



PARKS AND TRAILS COMMISSION

Tuesday, March 11, 2025 at 5:30 PM

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

MINUTES

Call to Order. Chair Wiecks called the meeting to order at 5:31 pm.

Roll Call. Present: Commissioners Kevin Magner, John Tool, Jen Nilson, Reid Wiecks, Mike Pietsch. Others: PW Supervisor Stacy DeLozeier, Administrator Dawn Collins.

Approval of Minutes

1. Minutes from February 25, 2025 Meeting. MOTION (Wiecks, Magner) to approve the minutes as presented. Motion passed 5-0.

Petty Cash Report. Commissioner Pietsch reported additional donations with no expenses for a current balance of \$94.

Public Works Supervisor Report. PW Supervisor DeLozier reported that staff will plan the installation of the additional dock portion at the lake in the coming weeks. He stated he will assist with the bridge material. Discussion took place about adding millings along the path around the lake, specifically below the ped bridge. Discussion ensued about the restroom being completed by the start of May. Stacy mentioned working with Habitat Management for pricing on a noxious weeds plan and possible reseeding with native grasses around the west side restroom, if needed.

Town Administrator Report. Administrator Collins provided an update on the work staff completed to start building the CivicRec reservation program. She also informed the Commission of the advisory and technical committees with the Fountain Creek Watershed District and stated they are interested to view the work completed at the creek. Collins requested future discussion about adding appropriate signage to identify Centennial Park, from the start of the ballfield parking area to the north parking and areas of the lake. Chair Wiecks identified four access points and staff agreed to discuss the wood sign with PW personnel, Blake Bloom, and bring this item back for discussion. Collins also explained the Arbor Day that will take place with Palmer Lake Elementary School (PLES) and suggested the opportunity for a Commission member to join in. She will forward the PLES details and this item may be discussed at the next workshop.

2. Administer Oath of Office. Collins administered the oath of office for all Parks and Trails Commission members.

3. Consideration of Term Limits for Citizen Appointments. Collins explained the possibility of the Board of Trustees considering consecutive term limits for all appointed officials. She stated the item

will be discussed at the next Board meeting. It was requested to express the concern about filling vacancy and consider exceptions when lacking applicants.

Business Items

4. Report of Volunteer Hours. Hours were reviewed.
5. Kiosk Revenue. Revenue was reviewed.
6. Report/Consider Items for Project List. Chair Wiecks reviewed the items added and suggested removing some. Discussion took place about items to remove. Item 9 was on the list twice, so it was agreed to remove one. The following items were also suggested to remove – items 38, 41, 42, 55, 57, 70 and 86. MOTION (Wiecks, Tool) to move these items to pending for one year to remove from the project list. Motion passed 5-0. Discussion continued about adding 3 items, two of which were added by affirmative vote the prior meeting. Discussion ensued about Glen Park pickleball group contributing to the cost of future maintenance to the courts. Discussion was affirmed to add a paddle up system and signage – adding one set at Glen and a second at the Centennial courts – and to leave the storage box with the town net unlocked for public use. Discussion also took place about determining fees for reservation of courts. No other project items were added.
7. Greatest American Cleanup Day, Fountain Creek Watershed District (May 3). A spring clean up date was discussed. MOTION (Wiecks, Tool) to set the spring clean up date on May 3 in collaboration with the Greatest American Cleanup Day. Motion passed 5-0. The discussion of volunteer tees with a logo was discussed. Commissioner Tool will assemble draft proofs from Monarch to review.
8. Update E-Rock Vision. Chair Wiecks and Commissioner Tool provided an update on the presentation at the Board workshop about Parks' elephant rock vision. Collins explained the need to begin drafting a Planned Development (PD) Plan per town regulations. Discussion ensued about having direction to continue the clean up and maintenance, at least in the zone 3 area while not adding amenities.
9. Update Creek Clean-Up Dates & Locations. Commissioner Magner reviewed the dates for the trail maintenance work, June 2-5 in which a map identifying where to place signs will be needed; as well as July 28-August 14, Monday through Thursday each week. Discussion took place about a possible replacement contact for CJ Runge, as she planned to relocate to northern Arizona. Collins will forward the prior email informing the change. An estimated 8-12 people will require portable toilets placed appropriately. A walk through for the project will be planned with members.
10. 2024 Sponsors & Donor List. Chair Wiecks informed Jen of this addition to the project list.

Trails and Bridges

11. Review ER Pavilion Renovation Checklist. The checklist was reviewed and discussion took place about clean up of the cabin demo and boarding the long building.
12. Update - USAFA Bridge #2 Progress & Plaque. Commissioner Magner updated members about the material purchased for the bridge and discussion ensued about getting to the other side of the creek with cement material for the abutments. Discussion took place about getting permission from a private property owner. Chair Wiecks, Commissioner Magner, and Supervisor DeLozier will work with the Fire Department for hauling. The delivery of material is anticipated to take place on March 18. Collins will draft a permission letter to be signed.

13. Update - Trail Signs. Review of the revised signs took place. MOTION (Wiecks, Nilson) to approve the signs as drafted and place the order. MOTION (Wiecks, Magner) was further amended to include posts up to the \$1000 donation. Motion passed 5-0.

Centennial Park

14. Broomball Dates for 2026 Based on Outdoor Classic Feedback. Collins reported that the Outdoor Classic will be planned for a 5-10 day window in 2026, with the Parks broomball tournament to follow, utilizing the boards.

15. Discuss GOCO Grant for Centennial Park. Dates were generally reviewed and it was agreed to discuss this item at the next workshop.

16. Review Pickleball Signs. The language on the signs installed was reviewed and agreed that "at own risk" was sufficient. Further discussion took place about a shoe cleaner at each court and a second battery for the blower. Collins suggested providing information to the town office to order.

Glen Park

14. Glen Park Pickleball Group - Charging Fees. This item was discussed with item 6 re: project list and will be added to the next workshop.

Public Comment. None.

Report of Other Meetings. Commissioner Tool reported progress with the proposed Palmer Lake Pickleball Club and an upcoming meeting with staff.

Next Meeting (3/25) and Future Items. Workshop items were reviewed.

Adjourn. Chair Wiecks adjourned the meeting at 7:31 pm.

Minutes by: Dawn A. Collins, Town Administrator/Clerk