



REGULAR TOWN COUNCIL MEETING

December 21, 2023, at 6pm

Town Hall, 8720 Spruce Mountain Road, Larkspur, CO 80118

MINUTES

CALL TO ORDER / ROLL CALL

	Present	Absent
Mayor Sherilyn West	<u>X</u>	<u> </u>
Mayor Pro-Tem Sandy McKeown	<u>X</u>	<u> </u>
Ruth Ann Arfsten	<u>X</u>	<u> </u>
Chelsea Dey	<u>X</u>	<u> </u>
Mindy Kazurova	<u>X</u>	<u> </u>
Isaac Levy	<u>X</u>	<u> </u>
Lynn Pfaff	<u>X</u>	<u> </u>

1. PLEDGE OF ALLEGIANCE

2. APPROVE AGENDA

- December 21, 2023, Regular Meeting

MOTION: Mindy Kazurova made a motion to approve the agenda for the Regular Meeting December 21, 2023 Agenda. Chelsea Dey seconded. Seven (7) ayes, zero (0) opposed. Motion passed.

AUDIO TIME STAMP: 00:01:36

3. APPROVE MINUTES

- December 7, 2023, Regular Meeting

MOTION: Chelsea Dey made a motion to approve the December 21, 2023 Regular Meeting Minutes. Ruth Ann Arfsten seconded. Five (5) ayes, zero (0) opposed, two (2) Mindy Kazurova and Lynn Pfaff abstained. Motion passed.

AUDIO TIME STAMP: 00:02:20

4. SCHEDULED PUBLIC APPEARANCES (10 Minute Limit)

- None

5. ACCOUNTING REPORT

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

MOTION: Mindy Kazurova made a motion to approve the outstanding bills and ACH in the amount of \$41,140.42. Lynn Pfaff seconded. Roll call vote: Seven (7) ayes, zero (0) opposed. Motion passed.

AUDIO TIME STAMP: 00:08:53

- Water and Sewer Fund

MOTION: Mindy Kazurova made a motion to approve the water and sewer bills, ACH and transfers in the amount of \$259,569.10. Chelsea Dey seconded. Seven (7) ayes, zero (0) opposed. Motion passed.
AUDIO TIME STAMP: 00:010:37

- General All Fund

6. ADVISORY BOARD REPORTS

- Planning Commission – Shasta Thompson, Secretary
 - Public Hearing December 12, 2023 – Ben Thruston presented his Staff Report: refining the definition for Travel Center
 - Site Plan Ordinance tabled until next meeting
- Water & Sewer Board – Chelsea Dey, Council Liaison
 - Meeting January 9, 2024
- Parks & Recreation Board – Mindy Kazurova, Council Liaison
 - Bill presented to Archer Map of 5 year plan including South Park

7. ONGOING CONTINUING BUSINESS

- Sidewalk Project: Bids are in
- Cabins: no interest to date
- Water Smart grant: Ken to setup training on billing, meters have arrived.
- Water Treatment upgrade: Approved what GMS sent. GMS will send bid to do repairs.
- Concession Stand lease review: Ron Keyes not present.
- Job openings update:
 - 2 Interviews for Town Clerk.
 - No applicants for Director of Public Works.
 - Matt Dean has resigned – Douglas County, Semocor, and James Stockstill will contract with the Town to cover maintenance until we find a permanent replacement.

MOTION: Isaac Levy made a motion to hold a special meeting on Tuesday December 26, 2023 at 6:00pm to discuss and negotiate with the maintenance department to see what we can do to keep them. Mindy Kazurova seconded. Roll call vote: Seven (7) ayes, zero (0) opposed. Motion Passed.
AUDIO TIME STAMP: 00:47:25

- SEMOCOR report for November: Purchased a fluent pump.

8. NEW BUSINESS

- Council Review of Candidates for Town Clerk

MOTION: Sandy McKewon made a motion to have a second round of interviews with Janelle Walters and Todd Devoe. Isaac Levy seconded. Roll call vote: Two (2) ayes, five (5) opposed; Isaac Levy, Ruth Ann Arfsten, Chelsea Dey, Lynn Pfaff, and Mindy Kazurova. Motion failed.
AUDIO TIME STAMP: 01:07:41

MOTION: Chelsea Dey made a motion to offer Todd Devoe Town Clerk position for \$75,000 including the stipend with a performance review after a 90-day probationary period, upon hiring and expect him to work 40 hours a week in the office; after 45 days he then can come to us with a proposal on how a hybrid schedule could work. Lynn Pfaff seconded the motion. Roll call vote: Six (6) ayes, one (1) opposed, Sandy McKeown. Motion passed.
AUDIO TIME STAMP: 01:12:23

- Castle Rock Court IGA

MOTION: Isaac Levy made a motion to approve the intergovernmental agreement between the Town of Castle Rock, Colorado and the Town of Larkspur, Colorado for the operation of a municipal court system. Mindy Kazurova seconded. Seven (7) ayes, zero (0) opposed. Motion passed.

AUDIO TIME STAMP: 01:15:15

- Charter Amendment to change council size to 5 seats – Sandy McKeown
 - Dan Krob offered to write it pro-bono for the first meeting in 2024.

- **Resolution Sewer Rate Increase 2023-16** – Next meeting Jan 4, 2024

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LARKSPUR TO AMEND
APPENDIX A OF THE LARKSPUR MUNICIPAL CODE REGARDING WASTEWATER
SERVICE FEES**

9. CONSTRUCTION & DEVELOPMENT PROJECTS

- 9138 Spruce Mountain Road: Emmerson will meet with Mayor
- 9181 Spruce Mountain Road: Request for information from planner
- Fox Farm Road annexation: new concept on Planning Commission Agenda, down to eight residences

10. LEGAL UPDATE

- Legal Complaint update: None, due January 4, 2024
- Ballot Question Ordinances: Change date of Audit
- Admission Tax: primarily go to infrastructure.

MOTION: Isaac Levy made a motion to place a question on the ballot to increase admission tax from 6% to 10%. Roll call vote: Six (6) ayes, one (1) opposed, Mayor Sherilyn West. Motion Passed.

AUDIO TIME STAMP: 01:42:03

11. STAFF COMMENTS

- None

12. MAYOR'S REPORT

13. COUNCIL COMMENTS

- Ruth Ann Arfsten: Bill Lucero's youngest son, Chico, passed away.

MOTION: Ruth Ann Arfsten made a motion to send a fruit basket and a gift card for a total of \$300.00 to Bill Lucero and family. Isaac Levy seconded. Roll call vote: Seven (7) ayes, zero (0) opposed. Motion passed.

AUDIO TIME STAMP: 01:47:36

- Where are the voting records, and who voted in our last election?

- Isaac Levy:
 - Dumpsters – per Matt Dean lids were broken by a bear, gone to be repaired.
 - We need a plan for money we take in to be designated towards the water treatment plant.

- We need to talk to engineers/GMS to move forward
 - Most things are being paid for by grants
 - Need to talk to Jellystone about water treatment plant
- Sandy McKeown:
 - Forrest Legacy Program to protect our borders from encroaching towns.

14. UNSCHEDULED PUBLIC APPEARANCES (Per Resolution 2022-27, each person will have 3 minutes to speak. If there are more than 15 people signed up to speak, the time limit may be lowered to 90 seconds per person.)

- Sharron Sacks
- Jennifer Dotzenroth

15. ADJOURN

MOTION: Mindy Kazurova made a motion to adjourn the meeting. Isaac Levy seconded the motion. Seven (7) ayes, zero (0) opposed. Motion passed.

AUDIO TIME STAMP: 02:13:00