



BOARD OF TRUSTEES MEETING

Thursday, April 24, 2025 at 6:00 PM

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

MINUTES

Call to Order & Roll Call. Mayor Havenar called the meeting to order about 5:10 pm. Present: Mayor Glant Havenar; Trustees Atis Jurka, Shana Ball, Kevin Dreher, Amy Hutson, Dennis Stern. Excused: Trustee Tim Caves.

Convene to Executive Session. MOTION (Stern, Dreher) to convene to executive session. Roll call vote – aye 6; nay 0. Motion passed. For the purpose of:

A) 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) and conferences with the town attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. 24-6-402(4)(b) – review of possible property lease amendments for Eco Spa at Elephant Rock property; and

B) 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) and conferences with the town attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. 24-6-402(4)(b) – input for possible annexation agreement for proposed Buc-ee's development.

Reconvene to Open Session at 5:49 pm. Mayor announced a brief recess to open doors for the regular meeting.

Mayor Havenar returned the meeting to order at 6 pm.

Roll Call. Present: Mayor Glant Havenar; Trustees Atis Jurka, Shana Ball, Kevin Dreher, Amy Hutson, Dennis Stern. Excused: Trustee Tim Caves.

Invocation by Mayor Havenar

Pledge of Allegiance led by Trustee Ball

Presentations

1. Initial Review of Pikes Peak Rural Transportation Authority (PPRTA). Mr. Rick Sonnenburg, Program Manager, reviewed the PPRTA program, explaining that membership is determined by the voters for a one cent sales tax for transportation improvement. Mr. Sonnenburg reviewed various completed projects in the area and the current municipal members. Trustee Stern inquired how funds are allocated, and Mr. Sonnenburg explained the steps for capital projects and funds allocated by population.

Consent Agenda. MOTION (Hutson, Ball) to approve the consent agenda including items 2) Minutes from April 10, 2025 Meeting; 3) Checks over \$15,000 - Meyer & Sam's dba GMS (\$26,667.99) for general engineering; 4) Financials (March). Roll call vote – aye 6; nay 0. Motion passed.

Staff/Department Reports

5. Police – Lt Lundy informed members that the command vehicle is on order and the Blood Drive this week was the best participation yet.

6. Fire – Chief Vincent stated the pancake breakfast and egg hunt was a great success. He also mentioned that the OEM (Office of Emergency Management) meetings are going well.

7. Attorney – Attorney Krob reported that the fiscal and water reports are completed and anticipated to be distributed and posted for review before the weekend. He suggested a Board workshop on 5/1 for presentations by the consultants and a time for questions. Discussion ensued about a date for most members to attend. It was agreed on Monday, May 5 at 10 am, contingent on the availability of the consultants.

8. Administrator/Clerk – Collins reported that the Water ORC (Operator in Responsible Charge) position is filled. She provided an update on various projects, requesting that a couple of the budgeted water capital projects pend to cover the cost of the necessary water tank repair estimated to be about \$250,000. Collins informed members that the Public Works purchase of the budgeted dump trailer is under budget. She reported upcoming events and inquired about rescheduling the 6/26 meeting with several officials attending the annual CML (Colorado Municipal League) conference. It was agreed to cancel the regular 6/26 meeting and reschedule the meeting, if needed, to Monday, June 30. Collins informed members of a ribbon cutting on May 7 at 10:30a for the bridge completed by the AFA Cadets.

Public Hearing

9. Application for Minor Resubdivision/Replat of Largo Terrace, Poco Ave -- Applicant has requested the hearing be continued until June 26 (Planning Commission moved to continue to June 18). MOTION (Ball, Dreher) to continue the hearing to the June date, and it was amended to the rescheduled meeting date of June 30. Roll call vote – aye 6; nay 0. Motion passed.

Business Items

10. Resolution 36-2025 to Approve Citizen Appointment to Parks and Trails Commission. Mayor Havenar explained that the applicant withdrew her application. No action.

11. Resolution 37-2025 to Extend a Temporary Conditional Use Permit, 773 S Hwy 105 (Diacut). Mr. Bruno Furrer and Loren Burlage approached the Board members, requesting extending the temporary conditional use permit for Hayco operations. He stated that Mr. Burlage reinforced the fence posts for additional screening at the front. Mr. Burlage explained the wholesale business with outdoor storage to an inquiry from Trustee Hutson about sales tax. She stated outdoor storage is allowed in the industrial zone district. Trustee Stern asked if another property was being sought. Discussion took place about a permanent location and the discussion of the Planning Commission not wanting this business to be permanent in the commercial zone along Hwy 105. MOTION (Stern, Ball) to approve Resolution 37-2025 to extend the temporary conditional use permit as presented. Roll call vote – aye 3; nay 3 (Dreher, Hutson, Havenar). Motion failed. Discussion ensued about alternatives and how to remedy this with discussion of this not being the place for this use. Mr. Furrer asked why officials had resistance to the extension. Discussion took place about a building that would enclose the storage. It was noted that Diacut does not want to sell the property. Mr. Charlie Ihlenfeld reviewed the Commission's discussion about not wanting this to be permanent use as it is. Attorney Krob explained that the determined uses are guided by the Community Master Plan. He stated it has been allowed by the conditional use in the commercial zone, and if there is no further extension of the conditional use, the use must cease by the May 31 expiration of the current conditional use permit. It was discussed to provide one year of notice. MOTION (Ball, Jurka) to approve an amended resolution to cease on or before June 1, 2026. Roll call vote – aye 6; nay 0. Motion passed.

12. Resolution 38-2025 to Approve Additional Fees to Town Master Fee Schedule. Collins explained the recommended fees for the pickleball courts and requested staff have the latitude to adjust the reservable block times as needed. Mr. John Tool explained the research he conducted on the fees noting it is on the low end of the average. He suggested reducing the amount of reservable block times. Discussion ensued about an agreement being drafted with a new Palmer Lake pickleball club and use of the courts. MOTION (Ball, Hutson) to approve the additional fees as presented. Roll call vote – aye 6; nay 0. Motion passed.

13. Discussion/Direction of Single Hauler Trash Collection Service. Trustee Stern inquired whether Waste Connections provided a rate for less than 100% participation. Collins responded that the question would need to be asked and asked if any additional information is needed. Mr. Roger Moseley inquired about slash pick up.

Mayor Havenar inquired whether Mr. Moseley would change services for the proposed service and rate. Staff will check with Waste Connections and bring this item back to the next meeting.

14. Discussion of Criteria for Elephant Rock Main Lodge/Area to Create RFP. Trustee Hutson explained the area for the main lodge proposed in the Planned Development (PD) narrative that she and Trustee Caves are drafting. She suggested that an RFP (Request for Proposal) is issued for 3-4 months up to one year for the purchase of 3+ acres around the main building. She suggested restrictions on no residential use, no wedding venue, no additional buildings constructed, with the property sold as is, with common/shared space, and proposals should include financial cost/improvement and revenue, if any. Members agreed that a draft RFP be brought back for review.

15. Direction to Complete Land Use Code Critical Issues Project (Funding). Administrator Collins explained the request to use town funds up to \$30,000 to complete the land use code project. She informed the members about the DOLA deadline of 8/31 to have the project completed to be reimbursed in full, and she reviewed the articles left to complete while grant funds are exhausted. She explained that the work must be completed differently than the initial half. She referenced expenditures that were budgeted that will not likely take place, due to other priorities, to cover the cost. Mr. Roger Moseley informed the Board that he volunteered to review articles 1, 2 and 3 to get them in shape with Commissioner Beeson. Discussion took place about various issues. Board members agreed to get the project completed by the deadline and utilize town funds not to exceed \$30,000. Collins will bring back a service agreement.

16. Direction for Continued Discussion About PPRTA. It was recommended to hold a workshop for further review of the PPRTA program and steps for membership and it was suggested waiting until July/August.

Public Comment. Ms. Marne Kendrick asked about the church plans to build on Ben Lomand. Mayor Havenar informed her that the church parcels were disconnected from the town to El Paso County. She further inquired about a pasture, which is within Douglas County jurisdiction. Ms. Laura McGuire remarked about the recall activity, referring to the allegations made about the officials. She asked Attorney Krob if there has been any misconduct by the members. Attorney Krob stated that he is unaware of any misconduct and informed her that the allegations filed by Integrity Matters were responded with a motion to dismiss. Mr. Roger Moseley provided a handout and inquired about a suspicious \$43,000 charge on the GMS invoice for the PLES roadway project. He further asked that posting the reports is not put off for public viewing.

Board Reports. Trustee Jurka stated that he and Trustee Ball will meet with small business development about programs available and that he contacted former official Ms. Sam Padgett, who continues to serve on the El Paso County Community Development advisory board, and she will share information with him. Trustee Ball stated the town does not qualify for block grants. She will continue seeking grant options. Trustee Hutson reported the Arts Council comedy night was a great success. Trustee Stern attended the PPRBD advisory meeting and the Parks Commission workshop which entailed a lot of discussion about pickleball court use and fees. Mayor Havenar mentioned that the AFA Cadets completed the second bridge. She stated the easter egg hunt was a great success with nearly 400 kids. Mayor Havenar expressed her concern about learning the large percentage of teenage suicide from bullying on social media at the Board of Health meeting she attended, and she suggested that we all do better being a good example.

Next Meeting (May 8) and Future Items. Monday, May 5, 10a workshop was also noted.

Recess to Convene to Executive Session at 8:20 pm to complete discussion noted above.

Reconvene to Open Session at 9:05 pm.

Adjourn. MOTION (Dreher, Ball) to adjourn at 9:06 pm. Motion passed.