BOARD OF TRUSTEES MEETING

Thursday, June 11, 2026 at 6:00 PM

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

MINUTES

Call to Order/Roll Call

Meeting called to order at 6:00pm.

Present: Atis Jurka, Roger Moseley, Tony Beltran, Dennis Stern, Mike Beeson, Beth Harris, John Marble

Invocation - Stewart Lieberman

Pledge of Allegiance

Consent Agenda

1. Approval of the Minutes of the May 14, 2026 Regular Meeting and the May 14, 2026 Special Meeting.
2. Checks over $15,000 JVAM PLLC May 2026 ($38,079.50), JVAM PPLC June 2026 ($26,785.00)

   The Board raised a variety of questions regarding the invoice and decided to continue this item until the next meeting.
3. Monthly Financials April 2026

   Public Comment

   Martha Brodzik - Requested that the Board improve transparency regarding public accounting records, arguing that non-privileged financial details should remain visible to taxpayers. She noted a discrepancy between two recent invoices, suggesting one had been altered to remove detail, and urged that the public be allowed to view records in the same redacted format seen by the Board.

   Motion to approve the consent agenda with item two being continued to the next meeting and that all board members have until next Thursday close of business to make an appointment to discuss each line item. (Harris, Beltran) "Aye" Vote. Motion passed unanimously.

Staff/Department Reports

4. Administrator

   No report.

5. Police

   Interim Town Administrator/Police Chief Glen Smith provided an update on police vehicles, traffic enforcement, and a proactive enforcement approach to E-Bikes.

6. Administrator/Clerk/Treasurer

   Town Clerk Erica Romero gave updates on the Town Administrator search with SGR, the current status and timeline of the 2025 audit, the new Website Launch window, and also provided a Code Compliance update.

7. Fire

   Chief John Vincent provided updates on station maintenance and a recent residential structure fire. He noted that the fire resulted in no injuries and the investigation has been transferred to a private investigator.

8. Water

   Water Supervisor Chaz Roubidoux provided an operational update prioritizing the replacement of the aging Shady Lane water line following recent main breaks. He anticipates the project will be completed in three phases over three years, with Phase 1 estimated at $148,000 ($175,000 including road restoration). The Board noted that Phase 1 funds will be repurposed from a deferred tank coating project within the existing budget, and subsequent phases and the deferred maintenance will be slated for future budget years.

9. Public Works including Roads & Park Maintenance

   No additional report produced.

Business Items

10. Discussion and Possible Action pertaining to the resignation of Kent Whitmer JVAM – Motion accepting JVAM resignation

    Motion to accept the resignation of the attorney Kent Whitmer. (Moseley, Beeson) Roll Call Vote.

    Accept: Jurka, Moseley, Beltran, Stern, Beeson, Harris, Marble

    Deny:

    Motion passed unanimously.

    Motion to move item 14 on the agenda up to item 11. (Harris, Beeson) "Aye" Vote. Motion passed unanimously.

11. Discussion and Possible Approval of the Appointment(s) of a Citizen Member to the Planning Commission Board

    The Board discussed Resolution 24-2026, which proposed appointing two regular members and two alternates to the Planning Commission. Board members expressed a preference to vote on the candidates individually rather than as a group. Planning Commissioner Matt Stephen addressed the Board to explain the Planning Commission's reasoning for the unified recommendation based on candidate experience and consensus.

Motion to change resolution 24-2026 into individual member votes for Planning Commission. (Moseley, Beltran) Motion Withdrawn.

Motion to not accept Resolution 24-2026. (Harris, Beltran) Roll Call Vote.

Accept: Jurka, Moseley, Beltran, Beeson, Harris

Deny: Stern, Marble

Motion Passed.

Public Comment

Martha Brodzik - Referenced Palmer Lake Municipal Code, noting that the code establishes the Planning Commission as a seven-member board with up to two alternates appointed directly by the Board of Trustees.

Motion to make Susan Miner a Planning Commissioner. (Harris, Stern) Roll Call Vote.

Accept: Stern, Beltran

Deny: Marble, Harris, Beeson, Moseley, Jurka

Motion Failed.

Motion to appoint Katherine Pietsch to Planning Commission. (Harris, Beeson) Roll Call Vote.

Accept: Marble, Harris, Beeson, Stern, Beltran, Moseley, Jurka

Deny:

Motion Passed.

Motion to appoint Katherine Keeley to the Planning Commission as an alternate. (Harris, Beeson) Roll Call Vote.

Accept: Marble, Harris, Beeson, Stern, Beltran, Moseley, Jurka

Deny:

Motion Passed.

Motion to appoint John Hartzog to the Planning Commission as an alternate. (Harris, Beeson) Roll Call Vote.

Accept: Harris, Beeson, Moseley, Jurka, Stern

Deny: Marble, Beltran

Motion Passed.

Town Clerk Romero administered the Oath of Office for Katherine Pietsch and John Hartzog.

12. Discussion and Possible Action Regarding Ordinance 03-2026 Adopting and Recording the Official Zoning Map of the Town of Palmer Lake, Colorado

The Board reviewed the draft of the official town zoning map intended to bring the town's visual records into alignment with the codified updates in Chapter 17. Discussion focused on the methodology used to update the map legend, the resolution of historical record gaps at El Paso County regarding older PUD and PD parcels, and potential configuration conflicts relating to residential lot sizes and future state ADU compliance. Staff confirmed that the map establishes a legal baseline matching current chapter 14 code text rather than executing proactive rezonings, noting that any property-specific errors or zoning changes will be addressed through separate public hearings in the future. Action on the map was deferred to allow final review of the text equivalency tables prior to formal adoption.

Public Comment

Martha Brodzik - Questioned the expired zoning classifications applied to specific parcels on the new map, such as the Red Barn property. She requested clarification on why these historical Planned Unit Development / Planned Development districts were marked as expired and when that status change occurred.

Motion to Approve Ordinance 3-2026. (Stern, Harris) Roll Call Vote.

Accept: Marble, Harris, Beeson, Stern, Beltran, Jurka

Deny: Moseley

Motion Passed.

13. Discussion and Possible Action Regarding a Temporary Moratorium on Contentious Actions, Including Review and Action Against Town Staff

Trustee Beltran initiated a discussion regarding the impact of ongoing municipal litigation and internal friction on administrative staff and town finances. Trustee Beltran suggested an informal moratorium on legal actions and administrative accusations to allow staff to focus on standard town operations. Board members discussed the feasibility of this approach, noting legal limitations regarding a formal moratorium on litigation.

Public Comment

Jane Garrabrant - Commented on an active lawsuit involving the town, suggesting that Trustee Moseley limit interactions with town staff to scheduled public meetings to maintain a comfortable working environment for personnel.

Paul Olivier - Expressed severe concern over the town's governance crisis, escalating legal fees, and the backlog of stalled local projects resulting from rapid turnover in legal counsel. He noted the town currently faces multiple active lawsuits, including a recent filing by a sitting trustee, as well as internal strife and reported intimidation of administrative staff. Warning that continued conflict risks financial insolvency similar to other struggling Colorado municipalities, He urged the Board to cease internal friction and focus immediately on hiring permanent legal and administrative leadership to protect the community.

Martha Brodzik - Spoke regarding historical municipal operations and town governance, stating that internal friction and staff turnover have been long-standing, recurring issues. She emphasized that moving forward, the town must prioritize transparency, honesty, and accountability to rebuild public trust. As an immediate step, they requested that municipal records and financial invoices be shared openly with the community without redactions.

Christi Birkeland - Provided comment regarding an active workplace investigation and internal personnel matters. She outlined federal, state, and municipal regulations, including EEOC standards, Colorado state statutes, and local town policies, governing an employer's strict legal requirement to mitigate workplace harassment and maintain a safe environment for staff. She noted that these policies are legally binding independent of town attorney availability or meeting logistics and requested that the Board take immediate corrective action to support and protect town personnel.

14. Discussion and Possible Action Regarding the Immediate Engagement of Legal Counsel Prior to Consideration of Other Town Business

    The Board directed Interim Town Administrator Smith to immediately identify specialized land-use attorneys to serve as special project counsel, bypassing a formal RFP to quickly mitigate the town's development project backlog. Because projected legal fees will likely exceed the town's $15,000 administrative purchasing limit, staff will bring the recommended candidate names and agreements back to the Board for formal approval. Concurrently, staff was directed to initiate the formal RFP process for a permanent town attorney replacement. Action on the final RFP language and the appointment of special counsel will be finalized at an upcoming special meeting, which Town Clerk Romero will schedule upon receiving availability from the trustees.

15. Discussion and Possible Action Declaring the Board's Commitment to Addressing Immediate Palmer Lake Concerns as a Priority

    Trustee Beltran spoke regarding the Board's commitment to prioritizing municipal matters and fostering community collaboration. Trustee Beltran shared remarks on his experience during his initial months in office and reaffirmed his dedication to his trusteeship duties. In furtherance of this commitment, Trustee Beltran read his official Oath of Office aloud into the public record.

16. Discussion and Possible Action Regarding DRT Contracts

    Trustee Moseley initiated a discussion regarding municipal contract accounting, suggesting the implementation of mandatory statements of work and itemized billing descriptions to improve vendor oversight. Staff defended current internal auditing controls, explaining how professional consulting services and engineering tasks are assigned, tracked, and billed to specific town funds or reimbursable projects. The Board received the update and took no formal action, with the understanding that interested trustees would coordinate with administrative staff to review current billing documentation workflows.

    Public Comment

    Richard Willan - Spoke regarding the Elephant Rock Property and his concerns pertaining the planned development. Noting that the vendor, Prism, attended a prior month's meeting only to discover the item had been removed from the docket without notice. He explained that Prism's original price estimate was explicitly limited to the Eco Spa area, but the project scope and costs increased as additional parts of the property were subsequently requested for survey.

17. Discussion and Possible Action Regarding the Elephant Rock Planned Development Process, Including Potential Waiver of Chapter 16 and Establishment of the Lodge and EcoSpa Areas as Separate Parcels

The Board considered administrative updates and local land-use code compliance regarding the Elephant Rock development, including a proposed parcel split for the EcoSpa areas. Staff provided professional feedback from the town's planning, engineering, and environmental consultants, indicating that the scale of regional infrastructure improvements necessitates a standard major subdivision process through Safebuilt rather than an expedited code waiver.

Public Comment -

Alisha Sears - Provided a public update on the status of the Fourth of July Festival and upcoming Awake the Lake initiatives. She requested community volunteers for festival operations, specifically noting setup, parking, and security needs, and outlined available sponsorship tiers. Ms. Sears also invited the public to the unveiling of a new community troll art installation on June 28th.

Martha Brodzik – Provided comment regarding municipal governance, board meeting protocols, and state statutory compliance. She discussed a previous canceled meeting session, raising concerns regarding administrative decorum, quorum requirements, and notice posting guidelines under Colorado Revised Statutes. She concluded by calling for greater transparency and accountability among town staff and the Board of Trustees.

Jane Garrabrant - Gave public comment regarding municipal governance, board voting protocols, and town financial reporting. She provided an overview of standard accounting principles, explaining how principal and interest loan payments are categorized differently between an income statement and a balance sheet, and recommended that the town provide balance sheets to the Board for better financial overviews. She also discussed standard municipal office workflows regarding voided checks and bank reconciliations, encouraging professional inquiry rather than the targeting of staff operations.

Matt Stephen - Requested that the Board implement a moratorium on data center developments, citing concerns regarding municipal code sufficiency and the high water-utility impacts associated with those facilities.

Board Reports

Trustee Jurka – Provided an update that tomorrow is Women's Veterans Day and that there will be a ceremony at Crawford Memorial. He also commented on the independent decision-making role of the Board of Trustees, noting that elected officials bear the ultimate responsibility for town policy and must exercise independent judgment when receiving administrative recommendations or legal advice.

Trustee Beltran – Requested the results of the RFP for Town Administrator and that a discussion take place at a future meeting regarding the hiring of a town attorney.

Mayor Stern - Provided a status report regarding ongoing exploratory discussions with the Monument Fire District for regional fire service inclusion. He highlighted a willingness by the Monument Fire District to accommodate a physical facility presence in town to help mitigate local capital infrastructure and equipment deficits. The Board directed staff to place the item on an upcoming agenda to schedule a formal, comprehensive work session involving the Monument Fire District, the town fire department, and the fire association.

Trustee Beeson - Reported on upcoming public art initiatives, announcing that the Palmer Lake Arts Council will soon place a six-foot butterfly sculpture in front of Calvert's Market. The speaker expressed thanks to the property owner, Mr. Tremblay, for partnering with the council to provide the installation space as part of community beautification efforts.

Trustee Harris – Requested a discussion item to be placed on a future meeting regarding a data center moratorium.

Trustee Marble – Indicated that he would be attending the CML conference at the end of the month.

Next Meeting and Future Items

Trustee Moseley Excused himself from the executive session.

Motion to go into executive session. (Stern, Beeson) "Aye" Vote. Motion passed unanimously.

Convene to Executive Session - Executive Session Pursuant to C.R.S. § 24-6-402(4)(f) for Discussion of Personnel Matters Regarding Compensation and Duties of the Town Clerk/Administrative Supervisor/Town Treasurer.

Reconvene to Open Session

Motion to reconvene to Open Session. (Harris, Beeson) "Aye" Vote. Motion passed unanimously.

Motion to increase the pay for the Town Clerk/Treasurer effective immediately. (Stern, Marble) Withdrawn.

Motion to amend the agenda to make a decision about compensation change for the Town Clerk/ Administrative Supervisor/Town Treasurer role. (Harris, Marble) "Aye" vote. Motion passed unanimously.

Motion to approve the compensation package that was discussed in executive session for our Town Clerk/Town Treasurer Erica Romero. (Stern, Marble) Roll Call Vote

Accept: Marble, Harris, Beeson, Stern, Beltran, Jurka

Deny:

Motion passed.

Adjourn

Motion to adjourn. (Beltran, Marble) "Aye" Vote. Motion passed.

Town Clerk - Erica N. Romero

Mayor Dennis Stern