



**TOWN OF LARKSPUR  
MINUTES OF THE  
REGULAR COUNCIL MEETING  
JULY 17<sup>th</sup>, 2008**

**MEETING CALLED TO ORDER:** Mayor Sherilyn West called the meeting to order at 6:01 P.M.

**ROLL CALL:**

| <b>PRESENT</b>      | <b>ABSENT</b>             | <b>NON-VOTING</b>         |
|---------------------|---------------------------|---------------------------|
| Mayor Sherilyn West | Mayor Pro-tem Steve Smith | Town Attorney-Scotty Krob |
| Kristin Cutbirth    |                           | Town Clerk/Manager-       |
| Eve Curry-Harbison  |                           | Matt Krimmer              |
| Sheryl Jones        |                           |                           |
| Lana Wagner         |                           |                           |
| Joseph Jeske        |                           |                           |

**UNSCHEDULED PUBLIC APPEARANCES:** None.

**SCHEDULED PUBLIC APPEARANCES:** Jack Reutzell, attorney for Ian Steyne, presented the status of the campground annexation. Annexation maps and petition have been completed. A PUD for mixed use is being prepared for presentation to the Town.

**OTHER ATTENDEES:** Betty Spreen, Gary Abel, Lester Burch, Martin Redeker, William Lucero, Ian Steyne

**APPROVE MINUTES:** Council reviewed minutes of the June 19<sup>th</sup>, 2008 regular council meeting. There was no discussion. **A motion to approve the June 19<sup>th</sup>, 2008 regular council meeting minutes was made by Lana Wagner and seconded by Joe Jeske. A roll call vote was taken. Six (6) in favor, zero (0) against; motion carried.**

**FINANCIALS/BILLS TO BE PAID:** Council reviewed the bills to be paid totaling \$38,249.18 plus \$1024.69 for Wright Water Engineering, \$18.77 for Aquila, \$1348.09 for Fourth of July expenses for a grand total of \$40,240.73. Kristin Cutbirth noted that the Information Center in the Town Park needed to be billed for their electric usage. All Councilmember questions were satisfactorily answered.

**Lana Wagner made a motion to approve and pay all bills totaling \$40,240.73 including \$1024.69 for Wright Water Engineering, \$18.77 for Aquila, and \$1348.09 for Fourth of July expenses. The motion was seconded by Joe Jeske and a roll call vote was taken. Six (6) in favor, zero (0) against; motion carried.**

**ADVISORY BOARD REPORTS:**

**Economic Development Advisory Board (EDAB)** – No report.

**Parks & Recreation (P&R) Board** – No report.

**Water and Sewer Board (W&S)** – No report.  
**Planning Commission (PC)** – No meetings held.

Bill Lucero complimented Mayor West on her handling of the noxious odor at the sewer ponds.

**SEMOCOR MONTHLY REPORT:** No report was received in time for meeting. Lana Wagner commented that Scott Monroe’s disrespect for the Mayor by his actions at meetings was unacceptable.

**NEWSLETTER:** The Mayor noted one item for the July newsletter is the CDBG Community Forum scheduled for August 28.

**CONTINUING BUSINESS:**

- **Road Grading** – Bill Fischer submitted two road maintenance bids for grading roads. All roads in the Pines for \$2200 and all remaining roads which include East Plum Creek Avenue, Frink Road, Frank Road, the Park Road, and the shoulders along Spruce Mountain Road for \$2200. Since road grader rental is very expensive, Mr. Fischer noted that if all the roads were done at the same time he could do them all for \$2200. Council asked if the roads would be watered to keep the dust down and if that was included in the bids. Matt Krimmer responded that it was not discussed and more than likely not included. Matt will check with Mr. Fischer on using a water truck.

**A motion was made by Joe Jeske and seconded by Lana Wagner to approve Bill Fischer’s bid to grade all the gravel/dirt roads within the Town of Larkspur for a cost not to exceed \$3000 and include using a water truck, if needed, to keep dust down . A roll call vote was taken. Five (5) in favor, zero (0) against, one (1) abstention (Sheryl Jones); motion carried.**

- **Spruce Mountain Road Resurfacing** – The Town Clerk/Manager informed Council of Douglas County’s offer to allow the Town to resurface all or a portion of Spruce Mountain Road under their contract with LaFarge for the resurfacing being done on Fox Farm Road. Sheryl Jones suggested waiting until after the Renaissance Festival was over and Council agreed to postpone discussion until the August Council meeting.
- **Spruce Mountain Road parking concerns** – Mayor West informed Council of some town resident concerns regarding parking along Spruce Mountain Road. Council agreed to postpone discussion on this topic until the August Council meeting.
- **Boughton Water Line** – Mayor West presented a bid from Bill Fischer of \$5170.68 to install a new water line from the main along Spruce Mountain Road to the meter on the South West side of the Boughton property line. The bid includes 350 feet of ¾” Q-Line, tap to water main, curb stop valve, meter pit assembly, plus labor and materials. This bid also includes 8 hours of traffic control if required. After a brief discussion, Council agreed to the bid price excluding \$420 for traffic control.

**A motion was made by Lana Wagner and seconded by Joe Jeske to approve Bill Fischer's bid to install a new water line from the Town's water main to the Boughton water meter for a cost not to exceed \$4750.68. A roll call vote was taken. Five (5) in favor, zero (0) against, one (1) abstention (Eve Curry-Harbison); motion carried.**

- **Auditor's Bill** – Due to the extent of detail and additional state statute audit requirements the bill for completing the Town's Audit increased by \$8000 to a total of \$23,000. Mr. Russell White, lead auditor, will present a summary of the Audit to the Town Council at its workshop on August 7, 2008.

**Lana Wagner made a motion which was seconded by Joe Jeske to approve payment of \$23,000 to Saltzman Hamma Nelson Massaro LLP for completion of the Town of Larkspur's 2007 Audit. A roll call vote was taken. Five (5) in favor, zero (0) against, one (1) abstention (Sheryl Jones); motion carried.**

- **Trail Grant** – Matt Krimmer advised Council of the need to move forward on the \$20,000 Planning grant which requires completion of environmental impact assessments, staking trail route, and identifying engineering and construction requirements. Volunteers are needed to engage these activities.

Mayor West called for a meeting break at 7:30 P.M. The meeting was called back to order at 7:40 P.M.

- **Service Plan Advisors Report** – Mr. Jim Manire, the financial advisor reviewing the Spruce Mountain Development special district service plan (sdsp) presented his findings to the Council. Mr. Manire presented his six requirements for sdsp approval.
  - 1) Lock down maximum mil levy. (50 mils reasonable as a cap)
  - 2) Capital debt should equal financing plan debt. (current discrepancy of 2.5 million)
  - 3) Specify date required for all bonds to be paid. (25 years being proposed, 40 years is reasonable)
  - 4) Agree on sales tax sharing. (40 mils for 25 years with 50-50 split proposed)
  - 5) TABOR issue regarding new sales tax revenue needs to be addressed.
  - 6) Get clear statement of financing plan assumptions.

Mr. Manire also recommended the Council look at impact to the Town, likeliness of project happening/succeeding, financial feasibility, new sales tax, replacement sales tax.

Following Mr. Manire's presentation there was a brief discussion about setting a special meeting before or after the Council's regularly scheduled workshop on August 7, 2008. Council agreed to have the Mayor call the meeting for a time to be determined based on attorney availability.

**NEW BUSINESS: None.**

**MANAGER’S REPORT:**

- **Tabor issues** – Notice of Tabor ballot issue must be submitted to County Clerk and Recorder no later than July 25<sup>th</sup>.
- **Park Enhancement Grant** – Application for the Park Enhancement GOCO grant is due on August 22, 2008. Matt Krimmer met with grant writer Margaret Deiotte, of Outside the Box, who was successful in acquiring the \$20,000 trail grant. Margaret said she believed she could prepare the Park grant application for approximately \$1700. Mayor West called for a motion to approve funding for Outside the Box to prepare the Park Enhancement grant application.

**Joe Jeske made a motion to have the Town contract with Outside the Box, Margaret Deiotte, to prepare and submit a GOCO grant application for Phases I and II Park Enhancements.**

Mayor: “Is there a second?” Kristin: “Is there a dollar amount?”  
Mayor: “Fifteen hundred.” Matt: “She said it wouldn’t be any more than fifteen to seventeen hundred dollars.” Mayor: “So do you want us to put it at seventeen?” Matt: “Would you mind? If you want to put a dollar amount you could put a cap on it I suppose. So did you want to do that Joe?” Joe: “Yes.” Matt: “Seventeen hundred or not to exceed seventeen hundred.” Joe: “Not to exceed seventeen hundred.” .....8  
*second pause*..... Mayor: “Is there a second?” “ .....14 *second pause*..... Mayor: “Failed, motion failed due to lack of a second so I guess we don’t go for the grant.”  
Matt: “So we are not going to apply for the grant money, okay.” Lana: “I will second it. I’m just tired of everybody sitting around not doing anything and keeping their mouth shut.” Bill Lucero: “Why doesn’t she have a submittal is what I don’t understand?”  
Mayor: “We had a submittal from her last one and we weren’t able to get one from her because it was kind of last minute.” Matt: “Also, because I just met with her yesterday.”  
Mayor: “We had actually talked to the Council about this last meeting so we and everybody agreed that we wanted to use her again, so.....8 *second pause*.....so that we have all her information and who she is and.” Bill Lucero: “I just want to have a list of what it is she is going to do.” Mayor: “Well she is going to write the grant for phase one of the parks. That’s what she is writing the grant for. Okay so now we have a motion made by Joe, seconded by Lana to hire Outside the Box for an amount of seventeen hundred dollars to write a grant for park enhancements along with Kathy Kramer. Any discussion? Roll call.” Matt: “Kristin Cutbirth?” Kristin: “Yes.” Matt: “Sheryl Jones?” Sheryl: “Yes.” Matt: “Eve Curry-Harbison?” Eve: “Yes.” Matt: “Joe Jeske?” Joe: “Yes.” Matt: “Lana Wagner?” Lana: “Yes.” Matt: “Mayor West?”  
Mayor: “Yes.” Matt: “Motion carries six – zero. Thank you for that.”

- **Park sprinkler bids** – RS Enterprises has offered to come to a workshop to explain their sprinkler system bid and answer questions.
- **Information Center** – “Secret Shoppers” sent to the Information Center did not receive real estate sales pitches.

**MAYOR’S CONCERNS:**

- **Business Expo** – Mayor West informed Council of a Business Expo being planned by Town business community tentatively scheduled for September 6, 2008. Details and more information will be forthcoming.

- **Town Hall Air Conditioning** – Mayor West presented Council with information regarding purchase of a swamp cooler to provide cooling in the conference area of Town Hall.

**A motion to authorize the Mayor to buy a swamp cooler for the Town Hall not to exceed \$500 was made by Joe Jeske and seconded by Lana Wagner. A roll call vote was taken. Six (6) in favor, zero (0) against; motion carried.**

**COUNCIL CONCERNS:**

Lana Wagner requested copies of job descriptions related to Town Clerk/Manager positions. Several sources were mentioned including the Mountain States Employee Council and Matt Krimmer stated he would provide samples from other municipalities. Lana also stated she would get costs to join the Mountain States Employee Council.

Kristin Cutbirth asked why she had to pay \$5 each for taped copies of Council meetings and workshops. Mayor West explained it was policy to charge for tapes and the normal charge is \$7.50. A brief discussion ensued with input from the audience. Lana asked Scotty Krob if he had any input as to what other Towns do. Scotty: “I don’t. As far as tapes usually copies of minutes and documents are provided to the Town Council but I’m not aware of any where Council members are asking for tapes”. It was concluded that Kristin could pay for the actual cost per tape, \$1.60 for Council members, or supply replacement tapes.

William Lucero requested Council consider allowing his grandson, Phillip, to work with him in the Town Park and credit him with community service hours. Mayor West stated his request would be considered and if approved he would have to provide appropriate supervision.

Betty Spreen complimented the Council on how well it is working together and moving ahead with town action items regardless of many frustrations encountered.

At 9:23 P.M. Scotty Krob, Town Attorney, declared an Executive Session.

Mayor West called for a motion for Council to enter into Executive Session.

**Eve Curry-Harbison made a motion to enter into Executive Session. The motion was seconded by Lana Wagner. A roll call vote was taken. Six (6) in favor, zero (0) against; motion carried.**

Council entered into Executive Session at 9:25 P.M.

Council terminated Executive Session at 10:08 P.M.

**ADJOURN:**

**A motion to adjourn the Regular Council meeting was made by Sheryl Jones and seconded by Lana Wagner. The meeting was adjourned with unanimous voice vote at 10:10 P.M. by Mayor West.**

Respectfully submitted,  
Matt Krimmer,  
Town Clerk/Manager