



## **PARKS AND TRAILS COMMISSION**

**Tuesday, December 10, 2024 at 5:30 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 5:00 PM.

**Roll Call.** Members present: Kevin Magner, John Tool, Jennifer Nilson, Reid Wiecks, Mike Pietsch. Others: Trustee Nick Ehrhardt, Dawn Collins, Tish Torweihe.

#### **Approval of Minutes**

1. Minutes from November 12, 2024 Meeting. MOTION (Jennifer, Kevin) to approve the minutes from November 12, 2024. Motion passed 5-0.

**Petty Cash Report.** Mike reported no new expenses, donations, for a balance of \$199.

**Public Works Supervisor Report.** Dawn reported that Public Works installed three new signs near the Glen parking kiosk. The Outdoor Classic is grooming ice on the lake. The structures on elephant rock property are in process of demolition.

**Town Administrator Report.** Dawn reported that the bridge material was ordered. Discussion took place about gift cards for the parks staff. MOTION (Reid, Kevin) to get two Visa cash cards - one for Carson and one for Q. Motion passed 5-0. Mike will provide from petty cash.

#### **Business Items**

2. Report of Volunteer Hours. Hours were reviewed.

3. Kiosk Revenue. Revenue was reviewed. The new signs may help increase awareness and revenue.

4. Report/Consider Items for Project List. Reid edited the list and reviewed project updates. Reid will renumber the list. The pickleball net in the Glen has been stored for the season. The court is iced over. MOTION (Reid, John) to accept the new project list. Motion passed 5-0.

5. Update Holiday Lights Contest & Winners Plaque. Discussion of the lights contest details, map and winner plaque options took place. The Best Display would be the best category to place on a plaque. MOTION (Jennifer, Kevin) to purchase a plaque that displays the Best Display year after year. Motion passed 5-0.

6. Review Parks & Trails Meeting Time. Discussion to move all Parks meetings and workshops to 5:30 PM going forward.

7. Proposal to Purchase a Leaf Blower. Review of purchase options of a leaf blower took place. Courts have been locked due to weather, ice and mud. The leaf blower will be stored at the new restroom

facility storage. Dawn will confirm with Stacy any duplicate equipment currently at the shop. Discussion took place about various tools needed to help keep the courts clean. MOTION (John, Reid) to purchase the Dewalt brand with two back up rechargeable batteries. Motion passed 5-0. An additional list will be forwarded for consideration.

8. Community Service Issued By Court. Discussion ensued about community service issued by the Palmer Lake Municipal Court. Recently, two adults have been assigned duty. Commission members will provide the project list highlighting community service opportunities for Public Works to assign and oversee approval of hours completed.

9. E-Rock Vision Concept. Reviewed with members and John will email Reid additional edits.

10. Update Open Air Pavilion Renovation. Angel roofing received the deposit to order supplies. They anticipate completing the work by year end.

11. Review January Meetings & Workshops. Review of meeting dates and member availability took place. The January meetings will be rescheduled to Monday, January 6<sup>th</sup> at 5:30 PM. No workshop will be scheduled unless necessary as determined by members. The regular February meeting will be rescheduled to Tuesday, February 25<sup>th</sup> at 5:30 PM, and if a workshop is needed it will begin at 5 PM.

### **Trails and Bridges**

12. Update USAFA Bridge. Kevin reviewed activity for the awarded MHYC labor (\$49k value) including three weeks of chain saw work and one week of trail work. Walking out the specifics will take place prior to the work in spring. Staff will plan for required restrooms. Additionally, members reviewed the railing design as presented. The steel Joist has been ordered and will be delivered the first week in March with construction to follow. Discussion took place about the current bridge having a damaged cable. Along with new rail cabling, additional (spare) cables will be ordered for future repairs. Acknowledging the award should include review of the publishing guidelines page. Reid will write a thank you letter.

### **Centennial Park**

13. Memorial Update: Nothing new to report.

14. Broomball Tournament - Winterfest Plans. Discussion took place about donations and review of the business list to not duplicate requests. Logos of contributors will be advertised in promotional materials and recognition on social media. Jennifer will compile a list of items needed. This event is scheduled for January 11<sup>th</sup> with a backup date following the Outdoor Classic, if needed.

15. Update Pickleball Work Group. John reported that progress is slow and two individuals are currently interested. John suggested \$20 per hour for each court. This camp would be a total of \$2160 for a multi-day clinic. Dawn suggested starting fees simple and then modify over time. Civic Rec is anticipated to be installed/built in the first quarter due to limited staffing. John will gather more fee information to bring back to the January meeting.

16. Holiday Lights Removal. Holiday lights will be unplugged in mid-January and be removed as weather permits.

**Glen Park**

17. Update Pickleball Court. Parks will provide a schedule of maintenance to complete each year for staff.

Reid expressed a special thank you to Nick Ehrhardt for his commitment to the Parks Commission and keeping the Board updated, and wished everyone a Merry Christmas and Happy New Year.

**Public Comment.** None.

**Report of Other Meetings.** None.

**Next Meeting (1/6) and Future Items.** The next meeting will be 1/6.

**Adjourn.** Commissioner Reid Wiecks adjourned the meeting at 6:59 PM.

*Minutes by: Tish Torweihe, Administrative Specialist*