



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

DATE: February 22, 2024	ITEM NO.	SUBJECT: Resolution to Renew Service Agreement with Chavez Consulting LLC
Presented by: Town Administrator		

Background

Mr. John Chavez has been extremely valuable to the Town of Palmer Lake providing assistance with the MS4 stormwater regulations, inspections and development plan review. The contract with Chavez Consulting is due for renewal.

Additionally, in this interim without a Public Works Supervisor, it is requested that Mr. Chavez be retained to assist with the roadway improvement projects as needed. Mr. Chavez is familiar with the town and the projects – specifically the Palmer Lake Elementary School Upper Glenway roadway improvement project – as well as the procedures required with CDOT and area agencies involved.

Recommendation

Staff requests approval of the resolution to renew the agreement with Chavez Consulting including the additional service of construction management in this interim.