



**TOWN OF LARKSPUR  
MINUTES OF THE  
REGULAR COUNCIL MEETING  
MARCH 20<sup>th</sup>, 2008**

**MEETING CALLED TO ORDER:** Mayor Sherilyn West called the meeting to order at 6:05 P.M.

**ROLL CALL:**

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

**UNSCHEDULED PUBLIC APPEARANCES:** Sara Lucasi addressed Council with a request for the Town to take action against Jesse Trueblood requiring him to clean up his property at 9485 S. Spruce Mountain Road. Ms. Lucasi is Mr. Trueblood's aunt. She feels the property is not only very unsightly but also presents a hazard to the environment. She believes visitors and tourists coming to Larkspur seeing that property are given the wrong impression of the Town. It also devalues properties of nearby residents and property owners. Ms. Lucasi would like to see changes made which will reflect the true nature and image of Larkspur as an appealing country community where residents can be proud of their surroundings. Council and Mayor agreed they would look in to what could be done within the guidelines of the Town's Ordinances.

**SCHEDULED PUBLIC APPEARANCES:** None.

**OTHER ATTENDEES:** Betty Spreen, William Lucero, Laura Kronick, Marvin Cardenas, Joe Jeske, Lana Wagner, Gary Abel, Amy & Ed Blanchard, Ann Belsky, Mike Belsky(son), Danielle & John Kelley

**APPROVE MINUTES:** Council reviewed minutes of the February 14<sup>th</sup>, 2008 regular Council meeting. One correction was requested by Kristin Cutbirth. **A motion to approve the February 14<sup>th</sup>, 2008 regular council meeting minutes with correction was made by Florence Burch and seconded by Steve Smith. A roll call vote was taken. Six (6) in favor, zero (0) against, one (1) abstention (Sheryl Jones); motion carried.**

**FINANCIALS/BILLS TO BE PAID:** Council reviewed the bills to be paid totaling \$16,902.69. Sheryl Jones asked about gas reimbursements for Mike Burhenn and suggested paying him mileage instead of actual reimbursement costs in the future. Kristin Cutbirth recommended paying all Town employees mileage and requiring them to show beginning and ending mileage. Mayor West agreed and will notify Town staff accordingly. All other Council Member questions were satisfactorily answered. **Lester Burch made a motion to approve and pay all bills totaling \$16,902.69. The motion was seconded by Sheryl Jones and a roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.**

**CANDIDATE FORUM:** Council candidates Lana Wagner and Joseph Jeske presented brief biographies and answered questions asked by Council and the audience. At the conclusion of the forum and in the presence of all four Council candidates the Town Clerk/Manager (Town Election Official) asked two members of the audience, who were not town residents, to draw names of the four candidates to determine the ordering of their names on the official election ballot. Names were drawn by Mike Belsky(son) and Danielle Kelley in the following order: 1) Lester Burch, 2) Joe Jeske, 3) Eve Curry-Harbison, 4) Lana Wagner.

**ADVISORY BOARD REPORTS:**

**Economic Development Advisory Board (EDAB)** – Matt Krimmer summarized the March 5<sup>th</sup>, 2008 meeting where Dave Gardner reiterated the need for additional parking in the Town Park pointing out last year’s Fourth of July parade drew over 300 participants which would require parking for approximately 150 cars. The park presently accommodates 74 cars. Adding parking in the area south of the ball field would add 70 spaces and if angle parking were engineered along the existing park road it would add another 26 spaces. This proposal was presented to Parks and Recreation Board who wanted to put it on hold pending information from CCCD.

**Parks & Recreation (P&R) Board** – The board met on February 18<sup>th</sup> and March 17<sup>th</sup>, 2008. It was decided not to hold a Fourth of July parade in Larkspur due to safety concerns, costs, and impact on Perry Park. The picnic with games and booths will be held and a proposed budget for the event was presented to Council along with a draft press release. Discussions followed with the audience and Council members offering a variety of suggestions. It was generally agreed to promote the parade in Perry Park and the picnic and entertainment in Larkspur. The Town will solicit support from Perry Park homeowners associations and will work with Dave Gardner to promote a joint Fourth of July celebration.

**Water and Sewer Board (W&S)** – The board met on March 18<sup>th</sup>, 2008. Items discussed were: 1) Need to raise water and sewer tap fees and water and sewer billing rates; 2) Lowering monthly water allowance and adjusting rates; 3) creating a fund to replace aging water and sewer lines. Mayor West provided an update on CDOT rest stops. She will send CDOT a notice that Larkspur will resume billing for sewer use.

**Planning Commission (PC)** – PC meeting was held on March 10<sup>th</sup>, 2008. Changes to the zoning ordinance as proposed by Mayor West were reviewed. The document was reviewed line by line and corrections, recommended changes, and additions were made. A marked up copy will be returned to the Mayor and Council.

**SEMOCOR MONTHLY REPORT:** All water and wastewater systems are functioning satisfactorily and water quality remains within acceptable limits. Copy on file in Town Hall.

**MONKEY FACE OBSERVER:** Kristin Cutbirth’s computer crashed therefore no information is available. Eve Curry-Harbison asked if mention of the “Human Needs Summit” and Meme Martin’s presentation to the Council on economic development would be in the next issue. Mayor West indicated there was not enough information from the Human Needs Summit to include it and the economic development presentation would be considered.

**CONTINUING BUSINESS:**

- **Rezoning Ordinance Review** – Initial draft was given to Council members and the Planning Commission for review and comments. The Mayor will consolidate changes and redistribute for concurrence.
- **Frankie’s Franks** – Danielle and John Kelley requested Council approval to set up a mobile hot dog stand in the Town Park. Ten percent of the profits will be used to support a horse rescue ranch operated by the Kelleys. The Kelley’s have been approved for and granted a business license by the Town and have been certified by the Tri-County Health Department. Following a brief discussion, **A motion was made by Steve Smith and seconded by Sheryl Jones to allow Danielle and John Kelley, owners of Frankie’s Franks, to set up and operate a mobile hot dog stand in the Town Park. A roll call vote was taken. Six (6) in favor, one (1) against (Kristin Cutbirth); motion carried.**

Mayor West declared a five minute break at 8:00 P.M.  
Council session reconvened at 8:08 P.M.

- **Coffee Shop Changes** – Mike Belsky (son) informed Council of operating changes for the coffee shop. The plan is to open around 5–5:30 AM offering a full breakfast and stay open through lunch until a closing time to be determined. They expect to have 3-5 or 6 employees and offer Wi-Fi and hard line internet access.

**NEW BUSINESS:**

- **DRCOG Interest** – Mayor informed Council of an Ad Hoc Committee to address Metro Vision Issues and asked for names of interested Council members to participate on that committee. No one volunteered and the matter was closed.

- **Youth Congress April 12, 2008** – Mayor West informed Council of the Douglas County Youth Congress at the Southridge Recreation Center in Highlands Ranch on Saturday, April 12, 2008, 9:00 A.M.- 2:30 P.M. Mayor Pro-tem Steve Smith indicated he may be able to attend the latter half of the event.
- CML Annual Conference for elected officials is in Steamboat Springs, June 17-20, Tuesday thru Friday, and Larkspur has been offered free registration for two. Mayor West will get lodging information and costs. Registrations are due by June 8, 2008
- **Fischer PD Restrictions** – Bill Fischer contacted the Mayor regarding restrictions in his approved PD which severely hampers rental opportunities for his building. He is requesting the Town Council allow him to lease space to JLM Storage (Steve Delaney) to pre-fabricate wood parts and store them for assembly elsewhere. Lester Burch stated he has talked to Bill about this and finds the wording in the PD to be too restrictive.

**A motion was made by Lester Burch and seconded by Florence Burch to authorize the Mayor to write a resolution allowing the fabrication and storage of wood materials for use elsewhere by JLM Storage in the Fischer building A roll call vote was taken. Seven (7) in favor, zero (0) against; motion carried.**

#### **MANAGER'S REPORT:**

- **IGA with Castle Rock** – Changes to the draft IGA as recommended by Scotty Krob have been sent to Castle Rock for acceptance.
- **CML's Newly Elected Officials Workshop** – Matt Krimmer informed Council of the May 9-10, 2008 scheduled workshop for newly elected officials which is open to all elected officials and recommended as many Council members attend as possible. Registration information will be provided at a later date.
- **Election Information** – Matt informed Council two election judges have been identified and approved. He also requested Council approve raising their pay from \$100 each and pay for lunch and dinner. After a brief discussion **Lester Burch made a motion to compensate each election judge \$110.00 and provide food for both lunch and dinner on election day. The motion was seconded by Sheryl Jones and a roll call vote taken. Seven (7) in favor, zero (0) against; motion carried.**
- Matt advised Council that since an Elections Commission was not in place he and the Mayor would complete the canvass of elections after the April 8, 2008 election and by state statute a new Elections Commission would have to be appointed as soon as possible after the election. A discussion followed with several Council and audience members questioning the validity of not having an Elections Commission. Scotty Krob confirmed Matt's interpretation of the statutes. Amy Blanchard and Marvin Cardenas volunteered to be appointed to the Elections Commission.
- **Information Center** – Matt introduced Tony Caterina who approached the Mayor and Town Manager about setting up a mobile information center in the Town Park which would provide an information outlet to the business community

for a membership fee. The Town and Town residents would be afforded free advertising and the building could be used by the Town as a ticket booth for events if so desired. Mr. Caterina provided pictures and a floor plan of the Information Center building. Council members responded favorably and the audience asked numerous questions. Mr. William Lucero, a member of the Parks and Recreation Advisory Board, commented he believed and information center in the Park was a great idea and would benefit use of the Park by the public. Council agreed to present the proposal to the Parks and Recreation Advisory Board at their next meeting to solicit their feedback. Mr. Caterina thanked the Council for considering his request.

- **Boand Response on CDBG** – Matt provided Council with copies of County Commissioner Steve Boand’s response to Eve Curry-Harbison’s questions regarding the CDBG grant application process.

**MAYOR’S CONCERNS:**

- **Election Day** – The Mayor suggested closing Town Hall for Town business on election day and giving Sharon and Mike the day off. Council agreed to closing Town Hall for business however unanimously agreed that Sharon and Mike should work and normal schedule.
- **Records Disposal** – The Mayor advised Council that Town records outside of required retention schedule would be shredded as soon as the weather improved and Town staff could work on it. She also requested assistance from Council members having historical knowledge of the Town files.

**COUNCIL CONCERNS:**

- **CDBG Feedback** – Sheryl Jones asked if anyone had received responses from the County regarding CDBG applications that had been submitted. Response from Council and the audience was “no”.

**ADJOURN:**

**A motion to adjourn the Regular Council meeting was made by Sheryl Jones and seconded by Lester Burch. The meeting was adjourned with unanimous voice vote at 9:25 PM by Mayor West.**

Respectfully submitted,

Matt Krimmer  
Town Clerk/Manager