



## REGULAR COUNCIL MEETING

Town Hall  
 8720 Spruce Mountain Road  
 Larkspur, Colorado 80118  
**January 16, 2020**  
 6:00 PM

### AGENDA

#### I. MEETING CALLED TO ORDER/ROLL CALL:

PRESENT      ABSENT

Mayor Marvin Cardenas  
 Mayor Pro-tem Paul Bowers  
 Shannon Buss  
 Jennell Waggle  
 Brian Cook  
 Sandy McKeown  
 Isaac Levy

#### II. PLEDGE OF ALLEGIANCE:

#### III. OATH OF OFFICE: Town Clerk (Mayor Marvin Cardenas)

- Introduction (Natasha Holland)
- Training Request (Lee Staab)

#### IV. SCHEDULED PUBLIC APPEARANCES: (10 min limit)

#### V. UNSCHEDULED PUBLIC APPEARANCES: (3 min limit)

#### VI. MINUTES:

- Meeting Minutes-December 19, 2019 *Draft*

#### VII. COMMISSION & BOARD REPORTS:

- Planning Commission (PC) Report – Matias Cumsille, Chair
- Water & Sewer Board (W&S) Report – Tricia Bernhardt, Chair
- Parks & Recreation Board (P&R) Report – Randy Johnson, Chair
  - ✓ Proposal for the design and build out and funding of a concession stand at the Larkspur park baseball field. (Bill Fischer and Bill Kramer)
  - ✓ Update
    - Park Ordinances (Randy Johnson and Bill Kramer)
    - Veterans Monument (Randy Johnson and Bill Kramer)

- Proposed Park Benches (Bill Kramer)
- Financial Advisory Board (FAB) Report-Walter Korinke, Chair

#### VIII. CONSTRUCTION & DEVELOPMENT PROJECTS:

- Jellystone at Larkspur
  - ✓ Well #3 (Lee Staab)
- Water Treatment Plant
- Dumler Travel Center
- Moltz Constructors

#### IX. CONTINUING BUSINESS:

- Park Ordinance 2019-02 (Continued from 12-19-19 RM)
- Town of Larkspur Staffing Plan (Lee Staab)
- 2020 Audit RFP (Lee Staab)
- Administrative Procedures (Lee Staab)
- Resolution 2019-12, Increase Water Rates (Continued from 12-19-19)

#### X. LEGAL UPDATES:

- Legal Counsel RFP (Lee Staab)

#### XI. NEW BUSINESS:

- Resolution 2020-01: Annual Designation of Public Notices Posting Location
- Resolution 2020-02: Request for Approval of 2020 Employee Holiday Schedule
- Resolution 2020-03: Request for Approval of 2020 Town Council Meeting Schedule
- Ordinance 5.38, an Emergency Ordinance amending Ordinance 5.37
- CDOT Maintenance and Operations Contract
  - ✓ **Motion:** to approve Maintenance and Operations Contract with Colorado Department of Transportation
- Replacement of Town Computer Hardware and Operating System for Lynn Pfaff by recommendation of Paul Gustafson with IT (Natasha Holland)
  - ✓ **Motion:** to approve the replacement of Town Computer Hardware and Operating System for Lynn Pfaff

#### XII. ACCOUNTING (Heather McCumiskey)

- Financial Update
  - ✓ USDA Refinance Update
- **Motion:** to allow the Mayor to sign closing loan documents between the Town and USDA for a bond in the principal amount of \$\_\_\_\_\_, plus interest on the unpaid principal balance at the rate of \_\_\_% per annum. The said principal and interest shall be paid in the following installments on or before the following dates: \$\_\_\_\_\_ semi-annually on 5/1 and 11/1 beginning in 2020 until the principal and

interest are fully paid except that the final installment date of the entire indebtedness evidenced hereby, if not sooner paid, shall be due and payable 40 years from the date of signing.

- **Motion:** to give Heather McCumiskey authorization to transfer the following funds on behalf of the Town in order to have the funds necessary in the Water & Sewer Operating account to process a wire to Community Banks in the amount of \$212,000, as the first step to complete the loan refinance process between the Town and USDA:
  - ✓ Transfer from General Fund Operating to Water and Sewer Operating in the amount of \$75,000 on January 17, 2020.
  - ✓ Transfer from Larkspur Tap Fees Reserve Escrow to Water and Sewer Operating in the amount of \$140,000 on January 17, 2020.”
- Bills to Pay
  - ✓ General Fund
  - ✓ Water & Sewer Fund

**XIII. COUNCIL COMMENTS:**

**XIV. MAYOR’S REPORT:**

**XV. ADJOURN:**

Please note: This agenda may be subject to change. Items may be added or deleted as required. The Town of Larkspur has adopted rules governing the public participation process in Town Council Meetings. All audience members must refrain from commenting during meetings unless recognized to speak. Loud speech and boisterous behavior from audience members is not permitted and constitutes grounds for removal from the meeting. Please deactivate all cell phones during the meeting.