



PARKS AND TRAILS COMMISSION

Tuesday, August 26, 2025 at 5:00 PM

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

MINUTES

Call to Order/Roll Call – Meeting was called to order at 5:30pm John Tool, Mike Pietsch, Lauren Penner, Kevin Magner were present. Reid Wiecks and Jennifer Nilson were noted excused.

Approval of Minutes

Minutes from June 10, 2025, Meeting

Minutes from July 8, 2025, Meeting

Minutes were approved Motion (Tool, Penner) Motion passed 5-0

Petty Cash Report- Commissioner Pietsch provided an update on the current petty cash balance with a total of \$168.

Public Works Supervisor Report – The Public Works Supervisor provided a memo of ongoing and completed projects. An updated report will be included in each meeting packet to track deadlines and project status

Town Administrator Report – The Town Clerk introduced Deputy Town Clerk Grant Massey, who will assume clerking responsibilities for the Parks Commission as part of the transition plan. Clerk Romero reminded the Commission of upcoming meetings and noted that reports, including Kiosk Revenue, will be updated in the next packet. Romero also emphasized that utilizing the Supervisor Report memo will improve tracking of deadlines and expectations for the Parks Supervisor in future meetings.

Business Items

Volunteer Hours – Updated report provided.

Kiosk Revenue – To be presented at the next meeting in a revised, easy-to-read format.

Project List – Further discussion will take place upon Commissioner Reid's return.

Creek Week (September 27, 2025) – Commissioner Pietsch will present a proclamation with the FCWS liaison at the September 11 BOT meeting. Updates to flyer and volunteer needs were discussed.

Invasive/Noxious Weeds – Commissioner Penner provided preliminary updates, with additional details to be presented at the upcoming workshop and meeting.

OPPI Conference – Commissioners Nilson and Tool attended. Commissioner Tool reported on the training and noted limited value to PLPC.

Planning/Vision Updates – PD planning, E-Rock, and vision plan discussion was tabled until the full commission is present.

Columbine Park Shade Structures – Commissioners Wiecks and Tool reported the project is ongoing with no new updates at this time.

Trails and Bridges

Updates were provided on the MHYC project scheduled for September. Commissioners will coordinate on designated dates. Brush removal planning with Public Works and to-do list items were reviewed.

Updates were also provided on USAFA Project #3 for the 2025/26 academic year.

Centennial Park

Discussion of double-sided sign kiosk for PB courts in Centennial Park. Flooding issues at Glen Park courts were noted, with permanent solutions being reviewed by Town engineer.

Glen Park

Review of pickleball/tennis court flooding issues; specific problem areas reported.

Public Comment - *none*

Report of Other Meetings – none

Next Meeting and Future Items - Next workshop scheduled for September 16, 2025. Regular meeting scheduled for September 23, 2025.

Adjourn Meeting adjourned at 6:45PM

Minutes by: Erica N. Romero – Town Clerk