



**TOWN OF LARKSPUR  
MINUTES OF THE  
REGULAR COUNCIL MEETING  
MAY 15<sup>th</sup>, 2008**

**MEETING CALLED TO ORDER:** Mayor Pro-tem Steve Smith called the meeting to order at 6:02 P.M.

**ROLL CALL:**

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

**UNSCHEDULED PUBLIC APPEARANCES:**

- 1) Darren Humbert – Addressed Council to get feedback on the viability of the Town allowing a car wash and dog kennel to be built on the Arfsten lots at the NW corner of SM Road and PP Ave. After brief Q&A and discussion he was informed the Council would consider it.
- 2) Amy Blanchard – Missed swearing in of new Council Members. Asked who would be maintaining roads; was informed the Town was working with the County for support. Commented on how long it took for the Town to revise the zoning ordinance.
- 3) Danielle Kelley – Requested Town support for holding a benefit to raise money for Zoe Sky Ranch & Rescue. Suggestion was made to include benefit with Town’s Fourth of July Picnic. Recommended contacting P&R Board.

**SCHEDULED PUBLIC APPEARANCES:** Bob Owens – Requested Council and resident support for petition to increase County Commissioners from 3 to 5 and circulated petition for signatures.

**OTHER ATTENDEES:** Betty Spreen, Laura Kronick, Gary Abel, Rod Flores, William Lucero, Lester and Florence Burch, Dave and Ellyn Gardner, John Kelley.

**APPROVE MINUTES:** Council reviewed minutes of the April 17<sup>th</sup>, 2008 regular council meeting. Kristin Cutbirth commented the minutes were too long. **A motion to approve the April 17<sup>th</sup>, 2008 regular council meeting minutes was made by Sheryl Jones and seconded by Lana Wagner. A roll call vote was taken. Five (5) in favor, zero (0) against; motion carried.**

Council reviewed minutes of the April 28<sup>th</sup>, 2008 special council meeting. There was no discussion. **A motion to approve the April 28<sup>th</sup>, 2008 special council meeting minutes**

**was made by Sheryl Jones and seconded by Lana Wagner. A roll call vote was taken. Five (5) in favor, zero (0) against; motion carried.**

Council reviewed minutes of the May 5<sup>th</sup>, 2008 special council meeting. Sheryl Jones requested that Lester Burch's question about the County Commissioners feelings on special districts and proposed service plan be included in minutes. **A motion to approve the May 5<sup>th</sup>, 2008 special council meeting minutes with corrections was made by Lana Wagner and seconded by Sheryl Jones. A roll call vote was taken. Four (4) in favor, zero (0) against, one (1) abstention (Steve Smith); motion carried.**

**FINANCIALS/BILLS TO BE PAID:** Council reviewed bills to be paid totaling \$23,064.26. Matt Krimmer informed Council of two bills received after financials were prepared, Verizon for \$88.91 and Colorado Community Newspapers (CCN) for maintenance ad for \$84. Sheryl Jones questioned \$25 business license refund for Half Moon Clothing. Betty Spreen explained it was for a 2007 CRF vendor who had expected to return in 2008 but was not able to. Sheryl also questioned the \$2100 bill from Vince Weis, Town Accountant. Kristin Cutbirth asked for the breakdown and Matt stated it was not available. Kristin noted that all bills should be available at the meeting for Council review even if Mayor is not present. A breakdown of Petty cash on hand and expenditures was also requested. Sheryl Jones asked to see a breakdown of Mike Burhenn's final pay showing sick and vacation leave for which he was paid. Kristin commented there needed to be HR written procedures for processing employees leaving, including an exit interview. Scotty Krob suggested waiting for the Auditors report which may address HR and other procedural deficiencies. All other Council Member questions were satisfactorily answered.

**Sheryl Jones made a motion to approve and pay bills totaling \$21,137.17 which includes the Verizon and CNN bills totaling \$172.91 and not pay the \$2100 bill from Vince Weis. The motion was seconded by Lana Wagner and a roll call vote was taken. Five (5) in favor, zero (0) against; motion carried.**

#### **ADVISORY BOARD REPORTS & APPOINTMENTS:**

**Economic Development Advisory Board (EDAB)** – Minutes of the May 2, 2008 meeting were provided and Dave Gardner gave a summary of the minutes. Items discussed were new members, parking, Larkspur Properties, movement of railroad to eastern plains, railroad underpass alternatives, and Myrna Been as a grant writer. Dave Gardner was reappointed to EDAB and two new members, Danielle Kelley and William Kramer, were appointed. DeAnna Tilley and William Teague did not reapply and Doug McKinnon was dropped for missing more than three consecutive meetings.

**A motion to appoint Dave Gardner, Danielle Kelley, and William Kramer to the EDAB was made by Sheryl Jones and seconded by Lana Wagner. A roll call vote was taken. Four (4) in favor, one (1) against (Kristin Cutbirth); motion carried.**

**Parks & Recreation (P&R) Board** – P&R Board minutes for May 5, 2008 were provided. Nancy Manning and William Lucero were reappointed to P&R and one

new member, Kathy Kramer, was appointed. Danielle Kelley and William Kramer were appointed as alternates.

**A motion to appoint Nancy Manning, William Lucero, and Kathy Kramer as regular members and Danielle Kelley and William Kramer as alternates to the Parks and Recreation Board was made by Sheryl Jones and seconded by Joe Jeske. A roll call vote was taken. Four (4) in favor, one (1) against (Kristin Cutbirth); motion carried.**

**Water and Sewer Board (W&S)** – Myrna Been was presented for board membership. No Council motion was made. Application denied.

**Board of Adjustments** – James Fesing was reappointed to the Board of Adjustments and new member, Matias Cumsille, was appointed.

**A motion to appoint James Fesing and Matias Cumsille to the Board of Adjustments was made by Sheryl Jones and seconded by Joe Jeske. A roll call vote was taken. Four (4) in favor, one (1) against (Kristin Cutbirth); motion carried.**

**Planning Commission (PC)** – Cindy Cramer was appointed as a new member and William Lucero was reappointed as an alternate member to the PC.

**A motion was made by Sheryl Jones and seconded by Lana Wagner to appoint Cindy Cramer as a regular member to the Planning Commission and reappoint William Lucero as an alternate member. A roll call vote was taken. Five (5) in favor, zero (0) against; motion carried.**

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

**MONKEY FACE OBSERVER:** Kristin Cutbirth requested suggestions for articles and stated she had not received anything for the Council Concerns column. She also commented she did not want the MFO to become a political tool of Town Administration and Council. A discussion followed and Kris stated she would do the MFO as a private citizen and the Town could do its own newsletter if the Council was not happy with the way it was done. Several members of the audience supported Kris in her position and discussions ended without resolution.

**CONTINUING BUSINESS:**

- **Rezoning Ordinance 3.99** – Final copy of Ordinance 3.99 was provided.

**A motion was made by Lana Wagner to approve Ordinance 3.99, An Ordinance Amending Section 6 (rezoning) of Ordinance 3.43, aka The Zoning Ordinance, to Repeal and Replace Section 6 of Ordinance 3.43 in its Entirety. The motion was seconded by Sheryl Jones. A roll call vote was taken. Five (5) in favor, zero (0) against; motion carried.**

- **Resolution 08-05 COLOTRUST Savings Account** – Resolution 08-05 was provided Council.

**A motion was made by Sheryl Jones and seconded by Joe Jeske to approve Resolution 08-05, A Resolution Authorizing the Opening of a Savings Account at Colotrust. A roll call vote was taken. Five (5) in favor, zero (0); motion carried.**

**NEW BUSINESS:**

- **Bond Attorney selection** – Names of bond attorneys recommended by several sources were presented. All but one have been contacted and qualifications and references requested. One declined for personal reasons.
- **Financial Advisor selection** – Names of financial consultants recommended by several sources were presented. All have been contacted and qualifications and references requested.
- **Quest ROW Permit** – Council was provided with a ROW permit application for work at Perry Park Avenue and Douglas Boulevard to replace existing cable box and upgrade cables for better service. Council requested additional information; when will project start?, how long to complete work?, what is impact on traffic? Scotty Krob noted posting of bond was required.

**Joe Jeske made a motion to approve the ROW permit for Quest to upgrade cables and service and replace cable box near Perry Park Avenue and Douglas Boulevard upon satisfying the Town Clerk that information requested by Council meets the Towns requirements and a Bond is provided. The motion was seconded by Sheryl Jones. A roll call vote was taken. Five (5) in favor, zero (0) against; motion carried.**

**MANAGER’S REPORT:**

- Maintenance Ad response in process.
- Park sprinkler system in process.
- PDCG breakfast meeting in Larkspur reminder.
- Roads update.

**MAYOR’S CONCERNS:** None.

**COUNCIL CONCERNS:**

Lana Wagner asked about the issue regarding roads in the Pines (Larkspur Heights). Lester Burch and Scotty Krob informed Lana and Council about the history and ownership controversy with AFHR and the Town’s position regarding maintenance and responsibility.

**ADJOURN:**

**A motion to adjourn the Regular Council meeting was made by Lana Wagner and seconded by Joe Jeske. The meeting was adjourned with unanimous voice vote at 9:01 PM by Mayor Pro-tem Steve Smith.**

Respectfully submitted,

Matt Krimmer  
Town Clerk/Manager