



REGULAR COUNCIL MEETING

Town Hall
8720 Spruce Mountain Road
Larkspur, Colorado 80118

July 16, 2020

6:00 PM

Meeting Minutes

Pursuant to the emergency declaration all Town Council members, including the Mayor, and Town Clerk shall be attending the meeting by telephone and members of the public shall have the ability to attend and monitor the meeting by telephone as well.

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I. MEETING CALLED TO ORDER/ROLL CALL:

	PRESENT	ABSENT
Marvin Cardenas, Mayor	X	
Sandy McKeown	X	
William Teague	X	
Brian Cook	X	
Shannon Buss	X	
Isaac Levy, Mayor Pro-Tem	X	

Posted: 08-07-2020 NLH

II. PLEDGE OF ALLEGIANCE: Recited

III. TOOK A MOMENT TO REMEMBER FORMER MAYOR GERRY BEEN. HE WILL BE DEEPLY MISSED!!!

IV. MOTION TO APPROVE AGENDA:

Councilmember Shannon Buss made a motion to approve the agenda for the July 16, 2020 Regular Council Meeting, seconded by William Teague. No discussion. In a six (6) approved, zero (0) opposed roll call vote, the Mayor affirmed. MOTION CARRIED.

V. MOTION TO APPROVE MINUTES: (1805-1810)

- **Meeting Minutes June 18, 2020 Regular Meeting Draft**
Councilmember Shannon Buss made a motion to approve the Minutes from the Regular Council Meeting of June 18, 2020, seconded by Councilmember Brian Cook. No discussion. In a six (6) approved, zero (0) opposed, roll call vote, the Mayor affirmed. MOTION CARRIED.

VI. SCHEDULED PUBLIC APPEARANCES: (10 min limit) Speakers were switched around to allow for scheduling conflicts.

- **Matt Carmichael: Drug Destruction Proposal**
Drug Destruction Proposal: Matt recently purchased a new company called Pharmex Returns. He is now a DEA approved supplier for drug conversion and his company assists DEA and DEA recipients in diverting and disposing of drugs or pharmaceuticals and preventing them getting into the wrong hands. Matt's company deals with hospitals and small generators such as dental and doctor offices and law enforcement communities. The service Matt offers is like the hazardous waste disposal, but he specializes in pharmaceuticals. His proposal is to place a receptacle (box) inside Town Hall so residents can bring their drugs or pharmaceuticals and drop them in the box so his company can dispose of them. Larkspur's water systems cannot deal with the drugs being put in the drains because the system has no viable way to scrub the pipes and the drugs will eventually be back in the drinking water. For instance, Castle Rock just put in a million-dollar water system and it is incapable of scrubbing the piping well enough to get rid of the drug residue. Matt's proposal is to place the box, which holds approximately 15 gallons in town hall which will be secured and locked. Residents can drop off their products privately and Matt's company will pick up quarterly. Matt is proposing a monthly charge of \$129.95 and he will provide a Certificate of Destruction back to the Town to show he is partnering with a drug diversion program and it is EPA compliant. Matt proposed a 3-year contract; however, Councilmembers had issues with the need for the service frequency and proposed a trial period at a lesser charge. The Town would like the opportunity to use the program on a short-term basis and see if it is

feasible before we sign a 1-year contract. We are proposing a 60-90-day usage to see if it is cost effective to the town. We would like Castle Rock to partner with us but proportionately. **Councilmember Shannon Buss made a motion to use Matt's system for 90 days. It was agreed the Town should not pay for non-residents. Seconded by Brian Cook. In a five (5) approved, one (1) opposed (Sandy McKeown) roll call vote, the Mayor affirmed. MOTION CARRIED.**

- **Scott Allen:** Ball Park Update

Scott offered assistance for fund raising efforts and will distribute materials to the Town. He will coordinate with Marvin and Natasha on how to proceed. The rest of his presentation was about the leagues. The summer league has been a success and is being well received. Health and safety protocols continue to be enforced and communication between Scott and Marvin is well received and Scott said they are doing all they can to observe safety standards and social distance at the beginning of each double header. Hopefully, the businesses are profiting from the leagues and Scott thanked Charito's for the burritos he furnished, and knows he had a \$300 day from burrito sales. Finalized the fall program and met with Bill Kramer to iron out all the details. Condition of the field is good, and Scott praised James Stockstill for his prep of the field and called him a 'one-man army.' There are a few things to be done on home plate and the infield drainage, but James is gathering costs to present to Marvin. Councilmembers were concerned that the league teams were not being mindful of the social distancing and mask wearing mandates. Paul Bowers said he goes by the park frequently and sees mobs milling around and no safety measures in place. Brian Cook agreed with this observation. Scott's next proposal included a Baseball Academy. Scott has filed his paperwork with the State to open a baseball academy. He has not filed with Larkspur yet but plans to do so. Mayor requested a field use plan to show what it would look like if the baseball academy were in Larkspur. Scott is looking for a place for his academy and would like to own it, but he will consider a lease option. The academy would offer management of baseball teams, indoor practice facility for year around practice. As the core offering of our program, we offer leadership development, community services, core-values based program that enhances the family experience affiliated with baseball and skills of pitching, throwing, and conditioning. We expect the facility to serve approximately 100 player families and provide a program representative of our view of baseball. It will be open athletic space which will provide the Town with additional opportunities, the space will be available off season for community aerobics, yoga, jazzercise classes, civic meetings, book clubs, garden clubs, boy and girl scouts, moms clubs, stroller striders etc. We want to establish 2 annual leagues, one summer and 1 fall. The summer league would be June thru August and the fall league August thru October. All offerings

will be to the 9-13 age group. We propose a tournament series consisting of 12 tournaments. We will adhere to all restrictions proposed by the Town, County or State. The cost estimate will be \$4320 for fall camp; \$680 for Spring; \$2800 for Summer 2021, \$5400 for tournaments and \$2700 for Tournament of champions. Services required is a prepped dry field and bathroom services. The teams will offer vibrancy to the community and increased traffic to local businesses. Council is concerned about the lack of adherence to safety measures like social distancing and masking. They would also like a year to year contract rather than long term. It was determined the price being paid was fair and a workshop is proposed to work out a final proposal. Scott proposed a right of first refusal for renting the field. The Council will make a decision on the academy at the next meeting.

- **Martha Rubi Byers:** Census Presentation

Martha said she would provide some funding information at the end of her presentation so we could see how the Census benefits the Town in securing funding since we have so many ongoing projects. Martha presented a video about why the census is taken. She stated there are several ways to complete your information. The census is done every 10 years and they count everyone in the United States. The census helps communities get Federal funding. Colorado gets 675 billion dollars and issued for redistricting in 2021. Completing the census is the law, it is safe, easy, confidential and you can submit by phone, by paper or on the internet or in person. As of today, Colorado has a 65.4 % submission rate. Douglas County is #1 in the state with a 77% self-response rate, Larkspur submission rate is 62.9%. Good job Larkspur. 37% is still needed. We have to have 100% or we will come knocking on doors beginning July 31. Remind all your neighbors to complete their census forms. Marvin had flyers put in the water bills and reminded the Council to remind their neighbors to complete the census forms. Please go to 2020census.gov to complete the census.

- **Jason Meyer:** GMS Capital Improvement Plan

Jason is on board to do the Capital Improvement Plan and understands we want to do the entire water system, rather than wait until something breaks to fix it. Jason will do a preliminary engineering report, reviewing the entire system for about \$15,000 to include distribution review, solutions, water fund and financial funds evaluation. Grants and loans are available to address point of application to construction and how the whole system will work. The Town will be able to pull information from the Capital Improvement Plan for use in grant or loan application. Jason estimates 150 to 170 hours to generate the report. Clay Brown can help with an Energy Mineral Impact Assistance Grant to cut this price in half. Start a conversation with him and provide a letter asking for him to assist the town with a grant to lower the price. The GIS mapping piece will cost \$7500 and will consist of surveying and shooting in all the water facilities and creating a map anyone in the Town can read. Time frame for completing the GIS mapping is 1 ½ months. This will give you a basic system and you can add to it as you

need to—probably \$500 to \$1000 annually to get to where you want to be. The initial \$7500 will get you what you need but it will not show lines that are tapped in, that would cost separately. This is a mapping tool you can do a locate right off your phone or print off the map. You can call Clay Brown and see if he can do an energy assistance grant for this GIS part also.

Councilmember Shannon Buss made a motion to approve the GIS mapping cost and have Jason proceed. Seconded by William Teague. Discussion: Tracy Winchester with the Colorado Department of Revenue said they had a GIS piece with their sales and use tax presentation and wanted to know if we wanted to see it in case it was something that was already done for us. At this point Councilmember Shannon Buss withdrew her motion and councilmember William Teague withdrew his second and the Council moved on to Tracy Winchester's presentation.

- **Tracy Winchester:** Sales and Use Tax Software with the State
Sales and Use Tax Software with the State: Tracy states the look up tool to the State software is tied to geography. You can search the Colorado Tax Information by address and it gives you boundaries where you can search by different icons or by location. This is mapped for city boundaries and created as an online mapping tool to show what we have for each city. If boundaries change, you can click on proposed change and move lines. You send this to the local affairs office, and they do an upgrade. You will have the original boundaries and the change side by side for approval. You can also use this tool to change rates and send them for review and approval. There are 346 items in the system containing taxability rules. It was stated that Jason would be doing water and sewer lines and it would still require collecting the data and putting it in the GIS system.

Councilmember Shannon Buss again made a motion to approve the \$7500 for GIS mapping so GMS can begin working on the system. Seconded by William Teague. Discussion: Water & Sewer Board has not been able to meet because they cannot make a quorum. Brian Cook was unaware of this fact. Further discussion took place over the water board and present participation. In a six (6) approved, zero (0) opposed roll call vote, Mayor affirmed. MOTION CARRIED.

Tracy Winchester and Erin Neir continued her presentation regarding the SUTS Tax software which would provide a central state for which business can report their sales tax. The supreme court ruled that if the reporting of taxes becomes too burdensome for the business then they do not have to pay taxes. Due to this ruling the software was created.

VII. ACCOUNTING: (1840-1850)

- Accounting Update (Donnelle Johnson, CPA)
Donnelle gave a report on some of the accounting deficiencies she found. There was a gap in the system after February—missing information and entries seemed to stop. There were no reconciliations, lease payments were not entered, Accufund is not displaying accurate information, erroneous entries put in the general fund. Road and Bridge account was erroneous. We have a new trash company and expense not approved. ADP payroll had no entries for April and May. The gas card had \$225 in late fees that she was able to get waived. Water meter entries had skewed information. Accufund end of year was not closed properly so on July 1st tax could not be entered. There were no transfers to Road & Bridge account since January of 2019. The Town paid tax to vendors and should not have. We just pay the amount due minus the tax and attach our tax-exempt letter to the payment. No 1099s were sent to vendors so nothing was filed for first quarter. Electronic filings were not approved by council. We closed the library internet and got a 9/30 extension to do the Town audit. Donnelle wants to know if the Council wants her to examine previous year records for deficiencies. Councilmember William Teague thought we should examine the previous year also. Transfers were discussed and the Council wants to know if we have controls in place with the bank to make sure the Mayor approves all transfers. Council Member Brian Cooks wanted to ensure that the town is watching their spending. Donnelle noted how much that town has already cut back in spending.
- Financial Update (Helen Kellogg): Helen Kellogg (Sale Tax Specialist with Douglas County) updated the council on her findings in the accounting processes and recommended solutions. She noted that there needs to be more separation of powers that requires signatures from both the accounting manager and either the Town Clerk or Mayor. Once the approval is met then it is forwarded to the Town Council for their final approval. Helen provided more ideas to make processes more efficient including munirevs, state tax filing with the SUTS program with the state, excel tracking sheet for sales tax, etc. She continued to state that the Town has a phenomenal team in place and believes that will lead the town forward into the 21st century and remain compliant with laws, regulations, and statute, are passionate and have worked hard to improve relations with the county. We thank Helen for all her assistance to the town during this transition and her continued expertise going forward.
- Bills to Pay
 - ✓ General Fund
Frontier IT and GFL Environmental bill was questioned. Frontier IT was a three-year DNS. Donnelle will investigate this more. The GLF Environmental was the trash that was being paid electronically. Moondance Gardens billing was discussed, and Councilmember Brian Cook wants an accounting of the money that has been spent in the park. Donnelle said she will get an accounting for the SEP project

as Brian Cook requested.

Councilmember Shannon Buss made a motion to approve general fund bills in the amount of \$35,094.50, seconded by Councilmember Brian Cook. In a six (6) approved, zero (0) opposed roll call vote, Mayor affirmed.

MOTION CARRIED.

- ✓ Water & Sewer Fund

Councilmember Shannon Buss made a motion to approve WATER AND SEWER bills in the amount of \$6,550.09 seconded by Councilmember William Teague. In a six (6) approved, zero (0) opposed roll call vote, Mayor affirmed.

MOTION CARRIED.

- ✓ SEP Fund

Councilmember William Teague made a motion to approve the outstanding SEP bills in the amount of \$3,592.07 seconded by Councilmember Brian Cook. Brian Cook wanted to reiterate that he wants a running total of where the SEP project stands. In a six (6) approved, zero (0) opposed roll call vote, Mayor affirmed. MOTION CARRIED.

VIII. COMMISSION & BOARD REPORTS: (1850-1900)

- Planning Commission (PC) Report – Matias Cumsille, Chair

- ✓ New Board Member Appointment

Axel Suvari has agreed to be on the Planning Commission board so we will have a new member.

Motion to appoint Axel Suvari as a member of the Planning commission made by Shannon Buss, seconded by Councilmember Brian Cook. No discussion. In a five (5) approved, zero (0) opposed, 1 abstained (Isaac Levy for conflict of interest) roll call vote, Mayor affirmed. MOTION CARRIED.

- ✓ Park Site Plan Approval: Planning Commission voted to approve the Park site plan 3 to 0. Planning Commission Chairman recommended the town to move forward with the park improvements. Main feedback was about a permanent pond or water feature being established.

- ✓ AFHR Water Tap Agreement: Matias wants to put 4 cabins on Federation property on Perry Park Blvd. They will not be visible from the road. He asked for a consensus to have the same deal as the campground with 4 cabins per one tap. Council Member Sandy McKeown asked about the planning commission struggles to find additional board members. Matias did note that there was significant struggle in find persons that want to volunteer for the position outside of the Federation. The cabins are anticipated to be 180 sq. ft. each. Further discussion took place over the process. It was decided

that the Federation can move forward.

- ✓ Street Scape Project: The project is well received, voted 3 to zero approved with 3 conditions: Put rustic welcome signs on north and south end of town; Put some type of memorial on Gerry Been's wall by his house, liked the corner stone feature; sidewalk and recommended that bike path on would be on east side with crosswalks to businesses from the Corner store and up to the Renaissance.
- Water & Sewer Board (W&S) Report – Tricia Bernhardt, Chair
No meeting because no quorum. Members needed.
- Parks & Recreation Board (P&R) Report
We need a drainage feature in the park, nothing complicated, just drainage for the park. \$36,000 was the lowest bid. We could use Dumler's tractor and driver and pay for the diesel and use volunteer labor and save money.

IX. CONTINUING BUSINESS: (1830-1840)

- **Resolution 2020-23:** Disaster Emergency Declaration Extension.
Councilmember Sandy McKeown made a motion to approve the Disaster Emergency Declaration Extension, seconded by William Teague. No discussion. In a six (6) approved, zero (0) opposed roll call vote, Mayor affirmed. MOTION CARRIED
- **Municipal Court IGA with Castle Rock**
Resolution 2020-18: A Resolution Approving the Intergovernmental Agreement with Castle Rock to establish a Municipal Court
Councilmember William Teague made a motion to approve Municipal court IGA with Castle Rock to approve the IGA and establish a Municipal court, seconded by Sandy McKeown. No discussion. In a six (6) approved, zero (0) opposed roll call vote, Mayor affirmed. MOTION CARRIED
- **Ausmus Law Prosecutor Agreement:** The Town Clerk noted that we negotiated a \$100.00 per hour prosecutor fee as opposed to the current Town Lawyer. Councilmember Brian Cook asked if they came recommended and if Ruthie reviewed the agreement. It was noted that Ruthie reviewed the agreement and resolution as to form and that the Law firm works with Ruthie's Firm regarding their court cases and was recommended by the Town of Castle Rock.
- **Resolution 2020-19:** A Resolution Approving the Agreement with Ausmus Law Firm which would conduct all Prosecutor services for the Municipal Court.
Motion to approve Resolution 2020-19 by Councilmember Shannon Buss, seconded by Brian Cook. No discussion. In a six (6) approved, zero (0) opposed roll call vote, Mayor affirmed. MOTION CARRIED
- **Ordinance 2020-06:** An Ordinance Appointing the Honorable Louis A. Gresh as Municipal Court Judge for a 2-year term.
Motion to appoint the Honorable Louis A. Gresh as Municipal

court Judge for a 2-year term made by Councilmember Shannon Buss, seconded by William Teague. No discussion. In a six (6) approved, zero (0) opposed roll call vote, Mayor affirmed. MOTION CARRIED

- **Ordinance 2020-07:** An Ordinance providing for the term of office, compensation, manner of selection, removal, and qualifications of the Town of Larkspur Municipal Court Judge.

Motion to approve Ordinance 2020-07 providing for the term of office, compensation, manner of selection, removal and qualification of the Town of Larkspur Municipal Court Judge made by Councilmember Sandy McKeown, seconded by Brian Cook. No discussion. In a six (6) approved, zero (0) opposed roll call vote, Mayor affirmed. MOTION CARRIED

- **Ordinance 2020-08:** An Ordinance Concerning the Sale of Bulk Water to Non-Residents. This item was tabled until next council meeting. Needs to be rewritten with a limitation on how much water non-residents can take.

The Mayor requested that the council reconsider their vote regarding the sale of bulk water to Ames Construction as he believes it is a safety concern. Discussion took place over the changes that the council wanted regarding the ordinance to include residents and community members and to have a limit on the total amount of water used.

Councilmember William Teague gave a quick update on the potholes and CDOT helped to repair those. It was confirmed that Ames was directed to stop their bulk water use on the 21st of the month.

- **Unity Slogan and Community Ideas:** Councilmember Isaac Levy wants to promote peace and harmony. Councilmember Brian Cook submitted an idea for “WE’RE BETTER TOGETHER’. The Council liked the wording.

Motion to approve the Unity slogan and put it on the electronic board and have placards made to put in windows made by Councilmember Isaac Levy, seconded by William Teague. No discussion. In a six (6) approved, zero (0) opposed roll call vote, Mayor affirmed. MOTION CARRIED

X. NEW BUSINESS: (1900-1910)

- **IT Agreement with Gustotek LLC: What direction?**
The agreement to pay Gustotek using ACH payments on demand was not in compliance with how bills are to be paid. A new agreement is being drafted and the Contract requires insurance which is quite expensive, and Paul said it is a deal breaker for him. If he must pay the insurance, it cuts his profit margin in half. The contract was discussed and compared to the contract Dana Fuller had with the Town. It was decided since we paid for Dana’s insurance and the Council authorized a reimbursement not to exceed \$1,000.00

Motion to reimburse Paul’s insurance costs on his contract for the remainder of the year not to exceed \$1,000 made by Councilmember Isaac Levy, seconded by Brian Cook. Discussion:

We should treat all contracts the same and Paul Bowers recommended getting other bids. In a six (6) approved, zero (0) opposed roll call vote, Mayor affirmed. MOTION CARRIED

- County Health Pool and CTSI Health Insurance: Natasha is working on group health insurance. She does not have a firm quote yet but suggested an 80/20 split of the monthly premium cost. She will put the plan together and give a presentation to employees.
- GIS Mapping Approval: Addressed previously.

XI. CONSTRUCTION & DEVELOPMENT PROJECTS: (1910-1915)

Updates provided by Mayor: Dumler is waiting on his site plan and then he should be up and running; Campground is open at full capacity, the second phase opens in October, we are receiving money now. Alex is planning construction south of the Spur for 20 apartments with 4 storefronts. He wants to set a new standard for the town. His project will involve some zoning changes.

XII. WATER COST ANALYSIS: (1915-1920) Natasha Holland

Cost of water for the year was \$311,162.16 for water only and not sewer. The cost per 1000 gallons is \$18.55. We were charging \$12.50 per 1000 gallons. We subsidize 74% of Town water. We are rewriting our Ordinance and it will have the new rate.

XIII. MAYOR'S REPORT: (1920-1940)

- Council To-Do List: Mayor went over the items on the To-Do list and the Council wanted to add Gerry's bench and plaque, running totals on projects, Paul wants the Park to use Dumler's driver. Mayor has lined up the tractor and driver and the road base will cost \$15,000 and we can use the grader from the CRF, but they want Clyde to run it.
- Salary Correction for Town Clerk: It was proposed to increase the salary of the Town Clerk, Natasha Holland from \$49,000 to the same salary our previous Town Clerk was being paid, \$65,000. Councilmember Shannon Buss is in favor of the correction. However, other Councilmembers had issues with the salary correction even though they agreed Natasha has picked up all the pieces when town employees quit. The issues were the short time she's been on the job, the acceptance of the salary proposed, no change in job title, and the amount of the increase. Council wanted more information and agreed to table it and bring it up at the next Council meeting. Council Member Shannon Buss made the motion to increase the salary of the Town Clerk to \$65,000 which was seconded by the William Teague. Further discussion took place over the raise. It was decided to table the decision until further information could be provided.
- Bobcat Quote: Two quotes were received the difference between them was one was the actual vendor and the other was a company that sells Bobcat. Want maintenance cost and overall depreciation and cost to store cost.

- Selling Yurts: We're selling two on Craigs List. We are going to set them up, but it was decided to show the pictures we have and ask for best offer on Craigs List. It was suggested to just use prior pictures and take the time to put the yurts together. The council decided to go forward with selling the yurts.
- Town Hall Plan: Plan to take out the middle wall and want to get started.
- Legal Training: Please review the legal training document provided by Corey Hoffman
Council Comments on Legal Training: **Council Member Paul Bowers made the motion to limit the time with the lawyer to 1 hour per month allotted to each councilmember, seconded by Councilmember Brian Cook.** Discussion took place over a prior meeting where it was discussed that the council was to report time with the lawyer to either the Town Clerk or the Mayor. Some members did not receive the training so they will get the training material from Natasha. Remember to document the time beginning and end and turn in to Natasha. Training from the Legal Counsel workshop is in their packet. Everyone agrees the reduced time will solve many problems with Legal Counsel. **In a six (6) approved, zero (0) opposed roll call vote, Mayor affirmed. MOTION CARRIED.**

XIV. COUNCIL COMMENTS: (1940-1950)

- Paul Bowers: Is all for the leagues but says they're not holding up their end. No social distancing or masks, not in compliance. Thinks we should put up banners on the backstops as a constant reminder. Also, Gerry Been was promised a bench with a plaque months ago when Paul's mother went to Town Hall and read an open letter to the Town. Paul wants the Town to get the bench and placard in place as soon as possible, enough time has passed. They would also like to dedicate a piece of playground equipment dedicated to Gerry Been as well.
- Brian Cook agrees with the baseball league non-compliance. Also wants to know where the liability lies for not complying—with the Town or with the League. Wants to have the league do the park prep and keep our labor out of it. Also wants Gerry's bench in the park.
- Isaac Levy says even though Castle Rock may charge less for their ballfield, he wouldn't have a monopoly on the field like he does here. We need to come up with a plan that is mutually beneficial to the league and the Town—we need each other, but we should be in control so let's hear him out and make our decision from there. When is our Town clean-up day? It is usually in May. Marvin set it for 2 weeks from this Saturday. Need volunteers to pick up items so call Marvin if you're on board.
- NOTE: Natasha is hoping to have a cost analysis of park charges at the next council meeting.
- Sandy McKeown agrees with ballfield comments and likes the age group but must agree with the health and safety concerns. She likes the

banner ideas and loves seeing the kids in the park. Would like to have a contract negotiator work on their contract. Give the bench for Gerry to Park & Rec Board and let them work it out. Murdoch has some benches, but we want uniformity.

- Paul Bowers: Get the plaque ordered for Gerry. The verbiage on the plaque will be done by Kylie and Paul.
- William Teague. Agrees with everything said and wants to add speeders up and down Spruce Mountain road are a problem. We need to come up with a plan to curb speeding.
- Sandy McKeown: Do we have any town residents with COVID? Danette, Florence Burch's daughter supposedly was positive—don't have details. Speeding has always been a problem. Hopefully, the plan from CU will slow people down.
- William Teague: Wants to put a drainage dip in the road to slow people down.
- Shannon Buss: On the speed issue, we should call Douglas County and issue tickets. The Town's bobcat is not under warranty lets trade it in and get a new one. Gerry is a loss to the community. Scheduled public appearances on the Council Meeting need to be shortened. Baseball league needs to make it a practice to social distance.
- **Motion was made to approve the banners to list the COVID 19 safety measures posted on the backstops in the ballfield not to exceed \$500.00 was made by Councilmember Shannon Buss, seconded by Paul Bowers. Discussion: We can put this in the CARES package and receive money back at the 25/75 rate. In a six (6) approved, zero (0) opposed roll call vote, Mayor affirmed. MOTION CARRIED.**
- Brian Cook: Everyone in a public place needs to wear a mask. Businesses and stores will not let you in without a mask.

XV. UNSCHEDULED PUBLIC APPEARANCES: (3 min limit)
No public comments

XVI. ADJOURN: (1900): Motion to adjourn at 10:51 pm was made by Councilmember Shannon Buss, seconded by Brian Cook. Unanimous approval. Meeting adjourned.

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.

