



**TOWN OF LARKSPUR
REGULAR COUNCIL MEETING
SUMMARY MINUTES
August 16, 2018
6 p.m.
Town Hall**

MEETING CALLED TO ORDER by Mayor Pro-tem Jeremiah Holmes at 6 PM.

PRESENT	ABSENT	NON-VOTING
Paul Bowers	Tabitha Parks	Town Attorney- Scotty Krob
Isaac Levy		Town Clerk/Manager - Matt Krimmer
Heather Sanchez		
Jennell Waggle		
Mayor Pro-tem Jeremiah Holmes	Mayor Gerry Been	

TOWN STAFF PRESENT: Sherilyn West, Karen Jackson, Paul Grant (SEMOCOR)

PLEDGE OF ALLEGIANCE: Recited.

PUBLIC ATTENDEES: Lisa Bowers, Toni Reynolds, Marvin Cardenas, Ruth Ann Arfsten, Brian Cook, Bill Lucero, Trish Bernhardt

SCHEDULED PUBLIC APPEARANCES: None.

EXECUTIVE SESSION: To discuss legal matter with Town Attorney. Executive Session started and 6:04 p.m. and ended at 6:28 p.m.

UNSCHEDULED PUBLIC APPEARANCES: None.

MOTIONS:

Heather Sanchez made a motion to have Council enter into Executive Session. The motion was seconded by Isaac Levy and passed by unanimous voice vote 5-0-0.

Jeremiah Homes made a motion to approve regular council meeting minutes for August 2nd, 2018. The motion was seconded by Heather Sanchez. Motion carried by unanimous voice vote 3-0-2.

A motion was made by Jennell Waggle and seconded by Isaac Levy to approve payment of General Fund bills in the amount of \$57, 239.38. A roll call vote was taken. Five (5) in favor, zero (0) against; motion carried.

Isaac Levy made a motion to approve payment of bills for Water and Sewer expenditures totaling \$23,770.10. Heather Sanchez seconded the motion. A roll call vote was taken. Five (5) in favor, zero (0) against; motion carried.

A motion was made by Jeremiah Holmes and seconded by Isaac Levy to set a Public Hearing for a proposed subdivision of property owned by Office Space Investors (OSI) for a parcel of land to be donated to the Town for use in completion of the Larkspur Front Range Trail. The Public Hearing is scheduled for September 6th at Town Hall beginning at 6 p.m. to be followed by the regular Town Council meeting. The motion carried by unanimous voice vote 5-0-0.

A motion was made by Jennell Waggle to approve a Memorandum of Understanding (MOU) Regarding the Douglas County Sub-regional Transportation Forum by and among the Town of Larkspur, City of Aurora, City of Castle Pines, City of Littleton, City of Lone Tree, Town of Castle Rock, Town of Parker, and Douglas County. The MOU allows the Town of Larkspur to participate in sub-regional committees and be eligible for Denver Regional Council of Governments (DRCOG) Transportation Improvement Projects (TIP) funding. The motion was seconded by Jeremiah Holmes. A roll call vote was taken. Five (5) in favor, zero (0) against; motion carried.

A motion was made by Mayor Pro-tem Jeremiah Holmes and seconded by Isaac Levy to adjourn the Council meeting. Motion carried by unanimous voice vote 5-0-0. Mayor Pro-tem Jeremiah Holmes adjourned the Council meeting at 8:25 p.m.

FINANCE and ACCOUNTING:

- The Town's new Accounting Manager, Karen Jackson, was introduced to Council.
- The 2019 budget workshop is August 23rd, beginning at 6 pm at Bear Dance Golf Club.

DOUGLAS COUNTY SHERIFF: A summary of the 2018 first two quarter reports was presented.

TOWN OPERATION REPORTS: Matt Krimmer and Sherilyn West presented Planning and Building Department reports and status summaries of the development projects:

- **Planning Department**
 - ✓ Planning Commission (PC) orientation will be provided to commission members on September 6th at 5 p.m. at Town Hall preceding a Council Public Hearing and regular meeting.
 - ✓ Newly appointed PC members are encouraged to review the draft Comprehensive Master Plan prepared by the predecessor members and provide comments.

- ✓ Public Hearing on OSI parcel subdivision for property donated to the Town for use as part of the Town's trail system was held on August 13th, 2018 at 2 p.m. at the Town Hall Annex. No members of the public were present. The PC recommended approval without conditions by 3-1 vote.
- ✓ Council Public Hearing for OSI parcel subdivision set for September 6th, 2018 at 6 p.m.
- ✓ Meeting Location Change: PC meeting scheduled for August 27th will held at Town Hall at 6 p.m.
- **Building Department**
 - ✓ **Jellystone at Larkspur** –
 - New well permit application being revisited
 - Lift station approval on hold pending re-evaluation of acceptable amount of sewage flow based on new rate calculations using corrected estimates
 - Town water & sewer operator, Town engineers, and Town staff defining new operational ground rules
 - Conference call with CDPHE to discuss control conditions for wastewater flows from campground held August 9th.
 - State approval and permitting conditions, as set forth by CDPHE, will require re-negotiation of the Sun-Jelly and Town Agreement
 - Four new buildings planned for the campground are a welcome center, fitness center, clubhouse, and grange hall/recreation center
 - ✓ **Dumler Travel Center** – Fill dirt and grading work continues on Northeast side of property.
 - ✓ **Moltz Constructors** – Building construction underway.

TOWN PROJECTS: Matt provided a status summary:

- **Water Treatment Plant (WTP)**
 - ✓ Wall panels to be acquired from different manufacturer
- **Wastewater Treatment Plant (WWTP)**
 - ✓ Preliminary needs assessment (PNA) draft has been completed but may need revision based on new data for Sun-Jelly campground
 - ✓ Engineering proposals for design/build project being evaluated and may require updating
- **Front Range Trail**
 - ✓ Fence installation COMPLETED
 - ✓ Trail clearing and grading continues
- **New stop signs - to be installed at mobile home park entrance**
- **Crosswalk and Stop Bar Striping** – still trying to find contractor

CONTINUING BUSINESS:

- CDOT I-25 GAP Project update
 - ✓ Working group and coalition meetings for August have been canceled
 - ✓ Groundbreaking scheduled for August 30th
- Deputy Town Manager applications being reviewed
- Pur Essentials will begin removing concrete dumped in rear of property next week

- Five resident complaints/actions being addressed

NEW BUSINESS:

- Memorandum of Understanding (MOU) for DRCOG Transportation Improvement Project (TIP) approved (See Motions)
- Town Limit signs on South end of Town were stolen
- Larkspur's Fortieth anniversary is in 2019
- A request for USPS home delivery in Larkspur Heights (the Pines) has been made to the Postmaster

LEGAL UPDATES: None.

MANAGER UPDATES:

- **Music in the Park on August 10 sponsored by Community Banks of Colorado was very successful**
- **2019 Budget workshop #1 is scheduled for August 23rd, at Bear Dance Golf Club, beginning at 6 p.m.**
- **Next Music in the Park at 6 p.m. on August 24 features Lookin' Back**
- **Next PC Meeting – August 27, 2018, 6 p.m. at Town Hall**
- **Next Council meeting will be September 6 at Town Hall following the OSI subdivision Council Public Hearing which begins at 6 p.m.**

COUNCIL COMMENTS:

Isaac Levy – Matters needing to be addressed:

- Communication issues between residents, Town staff, Board and Commission members, and Town Council including PC emails and understanding of roles and responsibilities
- No yelling at Town Council, Commission, and Board meetings
- Video and sound recording of meetings
- Digital audio of meetings okay, video recordings not okay

Heather Sanchez – Agree with Isaac 100 %

Jennell Waggle – Also agree with Isaac

MAYOR PRO TEM's COMMENTS: **Jeremiah Holmes** – Mentioned inappropriate behavior of PC member and Town resident toward Town staff members. Engaged in verbal confrontation with offending party who was present in the audience.

MEETING ADJOURNED at 8:25 p.m.

**Respectfully submitted,
Matt Krimmer
Town Clerk/Manager**

These minutes are only a summary of the proceedings of the meeting. They are not intended to be comprehensive or to include each statement, person speaking or to portray with complete accuracy. The most accurate record of the meeting is the audiotape recording maintained in the office of the Town Clerk.