



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

DATE: February 26, 2026	ITEM NO.	SUBJECT: Town Clerk /Updates/Follow Up
Presented by: Erica Romero Town Clerk		

Board and Commission

Planning Commission

- Planning Commission was cancelled on 4/15 due to lack of quorum
- We have still had two vacant positions for PC – we are no longer accepting applications until directed by PC and BOT

Board of Adjustment

- BOA -One open position – will review with BOA and see if alternates are interested or how they want to consider filling that. At this time no new applicants have been received

Follow up Items

- Received proposal for Planning Services
- **Fee Schedule – Forthcoming / reviewing with legal**

Workshop Updates

- Board Workshop – Governance Policies and Procedures (Title 2, Agenda Setting, Code of Ethics, Public Comment, Public Records, and Board Roles and Responsibilities) ***TBD(May) based on availability***
- May 29 – Pikes Peak Office of Emergency Management / Fire Chief John Vincent – Presentation to initiate discussion on emergency management, including emergency preparedness, fire mitigation, and evacuation planning.