



REGULAR COUNCIL MEETING

Town Hall
8720 Spruce Mountain Road
Larkspur, Colorado 80118
June 3, 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.

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>
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 June 3, 2021, seconded by Councilmember Paul Bowers. No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, Mayor affirmed. Motion Carried.

ZONING CHANGES PUBLIC HEARING: Matias Cumsille discussed the zoning of different districts. The general population is against growth. On the list, the crossed-out items can still be approved; however, they require a special review. The list is extensive, and Sean Hogan shared it on the screen. Right now, multi-family states 15 units per acre, we are suggesting 5 per acre or a special review. We believe this will alleviate some of the conflicts we are seeing. It was also suggested we should address light industrial just in case our maintenance building should be moved in future years (now would be the time to put changes in effect). This list was introduced in May and will not be voted on tonight. We just wanted to see if everyone was okay with the proposed changes. The mayor asked for discussion. Councilmember Sherilyn West wanted to see 'drive-in vs. drive-through' defined. She also felt some of the items on the business list could be combined. She also wanted the 'grandfathered in clause' explained. Dan Krob stated that as soon as the land use permit is submitted to the Town and the new changes are not yet made, the land use permit is grandfathered in—what is in place at the time the land use permit is issued is what will be in effect for the individual. This wording will be made part of the Ordinance. Once zoning is discontinued, it cannot be brought back. At the next Council meeting we will potentially

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vote on adopting the list. If anyone has comments or discussion on changes, please contact Mayor Levy before the Special Hearing. A motion was made to adjourn by Councilperson Sandy McKeown, seconded by Councilperson Sherilyn West. In a roll call vote of Four (4) approved, zero (0) opposed, Mayor affirmed. Motion passed.

III. MOTION TO APPROVE MINUTES:

- Meeting Minutes from May 20, 2021, Regular Meeting Draft: Motion was made by councilmember Sandy McKeown to approve the minutes from the Regular Council Meeting of May 20, 2021, 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): No scheduled appearances.

- LOT DRAW FOR NEW COUNCIL POSITIONS: Mayor Levy asked if we could move to the drawing for ballot positions for ballot on the upcoming election for Council seats and everyone agreed. Karen Goldman stated we could draw lots in a number of different ways and Town Clerk, Sean Hogan, agreed to put 5 numbers in the box and let each applicant draw the number from 1 to 5 that would determine their ballot position. Lynn Pfaff drew number 1; Ed Blanchard was awarded number 2 since he was not present and the mayor drew for him; Ruth Ann Arfsten drew number 3; Mindy Kazurova drew number 4, and Brian Cook was awarded number 5 since he was not present, and the mayor drew for him. Karen stated there are 3 open positions and 5 candidates. We will have a polling place election just as the previous election and will use the same election judges. Karen sent a memo clarifying that the three people who are elected will serve until next election which is April of 2022. Councilperson Sherilyn West's seat is the only one that is not up until 2024 since she will serve the remainder of Brian Cook's term. Karen stated the different terms and was backed up by the Town Attorney, Dan Krob. Karen Goldman stated that there are some things written in the code and charter that make these changes difficult and now would be the time to put them on the ballot to change them. She also stated there is no limit to the number of changes we could put on the ballot.

V. ACCOUNTING:

- Finance Update: Donnelle Johnson spoke on the testing she is doing on Quick Books and after she finishes the testing, we can drop Accufund licenses to one user which will save us money.
- General Fund Bills: Donnelle walked the Council through the general fund bills and a motion was made by Councilperson Sandy McKeown, seconded by Councilperson Sherilyn West to approve \$36,953.11 for the general fund. Discussion: Questioned the MR Hauling bill and asked for clarification that businesses were not getting trash removal; James Stockstill assured them the businesses were having their residential trash hauled away (since they live in the Town). Councilperson Paul Bowers asked Donnelle to look into building lease payments which she will do. In a roll call vote of Four (4) approved, zero (0) opposed, Mayor affirmed. Motion passed.
- Water and Sewer Bills: A motion was made by Councilperson Sherilyn West to approve water and sewer bills in the amount of \$21,955.26, seconded by Councilperson Sandy McKeown. No

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discussion. In a roll call vote of Four (4) approved, zero (0) opposed, Mayor affirmed. Motion passed.

- Quick Books Update: In order to test QuickBooks Donnelle has to have enough information in the system, which is very laborious. Her and Reed are running the water and sewer bills in QuickBooks today. The next test will be sales tax. When Donnelle can get to a comfortable place with the data, she will come to the Council for permission to change over to QuickBooks. She is making excellent progress and found no journal entries had been made for the last 3 years. She is working with the auditors to correct errors. The Town is incurring NO extra cost, Donnelle is hopeful she can soon start on business licenses and sales tax.

VI. COMMISSION AND BOARDS REPORTS:

Planning Commission: Matias Cumsille gave an update at the last Council Meeting and no meeting since then.

W&S) Report – Tricia Bernhardt, Chair: No meeting.

Parks & Recreation Board (P&R) Report –Kat White gave a presentation on the bench that her and David want to buy (8 foot) and where they would like to place it. Her suggestion is east of the volleyball court. She shared a picture of the location. It is not purchased yet and she will present pictures and plans to the Council before it is placed in the park. Next was a presentation by Councilperson Paul Bowers concerning the bench, plaque and tree that was approved during Matt Krimmer’s administration for Gerry Been for his service to the Town. Marvin Cardenas purchased a bench (which was very nice but too lightweight) from Big R. The plaque was never made and now with the Been reunion coming July 2nd to the park, we have decided to use the bench and are having a brass plaque made to affix (temporarily) to the bench to commemorate Gerry’s service. The bench will be placed temporarily until a more satisfactory bench can be purchased and the brass plaque will be permanently affixed to the new bench. Kat explained that benches are anywhere from 3 weeks to 20 weeks out on shipping so it may take a while that is why we decided to use the bench we have. We wanted to make sure the Been family sees something in the park to honor Gerry. The family contributed \$1,288 to the Town and the bench and plaque were already approved. Councilperson Paul Bowers is acting as the liaison between the family and the Town. Sean Hogan commended Kat White on her hard work and the Council voiced approval of placement of an approved bench. Finally, Marvin Cardenas donated some topsoil from a project William Teague was doing on his property. The topsoil will go to level the ground in front of the cabins so a boardwalk can be placed there. Marvin also said an electrician by the name of Lindquist will be pulling a permit to install electricity to the cabins. Kat was not sure how the electrical would be funded but Marvin said he would be placing a Go Fund page for both the boardwalk and the leveling of dirt. The Council wants more information and Dan Krob will look into the Go Fund pages. Councilperson Sherilyn West wants to know if money was already appropriated for this project and Donnelle will check on the details. **Councilperson Sherilyn West made a motion to accept the free fill dirt for the Town to put in front of the cabins, seconded by Councilperson Sandy McKeown. No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, Mayor affirmed. Motion passed.**

VII. CONTINUING BUSINESS:

- Emergency Declaration Resolution: **A motion was made by Councilperson Sandy McKeown to adopt Resolution 2021-09, A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF**

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LARKSPUR EXTENDING THE LOCAL DISASTER EMERGENCY ON AND FOR THE TOWN OF LARKSPUR, COLORADO, seconded by Councilperson Paul Bowers. No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, Mayor affirmed. Motion passed.

VIII. NEW BUSINESS:

- Senator Hickenlooper's aide, Andres Carrera addressed the Council and wants to establish a relationship with the Town. He is willing to work to meet our needs and will pass on his number and email so we can contact him. He will update Council on upcoming legislation and has talked with Mayor Levy regarding grants and loans for wastewater treatment. Once we are physically opened, he would like to come to visit personally. The Hickenlooper administration is trying to keep small business going and is off to a good start.
- Tap Fees GMS Water Study (Jason Meyer): Jason said a study is required to raise tap fees and user rates need to be included. The consensus is not to raise user rates. Councilmember Sandy McKeown remembers a rate study done a couple years ago. There is a five-year validity on water studies. Jason will continue with the study and was tasked to provide the Town with the cost of a gallon of water. The contract will be sent to the Town Clerk, Sean Hogan and to Clay Brown, DOLA.
- Railroad ties to Renaissance Fair (Mayor): Marvin Cardenas promised railroad ties to Renaissance and need a motion to approve it. **A motion was made by Councilperson Paul Bowers to give 25 railroad ties to Jim Paradise for the Renaissance property, seconded by Councilperson Sherilyn West. No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, Mayor affirmed. Motion passed.**
- New Gate Entry System for Town Dump Yard (Mayor): The Town is looking at a new system for entry to the dump. Rather than the cards that track license plate numbers, we will move to a remote control that opens the gate and tracks by person rather than vehicle. The new system will provide a remote to you (at no cost for the first one) and you will not have to get out of your car to enter the dump. We have not firmed up all the details but will collect dump cards and in return give you a remote after we verify you are a resident. The new system has a better tracking system, is cloud based, and will require a complete reset of users. When we get all the details ironed out, we will send out flyers or put something in the newsletter, web or otherwise make sure the details are relayed to everyone. The new system will improve traffic and security and there is a pressure plate on the left side of the gate to make the gate work. James will put up signs.

IX. CONSTRUCTION & DEVELOPMENT PROJECTS: Great Western Tree Care Site Plan: The owner of Great Western Tree Care addressed the Council and admitted his frustration with Archer Engineering concerning the drainage plan. He said they are hard to reach and do not return his calls. He is unsure what to do at this point. He thought he had issues which included water hookup, sewer hookup, electric hookup, gas hookup, culverts, additional parking spaces and the back of the building to match the 3 sides. Archer did not get back with him in enough time to submit his new site plan to the Planning Commission. He does not know the proper channels to go through. GMS was suggested to have a drainage plan drawn up. Once it is finished it must be submitted to the Planning Commission and they will recommend approval to the Council. The mayor asked him to call if he needs guidance.

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X. LEGAL UPDATE:

- Kazurova Rezone Ordinance: Dan Krob addressed the added language since there was some discrepancy about the zoning although the outcome was the same. The property was rezoned so there is no problem. A motion was made to approve Ordinance No. 2021-04, AN ORDINANCE REZONING CERTAIN PROPERTY REFERRED TO GENERALLY AS LOT 9 BLOCK A DONLEY'S ADDITION .36 A. M/L TO LARKSPUR FROM BUSINESS ZONE (B) DISTRICT TO COMMERCIAL (C) DISTRICT by Councilmember Paul Bowers, seconded by Councilmember Sandy McKeown. **No Discussion. In a roll call vote of Three (3) approved, zero (0) opposed, one (1) abstention (Sherilyn West) Mayor affirmed. Motion passed.**
- CIRSA Training: The CIRSA Training that was scheduled for June 10 will be rescheduled until August to provide training for the new councilmembers that will be appointed. Dan Krob will set up the training.
- JELLYSTONE AGREEMENT: We got no response from Eric on the costs for residents. The agreement and advertising literature says there are discounts. The pool should be free. Dan Krob is waiting on confirmation. Councilperson Sherilyn West wants him to ask if lodging is 50% off. Putt, Putt golf has an additional charge, recreation center is free. Dan will look at fees and get us information.

XI. MAYOR'S REPORT: The Renfair meeting is next week. Speed bumps will be put down but be moved temporarily during the Renfair. We got three sets of speed bumps and it was discussed they only be put going into Town because when you leave Town the speed limit increases. There was discussion about drivers veering around the bumps so we may have to change our strategy. We are looking at Food Trucks, but we don't want them to come whenever they want, we want to be able to schedule them for special events. If we can give them a permit for a couple hours and have them park in a pre-appointed place that would be best. We are going to put up a handicapped parking sign for two spots at Town Hall to be ADA compliant. We have designated June 27th as Town Clean-up Day. We will put it on the website and Jon and James will have a truck and trailer available. Volunteer Connect will be used to help with this event. We will also include a special banner.

XII. COUNCIL COMMENTS: A motion was made by Councilperson Paul Bowers to waive the Park Pavilion rental fee for the Been reunion from July 2 to July 8, seconded by Councilperson Sherilyn West. **No discussion. In a roll call vote of Four (4) approved, zero (0) opposed, Mayor affirmed. Motion passed.** Councilperson Sherilyn West offered to help Great Western and Mindy Kazurova with their site plans.

XIII. UNSCHEDULED PUBLIC APPEARANCES: (3 min limit) Amy Blanchard suggested we contact Hickenlooper's aide, Andres Carrera, about the site plan difficulties Great Western Tree Care and Mindy Kazurova are having. He offered to help so we should call him. Ruth Ann Arfsten made comment about the state of the park restrooms and that they were not clean. The mayor assured everyone that now that we have a weekend.

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maintenance person and a sign in sheet for cleaning times, this should prevent this happening again. The new Maintenance person, Jon introduced himself to the Council and said he was glad to be part of the community and welcomed people to meet him and introduce themselves. Mayor Levy said there were cameras installed in and outside Town Hall and they are always recording. There is also a clock-in station to identify employees.

- XIV. ADJOURN: A motion was made by Councilperson Sandy McKeown to adjourn the meeting. All AYES.

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