



REGULAR COUNCIL MEETING

Town Hall
8720 Spruce Mountain Road
Larkspur, Colorado 80118
March 16, 2023 at 6pm

MINUTES

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

Topic: Regular Town Council Zoom Meeting

Time: Mar 16th, 2023 6:00 pm

Join Zoom Meeting: <https://us02web.zoom.us/j/82382243108>

Meeting ID: 823 8224 3108

One tap mobile

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Find your local number : <https://us02web.zoom.us/u/kbRon5PMet>

I. MEETING CALLED TO ORDER/ROLL CALL:

	<u>PRESENT</u>	<u>ABSENT</u>
Mayor-Sherilyn West	X	
Mayor Pro-tem-Sandy McKeown	X	
Ruth Ann Arfsten	X	
Mindy Kazurova	X	
Lynn Pfaff	X	
Isaac Levy		X
James Landon	X	

II. PLEDGE OF ALLEGIANCE:

III. MOTION TO APPROVE AGENDA:

MOTION: Ruth Ann Arfsten made a motion to approve the regular Town Council meeting agenda for March 16, 2023. Seconded by Mindy Kazurova. No discussion. Six (6) ayes, zero (0) opposed. Motion passed.

Audio Time Stamp: :55

IV. MOTION TO APPROVE MINUTES:

MOTION: Sandy McKeown made a motion to approve the regular Town Council meeting minutes for March 2, 2023. Seconded by Mindy Kazurova. No discussion. Six (6) ayes, zero (0) opposed. Motion passed.

Audio Time Stamp: 1:18

V. SCHEDULED PUBLIC APPEARANCES: (10-minute limit)

- No Scheduled Public Appearances

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VI. COMMISSION & BOARD REPORTS: (10-minute limit)

- Planning Commission (PC) Report – Heather Yanda, Secretary
 - Letter from Planning Commission regarding Lone Tree Trust’s concept plan
 - The Planning Commission submitted a letter to the Town Council regarding the withdrawn concept plan made by Lone Tree Trust on the Fox Farm property. No formal recommendation will be presented to Town Council since the developer withdrew their plan. **Audio Time Stamp: 2:21**
 - Master Plan Survey
 - The Planning Commission worked with the Parks and Recreation Board to create a survey that will go out with the April water and sewer bills. A digital survey will be available for the rest of the 80118 area. This will be advertised in the Larkspur Sentinel and on social media. **Audio Time Stamp: 3:47**
- Water & Sewer Board Report – Lynn Pfaff
- Parks & Recreation Board Report – Mindy Kazurova
 - Informal bids for playground
 - Council discussed playground equipment for the two- to five-year-old playground. **Audio Time Stamp: 6:31**

MOTION: Mindy Kazurova made a motion to approve a budget of \$60,000 for the phase 1 community park playground equipment from Churchich with possible modifications appropriate for younger children. Seconded by Lynn Pfaff. No discussion. Six (6) ayes, zero (0) opposed. Motion passed.

Audio Time Stamp: 22:25

VII. CONTINUING BUSINESS:

- Any remaining business from the special meeting on Town Hall repairs
- Glen Walk survey estimate by Archer & Associates - \$1,000 to \$1,500 from Road & Bridge Engineering funds

MOTION: Mindy Kazurova made a motion to approve Archer & Associates to do Glen Walk survey not to exceed \$1500.00. Seconded by Sandy McKeown. No discussion. Five (5) ayes, one (1) opposed – Ruth Ann Arfsten. Motion passed.

Audio Time Stamp: 25:53

- New park map estimate Archer & Associates - \$1,000 to \$1,500 from Park Engineering fund

MOTION: Sandy McKeown made a motion to approve Archer & Associates to do a new park map not to exceed \$1500.00 from Park Engineering fund. Seconded by Mindy Kazurova No discussion. Six (6) ayes, zero (0) opposed. Motion passed.

Audio Time Stamp: 28:12

- Resolution 2023-05, 255 Upper Lake Gulch Rd Variance
Dan Krob explained that this resolution is to record the variance that was approved at the last meeting. It is not approving anything new; it is approving what was already approved at the last meeting. It also states that they presented us four variances but only the one was approved. **Audio Time Stamp: 29:13**

MOTION: Sandy McKeown made a motion to approve Resolution 2023-05, for resolution of the Town Council of the Town of Larkspur approving a variance for 255 Upper Lake Gulch Road . Seconded by Mindy Kazurova. No discussion. Three (3) ayes, three (3) opposed – Jim Landon, Ruth Ann Arfsten, Lynn Pfaff. Motion failed.

Audio Time Stamp: 31:22

Discussion ensued about the development process. Dan Krob explained variance process further. **Audio Time Stamp: 32:58**

Discussed the special meeting on 3/23/23 and the need for a larger space since the firehouse is not available that day.

MOTION: Ruth Ann Arfsten made a motion to approve utilizing New Covenant Church at \$25 per hour for the special meeting on 3/23/23. Seconded by Jim Landon. No discussion. Six (6) ayes, zero (0) opposed. Motion passed.

Audio Time Stamp: 44:43

- Update on food trucks and farmers market, request for food varied truck spaces depending on event

Heather Yanda and Kat White gave updates on the food truck and farmers market progress. Food trucks will begin coming to the park on April 3rd and requested an additional area be allowed for food trucks to set up and the farmers market vendors. See Appendix A for that area. Council was in favor of using the area near the cabins for the farmers market and food trucks and allowing staff to make a decision on where the food trucks would set up depending on the event. **Audio Time Stamp: 45:42**

- Revisit weddings in the park

Heather Yanda asked Council where they stood on the topic of weddings in the park since we tabled the discussion last month. The general consensus is that we would add verbiage to park documents/media posts that indicates it's a good place to do a wedding and learn from that as people have weddings there. In the future, we could put the wedding program in place. For now, pricing stays the same as normal park fees.

Audio Time Stamp: 52:44

VIII. ONGOING CONTINUING BUSINESS:

- Front Range Trail (On hold project will need to be started from beginning due to time)
- Sidewalk project (Easement being drafted by Town Attorney awaiting meets & Bounds)
- Cabins (6-month revisit September 2023)
- Repairs to Town Hall (Special Meeting 3-16-2023)
- Jellystone Steyn property (ongoing)
- Gazebo/snack bar in park (permit issued ongoing)
- Water alarm install (installed, need wifi for library, waiting on lift zone info from Comcast)
- Trees in park & town right of way maintenance (in progress)
- Tree stump in the park carving / bear repair (Signed quote, scheduled for spring /ongoing)
- Mailboxes for residents (Postmaster scheduled for presentation with Council 4/6/23)
- Weekly food truck program (ongoing)
- Farmers market (ongoing)
- Weddings in the park program (ongoing)

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- Survey Glenn Walk for property Lines (Meeting with Kevin Archer held on 3/9/23)

IX. NEW BUSINESS:

- Semocor February Report - Will Parker
A certain pump went out last week. James helped with replacing that. Still waiting on quotes for the irrigation pump. **Audio Time Stamp: 1:00:00**

- Regional Air Quality membership

Mayor West reminded Council of our past participation in donating to this organization that helps with air quality throughout the state. Sandy McKeown indicated that she would like to look at participation on a yearly basis.

MOTION: Sandy McKeown made a motion to donate \$100 to the Regional Air Quality Council for 2023. Seconded by Mindy Kazurova. No discussion. Six (6) ayes, zero (0) opposed. Motion passed.

Audio Time Stamp: 1:01:48

X. CONSTRUCTION & DEVELOPMENT PROJECTS:

XI. ACCOUNTING

- Payroll Report
- General Funds (including Road & Bridge and Park funds)

MOTION: Sandy McKeown made a motion to approve the General Fund bills in the amount of \$48,330.11. Seconded by Mindy Kazurova. No discussion. Six (6) ayes, zero (0) opposed. Motion passed.

Audio Time Stamp: 1:13:47

- Water & Sewer Fund

MOTION: Sandy McKeown made a motion to approve the Water and Sewer Fund bills in the amount of \$16,883.36. Seconded by Mindy Kazurova. No discussion. Six (6) ayes, zero (0) opposed. Motion passed.

Audio Time Stamp: 1:14:35

XII. LEGAL UPDATE

Mayor West asked if ACH payments still need to be approved since they are automatic payments and are already paid. Dan Krob affirmed that the way we do it currently (approving after they have been paid) is good practice. **Audio Time Stamp: 1:15:38**

XIII. MAYOR'S REPORT

Mayor West gave a report on the meetings she has had and upcoming meetings. Douglas County partnership meeting discussed the 40% increase in our property values. It was suggested that we all call our legislators to encourage them not to allow the increase in our property taxes.

Comcast is looking into making the free library a "lift zone" that will include free Wi-Fi. For that reason, Sean has not purchased the hot spot that was approved at last meeting.

Audio Time Stamp: 1:16:28

XIV. COUNCIL COMMENTS

- Sandy McKeown – None
- Jim Landon – None
- Ruth Ann Arfsten – Inquired as to why she was not given the full packet of documents for the special meeting on 2/23/2023 prior to the meeting. Dan Krob explained that due to being a quasi-judicial/judicial meeting, the concept plan was not given to the Council so as not to sway the Council prior to hearing the concept from Lone Tree Trust.
- Mindy Kazurova – Thanked Council for approving requests for town services. A lot of people helping each other within the town.
- Lynn Pfaff – None

XV. UNSCHEDULED PUBLIC APPEARANCES (3-minute limit)

XVI. ADJOURN

MOTION: Mindy Kazurova made a motion to adjourn. Seconded by Ruth Ann Arfsten. No discussion. Six (6) ayes, zero (0) opposed. Motion passed.

Audio Time Stamp: 1:28:20