



## **BOARD OF TRUSTEES MEETING**

**Thursday, August 24, 2023 at 5:00 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 5:03 pm.

**Pledge of Allegiance.** The pledge was led by Cub Scout Pack 217 member George Bartusiak.

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

#### **Presentations**

1. Presentation - EPC Parks & Community Services - Fox Run Nature Center, Executive Director Todd Marts. Mr. Todd Marts reviewed the new nature center plans for Fox Run park, including the capital campaign and construction plans in 2024.

#### **Consent Agenda**

MOTION (Farr, Ball) to approve the consent agenda including items 2) Minutes from August 10, 2023 Meeting, 3) Special Meeting Minutes from August 16, 2023, 4) Financials (July). Roll call vote – 7 aye; 0 nay. Motion passed.

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

5. Attorney – None.

6. Administrator/Clerk – Collins thanked Schmidt Construction for the repair of the parking area; reminded water customers of the effective rate change in October; updated members on the ads for hire (equipment operator, Deputy Town Clerk, Accounting Clerk and full time firefighter). Collins also inquired about extending the summer hours until additional staff are established. Board members agreed.

Mayor Havenar requested the Board start with other business items prior to the established 6 pm hearing time.

#### **Business Items**

15. Resolution 33-2023 to Authorize Lease Agreement with L/R Willan for Elephant Rock 2.8 Acres. MOTON (Ball, Farr) to table this item to the next meeting. Roll call vote – 7 aye; 0 nay. Motion passed.

14. Resolution 58-2023 to Authorize Development Agreement for Greeley Property (Water Taps)

Mayor Havenar recused herself from the discussion and left the room. Mayor Pro Tem Stern introduced the item. Collins provided background to the project – two of four parcels with water taps

formerly purchased to be listed for sale and requesting that taps be transferred with the parcels. Trustee Padgett stated that she wants to see the Board follow the process in the town code. Mr. John Cressman and Ms. Nikki McDonald addressed the Board members explaining the course of events that took place with these PUD zoned lots. Discussion took place about the events since the initial purchase of water taps. Trustee Farr suggested looking at it as an extension of the land use application. MOTION (Farr, Dreher) to approve Resolution 58-2023. Roll call vote – 6 aye; 0 nay; 1 abstain (Havenar). Motion passed.

Ms. Cyndee Henson inquired about water taps for properties. Attorney Krob responded that this item is not on the agenda to discuss.

Mayor Havenar left the meeting at 6:10 pm.

#### **Public Hearing - To Begin at 6 PM**

7. Application to Annex and Rezone Parcel 7109013007 (J.Parco). Mayor Pro Tem opened the hearing for the request to annex and rezone a parcel. Mr. Jim Parco provided a summary to the Board of the exchange of parcels between him and his neighbor Jim Fitzgerald, resulting in owning property in separate jurisdiction. The request was to clear up the location (El Paso County vs Town of Palmer Lake) of the two parcels. No public member spoke for or against the request. Mayor Pro Tem Stern closed the hearing.
8. Resolution 60-2023 Making Findings of Fact Relative to Eligibility for Annexation (Parco). Attorney Krob explained the resolution establishing that the property is eligible for annexation. MOTION (Ball, Padgett) to approve Resolution 60-2023. Roll call vote – 6 aye; 0 nay. Motion passed.
9. Ordinance 18-2023 to Annex and Rezone Parcel 7109013007 (Parco). Discussion took place about the town boundary line being modified with the annexation but no change to the overall amount of property. MOTION (Farr, Dreher) to approve Ordinance 18-2023 to annex and rezone the property as requested. Roll call vote – 6 aye; 0 nay. Motion passed.
10. Request to Disconnect Property to El Paso County (Fitzgerald). Attorney Krob explained the process to disconnect the parcel as requested to exchange property to the appropriate jurisdictions. Direction by Trustee Padgett to direct staff to create an ordinance with consensus from the Board.
11. Special Event Application - .5k Event, APL (10/15). Mr. Chris Cummins with Awake Palmer Lake explained the upcoming annual event in October. MOTION (Farr, Padgett) to approve the event and waive the fee. Roll call vote – 6 aye; 0 nay. Motion passed.
12. Resolution 57-2023 to Appoint New Parks Commission Member (Magner). Mr. Kevin Magner was introduced. MOTION (Dreher, Ehrhardt) to approve Resolution 57-2023 appointing the Parks Commission member. Roll call vote – 6 aye; 0 nay. Motion passed.
13. Resolution 56-2023 to Appoint New Parks Commission Member (Nilson). Ms. Jennifer Nilson was introduced. MOTION (Dreher, Farr) to approve Resolution 56-2023 appointing the Parks Commission member. Roll call vote – 6 aye; 0 nay. Motion passed.
16. Resolution 59-2023 to Adopt Community Wildfire Protection Plan. Chief Vincent explained the completion of the plan, bringing the town into compliance. MOTION (Padgett, Farr) to approve Resolution 59-2023. Roll call vote – 6 aye; 0 nay. Motion passed.

17. Consider Support Letter for CORE's Petition of Appeal. Mayor Pro Tem Stern read the background of the item requesting support to CORE. MOTION (Padgett, Ball) to authorize a letter of support to CORE. Roll call vote – 6 aye; 0 nay. Motion passed.

**Public Comment**

Ms. Trina Shook inquired about modifying and placing a new sign and art for her business as well as fire insurance. She was directed to reach out to office staff.

**Board Reports.** Trustee Ball updated members about the cooperative meetings for fire adaptive communities. Mayor Pro Tem Stern stated his attendance to PPRBD Advisory and that building permits are down.

**Next Meeting (9/6 workshop; 9/14) and Future Items**

**Convene to Executive Session.** MOTION (Farr, Padgett) to convene to executive session at 6:43 pm for the purpose of 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) – lease agreement. Roll call vote – 6 aye; 0 nay. Motion passed.

**Reconvene to Open Session.** MOTION (Padgett, Farr) to reconvene to open session at 7:49 pm. Roll call vote – 6 aye; 0 nay. Motion passed.

**Adjourn.** MOTION (Ball, Farr) to adjourn at 7:50 pm. Motion passed.



Mayor Glant Havenar



ATTEST: Dawn A. Collins, Town Clerk