



## **PARKS & TRAILS COMMISSION**

**Tuesday, April 09, 2024 at 5:00 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 5:05 PM.

**Roll Call.** Present: Commissioners Kevin Magner, John Tool, Jennifer Nilson, Cindy Powell (left at 7:14 PM), Reid Wiecks, Mike Pietsch. Others present: Trustee Nick Erhardt (arrived at 7:05 PM), Dawn Collins, Tish Torweihe.

Congratulations was extended to John Tool welcoming him to the Parks and Trails Commission.

#### **Approval of Minutes**

1. Minutes from March 12, 2024. MOTION (Cindy, Jennifer) to approve minutes from March 12, 2024. Motion passed 6-0.

**Petty Cash Report.** Mike Pietsch reported no donations and expenses with a new balance of \$39.

**Public Works Supervisor Report.** Dawn reported a possible new interim Public Works Supervisor until a permanent supervisor is hired. The Town currently has two equipment operators and any needs should be directed to Dawn.

**Town Administrator Report.** Ducks Unlimited will have a special event on June 9th hosting 5k and 10k races down the Santa Fe Trail. They may have food trucks. They will have two additional porta potties, 1 police officer, and extra trash receptacles. Parking will be on the west side by the pedestrian bridge. Dawn reported that Dukes Electric will start work on the trench work and lighting on the pedestrian bridge.

#### **Business Items**

2. Kiosk Revenue. Reid requested the bar graph show more details with funds that are remaining and carry over. There is an overwhelming interest of USAFA cadets signed up for next year's bridge building that two bridges can be completed providing that funds are available. Kevin reported one bridge will be a little longer, but both are similar. Dawn will meet with Reid about funding.

3. Parks - Volunteer Hours. Review of volunteer hours and workshop details were discussed.

4. Schedule/Plan Service Days - Spring & Fall. The spring service date will be June 8<sup>th</sup> and the fall coordinate with Creek Week on September 28<sup>th</sup>, both from 9 am to 12 pm. Jennifer will lead the June 8<sup>th</sup> service day and Mike will lead on September 28<sup>th</sup>. MOTION (Cindy, Jennifer) to plan service days on June 8<sup>th</sup> and September 28<sup>th</sup> from 9 AM to 12 PM. Motion passed 6-0.

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5. Review and Consider Noxious Weed Flyer - Create Workgroup. Reid thanked John, Cindy and Phyllis for working on the flyer. MOTION (Reid, Cindy) to adopt it and laminate copies. Motion passed 6-0. Parks has a letter from the State for a mandatory noxious weed removal and Cindy will lead this workgroup. Workgroup meetings should be held in a public place. The code was reviewed and discussed. Dawn will forward information.
6. Update Chicken Coop Bridge and Appreciation Sign. Kevin gave an update on the bridge progress and the hard work of the cadets on the bridge. The beams were sealed and a tree was removed. The brush will be removed. Gene Kalesti was acknowledged for providing food for the Cadets. The Gazette has been contacted and is getting photos with the cadets. Kevin Magner was acknowledged for opening his home for restroom use. Discussion took place about a future timeline to order porta potties for projects. Ribbon cutting is anticipated to take place in the coming week – a date will be forwarded and officials invited.
7. Review Mile High Youth Corp Trail Work. Trail work on Walnut, Greeley and Epworth was very busy between Spring Street and the creek. It is closer to being done and they did a great job. Parks Commission treated the volunteers to ice cream. They will work June 24<sup>th</sup> - July 18<sup>th</sup> and the trail has been flagged. Kevin will provide the list of contacts to Town staff and porta potties will be ordered. Discussion took place about grants to mitigate areas.
8. Update on Elephant Rock Property - Discuss Commission Position & Select Two Reps for Advisory Committee. Discussion about the Board direction took place and an advisory committee will be led by Susan Miner. They are planning to complete the recommendation in 60 days. The Master Plan term has created some confusion as it relates to land use code. The use or vision for the property is being used instead. Reid distributed the rules and code authority of the Parks and Trails Commission. Dawn clarified this group is an advisory committee that will meet regularly to gather information on how the property can be used for future use. The only action, in the end, will be a recommendation for the Board to review. It was discussed to hold a special workshop on April 16<sup>th</sup> to review Parks ideas. Cindy asked to be on the committee to work on grants because she stated Susan Miner requested it. John also volunteered to be on the committee. MOTION (Mike, Reid) to select Cindy and John to be on the advisory committee. Motion passed 4-2 (Reid, Kevin). Reid further explained his no vote for Cindy due to being involved in the initiative to save the cabins.
9. Change POC List to Projects List. Discussion took place about the benefit of adopting the Projects List and discontinue the POC list. The list can be posted on the website for volunteers to get involved and contact responsible Commission members. The project list will be updated and sent to Town staff. Discussion took place about beginning work on the open-air pavilion.
10. Update on Grants Activity. Cindy provided updated with the following grants.
- Exercise Stations. Parks does not have the funds to support this grant.
  - Shade Structure. Letter from a dermatologist is needed to move forward with the grant. Parks already has a bid from last year.
  - GOCO Feedback (multi-use field). Discussion took place and a virtual meeting is recommended to include Chris from GOCO, Todd from DOLA, and a Daniels Fund contact.

### **Centennial Park**

11. Review Artwalk and Trail. Clarification that Parks likes the concept but would need to have more details from Awake the Lake as the plans progress and permitting of each project. It was recommended

to the Board to approve it. Parks would like to be involved in review of the art projects. The cadets may be interested in designing an art piece. MOTION (Cindy, Jennifer) to preview the artwork design, location, and details to make recommendations to the Board. Motion passed 6-0.

12. Consider Pickleball Proposal by Ms. Fredman - Create Workgroup. MOTION (Reid, John) to create a workgroup to consider all the proposed ideas presented by Ms. Fredman. Motion passed 6-0. Mike and John volunteered to lead the workgroup. Reid will collect workshop notes to provide the Town staff for review. Discussion about pickleball plans and sponsors to help support the maintenance took place.

13. Update Baseball Field and Little League. MOU has been signed and work has started on the field. Dawn will reach out to request a timeline and details of the future improvement for the field from the Little League.

14. Review Stand Up Paddle Board Permit. Mike reported the American Legion post is concerned with the bus renting out recreational equipment right next to the memorial. It is El Paso County property which the town does not have authority over. Staff will attempt to research the business owner. The Legion members may not continue maintaining the memorial and may request that the Town take it over. Mike will provide more information after the Legion meeting.

#### **Glen Park**

15. Review Pickleball Storage Box Procedure. Two groups have the combination to the box because they purchased the net. The combination should change regularly to the current month and year (0424). Discussion of contact and procedure took place. It was suggested the public can bring their own nets. Information should be gathered from other municipal courts to report to Parks.

**Public Comment.** None

**Report of Other Meetings.** None

#### **Next Meeting (Workshop 4/16 and 4/23) and Future Items.**

> **Mountain & E-Bike Use on Trails.** To review at the 4/23 workshop.

**Adjourn.** Reid adjourned the meeting at 7:35 PM.

*Minutes by: Tish Torweihe, Administrative Specialist*