

NEW BUSINESS WELCOME PACKET

Town Administration Contact Information:

info@palmer-lake.org

www.townofpalmerlake.com | (719) 481-2953

42 Valley Crescent | PO Box 208

Palmer Lake, CO 80133

TABLE OF CONTENTS

Palmer Lake, Colorado

Welcome Page 2

OUR TOWN

Community Profile Page 3

About Page 5

Town History Page 6

BUSINESS IN OUR TOWN

Permits & Licensing Page 8

Business Resources Page 9

COMMUNITY

Community Resources Page 11

Utilities Page 13

CONTACT

Town Departments Page 14

Boards & Commissions Page 15

WELCOME

Palmer Lake, Colorado

WELCOME TO PALMER LAKE!

Dear Business Owner,

On behalf of the Town of Palmer Lake, welcome to our community! We created this information packet to help make your transition as smooth as possible. Our hope is that you enjoy operating a business in town as much as we love living and working here.

This packet contains general information about the area, available services, contact information for various organizations associated with small business and economic development, and resources that will be beneficial to you and your business. Enclosed, please find:

- About our Town & Town History
- Community Profile
- Permits & Licensing Information
- Business Resources
- Community Resources
- Utilities
- Town Departments
- Boards & Commissions

We hope you take part in the many activities and events that occur in our town each year. For information about recent news, to view our calendar, or to find forms and community information, please visit our website at <https://www.townofpalmerlake.com>.

Our Local Business Directory can be found on our website under Community > Local Business.

Should you have any questions as you settle in, please do not hesitate to contact us.

Our Town Office is located at:

42 Valley Crescent
PO Box 208
Palmer Lake, CO 80133

You may also contact us at (719) 481-2953 or email info@palmer-lake.org.

Once again, welcome to the Town of Palmer Lake, and thank you for choosing our community for your business!

Palmer Lake, Colorado Community Profile

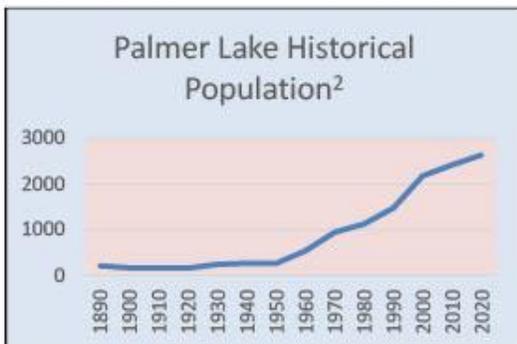
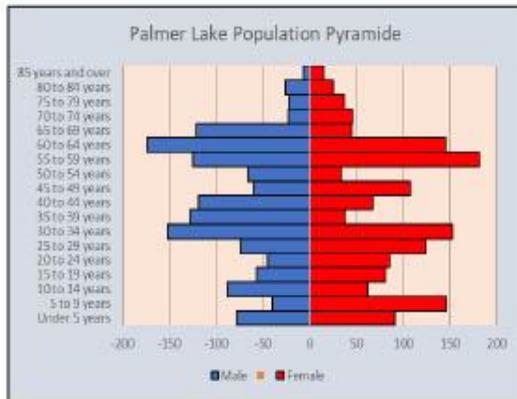
(2020 Data)

Population³

	Palmer Lake	El Paso County
Total	2,636	730,396
Male	1,282	369,358
Female	1,353	361,038

Age of Population¹

	Palmer Lake	El Paso County
Median Age	42.3 years	34.43 years



Income¹

	Palmer Lake	El Paso County
Median Household Income	\$92,333	\$71,517
Mean Household Income	\$98,099	\$92,028
Median Family Income	\$106,138	\$84,078
Mean Family Income	\$115,758	\$106,563
Per capita income	\$39,989	\$35,177

Education¹

Educational Attainment

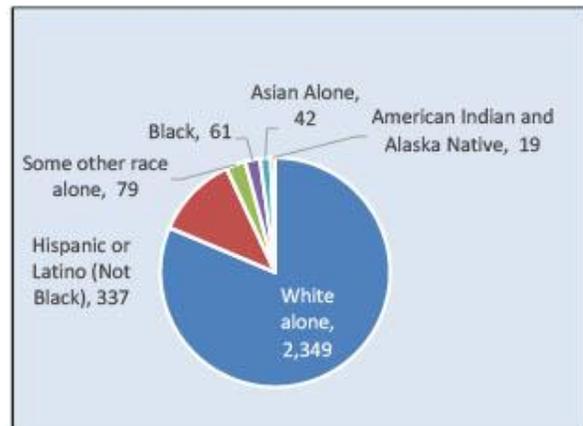
Population 25 years or older

	Palmer Lake	El Paso County
Less than high school	116 9.2%	28,436 7.5%
High school	252 19.9%	85,376 22.7%
Some college or Associate's	393 31.0%	131,432 34.9%
Bachelor's Degree	319 25.2%	115,581 21.6%
Graduate or professional	187 14.8%	49,774 13.2%

School Enrollment¹

	Palmer Lake	El Paso County
Nursery school	12	9,777
Kindergarten	0	8,683
Elementary School	179	70,334
High School (9-12)	107	34,717
College or grad school	182	47,912

Race and Ethnicity (Palmer Lake)¹



Place of Residence 1 Year Ago¹

	Palmer Lake	El Paso County
Same dwelling	2,121	554,323
Elsewhere in County	497	77,796
Elsewhere in State	527	16,464
Different State	190	47,173
Abroad	0	6,191

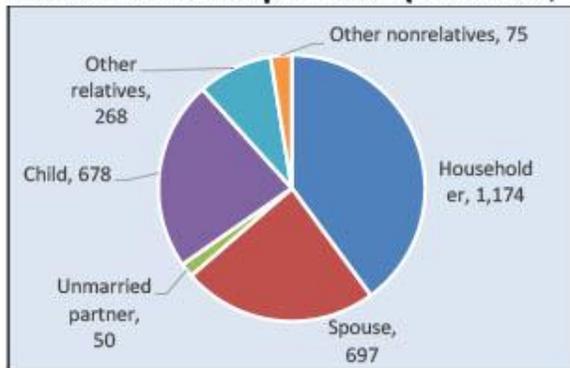
Palmer Lake, Colorado Community Profile

(2020 Data)

Households³

	Palmer Lake	El Paso County
Population	2,636	730,396
In households	2,636	712,515
In group quarters	0	17,881
Total households	1,072	266,425
Family households	668	184,557
Living alone	106	30
65 years and older	44	7,515
Average household size	2.46	2.67
Average family size	2.90	3.15

Household Composition (Palmer Lake)¹



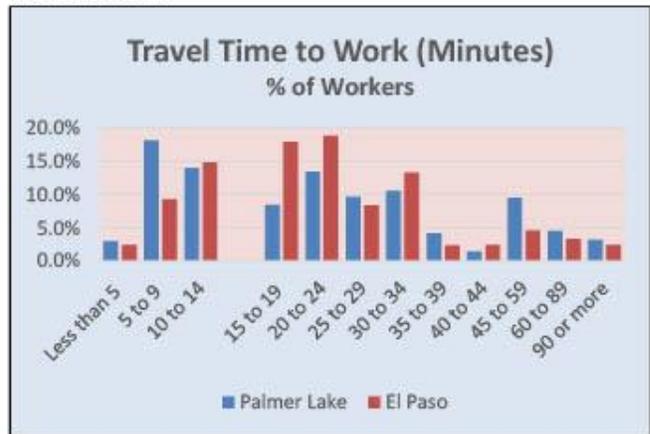
Housing Supply¹

	Palmer Lake	El Paso County
Total housing units	1,241	276,538
Occupied	1,174	262,780
Owner	1,087	171,408
Renter	87	89,445
Vacant	67	13,758
Homeowner Vacancy	0.5%	1.1%
Rental Vacancy Rate	15.5%	3.4%
Median value	\$329,700	\$300,200

Labor Force¹

	Palmer Lake	El Paso County
Civilian labor force	1,907	349,459
Employed	1,778	328,734
Unemployed	129	20,725
Unemployment Rate	6.76%	5.93%
Armed Forces	7	30,429

Commute¹



Occupation¹

	Palmer Lake	El Paso County
Management, business, science, and arts occupations	634	141,199
Service occupations	377	58,125
Sales and office occupations	377	70,280
Natural resources, construction, and maintenance occupations	203	27,910
Production, transportation, and material moving occupations	187	31,220

Data Disclaimer: The data in this profile are compiled from multiple sources and are intended for informational purposes only. Community Matters Institute (CMI) assumes no responsibility or legal liability for the accuracy, completeness, or usefulness of any information in this profile.

Data Sources: ¹2020 data from the American Community Survey (ACS) 5 year estimates.

²Historical records Colorado Department of Local Affairs (DOLA) in 2022.

³2020 Decennial Survey. (This data does not exactly match source 1.)



ABOUT OUR TOWN

Palmer Lake, Colorado



Palmer Lake was founded by General William Jackson Palmer in 1871 and was incorporated in 1889. It is one of three communities in the Tri-Lakes region between Denver and Colorado Springs. The three lakes are Palmer Lake, Monument Lake and Lake Woodmor. Located off Interstate 25, near two major metropolitan centers, Palmer Lake is a growing community on the Front Range of the Rocky Mountains. The population was 2,636 at the 2020 census.

Downtown Palmer Lake, though small, features many cozy, locally owned restaurants overlooking the lake. Visitors can enjoy a coffee shop, ice cream parlor, antique shopping, boutiques, and art galleries. The nearby library, town hall, and historical museum are often bustling with traditional annual events such as the Yule Log Christmas, the Chili Supper and Star Lighting, along with a multitude of outdoor activities along the Santa Fe Trail. The Lake itself is the gem of the town and part of the region's Santa Fe trail system. Palmer Lake offers fishing, kayaking, hiking and a local disc golf course. To park in the downtown area, visitors are directed to utilize the no-fee public parking off Hwy 105 near the pedestrian bridge.

TOWN STRUCTURE

The Town of Palmer Lake is a statutory town in El Paso County, Colorado, United States and is governed by an elected seven member Board, all volunteers, including the Town Mayor and six Trustees. The Mayor has a two-year term and Trustees serve for four years. Members are elected in coordination with the El Paso County November General Election, in even-numbered years. The Board of Trustees is the legislative body of the Town of Palmer Lake and meets regularly on the 2nd and 4th Thursday of the month at 5:00 PM.

In October 2021, the Board of Trustees passed a Resolution declaring their mission for the Town:

To provide leadership to preserve our small community dynamic with measured and sustainable growth in partnership with the citizens of the town of Palmer Lake including the following vision -

- To serve the community to meet fundamental needs while respecting the diversity and values of our citizens;
- To foster trust through effective communication, transparency, and partnership with the community; and
- To develop sustainable, durable revenue streams to assure Palmer Lake's future.

TOWN MUNICIPAL CODE

The Town provides on-line access to its Municipal Code and includes a listing of approved ordinances. For more information, please visit our website at <https://www.townofpalmerlake.com>. You will find the Code Book & Ordinances under the Resources tab.

TOWN HISTORY

Palmer Lake, Colorado



The Palmer-Divide, a geological ridge running from Palmer Lake eastward, creates its own weather patterns and separates the Arkansas River drainage to the south and the Platte River Drainage to the North. The highest point of the divide is about 7700 feet, at Vollmer Hill, which is located in the area known as the Black Forest. Monument Hill, located in the Tri-Lakes area, is about 7352 feet in elevation.

The earliest known area inhabitants were native-American tribes that date to the Folsom period, 10,000 years ago. More recently the Mountain Ute, Arapahoe, Kiowa, Sioux and Cheyenne and others have been present. The earliest recorded activity in the area was the Army's Major Stephen Long Expedition of 1820, which discovered the Colorado state flower, the

Columbine, somewhere between Monument and Palmer Lake. Many homesteaded ranches and farms straddled the El Paso/Douglas County line as early as the 1860s. Mr. David McShane is credited with being one of the first homesteaders in the Town of Monument in 1865. Henry Limbach and his family were also early arrivals and had much to do with planning and developing of Monument, which prospered as the commercial hub for the area on arrival of the railroad.

General William J. Palmer, a Medal of Honor recipient, came west after the Civil War to found the City of Colorado Springs and start the Denver and Rio Grande Railroad, a 3-ft. narrow gauge line, in 1871. He purchased the land known as the Monument Farms & Lake Property, which was to become the Town of Palmer Lake. Palmer Lake was critical to the railroad because the steam trains chugged up to the Palmer-Divide summit and had to take on water to head back down. The lake was the only natural water supply available on a year-round basis. Passenger trains would stop for 10 minutes to take on water and passengers could get off for a day of picnicking, fishing, and boating or wildflower hikes for a fee of \$1.50 roundtrip from Denver.

Dr. William Finley Thompson, a dental surgeon born in Ohio, who had practiced in Omaha, Portland, San Francisco, and London, England, came to Colorado in 1882 and soon platted the Town of Palmer Lake, intending it as a health and vacation resort. He built the Victorian mansion, Estemere, in 1887 for his family, but faced bankruptcy in 1890, when he left Palmer Lake to raise capital. Estemere, beautifully renovated and refurnished, is about two blocks west of the Vaile Museum. Prior to the automobile, Palmer Lake enjoyed visits from Denverites and others wishing to beat the heat of city summer temperatures. The Rocky Mountain Chautauqua, a people's vacation university, was active from 1887 through 1910, hosting programs in music, art, drama, religion and nature. The Rockland, a sixty-one room hotel, provided all the amenities any visitor could wish for, including a petting zoo.

Past industries in the area included harvesting ice from Monument Lake and Palmer Lake, which continued until 1941, fox farms, sawmills, Angora rabbit raising, and dry-land potato and grain farming. This method of farming relied on natural rainfall instead of irrigation water from streams or wells. Far more moisture was naturally available at the turn of the 20th century. In 1894 there were over 20,000 acres under cultivation, but in 1895 some of the potato crops did not mature because of the potato blight disease and potato growing slowed and finally stopped. At that time, Monument was famous for holding an annual "Potato Bake," a fall celebration where a free feast would be held just across the tracks from Front and Second Streets.

TOWN HISTORY

Palmer Lake, Colorado

The area around the two towns remained largely as ranch and farmland until the Air Force Academy was opened in 1958. Woodmoor was originally planned to be an area where the staff of the Air Academy and other military retirees could take up residence. From the Monument and Woodmoor area to the south, the land kept to its ranching heritage until the growth of Colorado Springs spawned housing developments starting about the mid 1980's. Most growth along this part of the I-25 corridor has occurred since 1990.

Our area has a remarkable history including events associated with the "wild west." There have been Indian raids and saloon shootings. There were several forts in the area where settlers could hole up until the trouble passed. One of these was the "McShane Fort" located just off highway 105, close to the railroad overpass. Poses have apprehended and strung up murderers on the outskirts of Monument and Palmer Lake. The area was home to five gold mines; however, none hit the mother lode. The Greenland open space area to our North once shipped more cattle to market than any other location in Colorado. The Goodnight-Loving cattle drive from Texas came through our area in 1866 and over the Palmer Divide. Indeed, the Greenland area was so named by Helen Hunt Jackson as the grass was so plentiful and green in color. Our historical heritage is rich with the knowledge of our pioneer pathfinders who settled the land and left their mark for all to see and learn about.

In 1964 the Palmer Lake Historical Society started a Museum and Library in the former Santa Fe Railroad Section Foreman's house. Lucretia Vaile, our area Museum's namesake, spent summers here with her family starting in 1884. She was instrumental in starting the Yule Log Ceremony, and was a founding member of the Colorado Mountain Club. Always active in community affairs, she left money to be used for cultural purposes, which aided in the building of the present Museum/Library in 1981. The Palmer Lake Historical Society and the Vaile Museum proudly serve as the main repository for Tri-Lakes history. Tour the museum on Saturdays, 10 AM to 2 PM all year and on Wednesdays from 1 PM to 4 PM during June through August. The museum is located at 66 Lower Glenway Street in Palmer Lake. Visit their website: www.PalmerDivideHistory.org for additional historical information.

© Palmer Lake Historical Society, 2009

PERMITS & LICENSING

Palmer Lake, Colorado

Every business needs one or more federal, state, or local license to operate. All Town forms can be found at <https://www.townofpalmerlake.com> under the Forms tab. Some frequently used forms are listed here:

BUSINESS LICENSE:

Pursuant to Chapter 5.02, all organizations conducting business within Town limits are required to have a business license. Each business license is valid for one (1) year after the date of issuance. The application and more information can be found on our website under Forms > Business License or by clicking here: [Business License](#)

SHORT-TERM RENTAL (STR) PERMIT:

Pursuant to Chapter 5.10, a short-term rental license is required for any short-term rentals (less than 30 days) in the Town of Palmer Lake. The application and more information can be found on our website under Forms > Short-Term Rentals or by clicking here: [Short-Term Rentals](#)

BUILDING/LAND USE PERMITS:

One or more permits may be required if you are building or remodeling your place of business. A permit is required for the following:

- New Construction
- Remodel or Repair
- Mechanical
- Improvements/Alteration
- Demolition
- Electrical
- Decks
- Structure Relocation
- Re-roofing
- Plumbing

A full list of building and land use applications can be found on our website under Forms > Land Use Applications or by clicking here: [Land Use Applications](#)

COMMERCIAL ZONING:

There are 4 commercial/industrial zones in the Town of Palmer Lake: C1, C2, CC, and M1. Our interactive zoning map and zoning codes are available on the website and can be found under Departments > Administration > Land Use > Zoning Code & Map. [Zoning Map & Codes](#)

A zoning check will be performed upon receipt of a business license application. Please check the Town's Zoning Map or contact the Administration Department at (719) 481-2953, or email info@palmer-lake.org if you have questions about zoning before purchasing a business property.

LIQUOR LICENSE:

A liquor license is required if you wish to serve alcohol at your business. To apply for a liquor license, or for more information, please contact the Town Office at (719) 481-2953.

SALES TAX:

The Town of Palmer Lake is a statutory Town with the State of Colorado, meaning that all sales tax for both the Town of Palmer Lake of 3.0%, El Paso County of 1.23%, and the State of Colorado of 2.9% must be remitted to the state. For information about sales tax, please visit: www.colorado.gov

SIGN PERMIT:

Pursuant to Municipal Code Chapter 14.50, a sign permit is required to be approved erecting any new sign in the Town of Palmer Lake. To apply for a sign permit, or for more information, please visit our website. The application can be found under Forms > Land Use Applications or by clicking here: [Sign Permit](#)

BUSINESS RESOURCES

Palmer Lake, Colorado

The Town of Palmer Lake offers the following resources as you pursue business in our Town:

EL PASO COUNTY COLORADO

<https://www.elpasoco.com/businesses>



Palmer Lake is a statutory town in El Paso County, Colorado. Information about doing business in El Paso County, including business assistance, employment resources, health department regulations, economic development, and planning and community development services can be found here.

PALMER LAKE ECONOMIC DEVELOPMENT GROUP (PLEDG)

www.palmerlakecolorado.org



Palmer Lake Economic Development Group (PLEDG) is a Colorado non-profit organization. The purpose of PLEDG is to bring greater awareness to the natural offerings of our beautiful area and to our citizens and local businesses so they will 'shop local.' Our goal as an organization is to enhance the Palmer Lake experience by developing more new businesses that are relevant and appropriate for our small-town way of life. Our four areas of focus are: Outdoors, Dining, Arts and History. We invite you to work with us to help preserve and celebrate our small town gem: Palmer Lake.

PIKES PEAK SMALL BUSINESS DEVELOPMENT CENTER

www.pikespeaksbdc.org



The Pikes Peak Small Business Development Center offers business consulting and training that maximizes the economic potential of entrepreneurs. Our mission is to help existing and new businesses grow and prosper. Our goal at the Small Business Development Center is to help emerging and existing entrepreneurs gain control of their business operations. We provide free guidance and counseling in all aspects of funding and developing small business. We strive to help grow and start businesses. While we cannot eliminate risk, we work to minimize it by helping clients write comprehensive business plans, conduct financial forecasts, strategize marketing tactics, apply for funding, and improve operations. Let us help maximize your business potential.

BUSINESS RESOURCES

Palmer Lake, Colorado

TRI-LAKES CHAMBER OF COMMERCE

www.trilakeschamber.com



The Tri-Lakes Chamber of Commerce provides leadership to support, improve, and promote existing and new businesses. We do this by providing services, information and programs that enable our local businesses to be successful. We achieve this through shared resources such as networking, communication, small business development, demographic information, providing seminars and training. In an effort to maintain the quality of life in the Tri-Lakes area, the Tri-Lakes Chamber is involved with, and plans events within the community that celebrate the character of the Tri-Lakes area and enhance the quality of life of its businesses and residents. We strive to represent the Tri-Lakes community regarding local affairs, government, and education interests by being a point of contact for each of the areas in which communication regarding issues, discussions and representations can occur.

COMMUNITY RESOURCES

Palmer Lake, Colorado

Palmer Lake is proud to offer many resources and events for our community. For more information, please visit:

AREA VISITOR INFO

<https://www.visitcos.com>



Palmer Lake Recreation Area is a popular and charming location for those who enjoy fishing, hiking, biking, and horseback riding under the beautiful blue Colorado sky. For more information, please visit our website.

AWAKE PALMER LAKE

<http://awakepalmerlake.org/>



Our mission: To salvage, restore, and recreate the natural majesty of the namesake of our town. To prevent any future significant water dissipation due to drought and other natural causes. To enhance and update surrounding recreation areas.

LEWIS-PALMER SCHOOL DISTRICT

<https://www.lewispalmer.org>



Lewis-Palmer School District 38 is located in El Paso County, Colorado, and serves approximately 6,500 students in the Palmer Lake, Monument, Woodmor, and the northern Black Forest areas. All D38 schools offer a premier education that supports innovative and relevant programming for students at all grade levels. LPSD students remain among the best prepared for future global success because D38 believes in fostering local, national, and global stewardship to create strong citizens who will secure a better world. This is WHY we educate.

PALMER LAKE HISTORICAL SOCIETY

<https://palmerdividehistory.org>



The Palmer Lake Historical Society promotes, preserves, and protects the history of the Palmer Divide area of Colorado and sponsors, maintains, and is responsible for the activities and commitments of the Lucretia Vaile Museum. For more information, please visit our website.

COMMUNITY RESOURCES

Palmer Lake, Colorado

PIKES PEAK LIBRARY DISTRICT

<https://ppld.org>



Pikes Peak Library District (PPLD) is a nationally recognized system of public libraries serving a population of 669,874 in El Paso County, Colorado. With fifteen facilities, online resources, and mobile library service, PPLD responds to the unique needs of individual neighborhoods and the community at large. Our mission: Providing resources and opportunities that impact individual lives and build community. Seek. Engage. Transform.

SPECIAL EVENTS

www.townofpalmerlake.com/community/page/special-events

Palmer Lake offers different parks and venues for your special event. For more information about Special Event Permits, please visit our website.

TRI-LAKES CENTER FOR THE ARTS

<https://trilakesarts.org>

The Mission of the Tri-Lakes Center for the Arts is to nurture emerging artists, demonstrate cultural creativity, and promote the fine arts and humanities in the Tri-Lakes area and beyond.

VENUE RESERVATION

<https://www.townofpalmerlake.com/administration/page/town-palmer-lake-venues>

The Town of Palmer Lake offers 4 outdoor venues and 1 indoor venue for reservation: Centennial Park Gazebo, Historic Town Hall, Palmer Lake Pavilion, and Village Green & Gazebo. For application and reservation information, please visit our website.

UTILITIES

Palmer Lake, Colorado

ELECTRIC

CORE Electric Cooperative	(800) 332-9540	https://core.coop
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GARBAGE

GFL Environmental	(719) 633-8709	https://gflenv.com
Infinite Disposal	(719) 999-0600	https://www.infinitedisposal.com
Peak Disposal & Recycling	(719) 481-2340	https://peakdr.com
Republic Services	(844) 737-8254	https://republicservices.com
Waste Management	(719) 632-8877	https://www.wm.com/us

INTERNET & TELEVISION

Century Link	(877) 425-2301	https://www.centurylink.com
DIRECTV	(855) 956-4583	https://www.directv.com
DISH Network	(877) 944-3088	https://www.dish.com
Force Broadband	(719) 896-2120	https://forcebb.com
HughesNet	(855) 958-4319	https://www.hughesnet.com
ViaSat	(866) 551-3558	https://www.viasat.com
Xfinity/Comcast	(800) 934-6489	https://my.xfinity.com

NATURAL GAS

Black Hills Energy	(888) 890-5554	https://www.blackhillsenergy.com
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SANITATION

Palmer Lake Sanitation District	(719) 481-2732	http://www.plsd.org/index.php
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WATER

Town of Palmer Lake	(719) 481-2953	https://www.townofpalmerlake.com/water/page/water-billing
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TOWN DEPARTMENTS

Palmer Lake, Colorado

Departments of the Town include Administration, Water, Public Works (including Roads and Parks maintenance), Police and Fire services. Additionally, the Board of Trustees appoints the Judge for Municipal Court and the Town Attorney.

For more information, please visit our website at <https://www.townofpalmerlake.com>.

If a public member has a concern, inquiry, or would like to submit a request, you may contact us on our website under Forms > Contact US. You may also email us at info@palmer-lake.org or reach out directly using the Departments tab on our website.

DEPARTMENT	ADDRESS	PHONE
ADMINISTRATION	42 Valley Crescent PO Box 208 Palmer Lake, CO 80133	(719) 481-2953
FIRE	12 Valley Crescent PO Box 208 Palmer Lake, CO 80133	(719) 481-2902 In the case of an emergency, dial 911.
MUNICIPAL COURT	28 Valley Crescent PO Box 208 Palmer Lake, CO 80133	(719) 481-2953
POLICE	54 Valley Crescent PO Box 208 Palmer Lake, CO 80133	(719) 481-2934 In the case of an emergency, dial 911.
PUBLIC WORKS	42 Valley Crescent PO Box 208 Palmer Lake, CO 80133	(719) 481-2953
WATER	42 Valley Crescent PO Box 208 Palmer Lake, CO 80133	(719) 481-2953

BOARDS & COMMISSIONS

Palmer Lake, Colorado

BOARD OF TRUSTEES

<https://www.townofpalmerlake.com/bc-bot>

The Town of Palmer Lake is a statutory town and governed by an elected seven member Board, all volunteers, including the Town Mayor and six Trustees. The Mayor has a two-year term and Trustees serve for four years. Members are elected in coordination with the El Paso County November General Election, in even-numbered years.

The Board of Trustees is the legislative body of the Town of Palmer Lake and meets regularly on the 2nd and 4th Thursday each month at 5 PM. Board meetings are available to the public via "Live Stream" (from the ribbon at the top of the page). *Public comment is welcomed via email, info@palmer-lake.org and will be shared with the Board. For a list of current members, please visit our website.*

BOARD OF ADJUSTMENTS

<https://www.townofpalmerlake.com/bc-boa>

The Board of Adjustments is a quasi-judicial body comprising of five regular members, including three citizen members, one member appointed from the Planning Commission and one member appointed from the Board of Trustees, as well as two alternate citizen members. Members are appointed by the Town Board of Trustees and shall serve staggered terms of two years. The Board of Adjustment meets monthly, as needed, to hear and decide appeals relating to zoning requirements for land use (lot width, setbacks). For a list of current members, please visit our website.

PARKS COMMISSION

<https://www.townofpalmerlake.com/bc-parks>

The Parks Commission is currently comprised of seven citizen members appointed by the Board of Trustees. Members serve staggered terms of two years and primarily advise on matters pertaining to Town parks and recreation areas. The Commission members may enlist volunteer work groups to assist in developing and maintaining public areas of the town including parks, green space and trails. The Parks Commission currently meets monthly to study, investigate, counsel, or develop plans for the care and preservation of parks, and makes recommendations, when outside the budgeted plans, to the Board of Trustees. For a list of current members, please visit our website.

PLANNING COMMISSION

<https://www.townofpalmerlake.com/bc-pc>

The Planning Commission is comprised of seven citizen members, appointed by the Board of Trustees, for staggered terms of two years. The Planning Commission has authority pursuant to the provision of C.R.S., Title 31, Article 23, Part 2. The Commission makes recommendations to the Board of Trustees regarding land use matters and zoning ordinances. Additionally, the Commission governs the Master/Comprehensive Plan for the Town of Palmer Lake. For a list of current members, please visit our website.