



PARKS AND TRAILS COMMISSION

Tuesday, February 13, 2024 at 5:00 PM

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

MINUTES

Call to Order. Commission Chair Reid Wiecks called the meeting to order at 5:03 PM.

Roll Call. Kevin Magner, Cindy Powell, Phyllis Head, Reid Wiecks, Mike Pietsch. Excused/tardy: Jennifer Nilson. Others present: Trustee Nick Ehrhardt, Jason Dosch, Dawn Collins, Tish Torweihe.

Approval of Minutes.

1. Minutes from January 9, 2024, Meeting. MOTION (Phyllis, Cindy) to approve the minutes as presented. Motion passed 5-0.

Petty Cash Report. Mike reported a new balance of \$306.

Public Works Supervisor Report. Blue Tree is cutting willows by the lake. Kevin and Jason purchased the building materials for the USAFA/chicken coop bridge. Jason said his farewell to the Parks Commission, he starts a new job with El Paso County on 2/20/2024. Reid thanked Jason for all his support to the Parks Commission.

Town Administrator Report

2. Kiosk Revenue Report. Reviewed report.

3. Distribute Resolution 10-2024 to Authorize Parks and Trails Commission. The resolution to build bridge with USAFA to the elephant rock property, renovate the open-air pavilion and develop a perimeter trail on the property was adopted by the Board of Trustees and a copy provided to members.

4. Distribute Adopted Public Comment Policy for Town Meetings. Collins referred to the rules adopted for public comments at town meetings.

Collins reported that the position of equipment operator was posted and with slight modification, the Public Works Supervisor position will be posted. Dawn thanked Jason for his valuable contribution to the Town, stating that he would be missed. There are interim plans in place and any Parks needs should go through the Town office.

Dawn reported the GOCO concept was not invited forward for application. She suggested scheduling a feedback call with GoCo to pursue a plan to move forward. Reid stated that he and Jen will join in.

Business Items

5. Consider Chair for Parks and Trails Commission. MOTION (Cindy, Kevin) to nominate Reid as Chair. Motion passed 5-0.
6. Consider Vice Chair for Parks Commission. MOTION (Reid, Phyllis) to nominate Mike as Vice Chair. Motion passed 5-0.
7. Report of Volunteer Hours. Reminder was made to report volunteer hours to Tish.
8. Update on Festival on the Fourth/Fireworks. Discussion took place regarding a meeting with Awake the Lake reps, department heads, Mayor, and Mike attended from Parks. Security was discussed as a big concern and having a plan for an emergency is a high priority. More volunteers are needed for the event. Awake The Lake is wanting to move forward with the event and looking for a Chair to spearhead coordinating the event. Discussion took place to consider scaling it down with less attendance to have more safety for the event. Staff is unable to safely manage the size of the event, additional help is needed at a greater cost. Staff will work on establishing what the town needs for a safe event. Mike reported that Jeff Hulsman told them the event will go forward. The Fun Run is also getting bigger each year and it was agreed that both parties need to collaborate on the event on the fourth. Reid expressed concern about special events at the lake/CP not coming before the Parks Commission prior to the Board for approval. Discussion took place about events – this being an Awake the Lake event, and discussion took place about bringing events to Parks as information. Trustee Ehrhardt reviewed how he could assist with special event applications that are presented to the Board. Dawn reviewed the process for Special Events and department review meeting before the Board reviews and votes on the events.
9. Consider Recommendation Relating to E-bikes on Trails and Bridges Study (Glen Park, Creekside Trail, Kent and Prairie Trail and ER). Reid proposed an E-bike survey study be done. He will share the 20 pages of information he has gathered from other communities. Many studies are available online. Reid offered that he and Jen will draft a survey for the next workshop.
10. Update 2024 Project List. Kevin will be reworking the project list, showing project cost, volunteer hours to complete the project and have Parks members sign up. The POC will see the project get done from start to end. Reid suggested each member sign up for at least ten and rank priority of the projects. The list will be reviewed at the next workshop.
11. Update on the E-rock Trail and Bridge Activity. The meeting with Mile High Youth Core was postponed and no update is available. The logs are being scraped and materials were purchased. The bridge grant organization has been emailing clarification questions, which is a good sign.

Centennial Park

12. Review Pickleball Relocation. The Board was concerned about the water line and costs for future repair if needed. Dawn commented that Steve Orcutt stated a rough estimate is closer to \$40,000. Tim Caves proposed to move the courts south of the bridge near the railroad fence. Discussion took place about close parking to the courts and how parking along Hwy 105 and restaurants will benefit the community. The bathroom design will be reduced by one toilet on each side. The Board will consider the revised MOU without the funds for the water line. MOTION (Reid, Phyllis) to make a recommendation to the Board to accept the relocation of the pickleball courts and the reduced size of the bathroom. Motion passed 5-0. It was stated that Josh Mabe offered to do the exterior design of the restroom to make it aesthetically pleasing. Reid and Mike discussed with Tim Caves that the

orientation of the restroom entrance should be more southeast rather than north because of snow and ice buildup.

13. Final Review Winterfest Broomball Tournament 1/20. The OCN had it on the front page. The event made money and Jen will provide a future detailed report.

14. Update on Removal Holiday Lights. Reid thanked Kevin and Mike for helping remove the holiday lights in Centennial Park. April and Reid will meet and come up with a light plan and ideas for more volunteers. Reid suggested any questions or concerns be emailed to him.

15. Review of Centennial Park Master Plan Site Map. Reid reviewed the site map and thanked Trustee Nick for working on the map. The pickleball court was relocated on the site map.

16. Update GOCO Grant for Multi-Use Field. Dawn covered this under Town Administrator Report.

17. Little League Use & Field Fees. There is not a current MOU in place and discussion took place about charging for the use of the field. Dawn will research what other communities are charging. MOTION (Reid, Cindy) to pursue fees for the use of the field. Motion passed 5-0.

Glen Park. None

Public Comment. None

Report of Other Meetings. Previously discussed.

Next Meeting (Workshop 2/27) and Future Items. Earth Day event, E-Bikes, Noxious weeds were mentioned.

Adjourn. Reid adjourned the meeting at 6:28 PM. Happy Valentines Day!

Minutes by: Tish Torweihe, Administrative Specialist