



## **BOARD OF TRUSTEES MEETING**

**Thursday, July 25, 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 6:05 pm.

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

**Pledge of Allegiance** led by Trustee Stern.

**Consent Agenda.** MOTION (Dreher, Farr) to approve the consent agenda including 1) Minutes from July 11, 2024 Meeting; 2) Minutes from July 18, 2024 Special Meeting; 3) Checks over \$15,000 - Krob Law Office (\$16,852.50); 4) Financials (June). Roll call vote – aye 7; nay 0. Motion passed.

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

5. Attorney – none.

6. Administrator/Clerk – Collins provided an update on the staffing activity, including the next step to recruit for the Chief of Police position. Progress of projects was reviewed including pickleball courts and restroom; ribbon cutting ceremony for the CORE EV chargers (Aug-7) to be posted; and the roadway project beginning July 29. Collins noted a joint workshop for the Board and Planning Commission on Wednesday, September 4, for a concept review of a possible annexation. Upcoming events were mentioned, including a review of the schedule of events for Chautauqua by Ms Amy Hutson, beginning July 29. Collins invited the community to join in the National Night Out planned for Tue., August 6 on the green.

#### **Public Hearing**

7. Application for Conditional Use for Landscape Yard in C2 Zone, Greater Grounds. Mr. Jared Whiteley of Greater Grounds was present to provide an update on the activity with CDOT for access permit. Collins provided the background and recent recommendation from the Planning Commission including several conditions to meet. Trustee Stern inquired about a dumpster. Discussion took place about the business owner meeting the required conditions. Mr. Whiteley stated he accepts the conditions, has fear that CDOT may request a turn lane on Hwy 105 and explained an alternative drive from the rear of the site to Cloven Hoof Rd. No person spoke for or against the conditional use application. Mayor Havenar closed the hearing.

**Business Items**

8. Resolution 40-2024 to Approve Conditional Use in C2 Zone (Greater Grounds). MOTION (Farr, Dreher) to approve Resolution 40-2024 approving the conditional use for a landscape yard in a C2 zone with the conditions presented by the Planning Commission. Roll call vote – aye 7; nay 0. Motion passed.
9. Ordinance 8-2024 to Repeal and Replace Ch. 16, Subdivision Code. Collins explained the amended subdivision code as recommended by the Planning Commission. Discussion took place about the amount of new code. Attorney Krob stated that the existing code was over 50 years old. Collins stated there were many gaps and processes not addressed. The updated code will assist staff and public members. MOTION (Ball, Ehrhardt) to adopt Ordinance 8-2024 to replace Ch. 16 Subdivision code. Roll call vote – aye 6; nay 1 (Farr). Motion passed.
10. Authorize Mayor to Sign Request for Extension to File Financial Audit. Collins explained that the financial audit is progressing well but will require an additional couple weeks, thereby filing after the July 31 deadline. MOTION (Dreher, Farr) to authorize Mayor to sign the request for extension to file the audit. Roll call vote – aye 7; nay 0. Motion passed.
11. Direction on Elephant Rock Structures - Asbestos Abatement. Discussion ensued about the next steps. Members shared their position of the passive park area vs. cultural activity and the possibility of boarding the cabins for now while groups trial use of the main building. Discussion took place about financial plans; reducing the number of structures with removal of the cabins; the same activity taking place in the main building dormitory spaces; possible multi-use of the chapel; and public input members have received over the past three years. MOTION (Farr, Dreher) to move forward with removing seven structures, consider a new committee to assemble a financial plan for the cultural activity in the chapel, main building and cottage, and allow pavilion use by the Parks Commission. Roll call vote – aye 5; nay 2 (Ehrhardt, Ball). Motion passed. Collins noted that the prior quotes for asbestos removal will need to be updated. Any change will be brought back to the Board.
12. Review / Consider Amending Business License Regulations. Trustee Farr addressed this item with her concern that subcontractors not located in town, doing work in the town, have to obtain a business license. Collins restated the purpose of the code, which includes business activity established/located within town boundaries and conducting business within the town. Attorney Krob stated that the Board has the authority to apply the regulation as broad or as narrow as they like. Discussion took place about removing contract work on individual single family home construction or improvement getting a business license. Mr. Kurt Ehrhardt encouraged Board members to lighten their load and broaden the code. Attorney Krob suggested modifying the language in the purpose section and will draft a revised version for the Board.
13. Review Draft Schedule for 2025 Budget Planning. Collins reviewed the draft schedule for the 2025 budget process. Trustee Dreher inquired about the order of outgoing members working on the budget while new incoming members vote on the budget. Attorney Krob stated it can be done either way the Board wants and offered that many municipalities view it as the incoming Board's budget to work with so approval lies with them. Members did not suggest any change to the schedule.

**Public Comment** – Mr. Kurt Ehrhardt informed the Board that he has a contract with Dollar General on his Hwy 105/Page property. It is confirmed to fit the CC zoning and Dollar General has a period of due diligence including work with CDOT for access. Mr. Ehrhardt also asked the Board how many

committees they need to create for elephant rock and suggested instead that they get a commercial broker to fill the space for now. He stated that what is now does not have to be permanent.

**Board Reports.** Trustee Ball offered that she submitted a grant request for wildland clothing with the state for the Fire department.

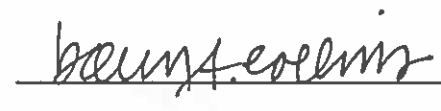
**Next Meeting (August 8) and Future Items**

**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 (Padgett, Dreher) to convene to executive session at 7 pm. Roll call vote – aye 7; nay 0. Motion passed.

**Reconvene to Open Session**

**Adjourn.** MOTION (Stern, Padgett) to adjourn at 7:23 pm. Motion passed.

  
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Mayor Glant Havenar

  
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ATTEST: Dawn A. Collins, Town Administrator