



## **BOARD OF TRUSTEES MEETING**

**Thursday, July 11, 2024 at 6:00 PM**

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

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### **MINUTES**

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**Call to Order.** Mayor Havenar called the meeting to order at 6 pm.

**Roll Call.** Present: Mayor Glant Havenar; Trustees Nick Ehrhardt, Jessica Farr, Shana Ball, Dennis Stern. Excused: Trustees Sam Padgett, Kevin Dreher.

**Pledge of Allegiance - Led by Kenna Gitchel.** Mayor Havenar presented a certificate of appreciation to Kenna.

#### **Presentation**

1. Update on EcoSpa at Elephant Rock - Presented by Richard and Lindsay Willan. Mr/s Willan provided an update to the Board about the development design activity for elephant rock. They explained that the restroom construction, approved for permitting, and clarified that the Manitou spa owner is a solid partner in the EcoSpa. Once the restroom is completed for the annex, additional rental will be available. The Willans explained that the design work of the EcoSpa has been prolonged due to having to change architects completing the work. It was also stated that FNB (First National Bank) is interested in supporting the project.

**Consent Agenda.** MOTION (Farr, Stern) to approve the consent agenda including 2) Minutes from June 27, 2024 Meeting. Roll call vote – aye 5; nay 0. Motion passed.

#### **Staff/Department Reports**

3. Water – no questions

4. Public Works including Roads & Park Maintenance – Mr. Reid Wiecks, Parks and Trails Commission Chair, provided an update on recent parks activity, including the repainting of the gazebo by the lake. He thanked Public Works personnel Stacy DeLozier, Blake Bloom and Andrew Rudnicki for correcting the weathervane at the top. He expressed appreciation for the numerous volunteers who conducted trail building and provided an update of the trails and bridge work completed. The relationship with MHYC (Mile High Youth Corp) was explained - the completed work of the elephant rock perimeter trail as well as discussion about another grant for labor in 2025. Reid informed the Board of the second bridge location to be west of the Greeley area to connect with the Creekside trail. He thanked the Fire staff, Public Works staff, and the Willans for quickly assisting when needed.

5. Police – Corporal Gene Ramirez provided an update on vehicles, the breathalyzer operating and establishing blood draw with Fire personnel. He mentioned there are several ongoing investigations taking place with assistance from other agencies. Mayor Havenar commented that she assisted Officer

Perry to get donations for Honor Guard and National Night Out. Corporal Ramirez stated that PD is working on numerous grants for the department. Trustee Farr inquired about the extra help on July 4<sup>th</sup> and Corporal Ramirez explained the added staff for the Fun Run, assisting Monument, and for generally a higher volume of calls on the fourth of July. It was clarified that the few added staff (Rangers) were not near the numbers that would be required for the festival.

6. Fire – Chief Vincent explained the small fire at Mount Herman and stated all local resources were released. He stated that Fire personnel on deployment had returned and the mitigation at elephant rock was going well. Chief mentioned that he will bring back the discussion about a location for a community slash in fall at an upcoming meeting.

7. Administration – no questions

8. Attorney – Attorney Krob provided a legal update about enforcement of camping bans within the town boundaries. He will review the town code.

9. Administrator/Clerk – Collins inquired about a plaque being installed in honor of Tim Watkins at the existing builder and bicycle memorial at 66 Lower Glenway. Board members agreed to move forward. Collins stated the pickleball courts concrete is poured and the restroom construction permitted to start. An update was provided about the EV chargers that CORE installed and have a ground lease to operate. Inspection is scheduled and ribbon cutting is tentatively planned for the week of July 22. An invite to Board members will be distributed and posted. Collins mentioned that the 2025 budget schedule will be forthcoming. The second annual 5k fun run/walk for Verity's Village will take place on September 21. They anticipate an increase in participation up to 150. Staff reviewed the event and there are no changes or issues. Trustee Stern pointed out a possible error in the water billing number of gallons sold. Collins will confirm the figure.

#### **Business Items**

10. Resolution 38-2024 to Approve Appointment (Alternate) to Parks and Trails Commission. Mayor Havenar explained that this appointment did not take place. No action.

11. Resolution 39-2024 to Establish Farmers Market Application Fee. Collins explained that following the adoption of the code regulations for a farmers market, an application fee should be considered. Staff suggested \$100 per application, like the special event application fee, as it is similar process. MOTION (Ball, Ehrhardt) to adopt Resolution 39-2024 to establish the \$100 fee. Roll call vote – aye 5; nay 0. Motion passed.

12. Ordinance 7-2024 to Amend Regulations for Peddlers Permit. Collins explained the primary modification to a calendar year versus per event. MOTION (Ball, Ehrhardt) to approve Ordinance 7-2024 to amend the peddlers permit code. Roll call vote – aye 3; nay 2 (Farr, Havenar). Motion passed.

13. Consider Coordinating November 5 Election with El Paso County. Collins explained completing the form will initiate an Intergovernmental Agreement with the County for the November election. MOTION (Stern, Ehrhardt) to complete and submit the required form to El Paso County. Roll call vote – aye 5; nay 1 (Farr). Motion passed.

14. Direction to Explore DOLA Administrative Funds for Feasible Location of Public Safety Facility. Collins requested direction to apply for funds to conduct an RFQ to explore locations within the town for a joint public safety facility. Members provided thumbs up to move forward.

15. Direction on Elephant Rock Property - Asbestos Removal for Demolition. Mayor Havenar stated there will be no action on this item, as questions about the 7/10 presentation by the Advisory Committee should be submitted to the town office by 7/18 at 4pm for responses due by 7/25 at noon.

#### Public Comment

Mr. Gordon Roberts requested that tours of the elephant rock property structures be open to the public to see what may or may not be feasible based on the presentation provided to the Board.

#### Board Reports

Trustee Ehrhardt stated that Reid provided an excellent update. He added that Parks and Trails Commission members have also contributed over 200 hours of volunteer work.

Trustee Ball informed members of the sessions she attended at the CML conference. She also added that the AEDs were awarded to the Fire Department, and she continues to assist with other grants.

Mayor Havenar asked about a business incentive with the town. Collins suggested getting more information as there is no incentive program.

#### Next Meeting (July 25) and Future Items

**Convene to Executive Session** - For the purpose of discussing a matter that is subject to negotiation related to a possible annexation, pursuant to Section 24-6-402(4)(e), C.R.S. MOTION (Farr, Ball) to convene to executive session at 6:56 pm. Roll call vote – aye 5; nay 0. Motion passed.

#### Reconvene to Open Session

**Adjourn.** MOTION (Farr, Stern) to adjourn at 7:20 pm. Motion passed.

  
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Mayor Glant Havenar

  
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ATTEST: Dawn A. Collins, Town Clerk