



PARKS AND TRAILS COMMISSION

Tuesday, November 12, 2024 at 5:00 PM

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

MINUTES

Call to Order. Commission Chair Reid Wiecks called the meeting to order at 5:00 PM.

Roll Call. Kevin Magner, John Tool, Reid Wiecks, Mike Pietsch. Excused: Jennifer Nilson. Staff present: Dawn Collins, Stacy DeLozier, Tish Torweihe. Others present: Richard Willan, Kevin Dreher and Glant Havenar. Trustee Nick Ehrhardt arrived late.

Approval of Minutes

1. Minutes from October 8, 2024, Meeting. MOTION (Reid, Mike) to approve the minutes from October 8, 2024. Motion passed 4-0.

Petty Cash Report. Mike reported expenses, donations, and a new cash balance of \$199.

Public Works Supervisor Report

2. Update Palmer Lake Fountain and Dock. The fountain was removed and in good condition. The new dock section was delivered to the yard and will wait to install in spring, unless weather allows it.

3. Update New Reservoir Trail Head Parking Signs. Signs have arrived and will be installed in the next few weeks. Discussion ensued about benches and large rocks around the courts, and locking the courts when snow and ice are on the courts. Park style signs will be assembled for trails.

Town Administrator Report. Review took place of the proposed budget and line items relating to Parks activity going before the Board. Adoption is planned for the December 12 Board meeting.

Trustee Nick Ehrhardt arrived.

Business Items

4. Report of Volunteer Hours. Review of hours.

5. Kiosk Revenue. Reviewed revenue – it was suggested that Code Compliance coordinate with PD to check the parking in the Glen, at the trailhead. Mayor Glant Havenar asked why there was a decrease in revenue from the prior year, and it was clarified that the reference was kiosk expenditures. Discussion took place about vehicles parking by the Estemere and walking by the treatment plant to avoid paying for parking.

6. Report/Consider Items for Project List. No report of additional projects. Stacy mentioned that Home Depot sells manufactured playground chips in bags and will purchase now for lower pricing. Discussion of the project list included removing item #19 and #45 from the list to completed.

7. Update Holiday Lights Contest. It has been posted on the website and Town electronic sign. Town staff can assist Jennifer to assemble winner prizes. Dawn will reach out to Jennifer and add this to the 12/10 meeting.

8. Update BOT E-Rock Cabin Vision. Reid reviewed a three-page document to consider presenting to the Board. Mayor Glant Havenar suggested providing the Parks vision in the Board packet. Trustee Kevin Dreher agreed. Richard Willan asked about keeping one of the cabins for a restroom. It was responded that the Board already made the decision, and the abatement was completed for demo, demo is scheduled and under permit to remove, already in progress. Discussion took place about not requiring another restroom to clean but utilize serviced porta potties and enclose one, similar to Glen Park. Collins suggested that she clarify what the Board wanted at the next meeting and report back to the Commission.

9. Update E-Rock Open Pavilion Renovation. Review of the roofing materials and quotes took place. Discussion took place about the roofing material differences. The Commission agreed to order the quotes as follows - #1-Angel, #2-Raptor, and #3-Campbel. Collins requested contact of the contractor. Reid will reach out to Angel Roofing to confirm the material gauge used and will copy Dawn.

10. Parks Trails - Sign & Fence Policy Near Private Property. Reid will submit the sign trail list including prices to the Town office and table this item. Discussion took place about installing any fencing or signs on private property, and it was clarified that the town has no obligation nor is it a good idea as staff or representatives of the town to construct anything on private property. Signs will be placed on public property only.

Trails and Bridges

11. Update/Action on USAFA Bridge Design. Kevin explained the involvement of cadets on the project because the bridge is larger – 44 ft long and 5 ft wide. He reviewed the design options and the AFA recommendation with members. Trustee Kevin Dreher asked whether the bridge will be out of the floodplain due to some high rain events. It was explained that the bridge will be designed to break away and the bridge ends are outside the water area. Discussion of the material options took place and considering logs from the reservoir. AFA Cadets stated they want to design the bridge to look different than the first bridge making it unique to the class. Parks agreed on the following – steel joist would be the best option for stability, weight and allowing water flow, and the material cost and construction would come in under proposed \$20,000 budget. MOTION (Kevin, John) to approve the steel joist. Motion passed 4-0. Discussion about the pros and cons of the surface decking took place. MOTION (Reid, Kevin) to approve the pressure treated wood decking. Motion passed 4-0. Discussion took place about the bridge railing options. MOTION (Kevin, John) to approve the truss railing system and include cable, considering adjustment as it is designed and built. Motion passed 4-0. Discussion of the timeline took place – design over the winter with a presentation in March and construction in spring.

12. Update Sign List for Parks & Trails. This item will be forwarded for review with staff to order.

Centennial Park

13. Present Artist Drawing of Troll - Awake The Lake. None at this time and confirm for future meeting.

14. Update Pickleball Work Group. John explained discussions with Jane Fredman and Dave Jones about priorities and goals and they agreed to advise but recommended the following 2 items – 1) commit to a 3-day clinic in September 2025; and 2) solicit volunteers to form a Pickleball Club as a 501c(3) to oversee/manage courts. Collins stated that when the grant was requested and written, the

completion, management, and maintenance of courts would be to the Town not an association. She said that it would need to be a partnership, as the town cannot compel a volunteer group to do anything nor share funds - the partnership would need to be very specifically laid out. Discussion took place about maintenance and improvements, social media, and volunteers. Trustee Dreher suggested a reservation kiosk. The restroom will be maintained by town staff, and current exploration for a reservation system would maintain teams that pay to play, and it was agreed that the public would have open play. MOTION (John, Mike) to commit to the (Mark Price) clinic in September 2025. Motion passed 4-0. A news item will be posted soliciting volunteers to attend the next workshop. Discussion was added to consider a windsock to indicate courts open, and Collins suggested confirming the sign code of prohibited signs.

15. Update Holiday Lights. The rope lights were found, and Scouts will assist April to complete installation of lights. They will be turned on beginning Thanksgiving weekend.

16. Update Memorial Requests. John reported that the tree will be planted behind the new restroom in the triangle grass area. There is not a bench planned. Staff will follow up with Jennifer about the memorial she was working on.

17. Review Winterfest / Broomball Tournament Dates & Details. Review of dates and backup dates took place. This item will be at the next meeting.

18. Update Soccer Field Grants & Organization Funds Commitment. Reid explained that Palmer Divide Soccer submitted two quotes for one youth and one adult size field for the CSA grant. A commitment to fund a capital fund for 10 to 15 years for improvement will be required. Reid has reached out to Palmer Divide and Awake Palmer Lake for assistance.

19. Update Disc Golf Holes #1 & #2 Relocation. Reid reviewed his discussion with Greg to relocate the hole with permission from El Paso County Parks on the east side of the lake, specifically not less than 100 ft from the trail. Reid will follow up on timeline for the installation.

Glen Park

Public Comment. Trustee Dreher thanked the members for their dedicated work.

Report of Other Meetings. None.

Next Meeting (Workshop 11/26) and Future Items. The workshop was mentioned.

Adjourn. Commissioner Reid Wiecks adjourned the meeting at 6:59 PM.

Minutes by: Tish Torweihe, Administrative Specialist