



REGULAR COUNCIL MEETING

Town Hall
8720 Spruce Mountain Road
Larkspur, Colorado 80118
Jan 5th, 2023.

Following Town Hall Repairs Public Workshop

AGENDA

Sean Hogan / Town Clerk is inviting you to a scheduled Zoom meeting.

Topic: Regular Town Council Zoom Meeting

Time: Jan 5, 2023 Following Town Hall Repairs Public Workshop

Join Zoom Meeting

<https://us02web.zoom.us/j/81744995646>

Meeting ID: 817 4499 5646

One tap mobile

+16699009128,83964532180# US (San Jose)

+12532158782,83964532180# US (Tacoma)

Dial by your location

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Meeting ID: 817 4499 5646

Find your local number: : <https://us02web.zoom.us/u/kcYJwoAogQ>

MEETING CALLED TO ORDER/ROLL CALL:

PRESENT

ABSENT

Mayor-Sherilyn West
Mayor Pro-tem-Sandy McKeown
Ruth Ann Arfsten
Mindy Kazurova
Lynn Pfaff
Isaac Levy
James Landon

I. PLEDGE OF ALLEGIANCE:

II. MOTION TO APPROVE AGENDA:

- Reg Town Council Meeting Jan 5th, 2023

III. MOTION TO APPROVE MINUTES:

- Meeting Minutes from Dec 15th, 2022, Regular Meeting

IV. REQUEST FOR UNSCHEDULED PUBLIC APPEARANCES

•

V. SCHEDULED PUBLIC APPEARANCES: (10 min limit)

•

Posted: 1-4-2023 SBH

Page | 1

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. Town Council meetings can be adjusted plus or minus 15 minutes from the timelines outlined within the agenda.

- VI. COMMISSION & BOARD REPORTS: (10 min limit)**
- Planning Commission (PC) Report – Heather Yanda, Secretary:
 - 3 Mile Plan Approval (Heather Yanda)
 - Water & Sewer Board (W&S) Report – Lynn Pfaff:
 - Nothing to Report
 - Parks & Recreation Board (P&R) Report – Mindy Kazurova:
 - Joint Workshop Setup
 - Parks & Rec Brief (Mindy Kazurova)
- VII. CONTINUING BUSINESS:**
- 2022 Audit Engagement Letter
- VIII. ONGOING CONTINUING BUSINESS:**
- Front Range Trail (On hold project will need to be started from beginning due to time)
 - Sidewalk Project (Follow up with Archer on exact needs for easement)
 - Cabins (6-month revisit March 2023)
 - Repairs to Town Hall (Repairs Budgeted work in spring)
 - Jelly Stone Steyn Property (ongoing)
 - Gazebo / Snack Bar in Park (permit issued ongoing)
 - Water alarm (research ongoing)
 - Trees in Park & Town Right of ways Maintenance (In progress)
 - Tree Stump in the Park Carving / Bear Repair (Signed Quote scheduled for Spring /ongoing)
 - Mailboxes for Residents (Mtg with postmaster held sched presentation with council)
- IX. NEW BUSINESS:**
- RG & Associates agreement (On Call Planning Services)
 - Post Office Thank you Lunch Request
 - Cabin Rental Request (Message Therapy)
 - Lucky Duck's mobile coffee shop
- X. CONSTRUCTION & DEVELOPMENT PROJECTS: (10 min limit)**
-
- XI. ACCOUNTING:**
- Payroll Report
- XII. LEGAL UPDATE:**
- (Dan Krob)
- XIII. MAYOR'S REPORT:**
- Monthly Report
- XIV. COUNCIL COMMENTS**
- XV. UNSCHEDULED PUBLIC APPEARANCES: (3 min limit)**
- XVI. ADJOURN:**



APPROVED MOTIONS PRIOR MEETING

- Councilmember Sandy McKeown made a motion to approve the Agenda for the Regular Council Meeting for Dec 15th, 2022, seconded by Councilmember Lynn Pfaff. **No discussion. Seven (7) ayes, zero (0) opposed, Mayor affirmed Motion Passed.** (Audio minutes time stamp – 1:24)
- Councilmember Ruth Ann Arfsten made a motion to approve the Minutes from the Regular Council Meeting on Dec 1, 2022, seconded by Councilmember James Landon. **No discussion. Six (6) Ayes, one (1) abstention, Lynn Pfaff, zero (0) opposed, Mayor affirmed Motion Passed.** (Audio minutes time stamp – 2:04)
- Councilmember Isaac Levy made a motion to approve the G/F Bills in the amount of **\$54,575.00**, Seconded by Councilmember Mindy Kazurova. **No discussion. Seven (7) approved, zero (0) opposed. Motion passed.** (Audio minute time stamp – 1:51:52)
- Councilmember Isaac Levy made a motion to approve the W/S Bills in the amount of **\$20,002.59**, Seconded by Councilmember Mindy Kazurova. **No discussion. Seven (7) approved, zero (0) opposed. Motion passed.** (Audio minute time stamp – 1:52:45)
- Councilmember Sandy McKeown made a motion to set a workshop for Town Hall Repairs before the Regular Council Meeting at 5:00pm. Seconded by Councilmember Mindy Kazurova. **Discussion** Councilmember Ruth Ann Arfsten asked if Jan 5th is too soon after the Holidays to give proper notice? **Seven (7) ayes, zero (0) opposed, Mayor affirmed Motion Passed.** (Audio minute time stamp – 24:48)
- Councilmember Sandy McKeown made a motion to approve Resolution 2022-26 Agreements & Contracts Renewal for 2023. Seconded by Mindy Kazurova. **No discussion, Seven (7) ayes, zero (0) opposed, Mayor affirmed Motion Passed.** (Audio minute time stamp – 31:40)
- Councilmember Isaac Levy made a motion to approve the IGA with Douglas County Sheriff for law enforcement services and Animal Control services. Seconded by Councilmember Mindy Kazurova. **No discussion, Roll call vote, Seven (7) approved, zero (0) opposed, Mayor affirmed Motion Passed.** (Audio minute time stamp – 36:16)
Councilmember Sandy McKeown made a motion to approve Variance Request #1 for the Larkspur Travel Center variance for code 16-,6-70F5A & 16-7-560 perimeter landscape area setbacks for commercial district with the condition that the Tenant & or landowner will keep area in good order. Seconded by Councilmember Isaac Levy. **No discussion, Roll call vote, Six (6) Approved, one (1) opposed, Ruth Ann Arfsten. Motion passed.** (Audio minute time stamp – 1:20:54)
- Councilmember Isaac Levy made a motion to approve Variance Request #2. Seconded by Councilmember Mindy Kazurova. **No discussion. Roll call vote, Seven (7) Approved, zero (0) opposed. Motion passed.** (Audio minute time stamp – 1:23:15)
- Councilmember Isaac Levy made a motion to approve Variance Request #3 with an encroachment agreement for the detention pond and access road. Seconded by Councilmember James Landon. **No discussion. Roll call vote, Six (6) Approved, one (1) opposed Ruth Ann Arfsten. Motion passed.** (Audio minute time stamp – 1:28:46)
- Councilmember Isaac Levy made a motion to approve Variance Request #4 a code variance of landscape area east & north of retaining wall with condition of coordination with fish and wildlife for species of tree and foliage planned. Seconded by Councilmember James Landon. **Discussion, council clarification on variance. Roll call vote, Six (6) Approved, one (1) opposed, Ruth Ann Arfsten. Motion passed.** (Audio minute time stamp – 1:35:36)
- Councilmember Sandy McKeown made a motion to approve **Resolution 2022-28** a resolution approving a town purchasing policy. Seconded by Councilmember Lynn Pfaff. **No discussion. Roll call vote: Seven (7) approved, zero (0) opposed. Motion passed.** (Audio minute time stamp – 2:03:16)

Posted: 1-4-2023 SBH

P a g e | 3

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. Town Council meetings can be adjusted plus or minus 15 minutes from the timelines outlined within the agenda.



- Councilmember Ruth Ann Arfsten made a motion to approve **Resolution 2022-27** a resolution approving a Scheduled & Unscheduled Public Appearances Policy with spelling corrections. Seconded by Councilmember Mindy Kazurova. **No discussion. Roll call vote: Seven (7) approved, zero (0) opposed. Motion passed.** (Audio minute time stamp – 2:05:37)
- Councilmember Isaac Levy made a motion to approve **Ord.2022-20** an Ordinance adopting the 2020 Model Traffic Code. Seconded by Councilmember Mindy Kazurova. **No discussion. Roll call vote: Seven (7) approved, zero (0) opposed. Motion passed.** (Audio minute time stamp – 2:08:22)
- Councilmember Isaac Levy made a motion to approve **Ord.2022-21** an ordinance replacing Tri-County Health with Douglas County Health in the Towns Code. Seconded by Councilmember Mindy Kazurova. **No discussion. Roll call vote: Seven (7) approved, zero (0) opposed. Motion passed.** (Audio minute time stamp – 2:09:28)
- Councilmember Sandy McKeown made a motion to approve **Ord.2022-22** an ordinance exempting Sales and Use Tax collection on certain Items in and for the Town of Larkspur CO. Seconded by Councilmember Isaac Levy. **No discussion. Roll call vote: Seven (7) approved, zero (0) opposed. Motion passed.** (Audio minute time stamp – 2:12:27)
- Councilmember Mindy Kazurova made a motion to adjourn, seconded by Councilmember Isaac Levy. **No discussion. Seven (7) Ayes, Motion Passed.** (Audio minute time stamp – 2:19:20)