



PARKS AND TRAILS COMMISSION

Tuesday, August 13, 2024 at 5:00 PM

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

MINUTES

Call to Order. Vice Chair Mike Pietsch called the meeting to order at 5:04 PM.

Roll Call. Members present: Kevin Magner, Cindy Powell, John Tool, Jennifer Nilson, Mike Pietsch. Excused: Reid Wiecks, Caleb Stone. Others present: Stacy DeLozier, Dawn Collins, Tish Torweihe.

Approval of Minutes

1. Minutes from July 9, 2024 Meeting. MOTION (Jennifer, John) to approve the minutes from July 9th. Motion passed 5-0.

2. Minutes from July 23, 2024 Special Meeting. MOTION (Jennifer, John) to approve the minutes from the special meeting from July 23rd. Motion passed 5-0.

Petty Cash Report. Mike reported expenses and a new cash balance of \$137.~~0032~~.

Public Works Supervisor Report. Stacy requested a list of signs needed for Parks. Cindy is working on a grant for 15 signs for trails. A request letter was made to Kiwanis for a donation to go toward signs. It was discussed to adjust the boulders at the Walnut parking area.

Town Administrator Report

3. Review of Park Issues (CIRSA Audit). Discussion took place about the CIRSA audits conducted in 2023 and 2024 and issues (projects) that need attention. Stacy will research a company to supply playground mulch. The slide at Glen Park either needs fall protection around it or the climbing area be replaced. Staff will respond to the list of recommendations and Parks can revisit decision to repair or replace it.

Collins reported that the Board directed to abate the asbestos in seven structures on Elephant Rock. Cindy confirmed that she will resign from Parks at the end of the month and will remain involved in grants. The disc golf club will relocate one hole due to a complaints. Diseased trees due to beetles were discussed and staff will get an assessment from an arborist for Town trees. Staff has reviewed a reservation system for the town website and Jennifer volunteered to review it.

Business Items

4. Report of Volunteer Hours. Park volunteer hours were reviewed.

5. Kiosk Revenue. Review of kiosk funds took place. Collins will request a comparison report and remaining balance.

6. Report/Consider Items for Project List. Cindy submitted Mile High Youth Corp grant entailing 3 weeks of corridor clearing and chain saw work. USAFA cadets and Brad will meet on 8/21 with Kevin to look at

location options for bridge #2. Discussion took place about added items and discrepancy of the project list and will wait until after Reid returns. This item will be discussed at the next workshop.

15. Consider Additional Dock at Lake. Jess Farr reported the dock is not broken but the water level is up. It would be appropriate to add to the dock and review purchase and installation. MOTION (Mike, Jennifer) to let Town staff determine what is needed to complete the dock. Motion passed 5-0.

7. Memorial Request Application. Discussion took place about the process to assist the family with native tree options and their role in watering and maintenance of the memorial tree. John will contact the family and coordinate with anyone as needed.

8. Project List Open Air Pavilion Per 7/23 Workshop. Discussion about the metal roof, project list, and a budget took place. It was suggested that a 3–5-year project plan be assembled. Collins noted the reason to consider a metal roof is because wind and hail coverage increased substantially for the town and metal is much less.

9. Discuss/Explore Ideas from Advisory Committee for Existing Public/Park Property - Interactive Public Donation - ie., digital donor wall (recognition), fountain to collect contributions; Naming Right - pedestrian bridge; trail bridges; sports field; etc. Collins suggested that the ideas from the advisory committee about elephant rock property could be considered for any/all of the parks. Discussion ensued about the high traffic at the lake and a possible kiosk in prime parking areas.

Trails and Bridges. Discussion arose to name the pedestrian bridge and Mike suggested Tim Watkins for his work with trails.

Centennial Park

10. Update Pickleball Court/Restroom Activity by APL. The project is coming along well, and the roof was sheeted. Courts are awaiting surfacing. Jane will be present at the 8/27 workshop to review pickleball policy and court rules. Discussion of hours ensued, and the noise ordinance was mentioned to consider when looking at operation hours. The intent is to align with Colorado Springs. Volunteers will be sought for a committee to run tournaments and oversee the courts.

11. Update Baseball Field. Discussion took place about a new improvement plan. There was no update from Little League.

12. Add Pickleball Courts to the Centennial Park Master Plan. MOTION (Mike, John) that the new Pickleball Court and restroom design be incorporated to the CP Master Plan. Motion passed 5-0.

13. Review Fishing Line Disposal/Cleanup. Discussion to repair the fishing line disposal containers took place. Parks staff do empty the disposal tubes once per week. Recommendations for maintenance in parks will be considered by staff.

14. Update on Consideration of Multi-Use/Soccer Field. Collins will forward this to the Town Attorney to begin a draft agreement.

Glen Park

16. Update Pickleball Net for Public Use. The pickleball net is still at the court. The storage box belongs to the morning private group and the code is no longer available to the public.

17. Consider Ideas for Parks Courtesy Sign at Glen for Kiosk Fee. Jennifer will draft language to consider for the Glen Park sign near the kiosk at the next meeting.

Public Comment. None

Report of Other Meetings. None.

Next Meeting (8/27 Workshop) and Future Items. Pickleball rules presented by Jane Fredman; prioritizing the project list and the pavilion worklist will be discussed at the workshop. Other items mentioned were list of signs and a staff maintenance list. Collins noted that Town property mowing is the Town staff's responsibility, and any concerns should be sent to the Town office.

Adjourn. Mike adjourned the meeting at 6:25 PM.

Minutes by: Tish Torweihe, Administrative Specialist