



## BOARD OF TRUSTEES MEETING

Thursday, May 09, 2024 at 6:00 PM

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

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### MINUTES

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**Call to Order.** Mayor Havenar called the meeting to order at 6:02 pm.

**Pledge of Allegiance.** The Pledge of Allegiance was led by Trustee Ball.

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

**Presentation.** Town Administrator Collins presented a certificate of appreciation to the following employees with 5+ years of service to the Town - James Bentley (Police), William Berry (Fire), and Christi Birkeland (Administration).

**Consent Agenda.** MOTION (Padgett, Ball) to approve consent agenda items including 1) Minutes from April 25, 2024, Meeting; and 2) Check over \$15,000 – Dukes Electric Inc (\$24,800). The check to Core & Main was removed (noted in error). Roll call vote – aye 6; nay 0. Motion passed.

#### Staff/Department Reports

4) Water; 5) Public Works including Roads & Park Maintenance; 6) Police – Interim Chief Lundy reported that two officers were selected for the BHCON program – Officers Bentley and Vanderpool. Trustee Ball inquired about the expected hours, which will be approximately 20 hours per week to start; 7) Fire – Lt Evans noted that five members will attend the Larkspur Academy; 8) Administration.

9) Attorney Krob informed the Board about Supreme Court in CA regarding impact fees and turf regulations.

10) Administrator/Clerk - Collins thanked Public Works staff for installing the fountain in the lake; reported the power and lighting are completed on the pedestrian bridge; referenced a diagram of the pickleball courts and restroom; stated an RFP is issued for the Upper Glenway project and inquired about a public information meeting on June 27 at 5 pm for the project. Collins explained the status of the Police vehicles, repairs and removal, and requested the purchase of two used PD vehicles from Cherry Hills, which members supported. Collins stated that the PD assessment by Mr. Schultz is in progress and the site visit went well. Collins thanked the attendees of the ribbon cutting at the bridge and congratulated the Little Church for 100 years of service. A thank you to PW employee Blake Bloom was made for repainting Glen Park signs.

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**Business Items**

11. Special Event Application - Shakespeare in the Park, Arts Council (6/22). Ms. Amy Hutson explained the details for this event on the green. MOTION (Padgett, Ehrhardt) to approve the event. Roll call vote – aye 6; nay 0. Motion passed.
12. Special Event Application - Wishing Star Farms, PPLD (6/27). Collins reviewed the details for the library events. The animals will be part of the children's summer reading program. MOTION (Ball, Padgett) to approve the event. Roll call vote – aye 6; nay 0. Motion passed.
13. Special Event Application - Children's Summer Adventure Concert, PPLD (7/12). Collins presented the details for the children's musician on the green. MOTION (Stern, Padgett) to approve the event. Roll call vote – aye 6; nay 0. Motion passed.
14. Special Event Application - Summer Concerts, PPLD (8/23, 8/30, 9/6). Collins provided the concert details for the request. The performances are one hour and will be an array of artists. MOTION (Ehrhardt, Ball) to approve the event. Roll call vote – aye 6; nay 0. Motion passed.
15. Special Event Application - July 4th Fun Run (7/4). Ms. Kelsey Belsher introduced the new coordinator Jenny and explained the annual event. This will be Kelsey's last year coordinating the event. MOTION (Padgett, Ball) to approve the event and waive event fees. Roll call vote – aye 6; nay 0. Motion passed.
16. Special Event Application - Festival on the Fourth. Mr. Shane Neal introduced himself, provided his background, and goal for the festival on the fourth event to the Board members. He introduced Alisha Sears, his co-chair. She spoke about the vendors lined up and general concern for local businesses if the event is not approved. Discussion ensued about safety and having enough medical and police support. Lt. Lundy spoke about the lack of resources at this late time for law enforcement (arresting officers). It was reiterated that the item supported by staff on the agenda was a smaller, controlled event without fireworks. Mr. Jeff Hulsmann stated the event on the agenda would not be successful and did not support it. He stated the tradition of fireworks was important for the town to have. Ms. Cindy Kuchinsky explained her experience with past events, the history and importance of the event. Discussion ensued further about safety, the short amount of time, and the prior message that fireworks will not take place. Board members discussed with Mr. Neal what was proposed to vote on – the smaller and controlled agenda event, a large, open event with fireworks, or no event. Mayor Havenar asked for clarification about the event requested to vote on. Discussion ensued about fireworks and the crowds it will draw without a plan at this late time. Ms. Susan Miner suggested a contingency plan with benchmarks to meet. It was restated that the timeframe is past benchmarks, and the town has less resources to work with. Members stated support for a future event with longer thorough planning. Mr. Shane Neal explained that he wanted to get beyond the past and with the ongoing disagreement, he would - and did - withdraw his application. No action was taken by the board.
17. Update on Advisory Committee for Elephant Rock Vision Plan (S. Miner). Ms. Susan Miner presented an update to the board regarding the current committee members and activity being planned, including business research, site plan, financial, arts, and the public benefit of options.

At 8:28 pm, Mayor Havenar called for a brief recess of the meeting. At 8:35 pm, Mayor Havenar reconvened the meeting.

Mr. Jeff Hulsmann approached the Board about voting on item 16 with fireworks. Discussion again ensued about no longer having resources to manage the uncontrolled number of visitors and vehicles that come into town. It was again restated that the smaller, controlled event is supported by staff. Mr. Hulsmann

disputed the position of town staff. Mayor Havenar stated that the applicant withdrew the application on the agenda.

18. Resolution 27-2024 to Approve Policy Relating to Employment of Relatives. Collins explained the policy of hiring employee relatives and the need to regulate perceived or actual conflicts that may occur. MOTION (Ball, Padgett) to approve Resolution 27-2024 Approving a Policy Relating to Employment of Relatives/Family Members. Roll call vote – aye 6; nay 0. Motion passed.

19. Announce Opportunity for Citizen Appointment to PPACG Mobility Coordinating Committee. Mayor Havenar spoke about the opportunity for a town citizen appointment with a desire to assist seniors in the community.

20. Consider Farmer's Market Code/Manager Permit Application. Collins explained the recent interest in assembling a farmer's market and confirmed whether the board had interest for staff to pursue creating code and an application process. The board gave support to move forward.

21. Confirm Centennial Park Parking Area on West Side of Lake. Collins inquired about the Board wanting a new parking area in the place of the original pickleball court location. Board members gave support to move forward.

22. Discussion/Direction Relating to Fire Adaptive Initiatives. Collins presented Fire Chief Vincent's proposal to continue steps to becoming fire adaptive – including clean up and controlled burn of material on elephant rock property and to amend Chapter 8.28 code relating to outdoor burning. Board members gave support to move forward. The larger chipper rental rate was pointed out in the packet in response to a member question from the prior meeting.

23. Review/Direction to Prioritize Board Topics. Collins reviewed the list of pending items for the Board to prioritize. The top items identified were special event, farmer's market, and peddler's permits; expectations of town departments; consideration of a stormwater enterprise fund; and bank/saving fund balance policy.

**Public Comment.** Mr. Shane Neal approached the Board and rescinded his earlier withdrawal of his special event application and asked for a Board vote on the smaller event. Mayor Havenar inquired with Attorney Krob. Mayor Havenar asked for a motion on the application as it was presented on the agenda. MOTION (Stern, Farr) to approve the event as presented on the agenda. Roll call vote – aye 3; nay 3 (Ehrhardt, Ball, Padgett). Motion failed.

### **Board Reports**

Trustee Erhardt attended the ribbon cutting and was encouraged about the forward momentum of the Parks and Trails project.

Trustee Ball attended the EMS grant review. She believed it was a positive review and the decision for the grant is expected in June.

Trustee Padgett stated the CDBG plan is currently open to public comments. The packet is posted on the website and available in the Town office for review and comments, due by June 7.

**Next Meeting (May 30) and Future Items.** It was noted that the next regular meeting is rescheduled to May 30 at 6 pm.

**Convene to Executive Session** for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under C.R.S. 24-6-402(4)(e) – offer to purchase town property. MOTION (Padgett, Stern) to convene to executive session at 9:12 pm. Roll call vote – aye 6; nay 0. Motion passed.

**Reconvene to Open Session.** At 9:24 pm, the Board reconvened to open session.

24. Resolution 28-2024 to Authorize Mayor to Sign Purchase and Sale Agreement (PSA). No action taken.

**Adjourn.** MOTION (Farr, Stern) to adjourn at 9:32 pm. Motion passed.

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*Mayor Glant Havenar*

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*ATTEST: Deputy Town Clerk Grace McNeil*