



PARKS AND TRAILS COMMISSION WORKSHOP

Tuesday, January 27, 2026 at 5:30 PM

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

AGENDA

This agenda is subject to revision 24 hours prior to commencement of the meeting.

Call to Order

Roll Call

Pledge

Business Items

- [1.](#) Discussion on the current status of the Project list & Purchase List for 2026
- [2.](#) Discussion on Cindy Allen Memorial Park Presentation
- [3.](#) Discussion on Ordinance 3-2023
- [4.](#) Discussion of possible Town land parcel for private land - (wildlife preserve park) swap
5. Discussion on Westward Lane private land for a potential park

Adjourn

Americans with Disabilities Act

Reasonable accommodations for persons with a disability will be made upon request. Please notify the Town of Palmer Lake (at 719-481-2953) at least 48 hours in advance. The Town of Palmer Lake will make every effort to accommodate the needs of the public.

2025 - 2026 - 2027+ items to purchase from PLP&T funds - updated 1/25/26

Year money spending planned	Priority 1=top	Project title	What	Number	Where	Cost/item	Total minus shipping	Who's researching	Notes	Funds source ?
2025		New donation boxes - lockable	We have sign posts for mounting	3	1 CP,	\$100.00 + ship	300 + shipping	Stacy ordered 4 12/25	Etsy	CTF
2025		Open pavilion & Centennial Pk	Bear proof trash can	3-red/maroon	ER & CP	1087.00 + ship	3261 + shipping	Stacy ordered 3 12/25	Amazon?	Parks GF & CTF
2025		ER, CP, Kent/Prairie - top	Pet Waste Stations	3	ER, CP, KP	410.00 + ship	1230.00	Stacy ordered 3 12/25	Amazon?	1 - CTF. 2 - Parks GF - donation
2025		CPx2, E-rock trail, reservoir TH	Double sided information board in-ground post	3	ER, CP	1000.00+ ship	3000.00	Stacy ordered 3 12/25	Amazon?	1/2 CTF. 1/2 P GF
2025		Pickle Ball courts - CP	Benches above courts	2	CP	\$515.00+ ship	1030.00	Stacy ordered 2 12/25	Belson Outdoor	CTF
2025		Outdoor document display boards		8	CP			Stacy ordered 8 12/25		Parks decided not to order them per John
2025		"Centennial Park" signs	4 entrance sites around CP	4	CP			Stacy ordered 4 12/25		
2026	1	Apple pruning and care GP - 3 years	Prune and treat apple trees	4	GP, Crk	Est. \$5500	Est. \$5500	Reid	Great Western Tree	1/4 CTF. 3/4 P GF
2025 - move to 2026	2	Poison Hemlock weed mitigation	See info from Lauren	3 releases	ER, CP	\$450.00 + shipping	\$450.00 + shipping	Lauren	Integrated Weed Control, Bozeman MT	1/2 CTF. 1/2 P GF
2025 - move to 2026	3	Noxious weed eradication subscription	All except Poison Hemlock, see info from Lauren	See separate schedule for each type of weed	ER, CP	\$1000.00 + shipping	\$1000.00 + shipping 1000	Lauren	CO State Insectory	1/2 CTF. 1/2 P GF

2026	4	Holiday Lights	materials - need to research and possible hire a company for tree lights		CP			Stacy			Stacy to research possible companies
2026	5	Wood chips for GP	Deliver & spread in the playground		GP	\$550.00	550.00	Stacy		CTF	
2026	6	Open pavilion in E-Rock	Renovation expenses - mix of small items: paint & lumber, bulletin bd	Mix	ER	est. \$1600.00	1600.00	Mike	See open pavilion renovation punch list, revise & calculate a total	Parks GF, petty cash, material donations	
2026 remove?	7	Broomball Tournament	Awards, supplies, advertising			\$1000.00	1000.00	Jennifer		Parks donations, sponsors	
2026	8	E-rock trail**	Retaining wall, estimating 400 sq ft. All depends on BOT and the PD. Needs more research.	Block size 18" x 8" / 1 sq ft each = 400	ER	Est. \$4000.00 + delivery	Est. \$4000.00 + delivery & labor	Reid	Lowes	CTF if a park/OS, Parks GF if not	Depends on the BOT supporting easement requests in PLP&T vision plan
2025 - move to 2026		Strip park in CP	Picnic tables metal burgundy 6'x5'	2	CP	1025.00 + shipping	\$2050.00 + shipping	John	Uline H-10002	CTF or Parks GF	
2025 - move to 2026		Open pavilion	Picnic tables metal burgundy 6'x5'	1	ER	1025.00 + ship	1025.00 + ship	John	Uline H-10002	CTF if a park/OS, Parks GF if not	Depends on BOT allowing PLP&T to proceed w/vision plan for E-Rock
2025 - move to 2026		Open pavilion	Picnic table metal green 8'x5'ADA	1	ER	1095.00 + shipping	1095.00 + shipping	John	Uline H-2673	CTF if a park/OS, Parks GF if not	Depends on BOT allowing PLP&T to proceed w/vision plan for E-Rock
2026		Columbine Park	Shade Structures	2 for 6' x 5' tables	CL	\$2200.00	\$4400 + shipping	Reid	Yardistry	CTF or Parks GF	
2026		Columbine Park	Shade Structures	1 For 8' x 5' table	CL	\$2300.00	\$2300 plus labor	Reid	Yardistry	CTF or Parks GF	

2026		Mower	Zero turn mower	1		\$6000.00	\$6000.00	John	Lowes	1/2 parks, 1/2 PW budget	Do we really need this if E-rock is an OS? Smaller
2026		Baseball field	fencing, replace and new	200' see quotes	CP	\$5900-9000	\$5900 - 9000	Reid	See also PLP&T project list #	CTF, GF, ATL	Quotes to Stacy 10/25, he might combine w/PW fencing of the vard
2026		Baseball field	Resurface - Artificial turf?		CP		\$100,000.00			CTF, GF, ATL	
2026		Park map mounted on info kiosk - ER	Map of the park and features	2	ER			Reid	Terrabilt Design	CTF or Parks GF	Depends on BOT allowing PLP&T to proceed w/vision plan for E-Rock
2026		Park map mounted on info kiosk - CP	Map of the park and features	2	CP			Reid	Terrabilt Design	CTF	
2026		Park map mounted on info kiosk - GP, CRK	Map of the park and features	2	GP			Reid	Terrabilt Design	CTF	
2026 remove?		Trailhead signs	Hiking Trail 10"x7"	3		\$11.54	\$34.62+ shipping	Reid	Campground Signs #K-8023	Parks GF	
2026 remove?		Trailhead arrow signs	Right	2		\$24.92	\$49.90 + shipping	Reid	Campground Signs #K2-4843-AL-06x24-AR	Parks GF	
2026 remove?		Trailhead arrow signs	Left	2		\$24.92	\$49.90 + shipping	Reid	Campground Signs #K2-4843-AL-06x24-AR	Parks GF	
2026-2027		USAFA bridge #3			ER?		15000-20000.00				Depends on BOT allowing PLP&T to proceed w/vision plan for E-Rock
2026 remove?		Service day materials		2		\$50.00	100.00			CTF	
2026		Pea Gravel			GP		300.00	Stacy		CTF	

2027 remove?		Bridge maintenance materials	Supplies		Crk		100.00			Parks GF	
2027		Redo the pickle ball & tennis court surface	Virus options from total resurface to removing painted surface and line the cement underlayment		GP				Renner Sport Courts	CTF or Parks GF	
2027		Shade structure over playground			CP		\$150,000.00 estimate in 2024			CTF or Parks GF	
2026		Multi Use field replacement set-aside 10-15 years. 1st years set-aside	PDSC MOU, Multi use field replacement into Parks Reserve acc't.		CP		\$50,000.00 / year \$500,000.00 target fund in 10-15 years.		PLP&T funding from Res. TH parking kiosk to be determined at the end each year.	GOCO, kiosk, PDSC, grant	
2026-2027		Chapel bldg renovation to nature car, storage, classroom			ER		\$30,000.00 estimate. Need an assessment				Depends on BOT allowing PLP&T to proceed w/vision plan for E-Rock
2030		Pickle ball courts maintenance	Repair or replace surface over time. Earmarked sponsor donations since 2024		CP		\$12,000.00 donated to date.		Renner Sport Courts		

Palmer Lake Parks & Trails: Project List (New, In Progress, Completed, Ongoing, Removed) - updated 1/25/26						
CL- Columbine Park; ER- Elephant Rock; CRK - Creekside Trail; KNT - Kent St. to Creekside Trail; RES - Reservoir Road/Trail						
CP - Centennial Park; GP- Glen Park;						
Ref#	Park	PROJECT LIST:	Source of funds	PLP&T Project Lead(s)	Project Progress & Notes	
		The proposed list of maintenance projects presented by Stacy to Parks and the BOT at 4/22/25 workshop		Public Works		
Annual – Semi Annual Events / Projects						
2	ALL	Noxious weed workgroup			Recruit and form a workgroup to plan for and execute noxious weed removal in the Parks	
3	GP	Order wood chip for Glen Park playground		Public works	PW – before Service Day in May/June, 6 cu yds	
4	CP	Install the Lake fountain in the spring and remove in the fall		Staff	PW – Install in the spring, remove in the fall - annually	
5	CRK	Organize & advertise annual Creek Week (fall) and Service, spring and fall, in the parks day clean up along N. Monu. & Monu. Creeks & Lake. E-rock		Mike	Parks has participated for the last 4 years - continue annually in May June, Sept - Oct. Coordinated with Great American Cleanup Day and Creek Week	
6	ALL	Organize Noxious weed service day at least once per year - in one of the Parks		PLP&T	One conducted 5/11/2024 - location Make sure it is in one of the parks or on one of the trails	
7	CP	Arrange for noxious and non-noxious weed mitigation around the lake and		Public works	PW – Contract with qualified weed eradicator, see PW for contractor.	
8	ALL	Holiday lights contest		Jennifer	December before Christmas.	
9 edited 1/26	CP	Assist in putting up holiday lights, research possible contracting putting up		PLP&T and	Early December to late January	
11	GP	Store the PLP&T PB net & secure the dividing net/screen against the fence.		Public Works	November 1st to April 1st	
12	CRK	Repaint the steel joists on the USAFA Bridge #2 every 3-5 years			Next repaint 2028-2029	
13	ER/CRK	USAFA 1st Bridge Maintenance / Re-seal	Volunteers		USAFA maintenance plan calls for reseal every 2-5 years. Future bridges will be added to this list as they are constructed.	
14 remove?	CP	Conduct an annual Broomball Tournament in the winter		Jennifer	Changed from Winterfest to Broom ball Tournament	
15	CRK	Reinforce the wilderness log bridge banks & refill gravel sections with road base or gravel at the N. Monument /Creekside Trail			Use the rocks & road base available first.	
Weekly / Monthly / OnGoing						
14	CP	Clean out fishing line disposal tubes once per month		Staff	Possibly recycle the lines	

15	CP	Update the info kiosk at W. Bridge entrance		Mike	
16	CP	Mow heavily weeded areas around the Lake: N of pavilion, SE of lake shore in trees, gazebo area W side of park		Public Works	
17	GP	Mow western grass areas starting at the tennis court side, trim & remove dead branches & trees, limb up live trees,		Public Works staff	Leave the eastern part native.
18	GP	Transplant fir saplings to east end replacing dying aspen trees			Andrew's project list suggestions
19	CRK	Remove deadfall from Creekside Trail areas		CYCA	CYCA(MHYC) grant 2025 project - September '25 3 weeks
20	COL	Get a Columbine Park neighbor to volunteer to plant and care for flowers in the park			
21	ALL	Eradicate the myrtle spurge		Public Works	Combination effort- PLP&T service day and/or weed-eradication by Public works
22	Res	Trim brush at Reservoir Trail Head			
23	ER/CRK	Mow or weedwack 1 - 2 mower width on each side of the trail where it goes through the grass		Public Works staff	
24	ALL	PLP&T commission develop a proposed budget for the next calendar year, and for long term expenses projected out for multiple years		PLP&T lead	See the 2026-2027+ large items to purchase list
25	CRK	Maintain wilderness bridge across Monument Crk at Greeley Bridge add gravel to the bridge as needed.		PLP&T	Add gravel at both ends as needed, make sure planks are secure
26	CP	Maintain the pedestrian bridge sidewalk entrances so that there isn't an extreme "lip" that prevents it from being ADA compliant		Public Works	Add gravel or road base as needed
27	ALL	Trash clean-up at all parks, weekly		Public Works	"Q" is doing it 2-3 days/wk summer
28	GP	Put up the GP dividing net between tennis courts April 1, take down & store 11/1		Public works	
	RES. TH	Upgrade the bulletin Board at the TH and display new, appropriate material & information		Public Works	
Possible Community Service or Service in the Parks Day projects					
A	GP	Spread wood chips in Glen Park playground		PLP&T	Service in the Parks Day May/ June
B	ALL	Trail Maintenance		PLP&T	Volunteer Service Day (Trail TBD) As needed
C	CP	Clean out fishing line disposal tubes one per month		Public Works staff	Possibly recycle the lines

D	GP/Crk	Move rocks to along trails - defining the trail - from grassy areas			
E	ALL	Eradicate the myrtle spurge			Combination effort- PLP&T service day and/or weed-eradication by Public works
F	CP	Remove stone fire ring near pavilion			Take rocks to the Greeley / Monument Creek bridge
G	GP	Remove stone fire ring near tennis court			Take rocks to the Greeley / Monument Creek bridge
I	CP	Replace / repair cedar rails and posts along north end and west side along RR		Mike / Reid	Service group – check number needed
J					
K edited	GP	Consider moving the donation box at the GP PB / tennis court to the PB side, or add one to the east side			Approved to move on March 11, 2025 by PLP&T
L	GP	Replacing/sanding & painting the plywood practice wall at Glen Park tennis court Add 1 panel on each side.		Reid, PW,	(2 4'x8' exterior treated / severe weather plywood + clamps) @ \$45.00 / sheet plus green exterior paint - 1 gallon (\$65)
N edited 9/24/25**	ER	Clean up the former cabin foundation spaces			Rake out and pickup all glass, wood & metal fragments, concrete left by evacuators. **On hold until the BOT decides on the fate of PLP&T vision plan with the PD.
O					
P					
One and Done Projects					
29	CP	Remove stone fire ring near pavilion			Take rocks to the Greeley / Monument Creek bridge
30	GP	Remove stone fire ring near tennis court			Take rocks to the Greeley / Monument Creek bridge
31 edited, remove?	GP	Place millings in the pathway from the tennis court side gate to the first path step toward the parking lot. Repair the west entrance to the courts to prevent the mud flood with each rain. Create a way to prevent the mud flood on GP courts from the west side after a rain.		Public Works	Very muddy or icy depending on the temperature - water puddles there. ASAP as the mud flows across the Tennis courts, clogs the trench, and then flows into the PB courts. See #103. Buzz completed all of this except for the millings on the path in winter 2025
32	CP	Design a "strip" park along the west side of large south parking lot and behind the restaurants along St. Hwy 105, in the trees. Consider logical pedestrian and ADA path location. Connecting restroom, ball field, restaurants, and parking lot		Reid	Picnic tables could be manufactured from logs at the Upper Res. In corporation with the PLVFD, picnic tables approx. \$200-800 if we purchase rather than build them Once built, we will need to include annual maintenance of the tables. Researching grants for this as well.
	GP/Crk	Apple pruning and care GP - 3 years		Lauren	Prune and treat apple trees
	ER, CP	Poison Hemlock weed mitigation		Lauren	
	ER, CP	Noxious weed eradication subscription		Lauren	All except Poison Hemlock

	ALL	Consider purchasing and adding trail signs			Once the BOT has decided on the PD for ER and CA Mom. Park
35 edited 10/26/25	COL & CP	Research and install a shade structure(s) at Columbine (small former picnic table) & playground structures at Centennial Park			For a 6' x 9' shelter, consider log shelter working with PLVFD, possible capital improvement funds, or CTF. Dermatology Assoc. grant ? Decide on design at 11/4/25 workshop
36 new add?	CA	Do the research and develop a presentation for the creation of the CA Memorial Park		Kevin & Lauren	Starting at the Res.Rd. gate along N. Monument and Monument creek to the east end of ER wildlife area
37	ALL	Develop the specification for the needed logs for bench projects. 4' &/or 6'		Reid	Work with PLFD to move logs to bridge locations or cutting them in-place to size for bridges, picnic tables, benches. Use the unused logs at Creekside log bridge site
38** Remove?	ALL	Develop a list of park amenities to be purchased ASAP for 2026. Done but will remove this item once the purchases are approved and ordered.		All	i.e. Bear proof trash cans, pet waste stations, picnic tables, brush hog, shade for Columbine Park table, battery operated weed sprayer, watering cans... More? Approved half 6/10/25. Next half 7/8/25. See amenities list 9/23/25
39	KNT	Receive permission through Town Staff to upgrade the trail from Kent to Prairie based on the recent survey expanding the trail easement. Adjust the trail to prevent water flow straight downhill, and with proper boundary marked			Requested permission spring 2025. As of 11/5/25 still waiting for Town staff to notify property owners on each side, despite PLP&T members being willing to do the notification and having a relationship with those owners.
40	CP	Repair and or replace sections of the wildlife areas fencing and warning signs		Mike	The signs may be underwater so look first before ordering.
42 Remove? **	CP	Get approval from BOT for edits/updates to Centennial Parks Rules sign, order and mount 4 of them in the park.			Provided to Town staff for BOT 5/28/25, approved 6/12/25. **As of 9/23/25 they are onhand and will remove this item once mounted. PLP&T needs to identify the locations for the signs and let PW know.
43	CP	Replace / repair cedar rails and posts along north end and west side along RR tracks and Lake trail, & in west side wildlife area (one section)		Mike / Reid	Service group – check number needed: 11 8'rails (at \$14 ea = \$154) and 3 2 rail posts (18.00ea = \$54.00) for ref. = \$208.00
44 edited 9/24/25 **	GP	Reinstall the Handicapped Parking sign at the playground parking area. ** remove once the sign is installed		Public Works staff	Sign should be in the yard somewhere. Stacy to check on if they have the sign and get it mounted next to the ADA path.
46	ER	Open Air Pavilion Restoration, clean up and repair, work days etc. See the Open air pavilion punch list		PLP&T	Start in 2024, work on cost estimates, look into the use of CTF money, part of BOT Resolution 10-2024. Assessment at pavilion Parks wksp 7/23/24, 5/31/25 workshop onsite
47	ER	Work with the Willans and the BOT to insure that PLP&T has the necessary trail right of way through the property being leased and eventually purchased by the		Reid, Glen	See map presented the BOT by the Willans 2/22/2024 and the diagrammed property lines in relation to the proposed perimeter trail. This needs to be a revision in Willans lease so that it is permanent easement. 25-30'
48	CP	Remove the 3 park benches across the street from the Art Center and install them in a better location to be determined by the Parks Commission		Reid	Propose possible installation sites to PLP&T
49	CP	Measure and reconfigure ballfields fence for a multi-use field & get quotes for the fencing adjustments and additions		Reid, PW,	Commission ASAP once cleaned up. Place 2 on top of the RR viewing hill in CP south, or above the PB courts at CP Received 3 quotes and passed them on to PW for inclusion in a fence addition around the yard 10/22/25

50 edited	CRK	Consider and research introduction of wildlife at far east end of Monument Creek in Town wetland/wildlife area, SE of -Erock			Cory Adler DOW/CPW 719 439-9637. Ask Cory or appropriate person to provide guidance and cost on reintroduction of Beavers and built dams. Wait until the E-rock PD is done & there effect on PLP&T
52 Remove?	ER	Determine how many bear proof trash cans & pet waste stations will be needed on the trail and at the pavilion. Research cost and order for 2025. Done - to PW		PLP&T	PLP&T should only supply one in E-rock - near the open air pavilion. Once the field use or parking areas are determined we could add another. See amenities list 6/25. Will remove once purchased.
53 edited 9/24/25**	ER	Develop a plan/vision for proposed E-Rock park and trail now approved by BOT as part of the E-Rock advisory committee for BOT consideration by mid to late summer 2024. Vision plan asked for by BOT late October '24; **Waiting for the PD to be completed and how the vision plan from Parks fits in.		Reid	Develop a projects list specifically for E-Rock as a starting point. With Resolution 10-2024 now Parks should do this ASAP. Vision statement from Parks developed spring 2024 by PLP&T and presented to E-Rock advisory committee. May 2024. July ERAC presentation 7/10/24. Comments to Town 7/17; 4th draft 12/24 edited, final draft 1/6/25; presented to BOT 1/21/25 and co-wrksp w/BOT 3/6. BOT members agreed
54	CP	Develop a plan for the bulletin board at the East side restroom - PL parks, El Paso city parks, Hist. Society.		Jennifer	
56	CP	Clean up the trail to the RR overlook hill at the south end of the Park and install a bench.		Jennifer & Reid	Bench could be a log bench manufactured by Parks and PLVFD, Reid already has some sample designs and log source - PLVFD. CYCA grant 2025?
58	CP	Develop a 3-5 year plan for the Little League field. Town researching fees for baseball field use.		Dawn & PLP&T	Connect with Little League to develop a plan, 3-5 year for improvements. See lists Kirk and Reid created in 2020-21? We need to start charging them a use fee for practices and games! Meeting w/Dawn, Jason, Dion, Del and Reid 8/23/22, need to meet with them prior to the season to discuss their plans for field improvements this year, and to have them develop a 5 year plan as promised 8/23/22. Dawn asked for meeting with LL Jan. 2023 - waiting to hear back. Zoom mtg w/Dion early May '23, in-person mtg scheduled for June 22, 2023. It looks like that once a plan is completed, we are good for the length of the plan. Then annual / semi-annual monitoring. Zoom meeting 3/22/24 w/ Dawn & Reid. Since LL - Dion didn't submit a plan look to have prepaid fees for 2025.
59	CP	Review and identify issue in the PL Master Plan as it relates to All Parks.		Mike	ATL - Now that the survey for Centennial Park improvements and new facilities is completed, master plan done, the site plan will map out the suggestions. Waited for 2nd draft completion. Centennial park area adjustments and modifications done written CP Master Plan completed. Site map completed and approved by
61	CP	Expand the east side off County Line Rd CP parking lot, also, Crawford Memorial responsibility discussed with EPCP - waiting for their approval or arrangement proposal.		Giken, PW, & Parks, EPCP	Work with El Paso County Parks to research the possibility of expanding the parking from the County Line entrance along the east side of the entrance driveway. Met with El Paso county parks summer 2021 or 2022, and again 8/29/24. They made diagram of the proposal. EPCP in control at this point. On-going

62 edited 9/24/25**	CP	Disc golf hole relocation of holes #1 and #2. One of the holes will be relocated to the area 100' south ion the VB court on ELCP property.		Disc golf club	Received permission from EPCP to do so on October 2024. Disc golf club to do the work. The other hole will be relocated to the SE corner of the Lake adjacent to the small wildlife area. ** Lauren has been in contact w/disc golf folks and will set-up a meeting to discuss this with	
63 Remove?	CP	Solicit and install CP Park signs strategically at the Park entrances. Stacy to order and install		Public works	PLP&T mtg 3/11/25. At least 3, maybe 4., Discuss locations at PLP&T mtg. ** to be discussed at Nov. 17, 2025 workshop. Jennifer to research designs and companies & bring back to Parks Commission.	
65	CP	Install an information kiosk at entrance to Ped. Bridge on west side along sidewalk		Public works	Added 9/24/25; PW has the design & vendor as of 10/22/25. They will order.	
67	CP	Add Gravel or Timings to the Lake loop trail from the north entrance to the south entrance along the west side of the Lake to prevent mud, especially under the bridge.		Public Works staff	Use timings as they become available, some added under Ped. Bridge Spring '24. Stacy informed us that it is toxic to the water to use along trail that is too close. How far and add where we can? What other surface to mitigate the mud?	
68	GP	Consider moving the donation box at the GP PB / tennis court to the PB side, or add another box			Another box was order and will be installed by PW	
69	GP & CP	Consider adding to rules a statement that "it is illegal to deface the courts, including to mark them or lay down any tape on the surface" and a fine for doing so.		Public Works and Mike		
72	CP	Establish a handicapped parking area and install the appropriate sign in the parking area across from the Depot, O'Malley's.		Glen & Public Works	Dawn – On Hold until sidewalk design is completed with CDOT	
73	CP	Close any entrance to the dirt road along the west side RR tracks across from the PO or Art Center entrance. Especially once the pickle ball courts are in.		PW & PLP&T	Work with PL Sanitation, PLVFD, and PLPD. This would be a movable/lockable gate like on the east side of the Park. Check with Centennial Park Master Plan and site map.	
74	CP	Place barriers across the south and north entrances to the dirt road between the RR tracks and the fencing to prevent cars from using that area as a thoroughfare.		PW & PLP&T	Work with PL Sanitation, PLVFD, and PLPD. This would be a movable gate like on the east side of the Park. Traffic Safety Store/Tractor Supply \$200.00 approx. each	
75	ER	Manufacture and install 5-6 log benches along the E-Rock perimeter trail		Reid & PLFD	With the help of there PLVFD, timber lag screws \$25 x 2	
76 Remove for now ?	ER	If the BOT designates the ballfields at E-Rock part of PLP&T, work with PDSC and other groups on a renovation plan		PLP&T	Wait for BOT PD plan	
77	ER	Develop a plan for the chicken coop and seek BOT approval for its removal.		PLP&T	Discussed at the PLP&T Commission workshop Nov. 2024 as part of the E-Rock vision concept. Wait for BOT PD plan	
78	ER	Fundraiser / Donor / Sponsor for multiple signage at various trail entrances for Trail markers, Historic Signage placards, Benches, QR Code Signs for donations, Donation Boxes, fundraising, possible.		PLP&T		

79 edited	ALL	Send some commissioners to the Trail Syposium - 2 day event 1st week of September 2026? RMFI		Jennifer	\$35 / person. What expenses besides symposium fee are we willing to pay and for how many?
80 remove?	ALL	Coordinate Earth Day, Leave no Trace Event			
82	GP	Replacing/sanding & painting the plywood practice wall at Glen Park tennis court Add 1 panel on each side.		Reid, PW,	(2 4'x8' exterior treated / severe weather plywood + clamps) @ \$45.00 / sheet plus green exterior paint - 1 gallon (\$65)
83	CP	Plant evergreen trees in the strip park behind the restaurants.			Research a grant for evergreen trees to be planted in the stripe park behind the restaurant. One planted November 2024 as a memorial.
84	KNT	Install 1 or 2 pet waste stations at the top of Kent St. and at the bottom where Kent and Prairie intersect.		Public Works	@ \$180 ea, research possible grants for them. Approved by PLP&T 10/14/25 on amenities list. Design & cost passed on to PW 10/22/25
85	ER	Devise Pre-tours with public schools, homeschool & private schools for age appropriate historic talks		PLP&T	Wait until after the trail is beyond the pavilion and the area is actually open to the public, and PD plan by BOT
87	CRK	Develop a plan to mitigate N. Monument Creek from USAFA bridge #2 to the proposed wildlife area ponds at the SE end of E-Rock property		PLP&T	Part of CYCA (MHYC) grant for 2025 - at least 3 weeks of stream mitigation - chainsaw crew. Rec'd grant. Planned for September 2025 - 3 weeks; MHYC 2026 Grant submitted - didn't get the grant. Looking for alternatives.
88	CP	Apply for GOCO grant for a multi-use field, or for part of the cost, partnering with other fund source organizations, draft MOU(s) with PDSC. Construction & post construction. Develop a plan for the soccer field including an improvement agreement with PDSC. Improvement agreement set-up as a first step in late summer 2024. **9/24/25 Need to get the MOU w/PDSC done and move forward toward a single use field in partnership w/PDSC. Jennifer suggested setting aside \$50,000.00 from kiosk funds as an initial investment toward the field. If the partnership doesn't happen it would go		Reid, Jennifer r PDSC	Submitted a concept to GOCO on July 2023 and it was not accepted (heard back Aug. 16, 2023. Heard suggestions from GOCO 9/23. Edited and submitted concept 1/25/24. Didn't get - reapply next cycle. Search for new options. Meeting with GOCO team 3/18/24 for feedback, w/DOLA rep 6/3/24. Decided 7/9/24 (3-2) to table until 2025. 4/25 Working w/PDSC develop MOU's, GOCO grant & fund raising for field. 8/1/22 connected with PDSC and gave them the survey (see # 19); 8/3/22 reached out to lacrosse (no reply as of 9/12) finally established a contact 1/7/23. Pride SC 1/20/23; met w/PDSC 1-17-23 & 6/18/24, 7/24. & 8/7/24. PDSC submitted to CSA a grant request 10-10-24; **Jennifer informed the PLP&T Comm. 9/23/25 that its is very unlikely that GOCO would fund a single use (soccer)
90	ER	A separate task item to determine the need & install a restroom / porta potty to service the new trail system, pavilion, etc. with a tasteful surround, a la tennis courts		PLP&T	Wait for BOT PD plan for E-rock
91	ER	Build a retaining wall along the lower eastern portion of the perimeter trail made necessary by the BOT decision (June 2025) to allow the Willan's to purchase additional acreage cutting off part of the		PLP&T, Public Works	The retaining wall makes it possible , with additional trail building, to connect 2 existing portions of the trail. Wait for BOT PD plan for E-rock
93	ER	Develop a plan for Small bridges & trails in the Wildlife Pond area SE corner of ER		Kevin,	2026 if approved by the BOT, part of the E-Rock vision concept or the C.A. Memorial Park

94	ER	Create a Nature Center in part of the chapel building near the pavilion		Jennifer	Depends on BOT determination of the buildings. Possible CTF money if named a park or open space	
95	CRK	Design and build a 3rd permanent break-away bridge or project in 2026-2027 with the USAFA Engineering Dpt., TBD by PLP&T Commission by August 2026	Kiosk / Grant / USAFA	Kevin	Wait until 2026 and PD by the BOT for E-rook	
96 remove?		Collaborate & Develop a 4th project with the USAFA Engineering Dept and PLP&T Commission in 2027-8.		Kevin	If the popularity of the joint projects continues with the USAFA cadets.	
97 edited	RES. TH	Create a picnic area with tables (3-4), and benches made from logs near the Res. TH parking area if C.A. Mem is approved		PLP&T & PLFD & PW	Enlist PLVFD and a local mill to create the tables	
98	CP	Reach out to Kurt Ehrhardt about playground equipment for small playground at baseball field		Reid		
99	ALL	Look into various professional organizations that focus on parks, trails, and facilities within for possible organization and individual membership				
100	ER	Look into Establishing a parking lot(s) at E-rock entrance off St.Hwy 105, and along the entrance driveway - small 4-5 car parking islands - satellite parking			Coordinate with Roads, PLFD, PLFD on location and size, about 25-30 spaces (near entrance). Get approval from BOT and staff. It is not uncommon for parents and young athletes to all 300-400 yards to an athletic field for practice or games. Field side parking is a luxury. Satellite parking - 4-6 spaces	
Add?		Research the possibility of adding a park on donated land at Westward Ln			Work with Kurt Ehrhardt	
Add?		Research the possibility of adding a park/wildlife reserve on donated land as a land swap with Town land on Lovers Ln.				
Projects that PLP&T hopes will be accomplished dependent upon funds, grants etc.						
	CP, CL	Install a free standing shade structure for over the playground. 1 st quote is over the swings, 2nd over playground.	Parking kiosk funds	Jennifer & Reid	Cindy researched & reported at the 8/22/2023 Parks Workshop - over \$100,000. Need to discuss alternatives. Too expensive. Grants- AAD Dermatology Grant? Jennifer to pursue & build a good case for	
Add?	CP	Develop an MOU with Palmer Divide Soccer Club to build a Multi-use field at the south end of the Lake. This has been a focus of many groups for 5+ years.	Parking kiosk funds		Being held up waiting for explanation of the MOU wordage from the Town attorney since April '25. PLP&T voted to recommend setting aside an initial \$50,000 for field replacement, and then annually decide on additional set-asides depending on parking fee income.	

55 remove?	CP	Create a high interest MM fund for an annual savings toward replacing soccer field once built, and the new PB courts., Essentially done with the passage of Resolution ???		3/25	Either a set amount each year or a percentage of our annual kiosk fees, once GOCO grant is awarded or partnership with youth group (MOU) is established & PB sub-committee. Also reach out to ATL for an annual funds commitment. PLP&T agreed to set aside \$5000 annually. AT: agreed to set aside \$5000 annually once	
Projects removed from the lists for various reasons (keep for one year and delete)						
	Location	Project		Date added to this list	Description	
M	ER	Cut into firewood size downed oak, stack, removed brush to PLFD burn area, in E-rock on the hillside below the lodges, & NE side of E-rock trail		PLP&T, Public Works	PLFD and EPCO FD did it summer 2025	
Removed	CP & GP	Create & mount "No Dogs Allowed Fine \$200		John	Signs at PB courts. Get Ordinance approved by the BOT asap. Is this included in new signs? Removed by PLP&T Comm. 9/23/25	
	ALL	Develop a "New Parks and Trails Commissioner" packet		11/24	Talked with her 3/3/24 about approaches for packet content gathering. The Town staff may be doing this	
	ER, CP	Apply for exercise equipment stations grants for space if cabins are removed at ER, and for between Pavilion &		11/24		
	CRK	Reapply for NM grant for bridges after receiving feedback		11/24	Fall 2024, possible slide show from Chicken Coop bridge and letter from Brad Wambeke, USAFA. The timing for the grant and building the USAFA bridges	
	ER, CP	Research grants for exercise equipment		11/24	E-rock and CP playground.	
57	CP	Build a non-motorized boat launch area at the S. End of the Lake, possibly fence off or use boulders for boundary and bring in sand.	Remove per PLP&T 3/11/25	3/25	Moved a few rocks to the area 9/23, sand about \$40 / cu yd need about 5 yards	
70	ER	Decide on a name for the proposed E Rock property park if approved by the BOT, contest?, historical? Announce Park Naming Contest, Parks Commission can suggest categories.	Remove per PLP&T 3/11/25	3/25	Wait until the trail, Willans, and ?, plus the Chicken Coop bridge are past their initial stages so that we don't get folks wandering the property too soon. CDOT issues along 105	
71	ER	Announce Name of Park after presentations to the Parks Comm., Historical Society, BOT and MP workgroup	Remove per PLP&T 3/11/25	3/25		
2025 Completed Projects by Palmer Lake Parks and Trails Commission and Public Works (report to the Board of Trustees in January 2026 and then archive)						
Done	ALL	Purchased 3. new donation boxes	PW	12/25		

Done	ALL	Purchased 3 new bear proof trash cans	PW	12/25		
Done	ALL	Purchased 3 new pet waste stations	PW	12/25		
Done	ALL	Purchased 3 new double sided information boards - unground posts	PW	12/25		
Done	CP	Purchased 2 new benches for above the PB courts	PW	12/25		
Done	CP	Purchased 8 outdoor document display boards for the CP PB courts	PW	12/25		
41 Done	GP	Re-paint playground corner seats and the tic tac toe game board uprights green			Service day 9/27	
64 - new, add? Done	CP	Tear down & remove pergola on the west side of the lake - falling apart.		Reid, PW,	Notified by Town staff 10/25/25 of its condition. Completed tear down by PLP&T commissioners 10/27/25	
Done	CRK	Mowed and weed wacked grassy areas along Creekside Trail from Spring St. to 100 Lovers Lane entrance		Public works	Done 10/24/25	
Done	CRK	Removed 3 trees that were across the trail north of log bridge. 10/23/25		Reid	With volunteers & PW	
Done	CP	Pickle Ball workgroup, subcommittee, edited 9/24/25		John	Recruit and form a workgroup to address the issues around managing, maintaining, policy etc. the 6 PB courts & 4 GP courts. Palmer Lake Pickle Ball club formed spring 2025. 501C3. and MOU with Town	
Done	ALL	Town staff researching different programs that allow online reservations and payments. This would be for all Town facilities to include PLP&T facilities.		Staff and John	Civic Rec program, Went live in Summer 2025	
Done	ALL	Fall Service in the Parks Day, September 27		John, Mike	Focused on Glen Park playground and then clean-up in Creek	
Done	CRK	Mitigate the trail and stream from Walnut to Day's property driveway - check property lines, actually all the way to the 2nd USAFA bridge.		CYCA	Service day or Andrew. Reid to talk with Day's. CYCA (MHYC) grant for 2025. Did about 100 yards 9-28-2024 service day the east side of Day's property. Completed 9/15-9/25/25	
Done	CP	Develop a plan to manage and maintain the Pickle Ball courts -PLP&T Pickle ball sub-committee.		John	Form a pickle ball club, 501C3 for raising funds etc. Done	
60	ER	Design and construct a permanent break-away bridge, a 2nd bridge in 2024-2025 with USAFA. Location up stream from Creekside wilderness log bridge by PLP&T Commission on 7/9/24	Kiosk / Grant / USAFA	Kevin	Key Partners – USAFA engineering dept. - to submit to Parks Comm. for decision, at a presentation to be designed by USAFA & installed May 2025, 2 - 3 designs, present to BOT & Staff for input, PLP&T to do a summer '24 field trip to the 2 potential sites. Reid informed BOT 7/11/24, Kevin and John assessed site with USAFA Brad Aug. 2024, PLP&T decided on a design 11/24. Completed May '25	

45	KNT, CRK, ER	Put together a list of trail signs for purchase with the Lions Club Grant Rec'd 4/19/24 and order.	Lions club donation	Reid	Once planned present to PLP&T with a map for approval. Jennifer please add to the MHYC grant submission the installation of the trail signs by the MHYC. Done and waiting for final proof - 3/6/25	
101	ER	Research, collect quotes, get approval and contract for E-Rock pavilion re-roofing. Begin ASAP to reroof.		Reid	Contracted with Angle Roofing in late November 1st half of payment given Dec. 6th.. Completed 1/16/25	
	ALL	Design and created PLP&T t-shirts for volunteers		John	Done May 2025	
	GP	Expand the hill & tall swing border & add pea gravel to increase safety		Public Works	Done May 2025	
	CP	Revised the Ballfields fee to include a per hour fee of \$15/hour for the first 3 hours		PLP&T	Approved by the BOT 5/25	
50	CP	Determine how many boulders are needed for Pickle ball court landscaping and move the rest to line the parking area across from Art Ctr.		Staff and Reid	Boulders moved to along the tree line of the strip park, May '24	
	ALL	Reviewed and recommended changes to the Parks rules signs, including making the hours consistent		PLP&T	5/27/25 workshop,	
	CP	Worked with PL PB Group to create an MOU including fees for BOT approval		John	Done May 2025	
	CP	Added fees structure for Parks, including PB courts. Civic Rec app for reservations		John, Town staff	Done May	
	CP	Researched and received approval from the BOT for a change in the baseball field			May 2025, \$15/hr for the 1st 3 hours then \$50 for a 4 hr block	
Done	KNT	trail repair between Prairie and Creekside trail		Reid/Kevin	MHYC June 2-5, 2025	
Done	KNT	Build a small "bridge" Prairie to Creekside trail, intermittent creek.		Reid/John	Install by MHYC June 2-5, 2025	
Done	ALL	Make recommendation changes to BOT re the posted Park hours and rules			Workshop 5/27/25 to discuss, rec. to BOT 6/10/25, approved by BOT 6/12/25	
Done	ER	Adjust trails in E-rock to improve safety			Done by MHYC June 2-5, 2025	
Done	KNT	Establish a new spur trail from N. Side of USAFA bridge #2 to Prairie / Creekside trail		Reid/Kevin	MHYC June 2-5, 2025	
	GP	Spread wood chips in Glen Park playground		PLP&T	Service in the Parks Day May	
1	ALL	Service in the parks day - spring - Centennial Park & Glen Park playground		PLP&T		
91	ER/CRK	Install trail signs from Kent St. into and around E-rock trail and Creekside trails		CYCA	CYCA grant request for 2025 - received 12/24. Planned for June '25. CYCA & MHYC. Done June '25	

Done	ER/CR K edited	Build a temporary style bridge at Greeley Bridge crossing. Designed and started May '24. Still need to complete the transition ramp on each side.	Volunteers	Kevin, Reid, John	Key Partners – Gene (Lead Volunteer until June 24th, 2024) This bridge will be a simple bridge for bikes and pedestrians. VOC helped move logs into place 5/29-30 (20 hrs). Completed decking 8/24. Transition completed June '25	
103	GP	Fill in the tennis/PB court trench with appropriate filling for safety			Small river rock, cement? Reconsider approach given the spring 2025 mud slides. The "lip" at the south trench exit was removed & PLP&T decided to not fill trench w/anything on advice from PW.	
49	KNT	Place a "please respect private property and "please don't feed the animals" signs where the trail borders each private property - Kent & Prairie, E-rock, Creekside		Staff and Reid	Same size as pickleball curtain signs - part of the trail signs donation list. Done April '25	
	Crk	Conducted "Creek Week" activities with volunteers Sept. 2025 for our 4 year of participation.		Mike	We have developed a great relationship with the Fountain Creek Watershed group that originated the Creek Week idea for the last week of September to the first week in October.	
102 edited	ER	Clean up the cabin foundation spaces			Rake out and pickup all glass, wood 7 metal fragments, concrete left by evacuators. Planned for 5/10/25 Service in the Parks Day, Wait until PD by BOT	

Palmer Lake Parks and Trails Commission Proposal for a New Park

Palmer Lake Municipal Code Chapter 2.20.040 – Parks and Trails Commission Duties and Responsibilities: The commission shall advise on matters pertaining to the implementation and development of the town park areas, new parks, trails and open spaces subject to approval of the town board.

The Palmer Lake Parks and Trails Commission requests the Board of Trustees consider designating specific town property as Cindy Allen Memorial Park. Cindy Allen was a beloved and deeply involved member of the Palmer Lake community. She and her husband Tom, built their home and spent decades enriching the town through civic engagement and volunteerism. Together, they founded the volunteer Parks and Recreation Committee, fostering outdoor spaces and community spirit. Cindy served as Mayor pro tem for 14 years and was a dedicated member of the Board of Trustees, contributing her leadership and vision to the town's development. Part of her lasting legacy in Palmer Lake is the Creekside Trail, a project she championed, built, and brought to life for the enjoyment of future generations.

The attached maps identify the area that we are proposing for the new park. The PLP&T Commission believes dedicating this town property as a park will benefit all the citizens of Palmer Lake and that this area should be designated as a park for the following reasons.

1. This area is already a key part of the Palmer Lake Parks and Trails trail system.
 - See attached map of the existing trail system.
 - Creekside Trail from Walnut Ave to Spring Street along the north side of Lover's Lane was constructed approximately 30 years ago. This area is directly across from Glen Park and has been maintained by the PLP&T Commission since 2018.
 - Palmer Lake Board of Trustees Resolution NO. 28-2023 authorized construction of a new trail beginning at the Kent Street platted right of way, to cross the creek, connect to the existing Creekside trail and follow southeast to the Elephant Rock town property to the open pavilion.
 - Resolution NO. 10-2024 authorized construction of walking bridges as part of the trail system.
 - Two bridges have been constructed, by US Air Force Academy cadets, to cross the creek and complete the trail system approved by the Board of Trustees. These bridges provide access to the downtown area and the Elephant Rock property.
 - In addition to the two US Air Force Academy bridges, two additional bridges have been constructed giving access to the existing trail system in the new park.
2. Designating this area as a park or open space would make it eligible for Conservation Trust Funds.
 - Per Department of Local Affairs 8 CCR 1306-3 Rules and Regulations, Conservation Trust Funds are the portion of Lottery proceeds constitutionally mandated to be distributed directly to local governments, based on population, for acquiring and maintaining parks, open space and recreational facilities. The funds are distributed and monitored through the Colorado Department of Local Affairs (DOLA).
3. The area has significant floodplain areas.
 - The FEMA Floodplain map of the proposed park area is attached.
 - The Pikes Peak Regional Building Department is the local Floodplain Administrator. They are responsible for identifying floodplain areas, and regulating the significant restrictions on uses.
 - Parks and open space are allowable uses for floodplain areas.
4. The proposed new park area is recognized by the US Fish and Wildlife Service as Preble's Meadow Jumping Mouse (Threatened Status) habitat. The PMJM is also identified by Colorado

Parks and Wildlife as a Priority Wildlife Species.

- The U.S. Fish and Wildlife Service added the Preble's Meadow Jumping Mouse to the List of Endangered and Threatened Wildlife in 50 CFR 17.11 as a threatened species on May 13, 1998 (63 FR 26517).
- The proposed park is included in the critical habitat for the Preble's mouse that includes approximately 411 miles (661 km) of rivers and streams and 34,935 acres (14,138 hectares) of lands in Colorado.
- Colorado Parks and Wildlife lists the PMJM as a Tier 1 Species of Greatest Conservation Need

5. Palmer Lake Parks and Trails Maintenance.

- PLP&T has spring and fall service days that focuses on maintenance of park facilities. These service days have focused multiple times on the area(s) that PLP&T is requesting for park designation.
- The area being requested for park designation is a critical part of the Fountain Creek Watershed Headwaters District. As such, the area is part of the annual Creek Week Service Days. The District supplies materials for creek cleanup and PLP&T organizes cleanup activities with the help of volunteers.
- PLP&T has been awarded multiple grants to improve the trail system, build new trails, and maintain the existing trail system in the proposed new park area.
- This year, the Mile High Youth Corp, through a grant, removed a huge amount of debris and foliage in the proposed new park area along North Monument Creek.
- PLP&T has already invested significant time and funding for improvements in the area we are proposing as a park. Trails have been constructed and maintained in the new park area after approval from the Board of Trustees.
- Benches have been placed in various locations along the trail system in the proposed new park.
- A great example of how these efforts have paid off is that trout have naturally returned to the creek in the area proposed as Cindy Allen Park.

6. Palmer Lake Public Works Maintenance.

- PLPW currently maintains the area as part of it's ongoing Parks and Trails maintenance responsibilities.

7. The area along N. Monument Creek has heritage apple trees.

- Heritage apple trees are recognized by the El Paso County Conservation District as part of the historic fruit tree culture of Colorado.
- Creation of the park would be a step towards preserving these trees. PLP&T has explored and obtained quotes on a 3 year program to prune, inject and care for the trees.

8. The proposed park has the full support of the Fountain Creek Watershed District and the Mile High Youth Corp. Letters of support are attached.

Attachments

1. Palmer Lake Municipal Code Chapter 2.20.040
2. Maps of proposed park
3. Maps of the existing trail system
4. PL BoT Resolution 28-2023
5. PL BoT Resolution 10-2024
6. Department of Local Affairs 8 CCR 1306-3 Rules and Regulations
7. FEMA Floodplain map
8. US Fish and Wildlife 50 CFR 17.11
9. Colorado Parks and Wildlife PMJM Assessment Publication
10. FCWD and MHYC Letters of Support

CHAPTER 2.20. - PARKS AND TRAILS COMMISSION

2.20.010. - Creation and establishment of advisory parks and trails commission.

There is hereby created and established the parks and trails commission, hereinafter referred to as "commission" in this chapter, for the town, which shall consist of seven members, with the addition of one alternate member to fill in for a regular voting member as needed, who shall be town residents for a minimum of one year, and shall be appointed by the mayor with the approval of the town board of trustees.

(Code 1973, § 12.20.020; Ord. No. 4-1991, § 3, 1991)

2.20.020. - Term of office.

The terms of office for the appointed members shall be two-year staggered terms. Recommendation for re-appointment is an option. In the event that a vacancy occurs during the term of any member, his or her successor may be recommended by the commission and shall be appointed by the mayor, with the approval of the town board of trustees, for the unexpired portion of the term.

(Code 1973, § 12.20.030; Ord. No. 4-1991, § 4, 1991)

2.20.030. - Compensation.

Members shall serve without compensation.

(Code 1973, § 12.20.040; Ord. No. 4-1991, § 5, 1991; Ord. No. 9-1982, § 6, 1983)

2.20.040. - Duties and responsibilities.

It shall be the responsibility of the commission to solicit citizen input and volunteers to assist in the upkeep of town parks, trails, and trail bridges identified as work groups. The commission shall advise on matters pertaining to the implementation and development of the town park areas, new parks, trails and open spaces subject to approval of the town board. The commission, when requested by the town board of trustees, shall consider, investigate, make findings, report and recommend upon any special matter or question impacting parks and/or trails. It shall also be the responsibility of the commission to study, investigate, counsel, and develop and/or update a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of trees, shrubs and weeds; the care, creation, or preservation of trails, trail bridges in parks, and Town property. Such plan(s) shall be presented to the town board of trustees and, upon their acceptance and approval, shall constitute the official comprehensive Palmer Lake Parks and Trails Plan for the town.

(Code 1973, § 12.20.050; Ord. No. 4-1991, § 6, 1991)

2.20.050. - Operation.

The commission shall meet monthly and follow Colorado Open Meeting rules and regulations and keep a journal of its proceedings. A quorum for the transaction of business shall consist of a majority of the members of the commission. All members present shall be required to vote in all matters where they do not have a declared conflict of interest.

The Commission shall make its own rules, agreed upon by a majority of the Commission members. The rules shall not conflict with existing Town Code or resolutions, policy, or laws of any government entity in the United States. It shall be the responsibility of Commission members to participate as a Point of Contact (POC) to assist in specific areas of town parks and trails.

(Code 1973, § 12.20.060; Ord. No. 4-1991, § 7, 1991)

2.20.060. - Interference with commission.

It shall be unlawful for any person to prevent, delay or interfere with the work of the commission, or its work groups, or any of its agents, while engaging in and about the planting, cultivation, mulching, pruning, maintenance, spraying or removing of any park trees, shrubs, plants and property; creation or maintenance of trails, or trail bridges; adding to, or maintaining playgrounds, tennis/pickle ball courts, or other park facilities, as authorized in this chapter.

(Code 1973, § 12.20.090; Ord. No. 4-1991, § 12, 1991)

2.20.070. - Review by town board of trustees.

The town board of trustees shall have the right to review the conduct, acts and decisions of the commission. Any person may appeal acts and decisions of the commission to the town board of trustees, who shall hear the matter and make a final decision.

(Code 1973, § 12.20.100; Ord. No. 4-1991, § 13, 1991)

**TOWN OF PALMER LAKE
EL PASO COUNTY
STATE OF COLORADO**

RESOLUTION NO. 28-2023

**A RESOLUTION TO AUTHORIZE PARKS COMMISSION TO CREATE A TRAIL WITHIN THE
BOUNDARIES OF THE TOWN OF PALMER LAKE, COLORADO**

WHEREAS, Palmer Lake is a statutory Town organized under Part 3 of Article 4 of Title 31 of the Colorado Revised Statutes; and

WHEREAS, the Board of Trustees of the Town of Palmer Lake, Colorado, pursuant to Colorado statute and the Town of Palmer Lake Municipal Code, is vested with the authority of administering the affairs of the Town of Palmer Lake, Colorado;

WHEREAS, the Board holds authority over town public property; and

WHEREAS, the Board has authorized the Parks Commission to create a new trail to help connect existing trails within the town boundaries.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF
PALMER LAKE OF EL PASO COUNTY, COLORADO, AS FOLLOWS:**

Section 1. The Board authorizes the Parks Commission to do the following on behalf of the Board of Trustees:

- a. Stake and/or flag a proposed trail beginning at the Kent Street platted right of way, to cross the creek, connect to the Creekside trail and follow southeast to the Elephant Rock town property to the open pavilion;
- b. Provide written notice to all abutting property owners of the proposed trail;
- c. Hear any concerns about the proposed trail and report such concerns to the Board of Trustees;
- d. Review the trail design with Fire Department for proper mitigation;
- e. Build and install one walking bridge to cross the creek to connect to Creekside trail;
- f. Stake/flag a potential future parking area for review; and,
- g. Build the proposed trail, so long as the trail has been staked/flagged for not less than 30 days and the Board of Trustees has not directed otherwise.

Section 2. Severability. If any article, section, paragraph, sentence, clause, or phrase of this Resolution is held to be unconstitutional or invalid for any reason such decision shall not affect the validity or constitutionality of the remaining portions of this Resolution. The Board of Trustees hereby declares that it would have passed this resolution and each part or parts thereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.

Section 3. Repeal. Existing resolutions or parts of resolutions covering the same matters embraced in this Resolution are hereby repealed and all resolutions or parts of resolutions inconsistent with the provisions of this Resolution are hereby repealed.

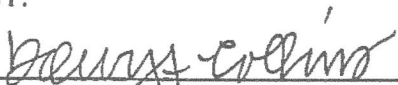
INTRODUCED, RESOLVED, AND PASSED AT A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE ON THIS 13th DAY OF APRIL 2023.

TOWN OF PALMER LAKE, COLORADO



Grant Havenar, Mayor

ATTEST:

By: 

Dawn A. Collins, Town Administrator/Clerk

TOWN OF PALMER LAKE, COLORADO

RESOLUTION NO. 10 - 2024

A RESOLUTION TO AUTHORIZE TRAIL BUILDING BY THE PALMER LAKE PARKS AND TRAILS COMMISSION PALMER LAKE, COLORADO

WHEREAS, the Board of Trustees of the Town of Palmer Lake, Colorado, pursuant to Colorado statute and the Town of Palmer Lake Municipal Code, is vested with the authority of administering the affairs of the Town of Palmer Lake, Colorado; and

WHEREAS, the Town of Palmer Lake seeks to authorize the Parks and Trails Commission to continue trail building activity; and

WHEREAS, the enclosed map was presented and a plan requested by the Parks Commission members to approve specific trail development; and

WHEREAS, the Board of Trustees desires to support the Parks and Trails Commission, as authorized in Chapter 2.20.040 of the town code, to safely connect areas of the town.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE, COLORADO AS FOLLOWS:

- 1. In addition to the approved activity outlined in Resolution 28-2023 to build a trail beginning at Kent undeveloped right of way connecting to Creekside Trail, following southeast to the Elephant Rock (ER) property to the pavilion, and to install one walking bridge, completed, the Town Board of Trustees hereby authorizes the Parks and Trails Commission to -
a. Design, build and install additional bridges in partnership with US Air Force Academy, as identified on the map exhibit;
b. Renovate the open-air pavilion on ER property; and
c. Develop a perimeter trail within the ER property as outlined on the map exhibit.
2. Severability. If any article, section, paragraph, sentence, clause, or phrase of this Resolution is held to be unconstitutional or invalid for any reason such decision shall not affect the validity or constitutionality of the remaining portions of this Resolution. The Board of Trustees hereby declares that it would have passed this resolution and each part or parts thereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.
3. Repeal. Existing resolutions or parts of resolutions covering the same matters embraced in this Resolution are hereby repealed and all resolutions or parts of resolutions inconsistent with the provisions of this Resolution are hereby repealed.

INTRODUCED, RESOLVED, AND PASSED AT A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE ON THIS 11th DAY OF JANUARY 2024.

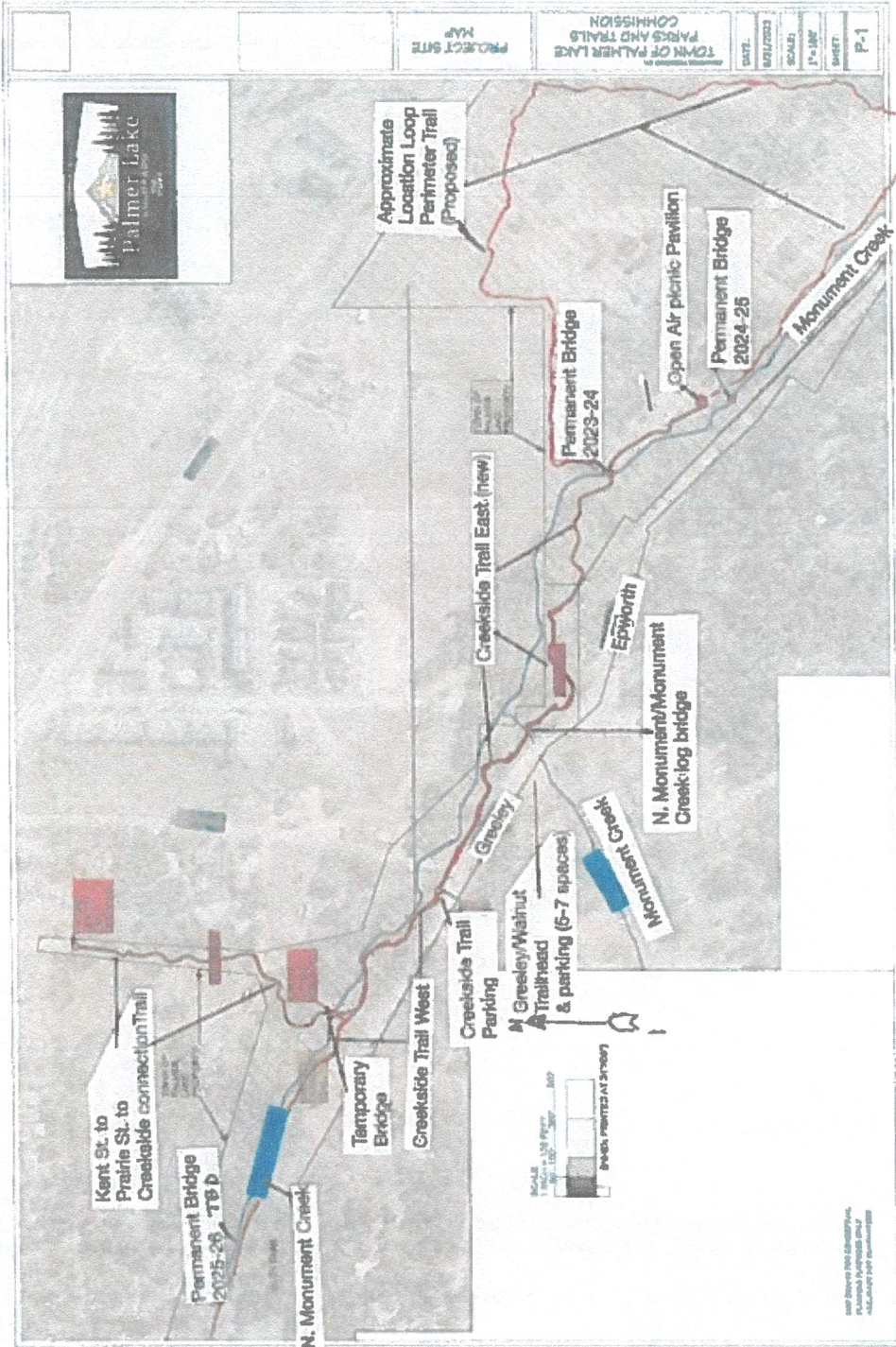
ATTEST:

TOWN OF PALMER LAKE, COLORADO

Dawn A. Collins
Town Administrator/Clerk

BY: Grant Havenar
Mayor

Palmer Lake Parks & Trails: Kent, Prairie, Creekside, E-Rock Trail System Plan Update - Dec. 28, 2023



DEPARTMENT OF LOCAL AFFAIRS
Division of Local Government

8 CCR 1306–3 Rules and Regulations

CONSERVATION TRUST FUND ADMINISTRATION, INCLUDING MONITORING,
ENFORCEMENT, AND GUIDANCE REGARDING ALLOWABLE EXPENDITURES
(C.R.S. 29-21-101)

BASIS AND PURPOSE

The basis for these rules is C.R.S. 29-21-101 (2)(a)(I) which states: "There is hereby created in the division the conservation trust fund."

The purpose of these rules is to implement the provisions of C.R.S. 29-21-101-102(3)(a) through (c) by developing procedures regarding monitoring of eligible entities' compliance with relevant rules and statute, procedures regarding enforcement of penalties for noncompliance, and guidance regarding allowable expenditures of conservation trust fund revenues.

RULES

Part I. Definitions

- A. "Capital improvements" means the acquisition or improvement of fixed assets.
- B. "Division" means the Division of Local Government in the Department of Local Affairs.
- C. "Fixed assets" means land, buildings, equipment and improvements other than buildings that the recipient uses to provide Conservation Trust Fund-allowable expenditures, including costs of construction, renovation, demolition, rehabilitation, deferred maintenance, improvements, equipment and furnishings. Fixed assets are determined to be those with an original cost of \$500.00 or more, or with a useful life of one year or more.
- D. "Interests in land and water" means any and all rights and interests in land or water, or both, including fee interests and less than full fee interests such as future interests, developmental rights, easements, covenants, and contractual rights. Every interest in land or water may be in perpetuity or for a fixed term and shall be deemed to run with the land or water to which it pertains for the benefit of the citizens of this state.

- E. "Maintenance" means keeping Conservation Trust Fund-eligible assets in an original or existing state of repair or of preserving them from failure or decline.
- F. "New conservation sites" means interests in land and water, acquired after establishment of a conservation trust fund pursuant to this section, for park or recreation purposes, for all types of open space, including but not limited to floodplains, greenbelts, agricultural lands, or scenic areas, or for any scientific, historic, scenic, recreational, aesthetic, or similar purpose.

Part II. Reporting and Monitoring - Procedures necessary to allow the division or its agents to monitor eligible entities' compliance with the requirements of C.R.S. 29-21-101 and of rules promulgated pursuant to C.R.S. 29-21-101, including annual reporting and entry and inspection of records regarding accounting and expenditures of revenues from the Conservation Trust Fund.

- A. On forms supplied by the division, each eligible entity shall annually submit to the division a certification that they have established a Conservation Trust Fund and are eligible to receive Conservation Trust Fund moneys.
- B. The treasurer of a municipality or special district, chief financial officer, or the official custodian of the Conservation Trust Fund of an eligible entity shall annually review and certify to the division that the eligible entity's self-reported Conservation Trust Fund expenditures comply with the requirements of Article 21 of Title 29, C.R.S., and of rules promulgated pursuant to that article.
- C. On forms supplied by the division, each eligible entity shall annually submit to the division a statement showing the total amount of state moneys in its local Conservation Trust Fund, the amount of any state moneys encumbered or expended from such fund since the previous year's report, interest earned on the balance of Conservation Trust Funds from the previous year, and the purpose of the encumbrance or expenditure.
- D. All recipients of Conservation Trust Fund funds shall maintain records regarding accounting and expenditures of revenues from the Conservation Trust Fund moneys.
- E. An eligible entity shall not deposit any other moneys in its conservation trust fund.
- F. All interest earned on the investment of moneys in a local Conservation Trust Fund shall be credited to the fund and shall be expended only for purposes authorized by C.R.S. 29-21-101.
- G. In the utilization of moneys received pursuant to C.R.S. 29-21-101, each eligible entity may cooperate or contract with any other government or political subdivision pursuant to C.R.S. 29-1-201 et seq., subject to the separate

accounting requirement of C.R.S. 29-21-101 (2)(b)(II). Such cooperation may include the sharing of moneys held by any such entities in their respective Conservation Trust Funds for joint expenditures for the acquisition, development and maintenance of new conservation sites.

- H. All such records shall be made available for inspection upon demand by the division's staff or its agents.
- I. Division staff or its agents shall develop a system to monitor accounting and expenditure of revenues from the Conservation Trust Fund. Such a monitoring system shall include review and verification of data in annual reports submitted by eligible entities. The review shall provide assurance that the information self-reported by eligible entities is accurate and complete, and identify unallowable or questionable expenditures for follow-up. When concerns are noted during the review process, documentation to verify the eligible entities' expenditures or accounting practices shall be provided upon demand.

Part III. Enforcement - Procedures necessary to allow the division to enforce eligible entities' compliance with C.R.S. 29-21-101, including penalties, forfeiture of shares previously distributed, issuance of an order after a hearing held pursuant to C.R.S. 24-4-105 to repay to a state or local Conservation Trust Fund specific revenues from a conservation trust fund that were expended for purposes that are not authorized by C.R.S. 29-21-101, and, if the eligible entity fails to timely comply with the order, issuance of an order to the treasurer holding moneys of the eligible entity that were generated pursuant to the taxing authority of the eligible entity to prohibit the release of any such moneys until the eligible entity complies with the order, and the ability to treat a noncompliant eligible entity as though it were an ineligible entity.

- A. Upon preliminary determination that a Conservation Trust Fund recipient has violated statutes or rules governing fund expenditures or accounting practices, the division will notify the entity before considering enforcement actions.
- B. Prior to considering enforcement actions, the division shall conduct a hearing held pursuant to C.R.S. 24-4-105, in which pertinent facts concerning violations are presented. The recipient shall have full rights of and access to procedural due process to present facts and to rebut the determination of violation.
- C. Upon a finding of violation of statutes or rules, the division, in its sole discretion, shall have the authority to consider and take certain enforcement actions. Such actions shall include these options:
 - 1. Provision of a written warning and a corrective course of action.
 - 2. Issuance of an order to repay to a state or local Conservation Trust Fund specific revenues that were expended for purposes that are not authorized by statute or these rules.

3. If the eligible entity fails to comply with the order, the division will withhold future funds and treat the noncompliant eligible entity as though it were an ineligible entity.
4. Upon chronic non-compliance, the division will issue an order to the county treasurer to prohibit release of property tax revenues until the entity complies with the order.

Part IV. Expenditures - Guidance regarding allowable expenditures of Conservation Trust Fund revenues to facilitate eligible entities' compliance.

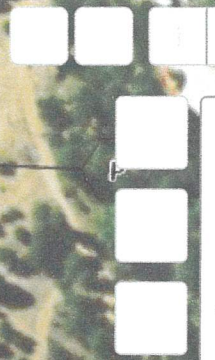
A. Allowable expenditures of Conservation Trust Funds include the following:

1. Acquisition, development, and maintenance of new conservation sites.
2. Capital improvements or maintenance for recreational purposes on any public site.
3. Operation of a system of television relay and translator facilities and the use, acquisition, equipping, and maintenance of land, buildings, and other recreational facilities therefore.

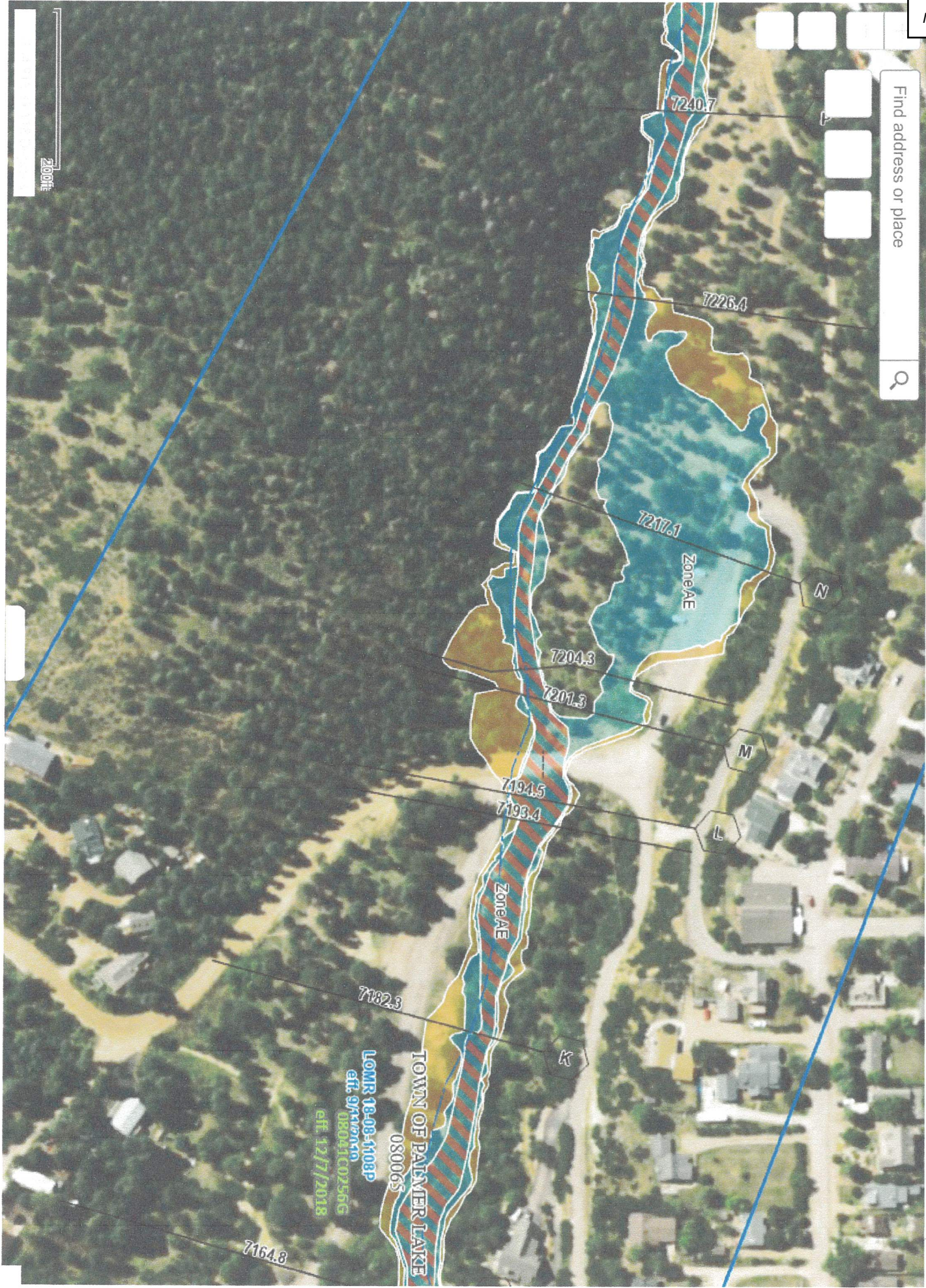
B. Unallowable expenditures of Conservation Trust Funds include, but are not limited to the following:

1. Operating expenditures, including salaries, except those operating expenditures, including salaries, that are considered to be for maintenance purposes.
2. Expenditure for activities such as athletic teams, fireworks, recreational programs, and public associations or clubs.

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LOMR 18-03-4108P
 eff. 9/1/2018
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 eff. 12/7/2018

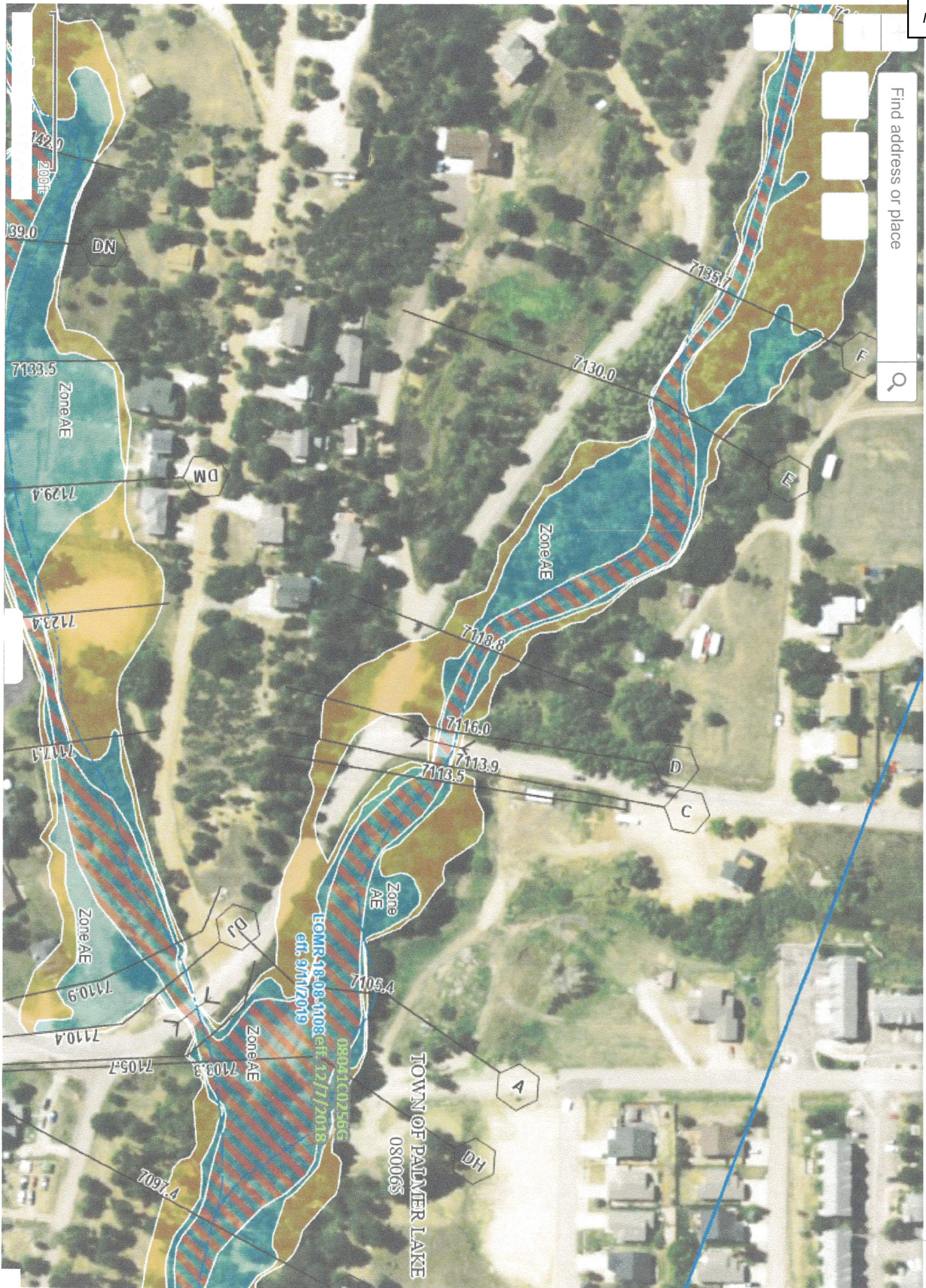
TOWN OF PALMER LAKE
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Find address or place



Palmer Lake Flood Hazard Layer (FHL) View

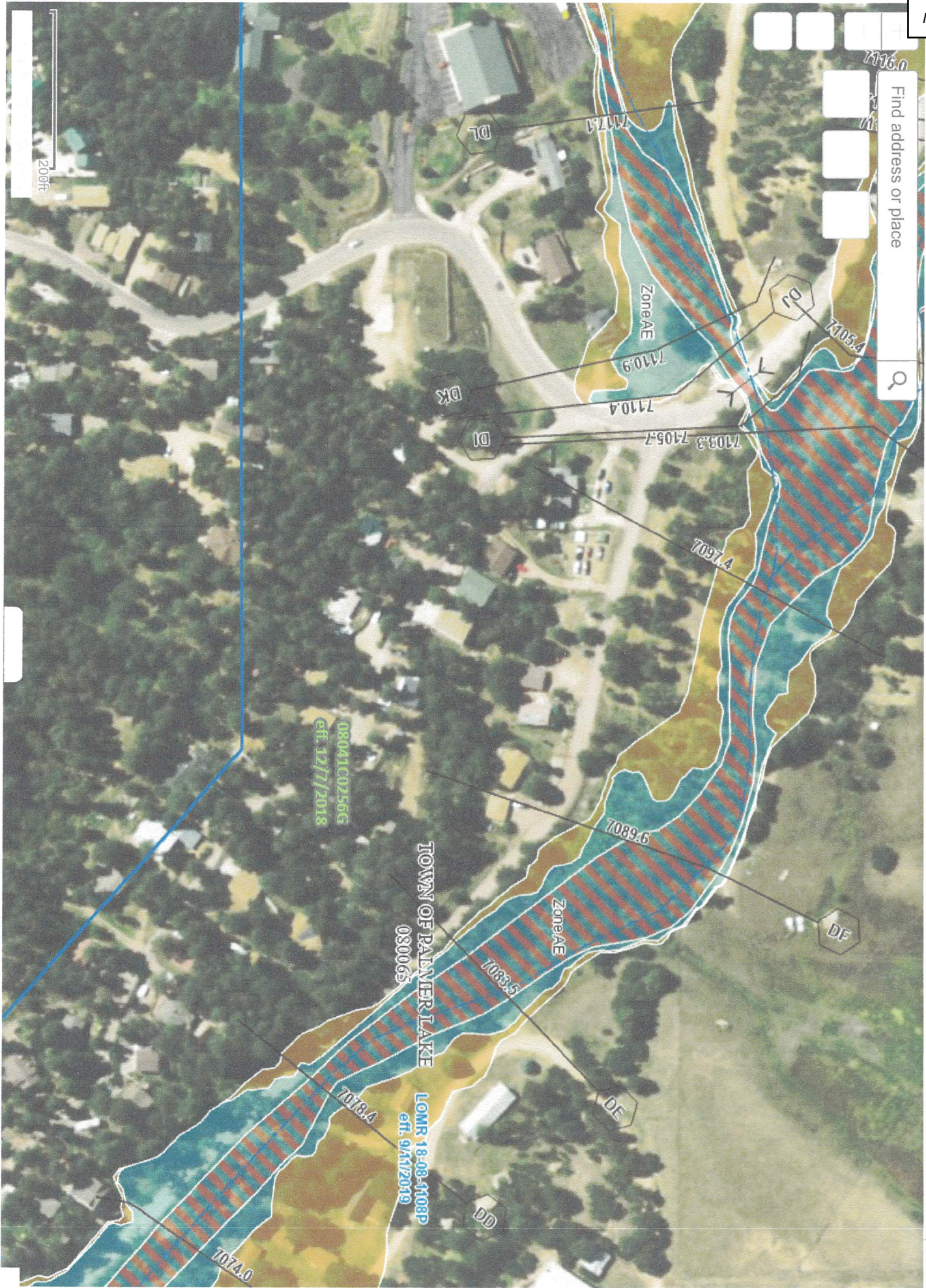
Find address or place



Find address or place

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EMA's National Flood Hazard Layer (NFHL) Viewer



EMA's National Flood Hazard Layer (NFHL) Viewer

Find address or place



Input fields for address or place search



08041002566
eff. 12/7/2018

LOMR 18-08-1108P
eff. 9/11/2019

TOWN OF PALMER LAKE
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 Displaying title 50, up to date as of 1/22/2026. Title 50 was last amended 1/22/2026. 

Title 50 –Wildlife and Fisheries

Chapter I –United States Fish and Wildlife Service, Department of the Interior

Subchapter B

–Taking, Possession, Transportation, Sale, Purchase, Barter, Exportation, and Importation of Wildlife and Plants

Part 17 –Endangered and Threatened Wildlife and Plants

Subpart B –Lists

§ 17.11 Endangered and threatened wildlife.

- (a) The list in paragraph (h) of this section contains the wildlife species determined by the Service or the National Marine Fisheries Service (NMFS) of the Department of Commerce’s National Oceanic and Atmospheric Administration (hereafter in this section referred to as “the Services”) to be endangered species or threatened species. It also contains the wildlife species treated as endangered species or threatened species because they are similar in appearance to and may be confused with endangered or threatened species (see §§ 17.50 through 17.52). The “Common name,” “Scientific name,” “Where listed,” and “Status” columns provide regulatory information; together, they identify listed wildlife species within the meaning of the Act and describe where they are protected. When a taxon has more than one entry, the “Where listed” or “Status” column will identify its status in each relevant geographic area. The listing of a particular taxon includes all lower taxonomic units.
- (b) **“Common name” column.** Although common names are included, they cannot be relied upon for identification of any specimen, since they may vary greatly in local usage. In cases where confusion might arise, one or more synonyms are provided in parentheses within the “Common name” column. If a species has been listed as an Evolutionarily Significant Unit (ESU) or a Distinct Vertebrate Population Segment (DPS), the ESU or DPS names will be provided in brackets “[]” following the common name.
- (c) **“Scientific name” column.** The Services use the most recently accepted scientific name. In cases where confusion might arise, one or more synonyms are provided in parentheses within the “Scientific name” column. The Services rely, to the extent practicable, on the Integrated Taxonomic Information System (ITIS) to determine a species’ scientific name. ITIS incorporates the naming principles established by the *International Code of Zoological Nomenclature* (see paragraph (g) of this section). If the scientific name in ITIS differs from the scientific name adopted for use under the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES), the CITES nomenclature is provided in brackets “[]” within the “Scientific name” column following the ITIS nomenclature.
- (d) **“Where listed” column.** The “Where listed” column sets forth the geographic area where the species is listed for purposes of the Act. Except when providing a geographic description of a DPS or ESU, or an experimental population designation, “Wherever found” will be used to indicate the Act’s protections apply to all individuals of the species, wherever found.
- (e) **“Status” column.** Within the “Status” column, the following abbreviations are used:

Abbreviation	Regulatory status the abbreviation represents
E	Endangered species.
T	Threatened species.
E (S/A)	Endangered based on similarity of appearance to an existing listed species.
T (S/A)	Threatened based on similarity of appearance to an existing listed species.
XE	Essential experimental population (See subpart H of this part).
XN	Nonessential experimental population (See subpart H of this part).

(f) **"Listing Citations and Applicable Rules" column.** The "Listing Citations and Applicable Rules" column is nonregulatory in nature and is provided for informational and navigational purposes only.

(1) Within the "Listing Citations and Applicable Rules" column, the following superscripts are used:

Superscript	Description of citation or rule
N	NMFS listing citation (NMFS Lead).
J	Both FWS and NMFS listing citation (Joint Jurisdiction).
CH	Critical habitat rule.
4d	Species-specific "4(d)" rule (a rule issued under the authority of section 4(d) of the Act).
10j	Species-specific "10(j)" rule (a rule issued under the authority of section 10(j) of the Act).

(2) Listing citations contain the volume, document starting page number, and publication date of the FEDERAL REGISTER publication(s) in which a species was given status, listed, or reclassified. At least since 1973, these documents have included a statement indicating the basis for the listing, as well as the effective date(s) of the listing or other rules that changed how the species was identified in the List in paragraph (h) of this section.

(3) "Critical habitat" and "Species-specific" rules superscripts provide cross-references to other sections in this part or part 222, 223, or 226 of chapter II of this title where critical habitat and species-specific rules are found. The species-specific superscripts also identify experimental populations. Experimental populations (superscript "10j") are a separate citation, with one of the following symbols in the "Status" column: "XE" for an essential experimental population and "XN" for a nonessential experimental population.

(4) This column is for reference and navigational purposes only. All other appropriate rules in this part, parts 217 through 226 of chapter II of this title, and part 402 of chapter IV of this title apply, if no species-specific rules are referenced. In addition, other rules in this title could relate to such species (for example, port-of-entry requirements). The references in the "Listing Citations and Applicable Rules" column do not comprise a comprehensive list of all regulations that the Services might apply to the species or to the regulations of other Federal agencies or State or local governments.

(g) The Services will rely to the extent practicable on ITIS (<http://www.itis.gov>) and standard references adopted for CITES (<http://cites.org>).

(h) The "List of Endangered and Threatened Wildlife" is provided in the table in this paragraph (h):

Common name	Scientific name	Where listed	Status	Listing citations and applicable rules
Mammals				
Addax	<i>Addax nasomaculatus</i>	Wherever found	E	70 FR 52319, 9/2/2005.
Anoa, lowland	<i>Bubalus depressicornis</i>	Wherever found	E	35 FR 8491, 6/2/1970.
Anoa, mountain	<i>Bubalus quarlesi</i>	Wherever found	E	41 FR 24061, 6/14/1976.

rufomitratatus (= *badius* r.) Wherever found E [35 FR 8491](#), 6/2/1970. Monkey, Tonkin snub-nosed *Rhinopithecus avunculus* Wherever found E [41 FR 45990](#), 10/19/1976; [55 FR 39414](#), 9/27/1990. Monkey, woolly spider *Brachyteles arachnoides* Wherever found E [35 FR 8491](#), 6/2/1970. Monkey, yellow-tailed woolly *Lagothrix flavicauda* Wherever found E [41 FR 45990](#), 10/19/1976. Monkey, Yunnan snub-nosed *Rhinopithecus bieti* Wherever found E [55 FR 39414](#), 9/27/1990. Monkey, Zanzibar red colobus *Procolobus* (= *Colobus*) *pennantii* (= *kirki*) *kirki* Wherever found E [35 FR 8491](#), 6/2/1970. Mountain beaver, Point Arena *Aplodontia rufa nigra* Wherever found E [56 FR 64716](#), 12/12/1991. Mouse, Alabama beach *Peromyscus polionotus ammobates* Wherever found E [50 FR 23872](#), 6/6/1985;

[50 CFR 17.95\(a\)](#).^{CH} Mouse, Anastasia Island beach *Peromyscus polionotus phasma* Wherever found E [54 FR 20598](#), 5/12/1989. Mouse, Australian native *Notomys aquilo* Wherever found E [41 FR 24062](#), 6/14/1976. Mouse, Australian native *Zyzomys pedunculatus* Wherever found E [41 FR 24062](#), 6/14/1976. Mouse, Choctawhatchee beach *Peromyscus polionotus allophrys* Wherever found E [50 FR 23872](#), 6/6/1985;

[50 CFR 17.95\(a\)](#).^{CH} Mouse, Field's *Pseudomys fieldi* Wherever found E [35 FR 18319](#), 12/2/1970. Mouse, Gould's *Pseudomys gouldii* Wherever found E [38 FR 14678](#), 6/4/1973. Mouse, Key Largo cotton *Peromyscus gossypinus allapaticola* Wherever found E [48 FR 43040](#), 9/21/1983; [49 FR 34504](#), 8/31/1984. Mouse, New Holland *Pseudomys novaehollandiae* Wherever found E [35 FR 18319](#), 12/2/1970. Mouse, New Mexico meadow jumping *Zapus hudsonius luteus* Wherever found E [79 FR 33119](#), 6/10/2014;

[50 CFR 17.95\(a\)](#).^{CH} Mouse, Pacific pocket *Perognathus longimembris pacificus* Wherever found E [59 FR 5306](#), 2/3/1994;

[59 FR 49752](#), 9/29/1994. Mouse, Perdido Key beach *Peromyscus polionotus trissyllepsis* Wherever found E [50 FR 23872](#), 6/6/1985;

[50 CFR 17.95\(a\)](#).^{CH} Mouse, Preble's meadow jumping *Zapus hudsonius preblei* Wherever found T [63 FR 26517](#), 5/13/1998;

[78 FR 31679](#), 5/24/2013;

[50 CFR 17.40\(l\)](#); ^{4d}

[50 CFR 17.95\(a\)](#).^{CH} Mouse, salt marsh harvest *Reithrodontomys raviventris* Wherever found E [35 FR 16047](#), 10/13/1970. Mouse, Shark Bay *Pseudomys praeconis* Wherever found E [35 FR 18319](#), 12/2/1970. Mouse, Shortridge's *Pseudomys shortridgei* Wherever found E [35 FR 18319](#), 12/2/1970. Mouse, smoky *Pseudomys fumeus* Wherever found E [35 FR 18319](#), 12/2/1970. Mouse, southeastern beach *Peromyscus polionotus niveiventris* Wherever found T [54 FR 20598](#), 5/12/1989. Mouse, St. Andrew beach *Peromyscus polionotus peninsularis* Wherever found E [63 FR 70053](#), 12/18/1998; [50 CFR 17.95\(a\)](#).^{CH} Mouse, western *Pseudomys occidentalis* Wherever found E [35 FR 18319](#),

Preble's Meadow Jumping Mouse



ASSESSING HABITAT QUALITY FOR PRIORITY WILDLIFE SPECIES IN COLORADO WETLANDS



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Preble's meadow jumping mouse (*Zapus hudsonius preblei*, Family *Dipodidae*) is a rare small mammal that lives in dense riparian vegetation along the Front Range.

Species Description

Identification

Preble's meadow jumping mice grow to approximately nine inches in length, including their five and a half-inch tails. They are mostly nocturnal and hibernate in upland areas for eight months of the year, making them difficult to observe.

Preferred Habitats

During summer months, the most important wetland types occupied by Preble's meadow jumping mice include riparian areas and adjacent wet meadows. During the summer, they prefer dense shrub, grass and forb ground cover along creeks, rivers, and associated waterbodies. From early fall through the spring, they hibernate underground in burrows that are typically at the base of vegetation and have a northerly aspect.

Diet

The diet of Preble's meadow jumping mice includes, but is probably not limited to, grass seeds, invertebrates, fungi, and insect larvae.

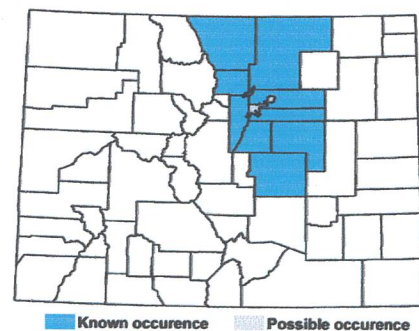
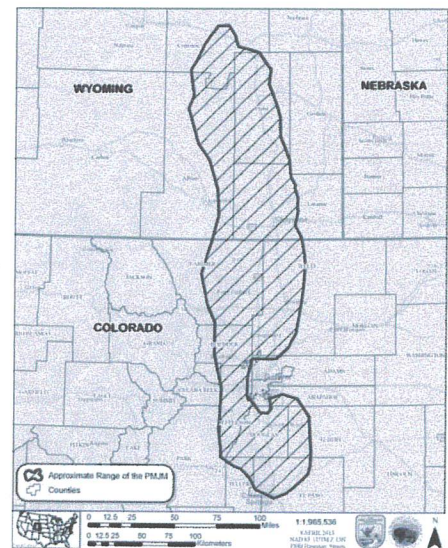
Conservation Status

The Preble's meadow jumping mouse is listed as threatened by the U.S. Fish and Wildlife Service (USFWS 1998). In Colorado, they are listed as a threatened, Tier 1, Species of Greatest Conservation Need (CPW 2015). The Colorado Natural Heritage Program considers the subspecies to be globally-imperiled (G5 T2) and critically-imperiled with the state (S1).

Species Distribution

Range

Preble's meadow jumping mice occur only in Colorado and Wyoming. In Colorado, they are known to occupy the counties along the Front Range from the Wyoming border through El Paso County.



Full species range map from USFWS (2004). Colorado map based on Grunau et al. (1999), and Schorr (2001).

Version Date: November 2020

Preferred Habitat Conditions

Distance from riparian habitat patch to water	<10 yards
Dominant vegetation	a combination of grasses, shrubs, forbs, and trees
Habitat size	>60 acres
Herbaceous vegetation height	>20–40 inches
Landscape context	ungrazed
Percent ground cover	densely vegetated; between grasses, forbs, and shrubs, close to 100%
Species richness	>20 plant species

Management Recommendations

This fact sheet contains easy-to-use guidelines for understanding habitat needs of Colorado Parks and Wildlife priority wetland-dependent wildlife. Biologists with expertise in Preble's meadow jumping mice have suggested numerous practical steps that can be taken to improve habitat quality for this species.

Hydrology

- Maintain or restore natural regime.
- Control erosion within stream corridor.

Vegetation

- Provide, restore, and enhance riparian vegetation.
- Provide, restore, and enhance upland shrub.
- Provide, restore, and enhance grassland habitat.
- Control noxious weeds, avoiding May through October.
- Consider providing woody debris.

Conservation

- Use best strategies to minimize disturbance.



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Acknowledgements

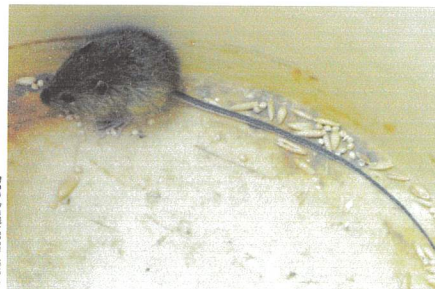
Robert Schorr (Colorado Natural Heritage Program) reviewed an earlier version and provided input on preferred habitat conditions.

Suggested Reading and Citations

- CPW (Colorado Parks and Wildlife). 2015. State Wildlife Action Plan: A Strategy for Conserving Wildlife in Colorado. Denver, Colorado.
- Grunau, L., R. Schorr, D. Green, B. Rosenlund, C. Pague, and J. Armstrong. 1999. Conservation and management plan for the Preble's meadow jumping mouse on the U. S. Air Force Academy. Colorado Natural Heritage Program unpublished report to the Natural Resources Branch, U.S. Air Force Academy.
- Meaney, C. A., A. K. Ruggles, B. C. Lubow, N. W. Clippinger. 2003. Abundance, survival, and hibernation of Preble's meadow jumping mice (*Zapus hudsonius preblei*) in Boulder County, Colorado. *Southwestern Naturalist* 48: 610-623.
- Schorr, R. A. 2001. Meadow jumping mice (*Zapus hudsonius preblei*) on the U.S. Air Force Academy, El Paso County, Colorado. Colorado Natural Heritage Program unpublished report to the Natural Resources Branch, U.S. Air Force Academy.
- Schorr, R. A. 2003. Meadow jumping mice (*Zapus hudsonius preblei*) on the U.S. Air Force Academy, El Paso County, Colorado: Populations, Movement and Habitat from 2000-2002. Colorado Natural Heritage Program unpublished report to the Natural Resources Branch, U.S. Air Force Academy.
- Trainor, A. M., T. M. Shenk, and K. R. Wilson. 2007. Microhabitat characteristics of Preble's meadow jumping mouse high-use areas. *Journal of Wildlife Management* 71: 469-477.
- Trainor, A. M., T. M. Shenk, and K. R. Wilson. 2012. Spatial, temporal, and biological factors associated with Preble's meadow jumping mouse (*Zapus hudsonius preblei*) home range. *Journal of Mammalogy* 93: 429-438.
- U.S. Fish and Wildlife Service (USFWS). 2013. Endangered and threatened wildlife and plants: 12-month finding on two petitions to delist the Preble's meadow jumping mouse. *Federal Register* 78: 31680-31712.
- USFWS. 2015. Draft recovery plan Preble's meadow jumping mouse (*Zapus hudsonius preblei*). U.S. Fish and Wildlife Service, Region 6, Lakewood, Colorado.



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DISCLAIMER: This scorecard is designed specifically for the Colorado Parks and Wildlife (CPW) Wetland Wildlife Conservation Program. It does not replace protocols required by U. S. Fish and Wildlife Service (USFWS). Please contact USFWS regarding questions about their required protocols for species listed under the Endangered Species Act.

Habitat Scorecard for Preble's Meadow Jumping Mouse (v. Nov 2020)

Assessment of habitat before and after restoration or management actions

Project Name: _____ Project Area (acres): _____ Habitat Area (acres): _____

Size of Contiguous Habitat outside Project Area (acres): _____ Ownership (circle): Same / Different / Conservation Easement

Scorecard Instructions: Enter one value that best describes early to mid-summer conditions of each habitat variable, using the numbers in the value column. Habitat variables are in shaded boxes; ranges of condition are directly below each variable. **If condition is outside range or is not described, enter a zero.**

Project Area and Habitat Area: The project area includes the entire area affected by the project. The habitat is the area that will provide (in case of pre-project) or does provide (post-project) habitat for each potential target species within the project area. The habitat area may be the same size as the project area or it might be smaller and it may be defined differently for different target species. If there is contiguous habitat area outside the project area, note the size and whether the ownership of the contiguous areas is the same or different and whether it is under conservation easement or other habitat protection. If the habitat area within your project area is noncontiguous and/or if sections are in very different conditions, consider using multiple scorecards so that each scorecard represents the general conditions. If you use multiple scorecards, identify each habitat area on a map.

Key habitat variable and conditions	Value	Pre-Project	Expected Post-Project	Actual Post-Project
Date of assessment				
Dominant vegetation				
Combination of sedges, grasses, annual and perennial forbs and dense shrubs	13.2			
Combination of sedges, grasses, and dense shrubs	8.8			
Combination of sedges, grasses, and more open shrubs	4.4			
Percent grass cover				
>40%	13.2			
>20 – 40%	8.8			
10 – 20%	4.4			
Percent shrub cover				
>80%	13.2			
>50 – 80%	8.8			
5 – 50%	4.4			
Distance from habitat patch to water				
<10 yards	12.5			
10 – 20 yards	8.4			
>20 – 40 yards	4.2			
Species richness (number of species in vegetation community)				
>20 species	11.9			
10 – 20 species	7.9			
<10 species	4.0			
Habitat size				
>60 acres	10.6			
50 – 60 acres	7.0			
<50 acres	3.5			
Percent forb cover				
>35 – 50%	10.4			
>15 – 35%	6.9			
5 – 15%	3.5			

Habitat Scorecard for Preble’s Meadow Jumping Mouse (v. Nov 2020)

Assessment of habitat before and after restoration or management actions

Preble’s Meadow Jumping Mouse Scorecard *continued*.

Key habitat variable and conditions	Value	Pre- Project	Expected Post- Project	Actual Post- Project
Height of herbaceous vegetation (grasses and forbs)				
>20 – 40 inches	9.9			
8 – 20 inches	6.6			
<8 inches	3.3			
Land use within 100 yards				
Ungrazed	5.1			
Grazed lightly	3.4			
Grazed moderately	1.7			
Total (of 100 possible): add all numbers in before or after columns				

PALMER LAKE, COLORADO

ORDINANCE NO. 3 - 2023

**AN ORDINANCE AMENDING CHAPTER 2.20 OF TITLE 2 OF THE PALMER LAKE
MUNICIPAL CODE RELATING TO THE TOWN PARKS AND TRAILS
COMMISSION**

WHEREAS, the Board of Trustees of the Town of Palmer Lake, Colorado, pursuant to Colorado statute and the Palmer Lake Municipal Code, is vested with the authority of administering the affairs of the Town of Palmer Lake, Colorado;

WHEREAS, the Town previously adopted regulations related to the Town Parks Commission, with such regulations being contained in Chapter 2.20; and,

WHEREAS, based upon the responsibilities being assigned to the Parks Commission, specifically with the addition of trail maintenance and responsibilities, and the membership of the Commission, the Board of Trustees desires to amend the Town Code to reflect such changes.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE, EL PASO COUNTY, COLORADO, AS FOLLOWS:

Section 1.

Chapter 2.20 of Title 2 of the Town of Palmer Lake Municipal Code is hereby amended, by adding the underlined language and deleting the strikethrough language as indicated below, with such Chapter 2.20 to read in its entirety as follows:

CHAPTER 2.20. - PARKS AND TRAILS COMMISSION

2.20.010. - Creation and establishment of advisory parks and trails commission.

There is hereby created and established the parks and trails commission, hereinafter referred to as "commission" in this chapter, for the town, which shall consist of ~~five~~ seven members, with an additional alternate member to fill in for a regular voting member as needed, who shall be town residents for a minimum of one year, and shall be appointed by the mayor with the approval of the town board of trustees.

2.20.020. - Term of office.

The terms of office for the appointed members shall be two-year staggered terms. Recommendation for re-appointment is an option. In the event that a vacancy occurs during the term of any member, his or her successor may be recommended by the commission and shall be appointed by the mayor, with the approval of the town board of trustees, for the unexpired portion of the term.

2.20.030 – Compensation.

Members shall serve without compensation.

2.20.040. - Duties and responsibilities.

It shall be the responsibility of the commission to solicit citizen input and volunteers to assist in the upkeep of town parks, trails, and trail bridges identified as work groups. The commission shall advise on matters pertaining to the implementation and development of the town park areas, and new parks, trails and open spaces subject to approval of the town board. The commission, when requested by the town board of trustees, shall consider, investigate, make findings, report and recommend upon any special matter or question impacting parks and/or trails. It shall also be the responsibility of the commission to study, investigate, counsel, and develop and/or update a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of trees, shrubs and weeds; and the care, creation, or preservation of trails, trail bridges in parks, and Town property. ~~It shall be the responsibility of the Commission to advise on, establish, or assist in special events in or impacting parks and/or trails.~~ Such plan(s) shall be presented to the town board of trustees and, upon their acceptance and approval, shall constitute the official comprehensive Palmer Lake Parks and Trails Plan for the town.

2.20.050. - Operation.

The commission shall meet monthly and follow Colorado Open Meeting rules and regulations and keep a journal of its proceedings. A quorum for the transaction of business shall consist of a majority of the members of the commission. All members present shall be required to vote in all matters where they do not have a declared conflict of interest.

The Commission may shall make its own internal rules, agreed upon by a majority of the Commission members. The rules can shall not conflict with existing Town Code or resolutions, policy, or laws of any government entity in the United States. It shall be the responsibility of Commission members to participate as a Point of Contact (POC) to assist in specific areas of town parks and trails.

2.20.060. - Interference with commission.

It shall be unlawful for any person to prevent, delay or interfere with the work of the commission, or its work groups, or any of its agents, while engaging in and about the planting, cultivation, mulching, pruning, maintenance, spraying or removing of any park trees, shrubs, plants and property; creation or maintenance of trails, or trail bridges; adding to, or maintaining playgrounds, tennis/pickle ball courts, or other park facilities, as authorized in this chapter.

2.20.070. - Review by town board of trustees.

The town board of trustees shall have the right to review the conduct, acts and decisions of the commission. Any person may appeal acts and decisions of the commission to the town board of trustees, who shall hear the matter and make a final decision.

Section 2.

Severability. If any article, section, paragraph, sentence, clause, or phrase of this Ordinance is held to be unconstitutional or invalid for any reason such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Town Board hereby declares that it would have passed this ordinance and each part or parts thereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.


Section 3.

Repeal. Existing ordinances or parts of ordinances covering the same matters embraced in this ordinance are hereby repealed and all ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed except that this repeal shall not affect or prevent the prosecution or punishment of any person for any act done or committed in violation of any ordinance hereby repealed prior to the effective date of this ordinance.

INTRODUCED, PASSED AND ADOPTED AT A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE ON THIS 26TH DAY OF JANUARY, 2023.

ATTEST:

TOWN OF PALMER LAKE, COLORADO



Dawn A. Collins
Town Administrator, Clerk

BY: 

Grant Havenar
Mayor

