



## REGULAR COUNCIL MEETING

Town Hall  
8720 Spruce Mountain Road  
Larkspur, Colorado 80118  
May 6th, 2021  
6:00 PM  
**MINUTES**

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

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

Topic: Regular Town Council Zoom Meeting

Time: May 6, 2021 06:00 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81034352680>

Meeting ID: 810 335 2680

One tap mobile

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Dial by your location

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Meeting ID: 885 3720 2842

Find your local number: <https://us02web.zoom.us/j/kc9VdsMCVs>

**MEETING CALLED TO ORDER/ROLL CALL: The meeting was called to order at 6:00 pm and all members were present.**

	<u>PRESENT</u>	<u>ABSENT</u>
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Mayor Isaac Levy	X	
Mayor Pro-tem Sandy McKeown	X	
Sherilyn West	X	
Paul Bowers	X	

**I. PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited by all present councilmembers.

**II. MOTION TO APPROVE AGENDA:** Councilmember Sandy McKeown made a motion to approve the Agenda for the Regular Council Meeting of May 6, 2021, seconded by Councilmember Sherilyn West. No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, Mayor affirmed. Motion Carried.

**Posted: 5-21-2021 SBH**

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### III. MOTION TO APPROVE MINUTES:

- Meeting Minutes from April 15, 2021 Regular Meeting Draft: Motion was made by councilmember Sherilyn West, to approve the minutes from the Regular Council Meeting of April 15, 2021, seconded by councilmember Sandy McKeown. No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, mayor affirmed. Motion Passed.
- Meeting Minutes from April 22, 2021, Special Meeting on Kazurova Rezoning Draft: Motion was made by councilmember Paul Bowers to approve the minutes from the Special Meeting of April 22, 2021, seconded by councilmember Sandy McKeown. No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, mayor affirmed. Motion Passed.
- Meeting Minutes from April 29, 2021, Special Meeting on Moondance Gardens Draft: Motion was made by councilmember Sandy McKeown to approve the minutes from the Special Meeting, seconded by councilmember Sherilyn West. No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, mayor affirmed. Motion Passed.
- Meeting Minutes from the April 29, 2021, Emergency Meeting for the Ordinance Enforcement Company Meeting Draft. A motion was made by Councilmember Paul Bowers to approve the minutes with corrections to the Enforcement Company Contract to employ them for six months at a payment not to exceed \$6000, and to correct tap fee raises to show the 1-1/2 pipe would be increased by 50%, and the 2, 3, and 4- inch pipe would be doubled, seconded by councilmember Sherilyn West. No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, mayor affirmed. Motion Passed.

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

- Alex Welch/Casey Adragna were not available.
- Gilad Schwartz said there would be Music in the Park from June to August, beginning the 2<sup>nd</sup> and 4<sup>th</sup> Friday of each month. The music will begin at 6:00 pm and end 8:30 pm. We will abide by normal spacing rules. We will utilize local bands for the most part and will have food trucks in the Park available. We are working with the County on the September 18 & 19, Art and Craft Fest and we anticipate 50 booths operating. We will advertise on the signs in Town Hall parking lot and I-25 as we have in the past. Dan Krob will look into the legality of advertising on the signs. Over the last three years we have had security provided and hope we can continue to have this service. Donnelle checked on the cost and said it was \$171 for each event in the past. We will work with the County on COVID restrictions. The mayor agreed to abide by County rather than Tri County restrictions.

### V. ACCOUNTING:

- Finance Update: Donnelle Johnson: Donnelle is continuing to work on moving bill payments to the beginning of the month.
- Bills to Pay: General Fund: A motion was made by Councilmember Sandy McKeown, seconded by Councilmember Paul Bowers to pay the general fund bills in the amount of \$ 22,971.23, seconded by councilmember Paul Bowers. **Discussion:** The questions were about CIRSA quarterly billing, unemployment claims, infield costs (these were pre-approved by Council) We added dirt to ensure safety of the players. Century Link bills were explained by Donnelle and Dan Krob suggested Donnelle be given the authority to pay up to X amount on the bills at her discretion. The Safebuilt bill went to Michelle Wagner, Sherilyn West and Isaac Levy. Donnelle

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will check to make sure this doesn't happen again. In a roll call vote of Four (4) approved, zero (0) opposed, mayor affirmed. Motion Passed.

- Water & Sewer Fund: A motion was made by Councilmember Sherilyn West to pay the Water & Sewer Bills in the amount of \$12,038.08 which excludes \$22,920.37 for GMS until it is determined what the difference consisted of, seconded by councilmember Sandy McKeown. No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, Mayor affirmed. Motion Passed.

#### VI. BOARDS:

- Planning Commission: Matias Cumsille was unavailable; however, he did send a letter from the Planning Commission. The Council is not voting tonight but will set up a public hearing to go through the list of businesses that you want to take out of our Ordinances. We want to see what you want for Larkspur and make sure that all residents attend the Public Meeting. A motion was made by councilmember Sherilyn West to review zoning changes on June 3, 2021 prior to our Regular Council meeting, seconded by councilmember Paul Bowers. No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, mayor affirmed, Motion Passed. Dan Krob recommended that Sean Hogan post the changes to the website prior to the Public Meeting so residents have a chance to review them. The items that are red-lined means they can be approved only upon review. Councilmember Sherilyn West wanted the 'grandfathered in' Clause defined. It was suggested the Planning Commission look at Industrial zoning also.
- **Board (W&S) Report** – Tricia Bernhardt, Chair: The Water and Sewer Board did not meet last month. Patricia Calderone said there was a meeting scheduled for May 11, 2021 at 6:00 pm.
- **Parks & Recreation Board (P&R) Report** – The Park and Rec Board has four more members: Bill Fischer, Debi Fischer, Anita Wilkinson, and Rob Lilly. Bill Kramer has applications from all of them and will give Sean the applications for approval at the next meeting. It was stated the board members must be appointed the first meeting of May and all had served on the Board before. A motion was made by councilmember Sherilyn West to accept the new applications and make the alternates Kat Fesing and Bill Fischer, seconded by councilmember Paul Bowers. No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, mayor affirmed. Motion Passed.
- The Front Range Trail has been delayed for mapping. In order to move from the east side to the west side, we have to see what processes have already been accomplished. Bill Kramer will talk to Marvin Cardenas to see what has been done. Archer did not give us a dollar figure yet. We need more information. Park and Rec is analyzing the ballfield and pavilion rentals for comparison and will report to the Council on the 20<sup>th</sup>. Pickleball Courts are going to be restriped. James Stockstill knows a vendor and will contact him next week. Ed Wood at Jellystone said we could use their courts as well. They are open to it so we will see what happens. If there are issues in the park with speeders or other violations, the sheriff should be called, our enforcement agency is not qualified to handle these problems. Of course, if it is an animal problem, animal control should be called.

#### VII. OLD BUSINESS:

- NEW BANK: Donnelle is still shopping for a bank and her recommendation is Wells Fargo, they seem to be a good choice. A motion was made by councilmember Sherilyn West to use Wells Fargo Bank for all Town of Larkspur business, seconded by councilmember Sandy McKeown. No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, mayor affirmed. Motion Passed.

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- **QUICKBOOKS:** Donnelle Johnson would like to move to Quick Books as soon as it is fiscally wise. The Town spent \$25,000 training people on Accufund, and it is not user friendly. Quick Books would cost \$200 and would eliminate \$7000 a year in expenses. We could also do meter reads in QuickBooks. She has 18 months of data loaded and will check trial balances to make sure the program is working correctly. QuickBooks allows automation and workload processes which is why 90 percent of accountants use QuickBooks, Donnelle has a question into Accufund about access to last years data for audit purposes. She believes the Accufund contract ran out in the fall, but she is still testing. Councilmember Sherilyn West wants to see a cost comparison. Donnelle will continue to test QuickBooks and keep the Council informed.
- **ELECTION:** Karen Goldman addressed the need for a Special Municipal Election and in a letter, she addressed the need to have the background work done in accordance with all State Statutes. She suggested a polling place election so people can vote in person or by mail. Councilmember Sherilyn West wanted to know the impact of the April 2022 election. Karen Goldman will work with Sean Hogan, Town Clerk, to define the terms of the election. **A motion was made by councilmember Sherilyn West to set a Special Municipal Election date for August 3, 2021, seconded by councilmember Sandy McKeown. No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, Mayor affirmed. Motion Passed.** Karen will have the nomination packets to Sean as the 20-day period starts, Friday, May 7, 2021. The information is on the website and we will put an excerpt in the Newsletter for May.
- **GMS DRAW:** Jason of GMS stated the \$400 variance was due to when the GIS System was created, there was a lot of back-and-forth coordination between GMS and Semocor. It was not planned for and caused additional expense. Jason said we could take it off the bill if we decided to but the work was done and the cost was incurred. **A motion was made by councilmember Isaac Levy to pay the GMS bill of \$22,920.27 which includes the \$400 variance, seconded by councilmember Paul Bowers. No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, mayor affirmed Motion Passed.** Jason provided three items that were required by the Health Department detailing what improvements need to be included and will do sampling of both water and wastewater and will address the most cost-effective way to correct the problem. Clay Brown of DOLA wants us to do a study first and will provide ½ of the funds. The services have not been rendered yet. Jason said \$19,500 is needed of which \$4,000 is for sampling—this is the next phase. One half of the costs will be reimbursed by DOLA later on. Do we have funds in budget? Donnelle will address this question after the meeting but she said she can do an amended budget if its something we absolutely need. **A motion was made to approve \$19,500 for the study by Councilmember Sandy McKeown, seconded by councilmember Paul Bowers. No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, mayor affirmed. Motion Passed.**

#### VIII. NEW BUSINESS:

- **IMPACT FEES:** Dan Krob talked about raising the tap fees and advised against it. Before we can raise fees, we need an engineering study done. He suggested not issuing taps until we do a study and get the results back. Councilmember Sherilyn West said we did a study in 2018. We will table this tonight since we need to base it on a study.

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**IX. CONSTRUCTION & DEVELOPMENT PROJECTS:**

- Scott Foerster and his associates are proposing an annexation into the Town of Larkspur for a 40-acre parcel on which they want to build 40 homes, some 3-acre estates, some cluster homes with a gathering place (inn) in the middle and an organic garden center. The project would grow vegetables to be served at the inn and the remaining produce would be given to the community. The homes they plan to build would be built slowly and would be environmentally friendly. They are looking at passive solar and filtering systems to keep the air clean. They presented their proposal and are open to a Town Meeting to bring in their concept plan and present it to the residents. Dan Krob cautioned about asking too many questions at this point and letting it go to the people for a referendum. Scott will get a concept plan put together and bring it back to a public meeting.

**X. MAYOR'S REPORT:** Mayor Levy reminded everyone Renfaire is coming in July and with it comes heavy traffic and lots of changes. There are lots of proposals and residents should attend the public hearings and participate in the governance of their Town. Water wills will come out on Friday, May 7<sup>th</sup>.

**XI. COUNCIL COMMENTS:** On the Council Meeting packets, lets just email the receipts rather than printing them out. This is an awful lot of paper. Haven't seen any site plans from the tree company and they are putting up their fence. Community Services is looking at this project.

- Check on what Jellystone is offering to the residents. There is a charge being levied on some amenities. Sean will check on this.
- Dumler's orange fence is still not fixed, Dan Krob will touch base with his attorney,
- The Been family wants to reserve the pavilion in the park on the 4<sup>th</sup> for a family reunion. Dorothy said she got a call from Kiley months ago but nothing since. The reservation is on the calendar, but it is tentative.

**XII. UNSCHEDULED PUBLIC APPEARANCES: (3 min limit)**

- Amy Blanchard asked why we follow Tri County procedures rather than the County. Mayor said we would look at both and find the best fit. Douglas county is laxer than Tri-County.

**XIII. ADJOURN:** A motion was made by Councilmember Paul Bowers to adjourn the Council meeting, seconded by Councilmember Sherrilyn West. **Meeting Adjourned at 9:45 pm.**

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