



## **PARKS AND TRAILS COMMISSION**

**Tuesday, February 25, 2025 at 5:30 PM**

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

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### **MINUTES**

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**Call to Order.** Commission Chair Reid Wiecks called the meeting to order at 5:35 PM.

**Roll Call.** Present: Kevin Magner, John Tool, Reid Wiecks, Mike Pietsch. Excused: Jennifer Nilson.

Staff present: Dawn Collins, Tish Torweihe.

#### **Approval of Minutes**

1. Minutes from January 6, Meeting. MOTION (John, Reid) to approve the minutes from January 6, 2025. Motion passed 4-0.
2. Minutes from January 21 Special Meeting. (Reid, John) to approve the special minutes from January 21, 2025. Motion passed 4-0.

**Petty Cash Report.** Mike Pietsch reported donations and expenses with a new balance of \$89.00.

**Public Works Supervisor Report.** Collins reported for PW Supervisor Stacy, offering to assist with the elephant rock trail signs. He suggested that Smarts Signs is an online sign company that offers good prices for future sign needed. The piece of concrete left at the former cabin site was removed. The chapel west door was secured. Reid requested millings around the lake trail and will contact Stacy.

**Town Administrator Report.** Collins reviewed the Board direction about the Parks vision presentation for elephant rock. She inquired about the audit recommendation to consider replacement of the climbing hill. Reid mentioned that the playground guidelines were followed and is in compliance. Reid will provide Dawn with a statement of the guidelines followed. Staff is preparing the CivicRec reservation system, scheduled to launch by the end of April. Collins asked about the pickleball court name or numbers. John stated they are numbered 1-6 on the door. Discussion ensued about liability of using at own risk and whether to add sign language about using eye protection.

#### **Business Items**

3. Report of Volunteer Hours. Reviewed.
4. Kiosk Revenue (January). Collins mentioned that PD was trained on Kiosk backup for troubleshooting.
5. Report/Consider Items for Project List. Discussion took place to add the Glen Park tennis court trench and fill it with stones or concrete for a safer surface. Reid suggested creating a list of 2024 volunteers and contributors to Parks and advertising a thank you through OCN. MOTION (John, Reid) to add to the projects list to fill in the Glen Park tennis courts trench with concrete or river rock for safety.

Motion passed 4-0. MOTION (Reid, John) to add to the project list creating a list of 2024 of sponsors, donors, contributors who helped the Commission. Motion passed 4-0.

6. Nominate and Vote on Commission Chair. MOTION (Kevin, John) to nominate Reid Wiecks for Commission Chair. Motion passed 4-0. Reid accepted.

7. Nominate and Vote on Commission Vice Chair. MOTION (Mike, Kevin) to nominate John Tool for Commission Vice Chair. Motion passed 4-0. Reid thanked Mike for his six years of service as Vice Chair and John accepted.

8. Update - Trail Signs. Discussed and reviewed the list of signs from Tri Lakes Printing. A review of the signs included standardizing with logo and abbreviations. The Board recommended adding a Please Do Not Feed Animals sign to the list for the elephant rock property. Discussion of the balance of \$1,000 donation will be used for signs, t-posts and bolts. A trail sign update will be forwarded to the next agenda

9. Former Cabin Site Clean Up - Service Day/Project List. Previously discussed. MOTION (Reid, John) to add the former cabin site clean up to the project list and include for the May service day. Motion passed 4-0.

10. Update - USAFA Bridge #2. Kevin reviewed the project details. The material and hardware have been purchased and building the abutment will begin in March.

11. Review List of 2024 Parks Sponsors. Previously discussed.

### **Trails and Bridges**

12. Update - E-Rock Vision Concept. Reid presented the vision to the Board in January. They requested more details. He reported that members inquired about removing existing buildings. Review took place of the E-Rock map and zones for use and maintenance of areas. Modifications discussed include expanding the legend; added language for sensory zone; easement added; use of area if demo structures; future consideration of an amphitheater. MOTION (Reid, Kevin) to update vision and map as discussed at the workshop to bring to the March Board workshop. Motion passed 4-0. Kevin thanked Reid for his work on this project.

13. Update - E-Rock Open Pavilion Renovation. The roof replacement was completed. Dawn will confirm the final invoice was adjusted for unused roof material.

14. MHYC Discussion (walk creek, make priority list of projects for 4 weeks of labor). Scheduling walk through to establish priority list with the help of a drone to provide clarity. Discussion about a timeline in March took place.

### **Centennial Park**

15. Update - Pickleball Workgroup. John is coordinating with Jane to create a pickleball club. They have upcoming meetings and will bring updates to the commission. John is coordinating with Mark Price for the clinic needing four or more courts in September. Discussion of fees took place and subsequent discussion of building CivicRec (planned launch end of April) and installing a QR code notice at the courts to direct people to the reservation site. John will be involved in the testing.

16. Update - Troll Display Design. Dawn reported that the Board approved the design.

17. Review Pickleball Signs. Discussion took place previously but added to confirm what is noticed on the paddle up sign. It was discussed this may not be an issue if players create profiles and self-regulate skill level to avoid injuries. This item and confirmation of language will be brought back to the next meeting.

18. GOCO Grant for Centennial Park. This item is tabled to the next meeting when Jen can be involved.

**Glen Park**

19. Consider PB/Tennis Court Trench. Previously discussed.

**Public Comment.** None.

**Report of Other Meetings.** None.

**Next Meeting (March 11) and Future Items.** Workshop on Thu., March 6, with Board to discuss elephant rock property.

**Adjourn.** Reid adjourned the meeting at 7:11 pm.

*Minutes by: Tish Torweihe, Administrative Specialist*