



BOARD OF TRUSTEES MEETING

Thursday, March 27, 2025

Executive Session at 5:00 PM / Regular Meeting at 6:00 PM

Palmer Lake Town Hall – 28 Valley Crescent, Palmer Lake, Colorado

LIVE STREAM available at Town website

AGENDA

This agenda is subject to revision 24 hours prior to commencement of the meeting.

Call to Order & Roll Call

Convene to Executive Session – For the purpose of:

A) determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under C.R.S. 24-6-402(4)(e) and conferences with the town attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. 24-6-402(4)(b) – possible property lease amendments for Eco Spa at elephant rock; and

B) determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under C.R.S. 24-6-402(4)(e) – provide direction on the pending Integrity Matters litigation.

Reconvene to Open Session – by 5:45 pm to open doors for Regular Meeting at 6 pm.

Roll Call

Invocation - by Mayor Pro Tem Stern

Pledge of Allegiance

Consent Agenda - *Items under the consent agenda may be acted upon by one motion. If, in the judgment of a board member, a consent agenda item requires discussion, the item can be placed on the regular agenda for discussion and/or action.*

1. Minutes from March 13, 2025 Meeting
2. Checks Over \$15,000 - CIRSA (\$42,065.84) for Quarterly Insurance Payment; JR Engineering LLC (\$15,813.34) for Spruce Mtn Rd Improvement Design
3. Financials (Revised January; February)
4. Resolution 26-2025 to Adopt Mayor & Trustee Position Descriptions
5. Resolution 27-2025 to Approve Board Member Ground Rules

Staff/Department Reports

6. Police

7. Fire
8. Attorney
9. Administrator/Clerk

Public Hearing – *Mayor will introduce the item and hear the applicant request. Mayor will ask if any public member wishes to speak for or against the request. Public should address the Board members directly while members listen. Applicant may provide closing remarks and members may ask questions of the applicant. Mayor will close the hearing and members will discuss the item, take action or continue the hearing to a particular date.*

10. Application for Minor Resubdivision/Replat of Largo Terrace, Poco Ave - *applicant requested to continue hearing until April 24 (Planning Commission continued to April 16)*
11. Application for Master Plan Resubdivision for Lakeview Heights - *applicant requested to continue hearing to April 10*

Business Items

12. Resolution 28-2025 Rescinding Resolution 60-2024 Regarding the Eligibility for Annexation
13. Resolution 29-2025 to Approve the Amended Board Mission and Vision
14. Resolution 30-2025 to Approve Policy to Assign Elected Officials Liaison Role
15. Resolution 31-2025 to Adopt Town Purchase Policy
16. Resolution 32-2025 to Adopt Amended Public Comment Policy
17. Resolution 33-2025 to Authorize Purchase of Police Command Vehicle
18. Resolution 34-2025 to Approve Amended Land Use Application Checklists
19. Ordinance 1-2025 Authorizing Sale of Certain Real Property and Execution of a Quitclaim Deed
20. Discussion/Direction on Board member Expectations Including Social Media Policy
21. Discussion/Direction on a Policy on How to Provide Updates/Modifications to Existing Documents for Board Review

Public Comment - *Public comments are encouraged to be emailed to the Town office at info@palmer-lake.org with subject line of Public Comment (24 hours prior to meeting) and shall be distributed and read at the meeting. Otherwise, please step to the microphone, state your name and address for the record, and address the Board on matters not on the agenda. Please note that the Board will not take action on your comment but may refer it to staff and/or a future meeting agenda. Public members are allowed up to 3 minutes for comments. Thank you!*

Board Reports

Next Meeting (4/1 potluck; 4/10 meeting) and Future Items

Convene to Executive Session - if needed for unfinished discussion noted above

Reconvene to Adjourn

Americans with Disabilities Act

Reasonable accommodations for persons with a disability will be made upon request. Please notify the Town of Palmer Lake (at 719-481-2953) at least 48 hours in advance. The Town of Palmer Lake will make every effort to accommodate the needs of the public.