to the front range trail coming through Larkspur. Matt explained that all property owners were sent referral comment notices to make them aware of the trail system and plans to complete it. There is nothing in the referrals that we were not already aware of. Shannon also asked about the Hutton rezoning application and Matt explained he has received a copy of documentation from the County Treasurer and the mortgagee declaring the property as real property converting the mobile home to a permanent structure. Matt stated he would be glad to provide a copy to Shannon and that he was going to have the Town Attorney review it. Matias Cumsille asked about the shed on the property at 9770 Frank Road and Matt informed Council he had spoken to the owner who verified the shed was smaller than 200 sq. ft. and that it was being used to store tools and equipment to clear the property of brush, dead trees, and undergrowth. The owner also assured Matt that no one was living on the property at this time. Matias noted several businesses have not been receiving their business licenses in a timely manner and Shannon added she was aware of some not receiving them for three months after expiration. Matt informed Council that business license renewals are due by March 31st of the year following the year for which they are issued and most businesses do not submit their renewals until February or March. Matias also commented on adding vacant property listings to the Town's web site to help in the economic development of the Town by advertising these properties. Shannon suggested contacting Jerry West to see if he would give us a quote on taking pictures of the properties which could be posted with a brief description. Shannon also suggested placing the listing in the Town newsletter. Matt commented that the Douglas County ED Forum contracts with a private firm which lists all properties in a locale and advertises it worldwide if desired. As a member of the Partnership and the ED Forum Larkspur can take advantage of this mode of advertising at no cost to the Town. Matt will follow up on the suggestions for listings on the Town's website.

MAYORS COMMENTS: Mayor Been informed Council he had agreed to purchase the “tug of war” rope for the Spring into Summer event and requested Council approve \$100 to buy the rope.

A motion was made by Shannon Buss to approve \$100 to buy a rope for the “Tug-of-War” challenge contest at the Spring into Summer event on Jun 7th. The motion was seconded by Joseph Jeske. A roll call vote was taken. Five (5) in favor, zero (0) against; motion carried.

A motion was made by Mayor Been and seconded by Matias Cumsille to adjourn the meeting. Motion carried by unanimous voice vote and Mayor Been adjourned the Council meeting at 7:24 PM.

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 digital recording of the meeting, maintained in the office of the Town Clerk.