



PARKS AND TRAILS COMMISSION

Tuesday, July 08, 2025 at 5:30 PM

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

MINUTES

Call to Order - Chair Reid Wiecks called the meeting to order at 5:32 pm

Roll Call - Present: Commissioners, John Tool, Reid Wiecks, Mike Pietsch Kevin Magner. Others present: Trustee Dennis Stern, Supervisor Stacy DeLozier, Deputy Town Clerk Erica Romero. Jennifer Nilson noted as excused.

Pledge of Allegiance

Approval of Minutes – Minutes from June 10, 2025, was tabled until next regular meeting.

Petty Cash Report - Commissioner Pietsch reported expenses and contributions for a current balance of \$120

Public Works Supervisor Report – Public Works Supervisor Stacy DeLozier reported progress on several park-related items. Automated locks and foot cleaners for the bathrooms are currently being implemented. Luke White has been hired with dedicated responsibilities for Parks. Andrew continues to assist part-time, while Cole will complete his temporary assignment by the end of July. Additionally, the court maintenance supply order is being finalized and placed.

Administration Report - Deputy Town Clerk Erica Romero reported that the CivicRec reservation system is now live and available through the Town's website. The system is designed to streamline reservations for all venues and park spaces in Palmer Lake. Signage has been prepared and will be posted in key areas to promote awareness. Erica noted that some minor glitches may occur and welcomed feedback to improve the system. She also presented a draft of the promotional signage.

Additionally, Erica informed the Commission that Town Administrator Dawn Collins will attend her final Board of Trustees meeting on Thursday, July 10, 2025. Parks Commission members are invited to attend in recognition of her years of dedicated service

Business Items

1. Review and Consideration of Applicant for Parks & Trails Commission Appointment - Mr. Lauren Penner's application was reviewed, and he was asked general questions regarding his interest in serving on the Parks and Planning Commissions. Mr. Penner shared that he has been a Palmer Lake resident since 2007 and is eager to give back to the community. He works in the IT field but enjoys spending time outdoors and has actively volunteered on several park

projects. He expressed his enthusiasm for contributing further in an official capacity, if appointed.

2. Report of Volunteer Hours and running total hours were included.
3. Kiosk Revenue discussed; police ticket enforcement request followed.
4. Report/Consider Items for Project List- no discussion.
5. Amenities for parks list review - discussed bathroom upgrades and new equipment purchases.
6. Make-up of the PLP&T Commission – no discussion pertaining to this at this time.

Trails and Bridges

Chicken coop fate - structure's future—pending BOT direction. No action taken

Open Air Pavilion - Renovation Tabled Due to easement concerns.

Update ER trail easement and options, Beaver Pond trail approval - Easement negotiation and designation processes reviewed Chairman Wiecks asked Deputy Town Clerk Erica to follow up with Town Admin, Bot and Attorney Krob and provide an update or coordinate a meeting to further discuss. No action taken

Kent / Prairie trail easement –Wiecks reviewed PLP&T's request re the boundary line and trail widening along the Kent to Prairie section that borders the Kite property, as the Kites redid the survey that widened the trail easement for the Town. No action taken

Fountain Creek Watershed grant and cooperative work opportunity – Commissioner Mike Pietsch discussed opportunities to align upcoming projects and timelines with Creek Week efforts, as both occur around the same time of year. Specifically, they considered how to coordinate the 2026 Mile High Youth Corps (MHYC) and GOCO grant-funded trails and parks work with Creek Week cleanup activities to maximize volunteer impact and project efficiency.

Mile High Youth Corp/GOCO Grant for Trails and Parks Work 2026 – Chairman Wiecks provided a copy of the grant application and opened a discussion about potential 2026 projects.

Due to the need for additional information regarding trail development at the Elephant Rock property and related planning details, the Commission agreed to table further discussion until the necessary updates are available.

USAFA 2025-2026 project update - Kevin Magner outlined the possibilities and also stressed that the uncertainty surrounding the E-Rock property is hampering the situation, but that some alternatives are being explored.

Centennial Park

7. Pickleball Court – Lights - The Commission discussed the installation of lights at the pickleball courts in relation to existing park hours, which are from dawn to dusk. Motions (Tool, Pietsch) was made and approved to not install lights at the pickleball court.
8. Signs on pickle ball courts fencing - The Commission discussed whether a formal policy is needed regarding signage on the pickleball court fencing. Deputy Town Clerk Erica Romero clarified that, under current rules, banners for special events are only permitted on the baseball field fence. The recent issue that prompted this discussion has been addressed, and

Town staff will continue to monitor signage going forward. Special event signs remain prohibited on the pickleball courts, with only sponsorship signage allowed.

9. GOCO Multi Use field grant discussion - The grant submission was tabled until the next cycle (5–0) due to the lack of an MOU with the Palmer Divide Soccer Club, which is required to complete the application. Although Jennifer was not present at the meeting, she advised Chairman Wiecks in advance to table the item.

Glen Park

10. Pickle ball/ tennis court flooding review - Painting plans reviewed; professional support may be needed for older courts.

Public Comment - *This time is reserved for the public to speak to items not on the agenda.*

Report of Other Meetings -**Next Meeting and Future Items -**

11. **Workshop 7/22** MHYC/GOCO Grant final concept (due July 30th)

August PLP&T Meeting and Workshop

Adjourn -7:14PM