



PARKS AND TRAILS COMMISSION

Tuesday, November 04, 2025 at 5:30 PM

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

MINUTES

Call to Order

- 5:31PM

Roll Call

- Present: Kevin Magner, Reid Wiecks, John Tool, Mike Pietsch, Lauren Penner, Jennifer Nilson

Pledge

Approval of Minutes

1. Minutes from October 14, 2025 meeting
 - a. **Motion** to approve. (Nilson, Wiecks) "Aye" vote. All in Favor. Motion passes.

Petty Cash Report

- October 14th Total: \$81.00
- Donations: \$9.00
- Total as of November 4th: \$90.00

Public Works Supervisor Report

2. Parks Report November 2025

Town Administrator Report

- Nothing to report.

Business Items

3. Report of Volunteer Hours
 4. Kiosk Revenue
 5. Report/Consider Items for Project List
- #26 (Pedestrian Bridge Lip): A four-to-five-inch lip on the east side of the pedestrian bridge (where the sidewalk meets the trail) is causing accessibility issues. A metal edging/angle iron retainer was suggested, and Public Works Supervisor will investigate the issue and solution.
 - #49 (Ball Field): Reconfiguring the baseball field to also accommodate a youth soccer field was discussed.

- #91 (Elephant Rock Trail): The perimeter trail along the left field bank was added to the project list for future consideration, but no immediate action will be taken.
 - **Motion** to approve the edits, additions, and deletions to the project list *except* for item #45 (Smith property private trail sign discussion). (Wiecks, Nilson) “Aye” vote. All in Favor. Motion passes.
6. Discussion of Christmas Lights Contest
 - The commission discussed the categories expanding to five: Best Display, Wild Card, Most Creative, Clark Griswald, and Silent Night (new category for peaceful displays). The budget for prizes will remain \$100.00 and the judging will coincide with the Yuletide Log Hunt on Sunday December 14th at dusk.
 7. Update on Parks Amenities Order
 - Public Works Supervisor needs to meet with the Town Administrator to determine if funds are available for the pre-approved amenities order due to a directive to slow down spending. Commissioner Magner and Commissioner Wiecks will be present for the meeting.
 8. Review and update on Public Works Supervisor's budget meeting on the 2026 budget
 - The Public Works Supervisor's needs to meet with the Town Administrator to clarify funding, as noted in Item 7.
 9. Review/Recommendation of Applicants for Appointment to Parks Commission.
 - The Commission members conducted a short interview with the only applicant, Kevin Noleen.
 - Motion to recommend the appointment of Kevin Noleen to the Parks Commission. (Wiecks, Penner) “Aye” vote. All in Favor. Motion passes.
 10. Discussion and Potential Recommendation on \$1000.00 Donation from 24 hours of Palmer Lake by Lance Pearce
 - Commission inquired about the donation policy of the Town. Commissioner Magner and Wiecks will meet with Town Staff to clarify.

Trails and Bridges

Update and Discussion on Creekside Trail

- A proposal was discussed to designate the town land adjacent to Monument Creek as a Park. The Commission will aim to present this request to the Board of Trustees in January or February 2026, avoiding the Board's busy schedule at year-end.
 - Motion to name the proposed park “Cindy Allen Memorial Park.” (Penner, Tool) “Aye” vote. All in Favor. Motion passes.
11. Discussion on removal of the pergola on the west side of the park
 - Commissioner Wiecks updated the commission that the pergola was removed and torn down prior to the meeting because it was falling apart.

Centennial Park

12. Update on holidays lights in Centennial Park
 - Town staff will coordinate putting the lights up and will reach out to the Parks Commission if more help is needed.
13. Discussion on holiday lights on the bridge entrances by PLP&T date(s)
 - Discussion took place during item #12.
14. Discussion on new signs and kiosk locations in Centennial Park for Public Works
 - Public Works Supervisor has at least six new Centennial Park rule signs. One has been placed by the memorial. The Public Works Supervisor requested a ride-along with a Commission member to decide on the final placement for the remaining signs.
15. Update on cracks on pickle ball courts 1&2
 - Commissioner Tool provided an update on the state of the pickleball courts. Stated that the recommendation of Renner Sports Court was to wait and assess, as damage is minor. There was a suggestion to fix any scuffs and divots before the first snow.

Glen Park

16. Glenn Park tennis/pickle ball court damage report and assessment by Renner Sports Court
 - Commissioner Tool provided an update on the state of the tennis and pickleball courts. Stated that Renner Sports Court will provide a couple of options for repairs with a focus on budget options.
17. Update on flood water control suggestions
 - Public Works Supervisor DeLozier stated that major projects would not be a priority in the budget. He also stated that smaller projects might be more feasible. Commission members raised concerns with environmental impacts of redirecting water runoff.
18. Update on the special workshop on Nov. 5th with Fountain Creek Watershed technical committee
 - Commissioner Pietsch provided an update on the time and place of the workshop.

Columbine Park

19. Update on Shade Structure Grant
 - Commissioner Wiecks Provided an update on the status of the grant. Concluded that due to some of the side activities that are expected, the Town's application would not be competitive enough to be granted. Will provide another update in six month's time.

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

- No Public Comment.

Report of Other Meetings

- No report of other meetings.

Next Meeting and Future Items

- A special workshop is scheduled for Monday, November 17th, at 5:30 PM.
- No workshop is planned for December 2025.

Adjourn

- Meeting adjourned at 7:19PM