



BOARD OF TRUSTEES

Thursday, September 23, 2021 at 6:00 PM

Palmer Lake Elementary School, Library, Upper Glenway

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. Commemorating Ms. Wilma French (aka French's Hill sign)
2. Proclamation to Support the Revitalization of Town Hall

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.

- [3.](#) Minutes from September 9, 2021 Meeting
- [4.](#) Financials (August)
5. Checks Over \$15,000 - TN Parker (\$25,546.33)

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

- [8.](#) Conditional Use at 11 Hwy 105 & Resolution 48-2021 Approving a Conditional Use (Residential Duplex)
- [9.](#) Minor Subdivision at 32 Pineview & Resolution 49-2021 Approving a Minor Subdivision

Business Items

- [10.](#) Special Event Application - YMCA Creepy Crawl 5K Run (Oct-30)
- [11.](#) Update/Direction for Elite Cranes (Diacut Property)
- [12.](#) Resolution 45-2021 to Authorize Drainage Agreement (Elementary School)
- [13.](#) Resolution 46-2021 to Authorize Drainage Agreement (McDonald property)
- [14.](#) Resolution 47-2021 to Authorize Purchase of Property (4.5 acre)
- [15.](#) Review/Direction to Amend Ch.8.10 Relating to Outdoor Burning, Fire and Smoking Restriction
16. Update of 2022 Budget Items

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

Thursday, September 09, 2021 at 5:00 PM

Palmer Lake Elementary School Library, Upper Glenway

LOCAL LICENSING AUTHORITY

1. Consider Modification of Premises (Alpine Essentials - Storefront). Mayor Bass convened the licensing authority at 5 PM. Melissa Woodward was present to speak to the modification of the premises, noting requirements of the state for the dispensary and amended use of rooms. MOTION (Stuth, Farr) to approve the modification of the premises as presented. Roll call vote – aye (6); nay (0). Motion passed.

MINUTES

Call to Order. Mayor Bass called the regular meeting to order at 5:05 PM.

Pledge of Allegiance

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

Introductions/Presentations

2. Proclamation for Creek Week. Alli Schuh explained and encouraged involvement in the annual Creek clean up, with over 3,000 volunteers in 11 communities. Palmer Lake Parks Commission is hosting a Creek clean up day on 9/25 at the lake. Mayor Bass presented and read a proclamation for Creek Week 2021.
3. Presentation of 2020 Audit by Green & Associates. Mr. David Green provided the background how the financial audit is conducted and the position of the town, noting that 2020 was much improved in way of controls and policy.
4. Introduce New Business - White Peak Builders LLC. Brad introduced and gave the background to his commercial construction business.

Consent Agenda

MOTION (Farr, Currier) to approve the consent agenda including items 5) Minutes from August 26, 2021 Meeting and 6) Resolution 41-2021 to Approve Appointment to Parks Commission. Roll call vote – aye (6); nay (0). Motion passed. Lindsey Leiker was introduced as new member to the Parks Commission.

Staff/Department Reports

7) Water; 8) Public Works including Roads & Park Maintenance; 9) Police; 10) Fire; 11) Administration were reviewed.

12. Attorney – no report.

13. Administrator/Clerk. Collins provided an update of the ramp project; town hall project; a Winter Festival exhibit the Parks Commission is spearheading to be displayed at DIA October through March; code enforcement activity taking place; Fletchers conditional use activity on the property; beautification to the town electronic sign; completed work of repairing the lake gazebo; informed the Board of email security training; and re-established November meeting dates along with a retreat date of October 15. Bob Radosevich reported on the Elephant Rock property including shutting it down for the winter, ongoing monitoring and the recent break-in to the property.

Owner of White Peak Builders arrived at the meeting and Mayor Bass returned to item 4.

Public Comment

Mr. Jason Sanders inquired about any plans to address drainage and shared concern of Upper Glenway and driveway situation. Board members encouraged him to reach out to staff to review.

Mr. Matt Stephens expressed concerns about the Board's last workshop relating to the odor ordinance. His points included – why try to quantify an odor when the code states that odor should not be detectable and requires cannabis establishments to have an odor control plan for licensing; why is a complaint of odor detection dismissed if a citation does not take place; why does *who* makes a complaint matter or diminish the complaint. Board members generally discussed the interpretation of the code for any odor as well as required odor control plans for cannabis establishments.

Mayor Bass read an email about the ongoing use Elite Cranes has on the property as well as inquired about a property with heavy equipment next to the Arts Center on Hwy 105.

Business Items

14. Special Event - The 7th Annual 2021 Palmer Lake .5K Run (Oct 10th). Trustees Dawson and Currier recused themselves from the discussion as members of Awake the Lake and left the room. Cynthia Kuchinsky explained the 7th annual .5k fundraising event planned for Sunday, October 10 from 9a until noon, including a modified route to incorporate the pedestrian bridge – beginning on the east side of the lake. It was requested to waive the special event fee. MOTION (Havenar, Farr) to approve the event with waiver of \$100 fee. Roll call vote – aye (3); nay (1 - Stuth); abstain (2). Motion passed. Trustees Dawson and Currier returned to Board seats.

15. Update - Diacut Property Owner on Elite Cranes Move. Bruno Furrer was present to report the status of the Elite Crane move, including property closing scheduled next week, 2-3 weeks to haul dirt and compact to move cranes. Kurt Ehrhardt stated that Elite Cranes is taking advantage of the town and suggested that the Board negotiate a donation to a town organization. Attorney Krob mentioned options that the Board may direct staff to explore. Bruno stated he agrees that it has been a long time but disagrees that Elite Cranes has done nothing. Kurt also mentioned that he negotiated a donation to the town with IREA for the use of his property, next to the Arts Center. Board members determined to consider next steps for Elite Cranes after the 9/15 extension at the next meeting.

16. Resolution 42-2021 to Authorize Filing of 2020 Financial Audit. The financial audit was presented and reviewed earlier by Mr. Green. MOTION (Currier, Havenar) to approve Resolution 42-2021. Roll call vote – aye (6); nay (0). Motion passed.

17. Resolution 43-2021 to Authorize Well Agreements for E-Rock LLC (818 and 820 Meadow Lane). Collins provided information on this item, including the applicant request earlier in the year to consider these two properties at the former fee for a residential well. MOTION (Havenar, Dawson) to approve Resolution 43-2021 approving the well agreements as well as the former fee of \$50 per residential well. Roll call vote – aye (6); nay (0). Motion passed.

18. Resolution 44-2021 to Authorize IGA with Town of Castle Rock (Fire Dept). Chief McCarthy relayed the significance of having the agreement for maintenance on all heavy apparatus and stated the agreement is not exclusive. General discussion about the cost to maintain the engines took place. MOTION (Havenar, Dawson) to approve Resolution 44-2021 for the IGA. Roll call vote – aye (6); nay (0). Motion passed.

19. Update of IREA Electrical Replacement Project. Collins provided an update of the review of the lighting fixtures being replaced and the reduction of the streetlights between intersection lighting. IREA is addressing any potential charge to the town for the modification.

20. Update and Authorize Survey for Pedestrian Bridge - RR Fencing. Collins provided the background of the agreement in place between BNSF and the Town and the push from BNSF to complete the required fencing on both sides of track at least 2 ft on town property. Staff is requesting Board authorization to get a survey completed to see exactly where the fence should be installed pursuant to the agreement. Mr. Jeff Hulsmann offered background of discussion to tie into the existing fencing for the railway. He stated Awake the Lake is planning to fund the installation but questions the placement. Discussion took place about the original plans for the pedestrian bridge project, the completed contract agreement including fencing requirements, and inquiring if the railroad would reconsider the placement. Trustee Dawson suggested, and the Board agreed, to complete the survey to provide staking for an on-site discussion with BNSF to reconsider placement and include Awake the Lake.

Board Reports. Trustee Stuth thanked Trustees Havenar and Currier for involvement with follow up meeting Economic Development representatives from Leadville and explained the development of the private corporation, now county wide. Trustees Stuth and Havenar further explained the progress of the town's four pillar lead positions getting filled – needing recreation yet – by citizens (arts, history, food/beverage).

Next Meeting (September 23) and Future Items. Due to the CML conference taking place, a workshop will not be scheduled and the regular meeting will begin at 6 PM.

Convene to Executive Session. MOTION (Currier, Havenar) to convene to executive session at 7:27 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)(b) – possible annexation. Roll call vote – aye (6); nay (0). Motion passed.

Reconvene to Open Session & Adjourn. MOTION (Havenar, Farr) at 7:49 PM. Motion passed.

Mayor Bill Bass

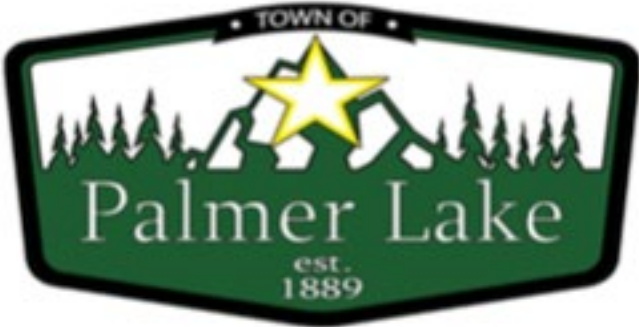
ATTEST: Dawn A. Collins, Town Clerk

TOWN OF PALMER LAKE
Financial Statements
August 2021
Unaudited



CASH POSITION

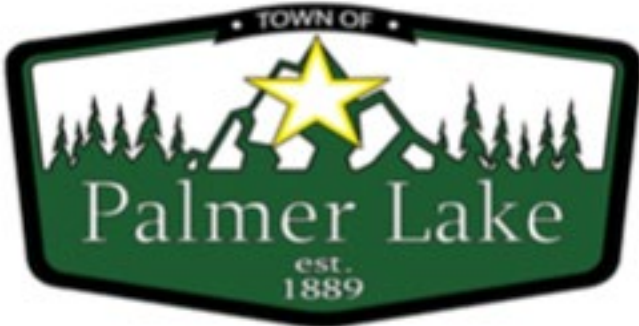
August 31, 2021



TOWN OF PALMER LAKE						
Schedule of Cash Position						
August 31, 2021						
UNAUDITED						
FINANCIAL INSTITUTION				RATE		FUNDS
CoBank - General Operating				n/a		\$ 1,882,258
CoBank - Water Operating				n/a		\$ 782,636
ColoTrust - General Fund				0.03%		\$ 976,889
ColoTrust - Water Reserve				0.03%		\$ 177,301
ColoTrust - Water Loan Reserve				0.03%		\$ 197,483
ColoTrust - Pedestrian Bridge				0.03%		\$ 7
ColoTrust - Fire Fund				0.03%		\$ 105,449
ColoTrust - CTF Reserves				0.03%		\$ 27,083
Total - Cash Accounts						\$4,149,105

GENERAL FUND

August 2021



TOWN OF PALMER LAKE

GENERAL FUND

Budget Status Report - GAAP Basis
For the Eight Months Ending August 31, 2021

Item 4.

Unaudited

		2021	YTD	Variance	Percent
		Budget	Actual	Favorable (Unfavorable)	of Budget (YTD 67%)
Account Number	REVENUE				
10-10-2110-000	General Property Tax	\$ 431,070	\$ 427,796	\$ (3,274)	99%
10-10-2112-000	Fire Mill Levy Property Tax	383,582	379,367	(4,216)	99%
10-10-2120-000	Specific Own Tax Auto / Use Tax Motor Vehicle	95,000	88,804	(6,196)	93%
10-10-2124-000	Use Tax Building Materials	50,000	17,420	(32,580)	35%
10-10-2126-000	Highway Users Tax Fund	89,605	50,810	(38,795)	57%
10-10-2130-000	City Sales Tax	600,000	689,508	89,508	115%
10-10-2131-000	Tax- Other	-	0	0	0%
10-10-2136-000	Fees / Permits / Zoning / Subdivision Fees	40,000	54,000	14,000	135%
10-10-2138-000	Business Licenses Fees	7,000	5,285	(1,715)	76%
10-10-2142-000	Franchise Tax- IREA	39,000	28,684	(10,316)	74%
10-10-2144-000	Franchise Tax- Black Hills	35,000	25,491	(9,509)	73%
10-10-2146-000	Franchise Tax- Century Link	1,300	864	(436)	66%
10-10-2147-000	Franchise Tax- Comcast/ Other	44,609	29,978	(14,631)	67%
10-10-2150-000	MMJ / Liquor License Fees	6,500	6,391	(109)	98%
10-10-2152-000	Tobacco Products Tax	18,200	12,075	(6,125)	66%
10-10-2156-000	Hotel Occupancy Tax	30,000	9,246	(20,754)	31%
10-10-2160-000	Land / Building Rents	5,000	6,221	1,221	124%
10-10-2164-000	Court Fines	50,000	67,677	17,677	135%
10-10-2166-000	Town OJW Surcharge	900	-	(900)	0%
10-10-2167-000	State OJW Surcharge	900	-	(900)	0%
10-10-2168-000	Savings / Interest	2,000	366	(1,634)	18%
10-10-2170-000	Miscellaneous Income	1,000	540	(460)	54%
10-10-2172-000	Insurance Income	-	4,223	4,223	0%
10-10-2184-000	Impact Fees / Drainage	5,000	7,243	2,243	145%
10-10-2186-000	FPPA Matching Funds	8,000	-	(8,000)	0%
10-10-2188-000	El Paso Co Road & Bridge	5,500	6,029	529	110%
10-10-2194-000	Library Revenue	12,000	2,304	(9,696)	19%
10-10-2195-000	Police Surcharge	10,000	-	(10,000)	0%
10-10-3685-000	ATL Revenue	24,270	-	(24,270)	0%
10-10-2250-003	COVID Employer Tax Credit	-	872	872	0%
10-19-2320-000	Interest- Loan to Water Fund	10,000	5,000	(5,000)	50%
10-19-2322-000	Fund Reserve- ColoTrust	728,539	-	(728,539)	0%
10-10-3621-000	Admin Revenue	-	503	503	0%
10-10-3631-000	Police Revenue	-	-	-	0%
10-10-3680-000	Parks Revenue	-	1,870	1,870	0%
10-19-2322-000	Interest	-	1,121	1,121	0%
	Total Revenue	\$ 2,733,975	\$ 1,929,687	\$ (804,288)	71%
	EXPENDITURES				
	General and Administrative				
	<u>Salaries and Benefits</u>				
10-21-3111-000	Salaries / Wages Regular	\$ 103,330	\$ 75,456	\$ 27,874	73%
10-21-3112-000	Salaries / Wages Temp / Part Time	35,000	37,069	(2,069)	106%
10-21-3115-000	Overtime	1,000	121	879	12%
10-21-3119-000	Employer Taxes	7,925	8,724	(799)	110%
10-21-3124-000	Sick Leave	4,100	1,115	2,985	27%
10-21-3125-000	Employee Retirement Benefits	7,200	9,776	(2,576)	136%
10-21-3127-000	Insurance Premiums	6,720	342	6,378	5%
10-21-3131-000	Workers Compensation	6,000	6,723	(723)	112%
	Total Salaries and Benefits	\$ 171,275	\$ 139,327	\$ 31,948	81%
	<u>Professional Services</u>				
10-21-3161-000	Professional Services- Legal	\$ 50,000	\$ 22,567	\$ 27,433	45%
10-21-3162-000	Professional Services- Acctg/Audit	25,000	24,818	182	99%
10-21-3163-000	Professional Services- Other	28,000	25,898	2,102	92%
10-21-3164-000	Professional Services- IT	30,000	12,418	17,582	41%
	Total Professional Services	\$ 133,000	\$ 85,701	\$ 47,299	64%
	<u>General Administration</u>				

TOWN OF PALMER LAKE

GENERAL FUND

Budget Status Report - GAAP Basis
For the Eight Months Ending August 31, 2021

Item 4.

Unaudited

		2021	YTD	Variance	Percent
		Budget	Actual	Favorable (Unfavorable)	of Budget (YTD 67%)
10-21-3141-000	Employee Clothing	\$ 800	\$ -	\$ 800	0%
10-21-3145-000	Employee/ BOT Training	4,000	836	3,164	21%
10-21-3149-000	Employee/ BOT Travel	2,000	-	2,000	0%
10-21-3151-000	Employee/ BOT Per Diem	2,000	751	1,249	38%
10-21-3153-000	Memberships / Registrations	6,000	6,261	(261)	104%
10-21-3169-000	Bank Fees and Services	600	-	600	0%
10-21-3170-000	State OJW Surcharge	900	-	900	0%
10-21-3211-000	General (Contract) Services	20,000	13,516	6,484	68%
10-21-3223-000	Operating Supplies	20,000	3,720	16,280	19%
10-21-3225-000	Building Maintenance	10,000	881	9,119	9%
10-21-3245-000	Utilities	18,900	8,883	10,017	47%
10-21-3253-000	Postage	2,000	1,172	828	59%
10-21-3275-000	Fuel	500	106	395	21%
10-21-3281-000	Insurance	20,000	22,433	(2,433)	112%
10-21-3291-000	Capital Improvement Bldg	10,000	-	10,000	0%
10-21-3292-000	Capital Improvement Bldg- Other	500,000	73,446	426,554	15%
10-21-3293-000	Capital Equipment	1,000	-	1,000	0%
10-21-3313-000	Equipment Maintenance	1,000	-	1,000	0%
10-21-3333-000	Legal Notices / Recordings	5,000	3,760	1,240	75%
10-21-3338-000	Communication	3,500	2,415	1,085	69%
10-21-3365-000	Advertising	500	1,342	(842)	268%
10-21-3391-000	Misc. Expenses	-	6,193	(6,193)	0%
10-21-3392-000	County Treasurer Fees	10,000	8,082	1,918	81%
10-21-3513-000	Economic Development	2,200	1,020	1,180	46%
	Total General Administration	\$ 640,900	\$ 154,816	\$ 486,084	24%
	Total General Administrative Expenditures	\$ 945,175	\$ 379,844	\$ 565,331	40%
	Operations				
	Police Department Expenditures				
	<u>Salaries and Benefits- Police Department</u>				
10-31-3111-000	Salaries / Wages Regular	\$ 157,564	\$ 104,135	\$ 53,429	66%
10-31-3112-000	Salaries / Wages Temp/Part-time	261,375	172,204	89,171	66%
10-31-3115-000	Overtime	1,000	2,241	(1,241)	224%
10-31-3119-000	Employer Taxes	22,167	16,303	5,864	74%
10-31-3123-000	FPPA	10,335	7,968	2,367	77%
10-31-3124-000	Sick Leave	7,650	190	7,460	2%
10-31-3125-000	Employee Benefits	9,450	4,608	4,842	49%
10-31-3127-000	Insurance Premiums	20	183	(163)	914%
10-31-3131-000	Workers Compensation	18,000	20,169	(2,169)	112%
10-31-3133-000	FPPA Death + Disability	3,620	2,417	1,203	67%
	Total Salaries and Benefits- Police Department	\$ 491,181	\$ 330,418	\$ 160,763	67%
	<u>Professional Services- Police Department</u>				
10-31-3161-000	Professional Services- Legal	\$ 1,000	\$ -	\$ 1,000	0%
10-31-3162-000	Professional Services- Acctg/Audit	8,200	6,387	1,813	78%
10-31-3164-000	Professional Services- IT	8,000	6,173	1,827	77%
	Total Professional Services- Police Department	\$ 17,200	\$ 12,560	\$ 4,640	73%
	<u>General Administration- Police Department</u>				
10-31-3141-000	Employee Clothing / Uniform	\$ 7,000	\$ 3,269	\$ 3,731	47%
10-31-3145-000	Employee Training	2,000	1,426	574	71%
10-31-3149-000	Employee Travel	750	251	499	33%
10-31-3151-000	Employee Per Diem	200	-	200	0%
10-31-3153-000	Memberships / Registrations	500	180	320	36%
10-31-3211-000	General (Contract) Services	1,500	7,724	(6,224)	515%
10-31-3223-000	Operating Supplies	4,000	2,147	1,853	54%
10-31-3225-000	Building Maintenance	5,000	4,565	435	91%
10-31-3226-000	Repair / Maintenance Supplies	1,000	-	1,000	0%
10-31-3245-000	Utilities	5,500	3,908	1,592	71%
10-31-3253-000	Postage	120	-	120	0%
10-31-3276-000	Vehicle Loan- Principal	16,418	6,216	10,202	38%
10-31-3277-000	Vehicle Loan- Interest	2,598	1,821	777	70%

TOWN OF PALMER LAKE

GENERAL FUND

Budget Status Report - GAAP Basis For the Eight Months Ending August 31, 2021

Item 4.

Unaudited

		2021	YTD	Variance	Percent
		Budget	Actual	Favorable (Unfavorable)	of Budget (YTD 67%)
10-31-3271-000	Vehicle Repair / Maint	11,000	5,243	5,757	48%
10-31-3275-000	Fuel	11,000	8,592	2,408	78%
10-31-3281-000	Insurance	14,000	11,884	2,116	85%
10-31-3293-000	Capital Equipment	5,000	542	4,458	11%
10-31-3313-000	Equipment Maintenance	500	-	500	0%
10-31-3338-000	Communication	7,600	4,362	3,238	57%
10-31-3393-000	Subject Testing	500	-	500	0%
10-31-3523-000	Grants Expense	-	6,501	(6,501)	0%
	Total General Administration- Police Department	\$ 96,186	\$ 68,632	\$ 27,554	71%
	Total Police Department Expenditures	\$ 604,567	\$ 411,611	\$ 192,956	68%
	Fire Department Expenditures				
	Salaries and Benefits- Fire Department				
10-41-3111-000	Salaries / Wages Regular	\$ 278,600	\$ 178,816	\$ 99,784	64%
10-41-3112-000	Salaries / Wages Temp/Part-time	61,000	48,229	12,771	79%
10-41-3115-000	Overtime	18,000	14,566	3,434	81%
10-41-3119-000	Employer Taxes	6,840	8,468	(1,628)	124%
10-41-3123-000	FPPA	40,000	15,756	24,244	39%
10-41-3124-000	Sick Leave	3,700	-	3,700	0%
10-41-3125-000	Employee Benefits	16,000	14,198	1,802	89%
10-41-3127-000	Insurance Premiums	734	557	177	76%
10-41-3131-000	Workers Compensation	15,000	16,807	(1,807)	112%
10-41-3133-000	FPPA Death + Disability	6,500	4,885	1,615	75%
	Total Salaries and Benefits- Fire Department	\$ 446,374	\$ 302,282	\$ 144,092	68%
	Professional Services- Fire Department				
10-41-3161-000	Professional Services- Legal	\$ 1,000	\$ -	\$ 1,000	0%
10-41-3162-000	Professional Services- Acctg/Audit	8,200	120	8,080	1%
10-41-3164-000	Professional Services- IT	8,000	9,551	(1,551)	119%
	Total Professional Services- Fire Department	\$ 17,200	\$ 9,671	\$ 7,529	56%
	General Administration- Fire Department				
10-41-3141-000	Employee Clothing / Uniform	\$ 6,000	\$ 4,516	\$ 1,484	75%
10-41-3145-000	Employee Training	3,500	676	2,824	19%
10-41-3151-000	Employee Per Diem	-	1,278	(1,278)	0%
10-41-3153-000	Memberships / Registrations	1,000	769	231	77%
10-41-3211-000	General (Contract) Services	15,000	6,216	8,784	41%
10-41-3223-000	Operating Supplies	8,000	2,385	5,615	30%
10-41-3225-000	Building Maintenance	5,000	3,313	1,687	66%
10-41-3226-000	Repair / Maintenance Supplies	1,000	1,614	(614)	161%
10-41-3245-000	Utilities	6,800	2,348	4,452	35%
10-41-3253-000	Postage	250	-	250	0%
10-41-3271-000	Vehicle Repair / Maint	15,000	7,970	7,030	53%
10-41-3275-000	Fuel	5,000	3,728	1,272	75%
10-41-3281-000	Insurance	16,500	18,132	(1,632)	110%
10-41-3293-000	Capital Equipment	-	43,220	(43,220)	0%
10-41-3313-000	Equipment Maintenance	1,000	-	1,000	0%
10-41-3338-000	Communication	6,100	2,668	3,432	44%
10-41-3351-000	Medical Equip / Supplies	3,000	2,672	328	89%
10-41-3391-000	Misc. Expenses	-	1	(1)	0%
	Total General Administration- Fire Department	\$ 93,150	\$ 101,505	\$ (8,355)	109%
	Total Fire Department Expenditures	\$ 556,724	\$ 413,458	\$ 143,266	74%
	Roads Department Expenditures				
	Salaries and Benefits- Roads Department				
10-51-3111-000	Salaries / Wages Regular	\$ 142,000	\$ 93,109	\$ 48,891	66%
10-51-3115-000	Overtime	1,000	1,241	(241)	124%
10-51-3119-000	Employer Taxes	10,864	7,212	3,652	66%
10-51-3125-000	Employee Benefits	9,100	9,134	(34)	100%
10-51-3127-000	Insurance Premiums	880	223	657	25%
10-51-3131-000	Workers Compensation	13,000	14,566	(1,566)	112%
	Total Salaries and Benefits- Roads Department	\$ 176,844	\$ 125,486	\$ 51,358	71%

TOWN OF PALMER LAKE

GENERAL FUND

Budget Status Report - GAAP Basis For the Eight Months Ending August 31, 2021

Item 4.

Unaudited

		2021	YTD	Variance	Percent
		Budget	Actual	Favorable (Unfavorable)	of Budget (YTD 67%)
	<u>Professional Services- Roads Department</u>				
10-51-3162-000	Professional Services- Acctg/Audit	\$ 8,200	\$ -	\$ 8,200	0%
10-51-3163-000	Professional Services- Other	8,000	13,475	(5,475)	168%
10-51-3163-001	Professional Services- MS4	10,000	17,516	(7,516)	175%
10-51-3163-002	Professional Services- Engineering	20,000	-	20,000	0%
10-51-3164-000	Professional Services- IT	4,000	4,884	(884)	122%
	Total Professional Services- Roads Department	\$ 50,200	\$ 35,875	\$ 14,325	71%
	<u>General Administration- Roads Department</u>				
10-51-3141-000	Employee Clothing / Uniform	\$ 500	\$ -	\$ 500	0%
10-51-3145-000	Employee Training	250	-	250	0%
10-51-3149-000	Employee Travel	250	-	250	0%
10-51-3153-000	Memberships / Registrations	1,066	779	287	73%
10-51-3211-000	General (Contract) Services	20,000	4,980	15,020	25%
10-51-3223-000	Operating Supplies	4,000	3,940	60	98%
10-51-3225-000	Building Maintenance	2,000	815	1,185	41%
10-51-3227-000	Road / Street Material	25,000	16,811	8,189	67%
10-51-3229-000	Sign Parts / Supplies	1,000	492	509	49%
10-51-3243-000	Street Lights	16,000	7,196	8,804	45%
10-51-3245-000	Utilities	8,000	2,328	5,672	29%
10-51-3276-000	Vehicle Loan- Principal	4,360	5,763	(1,403)	132%
10-51-3277-000	Vehicle Loan- Interest	2,174	1,686	488	78%
10-51-3271-000	Vehicle Repair / Maint	6,000	447	5,553	7%
10-51-3273-000	Heavy Equipment Repair	10,000	1,723	8,278	17%
10-51-3275-000	Fuel	15,000	4,877	10,123	33%
10-51-3281-000	Insurance	9,800	8,896	904	91%
10-51-3293-000	Capital Equipment	31,700	31,529	171	99%
10-51-3338-000	Communication	5,379	728	4,651	14%
10-51-3230-000	Dust Control	15,000	10,963	4,037	73%
10-51-3231-000	Culverts	3,500	-	3,500	0%
10-51-3295-000	Capital Improvement Roads	175,000	224,038	(49,038)	128%
10-51-3296-000	Capital Improvement- Drainage	3,000	-	3,000	0%
10-51-3296-003	Capital Improvement- MS4	2,000	-	2,000	0%
	Total General Administration- Roads Department	\$ 360,979	\$ 327,991	\$ 32,988	91%
	Total Roads Department Expenditures	\$ 588,023	\$ 489,352	\$ 98,671	83%
	<u>Parks Department Expenditures</u>				
	<u>Salaries and Benefits- Parks Department</u>				
10-80-3111-000	Salaries / Wages Regular	\$ -	\$ -	\$ -	0%
10-80-3112-000	Salaries / Wages Temp/Part-time	24,000	6,387	17,613	27%
10-80-3119-000	Employer Taxes	1,836	579	1,257	32%
10-80-3124-000	Sick Leave	900	-	900	0%
10-80-3125-000	Employee Benefits	900	-	900	0%
10-80-3131-000	Workers Compensation	900	991	(91)	110%
	Total Salaries and Benefits- Parks Department	\$ 28,536	\$ 7,957	\$ 20,579	28%
	<u>General Administration- Parks Department</u>				
10-80-3141-000	Employee Clothing / Uniform	\$ 200	\$ -	\$ 200	0%
10-80-3145-000	Employee Training	250	-	250	0%
10-80-3153-000	Memberships / Registrations	100	-	100	0%
10-80-3211-000	General (Contract) Services	3,000	10,645	(7,645)	355%
10-80-3223-000	Operating Supplies	3,500	1,726	1,774	49%
10-80-3226-000	Repair / Maint Supplies	250	-	250	0%
10-80-3245-000	Utilities	1,200	-	1,200	0%
10-80-3271-000	Vehicle Repair / Maint	300	-	300	0%
10-80-3275-000	Fuel	800	-	800	0%
10-80-3313-000	Equipment Maintenance	1,000	381	619	38%
10-80-3338-000	Communication	150	-	150	0%
10-80-3391-000	Misc. Expenses- Volunteers	200	341	(141)	171%
	Total General Administration- Parks Department	\$ 10,950	\$ 13,094	\$ (2,144)	120%
	Total Parks Department Expenditures	\$ 39,486	\$ 21,050	\$ 18,436	53%

TOWN OF PALMER LAKE

GENERAL FUND

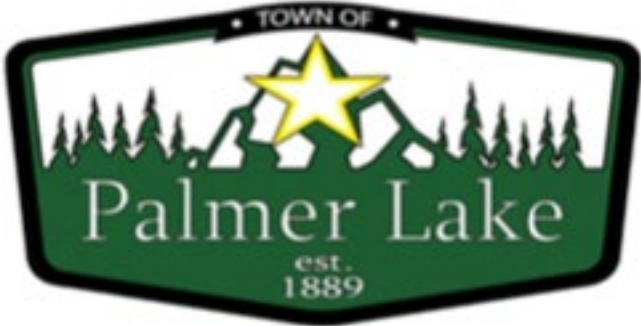
Budget Status Report - GAAP Basis
For the Eight Months Ending August 31, 2021

Item 4.

Unaudited

	2021	YTD	Variance	Percent
	Budget	Actual	Favorable (Unfavorable)	of Budget (YTD 67%)
Total Operations	\$ 1,788,800	\$ 1,335,471	\$ 453,329	75%
Total General Administrative and Operations	\$ 2,733,975	\$ 1,715,315	\$ 1,018,660	63%
EXCESS OF REVENUE OVER (UNDER)				
EXPENDITURES AND OTHER FINANCING USES	\$ -	\$ 214,372	\$ 214,372	

WATER ENTERPRISE FUND
August 2021



TOWN OF PALMER LAKE

WATER FUND

Budget Status Report - GAAP Basis For the Eight Months Ending August 31, 2021

Unaudited

		2021	YTD	Variance	Percent
		Budget	Actual	Favorable (Unfavorable)	of Budget (YTD 67%)
Account Number	REVENUE				
20-19-2314-000	Water Tap Fees	\$ 200,000	\$ 115,750	\$ (84,250)	58%
20-19-2320-000	Water Revenue	990,000	639,103	(350,897)	65%
20-19-2322-000	Water Revenue Interest	4,600	77	(4,523)	2%
20-19-2324-000	Water Reserve Interest	4,200	69	(4,131)	2%
20-19-2325-000	Water Reserve Colo Trust	345,147	-	(345,147)	0%
20-19-2326-000	Water Meter Sales / Parts	6,500	763	(5,737)	12%
20-19-2330-000	Late Fees	18,500	4,920	(13,580)	27%
20-19-2335-000	Water Improvement Fee	42,250	34,494	(7,756)	82%
20-19-2340-000	Water Loan Revenue	190,200	124,497	(65,703)	65%
20-19-2360-000	Water Dept. Misc. Revenue / TANK	-	7,372	7,372	0%
	Total Revenue	\$ 1,801,397	\$ 927,046	\$ (874,351)	51%
	EXPENDITURES				
	General Administrative				
	<u>Salaries and Benefits</u>				
20-81-3111-000	Salaries / Wages Regular	\$ 328,500	\$ 143,518	\$ 184,982	44%
20-81-3115-000	Overtime	-	170	(170)	0%
20-81-3119-000	Employer Taxes	25,135	11,006	14,129	44%
20-81-3124-000	Sick Leave	-	430	(430)	0%
20-81-3125-000	Employee Benefits	18,430	1,437	16,993	8%
20-81-3127-000	Insurance Premiums	100	170	(70)	170%
20-81-3131-000	Workers Compensation	15,000	16,807	(1,807)	112%
	Total Salaries and Benefits	\$ 387,165	\$ 173,538	\$ 213,627	45%
	<u>Professional Services</u>				
20-81-3161-000	Professional Services- Legal	\$ 20,000	\$ 13,244	\$ 6,756	66%
20-81-3162-000	Professional Services- Acctg	9,500	100	9,400	1%
20-81-3163-000	Professional Services- Other/ Engineering, etc.	40,000	20,126	19,874	50%
20-81-3164-000	Professional Services- IT/ Water Billing	30,000	53,979	(23,979)	180%
	Total Professional Services	\$ 99,500	\$ 87,449	\$ 12,051	88%
	<u>Administrative</u>				
20-81-3141-000	Employee Clothing	\$ 500	\$ 90	\$ 410	18%
20-81-3145-000	Employee Training	3,000	386	2,614	13%
20-81-3149-000	Employee Travel	200	-	200	0%
20-81-3153-000	Memberships / Registrations	8,300	9,156	(856)	110%
20-81-3167-000	Payment Processing	10,037	370	9,667	4%
20-81-3169-000	Bank Fees and Services	460	18	442	4%
20-81-3211-000	General (Contract) Services	11,000	12,846	(1,846)	117%
20-81-3245-000	Utilities	115,000	77,793	37,207	68%
20-81-3253-000	Postage	7,000	606	6,394	9%
20-81-3281-000	Insurance	10,000	8,738	1,262	87%
20-81-3333-000	Publication / Legal Notices	500	-	500	0%
20-81-3338-000	Communication	5,500	1,125	4,375	20%
20-81-3391-000	Misc. Expenses	800	7,888	(7,088)	986%
	Total Administration	\$ 172,297	\$ 119,017	\$ 53,280	69%
	Total General Administrative	\$ 658,962	\$ 380,004	\$ 278,958	58%
	Operations				
20-81-3276-000	Vehicle Loan- Principal	\$ 7,820	\$ 3,186	\$ 4,634	41%
20-81-3277-000	Vehicle Loan- Interest	1,240	930	310	75%
20-82-3223-000	Operating Supplies- Treatment	25,000	32,615	(7,615)	130%
20-82-3224-000	Operating Supplies- Distribution	15,000	16,567	(1,567)	110%
20-82-3225-000	Building Maintenance	1,000	1,114	(114)	111%
20-82-3226-000	Repairs / Maintenance Supplies- Treatment	40,000	-	40,000	0%

TOWN OF PALMER LAKE

WATER FUND

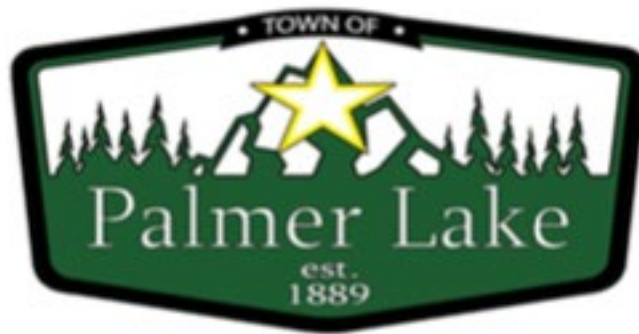
**Budget Status Report - GAAP Basis
For the Eight Months Ending August 31, 2021**

Unaudited

		2021	YTD	Variance	Percent
		Budget	Actual	Favorable	of Budget
				(Unfavorable)	(YTD 67%)
20-82-3227-000	Repairs / Maintenance Supplies- Distribution	12,500	1,149	11,351	9%
20-82-3233-000	Water Meters / Replacements	5,000	3,919	1,081	78%
20-82-3234-000	Water Meters / Supplies & Repairs	5,000	2,708	2,292	54%
20-82-3271-000	Vehicle Repair / Maint	6,000	302	5,698	5%
20-82-3275-000	Fuel	6,000	3,398	2,602	57%
20-82-3292-000	Capital Improvement- Water	700,000	247,563	452,437	35%
20-82-3293-000	Capital Equipment / TANK	-	-	-	0%
20-82-3294-000	Water Line Repair	100,000	44,852	55,148	45%
20-82-3313-000	Equipment Maintenance	23,000	10,269	12,731	45%
20-82-3338-000	Communications	1,550	2,570	(1,020)	166%
20-82-3411-000	Reservoirs / Dam Maintenance	10,000	-	10,000	0%
20-82-3431-000	Water Quality Tests	26,000	11,785	14,215	45%
	Total Operations	\$ 985,110	\$ 382,926	\$ 602,184	39%
	Total Administrative and Operations	\$ 1,644,072	\$ 762,930	\$ 881,142	46%
	Debt Service				
20-81-3400-000	CWRPDA 2009 Principal	\$ 83,916	\$ 43,444	\$ 40,472	52%
20-81-3401-000	CWRPDA 2009 Interest	20,775	9,041	11,734	44%
20-81-3405-000	CWRPDA 2018 Principal	26,872	23,822	3,050	89%
20-81-3406-000	CWRPDA 2018 Interest	15,762	10,262	5,500	65%
20-81-3426-0000	General Fund Loan- Interest	10,000	5,000	5,000	50%
	Total Debt Service	\$ 157,325	\$ 91,570	\$ 65,755	58%
	Total Expenditures	\$ 1,801,397	\$ 854,500	\$ 946,897	47%
	EXCESS OF REVENUE OVER (UNDER)				
	EXPENSES	\$ -	\$ 72,547	\$ 72,547	

CONSERVATION TRUST FUND

August 2021



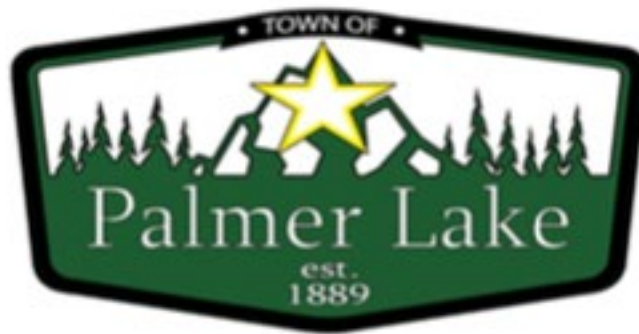
TOWN OF PALMER LAKE
Conservation Trust Fund
Budget Status Report - GAAP Basis
For the Eight Months Ending August 31, 2021

Unaudited

		2021	YTD	Variance	Percent
		Budget	Actual	Favorable	of Budget
				(Unfavorable)	(YTD 67%)
Account Number	REVENUE				
50-10-2160-000	Carry Over	\$ 30,000	\$ -	\$ (30,000)	0%
50-10-2170-000	Miscellaneous Income - CTF	-	13	13	0%
50-10-2210-000	Conservation Trust Interest	-	11	11	0%
50-10-2410-000	State Shared Revenue	19,507	18,360	(1,147)	94%
	Total Revenue Conservation Trust	\$ 49,507	\$ 18,384	\$ (31,123)	37%
	EXPENDITURES				
	<u>Administrative</u>				
	<u>Salaries and Benefits</u>				
50-30-3112-000	Salaries / Wages Temp/Part-time	\$ 24,000	\$ 12,544	\$ 11,456	52%
50-30-3119-000	Employer Taxes	1,836	1,013	823	55%
	Total Salaries and Benefits	\$ 25,836	\$ 13,557	\$ 12,279	52%
	<u>Administrative</u>				
50-30-3211-000	Contract Services	\$ -	\$ 2,498	\$ (2,498)	0%
50-30-3223-000	Operating Supplies / Materials	4,000	7,306	(3,306)	183%
50-30-3226-000	Repair / Maintenance Supplies	2,500	-	2,500	0%
50-30-3245-000	Utilities	1,000	893	107	89%
50-30-3275-000	Fuels / Lubricants	234	1,832	(1,598)	783%
50-30-3293-000	Capital Improvements	15,937	7,986	7,952	50%
	Total General Administration	\$ 23,671	\$ 20,514	\$ 3,157	87%
	Total General Administrative	\$ 49,507	\$ 34,071	\$ 15,436	69%
	Total Expenditures	\$ 49,507	\$ 34,071	\$ 15,436	69%
	EXCESS OF REVENUE OVER (UNDER)				
	EXPENDITURES	\$ -	\$ (15,687)	\$ (15,687)	

GRANTS & DONATIONS FUND

August 2021



TOWN OF PALMER LAKE

GRANT & DONATION FUND

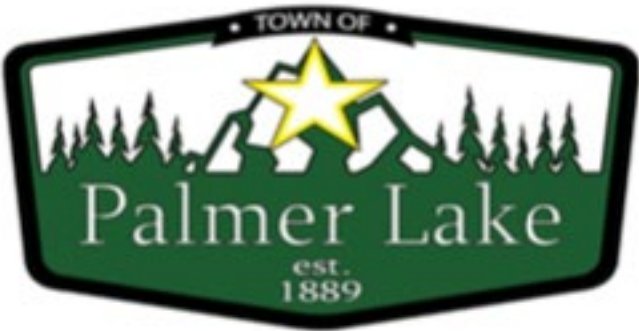
Budget Status Report - GAAP Basis
For the Eight Months Ending August 31, 2021

Unaudited

		2021	YTD	Variance	Percent
		Budget	Actual	Favorable (Unfavorable)	of Budget (YTD 67%)
Account Number	REVENUE				
10-10-2186-000	FPPA Matching Funds	\$ 14,000	\$ -	\$ (14,000)	0%
10-10-2191-000	Fire Mitigation Grant	50,000	10,000	(40,000)	20%
10-10-2192-000	DOLA Grant	360,000	376,145	16,145	104%
10-10-2193-000	CESF Grant	-	44,287	44,287	0%
10-10-3631-000	Police Donations/ Grants	15,000	7,992	(7,008)	53%
10-10-3680-000	Parks Donations/ Grants	1,000	1,870	870	187%
	Total Revenue	\$ 440,000	\$ 440,293	\$ 293	100%
	EXPENDITURES				
	General Administrative				
10-21-3523-000	Grants Expense- DOLA / GOCO	\$ 360,000	\$ -	\$ 360,000	0%
	Total General Administrative Expenditures	\$ 360,000	\$ -	\$ 360,000	0%
	Police Department Expenditures				
10-31-3523-000	Grant Expense	\$ 15,100	\$ 6,501	\$ 8,599	43%
	Total Police Department Expenditures	\$ 15,100	\$ 6,501	\$ 8,599	43%
	Fire Department Expenditures				
10-41-3523-000	Grants Expense	\$ -	\$ -	\$ -	0%
	Total Fire Department Expenditures	\$ -	\$ -	\$ -	0%
	Roads Department Expenditures				
10-51-3519-000	RMB SRTS Grant	\$ -	\$ -	\$ -	0%
10-51-3523-000	Grants Expense- Douglas	13,900	-	13,900	0%
	Total Roads Department Expenditures	\$ 13,900	\$ -	\$ 13,900	0%
	Parks Department Expenditures				
10-80-3215-000	Parks Committee (donations)	\$ 1,000	\$ 2,500	\$ (1,500)	250%
10-80-3314-000	Fire Mitigation CUSP	50,000	-	50,000	0%
10-80-3523-000	Grants Expense	-	750	(750)	0%
	Total Parks Department Expenditures	\$ 51,000	\$ 3,250	\$ 47,750	6%
	Water Department Expenditures				
20-81-3523-000	Grant Expense- DOUG	\$ -	\$ -	\$ -	0%
	Total Water Department Expenditures	\$ -	\$ -	\$ -	0%
	Total Expenditures	\$ 440,000	\$ 9,751	\$ 430,249	
	EXCESS OF REVENUE OVER (UNDER)				
	EXPENDITURES	\$ -	\$ 430,542	\$ 430,542	

Check Register

August 2021



Ranges:	From:	To:	From:	To:
Check Number	First	Last	8/1/2021	8/31/2021
Vendor ID	First	Last	Checkbook ID	First
Vendor Name	First	Last		Last

Sorted By: Check Number

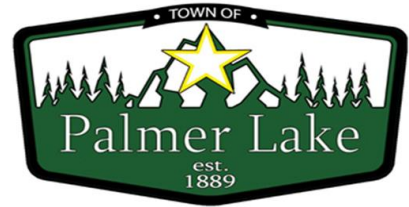
* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
46744	ONEMANLITTLELAD	One Man & Little Lady Cleaning	8/16/2021	GENERAL CHECKIN	PMCHK00000241	\$750.00
47337	5STARLIFEINSURA	5Star Life Insurance Company	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$116.25
47338	AMCOBI	American Conservation & Billin	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$3,707.00
47339	BLACKHILLSENERG	Black Hills Energy	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$176.94
47340	BRADLEYEXCAVATI	Bradley Excavating	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$12,580.00
47341	MCCARTHYCHRIS	Christopher McCarthy	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$313.49
47342	CITYOFFORTCOLLI	City of Fort Collins	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$68.00
47343	COLORADODEPOFRE	Colorado Department of Revenue	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$1,076.00
47344	COMPANIONLIFE	Companion Life Insurance	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$44.44
47345	COREANDMAIN	Core & Main	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$16,680.13
47346	CRAIGSPOWEREQUI	Craig's Power Equipment LLC	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$118.68
47347	ELLISONTRUCKING	Ellison Trucking, Inc.	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$1,120.00
47348	ENVIROTECHSERVI	Envirotech Services, Inc.	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$3,654.49
47349	GFLENVIRONMENTA	GFL Environmental	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$305.00
47350	COLLINSGREG	Greg Collins	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$648.75
47351	HACHCOMPANY	Hach Company	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$10,269.00
47352	INTERSTATECHEMI	Interstate Chemical Co, Inc.	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$1,199.60
47353	IREA	IREA	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$7,350.14
47354	CICCOLELLAJOH	John Ciccolella	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$320.00
47355	LEWANTECHNOLOGY	Lewan & Associates, Inc.	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$55.29
47356	MARTINMARIETTA	Martin Marietta Materials	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$124,396.20
47357	MCKINEYDOOR&HAR	McKinney Door & Hardware, Inc.	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$453.00
47358	MIDWEST	Midwest Barricade CO., Inc.	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$562.50
47359	PINNACOLASSURAN	Pinnacol Assurance	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$8,739.00
47360	PIONEER	Pioneer	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$1,598.45
47361	PITNEYBOWES	Pitney Bowes Global Financial	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$440.94
47362	SGS	SGS North America, Inc.	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$313.49
47363	TLECC	Timber Line Electric & Control	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$1,269.16
47364	TNPARKERCONSTRU	TN Parker Construction	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$3,934.01
47365	TRILAKESGARGAED	Tri-Lakes Garage Doors, LLC	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$196.13
47366	UNITEDSITESERVI	United Site Services	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$3,586.49
47367	XFINITY	Xfinity	8/4/2021	GENERAL CHECKIN	PMCHK00000236	\$104.85
47368	AMCOBI	American Conservation & Billin	8/4/2021	GENERAL CHECKIN	PMCHK00000235	\$1,525.75
47369	BRADLEYEXCAVATI	Bradley Excavating	8/4/2021	GENERAL CHECKIN	PMCHK00000235	\$4,072.50
47370	AIRGAS	Airgas USA, LLC	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$324.74
47371	AMERICANPORTABL	American Portable Services, In	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$791.00
47372	BBAWATERCONSULT	Bishop-Brogden Associates, Inc	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$1,300.00
47373	BISONMEDIA	Bison Media, Inc.	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$499.97
47374	BROOKSPLUMBINGA	Brooks Plumbing and Heating, I	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$31,958.40
47375	CDPHE	CDPHE	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$927.00
47376	CENTURYLINK	Century Link	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$67.01
47377	COLORADOSTATEFI	Colorado State Fire Chiefs	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$155.00
47378	COMCAST	Comcast	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$193.35
47379	CKT	Common Knowledge Technology	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$1,253.50
47380	COMMUNITYBANKSO	Community Banks of Colorado	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$2,174.57
47381	COREANDMAIN	Core & Main	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$5,919.62
47382	ELITEAUTOSERVIC	Elite Auto Service and Repair	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$545.81
47383	EMERGENCYNETWOR	Emergency Network Security Sys	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$61.00
47384	EMERGENCYREPORT	Backdraft OPCO LLC	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$208.53
47385	ENTECHENGINEERI	Etech Engineering, Inc.	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$252.50
47386	EVOQUA	Evoqua Water Technologies LLC	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$1,250.00
47387	FROMMANDCOMPANY	Fromm & Company, LLC	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$6,387.00
47388	GALLS	GALLS, LLC	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$100.08
47389	GFLENVIRONMENTA	GFL Environmental	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$167.14
47390	GREENBELTTURFFA	Green Belt Turf Farm Inc.	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$49.00
47391	HABITATMANAGEME	Habitat Management	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$2,709.21
47392	HIGHPOINTNETWOR	High Point Networks	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$420.00
47393	IREA	IREA	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$990.00
47394	CENTURYLINKLEVE	Level 3 Communications, LLC	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$496.71
47395	MEYER&SAMSINC	Meyer & Sams, Inc. dba GMS, In	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$11,279.37
47396	CARROLMICHAEL	Michael Carroll	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$247.77
47397	MONUMENTSMALLEN	Monument Small Engine	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$44.00
47398	NORTHWESTPARKWA	Northwest Parkway LLC	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$3.20
47399	OREILLY	O'Reilly	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$586.88
47400	ORKIN	Orkin	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$368.00
47401	PALMERLAKESANIT	Palmer Lake Sanitation	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$1,723.28
47402	WIECKSSREID	Reid Wiecks	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$102.00
47403	SERVICEGLASS	Service Glass	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$700.00
47404	SGS	SGS North America, Inc.	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$192.52

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
47405	SIDEBYSIDEFURY	Side by Side Fury	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$269.68
47406	T2SYSTEMS	T2 Systems Canada Inc.	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$500.00
47407	GAZETTE	The Gazette	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$158.33
47408	HOMEDEPOT	Home Depot Credit Service	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$529.73
47409	TNPARKERCONSTRU	TN Parker Construction	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$3,409.16
47410	TOWNOFMONUMENT	Town of Monument	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$57.17
47411	UNCC	Utility Notification Center of	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$81.84
47412	WATTSUPFITTING	Watts Up-Fitting	8/18/2021	GENERAL CHECKIN	PMCHK00000237	\$15,359.76

Total Checks:	77				Total Amount of Checks:	\$306,552.72
						=====



Item 8.

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

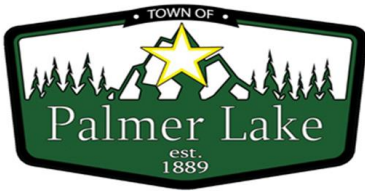
DATE: September 23, 2021	ITEM NO.	SUBJECT: PUBLIC HEARING
Presented by: Town Administrator /Clerk		& Resolution to Approve the Conditional Use for Residential Dwelling, 11 Hwy 105

Recommended Action

Consider the Conditional Use, as recommended by the Planning Commission, with the condition to consider future retail use and an exterior look that represents the current Master/Comp Plan for Hwy 105.

Background

The zoning for this property is CC. The new property owner would like to renovate the building for a residential – duplex – dwelling unit. The Planning Commission hearing was held on 9/15 and no person spoke against this request. There are upper living areas on both sides of the current structure. The Planning Commission unanimously recommended approval of the request for conditional use including a condition to consider the outside appearance noted in the current Master/Comp Plan for Hwy 105.



42 Valley Crescent
PO Box 208
Palmer Lake CO 80133
719-481-2953 – office

Office Use Only	Item 8.
Case Number: _____	
Date: _____	
Fees: <u>\$250.00</u>	
Check #: _____	
Rec'd By: _____	
Application Complete: _____	

Conditional Use Application Form

Name of Applicant/Property Owner: Craig Barragry

Address: 12656 Esperanza Place, Castle Pines, CO 80108 Phone#: 269-743-8189

Email: ctbarragry@uwalumni.com

Name of Proposal: Residential duplex conversion of former Lianro Roofing building

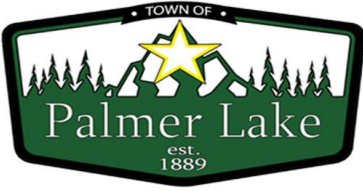
Legal Description or Address: 11 S. Hwy 105

Note: If the applicant is someone other than the property owner, the applicant must provide a notarized letter from the property owner giving permission to be represented in this action.

This is a Conditional Use – A request for a use not permitted under certain zoning categories subject to review by the Planning Commission and consideration by the Board of Trustees.

Criteria for approval of a conditional use – Include a “site plan” or building design where a structure is involved to address the following criteria in which the Planning Commission and the Board of Trustees must find evidence, both factual and supportive, provided by the applicant.

- The site for the proposed use is adequate in size and shape to accommodate said use and all yards, spaces, walls and fences, parking, loading, landscaping, and other features required by this ordinance.
- The site for the proposed use relates to streets and highways adequate in width and degree of improvement to handle the quantity and kind of vehicular traffic that would be generated by the proposed use.
- Any negative impacts of the proposed use on adjacent properties and on the public can be mitigated through application of other ordinance standards or other reasonable conditions of approval.
- If of benefit to the community, any proposed structures will be of a design complimentary to the surrounding area.



By signing this application, parties agree to the following:

- Town of Palmer Lake staff or its consultants may enter the property to inspect the property and evaluate the proposal.
- The applicant/petitioner is liable for all non-refundable fees and costs associated with the Town’s review of this application. Fees may include, but are not limited, to engineering and consultant fees, public notice costs, publication/recording fees, and any other fees paid by the Town in connection with, or related to, review of this application.
- Payment of fees as described is due within 10 days of the date of filing and, if not received within 30 days will be considered past due. Payment of the above fees shall not relieve the payment of any other fees imposed by the Town.

As owner/applicant, I affirm the information contained in this application is accurate, and I agree to the above conditions.

Applicant Signature: *Craig Barragry* **Date:** 7/27/21

If the applicant is not the owner:

As owner of the above property, I agree to the application.

Owner – Print: _____

Owner – Signature: _____ **Date:** _____

September 15th, 2021

To: Town of Palmer Lake Planning Commission

Re: Conditional Use Permit for 11 Hwy 105

Dear Planning Commissioners,

My wife and I recently purchased 11 Hwy 105 from Lianro Roofing in August. We are thrilled to become a part of the Palmer Lake community. Above and beyond our desire to invest in Palmer Lake, the main driver for us purchasing this specific property was the opportunity to convert it to a residential duplex under the commercial convenience zoning. Given the proximity to the lake, restaurants, trails, and other amenities nearby, we think this will be an appealing residential rental location. Neighboring properties on either side (3 Hwy 105 and 19 Hwy 105) have residences, so allowing us to convert this building to residential use would be consistent with this part of town.

Anna and I are proposing converting the existing structure with the following noteworthy changes (as shown on the draft design):

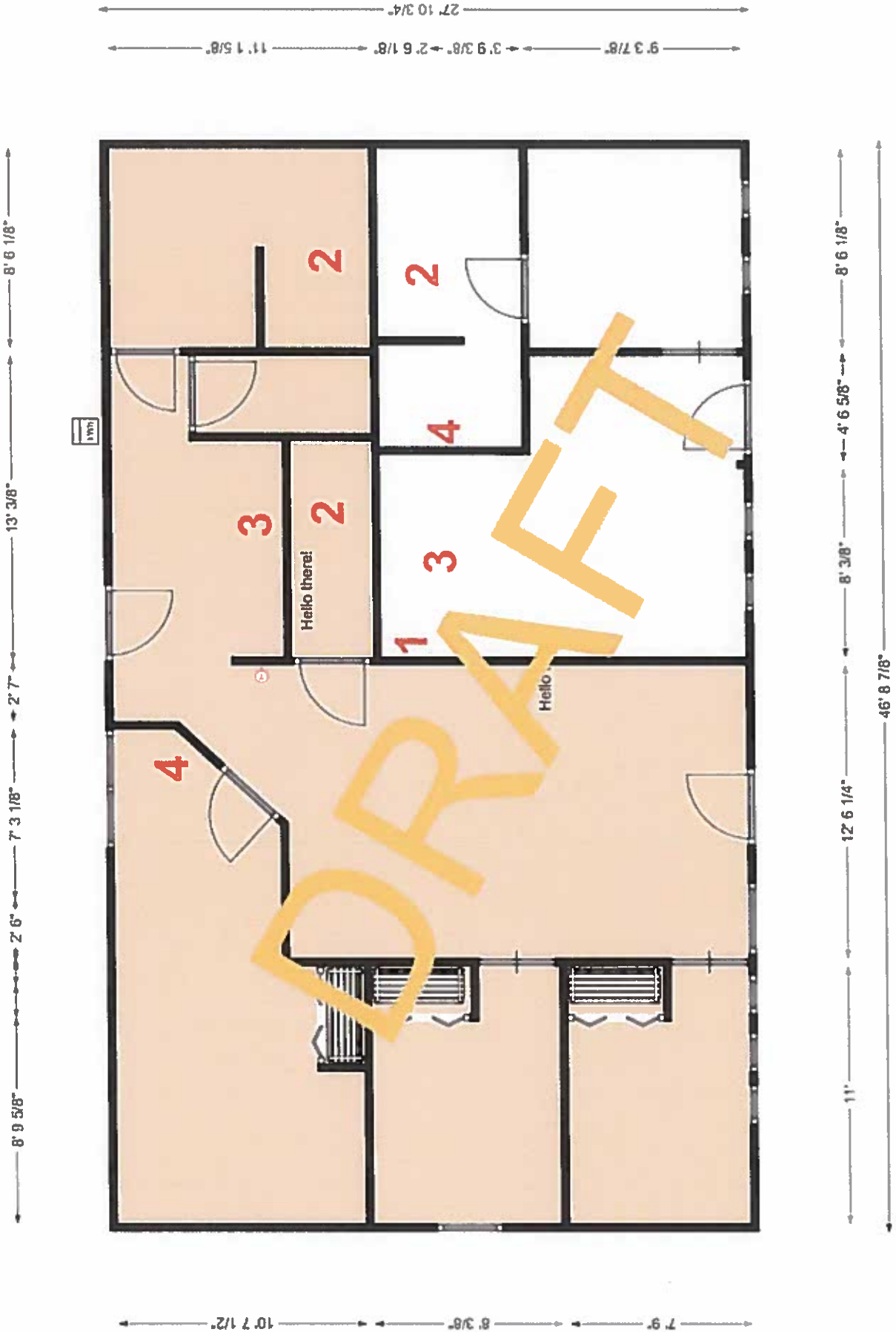
- (1) Isolate the two sides of the building by replacing existing door with frame/drywall.
- (2) Renovate existing bathrooms (and add a second bathroom on left side) to including showers.
- (3) Adding full kitchens to each side.
- (4) Relocating/replacing existing interior walls.

Additionally, there will be plumbing, HVAC and electrical work that will be performed as part of the renovations. We plan to work with local, licensed companies to complete work and will abide by Pikes Peak Regional Building Department, El Paso County, and Town of Palmer Lake regulations to ensure safe, high-quality work.

Thank you for your consideration and we look forward to investing in our community.

Sincerely,

Craig and Anna Barragry



TOWN OF PALMER LAKE, COLORADO

RESOLUTION NO. 48-2021

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO
RENOVATE A COMMERCIAL PROPERTY IN CC ZONE TO A DUPLEX
LOCATED AT 11 HIGHWAY 105 (“PROPERTY”)**

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, Section 17.38.020 of the Palmer Lake Municipal Code provides that residential living is a conditional use in the Convenience Commercial (CC) Zone District; and

WHEREAS, Section 17.08.090 of the Palmer Lake Municipal Code provides that the Planning Commission shall make recommendations of approval or denial of conditional uses to the Board of Trustees, which has the final authority to grant or deny such applications; and

WHEREAS, a hearing was held on September 15, 2021, and the Palmer Lake Planning Commission recommended approval of the conditional use with conditions to consider the Town Master/Comp Plan for exterior appearance and future retail use.

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

1. The application for a conditional use permit to establish a duplex – residential dwelling – on the Property currently zoned CC and located at 11 Highway 105 is hereby approved including an aesthetic appearance as described in the current Master/Comp Plan.
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.

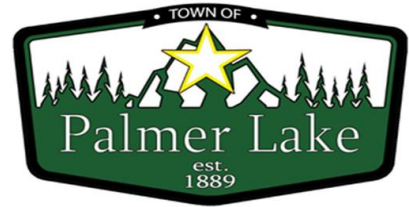
INTRODUCED, RESOLVED, AND PASSED AT A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE ON THIS 23rd DAY OF SEPTEMBER, 2021.

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: September 23, 2021	ITEM NO.	SUBJECT: PUBLIC HEARING
Presented by: Town Administrator /Clerk		& Resolution to Approve the Minor Subdivision at 32 Pineview

Recommended Action

Consider the Minor Subdivision, as recommended by the Planning Commission, for a minor subdivision at 32 Pineview.

Background

Mr. Greg Trowbridge has consulted staff for various options he may complete an accessory building to accommodate the care of parents. After various discussions, it was determined the best solution is to subdivide the property to build a small home. Mr. Trowbridge has addressed all items necessary for this task. There is no garage planned and drive up access will be a pad with Pineview access. A completed land use application is filed to get the build started. No person spoke against this request at the 9/15 Planning Commission hearing. The Planning Commission unanimously recommended approval of the minor subdivision at 32 Pineview.



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

Office Use Only

Item 9.

Date: _____

Fee: \$ 750.00 _____

Check #: _____

Rec'd By: _____

Note: A minimum of 10 days are required to process this application.

Minor Subdivision/Replat Application Form

Name of Applicant/Property Owner: Gregory and Abby Trowbridge

Address: 32 Pineview St. Phone#: 719-481-5867

Email: greg@dadsforhirellc.com

Name of Proposal: Sub divide lot at 32 Pineview St.

Legal Description or Address: 32 Pineview St.

Minor Subdivision – A Minor Subdivision is a subdivision, in which all the following occurs:

- A. The proposed plat or subdivision contains less than five lots.
- B. All lots within the proposed plat abut a dedicated and accepted town thoroughfare or street.
- C. The proposed plat meets all the minimum requirements of Chapter 16.36.010, the zoning ordinance, and other applicable Town ordinances and resolutions.
- D. There are no requests for waivers of any of the requirements of the various Town Regulations and resolutions.

Criteria for approval of a Minor Subdivision - For approval of a Minor Subdivision, the Planning Commission must find, based upon evidence provided by the application, both factual and supportive, that:

- A. The proposed lots are not part of any other subdivision approved within one year;
- B. The proposed division would not constitute a subdivision of a large tract or parcel of land into five or more building sites, tracts, or lots within five years;
- C. The lots from the proposed subdivision will each be accessible from an existing public road.

Current Zoning and Uses of Surrounding Property: N: R-3 Single Family

E: R-3 Single Family

S: R-3 Single Family

W: R-3 Single Family

Minor Subdivision/Replat
 Rev.07/2021

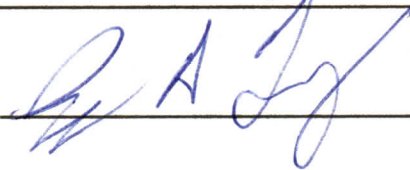
By signing this application, all parties agree to the following:

- Town of Palmer Lake staff or its consultants may enter the property to inspect the property and evaluate the proposal.
- The applicant/petitioner is liable for all fees and costs associated with the Town’s review of this application. These may include, but are not limited, to engineering and consultant fees, public notice costs, recordation fees, and any other fees paid by the Town in connection with or related to review of this application.
- Payment of fees as described above will be due within 10 days of the date of invoice, and if not received within 30 days will be considered past due. Payment of the above fees shall not relieve the payment of any other fees imposed by the Town.

If the applicant is someone other than the property owner, the applicant must provide a notarized letter from the property owner giving permission to be represented in this action).

As owner/applicant, I affirm the information contained in this application is accurate, and I agree to the above conditions.

Applicant – Print: Gregory A. Trowbridge

Applicant Signature:  **Date:** Aug. 13. 2021

If the applicant is not the owner:
As owner of the above property, I agree to the application.

Owner – Print: _____

Owner – Signature: _____ **Date:** _____

Applicants Name: _____ Address/Location: _____

PROCEDURAL CHECKLIST FOR MINOR SUBDIVISION

*Public Hearing and Recommendation by the Planning Commission on: _____

*Public Hearing and vote by Board of Trustees on: _____

The property posted on: _____

The Hearings published on: _____

**Dates are dependent upon all submittals being complete. Decisions will be delayed if the Planning Commission or the Board of Trustees request that the case be tabled or continued to a different meeting date.*

Applicant is required to attend all public meetings regarding this case.

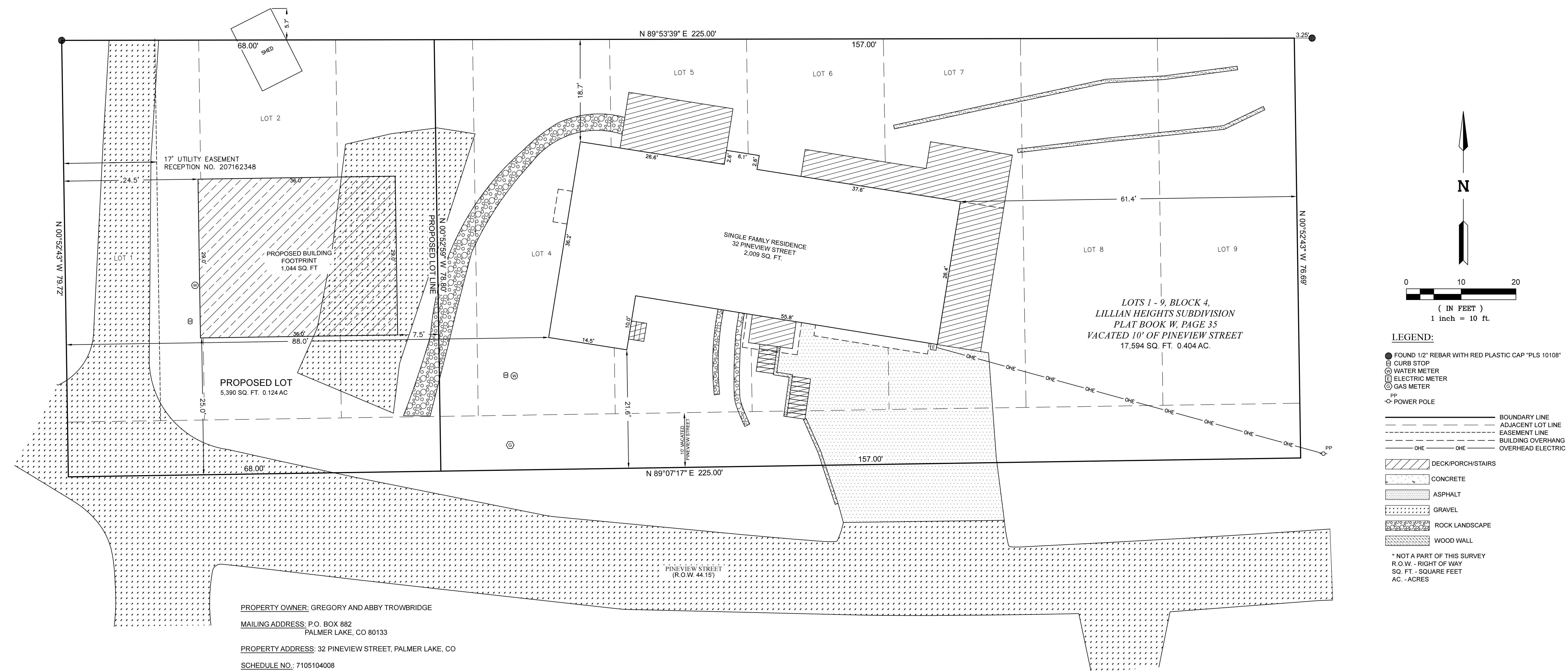
All submittals will need to be in compliance with the corresponding Palmer Lake Municipal Code.

Coordination is required with Roads Department and Water Department.

Submittal Requirements:

X	Required information
	Complete application form with fee
	Complete checklist (this form)
	Title Commitment, dated within 90 days, including any exceptions
	Certificate showing all due taxes paid in full
	Drainage Plan
	Traffic Study
	Letter of intent
	Copies of proposed restrictive covenants or deed restrictions to be recorded
	A map of the final plat prepared by a Colorado registered land surveyor. Each plan must include:
	• Name of the Subdivision
	• Legal description of the subdivision with acreage
	• Date of preparation, sale and northpoint
	• A vicinity map
	• Location of land intended to be for public use
	• All monuments
	• Certification by a registered land surveyor
	• Profiles of all roads
	• Certificates for execution by Planning Commission Chairman
	• Certificates for execution by Mayor or Mayor Pro Tem
	• Certificates for execution by County Clerk and Recorder
	• All areas which part of the subdivision are not are to be labeled "Not part of this subdivision"
	• All easements as required by public and quasi-public agencies
	• All lots shall be numbered, consecutively throughout the tract, with no omissions
	Required Copies:
	• One (1) copy of final plat on Mylar for recording
	• Three (3) paper copies (24X36) of final plat
	• One (1) Electronic copy of final plat

SITE PLAN
 LOTS 1 - 9, BLOCK 4, LILLIAN ESTATES SUBDIVISION
 AND THE VACATED 10 FEET OF PINEVIEW STREET,
 TOWN OF PALMER LAKE, COUNTY OF EL PASO, STATE OF COLORADO



PROPERTY OWNER: GREGORY AND ABBY TROWBRIDGE
 MAILING ADDRESS: P.O. BOX 882
 PALMER LAKE, CO 80133
 PROPERTY ADDRESS: 32 PINEVIEW STREET, PALMER LAKE, CO
 SCHEDULE NO.: 7105104008

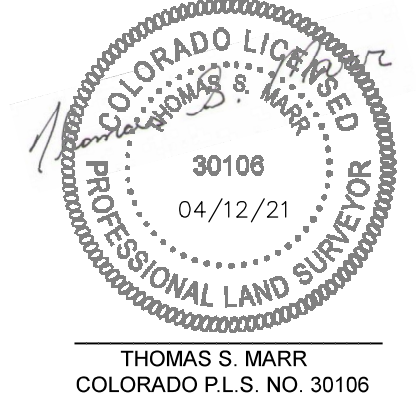
LEGAL DESCRIPTION:
 LOT 1 TO 9 INCLUSIVE, BLOCK 4, LILLIAN HEIGHTS SUBDIVISION TOGETHER WITH THE VACATED 10 FEET OF PINEVIEW STREET, PALMER LAKE, COUNTY OF EL PASO, STATE OF COLORADO

NOTES:

- BEARINGS ARE ASSUMED.
- UNITS OF MEASUREMENT ARE U.S. SURVEY FEET.
- THIS SITE PLAN DOES NOT CONSTITUTE A TITLE SEARCH BY MARR LAND SURVEYING TO DETERMINE OWNERSHIP OR EASEMENTS.
- THIS IS NOT A LAND SURVEY PLAT OR IMPROVEMENT SURVEY PLAT.
- A MONUMENTED LAND SURVEY IS RECOMMENDED AND MAY CHANGE THE PROPOSED LOT CONFIGURATION.
- DATE OF SURVEY 04/06/21.
- THE 17' UTILITY EASEMENT, RECEPTION NO. 207162248, IS FOR LOT 1, BLOCK 4 AND DOES NOT EXTEND THROUGH THE VACATED 10' OF PINEVIEW STREET.
- THE EXISTING ROAD THROUGH LOT 1, BLOCK 4 AND THE VACATED 10' OF PINEVIEW STREET IS ACCESS FOR 40 PINEVIEW STREET.

SURVEYOR'S CERTIFICATION:

I, THOMAS S. MARR, A REGISTERED LAND SURVEYOR IN THE STATE OF COLORADO, HEREBY STATE AND DECLARE THAT THE ACCOMPANYING SITE PLAN WAS SURVEYED AND DRAWN UNDER MY RESPONSIBLE CHARGE AND ACCURATELY SHOWS THE DESCRIBED TRACT OF LAND, AND PARCEL DELINEATION THEREOF, ON THE DATE OF THE SURVEY.



MARR LAND SURVEYING
 506 Bonfoy Ave B
 Colorado Springs, CO 80909
 Tel: (719)660-8263
 tmarr@marrlandsurveying.com

REVISIONS			
NO.	DESCRIPTION	BY	DATE

A PARCEL LOCATED IN SECTION 5,
 TOWNSHIP 11 SOUTH, RANGE 67 WEST OF THE 6TH P.M.,
 COUNTY OF EL PASO, STATE OF COLORADO

Notice: According to Colorado Law you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event, may any action based upon any defect in this survey be commenced more than ten years from the date of the certification shown hereon.

PROJECT NO. 21-019
 Drawn By: TSM
 Checked By: TSM
 Date: 4/8/21
 Sheet: 1 of 1



TOWN OF PALMER LAKE, COLORADO

RESOLUTION NO. 49-2021

**A RESOLUTION APPROVING A MINOR SUBDIVISION
OF LOT 1 TO 9, LOCATED AT 32 PINEVIEW STREET, 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 parcel 7105104008, located at 32 Pineview, desires a minor subdivision and filed a minor subdivision application form with the Town; and

WHEREAS, the proposed plat meets all the minimum requirements of Chapter 16.36, the zoning ordinance, 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 September 15, 2021, the Planning Commission reviewed the minor subdivision application form; discussed the project; found that it will be accessible from an existing public road; and unanimously recommended approval of the minor subdivision 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 Lot 1 to 9, parcel ID 7105104008, attached hereto as Exhibit A, and incorporated herein, evidencing the minor subdivision request by the Owners, 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.

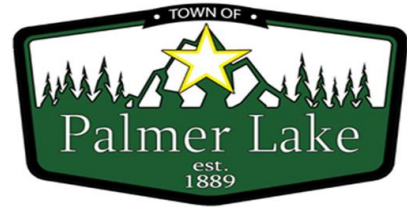
INTRODUCED, RESOLVED, AND PASSED AT A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE ON THIS 23rd DAY OF SEPTEMBER 2021.

ATTEST:

TOWN OF PALMER LAKE, COLORADO

Dawn A. Collins
Town Administrator/Clerk

BY: _____
William Bass
Mayor



Item 10.

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

DATE: September 23, 2021	ITEM NO.	SUBJECT:
Presented by: Julia Stambaugh, Deputy Town Clerk		YMCA CREEPY CRAWL 5K RUN

Recommended Action

Approve the event to take place at Palmer Lake as presented to and endorsed by staff

Background

The YMCA Creep Crawl 5K Run is seeking the Board’s approval to allow this event to take place at Palmer Lake Recreation Area. This year’s event will be held on October 30, 2021, to start at approximately 7:00am. This annual event is part of the four seasonal runs sponsored by the YMCA. There will be a 5K run for adults and a Kids Fun Run. Costumes are encouraged, be creative!

Due to the COVID-19 restrictions in 2020, which cancelled the event, the coordinators are unsure as to the number of participants and spectators this year. They are anticipating approximately 425 people. Their setup will begin at 6:30am at the Lake Pavilion, which will also be the Start/Finish line. The runs will move down the Santa Fe Trail then back to Palmer Lake, and around the lake to the finish line. The event coordinator has received a trail permit from El Paso County. There will be a PA system to announce the runs. The speakers will be pointed at the trail and the volume will be kept at a reasonable level in accordance with the Town’s noise ordinance.

There will be approximately 50 volunteers, who are BLS trained. They will be wearing orange vests and carrying YMCA provided radios. Several volunteers will be guiding vehicles to the parking spots within the new public parking area near the Pedestrian Bridge. There will be overflow parking at several of the merchants’ parking lots along Hwy 105. The volunteers will guide the public to the crosswalks and the bridge. There will also be an information/medical tent near the Pavilion, along with six porta-a-lets, additional trash containers and a water station. The event has requested Police and Fire to be on standby. The volunteers will begin clean-up soon after the runs are completed.



YMCA Annual Creepy Crawl 5k Palmer Lake 2021 Day of Timeline

5k

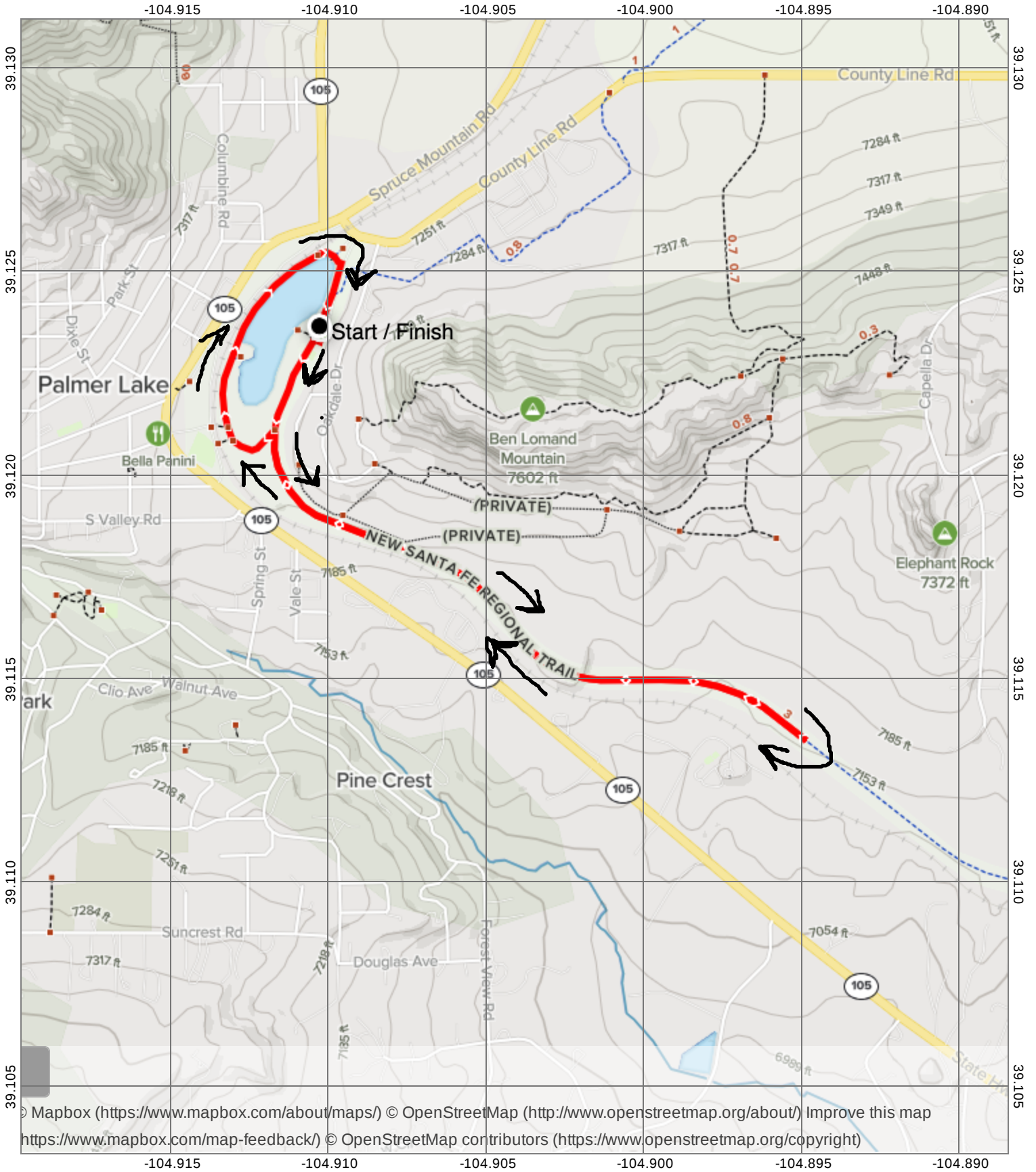
6:45 am	Pre Event Meeting w/ Staff
7:00am	Set up starts
7:30am	Registration and Packet Pickup starts
7:30am	Set up sponsor spots/chairs with names on them
7:30am	DJ arrives to setup Sound System
7:30am	Race Company starts setting up course
7:45am	Sponsors arrive and set up
8:00am	Water Stations setup at halfway point
9:00am	Race Director goes through course to ensure set up
9:10am	Meet singer of National Anthem
9:30am	Race starts
10:45am	Overall Winners Ceremony
10:55am	Division award ceremony around

Fun Run

9:30am	Kids check in
10:30am	Kids race starts

Course Clean-up

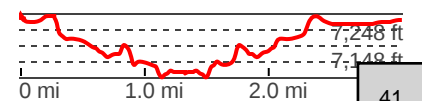
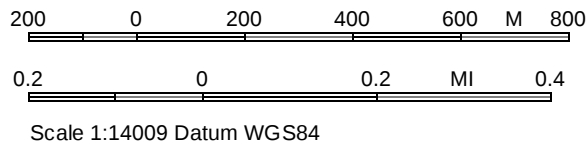
All Day	Keep Plaza Area Clean
10:00	Clean-up at Santa Fe Turn around
10:15	Clean-up at Halfway Point - Water Station
10:20	Ride Course to clean-up
11:00	Final Clean up and Tear down



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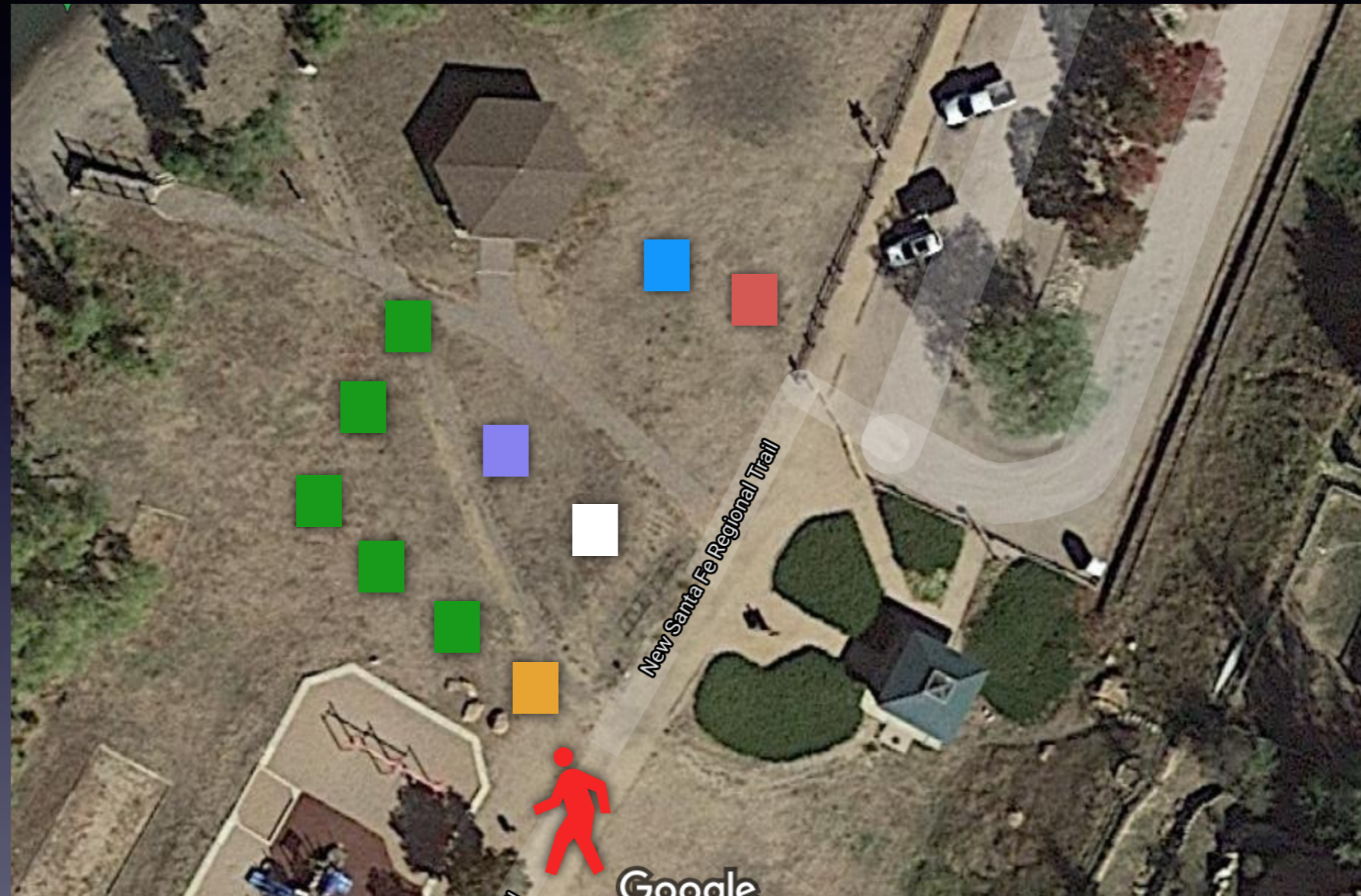


★ 7.5°E
8/22/21

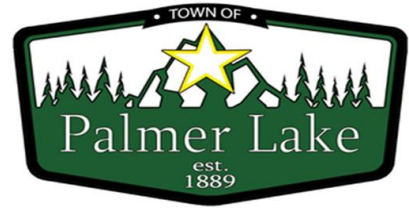


Creepy Crawl 5k

-  INFO BOOTH
-  MEDICAL
-  SPONSORS
-  PA - STAGE
-  RESULTS BOARD
-  FOOD WATER
-  START/FINISH



Plaza - Goofy Graveyard



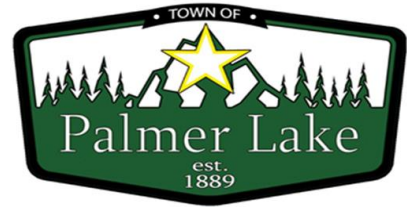
Item 11.

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

DATE: September 23, 2021	ITEM NO.	SUBJECT: Direction Relating to Elite Cranes' Move from Diacut Property
Presented by: Town Administrator /Clerk		

Recommended Action

Consider direction to staff relating to the deadline given for Elite Cranes to be moved from the Diacut property



Item 12.

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

DATE: September 23, 2021	ITEM NO.	SUBJECT: Resolution(s) to Authorize Drainage to Private Property
Presented by: Town Administrator /Clerk		

Background

Historically, the Town had verbal discussion/dealing about drainage easement from public to private owned property. The following items provide a written agreement for perpetual drainage easement onto private property.

TOWN OF PALMER LAKE, COLORADO

RESOLUTION NO. 45-2021

A RESOLUTION TO APPROVING A DRAINAGE AGREEMENT WITH LEWIS-PALMER ELEMENTARY SCHOOL LOCATED AT 115 UPPER GLENWAY, PALMER LAKE, COLORADO

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; and

WHEREAS, the Town Board of Trustees has an interest in addressing drainage on public property; and

WHEREAS, a need has been identified for a perpetual easement in order to provide for the maintenance of an identified drainage corridor.

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

1. The Town Board of Trustees hereby approves, and authorizes the Mayor to execute, the agreement for drainage easement attached as Exhibit A consisting of 3 pages and containing an Easement Sketch.
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 23rd DAY OF SEPTEMBER 2021.

ATTEST:

TOWN OF PALMER LAKE, COLORADO

Dawn A. Collins
Town Administrator/Clerk

BY: _____
William Bass
Mayor

TOWN OF PALMER LAKE, COLORADO

RESOLUTION NO. 46-2021

A RESOLUTION TO APPROVING A DRAINAGE AGREEMENT WITH NIKKI AND WILLIAM MCDONALD ON PRIVATE PROPERTY, PALMER LAKE, COLORADO

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; and

WHEREAS, the Town Board of Trustees has an interest in addressing drainage on public property and sometimes requiring the use of private property to do so; and

WHEREAS, need has been identified for a perpetual easement in order to provide for the maintenance of an identified drainage corridor.

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

1. The Town Board of Trustees hereby approves, and authorizes the Mayor to execute, the agreement for drainage easement attached as Exhibit A consisting of 3 pages and containing an Easement Sketch.
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.

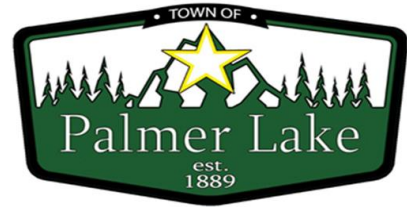
INTRODUCED, RESOLVED, AND PASSED AT A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE ON THIS 23rd DAY OF SEPTEMBER 2021.

ATTEST:

TOWN OF PALMER LAKE, COLORADO

Dawn A. Collins
Town Administrator/Clerk

BY: _____
William Bass
Mayor



Item 14.

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

DATE: September 23, 2021	ITEM NO.	SUBJECT: Resolution to Authorize Purchase of 4.5 acres
Presented by: Town Administrator /Clerk		

Recommended Action

Approve the resolution to authorize purchase of the 4.5 acres from property owner, X

Background

This particular property has very limited access as well as difficult terrain to build upon; thus, the family of the property owner requested the Town purchase the property. This location will provide possible additional water storage if expanded in the future. The purchase will not exceed \$9,500..

TOWN OF PALMER LAKE, COLORADO

RESOLUTION NO. 47-2021

**A RESOLUTION APPROVING A CONTRACT TO PURCHASE
REAL PROPERTY**

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; and

WHEREAS, the Town has been offered the opportunity to acquire property located within the Town of Palmer Lake, tax schedule ID 7105202032, vacant 4.64 acres, more fully described on Exhibit A; and

WHEREAS, the Board of Trustees believes acquisition of this real property would be in the best interest of the Town of Palmer Lake.

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

1. The Board of Trustees hereby approves the purchase of the real property described on Exhibit A, attached hereto, and hereby authorizes the Mayor to execute a contract in a form approved by the Town Attorney for the purchase of said real property with a purchase price not to exceed \$9,500.
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.

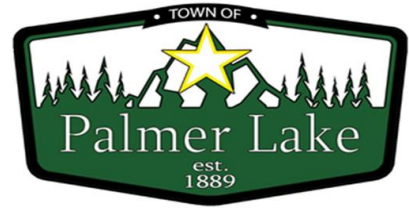
INTRODUCED, RESOLVED, AND PASSED AT A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE ON THIS 23rd DAY OF SEPTEMBER, 2021.

ATTEST:

TOWN OF PALMER LAKE, COLORADO

Dawn A. Collins
Town Administrator/Clerk

BY: _____
William Bass
Mayor



Item 15.

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

DATE: September 23, 2021	ITEM NO.	SUBJECT: Direction to Amend Ch.8.10 Relating to Outdoor Burning, Fire et al
Presented by: Town Administrator /Clerk		

Recommended Action

Consider direction to staff for any amendment to the current Code, Section 8.10 Relating to Outdoor Burning

Background

This particular section of code, amended and adopted in January 2021, has raised a few questions with Board members. This item is before you for review and direction to staff .

PALMER LAKE, COLORADO
ORDINANCE NO. 1-2021

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE AMENDING CHAPTER 8.10 CONCERNING OUTDOOR BURNING, FIRE, AND SMOKING REGULATIONS WITHIN THE TOWN, AND SETTING AND IMPOSING THE PENALTY FOR VIOLATIONS THEREOF

WHEREAS, THE TOWN OF PALMER LAKE IS A COLORADO MUNICIPAL CORPORATION AUTHORIZED BY STATE LAW, INCLUDING, BUT NOT LIMITED TO, SECTIONS 31-15-401 AND 31-23-301 OF THE COLORADO REVISED STATUTES, TO EXERCISE ITS POLICE POWERS TO PROMOTE AND PROTECT THE HEALTH, SAFETY, AND WELFARE OF THE COMMUNITY AND ITS CITIZENS; AND

WHEREAS, CHAPTER 8.10 OF THE TOWN OF PALMER LAKE MUNICIPAL CODE SETS FORTH REQUIREMENTS FOR FIRE REGULATIONS AND RESTRICTIONS AND BURN PERMITS FOR FIRES WITHIN THE TOWN; AND

WHEREAS, DUE TO (A) ITS URBAN WILDLAND INTERFACE, (B) PROXIMITY TO NATIONAL FOREST AREA USED FOR HIKING, CAMPING AND OTHER ACTIVITIES WHICH ARE OFTEN ACCOMPANIED BY CAMP AND OTHER FIRES AND OTHER CONCERNS MAKING THE TOWN VULNERABLE TO WILDFIRES, (C) TOWN ROAD CONFIGURATION, (D) LIMITED RESOURCES OF THE TOWN'S POLICE AND FIRE DEPARTMENTS, AND (E) OTHER DANGERS FROM UNATTENDED OR CARELESS BURNING, THE TOWN DESIRES TO AMEND CHAPTER 8.10, TO INCLUDE SETTING FORTH MINIMUM PENALTIES FOR VIOLATIONS OF THE CHAPTER

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

Section 1. Chapter 8.10 entitled "Fire Restrictions and Burn Permits" is repealed and readopted with a new title to read as follows in its entirety:

CHAPTER 8.10
OUTDOOR BURNING, FIRE AND SMOKING RESTRICTIONS

Sections:

- 8.10.010 Definitions
- 8.10.020 Applicability, Violations and Table of Allowable Activity
- 8.10.030 Implementation of Fire Restrictions and Notice
- 8.10.040 Penalty for Violations

8.10.010. Definitions. As used in this Chapter, the following terms shall have the assigned meaning:

"Attendant": an adult 18 years of age or older.

"Attended": an attendant is within sight and near proximity to a fire until extinguished in order to timely respond in the event that a spark, flame or ember leaves the container in which the fire is located.

"Camp Lantern": a pressure lamp made to burn kerosene, gasoline, Coleman fuel (white gas) or propane and use one or two mantles to produce an intense white light.

"Camp Stove": a small portable stove fueled by liquid such as propane for cooking or heating, especially by campers or picnickers.

"Combustible": any solid material that will eventually burn if exposed to enough heat for a long enough time such as, without limitation, branches, firewood, and framing lumber.

"El Paso County Stage 2 Fire Restrictions": El Paso County Stage 2 Restrictions as imposed within the unincorporated areas of El Paso County, Colorado, in accordance with El Paso County Ordinance 15-001, as may be amended from time to time.

"Extinguish(ed)": no excessive heat, and no visible flames, smoke, or emissions exist or hot embers are present.

"Extinguishing materials": a charged hose, a bucket with a minimum of two gallons of water, or a commercial fire extinguisher is nearby such that an attendant can readily access such materials to extinguish a fire.

"Fire Pit": a commercial container for the purpose of containing combustible and/or flammable materials, embers, flame and sparks of an outdoor fire (recreational fire) to keep the fire from spreading beyond the container.

"Fireworks": a pyrotechnic device consisting of combustibles designed to burn or explode for the purpose of generating a loud noise, light, sparks, smoke or projectile propulsion for entertainment or display.

"Flammable": any liquid material that can easily catch fire quickly under normal circumstances and with the help of minimal ignition source(s) such as, without limitation, oil, gas, or varnish.

"Open burning": a type of open fire for (a) vegetation management that involves the combustion of one or more piles of clean, dry natural vegetative material on an open premises, or on any public street, alley or other land adjacent to such premises,

(b) the prescribed burning of fence lines or rows, fields, farmlands, rangelands, wild lands, and (c) the burning of trash and debris.

"Open fire" : an outdoor fire, including but not limited to open burning, recreational fires of all types, the use of explosives, outdoor welding or operating an acetylene or other torch with open flame or operating tools that produce flame or sparks, fireworks of all kinds or brands, or any other activity creating combustion or an open flame.

"Outdoor commercial gas-fueled fire pit": a type of fire pit that is commercially manufactured and sold as an ornamental structure, the flame of which is fueled by natural gas or propane for outdoor fires, the medium of which is decorative, such as ceramic logs, fire glass, or lava rock, and that does not produce embers or sparks.

"Recreational Fire" : an outdoor fire used for pleasure, religious, ceremonial, warmth or similar purposes, including, but not limited to, campfires, fire pits, warming fires, charcoal grill fires, fires in wood-burning stoves involving the burning of charcoal or clean firewood, as well as outdoor commercial gas-fueled fire pit fires. Outdoor cooking in other than a commercially manufactured appliance designed for the purpose of cooking of food outdoors shall be treated the same as a recreational fire.

"Red Flag Warning" : a forecast warning issued by the National Weather Service inclusive of the Town to inform area firefighting, land use management agencies, municipalities and the public that conditions are ideal for wildland fire ignition and propagation either currently or within 24 hours.

"Spark Arrester" : a screen covering with holes no greater than 1/2 inch that is placed on top of a source of and completely encapsulates flames, embers or sparks to prevent such flames, embers or sparks from exiting the container at all times when flames, embers or sparks are present.

"Special Town Fire Restrictions": any restrictions imposed in accordance with Section 8.10.030(C) of this Chapter, which may be in addition to or in lieu of any Town Fire Regulations.

"Town Stage 1 Fire Restrictions": the minimum restrictions on burning, fires and outdoor smoking as set forth in this Chapter which are in effect at all times within the Town.

"Town Stage 2 Fire Restrictions" are additional restrictions (to the otherwise permanently applicable Town Stage 1 Fire Regulations) placed on outdoor burning, fires and smoking as and whenever in effect, as provided in this Chapter.

"Town Property": all Town-owned property to include parks, streets, open space and Town facilities and surrounding grounds and includes the water system.

"Unadulterated Wood": wood that is free of pesticides, fungicides, paint, varnish, glue, resin or other impregnated materials that produce noxious fumes or flames in excess of those that would be produced by wood that was not so impregnated.

"Water System" shall have the same meaning as the term "water system" as defined in Section 13.08.04 of this Code and include any hiking trail or road thereto.

Section 8.10.020. Applicability, Violations and Table of Allowable Activity.

- A. It shall be unlawful to engage in any activity within the Town in violation of any Town Fire Regulations.
- B. It shall be unlawful to engage in any activity within the Town in violation of Town Stage 2 Fire Restrictions as may be imposed in accordance with Section 8.10.030(B).
- C. It shall be unlawful to engage at any time in any activity within the Town, including public, private, state and applicable federal lands, inclusive of the Water System, involving outdoor fires, burning or smoking, unless such activity is allowed as set forth in Table 1 of this Section.
- D. It shall be unlawful to engage in any activity within the Town in violation of any Special Town Fire Restrictions as may be imposed in accordance with Section 8.10.030(C).
- E. The restrictions and prohibitions in this Chapter shall not apply to:
1. Any federal, state, or local officer or member of an organized rescue or firefighting force, in the performance of an official duty; or
 2. Any Town sponsored event approved by the Board of Trustees and permitted by the Fire Chief at which the Fire Department is providing oversight of the fire or burning; or
 3. Indoor fires, burning or indoor smoking (including within an enclosed motor vehicle or building).
- F. The following chart outlines allowable and prohibited activities involving outdoor burning, fires and smoking by level of fire restrictions in effect (other than Special Town Fire Restrictions which are imposed by separate action in accordance with Section 8.10.030(C)):

Table 1

ACTIVITY	TOWN STAGE 1 RESTRICTIONS	TOWN STAGE 2
OPEN BURNING	Not Allowed	Not Allowed
Sale, Possession, Use or Display of Fireworks	Not allowed Commercial fireworks displays are allowed if approved by the Town Board of Trustees and permitted by the Fire Chief.	Not Allowed
Camp Stoves and Camp Lanterns	Allowed (including on wood decks and on Town property) if: <ol style="list-style-type: none"> 1. Attended until extinguished. 2. Separated from flammables at least 15 feet in all directions 	Not allowed.
Open Fire Charcoal Grills for Cooking	Allowed (including on wood decks and on Town property) if: <ol style="list-style-type: none"> 1. Attended until extinguished. 2. Separated from flammables at least 15 feet in all directions 	Not allowed.
Outdoor welding or operation of acetylene or other torch with open flame or tools that emit flame or sparks	Allowed if <ol style="list-style-type: none"> 1. Attended until extinguished. 2. Extinguishing materials nearby. 3. Separated from flammables at least 15 feet in all directions 	Not allowed
Recreational fires in other than outdoor commercial gas-fueled fire pit	Allowed if: <ol style="list-style-type: none"> 1. Attended until extinguished. 2. Extinguishing materials nearby. 3. Separated from flammables at least 15 feet in all directions. 4. Separated from combustibles at least 6 feet in all directions. 5. Spark arrester in use 6. Only charcoal or unadulterated wood as fuel (temporary use of commercial fire starter logs allowed) 7. Flame height no greater than 2 feet. 8. Maximum size of chamber 3 feet wide by 2 feet high. 9. Not on Town property. 	Not allowed.

<p>Recreational fires in outdoor commercial gas-fueled fire pit</p>	<p>Allowed (including on wood decks) if:</p> <ol style="list-style-type: none"> 1. Attended until extinguished. 2. Separated from flammables at least 15 feet in all directions. 3. Flame height no greater than 2 feet. 4. Maximum size of chamber 9 square feet. 5. Only using fuel as intended by manufacturer. 6. Not on Town property. 	<p>Allowed (including on wood decks) if:</p> <ol style="list-style-type: none"> 1. Attended until extinguished 2. Separated from flammables at least 15 feet in all directions. 3. Flame height no greater than 2 feet. 4. Maximum size of chamber 9 square feet. 5. Only using fuel as intended by manufacturer. 6. Not on Town property.
<p>Outdoor Smoking</p>		
<ul style="list-style-type: none"> ■ On residential property 	<p>Allowed if smoking implements are fully extinguished prior to safe disposal.</p>	<p>Not allowed</p>
<ul style="list-style-type: none"> ● On Town property 	<p>Allowed only in designated smoking areas in accordance with state law on location restrictions and if proper receptacles for disposal of smoking implement, whether extinguished or not, are provided and used.</p>	<p>Not allowed.</p>
<ul style="list-style-type: none"> ● On commercial restaurant and other property 	<p>Allowed only in designated smoking areas in accordance with state law on location restrictions and if <i>proper</i> receptacles for disposal of smoking implement, whether extinguished or not, are provided and used.</p>	<p>Not allowed.</p>
<ul style="list-style-type: none"> ■ Outdoor disposal of smoking implement(s) or any portion thereof, whether or not extinguished, onto the ground. 	<p>Not allowed.</p>	<p>Not allowed.</p>
<ul style="list-style-type: none"> ● Outdoor flicking of embers from a lit smoking implement onto the ground. 	<p>Not allowed.</p>	<p>Not allowed.</p>

Section 8.10.030. Implementation of Fire Restrictions and Notice.

- A.** Town Stage 1 Fire Restrictions. The Town shall at all times be under Town Stage 1 Fire Regulations on all public and private property and on Town owned property to include the Water System.
- B.** Town Stage 2 Fire Restrictions. Whenever El Paso County, Colorado, imposes and advertises El Paso County Stage 2 Fire Restrictions within the unincorporated areas of El Paso County in accordance with El Paso County Ordinance 15-001, as may be amended, such action shall also mean that Town Stage 2 Fire Restrictions shall be automatically imposed within the boundaries of the Town of Palmer Lake on all public and private property and on Town property. The Town shall post notice of such Town Stage 2 Fire Restrictions on the Town web site, at Town Hall, at the Palmer Lake Post Office, and at the major trailheads to the Water System within one business day of the date on which the Town Stage 2 Fire Restrictions are automatically effective. Upon a cessation of El Paso County Stage 2 Fire Restrictions within the unincorporated areas of El Paso County, such Town Stage 2 Fire Restrictions shall also automatically cease to be applicable within the Town, without limiting the ability of the Town to impose additional or different Special Town Fire Restrictions in accordance with Subsection (C). Upon a cessation of El Paso County Stage 2 Fire Restrictions, and resulting cessation of Town Stage 2 Fire Restrictions, the Town shall alter or remove the provided notices, as relevant. The failure of the Town to post or remove the notices as set forth in this subsection shall not be a defense to a charge of violating this chapter.
- C.** Special Town Fire Restrictions. In addition to the Stage 1 Fire Restrictions and Stage 2 Fire Restrictions as identified in subsections (A) and (B) above, in the event that the Mayor or the Town Board of the Town of Palmer Lake determines, in consultation with the Fire Chief, that an emergency exists and the fire danger in the Town or on Town property, to include the Water System, is above normal, then the Mayor or his designee or the Town Board, in consultation with the Fire Chief, may declare that a fire danger exists and impose appropriate Special Town Fire Restrictions by written declaration. Such Special Town Fire Restrictions may be in addition to or in lieu of and may or may not be the same as either the Town Stage 1 Fire Restrictions or Town Stage 2 Fire Restrictions. Upon issuance of such emergency declaration and imposition of Special Town Fire Restrictions, the Town shall post notice of such Town Imposed Fire Restrictions on the Town web site, at Town Hall, at the Palmer Lake Post Office and at the major trailheads to the Water System. Special Town Fire Restrictions imposed hereunder shall remain in effect for the entirety of the time that such restrictions are posted in accordance with this Section. Upon a change in or the cessation of Special Town Fire Restrictions, the Town shall alter or remove the provided notices, as relevant. The failure of the Town to post or remove the notices as set forth in this subsection shall be an affirmative defense to a charge of violating this chapter involving a violation of Special Town Fire Restrictions.
- D.** Red Flag Warnings. Whenever a Red Flag Warning is issued which includes the Town of Palmer Lake, such action shall also mean that Town Stage 2 Fire Restrictions shall be automatically imposed within the boundaries of the Town of Palmer Lake on all public and private property and on Town property.

In addition to the legally required notice as set forth in subsections B and C of this Section, the Town may pursue, as a courtesy only, additional notice of the applicable fire restrictions to the public through a general press release to newspapers, radio and television channels operating

or distributed within the Town. In addition, the Town may pursue, as a courtesy only, a posting of notice of Town Stage 1 Fire Regulations or any Town Stage 2 Fire Restrictions or Special Town Fire Restrictions at designated sites.

8.10.040 Penalty for Violations.

Any person found guilty of violating any provision of this Chapter, with each violation constituting a separate and distinct offense, shall be punished as follows:

- A. For any violation involving fireworks, open burning or an open fire, to include without limitation prohibited or unlawful recreational fires, a minimum fine amount of \$1000.00.
- B. For any violation involving prohibited smoking during Town Stage 2 Fire Restrictions, a minimum fine amount of \$500.00.
- C. For any violation other than a violation set forth in subsection A or B above, a maximum fine of \$2,650.00.

Section 2. Severability. It is hereby declared to be the intention of the Board of Trustees of the Town of Palmer Lake, Colorado that the sentences, clauses and phrases of this ordinance are severable, and if any sentence, clause or phrase of this ordinance be declared unconstitutional or invalid by the valid judgment or decree of Court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining sentences, clauses or phrases of this ordinance since the same would have been enacted by the Board of Trustees without the incorporation of any unconstitutional or invalid sentence, clause or phrase.

Section 3. Effective Date and Publication. This ordinance shall become effective thirty days after its publication and the Town Clerk shall certify to the passage of this ordinance and cause notice of its contents and passage to be published or posted by title only.

Section 4. 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, PASSED, AND ADOPTED AT A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE ON THIS 28TH DAY OF JANUARY, 2021.

ATTEST:

TOWN OF PALMER LAKE, COLORADO

Dawn A Collins
Dawn A Collins
Town Administrator/Clerk

BY: *William Bass*
William Bass
Mayor