



BOARD OF TRUSTEES MEETING

Thursday, October 09, 2025 at 6:00 PM

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

LIVE STREAM available on Town website

AGENDA

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

The Board of Trustees values public comment on issues relevant to Town government. To permit the fair and orderly expression of such comments, the Board will adhere to the following rules for public comment, whether for an agenda item or during public comment for non-agenda items brought by the public.

A speaker must be recognized by the Mayor to step to the podium, sign in, use the microphone, state name and address for the record, and address comments solely to the Board, as a whole.

Each speaker is limited to 3 minutes, cannot pool time with another, and each speaker may only speak once per topic. Civility and respect is required. Comments should not be directed to Town staff, individual Board members or to public members. Comments or disruption from audience members not recognized by the Mayor are prohibited. Points already made should not be duplicated. Only written comments limited to one page will be permitted. Public members are also invited to submit comments by email to be distributed to the Board separately. Note that comments submitted to the Board are public record. Please understand that the Board will listen and consider public comments; however, members will not discuss or take action on your comment but may refer it to staff and/or a future meeting for discussion.

Thank you for your cooperation.

Call to Order

Roll Call

Invocation

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 September 25, 2025 & October 2, 2025
- 2.** Checks Over \$15,000 - JT Thorpe Industrial, Inc (\$13,514.50) Tank #1 Rehab, Krob Law July (\$17,395.00) August (\$23,012.50) September (\$30,100.00) Legal Fee's

Staff/Department Reports

- 3.** Water
- 4.** Public Works including Roads & Park Maintenance

5. Police
6. Fire
7. Town Clerk
8. Attorney
9. Administrator

Business Items

10. Accept Resignation of Mayor Pro Tem Amy Hutson & Address Mayoral Vacancy Which May Include Appointment or Setting Election
11. Direction on Purchase of Police Vehicle
12. Update/Direction on Elephant Rock Planned Development Plan
13. Designation of Monument Ridge West Annexation Election
14. Distribute Proposed Draft 2026 Budget & Set Hearing Date for 11/13

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 be recognized to speak, sign in, and address the Board on matters not on the agenda. Thank you!*

Board Reports**Next Meeting and Future Items****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.



BOARD OF TRUSTEES MEETING

Thursday, September 25, 2025 at 6:00 PM

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

MINUTES

Call to Order: 6:02 PM

1. Oath of Office Town Clerk administered the Oath of Office to newly elected Trustees Roger Moseley and Elizabeth “Beth” Harris.

Roll Call: Present – Moseley, Jurka, Hutson, Harris, Caves, Boyett. Absent – Stern (excused).

Pledge of Allegiance

Presentations -Fountain Creek Watershed District – Creek Week Proclamation

Mary Wilson presented the Fountain Creek Watershed District and the annual Creek Week Cleanup. Mayor Pro Tem Hutson read a proclamation recognizing the event.

Consent Agenda

3. Minutes: Approval of August 28, 2025, meeting minutes.

4. Checks Over \$15,000: CIRSA (\$42,065.84); UC Health (\$18,005.45); Community Matters Institute (\$27,212.50); Bradley Excavating (\$51,821); JT Thorpe Industrial (\$80,301.50); Hill’s Fire & Speed Shop (\$19,034.53).

Trustee Jurka requested clarification on UC Health disbursements.

Trustee Moseley raised concerns regarding the check signing process and water fund transfers, emphasizing the need to separate water and tax funds.

5. Financials: July and August 2025 reports approved.

Motion to approve consent agenda. (Jurka/Boyett): Approved 6-0.

Staff and Department Reports

6. Town Clerk/Administrator: Reported successful completion of September 9, 2025, Special Recall Election, thanking Town staff and the El Paso County Clerk’s Office for their support. New Trustee onboarding and training underway.

7. Police: No report.

8. Fire:

Chief Vincent reported plans for a celebration marking the 90th anniversary of the Palmer Lake Star, which is currently under repair. Updates given on the youth corps slash pile and upcoming burn date.

9. Public Works/Parks: No report.

10. Water: No report.

11. Administration: Interim Administrator Glen Smith reported that the 2025 Audit extension was approved and is expected by mid-October. An RFP in 2026 for the 2025 auditing services. Town Manager recruitment closes October 12th Smith also expressed disappointment regarding recent election-related comments by Commissioner Bill Wysong.

12. Attorney: Town Attorney Krob reported that the Integrity Matters lawsuit was dismissed and that motions to dismiss were also filed in the Brodzik & Moseley case. Updates were provided on: 121 Lake Process Memo (draft to BOA) Annexations: Buc-ee's applications remain active; Chinn annexation on hold. Illumination Pointe: Ongoing coordination on MS4 compliance, CDOT access, and Planning Commission conditions. Title 17 Code Updates: CMI finalizing errata report for Planning Commission review. Trustee Moseley asked about neighbor petitions; Attorney Krob clarified the 2/3 vote requirement.

Business Items

13. Ordinance 05-2025: Implements ballot initiative requiring annexation elections per recent voter approval. Discussion held regarding timing and process.

Motion (Harris/Jurka): Approved 6-0.

14. Planning Commission Appointment:

Motion to appoint Mr. Kuester to the Planning Commission (term ending 2026) approved unanimously.

Public Comment

Kathleen Biebesheimer (Palmer Lake): Addressed police-related concerns and requested dismissal of outstanding issues.

Shawn Sayer (Monument): Spoke on behalf of Tri-Lakes Preservation, congratulated the Board, and discussed community development.

Commissioner Bill Wysong (District 3): Congratulated the Board, praised election transparency, and highlighted Fountain Creek collaboration.

Karen McVay (Monument): Expressed disappointment in Town leadership and thanked Commissioner Wysong.

John Marble (Palmer Lake): Raised concerns about Town communication and website usability.

Gary Atkins (Palmer Lake): Voiced opposition to the Buc-ee's annexation proposal and encouraged fiscal caution.

Executive Session

Motion (Caves/Harris): Enter executive session at 7:36PM pursuant to C.R.S. § 24-6-402(4)(b) & (e) to receive legal advice and discuss negotiation strategy regarding an amendment to the Purchase and Sale Agreement with Twenty1Five, LLC. Approved 6-0.

Reconvened to Open Session

15. Consideration:

Discussion on possible amendment to the Purchase and Sale Agreement with Twenty1Five, LLC.

16. Ordinance 06-2025: Vacating portions of Estabrook Street Right-of-Way east of Bowes Avenue. Motion (Boyett, Moseley) Motion passed 6-0

Adjournment: Meeting adjourned at 7:42PM Motion (Caves, Harris) Motion passed 6-0

Town Clerk- Erica N. Romero

Mayor Pro Tem- Amy Hutson



BOARD OF TRUSTEES MEETING- SPECIAL MEETING

Thursday, October 02, 2025 at 6:00 PM

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

MINUTES

Call to Order/Roll Call – 6:00 PM Present – Mayor Dennis Stern, Trustees Atis Jurka, Amy Hutson, Beth Harris, Roger Moseley, Tim Caves, and Mike Boyett.

Pledge of Allegiance

Public Hearing – None

Business Item -

1. Legal Memo - Town Attorney Scott Krob briefed the Board on a legal memo provided earlier in the week concerning the applicant's request to proceed with an annexation election. He explained that the memo did not include a formal analysis or recommendation due to Colorado Open Meetings Law restrictions, noting that detailed discussion must occur in public sessions. Attorney Krob advised that proceeding with an immediate decision could expose the Town to potential legal risk. He explained the distinction between the Planning Commission's quasi-judicial process (which has concluded) and the Board of Trustees' legislative role in determining whether to move forward with an annexation election in accordance with the recently adopted citizen initiative.

Points of Order:

- Kat Gayle spoke regarding the timing of the Planning Commission hearing, noting that opening the hearing initiates a quasi-judicial process that should be completed prior to an election. She stated that the Board retains the authority to overturn decisions from the Planning Commission. Ms. Gayle challenged the interpretation of the process with Attorney Krob, asserting that the ordinance pertains specifically to annexation itself—not to negotiations or rezoning. She expressed that rezoning should be considered separately and only after the annexation vote takes place.
- Martha Brodzik raised a point of order regarding whether the proposed ordinance was in effect, citing concerns that statutory deadlines had not been met. Attorney Krob clarified that her comment did not meet the criteria for a point of order.
- Attorney Krob further explained that the initiative ordinance requires voter approval for annexations and that the applicant's request falls within that framework. He noted that the applicant has the legal right to request an unbiased election and that election costs would be the applicant's responsibility.

- Additional discussion occurred regarding the Poundstone decision, the Town’s Master Plan, and the sequence of annexation and rezoning steps.
- David Parks issued a point of order comment revolved around why Buc-ees is pushing to go to an election when that was not how it was supposed to go.

Board Discussion:

- Trustee Harris expressed concern about ensuring that voters understand the annexation question clearly on the ballot and that zoning matters remain separate.
- Trustee Jurka stated his belief that the proposal does not align with the Town’s Master Plan and emphasized the importance of voter clarity before an election is held.
- Trustees discussed timing, election costs, and administrative impact. Attorney Krob confirmed that a special election would be funded by the applicant and not by the Town.
- Motion (Harris/Moseley) to defer the applicant portion of the agenda to indefinite point in the future until the quasi-judicial process is complete. Roll call vote.
 - Yes – Caves, Hutson, Boyett, Stern
 - No – Jurka, Harris, Moseley
 - Motion failed, 3-4.
- Motion (Caves/Hutson) to grant the applicant’s request to proceed with a special election on the annexation proposal consistent with the citizen-initiated ordinance. Motion was amended by Caves to set the annexation election to February 5, 2026.
 - Discussion: Trustees debated timing, language, and compliance with the ordinance. The proposed date for the special election was February 5, 2026.
 - Roll Call Vote:
 - Yes – Caves, Hutson, Boyett, Stern
 - No – Jurka, Harris, Moseley
 - Motion Passed, 4-3.

Conclusion:

The Board approved moving forward with a special election for the proposed annexation. Election costs will be borne by the applicant.

Public Comment – No Public Comment

Convene to Executive Session – No Executive Session

Adjourn – Motion (Caves, Hutson) Adjourned at 7:10PM

- Roll Call Vote:
 - Yes – Caves, Hutson, Boyett, Stern
 - No – Jurka, Harris, Moseley
 - Motion Passed, 4-3

Town Clerk- Erica N. Romero

Mayor- Dennis Stern

J.T. Thorpe Industrial, Inc.
DBA: Liberty Industrial Group, Inc.
205 S. 29th Street
Phoenix, AZ 85034
Phone (480) 568-7007
jtthorpe@jtthorpe.com

INVOICE



Date	Invoice Number
09/17/25	2225-2143-4
Due Date	10/17/25

Bill To
finance@palmer-lake.org Town of Palmer Lake 42 Valley Crescent St Palmer Lake CO, 80133

Job Information
Town Of Palmer Lake 42 Valley Crescent St Palmer Lake CO, 80133

Customer Order Number	Our Job Number	Our Project Manager
Signed Proposal	0222-25-2143	Jaime Valencia

Description of Work	
SCAFFOLD / INSULATION SERVICES (LABOR, MATERIAL, & EQUIPMENT)	
Original Contract Amount	269,140.00
Change Orders	56,833.00
Revised Contract Amount	<u>325,973.00</u>
Work Completed To Date	325,973.00
Less Previous Invoices	<u>(312,431.50)</u>
Remaining to Bill	-
Percent Complete	100.00%
Invoice Breakdown	
Labor	13,541.50
Equipment	-
Freight	-
Materials	-
Scaffold Rental	-
Scaffold Rental Tax 7.13%	-
Total Amount Due	<u>\$ 13,541.50</u>
	USD
	ACCOUNT# <u>20-71-6001</u>

ACCOUNTS NOT PAID IN FULL WITHIN 30 DAYS SUBJECT TO 1 1/2% SERVICE CHARGE PER MONTH

Save Time & Protect your Financial Information!

Please make your payment via ACH/EFT

Routing: 121000248

Account: 4057571390

BIC (Swift): WFBIUS6WFFX

Email Remittance Advice to: jtthorpe@jtthorpe.com

If paying by Check Remit to:

J.T. Thorpe Industrial, Inc - DBA Liberty Industrial Group, Inc

1132 South 500 West

Salt Lake City, UT 84101

JTHORPE

SCHEDULE OF VALUES

Job #	Proposal or FCO Number	Customer Name	Description	Category	Billing Dates			Contract Values			Billing Detail			Total Complete	% Complete	Balance To Finish	Comments
					Start	End	Original	Changes	Revised	Previous	This Period						
0222-25-2143	0222-25-001MM	Town Of Palmer Lake	Water Tank Rehab	Labor	09/01/25	09/30/25	135,415.00		135,415.00	135,415.00	121,873.50	13,541.50	135,415.00	100.00%	-		
				Rental										0.00%	-		
				Freight										0.00%	-		
0222-25-2143	0224-25-379-JV	Town Of Palmer Lake CO 1	Palmer Lake Coatings Project CO1 Rolling Scaffolds	Materials	06/01/25	06/30/25	133,725.00		133,725.00	133,725.00	133,725.00		133,725.00	100.00%	-		
				Labor - Erect	07/01/25	07/31/25	17,156.00		17,156.00	17,156.00	17,156.00		17,156.00	100.00%	-		
				Labor - Dismantle	08/01/25	08/30/25	11,438.00		11,438.00	11,438.00	11,438.00		11,438.00	100.00%	-		
				Freight										0.00%	-		
				Materials										0.00%	-		
0222-25-2143	0224-25-379-JV	Town Of Palmer Lake CO 2	Remove and Replace 2 Valves CO 2	Labor	08/01/25	08/30/25	28,239.00		28,239.00	28,239.00	28,239.00		28,239.00	100.00%	-		
				Rental										0.00%	-		
				Freight										0.00%	-		
				Materials										0.00%	-		
Totals							325,973.00		325,973.00	325,973.00	312,431.50	13,541.50	325,973.00	100.00%	-		

JTTHORPE

DATE: April 18th, 2025

CUSTOMER ADDRESS: Palmer Lake City of
42 Valley Crescent St,
Palmer Lake, CO

REFERENCE: Water Tank Rehab

PROPOSAL #: 0222-25-00IMM

CUSTOMER CONTACT: **Steve Orcutt**
Sorcutt@palmer-lake.org

Steve:

The following will serve as our proposal for lump sum pricing to perform coating on potable water tank and pipe replacement.

Our proposal includes performing the following work:

SCOPE

1. JTTHORPE Industrial, Inc. will do the following:
 - a. **JTTI** will chloride rinse approximately 5000 of concrete to remove any oil, grease, dirt, soil, and contaminants such as chlorides, nitrates, and sulfates.
 - b. **JTTI** will prep to achieve an SSPC/SP13 concrete surface preparation with a ICRI CSP 4-5 surface profile.
 - c. **JTTI** will apply one (1) primer coat of Aquafin IKM Primer at 30 mils DFT.
 - d. **JTTI** will apply one (2) topcoats of Aquafin 2KM HPA Hight Performance at 30-40 Mils each mils DFT.
 - e. **JTTI** will remove and replace existing pipe.

- f. **JTTI** will prepare and paint all new pipe coating with a conventional sprayer and field apply the a NSF.
- g. **JTTI** will do daily coating inspection during surface preparation and coating application with TruQc.

PRICING

Our Lump Sum pricing, including all labor, materials, equipment, supervision, subsistence, payroll taxes, insurance, cartage, freight, profit, and overhead will be:

Labor:	\$135,415.00
Material/Equipment:	\$133,725.00

**TWO HUNDRED SIXTY-NINE THOUSAND ONE HUNDRED FORTY
DOLLARS.
(\$269,140.00)**

SCHEDULE

1. Project start date of **(4/27/25)**
2. Completion date of **(35 days)**
3. Work schedule one (1), eight (10) hour shift per day Monday-Saturday exclusive of overtime and holidays.

PAYMENT SCHEDULE

1. JTTHORPE Industrial, Inc. will invoice for all materials upon receipt, with approval from the customer.
2. JTTHORPE Industrial, Inc. will invoice for material upon arrival onsite.
3. JTTHORPE Industrial, Inc. will invoice scaffold rental every thirty (30) days.
4. All payment terms are net thirty (30) days upon receipt of invoice.

QUALIFICATIONS, CLARIFICATIONS and ASSUMPTIONS:

1. Proposal is valid for thirty (30) days from the date above.
2. Applicable sales and use taxes are not included. If the customer provides JTTHORPE Industrial, Inc. with a sale and use tax exemption certificate or exempt purchaser's certification-construction contract, tax will not be billed for materials incorporated into the customer's exempt property. Sales and/or use tax will be billed on any taxable items not covered by an exemption certificate or exempt purchaser's certifications-construction contract. Should the customer provide JTTHORPE Industrial, Inc. with a sales and use tax exemption certificate or exempt purchaser" certification-construction contract, which is later deemed invalid, customer agrees to pay any tax, penalty, interest, or other costs which may accrue to JTTHORPE Industrial, Inc.
3. Our work is to be a continuous and sequential operation. Any delays or interference beyond our control will be charged to the account of others.
4. Any items or specifications not specifically mentioned are not a part of this quotation.
5. If there are any conflicts between our quotation and revised plans, drawings revisions or changes to the specifications the contractual agreement will govern, and we will invoice per T&M rates.
6. No bonds or permits are included.
7. No Liquidated damage will be considered for this project.
8. Restrooms and break rooms are to be provided by others.
9. Performances and guarantees as they pertain to materials and/or systems supplied are contingent upon OEM manufacturers stated performances.
10. Any T&M work must be approved prior to starting work; written approval of extra work or field change orders must be obtained before any T&M is work is performed.
11. Lay down yard is to be provided within 50' of the work area.
12. Third party inspector is not included in this proposal, if required it will be charged at cost plus 10%.
13. Pricing does not include containment, heating, dehumidifier, and air monitoring.

JTTHORPE INDUSTRIAL, INC. Proposal

JTTHORPE

14. Pricing is predicated on the assumption that the project will be conducted in warmer weather conditions, and any deviation from this may necessitate adjustments to the bid.

JTTHORPE Contact: Print

Name: Jaime Valencia

Sign: *Jaime Valencia*

Town of Palmer Lake Contact:

Print Name:

Sign: *[Handwritten Signature]*

If after reviewing the above proposal you should have any questions or require any additional information, please do not hesitate to call me directly at 983-333-5067.

Respectfully,

JTTHORPE INDUSTRIAL, INC.

Mike McKeever
Project Manager
Mike.McKeever@JTThorpe.com

JTTHORPE

DATE: May 27, 2025

CUSTOMER ADDRESS: Town Of Palmer Lake.

REFERENCE: Palmer Lake Coatings Project CO1 Rolling Scaffolds.

PROPOSAL #: 0224-25-379-JV

CUSTOMER CONTACT: Steve Orcutt
Sorcutt@palmer-lake.org

Steve:
The following will serve as our proposal for lump sum pricing to perform the scaffolding for the coatings project located in Palmer Lake, CO.

Our proposal includes performing the following work:

SCOPE

1. JTTHORPE Industrial, Inc. will erect/dismantle the following scaffolds:
 - a. East scaffold three (3) each rolling scaffolds, 5'W X 7' L X 17' H with two (2) working platform for access.

PRICING

Our Lump Sum pricing, including all labor, materials, equipment, supervision, payroll taxes, insurance, cartage, freight, profit and overhead will be:

High Points:

a. Erect:	\$17,156.00
b. Dismantle:	\$11,438.00

**TWENTY-EIGHT THOUSAND FIVE HUNDRED NINETY-FOUR DOLLARS
(\$28,594.00)**

SCHEDULE

1. Project start date of TBD.
2. Completion date of TBD.
3. Working one (1), ten (10) hour shift per day, Monday through Friday, exclusive of holidays.

PAYMENT SCHEDULE

1. JTTHORPE Industrial Inc. will invoice for all materials upon receipt, with approval from customer.
2. JTTHORPE Industrial, Inc. will invoice for material upon arrival onsite.
3. JTTHORPE Industrial Inc. will invoice scaffold rental every thirty (30) days.
4. All payment terms are net thirty (30) days upon receipt of invoice.

QUALIFICATIONS, CLARIFICATIONS and ASSUMPTIONS:

1. The proposal is valid for thirty (30) days from date above.
2. Applicable sales and use taxes are not included. If the customer provides JTTHORPE Industrial, Inc. with a sale and use tax exemption certificate or exempt purchaser's certification-construction contract, tax will not be billed for materials incorporated into the customer's exempt property. Sales and/or use tax will be billed on any taxable items not covered by and exemption certificate or exempt purchaser's certifications-construction contract. Should the customer provide JTTHORPE Industrial, Inc. with a sales and use tax exemption certificate or exempt purchaser' certification-construction contract which is later deemed invalid, customer agrees to pay any tax, penalty, interest, or other costs which may accrue to JTTHORPE Industrial, Inc..
3. Our work is to be a continuous and sequential operation. Any delays or interference beyond our control will be charged to the account of others.
4. Any items or specifications not specifically mentioned are not a part of this quotation.
5. If there are any conflicts between our quotation and revised plans, drawings revisions or changes to the specifications, the contractual agreement will govern, and we will invoice per T&M rates.
6. No bonds or permits are included.
7. No Liquidated damages will be considered for this project.
8. OSHA requires the user in section 1926.451(f)(3) to have scaffolds and scaffold components inspected for visible defects by a competent person prior to each work shift and after any occurrence which could affect a scaffold's integrity. Inspections to be performed by end user.

- 9. Any scaffold that is moved, altered, erected, or dismantled by any person other than those under the direct supervision of Liberty shall negate the indemnity that is extended in this proposal.
- 10. Waste disposal containers to be provided by others. All waste (general trash non-hazardous) will be discarded into containers for removal by others.
- 11. Any T&M work must be approved prior to starting work; written approval of extra work or field change orders must be obtained before any T&M work is performed.
- 12. All non-specified, special safety equipment or procedures required by the owner will be to account of others. (i.e., special respirators, fresh air, Nomex coveralls, safety training, etc.). This also includes inefficiencies introduced by mandatory requirement of any non-specified procedures.
- 13. The scaffold will be erected for light duty use and will be rated for 25 psf. It is the responsibility of the customer to ensure the scaffold limitations are not exceeded. If the Customer request a medium or heavy duty rated scaffold, prior notification must be given to JTTI, and additional charges will apply.

JTTHOPPE Contact:

Print Name: Jaime Valencia

Signature: *Jaime Valencia*

Date: May 27, 2025

Town of Palmer Lake Contact:

Print Name: *Steve Orcutt*

Signature: *Steve Orcutt*

Date: *5/28/25*

If after reviewing the above proposal you should have any questions or require any additional information, please do not hesitate to call me directly at 303.909.0716

Respectfully,

JTTHORPE INDUSTRIAL, INC.

Jaime Valencia
Mountain States Branch Manager
Jaime.valencia@jttthorpe.com

SCHEDULE

1. Project start date of TBD.
2. Completion date of TBD.
3. Working one (1), ten (10) hour shift per day, Monday through Friday, exclusive of holidays.

PAYMENT SCHEDULE

1. JTTHORPE Industrial Inc. will invoice for all materials upon receipt, with approval from customers.
2. JTTHORPE Industrial, Inc. will invoice for material upon arrival onsite.
3. JTTHORPE Industrial Inc. will invoice scaffold rental every thirty (30) days.
4. All payment terms are net thirty (30) days upon receipt of the invoice.

QUALIFICATIONS, CLARIFICATIONS and ASSUMPTIONS:

1. The proposal is valid for thirty (30) days from the date above.
2. Applicable sales and use taxes are not included. If the customer provides JTTHORPE Industrial, Inc. with a sale and use tax exemption certificate or exempt purchaser's certification-construction contract, tax will not be billed for materials incorporated into the customer's exempt property. Sales and/or use tax will be billed on any taxable items not covered by an exemption certificate or exempt purchaser's certifications-construction contract. Should the customer provide JTTHORPE Industrial, Inc. with a sale and use tax exemption certificate or exempt purchaser's certification-construction contract, which is later deemed invalid, the customer agrees to pay any tax, penalty, interest, or other costs which may accrue to JTTHORPE Industrial, Inc.
3. Our work is to be a continuous and sequential operation. Any delays or interference beyond our control will be charged on the account of others.
4. Any items or specifications not specifically mentioned are not a part of this quotation.
5. If there are any conflicts between our quotation and revised plans, drawings revisions or changes to the specifications, the contractual agreement will govern, and we will invoice per T&M rates.
6. No bonds or permits are included.
7. No Liquidated damages will be considered for this project.
8. Any T&M work must be approved prior to starting work; written approval of extra work or field change orders must be obtained before any T&M work is performed.

- 9. All non-specified, special safety equipment or procedures required by the owner will be to account of others. (i.e., special respirators, fresh air, Nomex coveralls, safety training, etc.). This also includes inefficiencies introduced by mandatory requirement of any non-specified procedures.
- 10. Valves will be provided by the Town of Palmer Lake.

JTTHORPE Contact:

Print Name: Jaime Valencia

Signature: *Jaime Valencia*

Date: July 11, 2025

Town of Palmer Lake Contact:

Print Name: Steve Orcutt

Signature: *Steve Orcutt*

Date: 7/21/25

If after reviewing the above proposal you should have any questions or require any additional information, please do not hesitate to call me directly at 303.909.0716

Respectfully,

JTTHORPE INDUSTRIAL, INC.

Jaime Valencia
Mountain States Branch Manager
Jaime.valencia@jtthorpe.com

ENDORSE HERE

CHECK BOX FOR MOBILE REMOTE DEPOSIT
WRITE NAME OF FINANCIAL INSTITUTION ON LINE ABOVE



Town of Palmer Lake

51059

Vendor ID	Name	Payment Number	Check Date	Check Number		
JTTHORPE	JT THORPE INDUSTRIAL, INC.	0003471	9/26/2025	51059		
Invoice Number	Date	Description	Amount	Amount Paid	Discount	Net Amount Paid
2225-2143-4	9/17/2025	Tank #1 Rehab	\$13,541.50	\$13,541.50	\$0.00	\$13,541.50

Totals: \$13,541.50 \$13,541.50 \$0.00 \$13,541.50

LMP100 M/P CHECK



KROB LAW OFFICE, LLC
Attorneys at Law

8400 E. Prentice Avenue, Penthouse
Greenwood Village, CO 80111
Phone: (303) 694-0099

INVOICE

Date: 07/02/2025

Town of Palmer Lake

Town of Palmer Lake-General Legal Services

General Legal Services

Attorney	Date	Notes	Quantity	Rate	Total
SPK	06/01/2025	Receive and review email from D. Collins regarding appointment of alternate members to PC, Review Town code and State statute regarding same, Draft and send email to D. Collins regarding same, Receive and review list of pending items from D. Collins, Send response regarding times to discuss	1.00	\$175.00	\$175.00
SPK	06/02/2025	Prepare for and participate in discussion with D. Collins regarding pending matters, Prepare for and participate in conference call with D. Collins and CIRSA counsel regarding complaint filed by Moseley/ Brodzik, Review vested rights statute and Town code regarding same, Prepare memo to planning commission, Email to D. Collins with cover, Prepare for and participate in DRC weekly meeting	5.10	\$175.00	\$892.50
SPK	06/03/2025	Telephone conference with D. Collins regarding pending matters, Telephone conference with D. Collins regarding Mayor/Trustee issues, Receive, review and respond to email from A. Hutson regarding same	1.10	\$175.00	\$192.50
SPK	06/04/2025	Telephone conference with D. Collins regarding Mayor/Trustee issues, Telephone conference with A. Hutson regarding same and process going forward, Review Town code regarding trustee/mayor vacancies, Telephone conference with D. Stern regarding same, Follow up telephone call with D. Collins regarding pending matters, Telephone conference with K. Dreher regarding Mayor/Trustee issues	2.30	\$175.00	\$402.50
SPK	06/05/2025	Telephone conference with D. Stern regarding Mayor's	3.10	\$175.00	\$542.50

07/02/2025

resignation and need for press release, Receive, review and revise draft press release, Email to D. Stern and D. Collins with cover, Conference call with D. Stern and D. Collins regarding revised press release and possible need for PR advisor, Draft and send email to D. Collins to circulate to BOT with proposed press release attached, Receive and review comments from Trustees regarding press release and revise accordingly, Circulate final press release and authorize issuance, Telephone conference with D. Collins regarding Moseley requests in D. Collins' absence and outstanding CORA request, Receive, review and respond to email from D. Collins regarding agenda prep, Follow up telephone conference with D. Collins regarding same and pending matters

SPK	06/06/2025	Receive and review draft agenda for preparation session with Mayor Pro Tem and D. Collins, Email to D. Collins regarding revisions to agenda items, Receive and review email regarding impact of appointment of trustee to mayor on pending trustee recall petition, Telephone conferences with D. Collins regarding pending matters related to BOT agenda items and agenda preparation session with Mayor Pro Tem	1.40	\$175.00	\$245.00
SPK	06/08/2025	Receive and review email from D. Collins with EcoSpa revised first amendment attached, Finalize first amendment and email to D. Collins with cover, Receive and review staff memos regarding park hours, Receive and review debt collection agreement and staff memo regarding same	1.50	\$175.00	\$262.50
SPK	06/09/2025	Receive, review and respond to email from A. Jurka regarding voting on mayor' resignation and vacancy, Receive, review and provide suggested revisions to staff memos for BOT meeting, Receive, review and provide suggested edits to resolutions for BOT meeting, Draft and send language for executive session regarding Integrity Matters and Moseley/Brodzik litigation, Email to D. Collins and E. Romero	2.30	\$175.00	\$402.50
SPK	06/10/2025	Research and draft memo to BOT regarding Mayor resignation and filling vacancy, Email to D. Collins with cover, Receive, review and respond to follow up email regarding EcoSpa and PC ordinance, Receive and review email from D. Collins regarding possible withdrawal of Lakeview Heights application	1.70	\$175.00	\$297.50
SPK	06/12/2025	Telephone conference with D. Stern regarding mayoral vacancy issues, Telephone conference with D. Collins regarding same and items for BOT meeting, Office conference with D. Collins regarding BOT meeting and pending matters, Office conference with T. Caves regarding mayoral transition, Prepare for and attend BOT meeting and executive sessions regarding EcoSpa and Moseley/Brodzik litigation	6.70	\$175.00	\$1,172.50


07/02/2025

SPK	06/13/2025	Telephone conference with Police Chief regarding municipal court issues and unfounded conflict allegations	0.40	\$175.00	\$70.00
SPK	06/14/2025	Receive, review and respond to email from D. Collins regarding availability for special meetings	0.20	\$175.00	\$35.00
SPK	06/17/2025	Telephone conference with D. Stern regarding administrator issues, Telephone conference with D. Collins regarding pending matters, transition for administrator, and executive session language for special meeting	0.30	\$175.00	\$52.50
SPK	06/18/2025	Receive, review and respond to email from K. Goldman regarding protest hearing, Receive, review and respond to email from D. Collins regarding executive session, Receive, review and respond to email from D. Collins regarding railroad issue, Receive, review and respond to email from D. Collins regarding notice from C. Gayle of intent to file CORA action, Receive, review and respond to email from D. Collins and Police Chief regarding response to Dugan	1.40	\$175.00	\$245.00
SPK	06/19/2025	Telephone conference with D. Collins regarding materials to review for privilege log, Telephone conference with D. Collins regarding protest hearing, agenda for special board meeting and pending matters	1.00	\$175.00	\$175.00
SPK	06/20/2025	Prepare for and attend virtual meeting with D. Collins and J. Egbert regarding timing of recall and initiated ordinance elections	1.00	\$175.00	\$175.00
SPK	06/23/2025	Draft and send more robust executive session script to Mayor and D. Collins with cover, Office conference with Mayor Stern and D. Collins to discuss agenda for 6/30/25 meeting, Prepare for and participate in executive session regarding filling administrator vacancy	1.10	\$175.00	\$192.50
SPK	06/24/2025	Attend DRT virtually	0.50	\$175.00	\$87.50
SPK	06/25/2025	Telephone conferences with D. Collins regarding pending matters, Receive, review and revise Resolutions 50-2025 through 55-2025 for BOT meeting	1.80	\$175.00	\$315.00
SPK	06/26/2025	Telephone conference with D. Collins regarding CORA requests from Trustee and pending matters, Draft and send email to A. Jurka regarding review of executive session tapes and protection from production under CORA	0.60	\$175.00	\$105.00
SPK	06/27/2025	Receive and review emails from D. Collins regarding agenda items, Draft revised resolutions 53 and 56, Email with cover, Draft ordinance to appoint alternate PC members, Email to D. Collins with cover, Edit memo from J. Egbert regarding options for initiated	1.80	\$175.00	\$315.00

ordinance consideration and election, Receive and review agenda for 6/30/25 BOT meeting

SPK	06/30/2025	Receive and review BOT paket and staff reports, Review Twenty1Five PSA and proposed amendment for executive session discussion with BOT, Texts to D. Collins regarding Illumination Point meeting and Twenty1Five amendment, Receive and review Hermosa landscaping encroachment agreement and related materials, Receive and review email from D. Collins regarding Trustee discussions of annexation issues with constituents, Receive and review emails regarding possible disclosure of executive session discussions by trustee, Telephone conference with D. Collins regarding items for BOT meeting and pending matters, Draft executive session script for BOT meeting, Email to Mayor and D. Collins with cover, Review CUP and other related materials regarding Illumination Point, Prepare for and participate in Virtual meeting with interested parties and property owners related to Illumination Point, Prepare for and attend BOT meeting and executive sessions	9.60	\$175.00	\$1,680.00
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Subtotal \$8,032.50

 ACCOUNT# 10-21-5103

Town of Palmer Lake-2024 Annexation

2024 Annexation

Attorney	Date	Notes	Quantity	Rate	Total
SPK	06/02/2025	Review notes from eligibility hearing regarding notice issues raised by counsel, Review annexation timeline regarding same, Draft and send email to S. Frear, N. Ruiz, and D. Collins regarding notices	0.80	\$175.00	\$140.00
SPK	06/03/2025	Telephone conference with D. Collins regarding additional claims by Integrity Matters and correspondence from Mayor, Receive and review Integrity Matters motion to supplement, Receive, review and respond to email from B. Cole regarding addressing annexation agreement questions at PC meeting	1.60	\$175.00	\$280.00
SPK	06/04/2025	Conference call with D. Collins and N. Poppe regarding most recent Integrity Matters filings, Prepare for and attend weekly virtual meeting with D. Collins and applicant's representatives, Receive and review redline response from S. Frear regarding annexation bullet points, Forward to D. Collins with cover, Receive and review email exchange regarding Integrity Matters CORA requests and D. Collns response, Receive and review update from CIRSA attorney	2.30	\$175.00	\$402.50

07/02/2025

regarding Moseley/Brodzik litigation					
SPK	06/05/2025	Confer with D. Collins regarding direct discussions between consultants, Draft and send email to consultants for Town and Applicant regarding same, Receive and review follow up email regarding same, Email bullet points for annexation agreement to consultants with cover, Receive, review and respond to emails from B. Cole and D. Collins regarding possible car wash, Receive and review follow up emails regarding direct communications, Telephone conference with S. Frear regarding PC meeting and scheduling issues, Telephone conference with N. Ruiz regarding CMI/Vertex meeting, Telephone conference with D. Collins regarding possible continuance of PC meeting	2.10	\$175.00	\$367.50
SPK	06/07/2025	Receive and review email from N. Ruiz regarding notice allegations, Receive, review and respond to email from M. Morton regarding Land Conservancy easement	0.60	\$175.00	\$105.00
SPK	06/08/2025	Receive and review proposed settlement offer from Integrity Matters	0.40	\$175.00	\$70.00
SPK	06/09/2025	Receive, review and respond to email regarding DRT meeting with applicant, Receive, review and respond to email from DRT regarding meeting with applicant's consultants, Receive and review email from B. Cole regarding consultant meeting, Email to S. Frear and N. Ruiz regarding same	1.10	\$175.00	\$192.50
SPK	06/10/2025	Receive, review and respond to email from D. Stern regarding upcoming meeting with media and possible responses related to Buc-ee's and Integrity Matters lawsuit, Telephone conference with D. Stern regarding same, Draft and send email to N. Poppe regarding possible statement related to Integrity Matters in connection with WSJ interview, Receive, review and reply to email from N. Poppe regarding same	1.10	\$175.00	\$192.50
SPK	06/11/2025	Prepare for and attend weekly meeting with applicant's attorneys and staff, Review consultant memos, Prepare for and attend meeting among engineering, planning and other consultants for Town and applicant, Receive, review and respond to email from J. Chavez regarding separate meeting with applicant's consultant	3.50	\$175.00	\$612.50
SPK	06/12/2025	Review CMI comment memo to applicant, Review bullet point list with redlines from applicant and outline remaining issues, Prepare for and conduct executive session with BOT regarding annexation agreement	3.60	\$175.00	\$630.00
SPK	06/13/2025	Receive, review and reply to emails from B. Cole and D. Collins regarding continuation of PC meeting and staff memo addressing same	0.20	\$175.00	\$35.00

07/02/2025

SPK	06/17/2025	Review notice and town code and draft memo to PC regarding need to continue hearing, Telephone conference with N. Poppe regarding town personnel, status of Integrity matters, and rejection of Integrity Matters settlement proposal, Telephone conference with D. Collins regarding status of hearings and next steps	1.60	\$175.00	\$280.00
SPK	06/18/2025	Review notes from executive session with BOT regarding annexation bullet points, Draft reply to applicant regarding bullet points, Email to A. Hutson regarding dark sky ordinance and omission from code, Receive and review response regarding same, Prepare for and attend weekly update meeting with applicant and staff, Draft and send supplement to Planning Commission regarding continuing the matter to August, Draft and send email to D. Collins with language regarding discussion of response to questions related to pending litigation	2.80	\$175.00	\$490.00
SPK	06/19/2025	Receive, review and respond to email from applicant's counsel regarding Town ordinance related to annexations, Review CORA rules and requests, Correspond with Town staff regarding review of Brownstein CORA request and privilege log, Research and work on privilege log	2.10	\$175.00	\$367.50
SPK	06/20/2025	Receive and review emails regarding notification of recall protests to county clerk, Research CORA privileges and work on memo regarding same, Prepare for and attend virtual meeting with applicant's counsel regarding initiated ordinance and pending matters, Prepare for and attend virtual meeting with N. Poppe regarding Integrity Matters CORA demand and 14 day notice, Follow up phone call to D. Collins regarding request from BOT for emails on personal phones, Telephone conference with K. Dreher regarding texts on his phone responsive to D. Collins' email, Listen to live stream of status conference in Integrity Matters case, Receive and review of privileged documents requested by Brownstein and work privilege log related to same	6.70	\$175.00	\$1,172.50
NK	06/20/2025	Brownstein Cora: Review and discuss correspondence including review of .pst files, Review request, Develop privilege log form, Begin review of pdf documents	1.50	\$175.00	\$262.50
SPK	06/21/2025	Review emails related to initiated ordinance for privilege and complete privilege log regarding initiated ordinance and recall petitions	2.50	\$175.00	\$437.50
SPK	06/22/2025	Review documents related to recall and add to privilege log	1.50	\$175.00	\$262.50
SPK	06/23/2025	Finish review of recall documents for Brownstein CORA request and email spreadsheet to NLK, confer with NLK regarding wildlife group of documents and	7.70	\$175.00	\$1,347.50

07/02/2025

responses to requester (2.0), Receive and review updated bullet point list from S. Frear, Draft and send follow up questions to S. Frear, Forward to D. Collins with request to provide copies to BOT, Receive and review follow up responses from S. Beard and S. Frear, Office conference with D. Collins and Mayor Stern regarding executive session items and pending matters, Telephone conference with C. Berglund regarding privilege log and production of documents requested by Brownstein firm, Confer with NLK regarding same, Receive and review petition to require 2/3 approval, Review Town Code regarding same, Draft and send email to B. Tracy regarding privilege log and IT difficulties related to native format and attachments

NK	06/23/2025	Brownstein CORA: Review "wildlife" provided documents for privilege, Discussion with SPK regarding the same, Correspondence to Town staff regarding redactions, Review requirements for formatting of electronic documents produced pursuant to a CORA request, Discuss the same with SPK	5.10	\$175.00	\$892.50
SPK	06/24/2025	Telephone conferences with D. Collins, B. Tracy, and NLK regarding production of privilege log and related documents for Brownstein CORA request	1.00	\$175.00	\$175.00
SPK	06/25/2025	Prepare for and participate in weekly meeting with applicant's staff, Prepare for and participate in telephone conference with Town staff regarding Brownstein CORA request	1.10	\$175.00	\$192.50
NK	06/25/2025	Brownstein CORA: Discussions with staff regarding redacting and producing documents pursuant to CORA request	0.30	\$175.00	\$52.50
SPK	06/26/2025	Confer with D. Collins regarding Brownstein CORA request, Draft and send email to B. Tracy with update regarding same	0.30	\$175.00	\$52.50
SPK	06/27/2025	Receive and review email from C. Berglund regarding documents responsive to Brownstein CORA request, Draft and send same to B. Tracy with cover	0.60	\$175.00	\$105.00
SPK	06/30/2025	Review annexation section of Town code, Prepare for and attend virtual meeting with D. Collins and applicants attorneys regarding notice issues, Telephone conference with S. Frear regarding bullet list	1.40	\$175.00	\$245.00

Subtotal \$9,362.50

ACCOUNT# 10-21-5109-040
EO REIMB

Town of Palmer Lake-Bucee's Travel Center

Bucee's Travel Center

Subtotal \$0.00

Total \$17,395.00

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
1239	07/02/2025	\$17,395.00	\$0.00	\$17,395.00
			Outstanding Balance	\$17,395.00
			Total Amount Outstanding	\$17,395.00

Please make all amounts payable to: Krob Law Office, LLC

Payment is due upon receipt.



KROB LAW OFFICE, LLC
Attorneys at Law

8400 E. Prentice Avenue, Penthouse
Greenwood Village, CO 80111
Phone: (303) 694-0099

INVOICE

Date: 08/01/2025

Town of Palmer Lake

Town of Palmer Lake-General Legal Services

General Legal Services

Attorney	Date	Notes	Quantity	Rate	Total
SPK	07/01/2025	Telephone conference with Chief Smith regarding CDL offender	0.30	\$175.00	\$52.50
SPK	07/02/2025	Confer with D. Collins regarding pending matters including election assistance from County, Review emails regarding coordinating recall election with County, Research limitations on dispositions of tickets issued to CDL drivers, Telephone conference with Chief Smith regarding same, Prepare for and attend virtual call regarding conveyance of Palmer Lake parcel to Town, Follow up discussion with D. Collins regarding transition planning	3.30	\$175.00	\$577.50
SPK	07/03/2025	Prepare for and participate in agenda prep with Mayor Stern, D. Collins, Chief Smith, and E. Romero	1.20	\$175.00	\$210.00
SPK	07/05/2025	Finish review or initiated ordinance statute and recall statute and draft and send email to D. Collins regarding timing and coordination of recall petition and initiated ordinance elections, Receive, review, and revise in redline and clean versions resolutions regarding appointment of town clerk, agreement with GMS for engineering services for Town's Elephant Rock PD application, agreement with CMI for planning services for Town's Elephant Rock PD application, and for recruiter contract for Town administrator, Email to D. Collins and E. Romero with cover	3.70	\$175.00	\$647.50
SPK	07/06/2025	Receive and review email from D. Collins regarding complaint to AG and SOS regarding scheduling of recall elections	0.30	\$175.00	\$52.50

08/01/2025

SPK	07/07/2025	Receive and review motion to dismiss from CIRSA's attorney in connection with Moseley/Brodzik litigation, Receive, review and respond to email from D. Collins regarding same, Email to CIRSA's attorney regarding same, Telephone conference with recruiter regarding Town administrator position, Receive and review emails regarding Fowler Branch roadway improvement matter, Receive and review email with Elephant Rock proposed listing agreement, Receive and review emails regarding Lake Ave code compliance and noise issues, Receive and review email from B. Cole regarding review of Title 17	2.70	\$175.00	\$472.50
SPK	07/08/2025	Receive and review email regarding MOU with El Paso County for land near lake, Begin work on legislative update	0.80	\$175.00	\$140.00
SPK	07/09/2025	Review files, prepare for and attend meeting with D. Collins, E. Romero and G. Smith to discuss pending items and transition issues, Memos to files regarding same	4.50	\$175.00	\$787.50
SPK	07/10/2025	Review notes, prepare for and attend BOT meeting and executive session regarding County Land and Hermmosa easement, Review Town Code and draft and send email to BOT regarding issues related to voting to fill trustee vacancy	3.60	\$175.00	\$630.00
SPK	07/11/2025	Receive and review email from D. Collins regarding compensation during transition	0.20	\$175.00	\$35.00
SPK	07/14/2025	Work on legislative update, Review notes and files and update list of pending matters in light of D. Collins departure, Receive and review list of pending matters for DRC review meeting, Prepare for and attend DRC meeting remotely	2.70	\$175.00	\$472.50
SPK	07/15/2025	Receive, review and respond to email from Mayor regarding method for voting to fill trustee vacancy, Receive, review, and respnod to email from Mayor regarding single question ballot issue and timing for challenge to initiated ordinance, Receive and review email from E. Romero regarding election meeting with J. Egbert, Receive and review email from D. Collins regarding end of burning on Twenty1Five parcel	0.80	\$175.00	\$140.00
SPK	07/16/2025	Telephone conference with D. Collins regarding pending matters, Receive, review and provide comments regarding administrator recruiter contract, Begin review of updated land use code Articles 1 through V from B. Cole, Receive and review memo from B. Cole regarding same	2.30	\$175.00	\$402.50
SPK	07/17/2025	Telephone call with D. Collins regarding pending matters and issues, Memos to file regarding same	1.50	\$175.00	\$262.50
SPK	07/18/2025	Final telephone conference with D. Collins regarding	1.60	\$175.00	\$280.00


08/01/2025

		pending items and memos to files regarding same, Follow up telephone conference with D. Collins regarding alleged \$20,000 check, Receive, review and respond to email from G. Smith regarding agenda prep meeting			
SPK	07/19/2025	Receive, review, and edit Articles I through VI of Title 17 of Land Use Code and provide to B. Cole	7.30	\$175.00	\$1,277.50
SPK	07/20/2025	Review and edit Article VI definitions of land use code and provide to B. Cole with cover, Receive and review follow up email from B. Cole regarding finalizing documents for PC and presentation to PC, Research ADUs and necessary amendments to Town Code to comply with recent legislation	4.60	\$175.00	\$805.00
SPK	07/21/2025	Receive and review emails from E. Romero and B. Cole regarding DRT meeting, Telephone conference with Defendant Lenzini regarding municipal court disposition, Draft and send email to E. Romero regarding resolutions and BOT packet prep, Receive and review ballot questions regarding recall and initiated ordinance, Receive and review question regarding election signs/banners, Receive and review emails regarding DRT, Receive and review B. Cole memos regarding PC review of land use code, Prepare for and attend DRC meeting	3.80	\$175.00	\$665.00
SPK	07/22/2025	Draft resolution to appoint interim administrator, Draft resolution to approve agreement from Prism for planning and engineering, Email draft resolutions to E. Romero with cover regarding same and including suggested language for executive session, Review and send Lenzini municipal court dispo	2.00	\$175.00	\$350.00
SPK	07/23/2025	Prepare for and participate in conference call with E. Romero and G. Smith regarding pending matters, Memos to files regarding same, Receive and review Prism contract for Elephant Rock, Email to E. Romero regarding same	1.40	\$175.00	\$245.00
SPK	07/24/2025	Receive and review BOT packet, Telephone conference with G. Smith and E. Romero regarding BOT items, Office conference with Mayor Pro Tem, E. Romero and G. Smith regarding BOT meeting and pending matters, Prepare for and attend liquor hearing and BOT meeting	3.50	\$175.00	\$612.50
SPK	07/28/2025	Receive and review email from e. Romero regarding CORA policy	0.20	\$175.00	\$35.00
SPK	07/29/2025	Draft and revise PC resolution recommending approval of Title 17 and email to S. Romero with cover	1.00	\$175.00	\$175.00
SPK	07/30/2025	Research statue requiring ADUs, Work on memo to staff regarding same, Telephone conference with e. Romero regarding PC resolution and PC meeting in	1.80	\$175.00	\$315.00

connection with zoning code review

SPK	07/31/2025	Work on legislative update	1.00	\$175.00	\$175.00
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Subtotal \$9,817.50

 ACCOUNT# 10-21-5103

Town of Palmer Lake-2024 Annexation

2024 Annexation

Attorney	Date	Notes	Quantity	Rate	Total
SPK	07/02/2025	Work on development agreement form and email to S. Frear with cover, Telephone conference with S. Frear regarding bullet point list and annexation agreement, Receive and review email from S. Frear to S. Beard regarding agreements, Telephone conference with D. Collins regarding B. Cole concerns with order of consideration of applications, Review updated calendar, Receive and review email from N. Poppe regarding CORA request response from Integrity Matters, Draft and send email to D. Collins regarding exception for attorney client communications under CORA, Review Town code regarding annexation compliance with master plan, Email to D. Collins regarding same, Review Town code regarding approval of PDP before submission of FDP, Work on bullet point list with explanation for use by BOT	6.10	\$175.00	\$1,067.50
SPK	07/03/2025	Receive and review email regarding delayed submission of environmental assessment, Work on bullet point list for BOT, Draft and send email to S. Frear and S. Beard regarding same and discussions, Conference call with S. Beard and S. Frear regarding bullet points	2.50	\$175.00	\$437.50
SPK	07/03/2025	Review emails regarding coordinated election with County, Review statutes regarding same, Receive, review and respond to email from J. Egbert regarding same, Prepare for and participate in conference call with J. Egbert and D. Collins regarding coordinated election issue, Prepare for and participate in conferral discussions with N. Poppe, D. Duggan, K. Gayle, and D. Collins regarding CORA request for personal records of trustees, Follow up call with D. Collins regarding same	2.80	\$175.00	\$490.00
SPK	07/04/2025	Receive and review emails regarding review of coordinated election issue, Research statute regarding same, Draft and send email to D. Collins and J. Egbert regarding same, Receive and review response from J. Egbert regarding recall scheduling, Research statute regarding scheduling of initiated ordinance as part of	3.20	\$175.00	\$560.00

08/01/2025

		coordinated election, Draft and send email to D. Collins and J. Egbert regarding same, Prepare for and participate in follow up conference call with D. Collins and J. Egbert regarding coordinated election question			
SPK	07/07/2025	Research state statute and town code regarding definition of regular election, Draft memo to D. Collins regarding same and email to D. Collins and J. Egbert with cover, Telephone call to County attorney regarding coordinated election issue, Telephone conference with R. Sheesely regarding same, Telephone conference with D. Collins regarding memo addressing coordinated elections, Receive and review follow up memo from D. Collins regarding same, Follow up telephone conference with R. Sheesley regarding same, Draft and send email to D. Collins supplementing coordinated election memo, Forward initial memo and supplement to County Attorney with cover, Prepare for and participate in virtual meeting with County attorney, finalize election memo and send to D. Collins to circulate, Receive and review email from K. Gayle disagreeing with SPK memo regarding coordinated election, Continue to work on bullet point list for BOT, Receive and review email from B. Cole regarding revised land use calendar, Receive and review email from D. Collins regarding ballot language, Receive, review and revise resolution setting forth details of September 9 2025 election after review of recall and initiated ordinance statutes	7.10	\$175.00	\$1,242.50
SPK	07/08/2025	Continue to work on bullet list/white paper for annexation agreement, Email to Town consultants with cover, Receive, review and respond to email from K. Gayle regarding privilege log, Email to D. Collins regarding same	3.30	\$175.00	\$577.50
SPK	07/09/2025	Draft and send email to S. Frear regarding BOT working paper, Prepare for and attend weekly update meeting with applicant's counsel, Follow up telephone conference with D. Collins regarding notices and pending matters, Receive and review email from M. Morton regarding same, Receive, review and respond to email from N. Poppe regarding revised Integrity Matters filing, Receive and review edits to work paper from D. Collins, M. Morton and N. Ruiz and begin to integrate into document	3.20	\$175.00	\$560.00
SPK	07/10/2025	Receive, review and incorporate suggested revisions from M. Morton, D. Collins, and applicant's consultants into discussion paper for BOT, email to BOT and to applicant's attorney with cover, Telephone conference with N. Poppe regarding new complaint filed by Integrity Matters and possible conflict issues, Review notes, bullet points list and summary from applicant to prepare for executive session discussions, Discuss bullet points and process moving forward with BOT in executive session	6.20	\$175.00	\$1,085.00

08/01/2025

SPK	07/11/2025	Receive and review emails and proposed notice and provide comments to N. Ruiz and D. Collins. Receive and review emails from N. Ruiz regarding resubmission of subdivision and PC materials, Receive and review email from D. Collins regarding follow up with BOT related to bullet points, Receive and review emails from D. Collins and recruiter regarding contract for administrator search	0.80	\$175.00	\$140.00
SPK	07/13/2025	Receive and review privileged documents responsive to Integrity Matters CORA request, Prepare privilege log and email to Integrity Matters with copy to Town staff and CIRSA, Receive and review related email chain from S. Ball, Receive and review email from Mayor Stern regarding single issue question related to ballot and forward to D. Collins and J. Egbert with cover	2.40	\$175.00	\$420.00
SPK	07/14/2025	Receive, review and forward to D. Collins and E. Romero email from N. Poppe regarding conflicts check for T. Caves, G. Havenar, S. Ball, and A. Hutson, Receive and begin review of Integrity Matters third amended complaint (7.4.25) and forward same to BOT with cover, Receive, review and respond to email from N. Ruiz regarding notice, Review of amended complaint	1.80	\$175.00	\$315.00
SPK	07/15/2025	Telephone conference with N. Ruiz regarding resubmission of materials for annexation, land use, and subdivision, Receive, review and respond to emails from D. Collins and Mayor regarding circulation of revisions to bullet list, Receive, review and respond to email from N. Ruiz regarding weekly meetings, Review of amended complaint from Integrity Matters	4.80	\$175.00	\$840.00
SPK	07/16/2025	Prepare for and attend weekly meeting with applicant's counsel and consultants, Memo to file regarding same	1.00	\$175.00	\$175.00
SPK	07/17/2025	Telephone conference with D. Collins regarding allegations in new Integrity Matters complaint regarding \$20,000 check, Telephone conference with N. Poppe regarding Integrity Matters complaint, check allegation, extension to file motion to dismiss, and pending matters	1.00	\$175.00	\$175.00
SPK	07/20/2025	Receive and begin review of emails regarding Trustee comments related to bullet point list	0.40	\$175.00	\$70.00
SPK	07/21/2025	Receive, review and respond to email from B. Tracy regarding Brownstein third CORA request, Telephone conference with B. Tracy regarding same	0.70	\$175.00	\$122.50
SPK	07/22/2025	Work on draft annexation agreement, Receive, review and respond to email from E. Romero and J. Egbert regarding Integrity Matters candidate inquiry, Draft and send response to E. Romero regarding same, Receive, review and respond to email from Integrity	2.90	\$175.00	\$507.50

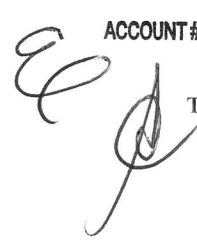
08/01/2025

Matters requesting agenda item regarding coordinated election					
SPK	07/23/2025	Email to R. Romero and G. Smith regarding weekly meeting with applicant's team, Email to G. Smith regarding police impacts in other towns, Email to S. Ball regarding fire impacts in other towns, Email to E. Romero and G. Smith regarding discussions related to maintenance of County Line Road, Work on reference document, Prepare for and participate in weekly call with applicant's team, notes to files regarding same, Review follow up comments from BOT and staff and revise background paper, Continue to work on annexation agreement, Telephone conference with Mayor regarding work sessions, Finish revised draft of background paper and email to BOT with cover	9.80	\$175.00	\$1,715.00
SPK	07/24/2025	Review discussion paper redline and provide to applicant with cover explaining changes, Receive and review email from applicant's counsel regarding revision to property tax numbers, Telephone conference with applicant's counsel regarding same, discussion paper, and possible public meetings to discuss annexation issues, Telephone conference with G. Smith and E. Romero regarding same, Draft script and email to Mayor Pro Tem with cover, Receive, review and respond to email from Mayor Pro Tem regarding same, Revise email to applicant's counsel and send with revised copy of discussion paper, Draft short summary of discussion paper, Prepare for and conduct executive session regarding discussion paper and summary	7.50	\$175.00	\$1,312.50
SPK	07/25/2025	Review notes from executive session with BOT regarding discussion paper and summary, Edit discussion paper and summary, Email revised documents to BOT with cover, Email revised documents and follow up questions regarding water to T. Caves, Email revised documents to applicant's counsel, Receive and review response and suggested edits from applicant's counsel, Email with cover to BOT, Telephone conference with Mayor regarding same, Telephone conference with E. Romero regarding same, Telephone conferences with E. Romero regarding ballot language for recall election, Review recall ballot language, Finalize discussion paper and summary and email to E. Romero with copy to all BOT members	4.70	\$175.00	\$822.50
SPK	07/26/2025	Receive and review email from E. Romero regarding posting of discussion paper and summary, Email to applicant's counsel regarding same	0.30	\$175.00	\$52.50
SPK	07/31/2025	Receive and review email from EPS regarding property tax calculations, Forward email to S. Frear with cover, Work on annexation agreement, Email rough draft to S. Frear with cover, Telephone	2.90	\$175.00	\$507.50

08/01/2025

conference with N. Poppe regarding affidavit for Integrity Matters by trustee, Review trustee affidavit

Subtotal \$13,195.00
 ACCOUNT# 10-21-5109-040
 REIMB
 Total \$23,012.50



Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
1256	08/01/2025	\$23,012.50	\$0.00	\$23,012.50
			Outstanding Balance	\$23,012.50
			Total Amount Outstanding	\$23,012.50

Please make all amounts payable to: Krob Law Office, LLC

Payment is due upon receipt.



KROB LAW OFFICE, LLC
Attorneys at Law

8400 E. Prentice Avenue, Penthouse
Greenwood Village, CO 80111
Phone: (303) 694-0099

INVOICE

Date: 09/23/2025

Town of Palmer Lake

Town of Palmer Lake-General Legal Services

General Legal Services

Attorney	Date	Notes	Quantity	Rate	Total
SPK	08/01/2025	Receive and review email from developer regarding Red Rocks development, Receive and review email from E. Romero regarding PC meeting addressing land use code, Telephone conference with G. Smith and E. Romero regarding personnel items, CORA requests from Brodzik, CORA from Integrity Matters, and pending matters	1.30	\$175.00	\$227.50
SPK	08/04/2025	Prepare for and attend DRT meeting, Review emails from E. Romero and BOA members regarding variance request and roadway issues related to sub-10,000 square foot lot, Draft and send response regarding same	2.60	\$175.00	\$455.00
SPK	08/05/2025	Prepare and participate in virtual meeting regarding Red Rock annexation and development with developer and staff, Receive, review and respond to email from E. Romero after reviewing agenda regarding commencement of meeting after work session	1.10	\$175.00	\$192.50
SPK	08/06/2025	Telephone conference with E. Romero regarding pending matters, Receive, review and provide comments on agenda and resolution for BOT workshop and special meeting to appoint trustee, Follow up discussions with E. Romero regarding special meeting agenda revisions, posting, and scope of matters considered, Telephone conference with Mayor and E. Romero regarding questions about petitions, Observe live stream of candidate vacancy selection	1.50	\$175.00	\$262.50
SPK	08/08/2025	Telephone conference with E. Romero and G. Smith regarding pending matters and preparation for BOT	2.50	\$175.00	\$437.50

09/23/2025

		meeting, Telephone conference with G. Smith regarding personnel matters, Telephone conference with E. Romero and G. Smith regarding process for approving Title 17, liquor license issue, reimbursement agreement form, CORA requests and policies, and pending matters, Receive, review and respond to email from B. Cole regarding order of priority of pending tasks, Prepare for and attend agenda prep meeting with Mayor, Mayor Pro Tem, G. Smith and E. Romero			
SPK	08/09/2025	Update list of pending matters, Receive and review emails from E. Romero regarding Title 17 adoption, Review Town Code regarding adoption of land use amendments and draft ordinance to approve Title 17 zoning amendments	2.10	\$175.00	\$367.50
SPK	08/11/2025	Telephone conference with Defendant Ragsdale regarding traffic ticket and possible disposition, Follow up call with Ragsdale regarding additional concerns, Telephone conference with E. Romero and G. Smith regarding inquiries from Monument, Receive and review email from attorney for municipal court defendant with G. Smith, Finish ordinance to adopt Title 17 Zoning and email to E. Romero with cover, Prepare for and attend DRC meeting with staff and consultants, Review emails, draft and send follow up email to real estate broker for Twenty 1 Five property purchase	3.20	\$175.00	\$560.00
SPK	08/12/2025	Receive and review email from E. Romero regarding pending legal items, Draft executive session language for BOT agenda and email to E. Romero with cover, Prepare for and participate in virtual meeting with E. Romero and G. Smith regarding legal issues and pending matters, Revise Title 17 ordinance to incorporate PC conditions, Receive, review and respond to email from E. Romero regarding Lakeview Heights status and continuation	2.30	\$175.00	\$402.50
SPK	08/13/2025	Receive, review and respond to email from CIRSA's attorney regarding the Moseley/Brodzik litigation, Receive, review and respond to email from M. Helwege regarding Twenty 1 Five property sale	0.50	\$175.00	\$87.50
SPK	08/14/2025	Review materials for new trustee orientation and email to E. Romero with cover, Prepare for and conduct new trustee training, Prepare for and attend BOT meeting and executive session regarding Twenty 1 Five property	3.80	\$175.00	\$665.00
SPK	08/15/2025	Review notes from BOT meeting, Memos to files regarding pending matters	0.70	\$175.00	\$122.50
SPK	08/18/2025	Telephone conference with G. Smith regarding site visit to 121 Lake property and pending matters, Review proposed listing agreement for Elephant Rock property, Email to realtor regarding same, Telephone	2.10	\$175.00	\$367.50

09/23/2025


		conference with realtor regarding revisions to listing agreement, Telephone conference with G. Smith regarding DRT and pending matters, Receive and review email from CKT regarding increased charges for large CORA requests, Receive, review and respond to emails regarding DRT meeting, Draft and send CML list serve regarding CORA burdens			
SPK	08/20/2025	Telephone conference with E. Romero regarding pending matters	0.30	\$175.00	\$52.50
SPK	08/21/2025	Teams meeting with E. Romero and G. Smith regarding upcoming BOT meeting and agenda items, Receive, review and respond to email from E. Romero regarding DRT meeting, Telephone conference with E. Romero and G. Smith regarding applications for PC, Draft and send email to BOT regarding open meetings compliance	1.10	\$175.00	\$192.50
SPK	08/22/2025	Receive and review email from K. Dreher regarding open meetings issue, Receive and review email regarding 121 Lake, Receive, review and respond to email from G. Smith regarding public comments from employees, Telephone conference with G. Smith regarding same and pending matters,	0.80	\$175.00	\$140.00
SPK	08/25/2025	Telephone conference with E. Romero and G. Smith regarding CORA responses and response to PC emails, Prepare for and attend DRT, Prepare for and attend agenda prep meeting with Mayor, Mayor Pro Tem and staff, Notes to files regarding same, Prepare proposed dispositions in Municipal Court cases involving Defendants Fern, Ragsdale, Smith, and Herbert and email to defendants with cover	5.30	\$175.00	\$927.50
SPK	08/26/2025	Telephone conference with E. Romero and G. Smith regarding A. Jurka press release, Receive and review proposed response from G. Smith	0.70	\$175.00	\$122.50
SPK	08/27/2025	Finish and send proposed dispositions to municipal court Defendants Fern, Hiebert, Smith, and Ragsdale with cover, Receive, review and revise agenda and email to E. Romero with cover, Telephone conference with E. Romero regarding same, Follow up call to provide language for continuation of public hearing, Follow up emails with E. Romero regarding same, Prepare for and participate in virtual meeting with applicants regarding High Street development and access issues	2.40	\$175.00	\$420.00
SPK	08/28/2025	Receive, review and respond to email from A. Hutson regarding executive session, Telephone conference with E. Romero regarding items on agenda for BOT meeting and executive session, Office conference with E. Romero and G. Smith regarding pending matters, Attend executive session regarding Lakeview Heights matters, Prepare for and attend BOT meeting	3.60	\$175.00	\$630.00

09/23/2025

SPK	08/30/2025	Review notes from BOT meeting, Memos to file regarding same, Email to E. Romero regarding minutes from BOA meeting related to 121 Lake, Receive, review and respond to emails with E. Romero and G. Smith regarding pending matters, Review summary of PC questions from N. Ruiz, Receive and review materials from applicant's attorney regarding condemnation of County Line Road ROW	2.30	\$175.00	\$402.50
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Subtotal \$7,035.00

Town of Palmer Lake-2024 Annexation

 ACCOUNT# 10-21-5163

2024 Annexation

Attorney	Date	Notes	Quantity	Rate	Total
SPK	08/01/2025	Finish review of trustee affidavit for Integrity Matters case, Telephone conference with N. Poppe regarding same, Receive, review and respond to email from S. Frear regarding property tax issue, Forward to D. Guimond at EPS, Telephone conference with E. Romero and G. Smith regarding DRT discussion and comments on re-submission and path forward, Telephone conference with B. Cole regarding DRT meeting and review of resubmission	3.30	\$175.00	\$577.50
SPK	08/04/2025	Continue to review CMI comments regarding planning resubmittals, Outline points of discussion with S. Frear	2.00	\$175.00	\$350.00
SPK	08/05/2025	Review notes from discussions with consultants regarding resubmissions and call S. Frear to discuss and set up in person meetings, Draft and send email to staff and consultants regarding same and follow up meeting with applicant's consultants, Forward proposed meeting dates and times to consultants, Receive and review follow up email from S. Frear regarding property tax valuation issue and forward to D. Guimond with cover, Receive, review and forward to consultants email from S. Frear regarding table of contents used to address Town staff comments, Telephone conference with Trustee Dreher regarding Integrity Matters settlement proposal and election question, Draft annexation agreement	5.10	\$175.00	\$892.50
SPK	08/06/2025	Finish revised draft of annexation agreement and email to S. Frear with cover, Prepare for and participate in weekly conference call with applicant and staff, Receive, review and respond to email from Trustee Jurka regarding conversation with CIRSA attorney, Email to N. Poppe and E. Romero regarding review of executive session tapes, Receive and review list of pending items for discussion with applicant's	8.80	\$175.00	\$1,540.00

09/23/2025

		consultant from J. Chavez and M. Morton, Receive and review email from B. Cole regarding same, Prepare for and participate in conference call with N. Poppe and E. Romero regarding motion to dismiss Integrity Matters complaint and preparation for TRO/preliminary injunction hearing, Receive and review email from B. Cole regarding comments to applicant's resubmission, Draft memo to S. Frear regarding engineering and drainage issues and email to S. Frear and Town DRT with cover, Receive, review and respond to follow up email from M. Morton regarding items for discussion with applicant's consultants, Edit CMI memo regarding planning issues and email to B. Cole with cover, Receive, review and respond to email from N. Poppe regarding motion to dismiss Integrity Matters complaint on jurisdictional grounds			
SPK	08/07/2025	Receive and review additional memo from B. Cole regarding planning issues for discussion with applicant's consultants, Telephone conference with B. Cole regarding same, Review agenda items for engineering and drainage discussions with applicant's consultants, Prepare for and attend virtual meeting with Town staff and consultants and applicant's consultants and counsel to address engineering issues, Review updated memos from CMI identifying issues for discussion with applicant's consultants and email same to S. Frear with cover	5.70	\$175.00	\$997.50
SPK	08/08/2025	Finish review of CMI summary of comments to applicant's responses to referral agencies, Prepare for and conduct meeting with staff regarding release of same, Prepare for and participate in virtual meeting with Town staff, consultants, and applicant's consultants, Follow up emails with B. Cole regarding materials to provide for applicant, Receive revised proposed annexation agreement from applicant's counsel, Telephone conference with applicant's counsel regarding same, Receive and review email from S. Frear regarding Development Agreement	6.40	\$175.00	\$1,120.00
SPK	08/09/2025	Update list of pending matters, Receive and review email and Table of Contents for PD written plan from CMI, Email CMI response to applicant's responses to referral agency comments to S. Frear with cover, Receive and review email from B. Cole regarding encroachments	1.30	\$175.00	\$227.50
SPK	08/11/2025	Receive and review emails from B. Cole and N. Ruiz regarding additional and follow up materials, Review and edit draft annexation agreement from S. Frear, Email redline of annexation agreement to S. Frear with cover, Review town code requirements regarding annexation agreements, Prepare for and participate in telephone conference with S. Frear to work toward finalizing annexation agreement, Receive, review and respond to email from M. Morton regarding survey	5.40	\$175.00	\$945.00

09/23/2025

		issue, Receive, review and respond to email from C. Birkeland with initial pull of materials in response to Integrity Matters CORA request			
SPK	08/13/2025	Receive and review emails from E. Romero and S. Frear regarding lighting standards and new Title 17 provisions, Receive and begin review of revised annexation agreement, Prepare for and attend weekly meeting with applicant, Receive, review and respond to emails from Town consultants and staff regarding final submission to PC, Review email chains regarding Integrity Matters and Brownstein CORA requests, Telephone conference with Town staff regarding same, Telephone conference with Integrity Matters and follow up email regarding possible narrowing of search, Follow up telephone conference regarding same, Review file, draft and send email to B. Tracy regarding Brownstein CORA request, Telephone conference with S. Frear regarding pending matters, Draft and send email to DRC regarding applicant's questions related to specific lighting standard and comments on CGS referral response, Draft and send follow up email to Integrity Matters regarding CORA request, Review submission materials and begin drafting staff report, Begin review of revised proposed draft of annexation agreement	8.20	\$175.00	\$1,435.00
SPK	08/14/2025	Work on drafting staff report and review of revised annexation agreement, Telephone conference with S. Frear regarding well production language and open space dedication issues, Email revisions to S. Frear with cover, Email Draft of staff report and annexation agreement to consultants with cover, Telephone conference with E. Romero regarding preparation of PC packet for hearing, Draft and send proposed language regarding wells to S. Frear with cover, Virtual meeting with DRT regarding PC packet materials and follow up comments to applicant regarding late submission, Prepare for and conduct executive session with BOT regarding terms of proposed annexation agreement	8.40	\$175.00	\$1,470.00
SPK	08/15/2025	Finish draft of staff report for PC hearing and circulate to consultants with cover, Telephone conference with El Paso County Attorney Kenny Hodges regarding AIR and other submission items, Receive, review and incorporate edits from consultants and finalize staff report and email to E. Romero with cover, Telephone conference with E. Romero regarding same and distribution of PC packet, Receive and review follow up emails from consultants regarding same, Review notes from BOT executive session and update list of pending items, Receive, review and respond to email from applicant's counsel regarding status of annexation agreement and PC packet issues	5.10	\$175.00	\$892.50
SPK	08/16/2025	Telephone conference with G. Smith regarding	0.60	\$175.00	\$105.00

09/23/2025

		pending matters, Review files and send Integrity Matters settlement demand to BOT with cover			
SPK	08/17/2025	Receive and begin review of PC packet, Work on outline for PC presentation, Receive and review edits to annexation agreement from M. Morton, Review and note final revisions and remaining issues for annexation agreement, x Receive and review email from A. Jurka regarding PC chair concerns, Receive and review email from R. Moseley regarding ballot concerns	5.60	\$175.00	\$980.00
SPK	08/18/2025	Revise proposed draft annexation agreement, Research Town Code regarding open space, Draft memo to applicant's counsel regarding annexation agreement and open space issue, Email memo and annexation agreement with cover to applicant's counsel and consultants, Virtual meeting with N. Poppe and E. Romero regarding Trustee memo regarding PC chair concerns, Telephone conferences with applicant's attorney regarding annexation agreement finalization, county concerns, and public lands issue, Receive, review and respond to email from applicant's attorney regarding research related to AIR and preannexation agreement, Receive and review email from N. Poppe regarding conflicts of interest in quasi-judicial setting, Research cases regarding same, Receive, review and respond to email from C. Birkeland regarding update of latest Brownstein CORA request, Receive and review revised open space language, Telephone conferences with applicant's counsel regarding same, Review final revisions to draft annexation agreement, Email to DRT regarding attendance at PC hearing, Receive and review Court's orders dismissing injunction hearing, Draft supplemental staff memo to PC regarding annexation agreement draft and TOC for PC packet	6.90	\$175.00	\$1,207.50
SPK	08/19/2025	Review PC packet and draft resolutions to approve, approve with conditions and deny for annexation, zoning and sketch plan, Review final proposed draft annexation agreement from applicant's counsel with cover, Draft supplemental staff report to Planning Commission and send with cover, memo, annexation agreement and draft resolutions, Prepare for and attend DRT regarding annexation and pending matters, Telephone conferences with E. Romero and G. Smith regarding PC hearing, CORA requests and pending matters, Receive and review email regarding Chin annexation petitions, Forward to S. Frear with cover, Telephone conference with S. Frear regarding same, Review statutes regarding competing annexation petitions, Telephone conference with Chin's attorney regarding annexation petitions, Telephone conference with PC chair regarding process for hearing and sample resolutions and script and motions	9.70	\$175.00	\$1,697.50

09/23/2025

SPK	08/20/2025	Review AIR requirements and draft language for E. Romero to send to County along with draft annexation agreement, Draft script for PC chair for hearing, Telephone conference with applicant's counsel regarding hearing and competing annexation, Review 31-12-107 regarding competing annexations, Telephone conference with B. Tracy regarding CORA review, Telephone conference with E. Romero regarding PC meeting, Prepare for and attend PC meeting	9.50	\$175.00	\$1,662.50
SPK	08/21/2025	Receive and review email from applicant's counsel regarding issues with competing annexation, Review and research statute regarding same, Telephone conference with E. Romero and G. Smith regarding follow up from PC meeting, additional studies, and PC questions for applicant,	1.80	\$175.00	\$315.00
SPK	08/21/2025	(CORA - IM) Work on reviewing Integrity Matters CORA request to crate privilege log	3.00	\$175.00	\$525.00
SPK	08/22/2025	Telephone conference with E. Romero and G. Smith regarding PC emails and OML concerns, Receive and review email from PC members regarding application, Draft and send email to PC members regarding OML requirements	1.00	\$175.00	\$175.00
SPK	08/22/2025	(CORA - IM) Continue to review materials for privilege	1.50	\$175.00	\$262.50
SPK	08/25/2025	Receive, review and respond to email from E. Romero regarding election discussion with J. Egbert, Review election manual, Review emails from Integrity Matters, R. Moseley, and A. Jurka regarding election issues, Discuss with Town staff, Prepare for and participate in virtual meeting with E. Romero, J. Egbert regarding election issues and responses and election manual, Telephone conference with applicant's counsel regarding PC process and BOT review, Receive and review petition objecting to rezoning and related Town Code provisions and email to E. Romero and G. Smith with cover	2.30	\$175.00	\$402.50
SPK	08/25/2025	(CORA - Int Matters) Email to K. Gayle regarding status of responses, Confer with NLK regarding privilege log and review, Continue to work on privilege log	0.80	\$175.00	\$140.00
NK	08/25/2025	Review pages 1000-1206 for CORA request	1.00	\$175.00	\$175.00
SPK	08/26/2025	Receive and review memo from applicant's counsel regarding competing annexations, Begin research of cases and statutes regarding same, Draft and send email to M. Morton regarding overlap between Chin and Buc-ee's annexations, Receive and review emails from M. Morton and applicant's counsel regarding overlap between Chin and Buc-ee's annexation areas	2.50	\$175.00	\$437.50

09/23/2025

SPK	08/27/2025	Review email from applicant's counsel regarding Chin annexation, Telephone conference with applicant's counsel regarding same and PC status, Research effect of Chin annexation, Research and outline memo regarding effect of Chin annexation on applicant's annexation, Telephone conference with B. McShane regarding same, Receive and review Town's reply to motion to dismiss Integrity Matters amended complaint, Receive and review emails from E. Romero and J. Egbert regarding election judge selection questions	7.30	\$175.00	\$1,277.50
SPK	08/27/2025	(CORA - Brownstein) Review emails, Telephone conference with C. Birklund regarding status, Draft and send email to B. Tracey regarding same, Confer with NLK regarding review of documents	0.80	\$175.00	\$140.00
NK	08/27/2025	Review and draft privilege log for documents 1207-1359; discussions with SPK regarding various documents and privilege log	1.00	\$175.00	\$175.00
SPK	08/27/2025	(CORA-IM) Continue to review documents and prepare privilege log	1.20	\$175.00	\$210.00
SPK	08/28/2025	Finish outline of presentation regarding effect of Chin annexation on Buc-ee's annexation, Receive, review and respond to email from Chin's attorney regarding impact of Chin petition on Buc-ee's petition, Review correspondence from PC, Outline PC issues and BOT issues, Forward PC questions to applicant's counsel, Confer with BOT in executive session regarding Chin annexation	6.40	\$175.00	\$1,120.00
SPK	08/28/2025	(CORA - IM) Continue to work on privilege log	0.20	\$175.00	\$35.00
NK	08/29/2025	Assist SPK with drafting privilege log for CORA request	1.20	\$175.00	\$210.00
SPK	08/29/2025	(CORA - IM) Confer with NLK regarding privilege log	0.20	\$175.00	\$35.00
SPK	08/29/2025	Forward PC comments to S. Frear, Receive, review and respond to email from S. Frear regarding PC follow up meeting, Receive, review and respond to email from N. Poppe regarding outstanding CORA requests, Receive and review list of PC questions from applicant's counsel for discussion, Prepare for and participate in discussion with applicant's counsel regarding same	2.50	\$175.00	\$437.50
SPK	08/30/2025	Receive, review and respond to email regarding discussion of legislative versus quasi-judicial aspects of application with Trustee, Work on responses to questions from PC directed to staff, Receive and begin review of studies received for PC from Brownstein firm	4.10	\$175.00	\$717.50



09/23/2025

SPK	08/30/2025	(CORA-IM) Continue review of CORA documents and work on privilege log	1.00	\$175.00	\$175.00
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Subtotal **\$23,065.00**

ACCOUNT# 10-21-9109-040

REIMB


 Total **\$30,100.00**


Detailed Statement of Account

Current Invoice

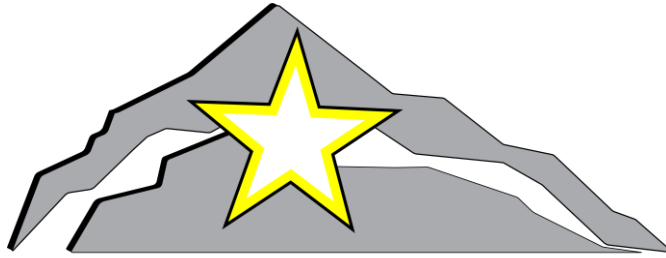
Invoice Number	Due On	Amount Due	Payments Received	Balance Due
1287	09/23/2025	\$30,100.00	\$0.00	\$30,100.00
			Outstanding Balance	\$30,100.00
			Total Amount Outstanding	\$30,100.00

Please make all amounts payable to: Krob Law Office, LLC

Payment is due upon receipt.

Town of Palmer Lake Monthly Water Usage			Month	Sept
			Year	2025
	Gallons	Acre Ft		
Surface Water	3,007,000	9.23		
Well A2	0	0		
Well D2	1,887,000	5.79		
Total	4,894,000	15.02		
Avg. Gal/Day	163,000	0.50		
Release To Lake 8.4 AF Max Allowed = 8.4 AF / Month				
Release Glen Park Evaporation 0 AF				
Water system 0 AF				
		Total		0

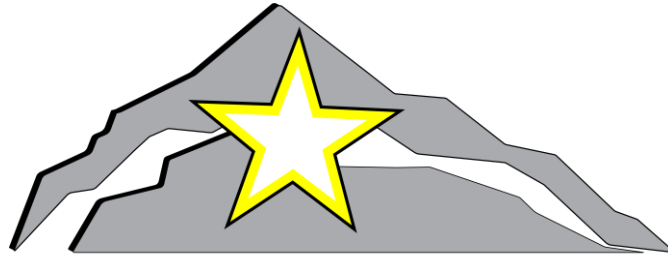
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Town of Palmer Lake

Board of Trustees Summary Sheet

	September 2025
Title	Public Works Monthly Report
Date	October 3, 2025
Contact	Stacy DeLozier
Summary	<p>Grade and Mag Roads Dust control Cut drainage ditches on roads around PL City Limits Cold Patch Asphalt Potholes all over Town Clean out various road culverts Cut tree limbs/ brush from roadways and parks Extra attention towards making Centennial Park look great, mowing, weed whacking, tree trimming, boulders, millings, trash pickup etc. Replace and repair applicable road signs and order more signs Perform routine maintenance on all equipment Empty trash cans at Lake Rec. area, parks, Pickleball Court and trailhead daily Fix and maintain split rail fences around lake and town Maintain Trailhead parking Kiosk daily Attended lots of various meetings Installed industrial toilet paper holders in the Pickleball Court bathrooms Coordinate placement of Port A Potty's around town and move when needed for Parks, New service company Thrifty Thrones Summer/ Fall cleaning and maintenance around the shop/yard Helped with lots of small projects at Town Hall, PLFD and PLPD Lots of street-cut permits issued throughout PL City limits Monthly playground maintenance and inspection Work with Parks and Awake The Lake on various projects Did the monthly repairs/ maintenance on all Parks lawn mowers/ equipment. Placing acquired boulders all around Town and removing the ugly telephone poles Help Parks with MHYC and Creek Week Prep spot where Troll will be placed under the bridge Working on annual PW/Parks Budget with Town office and Counsel members Work with Parks on a large list of wanted items around Town (bench's,</p>



Town of Palmer Lake

	bear proof trash cans, information boards etc)
Training	Ongoing weekly/ monthly safety training, meetings, PPACG, Monthly safety meetings
Other Activity	<p>Spruce Mt. road is in the design process with JR Engineering, now both railroads need to be involved, the next update meeting will be 9/4/25.</p> <p>GMS is working on the 105-sidewalk design, no new news yet</p> <p>Had a meeting with Parks and Palmer Divide Soccer Club about potential future soccer field at the south end of the lake, discussions still taking place and the Town lawyer is involved.</p> <p>Received plans from GMS for Glen Park Drainage issue.</p> <p>Working on 2026 PW/Parks Proposed budget.</p> <p>Going to winterize EPC bathroom, shutdown Pickleball bathrooms and pull fountain from the lake.</p>

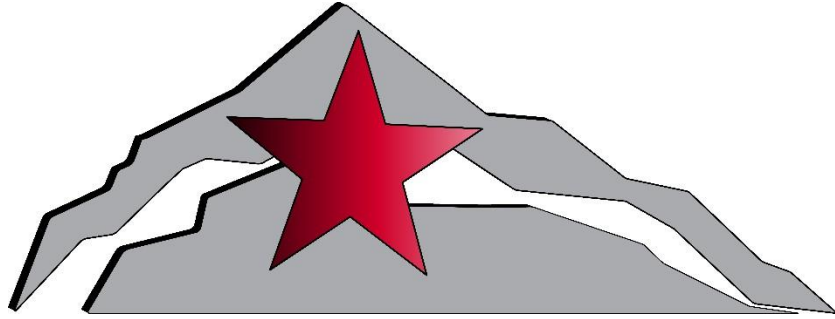


Board of Trustees Summary Sheet

October 2025	
Title	Police Monthly Report
Action	N/A
Date	09/1/25-09/30/2025
Contact	Lieutenant A. Lundy
Summary	In the month of September 2025, the PLPD made 60 traffic stops and issued 53 citations. Also, in the month of September 25 reports were taken and there were 2 traffic accidents. PLPD Officers charged 3 domestic violence cases in the month of September. PLPD made 13 citizen contacts.
Training	All officers completed Rifle and Pistol qualifications. Officer Wagner graduated from the Advanced Level 1 Traffic Accident Investigation course. Officer Bentley attended the CSPD SWAT Academy.
Other Actions	PLPD successfully hosted the CSPD SWAT Academy. Command Staff began developing the budget for the PD for 2026. The PLPD Fleet graphics transition was completed in the month of September. All PLPD patrol vehicles are now outfitted with more visible signs.

	<p>Officer Perry worked diligently to build a case against a suspect on an Attempted Murder against our PLPD Officer Stevens. A warrant was issued, and the suspect was picked up by the CSPD Fugitive Taskforce. The suspect was charged with; Attempted Murder in the First Degree of a Peace Officer, Assault in the Second Degree, Vehicular Eluding, Reckless Endangerment, Reckless Driving, Speeding 40+ Over the Posted Limit, and several other aggravating charges added on by the District Attorney's Office.</p>
<p>Calls for service</p>	<p>PLPD officers responded to 138 calls for service in the month of September.</p>
<p>B.H.C.O.N.</p>	<p>The PLPD B.H.C.O.N. program launched at the beginning of this year. The grant funded program is intended to circumvent arrests of mentally ill individuals when appropriate and afford these individuals resources to seek the help they need. The program has had 148 calls for service and has taken 23 case reports as a result.</p>
<p>S.T.E.P.</p>	<p>S.T.E.P. was instituted in March of 2021 and has made a great impact on police operations and overall street safety of Palmer Lake. Officers have conducted 360 shifts over the last 2 years. The most common citations written are for failure to stop at stop signs and speeding. Monies gained from these shifts have been a great benefit to the overall Town budget as a supplemental income. Proceeds from the S.T.E.P. program have recently purchased 2 vehicles for the PLPD which were previously unbudgeted for but needed.</p>
<p>H.V.E.</p>	<p>PLPD's High Visibility Enforcement (DUI/DUID) program has added to the safety of Palmer Lake's residents by effectively enforcing DUIs and DUIDs within its jurisdiction. H.V.E. has created 167 calls for service and taken 18 case reports. 290 hours have been worked between 3 Officers. There have been 133 contacts and 12 arrests, 2 of which were felony level DUIs. There is an</p>

	average of 1 DUI arrest per H.V.E. shift.
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PALMER LAKE FIRE DEPARTMENT

Title	Fire Department Report- September 2025
Date	7 October 2025
Contact	Chief Vincent
Summary	<p>Respond to Residential Structure fire.</p> <p>Respond to Train on fire.</p> <p>Respond to Elevator rescue.</p> <p>Staff continue to rehab equipment to be ready for third fire season.</p> <p>Inventory of equipment/property into Records Management System.</p> <p>Station quarters being painted and GFIs installed along with adequate lighting.</p>
Training	92 Hours, September 117
Photographs	
Other Action	
Code Enforcement	Inspections and Pre-Plans are ongoing.



Board of Trustees Summary Sheet

	October 2025																																																																						
Title	Administration																																																																						
Date	10/09/2025																																																																						
Contact	Admin personnel																																																																						
Kiosk Revenue	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th>Month</th> <th>2022</th> <th>2023</th> <th>2024</th> <th>2025</th> </tr> </thead> <tbody> <tr><td>January</td><td>-</td><td>2,135.90</td><td>2,098.80</td><td>1,367.40</td></tr> <tr><td>February</td><td>1,132.50</td><td>1,939.80</td><td>1,780.80</td><td>1,514.71</td></tr> <tr><td>March</td><td>3,874.10</td><td>2,194.20</td><td>1,897.40</td><td>3,366.99</td></tr> <tr><td>April</td><td>4,043.90</td><td>3,476.80</td><td>3,768.30</td><td>3,704.70</td></tr> <tr><td>May</td><td>5,957.20</td><td>4,028.00</td><td>6,349.40</td><td>5,936.00</td></tr> <tr><td>June</td><td>7,616.10</td><td>5,050.90</td><td>7,514.40</td><td>8,434.50</td></tr> <tr><td>July</td><td>7,245.10</td><td>7,632.00</td><td>9,004.70</td><td>7,859.20</td></tr> <tr><td>August</td><td>7,033.10</td><td>6,540.20</td><td>5,920.10</td><td>5,077.40</td></tr> <tr><td>September</td><td>5,639.20</td><td>5,337.10</td><td>5,668.42</td><td></td></tr> <tr><td>October</td><td>4,796.50</td><td>4,844.20</td><td>5,374.20</td><td></td></tr> <tr><td>November</td><td>2,591.70</td><td>2,660.60</td><td>1,749.70</td><td></td></tr> <tr><td>December</td><td>1,590.00</td><td>1,367.40</td><td>2,104.10</td><td></td></tr> <tr> <td>Total</td> <td>51,519.40</td> <td>47,207.10</td> <td>53,230.32</td> <td>37,260.90</td> </tr> </tbody> </table>	Month	2022	2023	2024	2025	January	-	2,135.90	2,098.80	1,367.40	February	1,132.50	1,939.80	1,780.80	1,514.71	March	3,874.10	2,194.20	1,897.40	3,366.99	April	4,043.90	3,476.80	3,768.30	3,704.70	May	5,957.20	4,028.00	6,349.40	5,936.00	June	7,616.10	5,050.90	7,514.40	8,434.50	July	7,245.10	7,632.00	9,004.70	7,859.20	August	7,033.10	6,540.20	5,920.10	5,077.40	September	5,639.20	5,337.10	5,668.42		October	4,796.50	4,844.20	5,374.20		November	2,591.70	2,660.60	1,749.70		December	1,590.00	1,367.40	2,104.10		Total	51,519.40	47,207.10	53,230.32	37,260.90
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Land Use permits Issued	<p>August 2025 Type: Single Family; Qty: 0 Other; Qty: 4 Total water taps issued: 1043</p>																																																																						

Business Licenses

BUSINESS LICENSE STATUS CHANGES BY BUSINESS TYPE	2025	2025
	Sep	Sep
Business Type	STR	other
New Licenses	0	2
Licenses Renewed	1	9
Licenses Expired	0	0
Businesses Closed	0	0
CURRENT BUSINESS LICENSES BY BUSINESS TYPE (New + Renewed)	42	144
TOTAL CURRENT BUSINESS LICENSES (New + Renewed)	186	

SCHEDULED TO RENEW IN NOVEMBER 2025:

BUSINESS NAME
Black Hills Colorado Gas, Inc.
EcoSpa LLC
Gun Cleaners of Colorado, LLC
Hayley McGuire
KEZ LLC
Lindsay Willian
Messenger International, Inc.
Mountain Paws Grooming LLC
Reverend Jenn Wilde
Sundance Pit BBQ, LLC
Vogue Hair Studio
Wonders of Nature Forest School
Yak's Motorcycle Maintenance & Detail shop dba Yak's MMX, LLC

Water Billing	Year	Month	# of Water Accounts	# of Gallons Sold	# of Shutoffs
	2022	Jan-Dec	1015	41,405,900	11
	2023	Jan-Dec	1018	44,855,150	7
	2024	Jan-Dec	1,022	47,011,334	0
	2025	January	1022	3,505,500	0
		February	1022	3,114,600	1
		March	1023	2,787,302	1
		April	1023	3,058,632	0
		May	1023	3,148,147	1
		June	1024	4,150,990	3
		July	1024	4,454,800	0
August		1024	4,554,000	0	
September		1024	4,234,100	0	
YTD				33,008,071	6
Grant Activity Updates	No updates				
Upcoming Approved Special Events	House on Haunted Hill by Funky Little Theater			10/17-11/1/2025	
	YMCA Creepy Crawl			10/25/2025	
Other Activity	Palmer Lake Trick or Treating 10/31/2025 FD Chili Supper, Star & Christmas Tree Lighting 11/29/2025				



Amy Hutson

To Board of Trustees; Erica Romero; Glen Smith

You forwarded this message on 10/3/2025 6:03 PM.



Fri 10/3/2025 4:27 PM

To the residents of Palmer Lake:

I have volunteered for 5 years for the Town of Palmer Lake as both a Planning Commissioner and then as Trustee. During that time, I have helped write and implement the current Community Master Plan, rewrite the sign code, rewrite the land use code, push for a code compliance officer, and push for a real plan for the Elephant Rock property. I became a trustee to honor the master plan and the planning commission. I was always trying to help and make things better.

I have been yelled at, defamed, accused of wrongdoing, and sued. Breaking news....The judge has dismissed all charges against me and all the other charges against the town. "Integrity Matters is a joke. Look it up. Look up also that they tried to get the town to pay \$775,000 to settle.

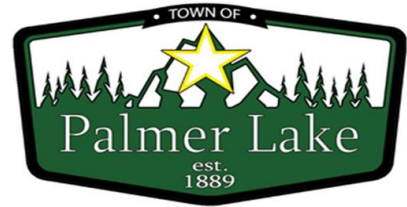
My skin is too thin and I'm too bitter at this point to carry out my office. I officially resign my position as a Palmer Lake Trustee as of today October 3rd, 2025. And by the way, if BOT did get to vote on Buc-ee's, I was going to vote No. Good luck finding someone who knows the master plan and code as well as I do who has a kind servant's heart.

Amy

Amy Hutson

Trustee, Mayor Pro Tem

Town of Palmer Lake



Item 11.

**TOWN OF PALMER LAKE
BOARD OF TRUSTEES - MEMO SUMMARY**

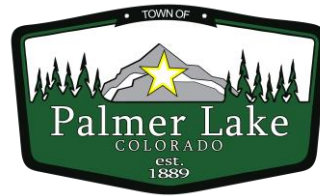
DATE: October 9, 2025	ITEM NO.	SUBJECT: Direction on the purchase of a police vehicle in this fiscal year.
Presented by: Interim Town Administrator		

Recommended Action

Staff recommends the purchase of a used police vehicle in the current fiscal year not to exceed \$19,000. The department has a vehicle that will most likely be placed out of service in the next fiscal year.

Background

These vehicles are purchased used and not on a cycle but as the need arises. Staff is attempting to be proactive in anticipating the life cycle of the current fleet. Most likely to be purchased in combination with STEP funds.



**TOWN OF PALMER LAKE
BOARD OF TRUSTEES - AGENDA MEMO**

DATE: October 9, 2025	ITEM NO.	SUBJECT: Update/Direction on Elephant Rock Planned Development.
Presented by: Interim Town Administrator Glen Smith		

Background

As previously discussed with the Board of Trustees, the elephant rock property requires a Planned Development Plan (PDP) per the land use regulations.

Trustees Caves and Hutson have drafted the start to the narrative for the PDP and involved the tenant, EcoSpa. As directed by the Board, staff sought estimates from town consultants to assist in the creation of the PDP.

The following was received –

Survey work of the elephant rock property is required –

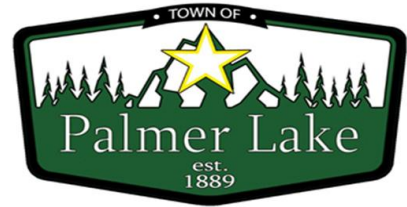
Includes finding, setting all corners, showing known easements, any flood zone areas that might affect the property, square feet / acres area of the entire site, an exhibit can be completed for detail of existing improvements to include the road and remaining buildings (topography and tree/vegetation areas are not included).

The next steps include authorizing town consultants to assist with the PD process and further review the plans for completeness to schedule before Planning Commission for recommendation of the PD Plan to the Board of Trustees.

A meeting was held on 10/6/25 with the Applicant, Prism, Town Attorney, Town Engineer, Mark Morton and Interim Town Administrator to determine where this project is in the process and the best way to move forward to assist the Applicant and not stall progress.

Recommended Action

Staff recommends the town move forward with separate PD Plans for each property involved. This will provide clear direction to the Eco Spa applicant moving forward in the process and will not delay progress based on the PD Plan for the second parcel.



**TOWN OF PALMER LAKE
BOARD OF TRUSTEES - MEMO SUMMARY**

DATE: October 09, 2025	ITEM NO.	SUBJECT: Distribute Proposed Draft 2026 Budget and Set Public Hearing
Presented by: Interim Town Administrator Smith		

Background

Per statute, a draft of the proposed budget for the upcoming year must be distributed by October 15. The proposed draft budget will be reviewed in further detail with the Board and Departments TBD. The draft budget will continue to be reviewed and modified until considered for adoption, December 12.

As previously reviewed, staff requests that a public hearing be set for the Thursday, November 13 meeting. It is also suggested that a workshop be scheduled for 5 pm on the same date.

Recommended Action

Set a public hearing for the proposed 2026 budget for November 14.