



PARKS COMMISSION - RESCHEDULE FROM 8/1

Monday, August 15, 2022 at 5:00 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

Approval of Minutes

- [1.](#) Approval of Minutes 7/18/22

Petty Cash Report

Public Works Supervisor Report

Town Administrator Report

Business Items

- [2.](#) Request from Colorado Hikes and Hops
- [3.](#) Update on Draft Parks Trifold (Funding by Tri-lakes Chamber)
4. Possible Use of Donated Fence (Home Depot)
- [5.](#) Plans for Fall Service Day (9/24, 9 AM - 12 PM)
6. Remaining 2022 CTF Funds

Centennial Park

7. Request for Use of Ballfield - Firefighter Open House Event on 8/28
- [8.](#) Review the Little League Proposal for Ballfield - Future Plan
9. Update: Eagle Scout Projects
10. Consideration of Improving Steps at Ped Bridge (east hill) - follow up from inspection
11. Update on Memorial Tree Placement
12. Update on Lake Closure/Clean up, Seaweed Removal
13. Draft Lighting Plan for Ped Bridge

- [14.](#) Prioritized Items for Centennial Park Master Plan - create picture board

Glen Park

- 15. Update on Mobile Trails Application(s) re: "Notice" of Reservoir Roadway (watershed)
- 16. Update Playground Curb & Cushioning Project - Set a date for install
- 17. Tennis Court Winch Replacement - Purchase, Installation

Public Comment

This time is reserved for the public to speak to items not on the agenda. Individuals must state name and limit comments to (3) minutes unless extended.

Report of Other Meetings

Next Meeting (9/19 rescheduled from 9/5 due to Holiday) and Future Items

Workshop - possible 8/22

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.

Notice

Notice is hereby given that more than two members of the Board of Trustees may be present; however, there will be no action taken by the Board of Trustees at this meeting.



PARKS COMMISSION - RESCHEDULE FROM 7/4

Monday, July 18, 2022 at 5:00 PM

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

MINUTES

Call to Order. Commissioner Wiecks called the meeting to order at 5:01 PM.

Roll Call. Present: Cindy Powell, Lindsey Leiker, Mike Pietsch, Reid Wiecks, Phyllis Head. Andy Maguire arrived at the meeting about 5:10 PM. Excused: Ande Furrer. Others: Dawn Collins, Jason Dosch, Cindy Kuchinsky, Tish Torweihe

Approval of Minutes

1. Approval of Minutes 7/18/22. MOTION (Lindsey, Cindy) to approve minutes. Motion passed 5-0.

Reid took item 17 first for guests.

17. Reid introduced Keith Flesher from Troop 9 and he and Keith reviewed the project completed. Phyllis expressed concern that with all these improvements who is going to maintain them once completed. This was suggested to be a workshop topic.

Petty Cash Report. Mike provided a summary of the cash activity for a current total of \$521.00.

Public Works Supervisor Report. Jason will be moving donated dirt from Monument to fill the south end of the lake area. Boulders have been placed to beautify the parks as needed. The Angry Squirrel will be contracted to clean up Lovers Lane and Glen Park. Reid thanked Jason and his Roads staff for all their support with projects.

Town Administrator Report. Dawn discussed the PPACG meeting for grant opportunity and suggested that Parks coordinate a plan for the lake area and suggested being proactive with other parties with workshops (ATL). She provided an update on amending sign code, noting that banners are prohibited unless Town approved events.

Business Items

2. Memorial Request. Reid spoke to the family and Jason regarding placement of memorial tree. The north end of Palmer Lake will be the best location and Harding nursery will be taking care of the planting of a White Pine tree. MOTION (Lindsey, Phyllis) to approve the memorial tree planting. Motion passed 6-0. Reid reported the condition of an existing memorial tree by the playground that needs upkeep. Cindy P agreed to contact the person who is responsible for maintaining the tree regarding trimming and fencing it. Parks can help with the fencing and t-posts.

3. Report on Festival on the Fourth. Cindy reported that overall, it was the best event they have ever had. Attendance was estimated at around 15,000 people at the event. More porta potties will be ordered next year.
4. Review Town Sign Sales Fundraisers. Cindy reported \$350 was raised at the garage sale and \$1200 was raised at the Festival on the 4th selling Town street signs. Jason stated that all Town signs have been changed so there will be no new inventory for future sales. MOTION (Mike, Lindsey) to donate \$300 towards the Festival on the 4th. Motion passed 6-0.
5. Review of PD Kiosk (STEP) Plan. An extra PD will be scheduled to enforce parking and trail violations. The monies from citations will support the STEP program.
6. Use Donated Fence (Wildlife area?). Jason reported there is a pallet with 4' fencing donated from Home Depot that will need to be used for a future project. He will provide a photo of the fencing for the upcoming workshop on Aug 9th.
7. Follow up on Parks Playground Inspection(s) - Work Completed. Discussion to keep or remove the swing in the Glen Park. Curb and cushioning are needed to meet safety requirements for the upcoming 8/11 CIRSA inspection. MOTION (Mike) to remove and store the tall swing. Lindsey suggested to keep it due to rare style of swing. After much discussion Mike withdrew his MOTION. Jason will pick up the supplies needed to assist Parks in completing the project by 8/11. A work day will be set up to install the curbing.
8. Update on Draft Parks Trifold (funding by Tri-lakes Chamber). Cindy will gather information to add to the trifold and bring to the August 9th workshop. Funding donated by Tri-Lakes Chamber must be used by fall of 2022.
9. Timetable for Projects 2022. Reid reviewed some of the projects listed. Picnic tables and bear trash cans will need cement mixed to install. Jason will add rocks for the trail. Jason will order another roll off to be at the west end of Palmer Lake. Ande will assist with his truck and help load tree limbs. Lindsey will assist to get volunteers. Cindy will help by researching a grant for trench near tennis courts.
10. Chautauqua Trail Visit. Reid and a PLPD officer had a meeting with the owners and the Chautauqua trail that runs through their property. Discussion included options to help redirect hikers off the private property.
11. Park Gardens Upkeep. The Glen Park wildflower garden and 105/Spring St median are looking great.
12. Planning Fall Service Day (September 24, 9 AM - 12 PM). Move to next meeting agenda on 8/15.

Centennial Park

13. Update: Ped Bridge (RR Fencing). Dawn reported the RR fencing is up as agreed with the RR.
14. Ped Bridge Improvement of Hill (Steps). Dawn stated staff and alternate will meet with contractor to plan/build steps on the westside abutment of the bridge. Parks and Awake the Lake should collaborate to communicate plans for the park area overall plan.
15. Create (Permanent) Ped Bridge Lighting Plan. Discussion for a plan to permanently install power and lights across bridge. Solar lights were discussed. Andy M will spearhead, and this item will be at upcoming workshop for planning.

16. Report on Disc Golf Course. Disc Golf Tournament went well. East side of Palmer Lake parking was full and overflowing onto County Line Road. It was suggested to add parking signs directing traffic to the west side of the bridge for parking. Damage deposit will be refunded to Josh.
17. Review Eagle Scout Project Wildlife Area. (Taken first on the agenda.)
18. Gazebo Picnic Bench Placement. The existing bench will be placed near the gazebo.
19. Review Lake Condition. The condition of lake was discussed. Idea of closing for a week was raised. Reid asked if the water department had the machinery to clear out the seaweed. (Dawn will follow up.)

Glen Park

20. All Trails Mobile Application "Notice" of Reservoir Roadway. Parks will continue to research Trail Applications to suggest a notification regarding the water shed. Cindy will research trail applications. Dawn will send PD caution of trail use restrictions to all park members.

21. Tennis Court Net & Paddle Ball. Tennis net winch needs replacing. MOTION (Lindsey, Reid) to purchase a new winch. Motion passed 6-0. Reid supplied the pickle ball players with a replacement tennis net and they installed it.

Public Comment

None.

Report of Other Meetings

Next Meeting (August 15th rescheduled from August 1 - holiday) and Future Items

(Workshop: Plan Trifold, Fall Service in the Parks, Bridge lighting, use of 4' fencing donated by Home Depot)

Adjourn. Reid adjourned the meeting at 7:30 PM.

Minutes by: Tish Torweihe, Town Administrative Assistant

Dawn Collins

Subject: FW: Permit help

From: Melody & Tanya <cheers@coloradohikesandhops.com>

Sent: Wednesday, July 27, 2022 8:32 AM

To: Julia Stambaugh <julia@palmer-lake.org>

Subject: Permit help

-----**WARNING: This email originated from outside the Town of Palmer Lake. DO NOT CLICK on any attachments or links from unknown senders or unexpected emails. Always check the sender's display name and email address are correct before you communicate.**-----

Hello Julia!

Tony in your office kindly passed on your email address while you were in a meeting this morning.

We are two friends who love hiking in and around Colorado Springs. We run a small business and blog together at www.coloradohikesandhops.com.

Yesterday we had a very fruitful, informative conversation with Sue Miller in charge of permits at the Pikes Peak Ranger District.

We would like to lead guided day hikes in Colorado Springs area on a bi-weekly basis for small groups of people, as part of our small business.

If we are approved and allowed, we would like some of these guided hikes for small groups to include a handful of service days in the winter or summer starting from the Palmer Lake Reservoirs trailhead.

We are reaching out to you to see if there is a Palmer Lake permit required for us to do this .

Any help, directions and point of contact you can offer us would be greatly appreciated. We would be more than happy to come and meet with someone in person. We want to run everything correctly and with integrity. Thank you!

Best,

Tanya Raedeke

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Best,
Melody Monberg & Tanya Raedeke
Cofounders
Colorado Hikes and Hops LLC
www.coloradohikesandhops.com

Let's get social: | [Instagram](#) | [Pinterest](#) |



Palmer Lake has trails leading up to the lower and upper reservoirs, Creekside trail, Glen Park and

Take nothing but pictures.

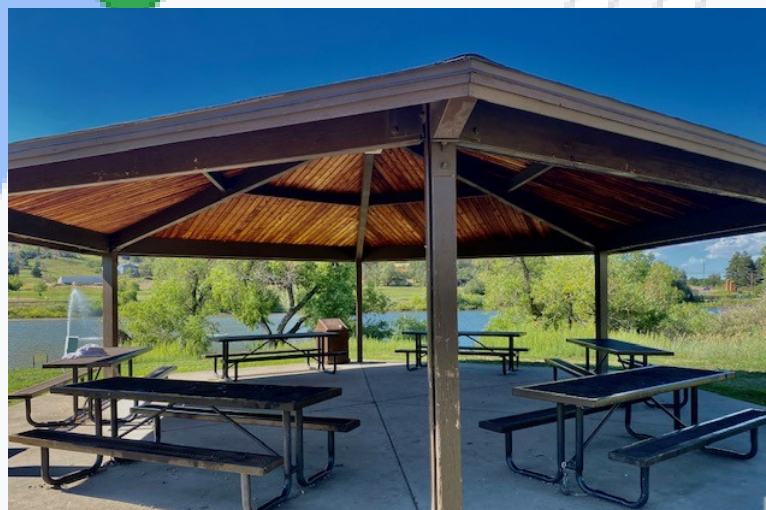
Leave nothing but footprints

Columbine Park. These have tennis and basketball courts.



WELCOME TO PALMER LAKE COLORADO PARKS

We are a historic town that was founded in 1871 by General Palmer. Our town is situated adjacent to Pike 'National Forest between Denver and Colorado Springs. Being nestled in the foothills, there is natural beauty





NOXIOUS WEEDS, PARKS, TRAILS

“SERVICE IN THE PARKS DAY”

VOLUNTEERS ARE NEEDED

THE PARKS COMMISSION IS SEEKING YOUR HELP ON SEPTEMBER 24th FROM 9 AM TO 12 NOON!

We value our volunteers at the Town of Palmer Lake. Volunteers allow us to enhance our high-quality services and advance our goal of achieving community excellence. Join our team of passionate volunteers to give something back and make a difference in your community.

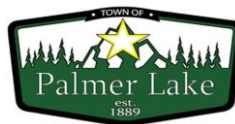
Palmer Lake volunteers help us to keep our town looking amazing, provide essential help to our community, and help to enrich the quality of life for our community members!

Share this with your family, friends, and neighbors. We look forward to working together.

Students can complete their Civics community volunteer hours. Sign up today!

Meet across the street from the Art Center on the parking lot.

Palmer Lake Parks Commission



- **GET INVOLVED IN YOUR COMMUNITY**
- **GET TO KNOW YOUR NEIGHBORS**
- **HAVE FUN CLEANING UP THE TOWN**
- **SHARE YOUR SKILLS & KNOWLEDGE**

Please wear long sleeves, pants, heavy duty working gloves, sun protection as in a hat, sunglasses & sun screen. Bring a snack, large water bottle and a smile.

Waiver Agreement

Is needed to volunteer

townofpalmerlake.com

See Forms > Waiver Agreement

EMAIL YOUR WAIVER AGREEMENT & CONTACT INFORMATION TO

palmerlakeparkscommission@gmail.com

DON'T HAVE AN EMAIL?
CALL OUR TOWN OFFICE: 719-481-2953

Dawn Collins

From: Dion Arellano <dion@syscom1.com>
Sent: Monday, March 7, 2022 3:20 PM
To: Dawn Collins
Subject: Letter of Intent

Follow Up Flag: Flag for follow up
Flag Status: Flagged

-----WARNING: This email originated from outside the Town of Palmer Lake. DO NOT CLICK on any attachments or links from unknown senders or unexpected emails. Always check the sender's display name and email address are correct before you communicate.-----

Ms. Collins

This letter is to provide information regarding our Tri Lakes Little League intent to use the Palmer Lake field for our organization.

We have over 450 players that we support during the spring and 250 players we support in the summer and fall. We would like to utilize our Tri Lakes Little League board to establish a fundraising committee that would help to generate funds to build a field similar to the one located in Larkspur Colorado to include stadium seating and underground dugouts.

We would like to formally establish a relationship with the town of Palmer Lake in order to partner together to provide a place for our youth to play baseball at pronounced location.

We believe that the estimated cost would be in the \$500k. Of course, this is preliminary. We would like to provide a detail cost to include cash and in-kind-donations and utilization proposal for consideration by the town.

In general, in exchange for Tri Lakes providing some of the money and resources to build the new field, we would like to have the right of first refusal to use of the field during baseball and softball seasons.

At this point, we are looking for an approval to consider to work together and allow Tri Lakes Little League to provide a proposal.

Please let me know if you have any questions.

Sincerely,

Dion Arellano
President
Tri Lakes Little League

From: Dawn Collins <dawn@palmer-lake.org>
Sent: Thursday, March 3, 2022 12:37 PM
To: Dion Arellano <dion@syscom1.com>
Subject: Letter of Intent

Parks Commission workshop (8/9/2022) discussion items for consideration at the next Regular meeting to establish the priority projects for inclusion in the GOCO Grant request.

These items were taken from the priority survey completed by the Commission members for Centennial Park.

There are also included projects that are for other Palmer Lake Parks if the GOCO Grnt could be expanded beyond Centennial Park.

The following are not in priority order

1. Building a Multi-use (youth soccer, lacrosse, and football) artificial grass field at the south end of Palmer Lake (The Lake).
2. At the current baseball field:
 1. Expand and repair the outfield fence so that older youth could play, and/or raise parts of the outfield fence (al la Fenway Park) to reach the same goal.
 2. Add a scoreboard.
3. Add benches and picnic tables around the lake especially along the west shore.
4. Add a restroom facility somewhere on the west side of the railroad tracks to service the ballfields, disc golfers, walkers.
5. Plant appropriate trees for Palmer Lake's current and future climate and water availability around the Lake in anticipation of the current trees' death.
6. CP playground: add a freestanding climbing boulder and appropriate curbing and cushioning.
7. CP playground: add a freestanding shade structure over the playground and contract for its yearly removal and putting up.
8. Columbine Park: add a freestanding shade structure over the playground and contract for its yearly removal and putting up.
9. Install a fence and benches along the walkway at the top of the East pedestrian bridge exit that goes from the stairway (to be built) northward to the turn back to the south. About 120'.
10. Along the Centennial Park boundary with Rte. 105 add children's crosswalks, crossing lights/signals and signs.
11. Extend the Creekside Trail along North Monument Creek from where it ends at French's Hill to an entrance into the newly acquired Elephant Rock property.
12. Within the boundaries of the Elephant Rock property build a trail around the perimeter that connects to the Creekside Trail.
13. Replace the split rail fencing along the baseball field and Rte 105