



**TOWN OF LARKSPUR
MINUTES OF THE
REGULAR COUNCIL MEETING
NOVEMBER 15th, 2007**

MEETING CALLED TO ORDER: Mayor Sherilyn West called the meeting to order at 6:00 P.M.

ROLL CALL:

PRESENT	ABSENT	NON-VOTING
Mayor Sherilyn West		Town Attorney-Scotty Krob
Mayor Pro-tem Steve Smith		Town Clerk/Manager-
Eve Curry-Harbison		Matt Krimmer
Kristin Cutbirth		
Florence Burch		
Lester Burch		
Sheryl Jones		

UNSCHEDULED PUBLIC APPEARANCES: None.

SCHEDULED PUBLIC APPEARANCES: Martin Redeker. Mr. Redeker was not in attendance however had requested the Town provide a letter to his business partners and potential developers in support of new businesses coming to Larkspur.

OTHER ATTENDEES: Betty Spreen, William Lucero, Marvin Cardenas, Ruth Ann Arfsten

APPROVE MINUTES: Council reviewed minutes of the October 18th, 2007 meeting. **A motion to approve the October 18th, 2007 regular council meeting minutes as presented was made by Lester Burch and seconded by Sheryl Jones. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.**

FINANCIALS/BILLS TO BE PAID: Council reviewed the bills to be paid totaling \$45,741.39. Mayor West asked the Council to include the bill for \$1,643.28 from Outside the Box which was received to late to include in the financial statement. All Council Member questions were satisfactorily answered. Eve Curry-Harbison asked if employee hours worked could be shown on the payroll sheet and Kristin Cutbirth asked to include the pay rates. Mayor West said she would see if these request could be met. **Sheryl Jones made a motion to approve and pay all bills totaling \$47,384.67. The motion was seconded by Florence Burch and a roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.**

ADVISORY BOARD REPORTS:

Economic Development Advisory Board (EDAB) – Dave Gardner, EDAB Chair, presented Council with parking recommendation alternatives and other EDAB recommendations as follows:

1. Have Town Engineer look at parking proposals in the Town Park and make recommendations. Council and audience discussion for and against this recommendation ensued.

A motion was made by Sheryl Jones and seconded by Eve Curry-Harbison to engage Wright Water Engineering to look at the proposed parking alternatives in the Town Park and make recommendations as to viability and suitability. A roll call vote was taken. Four (4) in favor, three (3) against (Florence and Lester Burch, Kristin Cutbirth); motion carried.

2. Authorize Town Manager to solicit bids for road paving and repaving within town limits. Brief Council and audience discussion occurred.

A motion was made by Eve Curry-Harbison and seconded by Sheryl Jones to authorize the Town Clerk/Manager to get bids on road paving and repaving within the town limits. A roll call vote was taken. Six (6) in favor, one (1) against (Florence Burch); motion passed.

3. Authorize EDAB to work on CDBG and other grant applications for road improvements. Council discussion followed.

A motion was made by Sheryl Jones and seconded by Eve Curry-Harbison authorizing EDAB to pursue obtaining CDBG and other available grant money in support of road repair, improvements, and enhancements, with the stipulation that the Town Council can add to and/or change the applications before submission. A roll call vote was taken. Five (5) in favor, two (2) against (Florence Burch, Kristin Cutbirth); motion passed.

4. Allow EDAB to solicit donations from local and surrounding business community to cover EDAB expenses for advertising, presentations, etc. Brief Council discussion followed.

A motion was made by Sheryl Jones and seconded by Eve Curry-Harbison to allow EDAB to solicit donations to EDAB from local and surrounding community businesses for expenses incurred by EDAB for advertising, presentations, etc., said funds to be administered by the Town and earmarked for EDAB use. A roll call vote was taken. Four (4) in favor, three (3) against (Florence and Lester Burch, Kristin Cutbirth); motion carried.

Parks & Recreation (P&R) Board – The Board will be meeting on November 19th, 2007 to finalize planning and activities for the Town Tree Lighting on December 1st, 2007. P&R members actively working on the project are Nancy Manning, Barb Jeske, and Korrie Euler along with Council Member liaison Florence Burch.

Water and Sewer Board (W&S) – An applications was received for W&S board membership from John Montgomery. A very brief discussion was had.
A motion was made by Sheryl Jones and seconded by Lester Burch to appoint John Montgomery as an alternate to the Water and Sewer Board effective immediately. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.

Planning Commission (PC) – No items to report.

SEMOCOR MONTHLY REPORT: Mayor West presented Council with a new SEMOCOR contract to take effect January 1st, 2008. The new contract is the same as the current contract, which is expiring, except for a small increase in costs to cover inflation and increased fuel charges.

A motion was made by Lester Burch and seconded by Sheryl Jones to approve a new contract with SEMOCOR for 2008 and authorize Mayor West to sign the contract. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.

The Mayor also informed Council that IREA will be trimming trees and adding spacers to the lines along Plum Creek Avenue to reduce the risk for power outages at the wastewater treatment plant caused by high winds and heavy snows.

BUDGET: Mayor West requested the Council approve the 2008 budget as presented by Resolution 07-12.

A motion was made by Lester Burch and seconded by Sheryl Jones to approve Resolution 07-12, A RESOLUTION ADOPTING A BUDGET AND SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND FOR THE TOWN OF LARKSPUR, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2008 AND ENDING ON THE LAST DAY OF DECEMBER, 2008. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.

Mayor West also requested Council approve an extension of the current Mill Levy as presented by Resolution 07-11.

A motion was made by Sheryl Jones and seconded by Lester Burch to approve Resolution 07-11, A RESOLUTION LEVYING A TAX OF 10.05 MILLS AND CERTIFYING SAID MILL LEVY TO THE BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.

CONTINUING BUSINESS:

- **Resolution on Taping of Workshops** – Mayor West presented Resolution 07-10, which requires all Council meetings, including workshops, to be recorded.
A motion was made by Sheryl Jones and seconded by Eve Curry-Harbison to approve Resolution 07-10, A RESOLUTION REQUIRING THE TAPING OF ALL TOWN COUNCIL MEETINGS INCLUDING WORKSHOPS as presented. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.

- **Design Criteria Ordinance** – Ordinance 3.97 to require new and renovated buildings in the Town of Larkspur to be compatible with the rustic setting of the Town and building additions to match existing features of the original structure or be in compliance with these design criteria was presented. Steve Smith expressed concern that the wording “match existing features of the original structure” was too restrictive and might create a hardship on potential redevelopment. After some discussion it was agreed that the Ordinance would be changed to allow for modifications, where appropriate, to be adopted by resolution.

A motion was made by Lester Burch and seconded by Eve Curry-Harbison to approve Ordinance 3.97, AN ORDINANCE STATING DESIGN CRITERIA LANGUAGE DESIRED BY THE TOWN COUNCIL OF THE TOWN OF LARKSPUR, with changes to allow for modifications when appropriate. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.
- **Lodging Tax** - Mayor West will continue to work on drafting an Ordinance to establish a lodging tax suggested at 4% tax for Larkspur. Scotty Krob will review State of Colorado requirements for the Town to create such a tax.
- **Ordinance 3.96 Dissolution of Interior Lot Lines** – Mayor West presented Council with Ordinance 3.96 which amends Ordinance 3.02 to allow for dissolution and relocation of interior lot lines. After a brief discussion it was agreed that appropriate fees to the Town would be the same as required for a subdivision. **A motion was made by Lester Burch and seconded by Steve Smith to approve Ordinance 3.96, AN ORDINANCE AMENDING ORDINANCE 3.02 ALSO KNOWN AS THE TOWN’S SUBDIVISION REGULATIONS, BY ADDING SECTION 5 OF ARTICLE III REGARDING THE DISSOLUTION OF INTERIOR LOT LINES. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.**

NEW BUSINESS:

- **Building Permit for inside remodeling of the Old Fire Station** – Mr. Todd Liebe requested approval to begin remodeling the interior of the old firehouse pending rezoning approval. He would like to complete the work as soon as possible to be able to move in early next year. Building permits would be required from Douglas County for any electrical and plumbing work to be done. Mayor West will prepare a letter to the Douglas County building department authorizing Mr. Liebe to pull permits as required.
- **Building Permit for inside remodeling of the Old Post Office** – Mr. Mike Belsky requested approval to begin remodeling the interior of the old post office as a first phase of plans to include a two story addition to the building. The trailers at the rear will be removed and phase one would provide for a coffee shop in the front. Mayor West informed Mr. Belsky that a fixture count would be required in order to approve the request. Mr. Belsky also asked if the Town of

Castle Rock could issue the building permits and do the inspections. Matt Krimmer stated he would look into the viability of that being done.

- **Arfsten Water and Sewer Taps** – Ruth Ann Arfsten informed Council that the well on their property ran dry and although water is once again flowing she is requesting the Town's permission to connect to the Town's water using CDBG grant money to pay for tap fees. Following a brief discussion, Florence Burch suggested this issue be addressed at the next Council Workshop. All Council members agreed and this topic will be an agenda item for the workshop on December 6th, 2007.
- **Right of Way Permit Application from AT&T** – Mr. John Marriott, representing AT&T, submitted a Right of Way permit application, with fee, to install a Federally mandated diesel generator to provide backup power to their cellular phone tower on Monkey Face mountain. Concern was expressed about fire safety and volume of diesel fuel to be stored for the generator. Lester Burch requested approval from the LFPD. **A motion was made by Lester Burch and seconded by Florence Burch to approve the Right of Way Permit pending fire department review and approval in writing. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.**

MANAGER'S REPORT:

- **Audit RFP sent to bidders November 5, 2007, responses due by 4 P.M. December 3, 2007**
- **Speeding Problem – Lt. Troy McCarty will have Stealth cordless monitor set up on Spruce Mtn. Road.**
- **PD Electric provided a bid on power panel upgrade at sewer ponds to reduce power outages. Additional bids will be requested from other electricians. IREA will also be contacted to improve the line stability along Plum Creek Avenue from Spruce Mountain Road to the railroad tracks.**
- **Danna Hamlin requested a letter from the Town endorsing the Krull/Hammond cabin situated approximately 2 miles from Tomah and Bear Dance Roads as a historical preservation site. Letter will be prepared by the Town Clerk/Manager.**
- **The CRF drainage plan report was received from Douglas County Engineering. The plan was considered to be highly acceptable and only a couple of minor enhancement suggestions were offered. A meeting with Jim Paradise will be set up in December with Mayor West and Matt Krimmer to discuss CRF fixes to the drainage issue.**
- **A proposal was received from Judith Bergquist, CCCD, to do conceptual design planning for Larkspur Park Improvements. The effort would cost the Town \$1350 with DOLA paying \$2025 toward the project. Discussion on this project was deferred to the December workshop.**

MAYOR CONCERNS:

Mayor West presented Martin Redeker's request for an endorsement letter from the Town to his developers showing support for new development in Larkspur. Council agreed to support the Mayor writing such a letter.

The mayor also informed Council of the CDBG meeting to be held on November 29th, 2007 at 1 P.M. which the Mayor and Kristine Cutbirth will attend.

Mayor West also requested Council approve closing the Town Hall at noon on Christmas Eve. Sheryl Jones suggested closing all day on Christmas Eve and pay the Town's employees for a half days work. **A motion was made by Florence Burch and seconded by Lester Burch to close the Town Hall all day on December 24th, 2007 and pay the Town employees for ½ days pay. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.**

COUNCIL CONCERNS:

Eve Curry-Harbison asked who attended the Elected official's caucus for the Town. Answer- Matt Krimmer represented the Town.

Eve also stated she would like to attend a CML sponsored lunch presentation *Creative Compensation Trends* on February 8th, 2007, 11:30 a.m. – 1:00 p.m.

Status on Quit Claim Deed: Bill Lucero will discuss with Max to attempt a compromise resolution.

Status on campground development: No new information available.

Status on new building sharing with LFPD: No new information available.

Status on shed at corner of Perry Park Avenue and Spruce Mountain Road: Owner has been contacted and will be obtaining a business license from the Town.

ADJOURN:

A motion to adjourn the Regular Council meeting was made by Florence Burch and seconded by Lester Burch. The meeting was adjourned by unanimous voice vote at 9:00 PM by Mayor West.

Respectfully submitted,

Matt Krimmer
Town Clerk/Manager