



**TOWN OF LARKSPUR  
MINUTES OF THE  
REGULAR COUNCIL MEETING  
MARCH 19<sup>th</sup>, 2009**

**MEETING CALLED TO ORDER:** Mayor Sherilyn West called the meeting to order at 7:25 P.M.

**ROLL CALL:**

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

**PLEDGE OF ALLEGIANCE:** Recited at Preceding Workshop.

**UNSCHEDULED PUBLIC APPEARANCES:** Douglas County Sheriff's Deputy Michael Wolfe. Deputy Wolfe introduced himself and informed Council that more presence in the Larkspur area is the result of staffing coming back up to approved levels. He also stated that people can register their cell phones to receive reverse 911 calls and emergency notifications. Mayor West commented that she had signed up and received a call today about a missing child.

Deputy Wolfe informed Council that the commercial vehicle checkpoint recently set up near Upper Lake Gulch Road resulted in fifteen out of twenty trucks being taken out of service for an assortment of violations. There were also quite a few registration violations uncovered.

Overall the Larkspur area crime rate is well below the rest of the County and it was noted that speeding in Town has declined due to stepped patrols.

Deputy Wolfe asked Council and the audience if there were any other concerns or questions he could answer. There were none.

**SCHEDULED PUBLIC APPEARANCES:** None.

**OTHER ATTENDEES:** Gary Abel, Betty Spreen, Suzanne Smith

**APPROVE MINUTES:** Council reviewed minutes of the March 5<sup>th</sup>, 2009 regular council meeting. There was no discussion and no comments or corrections.

**A motion to approve the March 5<sup>th</sup>, 2009 regular council meeting minutes was made by Kristin Cutbirth and seconded by Joseph Jeske. A roll call vote was taken. Six (6) in favor, zero (0) against, one abstained (Steve Smith); motion carried.**

**FINANCIALS:** Mayor West presented the financial statement and bills to be paid in the amount of \$28,521.48. **Sheryl Jones made a motion to approve payment of bills totaling \$28,521.48. Lana Wagner seconded the motion. A roll call vote was taken. Six (6) in favor, one (1) against (Eve Curry-Harbison); motion carried.**

**SEMOCOR MONTHLY REPORT:** All systems are operating satisfactorily and no issues or problems have surfaced in the last two weeks.

**NEWSLETTER:** Mayor West presented the draft newsletter which included information on the reverse 911 sign up for cell phones.

**ADVISORY BOARD REPORTS:**

**Parks and Recreation Board** – Minutes of their March 2, 2009 meeting were provided. Lana Wagner informed Council that Randy DeVaney made a presentation to the Board at the last meeting for providing pavilion and picnic shelters for the Town Park at a very reasonable cost. She also noted that Bill Kramer showed pictures of the pavilion and picnic area at Sandstone Ranch.

**Planning Commission** – Minutes of the March 9<sup>th</sup>, 2009 meeting were provided.

**CONTINUING BUSINESS:**

**Accounting Specialist job description** – Eve noted copies of the draft job description have been provided Council and that feedback should be sent to the Town Clerk/Manager by March 27, 2009. Mayor West pointed out that more detail regarding insurance work should be included. Matt noted that a copy has been sent to Vince Weis, Town Accountant, for feedback and that he was meeting with Sharon Roman tomorrow.

**Resolution 09-04 Town Hall fees** – Mayor West provided Council with the revised copy of the resolution reflecting the changes discussed at the last Council meeting.

**A motion was made by Eve Curry-Harbison and seconded by Sheryl Jones to approve Resolution 09-04 setting fees for services provided to the public by the Town. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.**

**County Transfer of Frank Rd. property** – Matt presented the status of the County's transfer of ownership of the old maintenance facility site and informed Council that the County has requested the Town pay the title transfer fees not to exceed \$500. The parcel number for the property will be determined before completing the transaction.

**2009-10 Town priority list** – The Council priority list was reviewed for status of items identified. Mayor West reminded everyone of the need to address water and sewer rate changes.

**Park Enhancement committee** – Mayor West opened the discussion of a Council decision regarding creation of a committee to receive and review bids from vendors for the Phase I park enhancements. Sheryl Jones stated she did not see the need for a committee and wanted to know what was going on. Eve

commented there were allegations of “monkey business” with bids. Eve was questioned as to what bids she was referring to and mentioned mowing and maintenance. She added that comments were received from Town residents. Mayor West and Kristin Cutbirth responded that such misinformation needed to be dispelled as all bids received by the Town for any kind of work had been presented to Council for approval. Based on the discussion, Mayor West stated unless a motion to create the committee was made the committee proposal will be dropped. Deadline for requests for bids should be the Monday before a Council meeting. Sealed bid openings will be on Council meeting night. Matt was requested to have the RFPs ready to go out by the end of the month with a scheduled bid delivery date of April 13, 2009. Matt explained the need to produce a comprehensive RFP and would not commit to those targets but stated he would try to meet the dates proposed.

**Heather Glenn B&B rezoning minutes Nov 20, 2008 and related Ordinance 3.100** – Mayor West presented Council with Ordinance 3.100 rezoning the Heather Glenn property and the Council minutes of November 20, 2008 approving the rezoning explaining that through an oversight the minutes and Ordinance had not been formally approved. She requested Council to make motions approving both documents.

**A motion to approve the November 20<sup>th</sup>, 2008 Heather Glenn rezoning public hearing minutes was made by Eve Curry-Harbison and seconded by Sheryl Jones. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.**

**Sheryl Jones made a motion to approve Ordinance 3.100 for the rezoning of the Heather Glenn property. Lana Wagner seconded the motion. A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.**

**NEW BUSINESS:** None.

**MANAGER’S REPORT:** Matt presented Council a summary of items and handouts. Matt noted one addition to the calendar, a training class for election officials requiring his attendance on Friday March 27 at the City Hall in Englewood.

**MAYOR’S COMMENTS:** Mayor West noted the National Day of Prayer on May 7 and asked Council to consider approving an event at the Town Hall. No one voiced any objection to holding such an event in the Town Hall.

**COUNCIL COMMENTS:** Lana Wagner informed Council she was retracting an email previously sent expressing her consideration of resigning from Council. Steve Smith asked Council to replace Eve Curry-Harbison as alternate to the Chamber of Commerce since she has joined the Chamber as a business member. Sheryl Jones volunteered to be alternate. Sheryl also offered the name of a neighbor who expressed interest in volunteering for Town committees. Matt will contact this person regarding his interest.

A short discussion regarding the annexation Town Hall meetings was held.

Kristin Cutbirth asked about trash pick up in the Park. Town administration will check on frequency and need for additional pick up dates.

**ADJOURN: Sheryl Jones made a motion to adjourn the Council meeting. Lana Wagner seconded the motion. Motion carried by unanimous voice vote, Seven (7) in favor, zero (0) against.**

Mayor West adjourned the Council meeting at 8:27 PM.

Respectfully submitted,

Matt Krimmer  
Town Clerk/Manager