



REGULAR COUNCIL MEETING

Town Hall
8720 Spruce Mountain Road
Larkspur, Colorado 80118

October 15, 2020

6:00 PM

CORRECTED MEETING MINUTES

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

Join Zoom Meeting

<https://us02web.zoom.us/j/85069749411>

Meeting ID: 850 6974 9411

One tap mobile

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MANDATORY FACE MASKS FOR COUNCIL MEMBERS

- I. MEETING CALLED TO ORDER/ROLL CALL: All members were present. In addition, Legal Counsel, Ruthie, was virtually present.**

PRESENT

ABSENT

Mayor Marvin Cardenas

Mayor Pro-Tem Isaac Levy

Paul Bowers

Shannon Buss

William Teague

Brian Cook

Sandy McKeown

Posted: 12-09-20 SBH

- II. PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited by all.
- III. MOTION TO APPROVE AGENDA:** A motion to approve the agenda for 10-15-2020 Regular Town Council Meeting was made by Councilmember Shannon Buss, seconded by Councilmember Paul Bowers. No discussion. In a roll call vote six (6) approved, zero (0) opposed, Mayor affirmed. **MOTION CARRIED.**
- IV. MOTION TO APPROVE MINUTES: (1805-1810)**
Meeting Minutes Oct 1, 2020 Regular Meeting Draft): A motion to approve the minutes for the 10-1-2020 Regular Town Council Meeting was made by Councilmember Sandy McKeown, seconded by Councilmember William Teague. No discussion. In a roll call vote six (6) approved, zero (0) opposed, Mayor affirmed. **MOTION CARRIED.**
- V. LEGAL COUNCIL:** Legal Counsel (Ruthie) addressed Councilmember Brian Cooks question about a conflict of interest and when councilmembers should refrain from voting. Ruthie (Counsel) answered that she could not give an opinion without reviewing all the information (verbal or written) pertaining to the matter.
- VI. SCHEDULED PUBLIC APPEARANCES: (10 min limit):**
- Chamber of Commerce Update: Gilad Schwartz gave an update with the Chamber of Commerce and asked for Bill Kramer's reinstatement for the holiday projects that are coming up.
 - ✓ **Motion to reinstate Bill Kramer from now through January**
 - ✓ **22, 2021 at \$15.00 per hour not to exceed 10 hours per week was made by Shannon Buss and seconded by William Teague. In a six to (0) roll call vote, Mayor Affirmed. MOTION PASSED**
 - Security at the Maintenance Building: Paul Gustafson gave an overview of what he believes the technical needs to get the cameras at the maintenance building operational.
- VII. ACCOUNTING: (1825-1835)**
- Finance Update: Donnelle Johnson gave a summary of some of the payments on the bill history.
 - Bills to Pay
 - ✓ **General Fund: A motion was made to pay the general fund bills in the amount of \$17,851.58 by councilmember Shannon Buss, seconded by councilmember Sandy McKeown. No discussion. In a roll call vote six (6) approved, zero (0) opposed, Mayor affirmed. MOTION CARRIED.**
 - ✓ **Water & Sewer Fund: A motion was made to pay the water and sewer bills in the amount of \$14,284.06 by**

councilmember William Teague, seconded by councilmember Sandy McKeown. No discussion. In a roll call vote six (6) approved, zero (0) opposed, Mayor affirmed. MOTION CARRIED.

- ✓ SEP Fund: A motion was made to pay the SEP fees (transfer) in the amount of \$6,600.00 by councilmember Shannon Buss, seconded by councilmember Paul Bowers. No discussion. In a roll call vote six (6) approved, zero (0) opposed, Mayor affirmed. MOTION CARRIED.

- 2021 Budget Proposal: Natasha Holland gave a presentation of the present budget, proposed budget for 2021 and budget projections for the future. A budget workshop is proposed for November 12, 2020. The Water and Sewer tap fees were discussed but it was decided more information was needed before a decision could be made on raising the tap fees for commercial properties.

VIII. COMMISSION & BOARD REPORTS: (1835-1845)

- Planning Commission (PC) Report – Matias Cumsille, Chair: There was a proposal from Lorrie McDonald for the Town to put a fence between her property line and the park. It was suggested the Town would pay 50 percent of the cost. It was decided a cost estimate was needed before a firm decision could be made.
- Water & Sewer Board (W&S) Report – Tricia Bernhardt, Chair: The Water and Sewer Board sent a proposal to the Town council to raise the tap fees for commercial building by 50 percent. It was decided to gather more information before making a decision.
- Parks & Recreation Board (P&R) Report – Randy Johnson, Chair: No meeting was held.

IX. CONTINUING BUSINESS: (1845-1855)

- Maintenance Building Surveillance System Request
 - ✓ Internet requirement and Camera set up: Paul Gustafson with Gustotek gave a presentation on his findings and what equipment and services would cost to equip the maintenance building with the surveillance system requested. After much discussion, it was decided to go with a less expensive system. The project will require additional research by the Town.
- Ordinance/Resolution Ideas:
- Resolution 2020-28: A Resolution Approving DOLA's Capitalization Plan in the Amount of \$11,250: Natasha gave explanation. A motion was made to approve Resolution 2020-28 by councilmember Shannon Buss, seconded by councilmember Paul Bowers. No discussion. In a roll call vote, six (6) approved, zero (0) opposed, Mayor affirmed. MOTION CARRIED.
- Ordinance 2020-12: An Ordinance Approving the use of Electronic Recordings to be used as the Permanent Record for Meeting Minutes for all Public Meetings. A motion was made to approve the use of

electronic recordings to be used as the permanent record for all meetings by councilmember Isaac Levy, seconded by councilmember Sandy McKeown. Discussion: It would save staff time but we could not go back to the other way of recording minutes if this doesn't work. In a roll call vote three (3) approved, four (4) opposed, MOTION FAILED.

- Ordinance 2020-29: An Ordinance approving the GIS Plan with a December 31, 2020 deadline. A motion was made to approve the GIS Plan not to exceed \$15,000 with a December 31, 2020 deadline by councilmember Paul Bowers, seconded by councilmember Brian Cook, In a roll call vote six (6) approved, zero (0) opposed, Mayor affirmed. MOTION CARRIED.
- Water and Sewer Tap Fee Recommendation from the W/S Board and Planning Commission: More research needed.

X. NEW BUSINESS: (1855-1920)

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XI. CONSTRUCTION & DEVELOPMENT PROJECTS: (1920-1925): No new projects.

XII. MAYOR'S REPORT: (1925-1935)

- Council To-Do List: No new items.
- Cindy Cramer Memorial Relocation: A site was chosen for Russ Cramer's memorial by Cindy Cramer. A motion to accept the relocated site was made by councilmember William Teague, seconded by councilmember Shannon Buss. No Discussion. In a roll call vote six (6) approved, zero (0) opposed, Mayor affirmed. MOTION CARRIED.
- Parking Lot Update: Ready for the final grade. Some concrete barriers were suggested and councilmember Paul Bowers said they would cost approximately \$20 each.

XIII. COUNCIL COMMENTS: (1935-1940): Mayor said it would cost approximately \$825 to put the cabins back and anchor them down after this weekend. A motion was made to approve the amount of \$825 to move the cabins and buy anchors and install them by councilmember Isaac Levy, seconded by councilmember Paul Bowers. No discussion. In a roll call vote of six (6) approved, zero (0) opposed, Mayor affirmed. MOTION CARRIED.

Sandy McKeown asked about the magnesium chloride for the roads and the Mayor said he has asked for a bid from Douglas County.

XIV. UNSCHEDULED PUBLIC APPEARANCES: (3 min limit):none

XV. ADJOURN: (1950): Meeting was adjourned at 9:13 p.m. by unanimous AYES.

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.