



BOARD OF TRUSTEES MEETING

Thursday, August 25, 2022 at 5:00 PM

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

LIVE STREAM available at Town website

AGENDA

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

Call to Order

Pledge of Allegiance

Roll Call

Introductions/Presentations

1. Presentation of Building Code Changes (Effective 2023) by Pikes Peak Regional Building Department (PPRBD)

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.

- [2.](#) Minutes from August 11, 2022 Meeting
- [3.](#) Minutes from August 15 Special Meeting
4. Checks over \$15,000 - Peterson Auto Group (\$46,233)
- [5.](#) Financials (July)

Staff/Department Reports

6. Attorney
7. Administrator/Clerk

Public Comment

Public comments are encouraged to be emailed to the Town office at info@palmerlake.org with subject line of Public Comment (48 hour prior to meeting) and shall be announced, distributed, and addressed at the meeting. Otherwise, please step to the microphone, state your name and address for the record and address the Board on matters not on the agenda. Please note that the Board will not take action

on your concern but may refer it to staff and/or to a future meeting agenda. Public members are allowed up to 3 minutes for comments. Thank you!

Public Hearing

To open the hearing, Mayor will ask to hear from the applicant on this case. Mayor will then call on any public members wishing to speak for/against the request. Depending upon the case or repetition, speaking time may be limited. Mayor will offer the applicant an opportunity for any closing remarks. Each person shall speak without interruption or argument. Mayor will then close the hearing. Should a member require additional information and time, the hearing may be continued to a future meeting date.

- [8.](#) Application for Vacation and Replat - 727 Meadow Lane

Business Items

- [9.](#) Special Event - Palmer Lake Firefighters Assoc Open House 08/28
- [10.](#) Resolution 41-2022 to Approve Replat - 727 Meadow Lane
- [11.](#) Ordinance to Put Adult Use Cannabis Question to the Ballot
- [12.](#) Ordinance to Put Question of Mill Levy Increase to the Ballot
- [13.](#) Summary of Steps for Elephant Rock Property
- [14.](#) Consideration of Preliminary Engineering Report for Town Water System (GMS)

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, August 11, 2022 at 5:00 PM

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

MINUTES

Call to Order. Mayor Bass called the meeting to order at 5:01 pm.

Pledge of Allegiance

Roll Call. Present: Mayor Bill Bass, Trustees Nicole Currier, Sam Padgett, Jessica Farr, Glant Havenar, Karen Stuth. Excused: Trustee Darin Dawson.

Consent Agenda

MOTION (Havenar, Stuth) to approve the consent agenda including 1) Minutes from July 28, 2022 Meeting. Roll call vote – aye 6; nay 0. Motion passed.

Staff/Department Reports

- 2) Water; 3) Public Works including Roads & Park Maintenance – Trustee Farr noted the kiosk revenue of \$26,000 YTD.
- 4) Police – Trustee Havenar inquired about fentanyl activity; Chief Vanderpool responded. Request was made that the Board be noticed about high profile incidents going forward.
- 5) Fire – Chief McCarthy provided an update on the engines and the current Colorado Springs loaner.
- 6) Administration; 7) Attorney – none.
- 8) Administrator/Clerk – Collins provided an update on the master plan activity including upcoming public input meetings in September; the final report of the PER of the water system in September; the status of the codified municipal code and access once adopted; the activity making town forms fillable from the website; and a summary of upcoming meetings.

Public Comment

Mr. Chris Amenson inquired about time to comment on item 15. Mr. Paul Banta raised concern about an RV parked in the lot near the TLCA. Representatives of Tri-lakes Cares announced Hunger Awareness on September 23 and tee-shirts available for \$15 to support Hunger Action – contact stephanief@tri-lakescares.org to order.

Business Items

- 9. Special Event Application - 2022 Palmer Lake 0.5K Race (10/09) - Awake Palmer Lake. Julia presented the 0.5k event on October 9 beginning at 9a explaining the activities and request to waive

the fee. MOTION (Havenar, Farr) to approve the event and waive the fee. Roll call vote – aye 6; nay 0. Motion passed.

10. Special Event Application - Masa Ito Concert (10/15) - Palmer Lake Arts Council. Ms. Jina Brenneman presented the concert event featuring an acoustic classical guitarist on October 15 and requested the fee be waived. Discussion took place about non-profit status and monies funding future Art Council events. MOTION (Currier, Padgett) to approve the concert event with required fee. Roll call vote – aye 5; nay 1 (Stuth). Motion passed.

11. Special Event Application - Cross Country Meet (9/7) - Lewis Palmer Middle School. Ms. Kari Ehresman explained the meet details for September 7 including parking and staggered start times. MOTION (Padgett, Currier) to approve the LPMS meet and waive the fee. Discussion took place about the expired date of insurance. MOTION amended (Padgett, Currier) to approve the meet and waive the fee pending timely insurance coverage. Roll call vote – aye 6; nay 0. Motion passed.

12. Resolution 39-2022 to Authorize IGA with El Paso County for November 8 Election. Collins noted the November 8 election with municipal seats of Mayor and three Trustees. MOTION (Havenar, Stuth) to approve Resolution 39-2022 to authorize agreement with the County. Roll call vote – aye 6; nay 0. Motion passed.

13. Resolution 40-2022 to Approve Use of Technology (Communication) Policy. Collins stated this is the final policy referenced to complete the employee handbook. MOTION (Farr, Padgett) to approve Resolution 40-2022 to approve the technology policy. Roll call vote – aye 6; nay 0. Motion passed.

14. Direction to Rezone Lakeview Estates from R3 to R10,000 (Action in 1992). Collins and Attorney Krob explained the activity to rezone to R10,000 in 1992 and failure to finalize the rezoning with an official ordinance. Recommendation was to notice all current property owners with a mailing of the upcoming ordinance to rezone to R10,000. Board members agreed to move forward as recommended.

15. Consider Ordinance to Allow Adult Use Cannabis Sales. MOTION (Havenar, Stuth) to table indefinitely. Discussion about indefinite took place. MOTION amended (Havenar, Stuth) to table after consideration of item 16. Roll call vote – aye 6; nay 0. Motion passed.

16. Consider Resolution to Put Ordinance for Adult Use Cannabis Sales to the Ballot. Attorney Krob explained the language drafted and what was reviewed by bond counsel as well as the options to consider – adopt ordinance in future after a vote by the public or provide ordinance language for public to consider when voting. Discussion took place about sales tax. Mr. Jim Parco explained potential tax impact to the town of 9.5% of sales. Trustee Havenar inquired how licensing is limited. Staff stated that restrictions are in the current code. Mr. Jim Parco provided additional information to limit stores. Ms. Jane Garrabrant inquired how long before the town can collect revenue on sales and it was replied a minimum of 60 days with MED providing conditional approval with local approval. Discussion took place about the adult use cannabis question along with a mill levy question and how public may interpret questions. Mr. Atis Jurka inquired if medical stores could also get retail license and response was licensing is not restricted if passed. Mr. Chris Amenson asked the Mayor whether he knows that marijuana is a schedule 1 drug; if he knew the supremacy clause of the constitution; and asked why cite the pledge if he does not follow federal laws. Mr. John Cressman suggested the Board put the question to the voters and keep it a simple yes/no on the ballot. Mr. Paul Banta agreed with Cressman that this is a voter issue and thanked the Board for their service. Mr. Jim Parco agreed with Cressman and Banta, stating this topic is not new to Colorado and to keep it simple for voters. He also

commented to Mr. Amenson's remarks about addiction, federal law – that 2012 Amendment 64 allows determination by the state and that 38 states have legalized marijuana. Mr. Roger Moseley reiterated to put the question as yes/no to the voters. Ms. Melissa Woodward stated the public should understand the ordinance relating to marijuana. Ms. Lisa Butler inquired about two stores being added or current stores being licensed for retail. Ms. Woodward responded that existing code is restricted to the two current stores and are not limited in licensing. Mr. Dino Salvatori stated is limited by location. Discussion took place with Board members about simplified language for the existing stores. MOTION (Havenar, Padgett) to put the question to the ballot and simplify the language with existing establishments. Roll call vote – aye 5; nay 1 (Stuth). Motion passed.

Mayor Bass addressed item 15, previously tabled. MOTION (Havenar, Currier) to table item 15 indefinitely. Roll call vote – aye 4; nay 2 (Farr, Stuth). Motion passed.

17. Consider Resolution to Put Mill Levy Increase to the Ballot. Attorney Krob reviewed the language options drafted. Discussion ensued about the amount of mill levy increase. Members discussed options of 12-15 mill with a step of 5-8 mill in another year vs. one amount up to a maximum of 20 or 22 mill. Ms. Lisa Butler asked what will happen if nothing passes in November. Board members replied that services that are currently lacking will need to be further cut back. Ms. Jane Garrabrant inquired about property tax when purchasing a home and stated she prefer to see one maximum amount instead of a staggered increase. Mr. Jim Parco recommended the Board consider a question with language that if retail marijuana does pass then up to a maximum mill levy. Mr. Eric Sepp suggested the Board consider additional monies from new development of Lakeview Estates and church property. Ms. Lisa Butler suggested the Board ask for what is needed. A few Board members expressed their individual opinions and others expressed feeling rushed to determine the language. Discussion took place about a special meeting to discuss just the mill levy language. A date of Monday, August 15 was determined to meet.

Mayor Bass recessed the meeting at 7:06 pm for the scheduled workshop. The workshop began at 7:20 pm. MOTION (Currier, Farr) to reconvene to the regular meeting at 9:55 pm.

Board Reports

Next Meeting (8/25) and Future Items

Convene to Executive Session. MOTION (Currier, Farr) to convene to executive session at 10:05 pm for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under C.R.S. 24-6-402(4)(e) – town property, possible annexation; and for the purpose of conference with an attorney for the purpose of receiving legal advise on specific legal questions under C.R.S. 24-6-402(4)(b) - CORA request; and personnel matter under C.R.S. 24-6-402(4)(f) - Town Administrator. Roll call vote – aye 6; nay 0. Motion passed.

Reconvene to Open Session. MOTION (Currier, Padgett) to reconvene at 10:59 pm. Roll call vote – aye 6; nay 0. Motion passed.

Adjourn. MOTION (Currier, Padgett) to adjourn. Motion passed.



BOARD OF TRUSTEES - SPECIAL MEETING

Monday, August 15, 2022 at 3:00 PM

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

MINUTES

Call to Order. Mayor Bass called the special meeting to order at 3:02 PM.

Pledge of Allegiance

Roll Call. Present: Mayor Bill Bass, Trustees Nicole Currier, Sam Padgett, Jessica Farr, Glant Havenar, Karen Stuth. Excused: Trustee Darin Dawson.

Business Items

1. Direction for Ordinance Language to Put Mill Levy Increase to the Ballot. Discussion began with inquiries about the Gallagher amendment. Attorney Krob will research this. Discussion took place about tying the mill levy question to the outcome of question for adult use cannabis sales. Attorney Krob explained how one question can tie into the other. Discussion ensued about the language and what programs may be considered for senior residents and/or businesses in Town. Board members provided their opinion on tying the questions together. Ms. Sarah Woodward stated that tying the questions together would help get what the town needs. Board members provided their opinion on a single maximum amount vs. staggered increases. Mr. Gordon Roberts stated one amount under 20 mills is best and suggested being very clear on the two establishments and pros/cons. Ms. Nikki McDonald noted the past record of voting results. Attorney Krob summarized the questions to be drafted for the Board review at the 8/25 meeting including direction for a simple question for adult use cannabis from 8/11, one simple version of the mill levy increase and a version of the mill levy increase tied to the MJ question. Mr. Roger Moseley stated a concern about a fixed income being impacted with an unclear mill levy increase.

Next Meeting (August 25) and Future Items.

Adjourn. MOTION (Currier, Stuth) to adjourn at 4:17 PM. Motion passed.

William Bass, Mayor

ATTEST: Dawn A. Collins, Town Clerk

TOWN OF PALMER LAKE
Financial Statements
July 2022
Unaudited



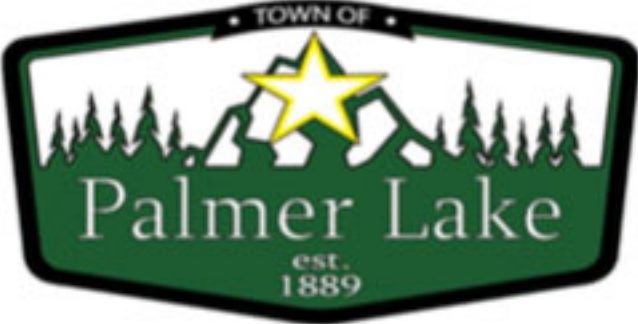
CASH POSITION

July 31, 2022



TOWN OF PALMER LAKE				
Schedule of Cash Position				
July 31, 2022				
FINANCIAL INSTITUTION	TYPE OF ACCOUNT	CHECKING / SAVINGS	BANK RATE	BALANCE
OPERATING FUNDS:				
Community Banks of CO	General Fund Operating	Checking	n/a	\$ 1,770,486
<i>* Restricted - Operating Reserve - 3 months (\$582,475)</i>				
Community Banks of CO	Water Fund Operating	Checking	n/a	\$ 1,161,705
<i>* Restricted - Operating Reserve - 3 months (\$236,018)</i>				
Colorado Trust (ColoTrust)	General Fund	Savings	1.65%	\$ 980,660
Subtotal - Operating Funds				\$ 3,912,850
RESTRICTED FUNDS:				
Colorado Trust (ColoTrust)	Water Reserve 2010	Savings	1.65%	\$ 177,986
Colorado Trust (ColoTrust)	Water Loan Reserve	Savings	1.65%	\$ 198,245
Colorado Trust (ColoTrust)	Police CIP Reserve	Savings	1.65%	\$ 7
Colorado Trust (ColoTrust)	Fire CIP Reserve	Savings	1.65%	\$ 105,855
Colorado Trust (ColoTrust)	CTF Reserve	Savings	1.65%	\$ 27,187
Subtotal - Restricted Funds				\$ 509,280
TOTAL				\$ 4,422,131

GENERAL FUND
July 2022



TOWN OF PALMER LAKE

Item 5.

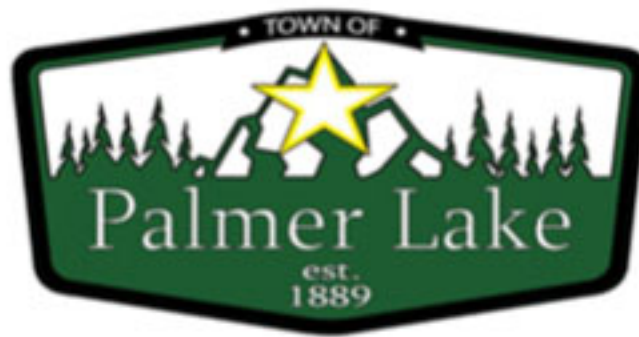
SCHEDULE OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL GENERAL FUND For the Seven Months Ended July 31, 2022 UNAUDITED

	2022 Adopted Budget	Actual	Variance Favorable (Unfavorable)	Percent of Budget (YTD 58%)
REVENUE				
Taxes	\$ 2,090,342	\$ 1,649,631	\$ (440,711)	79%
Fees and Licenses	191,900	159,039	(32,861)	83%
Intergovernmental	14,100	7,073	(7,027)	50%
Fines	70,900	32,664	(38,236)	46%
Interest income	12,000	10,417	(1,583)	87%
Departmental	19,000	34,156	15,156	180%
Miscellaneous income	170,100	136,155	(33,945)	80%
Total Revenue	\$ 2,568,342	\$ 2,029,135	\$ (539,207)	79%
EXPENDITURES				
General and Administrative				
Salaries and Benefits	\$ 179,369	\$ 102,257	\$ 77,112	57%
Professional Services	315,785	200,074	115,711	63%
General Administration	605,730	359,566	246,164	59%
Total General and Administrative	\$ 1,100,885	\$ 661,897	\$ 438,987	60%
Police Department				
Salaries and Benefits	\$ 588,861	\$ 300,224	\$ 288,637	51%
Professional Services	-	-	-	0%
General Administration	60,470	20,958	39,512	35%
Total Police Department	\$ 649,331	\$ 321,182	\$ 328,149	49%
Fire Department				
Salaries and Benefits	\$ 464,572	\$ 252,130	\$ 212,442	54%
Professional Services	-	-	-	0%
General Administration	73,050	20,486	52,564	28%
Total Fire Department	\$ 537,622	\$ 272,616	\$ 265,006	51%
Roads Department				
Salaries and Benefits	\$ 187,002	\$ 101,400	\$ 85,602	54%
Professional Services	20,000	1,624	18,376	8%
General Administration	388,071	70,883	317,188	18%
Total Roads Department	\$ 595,073	\$ 173,907	\$ 421,166	29%
Parks Department				
Salaries and Benefits	\$ 62,231	\$ 8,418	\$ 53,813	14%
General Administration	23,200	10,207	12,993	44%
Total Parks Department	\$ 85,431	\$ 18,625	\$ 66,806	22%
Total Expenditures	\$ 2,968,341	\$ 1,448,227	\$ 1,520,114	49%
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	\$ (400,000)	\$ 580,908	\$ 980,907	
FUNDS BALANCE - BEGINNING OF YEAR		\$ 2,749,080		
FUNDS BALANCE - END OF YEAR		\$ 3,329,988		
Less:				
Restricted:				
Operating Reserve - 3 months		(582,475)	<i>Note 1</i>	
Fire - CIP Reserve		(105,855)		
FUNDS AVAILABLE - END OF YEAR - Unrestricted		\$ 2,641,658		

Note 1: A 12 Month Operating Reserve would be Optimum

WATER ENTERPRISE FUND

July 2022



TOWN OF PALMER LAKE

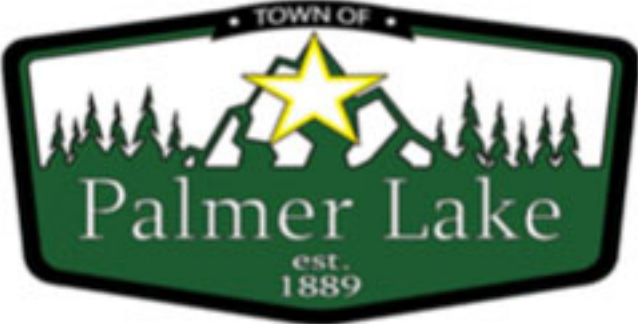
SCHEDULE OF REVENUE, EXPENDITURES AND CHANGES IN FUNDS AVAILABLE - BUDGET AND ACTUAL WATER ENTERPRISE FUND For the Seven Months Ended July 31, 2022 UNAUDITED

	<u>2022 Adopted Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Percent of Budget (YTD 58%)</u>
REVENUE				
Water Revenue	\$ 1,198,500	\$ 670,464	\$ (528,036)	56%
Water Fees	71,957	31,505	(40,452)	44%
Water Taps	200,000	48,004	(151,996)	24%
Late Fees/ Service Fees	-	12,144	12,144	0%
Water Meters	6,500	1,950	(4,550)	30%
Interest	3,000	1,412	(1,588)	47%
Miscellaneous	-	525	525	0%
Total Revenue	<u>\$ 1,479,957</u>	<u>\$ 766,004</u>	<u>\$ (713,953)</u>	<u>52%</u>
EXPENDITURES				
Salaries and Benefits	\$ 454,797	\$ 237,981	\$ 216,816	52%
Professional Services	127,500	66,100	61,400	52%
Administrative	183,450	138,815	44,635	76%
Operations	874,054	207,835	666,219	24%
Debt Service	183,229	103,070	80,159	56%
Total Expenditures	<u>\$ 1,823,030</u>	<u>\$ 753,801</u>	<u>\$ 1,069,229</u>	<u>41%</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	<u>\$ (343,072)</u>	<u>\$ 12,203</u>	<u>\$ 355,276</u>	
FUNDS AVAILABLE - BEGINNING OF YEAR		<u>\$ 656,879</u>		
FUNDS AVAILABLE - END OF YEAR		<u>\$ 669,082</u>		
Less:				
Restricted:				
Operating Reserve - 3 months (CWR&PDA Loan Requirement)		(236,018)	<i>Note 1</i>	
Water Loan Reserve		(198,245)		
Water Reserve - 2010		(177,986)		
FUNDS AVAILABLE - END OF YEAR - Unrestricted		<u><u>\$ 56,834</u></u>		

Note 1: A 12 Month Operating Reserve would be Optimum

CONSERVATION TRUST FUND

July 2022



TOWN OF PALMER LAKE

STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

CONSERVATION TRUST FUND

For the Seven Months Ended July 31, 2022

UNAUDITED

	2022 Adopted Budget	Actual	Variance Favorable (Unfavorable)	Percent of Budget (YTD 58%)
REVENUE				
State Shared Revenue	\$ 44,406	\$ 16,985	\$ (27,421)	38%
Interest/Miscellaneous income	-	102	102	0%
Total Revenue	<u>\$ 44,406</u>	<u>\$ 17,087</u>	<u>\$ (27,319)</u>	<u>38%</u>
EXPENDITURES				
Salaries and Benefits	\$ 18,774	\$ 13,515	\$ 5,259	72%
Administrative	25,630	4,457	21,173	17%
Total Expenditures	<u>\$ 44,405</u>	<u>\$ 17,972</u>	<u>\$ 26,432</u>	<u>40%</u>
NET CHANGE IN FUND BALANCE	<u>\$ 1</u>	<u>\$ (885)</u>	<u>\$ (887)</u>	
FUND BALANCE - BEGINNING OF YEAR		<u>\$ 36,140</u>		
FUND BALANCE - END OF YEAR - Restricted		<u><u>\$ 35,255</u></u>		

GRANTS AND DONATIONS FUND

July 2022



TOWN OF PALMER LAKE

SCHEDULE OF REVENUE, EXPENDITURES AND CHANGES IN FUNDS AVAILABLE - BUDGET AND ACTUAL GRANTS & DONATIONS

For the Seven Months Ended July 31, 2022

UNAUDITED

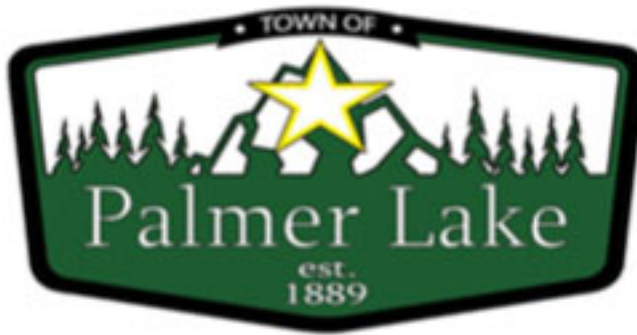
Item 5.

For Information Purposes Only

	<u>2022 Budget</u>	<u>YTD Actual</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Percent of Budget (YTD 58%)</u>
REVENUE				
FPPA Matching Funds	\$ 14,000	\$ -	\$ (14,000)	0%
Fire Mitigation Grant	50,000	-	(50,000)	0%
DOLA EIAF Water Sys- PER Grant	15,000	-	(15,000)	0%
CDOT Bridge Rehab	200,000	-	(200,000)	0%
CDOT PL Elementary Road Improvements	176,590	-	(176,590)	0%
American Rescue Plan	376,145	376,145	-	100%
CDPHE 2020 WQIF	-	25,300	25,300	0%
Fire Grants	-	15,365	15,365	0%
Police Donations/ Grants	59,437	77,803	18,366	131%
Parks Donations/ Grants	1,000	843	(157)	84%
Total Revenue	<u>\$ 892,172</u>	<u>\$ 495,456</u>	<u>\$ (396,716)</u>	<u>56%</u>
EXPENDITURES				
General Administrative				
Grants Expense- DOLA / GOCO	\$ -	\$ -	\$ -	0%
Total General Administrative Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0%</u>
Police Department Expenditures				
Grant Expense	\$ 59,537	\$ 36,294	\$ 23,243	61%
Total Police Department Expenditures	<u>\$ 59,537</u>	<u>\$ 36,294</u>	<u>\$ 23,243</u>	<u>61%</u>
Fire Department Expenditures				
Grants Expense	\$ -	\$ 10,788	\$ (10,788)	0%
Fire Mitigation CUSP	50,000	2,048	47,952	4%
Total Fire Department Expenditures	<u>\$ 50,000</u>	<u>\$ 12,836</u>	<u>\$ 37,164</u>	<u>26%</u>
Roads Department Expenditures				
CDOT Bridge Rehab	\$ 200,000	\$ -	\$ 200,000	0%
CDOT PL Elementary Road Improvements	176,590	20	176,570	0%
Grants Expense- Douglas	13,900	-	13,900	0%
Total Roads Department Expenditures	<u>\$ 390,490</u>	<u>\$ 20</u>	<u>\$ 390,470</u>	<u>0%</u>
Parks Department Expenditures				
Parks Committee (donations)	\$ 1,000	\$ -	\$ 1,000	0%
Total Parks Department Expenditures	<u>\$ 1,000</u>	<u>\$ -</u>	<u>\$ 1,000</u>	<u>0%</u>
Water Department Expenditures				
American Rescue Plan	\$ 376,145	\$ 343	\$ 375,802	0%
DOLA EIAF Water Sys- PER Grant	15,000	-	15,000	0%
Total Water Department Expenditures	<u>\$ 391,145</u>	<u>\$ 343</u>	<u>\$ 390,802</u>	<u>0%</u>
Total Expenditures	<u>\$ 892,172</u>	<u>\$ 49,493</u>	<u>\$ 842,679</u>	
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	<u>\$ -</u>	<u>\$ 445,963</u>	<u>\$ 445,963</u>	

Check Register

July 2022



Town of Palmer Lake
 VENDOR CHECK REGISTER REPORT
 Payables Management

Item 5.

Ranges: From: To: From: To:
 Check Number First Last Check Date 7/1/2022 7/31/2022
 Vendor ID First Last Checkbook ID First Last
 Vendor Name First Last

Sorted By: Check Number

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
48132	ANGRYSQUIRREL	DAN ELDERS	7/6/2022	COBANK-CKG 9495	PMCHK00000042	\$3,000.00
48133	AMCOBIIT	AMCOBI	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$3,827.50
48134	APPLIEDINGENUIT	APPLIED INGENUITY, LLC	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$76,610.00
48135	AT&TMOBILITY	AT & T MOBILITY	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$1,176.65
48136	BARTTER,BRADLEY	BRADLEY BARTTER	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$216.75
48137	BRAINERDCHEMICA	BRAINERD CHEMICAL	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$1,333.20
48138	KEENAN,BRETT	BRETT KEENAN	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$575.00
48139	CIRSA	CIRSA	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$25,009.00
48140	CIVICPLUSLLC	CIVICPLUS LLC	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$3,600.00
48141	COLORADODIVISIO	COLORADO DIVISION OF FIRE PREV	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$90.00
48142	CKT	COMMON KNOWLEDGE TECHNOLOGY	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$2,783.00
48143	COREELECTRICCOO	CORE ELECTRIC COOPERATIVE	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$7,944.98
48144	EMERGENCYNETWOR	EMERGENCY NETWORK SECURITY SYS	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$61.00
48145	ENVIROTECH	ENVIROTECH SERVICES, INC.	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$4,086.90
48146	FAC	FROMM & COMPANY LLC	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$11,322.00
48147	NIETO, GUADALUP	GUADALUPE NIETO	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$175.00
48148	HACHCOMPANY	HACH COMPANY	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$980.19
48149	HELLOHOUSEKEEPI	HELLO HOUSEKEEPING	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$1,200.00
48150	HOMEDEPOTCREDIT	HOME DEPOT CREDIT SERVICES	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$1,107.87
48151	ICMA	ICMA MEMBERSHIP RENEWALS	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$792.00
48152	CICCOLELLAJOHNS	JOHN CICCOLELLA	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$320.00
48153	RUSSELL, JOHN	JOHN RUSSELL	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$50.00
48154	L.N.CURTISANDSO	L.N. CURTIS AND SONS	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$1,822.90
48155	LIGHTNINGELECTR	LIGHTNING ELECTRIC	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$270.00
48156	HERBERT, LUZ	LUZ HERBERT	7/8/2022	COBANK-CKG 9495	PMCHK00000040	\$75.00
48173	MCCORDSGARDENCE	MCCORD'S GARDEN CENTER AND LAN	7/8/2022	COBANK-CKG 9495	PMCHK00000041	\$172.79
48174	MONARCHMERCHANT	MONARCH MERCHANDISING	7/8/2022	COBANK-CKG 9495	PMCHK00000041	\$396.00
48175	GREASEMONKEY	MY FLEET CENTER	7/8/2022	COBANK-CKG 9495	PMCHK00000041	\$59.26
48176	PALMERLAKESANIT	PALMER LAKE SANITATION	7/8/2022	COBANK-CKG 9495	PMCHK00000041	\$2,463.10
48177	PAVEMENTREPAIR	PAVEMENT REPAIR & SUPPLIES, IN	7/8/2022	COBANK-CKG 9495	PMCHK00000041	\$1,237.50
48178	PIONEER	PIONEER	7/8/2022	COBANK-CKG 9495	PMCHK00000041	\$1,616.02
48179	SGS	SGS NORTH AMERICA, INC.	7/8/2022	COBANK-CKG 9495	PMCHK00000041	\$442.90
48180	STERICYCLE	STERICYCLE, INC.	7/8/2022	COBANK-CKG 9495	PMCHK00000041	\$36.75
48181	ORCUTT,STEVE	STEVE ORCUTT	7/8/2022	COBANK-CKG 9495	PMCHK00000041	\$24.94
48182	T2SYSTEMS	T2 SYSTEMS CANADA INC.	7/8/2022	COBANK-CKG 9495	PMCHK00000041	\$140.00
48183	TANGLEWOODTRAIL	TANGLEWOOD TRAILERS	7/8/2022	COBANK-CKG 9495	PMCHK00000041	\$55.00
48184	VILLARREAL, TAS	TASHA VILLARREAL	7/8/2022	COBANK-CKG 9495	PMCHK00000041	\$75.00
48185	GAZETTE	THE GAZETTE	7/8/2022	COBANK-CKG 9495	PMCHK00000041	\$146.58
48186	KNASTERTECHNOLO	THE KNASTER TECHNOLOGY GROUP	7/8/2022	COBANK-CKG 9495	PMCHK00000041	\$900.00
48187	TLECC	TIMBER LINE ELECTRIC & CONTROL	7/8/2022	COBANK-CKG 9495	PMCHK00000041	\$640.00
48188	UNCC	UTILITY NOTIFICATION CENTER OF	7/8/2022	COBANK-CKG 9495	PMCHK00000041	\$52.00
48189	COMMUNITYBANKLO	Community Banks of Colorado	7/13/2022	COBANK-CKG 9495	PMCHK00000046	\$9,801.38
48190	ABGROCKYMOUNTAI	ABGRM	7/25/2022	COBANK-CKG 9495	PMCHK00000043	\$1,551.30
48191	AIRGAS	AIRGAS USA, LLC	7/25/2022	COBANK-CKG 9495	PMCHK00000043	\$249.41
48193	IHLENFELD,BARBA	BARBARA IHLENFELD	7/25/2022	COBANK-CKG 9495	PMCHK00000043	\$100.00
48194	CHAVEZCONSULTIN	CHAVEZ CONSULTING INC., LLC	7/25/2022	COBANK-CKG 9495	PMCHK00000043	\$281.25
48195	COLORADODIVISIO	CDFFC	7/25/2022	COBANK-CKG 9495	PMCHK00000043	\$20.00
48196	CSS&L	CSS&L	7/25/2022	COBANK-CKG 9495	PMCHK00000043	\$84.00
48197	COLORADOSTORMWA	COLORADO STORMWATER COUNCIL	7/25/2022	COBANK-CKG 9495	PMCHK00000043	\$515.24
48198	COMCAST	COMCAST	7/25/2022	COBANK-CKG 9495	PMCHK00000043	\$243.30
48199	COREANDMAIN	CORE & MAIN LLP	7/25/2022	COBANK-CKG 9495	PMCHK00000043	\$8,504.56
48200	COREELECTRICCOO	CORE ELECTRIC COOPERATIVE	7/25/2022	COBANK-CKG 9495	PMCHK00000043	\$1,017.50
48201	ENVIROTECH	ENVIROTECH SERVICES, INC.	7/25/2022	COBANK-CKG 9495	PMCHK00000043	\$4,276.90
48202	ESO	ESO SOLUTIONS, INC.	7/25/2022	COBANK-CKG 9495	PMCHK00000043	\$208.53
48203	FORSGENASSOCIAT	FORSGREN ASSOCIATES INC.	7/25/2022	COBANK-CKG 9495	PMCHK00000043	\$343.00
48204	KOAA	KOAA	7/25/2022	COBANK-CKG 9495	PMCHK00000043	\$1,000.00

* Voided Checks

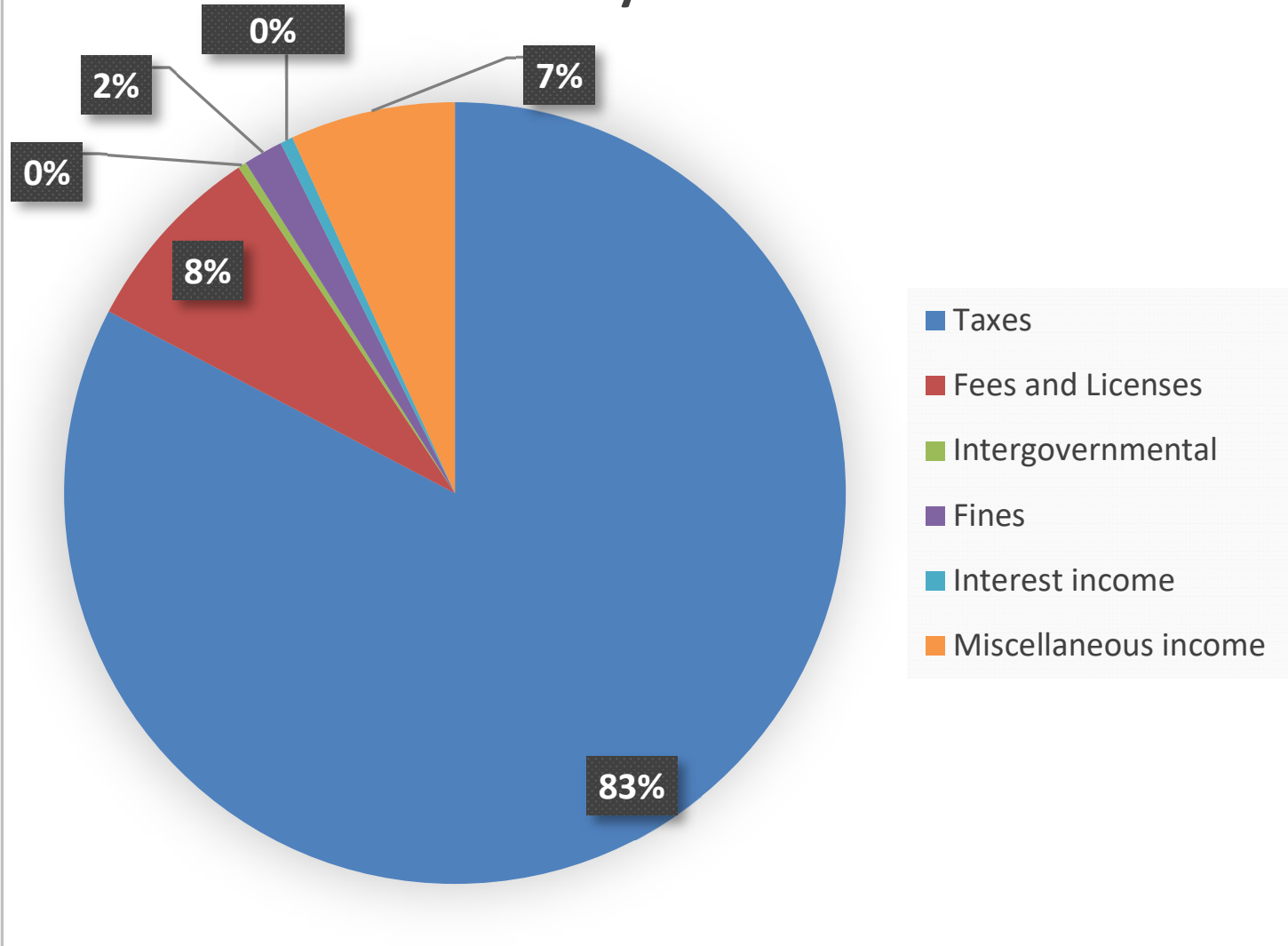
Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
48205	LUMEN	LEVEL 3 COMMUNICATIONS, LLC	7/25/2022	COBANK-CKG 9495	PMCHK00000043	\$452.18
48206	MIDWESTBARRICAD	MIDWEST BARRICADE CO., INC.	7/25/2022	COBANK-CKG 9495	PMCHK00000043	\$1,015.00
48207	PEAKFENCING	PEAK FENCING	7/25/2022	COBANK-CKG 9495	PMCHK00000043	\$24,000.00
48208	PIKESPEAKLIBRAR	PIKES PEAK LIBRARY DISTRICT	7/25/2022	COBANK-CKG 9495	PMCHK00000043	\$100.00
48209	VISUALLABS	VISUAL LABS, INC.	7/25/2022	COBANK-CKG 9495	PMCHK00000043	\$19,229.12
48210	XEROX	XEROX BUSINESS SOLUTIONS SOUTH	7/25/2022	COBANK-CKG 9495	PMCHK00000043	\$60.82
48211	AMCOBI	AmCobi	7/25/2022	COBANK-CKG 9495	PMCHK00000044	\$2,027.89
Total Checks: 63						Total Amount of Checks: \$231,968.56

CHARTS

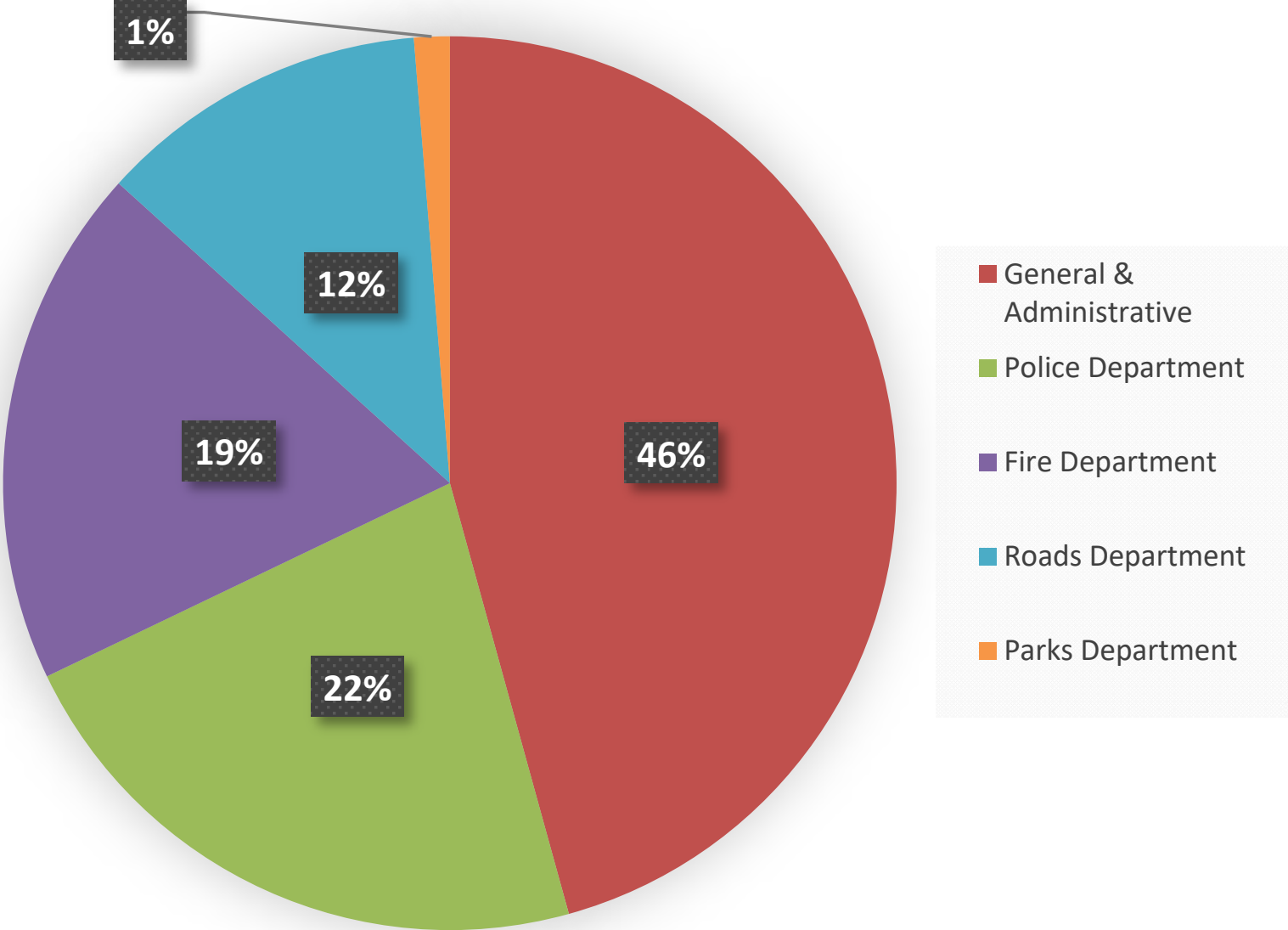
July 2022



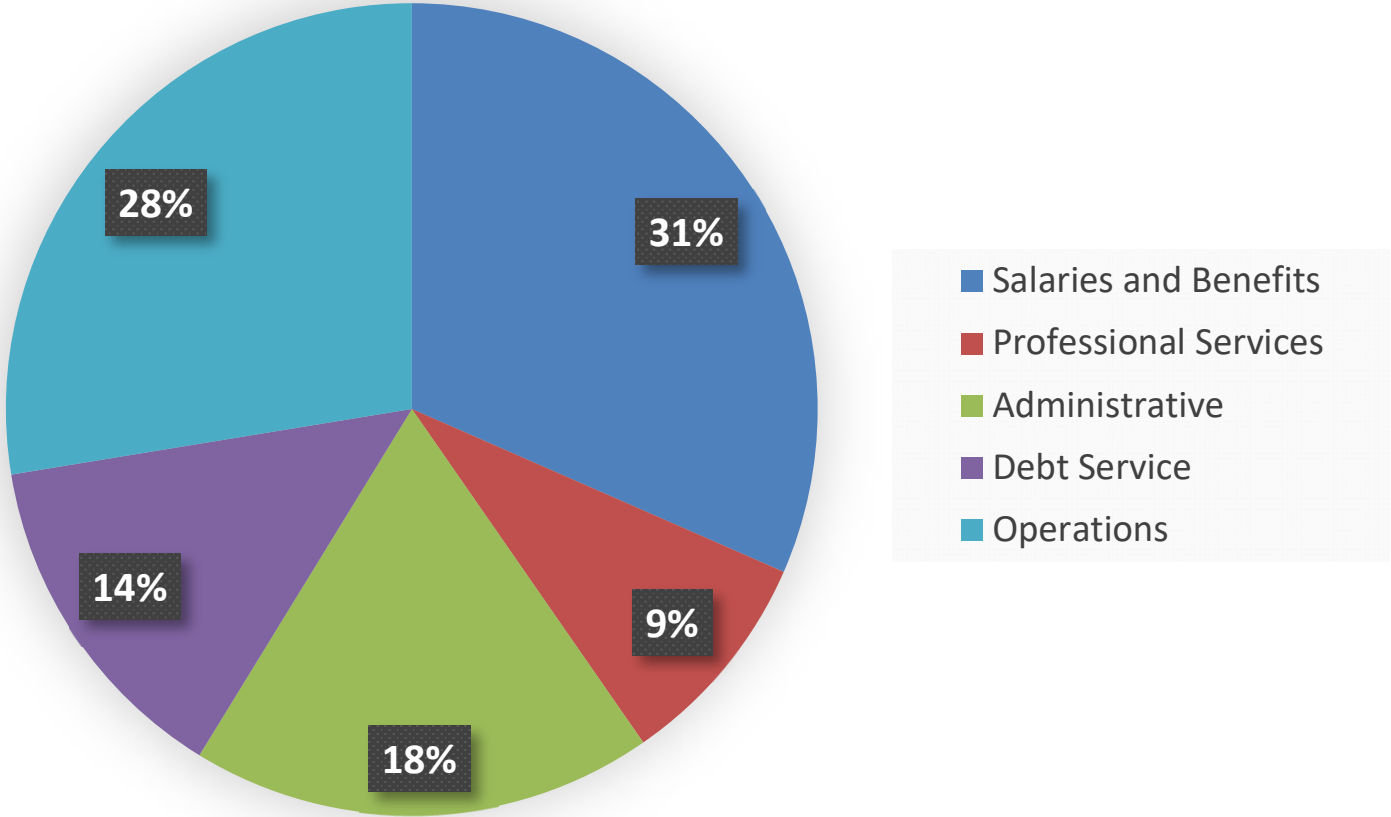
General Fund Revenue Breakdown July 2022



General Fund Expenditure Breakdown July 2022



Water Enterprise Fund Expenditure Breakdown July 2022





Item 8.

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

DATE: August 25, 2022	ITEM NO.	SUBJECT:
Presented by: Town Administrator /Clerk		PUBLIC HEARING: Application for Vacation and Replat – 727 Meadow Lane

Background

Mr. Jim Wilkinson has requested a vacation and replat to allow additional 8 ft on a property line to provide the proper setback for an existing structure on the property line with his neighbor. Mr. Wilkinson will be present to speak to the request.

The Planning Commission held a hearing on August 17th and the following action resulted:

*MOTION (Hutson, Miner) to recommend the Board of Trustees approve the application as presented.
Motion PASSED (6-0)*

Consider the resolution to approve the replat at business item 10.



42 Valley Crescent
 PO Box 208
 Palmer Lake, CO 80133
 719-481-2953 - Office

Office Use Only

Case Number: _____
 Date: 7/26/2022
 Fees \$250 + \$10 per acre
 Check #: online ✓
 Rec'd By: VMC
 Application Complete: 7/27

Item 8.

Vacation & Replat Application Form

Name of Applicant/Property Owner: JAMES and KAREN WILKINSON (owner)
 Address: 105 BRISTOL ST CASTLE ROCK CO, 80104 Phone#: 1 (720) 590-1437
 Email: jim@splashkitchenandbaths.com
 Name of Proposal: Elephant Rock Acres Filing no.5
 Tax Schedule #: 7110006147 & 7110006146

This is a Vacation Plat – A map indicating a proposed elimination of a dedicated street, road easement or subdivision. It shall be prepared by a Colorado Registered Land Surveyor in accordance with a Subdivision Regulations. If approved, it shall be recorded with the County Clerk and Recorder's Office.

This is a Replat – A map which indicates an alternation from an approved Subdivision Final Plat. Such a proposal shall abide by the same regulations which affect a Final Plat submittal.

Please fill out the appropriate submission checklist to complete the application.
 727 MEADOW LN PALMER LAKE CO, 80133,

Location of Property: vacated Meadow Lane, and parcel to southeast

Nearest Street Intersection: Meadow Lane/HWY 105 Existing Subdivision: Elephant Rock Acres

Current Zoning and Uses of Surrounding Property: N: Alley/RR ROW

E: R-3 single family Residential

S: R-3 single family Residential

W: R-3 single family Residential

Signature of Owner: [Signature] Date: 7/26/22

Applicants Name: [Signature] Address/Location: 0 Meadow Lane

Dawn Collins

From: James Wilkinson <jim@splashkitchenandbaths.com>
Sent: Wednesday, July 27, 2022 7:33 AM
To: Dawn Collins
Subject: RE: Vacation and Replat

-----WARNING: This email originated from outside the Town of Palmer Lake. DO NOT CLICK on any attachments or links from unknown senders or unexpected emails. Always check the sender's display name and email address are correct before you communicate.-----

Good Morning Dawn
Below is my intent for this Replat
Thank you for your help!

Re: Intent for the Replat

My existing lot which I had purchased from Clark Coons included a pole building which he had indicated was there at least 40 years.
It is a very strong structure having been constructed from parts of an old train depot I understand.

Having spoken to the building department after purchasing my property I was told that as long as I don't modify the building it does not need to be removed.
So I have invested time and money in siding the front of this building.

Clark Coons is now selling his property and the current property pin in that back corner of my property is in about an inch or two inside my pole building.

In speaking with the building department I was told to be compliant on that side for a setback we would need 7'.

Since the pole building does have some overhang Clark Coons agreed to transfer 8' into his property at that back pin with the line connecting at the front original pin thus adding a triangular shaped section of property to my lot.

This will allow the building to be compliant for side setback to the new owner of his property but will also allow me to continue to make repairs on the building and add new siding etc....

Thank You!
Jim Wilkinson
720-590-1437

 **Splash Kitchen and Baths**
You deserve to Splash
www.splashkitchenandbaths.com

Dawn Collins

From: James Wilkinson <jim@splashkitchenandbaths.com>
Sent: Wednesday, July 27, 2022 7:41 AM
To: Dawn Collins
Subject: Re: Vacation and Replat

-----WARNING: This email originated from outside the Town of Palmer Lake. DO NOT CLICK on any attachments or links from unknown senders or unexpected emails. Always check the sender's display name and email address are correct before you communicate.-----

One other item on Replat

Although we noted an easement with a legal document when we closed on our property the easement would not have been altered on the plat
 This Replat notes this easement to my property

Thank You
 Jim Wilkinson
 720-590-1437
 www.splashkitchenandbaths.com

On Jul 27, 2022, at 7:11 AM, Dawn Collins <dawn@palmer-lake.org> wrote:

An item required for the completed application is a letter of intent - what is your plan or purpose for the replat?
 An email will be sufficient, thank you.

Dawn Collins
 Town of Palmer Lake

Sent from my Verizon, Samsung Galaxy smartphone
[Get Outlook for Android](#)

From: James Wilkinson <jim@splashkitchenandbaths.com>
Sent: Tuesday, July 26, 2022 7:17:52 PM
To: Dawn Collins <dawn@palmer-lake.org>
Subject: Re: Vacation and Replat

-----WARNING: This email originated from outside the Town of Palmer Lake. DO NOT CLICK on any attachments or links from unknown senders or unexpected emails. Always check the sender's display name and email address are correct before you communicate.-----

Hi Dawn
 I made a payment online this morning

**PROCEDURAL CHECKLIST
FOR
Vacation & Replat**

Planning Commission meetings are held the 3rd Wednesday of each month
Board of Trustees meetings are held the 2nd & 4th Thursday of each month

Please allow up to 10 business days for review and a minimum of 15 days for required publication.

*All submittals need to be in compliance with the corresponding Palmer Lake Municipal Code.
Coordination is required with Roads and Water Department.*

United Notification Call Center (UNCC) be Contacted Prior to Submittal – 811

<p><u>Requirements of a Vacation/Replat:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Name of the proposed Plan <input type="checkbox"/> A specific legal description <input type="checkbox"/> Name and address of owner or agent and of person preparing the plan <input type="checkbox"/> Date of preparation, scale, and Northpoint <input type="checkbox"/> A vicinity location map <input type="checkbox"/> Topography with a contour interval of no more than 20 feet from the appropriate USGS quadrangle <input type="checkbox"/> Proposed sewage treatment systems <input type="checkbox"/> Proposed water supply system with adequate evidence that sufficient water exists to supply the proposed development. <input type="checkbox"/> Proposed drainage compliance (pre & post development) <input type="checkbox"/> Summary statement of the characteristics of the proposed area <input type="checkbox"/> Any potential hazards (radiation, flood, other environmental issues.) 	<p><u>Publication Procedures:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Site Plans (3 full size, 1 electronic) <input type="checkbox"/> Letter of Intent <input type="checkbox"/> Complete application form and plans to the Town Clerk <input type="checkbox"/> Pay an application fee (\$250 fee + \$10 per acre) to the Town Clerk <input type="checkbox"/> Posting/publication of Public Hearing 15 days before the Planning Commission <input type="checkbox"/> Posting/publication of Public Hearing 15 days before the Board of Trustees <input type="checkbox"/> Public notice for each set of hearings (newspaper and signage)
---	--

ELEPHANT ROCK ACRES FILING NO.5 A REPLAT OF LOT 65, BLOCK 1 AND LOT 1 BLOCK 7 OF ELEPHANT ROCK ACRES A SUBDIVISION IN PALMER LAKE, COLORADO SHEET 1 OF 1

BE IT KNOWN BY THESE PRESENTS:
THAT JAMES AND KAREN WILKINSON AND CLARKE P. COONS, BEING THE OWNERS OF THE FOLLOWING DESCRIBED TRACTS OF LAND TO WIT:

LEGAL DESCRIPTION:
PARCEL A:
LOT 65, BLOCK 1 ELEPHANT ROCK ACRES, RECORDED IN PLAT BOOK W, PAGE 48, TOGETHER WITH VACATED MEADOW LANE AS VACATED BY ORDINANCE 200107419 BOTH OF THE RECORDS OF EL PASO COUNTY, COLORADO.

PARCEL B:
LOT 1, BLOCK 7 ELEPHANT ROCK ACRES, RECORDED IN PLAT BOOK W, PAGE 48 OF THE RECORDS OF EL PASO COUNTY, COLORADO.

DEDICATION:
THE ABOVE OWNERS HAS CAUSED SAID TRACTS OF LAND TO BE SURVEYED AND REPLATTED INTO LOTS AND EASEMENTS AS SHOWN ON THE ACCOMPANYING PLAT. SAID PLAT IS DRAWN TO A FIXED SCALE AS INDICATED THEREON AND ACCURATELY SETS FORTH THE BOUNDARIES AND DIMENSIONS OF SAID TRACTS AND THE LOCATION OF SAID EASEMENTS THESE TRACTS OF LAND AS HEREIN REPLATTED SHALL BE KNOWN AS ELEPHANT ROCK SUBDIVISION FILING NO. 5, IN THE CITY OF PALMER LAKE, COUNTY OF EL PASO, STATE OF COLORADO.

IN WITNESS WHEREOF:
THE FOREMENTIONED, JAMES AND KAREN WILKINSON HAVE EXECUTED THIS INSTRUMENT
THIS _____ DAY OF _____, 20___, A.D.

JAMES WILKINSON _____ KAREN WILKINSON _____

NOTARY:
STATE OF COLORADO)
COUNTY OF EL PASO) ss

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 20___, A.D.
BY: JAMES WILKINSON AND KAREN WILKINSON
WITNESS MY HAND AND OFFICIAL SEAL THIS _____ DAY OF _____, 20___, A.D.

MY COMMISSION EXPIRES _____ NOTARY PUBLIC IN AND FOR THE STATE OF COLORADO

IN WITNESS WHEREOF:
THE FOREMENTIONED, CLARKE P. COONS HAVE EXECUTED THIS INSTRUMENT
THIS _____ DAY OF _____, 20___, A.D.

CLARKE P. COONS _____

NOTARY:
STATE OF COLORADO)
COUNTY OF EL PASO) ss

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 20___, A.D.
BY: CLARKE P. COONS
WITNESS MY HAND AND OFFICIAL SEAL THIS _____ DAY OF _____, 20___, A.D.

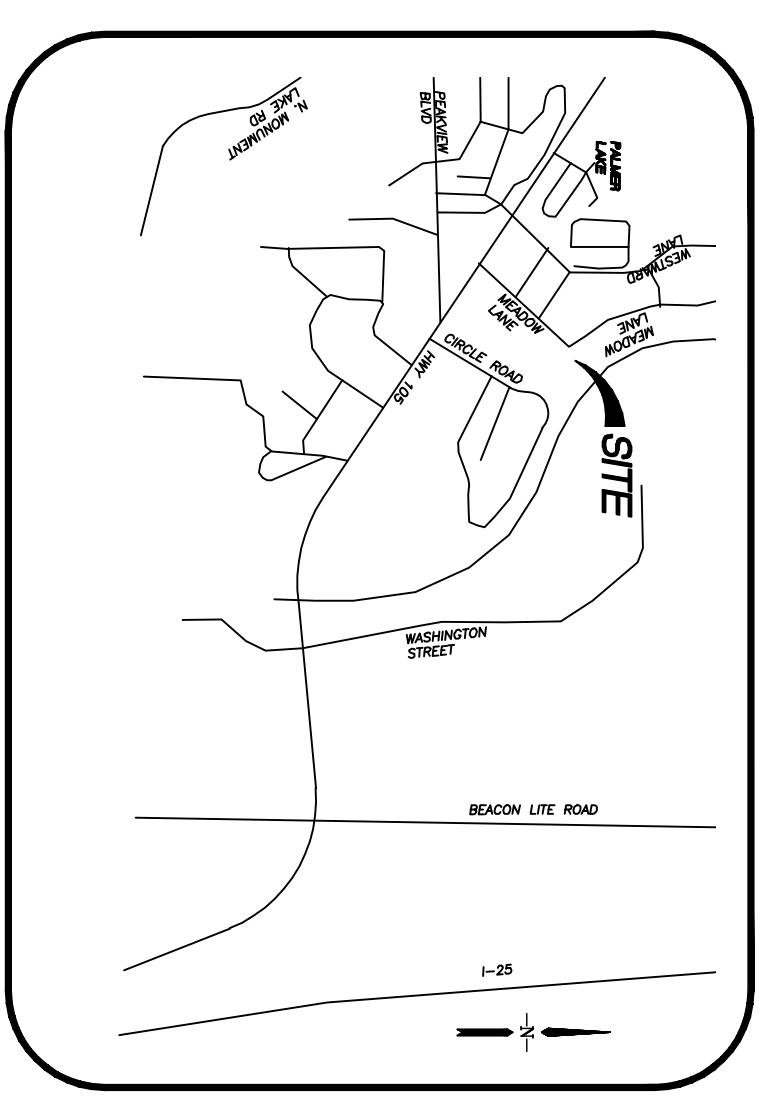
MY COMMISSION EXPIRES _____ NOTARY PUBLIC IN AND FOR THE STATE OF COLORADO

- NOTES:**
1. BASIS IF BEARINGS: ALL BEARINGS ARE RELATIVE TO THE EASTERLY LINE OF SAID LOT 1, BLOCK 7 ELEPHANT ROCK ACRES, RECORDED IN PLAT BOOK W, PAGE 48 OF THE RECORDS OF EL PASO COUNTY, COLORADO, SAID LINE ASSUMED TO BEAR N44°55'20"E FROM MONUMENTS SHOWN.
 2. THIS SURVEY DOES NOT CONSTITUTE A TITLE SEARCH BY RIDGELINE SURVEYING LLC., TO DETERMINE OWNERSHIP OR EASEMENTS OF RECORD.
 3. ALL DIMENSION SHOWN HEREON ARE EXPRESSED IN TERMS OF U.S. SURVEY FOOT.
 4. APPROVAL OF THIS PLAT VACATES ALL PRIOR PLATS FOR THE AREA DESCRIBED BY THIS REPLAT.
 5. THE ACCESS EASEMENT SHOWN WILL BE MAINTAINED BY THE OWNER OR ASSIGNS OF LOT 1A.

FLOOD PLAIN LOCATION:
THE TRACT DESCRIBED HEREIN IS IN ZONE X AND DOES NOT FALL WITHIN THE 100 YEAR FLOOD HAZARD AREA AS SHOWN ON FEMA MAP 08041C0257G, DATED DECEMBER 7, 2018.

LEGEND

- FOUND N.O.S. PIN AND ORANGE CAP PLS 14186
- FOUND " O.D. PIPE
- SET N.O.4 PIN AND YELLOW PLASTIC CAP PLS 34583



SURVEYOR'S CERTIFICATION:
I, JAMES F. LENZ A PROFESSIONAL SURVEYOR LICENSED IN THE STATE OF COLORADO, HEREBY STATES AND DECLARES THAT THE ACCOMPANYING PLAT WAS SURVEYED AND DRAWN UNDER MY RESPONSIBLE CHARGE AND ACCURATELY SHOWS THE DESCRIBED TRACT OF LAND AND SUBDIVISION THEREOF, AND THAT THE REQUIREMENTS OF TITLE 38 OF THE COLORADO REVISED STATUTES, 1973 AS AMENDED HAVE BEEN MET TO THE BEST OF MY KNOWLEDGE AND BELIEF.

PLANNING COMMISSION APPROVAL:
I HEREBY CERTIFY THAT THIS REPLAT NAMED "ELEPHANT ROCK ACRES FILING NO. 5" WAS APPROVED BY THE CITY OF PALMER LAKE PLANNING COMMISSION AT ITS REGULAR MEETING ON _____, 2022

BY: _____ PLANNING COMMISSION CHAIRPERSON _____ DATE _____

BOARD OF TRUSTEES APPROVAL:
I HEREBY CERTIFY THAT THIS REPLAT NAMED "ELEPHANT ROCK ACRES FILING NO. 5" WAS APPROVED BY THE CITY OF PALMER LAKE BOARD OF TRUSTEES AT ITS REGULAR MEETING ON _____, 2022

BY: _____, CITY MAYOR _____ DATE _____

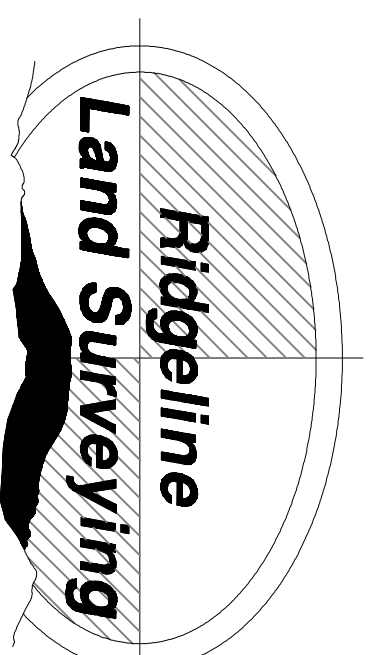
RECORDING:
STATE OF COLORADO)
COUNTY OF EL PASO) ss

I HEREBY CERTIFY THAT THIS INSTRUMENT WAS FILED FOR RECORD IN MY OFFICE AT _____ O'CLOCK _____ M. THIS DAY OF _____, 20___, A.D. AND IS DULY RECORDED UNDER RECEPTION NO. _____ OF THE RECORDS OF EL PASO COUNTY, COLORADO.

EL PASO COUNTY CLERK AND RECORDER CHUCK BROERMAN

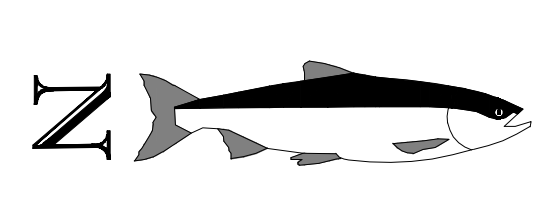
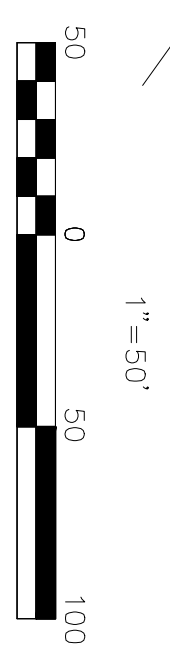
BY: _____ DEPUTY _____

FEES:
DRAINAGE FEES: _____
BRIDGE FEES: _____
SCHOOL FEES: _____
PARK FEES: _____



4345 BEVERLY STREET, SUITE C
COLORADO SPRINGS, CO 80918
TEL: 719.238.2917

DATE: 5/16/2022
SHEET 1 OF 1



AS REPLATTED

AS PLATTED

AFFIDAVIT OF PUBLICATION

STATE OF COLORADO
COUNTY OF El Paso

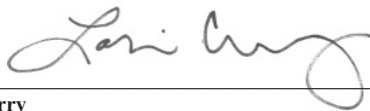
I, Lorre Cosgrove, being first duly sworn, deposes and says that she is the Legal Sales Representative of The Tri Lakes Tribune, LLC., a corporation, the publishers of a daily/weekly public newspapers, which is printed and published daily/weekly in whole in the County of El Paso, and the State of Colorado, and which is called Tri Lakes Tribune; that a notice of which the annexed is an exact copy, cut from said newspaper, was published in the regular and entire editions of said newspaper 1 time(s) to wit 08/03/2022

That said newspaper has been published continuously and uninterruptedly in said County of El Paso for a period of at least six consecutive months next prior to the first issue thereof containing this notice; that said newspaper has a general circulation and that it has been admitted to the United States mails as second-class matter under the provisions of the Act of March 3, 1879 and any amendment thereof, and is a newspaper duly qualified for the printing of legal notices and advertisement within the meaning of the laws of the State of Colorado.

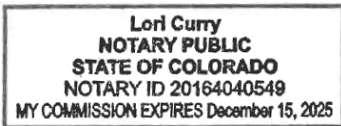


Lorre Cosgrove
Sales Center Agent

Subscribed and sworn to me this 08/03/2022, at said City of Colorado Springs, El Paso County, Colorado.
My commission expires December 15, 2025.



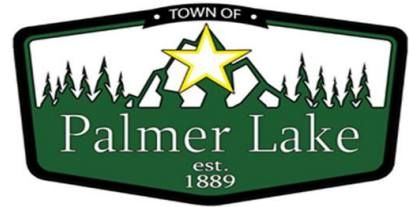
Lori Curry
Notary Public
The Gazette



Document Authentication Number
20164040549-335883

**NOTICE OF PUBLIC HEARING
TOWN OF PALMER LAKE**
Notice is hereby given that Palmer Lake Planning Commission shall hold a public hearing on August 17, 2022, at 5 PM at the Town Hall at 28 Valley Crescent, Palmer Lake, to consider a request to replat tax schedule ID 7110006147 and 7110006146 located at 727 Meadow Lane. A recommendation will be made to the Board of Trustees on the same matter scheduled to hear on August 25, 2022, at 5 PM. A copy of the complete application is on file at the Town Clerk office, at 719-481-2953.
/s/ Dawn A. Collins, Town Clerk
Published in the Tri-Lakes Tribune August 3, 2022.

Item 8.



Item 9.

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

DATE: August 25, 2022	ITEM NO.	SUBJECT: SPECIAL EVENT APPLICATION – Palmer Lake Firefighters Assoc Open House
Presented by: Deputy Clerk Julia Stambaugh		

Recommended Action

To approve the event to take place at the Fire Station, Town Hall and the Ballfield as presented and endorsed by Staff.

Background

The Palmer Lake Firefighters Association will be holding an Open House on Sunday, August 28, 2022 from 10:00AM to 5:00PM. This is a time for the community to visit with the firefighters, and learn what they do for the Town. They will also have information for the community on local resources. The highlight of the day will be a visit from the Memorial Hospital Flight For Life helicopter, which is scheduled to land at the Ball Field, the time to be announced. The department heads have met with the event coordinator and have approved the operation plan for the day. Everyone from the community is invited and they hope to see many of the Town’s residents. Come one, come all to see what firefighting is all about.

Town of Palmer Lake
42 Valley Crescent
P.O. Box 208
Palmer Lake, Colorado 80133
Phone: (719) 481-2953 Fax: (719) 488-9305

APP. FEE	_____
INSURANCE	_____
MAP/PLAN	_____

APPLICATION TO CONDUCT A SPECIAL EVENT OR PUBLIC FUNCTION ON PUBLIC RIGHT-OF-WAY

Each question should be fully and accurately answered. No action can be taken on this application until all questions have been answered. Use blank paper if you need additional writing space. PLEASE PRINT, except for signature.

Organization/Applicant Name Palmer Lake Firefighters Association Application Date 8/16/22
 Designated Representative Calvin Pickup
 Mailing Address 459 Virginia Ave P PO Box 370 Palmer Lake Colorado 80133
 Phone (work) 708 519042 (home) _____ e-mail Calvinpickup96@gmail.com
 Event Name Fire department Open House Event Date 8/28/22
 Event Time(s) (inc. setup/takedown): from 1000 to 1700 Day of
 Week Sunday
 Event Description Open house for public relations and to inform community of local resources.
 Estimated Number of Participants 30 Estimated Number of Spectators 100
 Proposed Route (please attach map and traffic control plan) _____
 Estimated cost of road closure and/or traffic control (payable to Town of Palmer Lake) \$0

If this application is approved, the undersigned hereby agrees to (1) pay the total cost for conducting any road closure or traffic control related to the special event described in the application to Town of Palmer Lake, (2) submit payment of the total estimated cost of the special event to Town of Palmer Lake prior to consideration of the application by the Board of Trustees, and (3) provide a certificate of general liability and auto liability insurance coverage in an amount specified by the Town of Palmer Lake for any claim, including those of participants and spectators, that may arise from the special event; and to name the Town of Palmer Lake, its officials, officers, employees and agents as additional insured's.

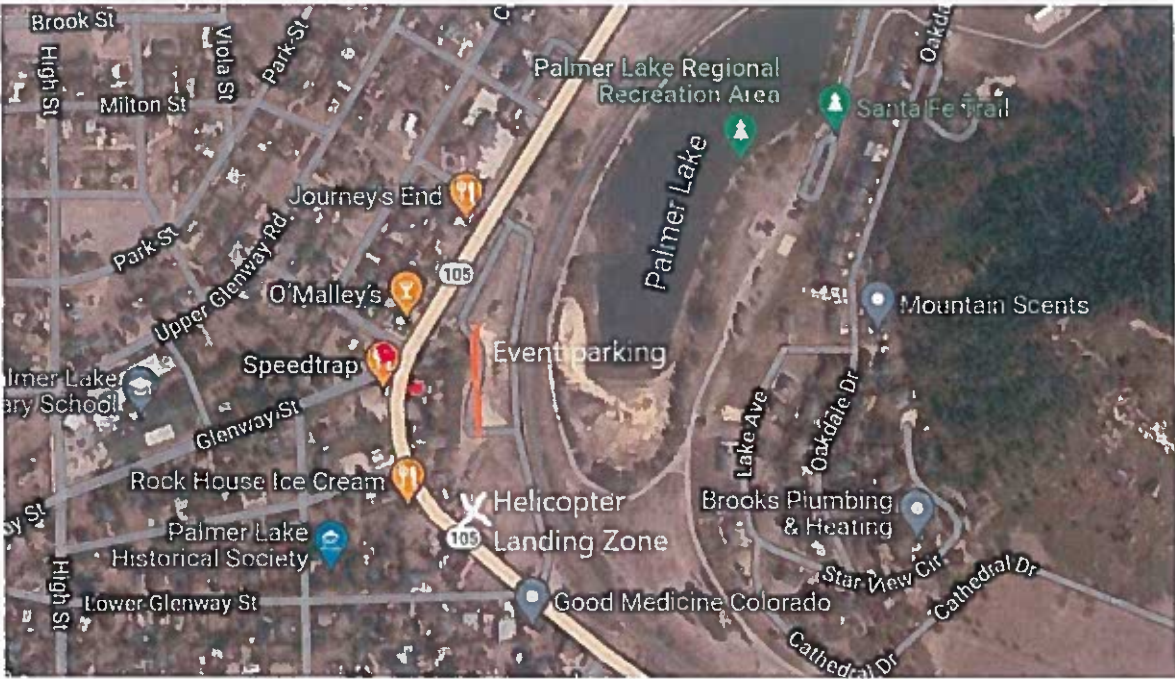
The undersigned accepts that any cost in excess of the estimated cost must be paid to the Town of Palmer Lake following the event. If the estimated cost exceeds the actual cost, the balance will be refunded. In the event the Applicant fails to pay any such excess upon demand, and the Town of Palmer Lake files suit to recover said amount, the Town of Palmer Lake shall be awarded the amount owed plus its reasonable attorney's fees and costs.

I, the undersigned, certify that all information in this application is true and complete. I understand that any false information or omission may disqualify me from further consideration and may justify dismissal of this event if discovered at a later date.

I understand that if this application is approved, it is conditioned upon compliance with the policies and procedures of the Town of Palmer Lake governing special events.

I certify that the statements contained herein or attached hereto are true, accurate and complete to the best of my knowledge and belief.

Name of Organization Palmer Lake Firefighters Association
 By Calvin Pickup Title Open House Date 8/16/22



Designated Contact:

Calvin Pickup – 7085190478

TOWN OF PALMER LAKE, COLORADO

RESOLUTION NO. 41-2022

**A RESOLUTION APPROVING A REPLAT OF LOT 1, BLOCK 7, AT ELEPHANT ROCK ACRES,
LOCATED AT MEADOW LANE, PALMER LAKE**

WHEREAS, the Board of Trustees of the Town of Palmer Lake, Colorado, pursuant to Colorado statute and the Town of Palmer Lake Municipal Code, is vested with the authority of administering the affairs of the Town of Palmer Lake, Colorado;

WHEREAS, the Owner of Lot 1, Block 7, located at Meadow Lane, desires a replat and filed an application for replat with the Town; and

WHEREAS, the proposed replat meets all the minimum requirements of Chapter 16 zoning code, and other applicable Town ordinances; and there are no requests for waivers of any of the requirements of the various Town regulations and resolutions; and

WHEREAS, on August 17, 2022, the Planning Commission reviewed the application for replat and found that it will be acceptable and unanimously recommended approval of the replat as presented.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE, COLORADO AS FOLLOWS:

1. The replat of parcel ID 7110006147, Lot 1, Block 7, attached hereto as Exhibit A, and incorporated herein, evidencing the replat request by the Owner, as well as any and all easements thereon, is hereby approved.
2. Severability. If any article, section, paragraph, sentence, clause, or phrase of this Resolution is held to be unconstitutional or invalid for any reason such decision shall not affect the validity or constitutionality of the remaining portions of this Resolution. The Board of Trustees hereby declares that it would have passed this resolution and each part or parts thereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.
3. Repeal. Existing resolutions or parts of resolutions covering the same matters embraced in this Resolution are hereby repealed and all resolutions or parts of resolutions inconsistent with the provisions of this Resolution are hereby repealed.

INTRODUCED, RESOLVED, AND PASSED AT A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE ON THIS 25th DAY OF AUGUST 2022.

ATTEST:

TOWN OF PALMER LAKE, COLORADO

Dawn A. Collins
Town Administrator/Clerk

BY: _____
William Bass
Mayor

TOWN OF PALMER LAKE, COLORADO

ORDINANCE NO. 11-2022

AN ORDINANCE APPROVING A BALLOT QUESTION TO BE SUBMITTED TO THE VOTERS OF THE TOWN OF PALMER LAKE, COLORADO RELATED TO PERMITTING THE SALE OF RETAIL MARIJUANA FOR THE NOVEMBER 8, 2022 COORDINATED ELECTION

WHEREAS, on November 6, 2012 the voters of the State of Colorado approved Amendment 64 adding Section 16 to Article XVIII of the Colorado Constitution a limited exemption from criminal liability under Colorado law for people 21 and over to possess and cultivate marijuana for recreational use, and to establish the licensing and regulation of marijuana establishments in a manner similar to alcohol as described in Amendment 64; and

WHEREAS, the Palmer Lake Board of Trustees (the “Board of Trustees”) subsequently passed Regulations in Title 5 of the Town Code relating to the licensing and regulation of marijuana establishments pursuant to the authority granted by Article XVIII, Section 16 of the Colorado Constitution, allowing for medical marijuana facilities but not retail marijuana facilities; and

WHEREAS, the Board of Trustees has determined that a question should be placed on the ballot at its November 8, 2022 coordinated election, asking the voters of the Town whether they want to permit retail marijuana facilities.

NOW THEREFORE BE IT ORDAINED BY THE TOWN BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE, COLORADO AS FOLLOWS:

1. The Town Board of Trustees hereby approves the form of and refers the following ballot question for submission to the registered electors to appear on the Town of Palmer Lake Coordinated Election, November 8, 2022:

RETAIL MARIJUANA STORES

SHALL THE TOWN OF PALMER LAKE ENACT AN ORDINANCE PERMITTING THE OPERATION OF NOT MORE THAN TWO (2) REGULATED RETAIL MARIJUANA STORES WITHIN THE TOWN?

YES _____

NO _____

2. For purposes of C.R.S. § 31-11-111, or similar applicable provisions of Title 1 for a coordinated election, this Ordinance shall serve to set the title and context for the ballot questions set forth herein and the ballot title for each such question shall be the text of the questions themselves.

3. The Town Clerk is authorized to correct typographical errors and omissions and to cause to be entered into any blanks of the ballot question the appropriate ballot question number or letter upon designation of the ballot number or letter by the appropriate election official.

4. The Mayor, the Town Attorney, and the Town Clerk are hereby authorized and directed to take all necessary and appropriate action to effectuate the provisions of this Ordinance including the taking of all reasonable and necessary action to cause such approved form of ballot questions to be printed and placed on the ballot for the Palmer Lake Coordinated Election, November 8, 2022.

5. Severability. If any article, section, paragraph, sentence, clause, or phrase of this Ordinance is held to be unconstitutional or invalid for any reason such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Town Board of Trustees hereby declares that it would have passed this ordinance and each part or parts thereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.

6. Repeal. Existing ordinances or parts of ordinances covering the same matters as embraced in this ordinance are hereby repealed and all ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed, except that this repeal shall not affect or prevent the prosecution or punishment of any person for any act done or committed in violation of any ordinance hereby repealed prior to the taking effect of this ordinance.

INTRODUCED, PASSED AND ADOPTED AT A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE ON THIS 25TH DAY OF AUGUST 2022.

ATTEST:

TOWN OF PALMER LAKE, COLORADO

Dawn A. Collins
Town Administrator/Clerk

BY: _____
William Bass
Mayor

TOWN OF PALMER LAKE, COLORADO

ORDINANCE NO. 12-2022

AN ORDINANCE APPROVING A BALLOT QUESTION TO BE SUBMITTED TO THE VOTERS OF THE TOWN OF PALMER LAKE, COLORADO RELATED TO A MILL LEVY INCREASE FOR THE NOVEMBER 8, 2022 COORDINATED ELECTION

WHEREAS, Colorado Constitution, Article X, Section 20, (3)(a) states that ballot issues involving property tax increases shall be decided in a state general election, biennial local district election, or on the first Tuesday in November on odd-numbered years, and the next state general election is scheduled for November 8, 2022; and

WHEREAS, the Palmer Lake Board of Trustees (the “Board of Trustees”) finds that the Town of Palmer Lake’s property tax revenues are not sufficient to pay for the expenses of operations and maintenance of the general municipal operations; and

WHEREAS, the Board of Trustees finds that increasing property tax revenues will provide a secure and stable source of revenues for basic operations and maintenance; and

WHEREAS, the Board of Trustees has determined that a question should be placed on the ballot at its November 8, 2022, coordinated election, asking the voters to approve an increase in property tax by way of a mill levy increase.

NOW THEREFORE BE IT ORDAINED BY THE TOWN BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE, COLORADO AS FOLLOWS:

1. The Town Board of Trustees hereby approves the form of and refers the following ballot question for submission to the registered electors to appear on the Town of Palmer Lake Coordinated Election, November 8, 2022:

MILL LEVY INCREASE

SHALL THE TOWN OF PALMER LAKE TAXES BE INCREASED BY NOT MORE THAN \$1,370,000 IN TAX COLLECTION YEAR 2023 AND BY WHATEVER ADDITIONAL AMOUNTS ARE GENERATED ANNUALLY THEREAFTER BY INCREASING THE GENERAL OPERATING MILL LEVY FOR GENERAL MUNICIPAL PURPOSES BY 15 MILLS FROM THE CURRENT 11.238 MILLS TO A MAXIMUM OF 26.238 MILLS IF BALLOT QUESTION 1A PASSES, OR BY 30 MILLS FOR A MAXIMUM OF 41.238 MILLS IF BALLOT QUESTION 1A DOES NOT PASS?

YES _____

NO _____

2. For purposes of C.R.S. § 31-11-111, or similar applicable provisions of Title 1 for a coordinated election, this Ordinance shall serve to set the title and context for the ballot questions set forth herein and the ballot title for each such question shall be the text of the questions themselves.

3. The Town Clerk is authorized to correct typographical errors and omissions and to cause to be entered into any blanks of the ballot question the appropriate ballot question number or letter upon designation of the ballot number or letter by the appropriate election official.

4. The Mayor, the Town Attorney, and the Town Clerk are hereby authorized and directed to take all necessary and appropriate action to effectuate the provisions of this Ordinance including the taking of all reasonable and necessary action to cause such approved form of ballot questions to be printed and placed on the ballot for the Palmer Lake Coordinated Election, November 8, 2022.

5. Severability. If any article, section, paragraph, sentence, clause, or phrase of this Ordinance is held to be unconstitutional or invalid for any reason such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Town Board of Trustees hereby declares that it would have passed this ordinance and each part or parts thereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.

6. Repeal. Existing ordinances or parts of ordinances covering the same matters as embraced in this ordinance are hereby repealed and all ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed, except that this repeal shall not affect or prevent the prosecution or punishment of any person for any act done or committed in violation of any ordinance hereby repealed prior to the taking effect of this ordinance.

INTRODUCED, PASSED AND ADOPTED AT A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE ON THIS 25TH DAY OF AUGUST 2022.

ATTEST:

TOWN OF PALMER LAKE, COLORADO

Dawn A. Collins
Town Administrator/Clerk

BY: _____
William Bass
Mayor

TOWN OF PALMER LAKE, COLORADO

ORDINANCE NO. 12-2022

AN ORDINANCE APPROVING A BALLOT QUESTION TO BE SUBMITTED TO THE VOTERS OF THE TOWN OF PALMER LAKE, COLORADO

RELATED TO A MILL LEVY INCREASE FOR THE NOVEMBER 8, 2022 COORDINATED ELECTION

WHEREAS, Colorado Constitution, Article X, Section 20, (3)(a) states that ballot issues involving property tax increases shall be decided in a state general election, biennial local district election, or on the first Tuesday in November on odd-numbered years, and the next state general election is scheduled for November 8, 2022; and

WHEREAS, the Palmer Lake Board of Trustees (the “Board of Trustees”) finds that the Town of Palmer Lake’s property tax revenues are not sufficient to pay for the expenses of operations and maintenance of the general municipal operations; and

WHEREAS, the Board of Trustees finds that increasing property tax revenues will provide a secure and stable source of revenues for basic operations and maintenance; and

WHEREAS, the Board of Trustees has determined that a question should be placed on the ballot at its November 8, 2022, coordinated election, asking the voters to approve an increase in property tax by way of a mill levy increase.

NOW THEREFORE BE IT ORDAINED BY THE TOWN BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE, COLORADO AS FOLLOWS:

1. The Town Board of Trustees hereby approves the form of and refers the following ballot question for submission to the registered electors to appear on the Town of Palmer Lake Coordinated Election, November 8, 2022:

MILL LEVY INCREASE

SHALL THE TOWN OF PALMER LAKE TAXES BE INCREASED BY NOT MORE THAN \$1,370,000 IN TAX COLLECTION YEAR 2023 AND BY WHATEVER ADDITIONAL AMOUNTS ARE GENERATED ANNUALLY THEREAFTER BY INCREASING THE GENERAL OPERATING MILL LEVY BY 30 MILLS FROM THE CURRENT 11.238 MILLS TO A MAXIMUM OF 41.238 MILLS FOR GENERAL MUNICIPAL PURPOSES AND SHALL THE TOWN BOARD BE AUTHORIZED TO ADJUST THE RATE WITHOUT FURTHER VOTER APPROVAL SO LONG AS THE RATE DOES NOT EXCEED 41.238 MILLS?

YES _____

NO _____

2. For purposes of C.R.S. § 31-11-111, or similar applicable provisions of Title 1 for a coordinated election, this Ordinance shall serve to set the title and context for the ballot questions set forth herein and the ballot title for each such question shall be the text of the questions themselves.

3. The Town Clerk is authorized to correct typographical errors and omissions and to cause to be entered into any blanks of the ballot question the appropriate ballot question number or letter upon designation of the ballot number or letter by the appropriate election official.

4. The Mayor, the Town Attorney, and the Town Clerk are hereby authorized and directed to take all necessary and appropriate action to effectuate the provisions of this Ordinance including the taking of all reasonable and necessary action to cause such approved form of ballot questions to be printed and placed on the ballot for the Palmer Lake Coordinated Election, November 8, 2022.

5. Severability. If any article, section, paragraph, sentence, clause, or phrase of this Ordinance is held to be unconstitutional or invalid for any reason such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Town Board of Trustees hereby declares that it would have passed this ordinance and each part or parts thereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.

6. Repeal. Existing ordinances or parts of ordinances covering the same matters as embraced in this ordinance are hereby repealed and all ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed, except that this repeal shall not affect or prevent the prosecution or punishment of any person for any act done or committed in violation of any ordinance hereby repealed prior to the taking effect of this ordinance.

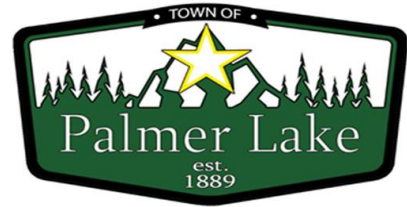
INTRODUCED, PASSED AND ADOPTED AT A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE ON THIS 25TH DAY OF AUGUST 2022.

ATTEST:

TOWN OF PALMER LAKE, COLORADO

Dawn A. Collins
Town Administrator/Clerk

BY: _____
William Bass
Mayor



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

DATE: August 25, 2022	ITEM NO.	SUBJECT:
Presented by: Town Administrator /Clerk		Direction for Elephant Rock Property Proposals – Next Steps

Background

As discussed, the following lays out next steps for the Elephant Rock property. Kindly confirm and set a Board Retreat date to review proposals.

The following schedule will need to be confirmed by the Board:

- Questions to Presenters, due by 8/24
- Response to Questions, due by 8/30 and subsequently distributed to Board
- Evaluations due by noon on 9/2
- Schedule Retreat date (??) for Board discussion/review and next steps

At the Board retreat, review evals and/or determine if additional information is needed for the proposals.

Staff suggestion when a proposal is chosen:

- Begin with a letter of intent to initiate terms for a lease agreement, final approval by the Board
- Chosen development begin the PUD amendment process - staff will provide code reference and application
- PUD process be followed including department staff reviews and respective hearings before Planning Commission and Board of Trustees
- Staff assemble/negotiate a redevelopment agreement for review and final approval by the Board concurrent with the PUD process

GMS, INC.
CONSULTING ENGINEERS
611 NORTH WEBER, SUITE 300
COLORADO SPRINGS, COLORADO 80903-1074

TELEPHONE (719) 475-2935
TELEFAX (719) 475-2938

EDWARD D. MEYER, P.E.
ROGER J. SAMS, P.E.
GREGORY R. WORDEN, P.E.
THOMAS A. McCLERNAN, P.E.

KEN L. WHITE, P.L.S.
DAVID R. FRISCH, P.L.S.
MARK A. MORTON, P.E.
JASON D. MEYER, P.E.

MEMORANDUM VIA ELECTRONIC MAIL

TO: Ms. Dawn Collins, Town Administrator
Town Board of Directors
Town of Palmer Lake

DATE: August 16, 2022

FROM: David R. Frisch, P.L.S.
GMS, Inc., Consulting Engineers

RE: Town of Palmer Lake
Preliminary Engineering Report (PER)

GMS, Inc. would like to offer some thoughts to consider as you review the Preliminary Engineering Report (PER) for the Town’s Water System. There are some key things that should be considered in the process. Here are some thoughts:

The Town Board ultimately has the responsibility to create the final Priority List for the PER. If you decided to pursue a project, there is benefit in creating a project that addresses your needs for the 20-year planning period. There are savings in a larger project versus a couple of smaller projects. This breaks down into a few different categories.

A. WATER SUPPLY

1. A good water supply is critical no matter what direction the Town takes, either growth or no growth. Consideration should be given to short term and long-term needs.
2. The Town has considerable ground water rights, but those rights have not been fully developed.
3. A new Arapahoe Well is a key part of establishing a firm capacity of water supply.
4. Upgrades to the existing groundwater Water Treatment Plant (WTP) are needed in meeting equipment redundancy regulations.

B. DISTRIBUTION NEEDS

1. The condition of your existing infrastructure needs to be considered. If existing lines are old, they should be replaced.
2. If there are dead-end lines, they should be looped to allow good water circulation in the water system and provide redundant feed should a water line break occur.

C. STORAGE CAPACITY

1. The Town presently has adequate storage capacity

D. FUTURE LINE EXTENSIONS

1. The PER addresses future lines that will provide looping to the existing distribution system and at the same time provide for some future development.
2. These lines can be installed as a part of a Town water project to loop your own system. If development does occur, the Town could assess a connection fee to cover the cost of the looping.
3. The Town may choose to leave this up to future development to build and pay for. That can be done but, the looping component is then delayed until development does occur.

We trust you will find this beneficial as you review the priorities recommended in the PER. If at any time you have questions, please feel free to give us a call.