



## **PARKS AND TRAILS COMMISSION**

**Tuesday, February 10, 2026 at 5:30 PM**

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

**\*LIVE STREAM available on Town website\***

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### **AGENDA**

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

*The Commission values public comment on issues relevant to Town government. To permit the fair and orderly expression of such comments, the Commission will adhere to the following rules for public comment, whether for an agenda item or during public comment for non-agenda items brought by the public.*

*A speaker must be recognized by the Chair to step to the podium, sign in, use the microphone, state name and address for the record, and address comments solely to the Commission, as a whole.*

*Each speaker is limited to 3 minutes, cannot pool time with another, and each speaker may only speak once per topic. Civility and respect is required. Comments should not be directed to Town staff, individual Commission members or to public members. Comments or disruption from audience members not recognized by the Chair are prohibited. Points already made should not be duplicated. Only written comments limited to one page will be permitted. Public members are also invited to submit comments by email to be distributed to the Commission separately. Note that comments submitted to the Town Commission are public record. Please understand that the Commission will listen and consider public comments; however, members will not discuss or take action on your comment but may refer it to staff and/or a future meeting for discussion.*

*Thank you for your cooperation.*

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**Call to Order**

**Roll Call**

**Pledge**

**Approval of Minutes**

[1.](#) Minutes of December 9th, 2025

[2.](#) Minutes of January 13th, 2026

**Petty Cash Report**

**Public Works Supervisor Report**

[3.](#) Public Works Supervisor Report

**Town Administrator Report**

**Business Items**

[4.](#) Report of Volunteer Hours

5. Kiosk Revenue
6. Discussion/Action on Tri-lakes Little League use of Baseball Field
- [7.](#) Report/Consider Items for Project List
- [8.](#) Discussion/Direction on 2026 Purchase List
9. Discussion/Update on Election of Parks & Trails Commission Chair and Vice-Chair
- [10.](#) Discussion/Update on potential Westward Lane park update
11. Discussion/Update on proposed Mile High Youth Core vehicle parking agreement
12. Discussion/Update on Broomball Tournament and Wintefest
13. Discussion/Update on Elephant Rock Parks Concept Vision and Planned Development Update

### **Trails and Bridges**

#### **Centennial Park**

14. Discussion/Update on ideas for the baseball field and the south end of the lake
- [15.](#) Discussion/Update and Discussion on Centennial Park Pickle Ball Court

#### **Glen Park**

16. Discussion/Update on Proposed Cindy Allen Memorial Park
17. Discussion/Update on Apple Tree Pruning
18. Discussion/Update on Glen Park court resurfacing by Renner Sports Court

**Public Comment** - *This time is reserved for the public to speak to items not on the agenda.*

#### **Report of Other Meetings**

19. Report from Commissioner Penner on the January 16, 2026 FCWD State of the Watershed Summit Conference

#### **Next Meeting and Future Items**

20. Parks and Trails Commission Workshop 02/24/2026
21. Parks and Trails Commission Regular Meeting 03/10/2026

### **Adjourn**

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#### **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.

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**PARKS AND TRAILS COMMISSION**  
**Tuesday, December 09, 2025 at 5:30 PM**

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

**MINUTES**

**Call to Order**

- Meeting called to order at 5:30PM

**Roll Call**

- Present: Kevin Magner, Lauren Penner, Jennifer Nilson, John Tool, Reid Wiecks, Mike Pietsch
- Absent: Kevin Noleen

**Pledge**

**Approval of Minutes**

1. Parks Commission Minutes 11.04.2025
  - a. **Motion to approve** (Wiecks, Pietsch) "Aye" Vote, Motion passed unanimously.

**Petty Cash Report**

- Previous \$90
- Donations \$4
- Total \$94

**Public Works Supervisor Report**

2. December 2025 report

**Town Administrator Report**

- No Report this month.

**Business Items**

3. Report of Volunteer Hours
4. Kiosk Revenue
  - No Report this month.
5. Report/Consider Items for Project List
  - No discussion
6. Discussion on December Workshop Date

- Commission re-iterated that there would be no workshop for December.
- 7. MHYC 2026 POC
  - Commissioner Wiecks asked the commission for a secondary point of contact for this event in 2026. Commissioner Magner volunteered to provide background and history of the Parks commission to whoever becomes the new point of contact. Commissioner Noleen volunteered to become the new secondary point of contact.
- 8. Christmas Lights contest update
  - Update provided by Commissioner Nilson. She stated that the social media updates were still ongoing, and that the Commission will still need to decide on when to meet and where to meet the upcoming Sunday for the judging of the lights. Commissioner Nilson will provide a map of contestants to the town for posting.
- 9. PLP&T 2025 purchases update
  - Commissioner Penner gave an update on noxious weed mitigation purchases and when those might need to be bought. Direction was given to staff to take steps to order these materials once pricing and availability is determined.
- 10. New park along Monument Creek update - letter & map
  - Commissioner Magner provided an update on the letter he drafted and estimated the time before it would be ready for presentation to the Board of Trustees to be late January or early February.
- 11. PLP&T Commissioner reappointments - term expiration dates
  - Deputy Town Clerk Grant Massey provided an update on which commissioners are up for re-appointment.
- 12. Fountain Creek Watershed District staff workshop meeting with PLP&T commissioners
  - Commissioner Magner confirmed that the meeting date is January 16<sup>th</sup> at one pm. The commission will then ask for a potential letter of support from them.
- 13. PLPB club equipment inventory - 11/25 update
  - Commissioner Tool provided an update on the PLPB storage inventory. Mentioned the need for a more permanent storage solution sometime in the future. He then went on to say that the pickleball club would be willing to manage donations for maintenance, net replacement, and resurfacing. For Centennial Park courts Commissioner Wiecks said that this would give them the ability to put their sign up on the courts. Commissioner Wiecks said it would require altering the MOU, concluding that this topic should be discussed in a workshop.

### **Elephant Rock**

#### 14. Updated Vision concept

- Update provided from Commissioner Wiecks, provided a narrative that stated the Parks would be recommending getting an easement for a sewer line and for park access with the property owners.

### Centennial Park

15. Broomball Tournament update

- Commissioner Nilson on the status of the entry form and informed the Commission that she is just waiting to have Christmas lights contest to be completed to start advertising. She also broached the topic of needing to solicit donations from the businesses in town. The Broomball Tournament will take place on January 18<sup>th</sup>, 2026.

16. Discussion of Centennial Park identification sign design, rules signs placement, and info kiosk placement

- The Commission discussed which sign design to pick. They also discussed the potential locations of the signs and the locations of the info kiosks. They decided to go with design A.

**Motion to accept the votes as written on the designs.** (Wiecks, Magner) “Aye” vote. Motion passed unanimously.

### Glen Park

17. PW working on Tennis court entrance

- Topic was covered during the Public Works Director Report. No further discussion.

18. Quote from Renner Sports Court re resurfacing

- Commissioner Tool provided an update, Renner Sports Court still recommends a “wait and see” approach. He said that a sales representative will come out and give a quote on fixing it.

19. Status of donation box removal and relocation

- Question from Commissioner Wiecks to Public Works Director DeLozier if the relocation had occurred. Public Works Director DeLozier stated they had not yet, but that the new ones had been ordered.

**Public Comment** - *This time is reserved for the public to speak to items not on the agenda.*

- No public comment

### Report of Other Meetings

19. Planning Commission 12/3 report re PD E-rock

- Commissioner Wiecks talked about the E-Rock PD being continued. He also spoke on the presentation that John Chavez gave before the public hearing.

### Next Meeting and Future Items

- Next meeting will be January 13th 2026.
- Commissioner Wiecks made a statement giving thanks to Commissioner Magner for his service to the parks commission as Commissioner Magner has indicated he will not be seeking re-appointment.

### Adjourn

- Meeting adjourned at 7:11PM

DRAFT



## PARKS AND TRAILS COMMISSION

Tuesday, January 13, 2026 at 5:30 PM

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

### MINUTES

#### Call to Order

- Meeting Called to order at 5:35PM

#### Roll Call

- Present: Kevin Magner, John Tool, Lauren Penner, Mike Pietsch, Reid Wiecks,
- Absent: Jennifer Nilson, Kevin Noleen

#### Pledge

**Motion to move the application for the alternate commission to right after the approval of the minutes. Also to move forward discussion on item 15, to after the discussion of pickle ball sponsor issues. (Wiecks, Tool) "Aye" Vote. Motion passed unanimously.**

#### Approval of Minutes

- Minutes from December 9, 2025 Meeting.
- **Motion to table minutes from Tuesday December 9<sup>th</sup>, to the next meeting in February. (Tool, Magner) "Aye" vote. Motion passed unanimously.**

#### Petty Cash Report

- Presented by Commissioner Pietsch
- Previous - \$94
- Donations - \$12
- Expenses - \$54
- Total - \$52

**Motion to amend agenda of item #14 from Ordinance 2-2020 to 3-2023. (Wiecks, Tool) "Aye" Vote. Motion passed unanimously.**

#### Public Works Supervisor Report

1. Public Work's Supervisor Report
  - a. Presented by Public Works Supervisor Stacy DeLozier

#### Town Administrator Report

- No report.

**Business Items**

2. Report of Volunteer Hours
  - Volunteer Hours had not changed in since previous month. Chairman Wiecks requested that Town Staff review and follow up on this matter.
3. Kiosk Revenue
  - Commissioners reviewed Kiosk revenue for October and November 2025
4. Discussion Parks Commission Reappointment – Resolution No. 3-2026 and Vacancies (possible action)
  - **Motion to recommend approval of Denaje Ferguson to the Board of Trustees as the alternate for the Parks Commissioner position.** (Wiecks, Tool) “Aye” Vote. Motion passed unanimously.
  - **Motion to recommend to the Board of Trustees to appoint Denaje Ferguson to replace Commissioner Tool’s position.** (Wiecks, Tool) “Aye” Vote. Motion passed unanimously.
5. Discussion/Update Broomball Tournament
  - **Motion to delegate the decision on whether or not to cancel the tournament due to weather to Commissioner Nilson.** (Wiecks, Magner) “Aye” Vote. Motion passed unanimously.
6. Discussion on relocation of pet waste station in front of Town Hall
  - Discussed during Public Works Supervisor’s report. Recommendation from Public Works Supervisor Delozier that it stays put. Citing a lack of complaints from the public.
7. Discussion/Update Cindy Allen Memorial Park
  - The Commission discussed the recent formation of the El Paso County Conservation District and its interest in heritage apple trees, noting that several such trees have been identified along Creekside Trail, in Glenn Park, and at Elephant Rock. It was reported that a representative attended a district meeting to investigate potential grant funding to support the preservation of these trees, which are already included on the project list for treatment. Commissioner Magner confirmed that language regarding the trees has been integrated into the letter to the Board of Trustees; the group intends to provide supporting documentation from staff and aims to formally present the matter at the first Board meeting in February.
  - **Motion that when the Commission gets the letter of support from the Watershed District, the Commission will vote to recommend Cindy Allen Park to the Board of Trustees. Amended to the Commission will bring it to the Board of Trustees when all letters of recommendation are available.** (Magner, Tool) “Aye” Vote. Motion passed unanimously.
  - Staff directed to place this topic onto the workshop agenda for the end of the month.
  - Commissioner Penner presented a digital map on the proposed Cindy Allen Memorial Park. Commissioner Wiecks noted that some alterations might be needed for parts of the wildlife area.
8. Discussion/Update ERock Parks Vision and PD

- Commissioner Wiecks provided an update, saying that there has been no movement on this matter. It is currently unknown when it will be ready to be presented to the Board of Trustees.
- Staff directed to update commission on if there have been any showings of the property.
- 9. Discussion on the Authorizing Management of General & CTF funds update & BOT decision - Resolution 08-2026 and cash management and transfer recommendations exhibit A
  - Commissioner Wiecks provided an update on the passing of this ordinance at the Board of Trustees meeting the previous Thursday. He continued that no direct questions were asked of the Parks Commission during that meeting. He also gave a thanks to town staff Christi Birkeland for her work on this matter and for her presentation to the Board of Trustees.
- 10. Discussion/Update on Parks amenities purchase prioritizing for 2026 and beyond
  - Commissioner Wiecks provided an update on the items purchased in 2025 by Public Works Director DeLozier. He then recommended that the current commissioners go through and make a priority list and that this matter be put on the agenda for the upcoming workshop.
- 11. Discussion/Update/After Action- Holiday lights contest results and recommendations for 2026
  - Commissioner Wiecks provided some notes from Commissioner Nilson that overall, the contest went well. On a side note, Commissioner Wiecks spoke on the fact that Palmer Lake was named one of the most Holiday Festive towns in the State of Colorado. He gave a special thanks to the Public Works Department for their help with decorations this past year.
- 12. Discussion/Update Regarding GOCO - Thank you
  - Commissioner Wiecks presented a thank you email from GOCO for applying, and that there wasn't anything wrong with the Commissions application, stating that there just wasn't enough funds this year for every application.
- 13. MHYC meeting 1/9 update
  - Commissioner Wiecks provided the Commission with an update from this meeting, specifically that Mile High Youth Core (MHYC) had provided a weekly rate for trail work.
  - Commissioner Wiecks also introduced a request from MHYC to store five vehicles and five mid axle trailers on town property. The period of storage would be from mid February to late April. Access would occasionally be needed during a workday.
  - Public Works Supervisor DeLozier didn't see a problem with this plan, but did state that the Town Attorney and Interim Town Administrator would need to be consulted before proceeding.
  - Staff directed to coordinate with legal to determine if this would be acceptable and possible with the Town.
- 14. Discussion of Ordinance 2-2020
  - Discussion of this ordinance was tabled until a later date.

### **Trails and Bridges**

### **Centennial Park**

## 15. Discussion on Centennial Park Pickle Ball sponsor issues

- Commission discussed current status of the Pickle Ball Club MOU and the Sponsor Agreement. Jon Polkow, a board member of the Palmer Lake Pickle Ball Club made an impromptu presentation of the current status of each as well as recommendations from the club on the management of sponsor funds.
- Direction from staff was for the Palmer Lake Pickle Club reach out directly to the Town as the MOU is between the Town and the club. Commissioner Tool is also to be present at that meeting.

**Glen Park**

**Public Comment** - *This time is reserved for the public to speak to items not on the agenda.*

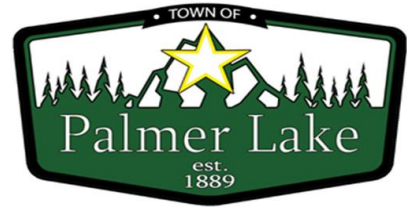
**Report of Other Meetings****Next Meeting and Future Items**

## 16.

- Commissioner Wiecks informed the Commission of an upcoming meeting with Fountain Creek Watershed District (FCWD) during their State of the Watershed Summit next Friday.
- Commissioner Penner updated the board on the upcoming meeting with FCWD and the seeking of a letter of recommendation for the proposed Cindy Allen Memorial Park.
- **Motion to reimburse Commissioner Penner for the registration fee of \$50 for the state of the watershed district meeting.** (Wiecks, Magner) "Aye" Vote. Motion passed unanimously.
- Staff directed to inform Commissioner Penner on how to seek reimbursement.
- Commissioner Wiecks spoke on agenda items for the workshop on 01/27/2026 being Cindy Allen Memorial Park, Large Project Priority, Project list updates,

**Adjourn**

- Adjourned at 7:23PM



Item 3.

**TOWN OF PALMER LAKE  
PARKS & TRAILS COMMISSION - AGENDA MEMO**

<b>DATE:</b> February 2026	<b>ITEM NO.</b>	<b>SUBJECT:</b> Parks Report For February 2026
<b>Presented by:</b> Stacy DeLozier PW/Parks Supervisor		

**Ongoing/Completed:**

Christmas lights and décor around Town are all removed and put in storage.

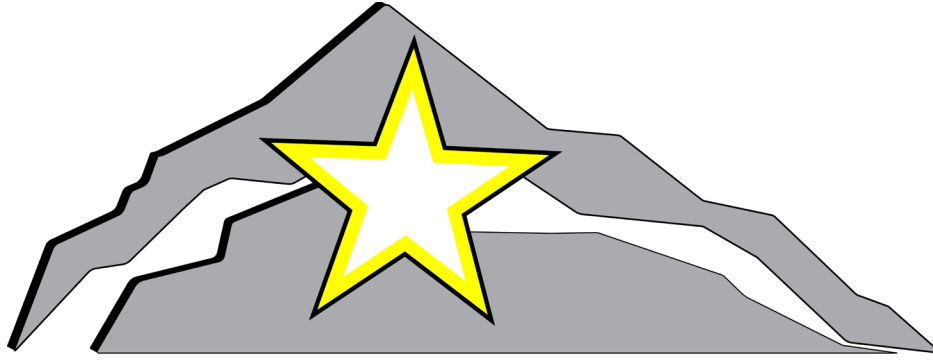
More brush clearing by Creekside Trail and Glen Park.

**Upcoming:**

Follow through with turning the Creekside Trail into a designated Park. (CTF)

4 big new Centennial Park signs have arrived.

We did get approved in the 2026 budget for a new riding mower; I will order one in the next few weeks.



# Town of Palmer Lake

## *Board of Trustees Summary Sheet*

	<b>JAN 2026</b>
Title	<b>PARKS Report</b>
Date	Board Meeting: 2/12 & 2/26 Parks Meeting: 2/10
Contact	Parks & Trails Commission
Summary of Volunteer Hours	Labor (clean up, maintenance) : 4 hr. Clerical (email, calls, grants, spreadsheets) : 17.5 hr. Miscellaneous Meetings (other than Parks) : 17.0 hr.
Total Volunteer Time	Total = 38.5 hours
Upcoming Activity	Workshop: 2/24

Date	Hours	YTD
Jan-24	111	111
Feb-24	76.5	187.5
Mar-24	130	317.5
Apr-24	211	528.5
May-24	178	706.5
Jun-24	215	921.5
Jul-24	81	1002.5
Aug-24	71	1073.5
Sep-24	110.75	1184.25
Oct-24	58.5	1242.75
Nov-24	74.5	1317.25
Dec-24	60.75	1378
<b>TOTAL 2024</b>	<b>1378</b>	
Jan-25	43	43
Feb-25	92	135
Mar-25	90.5	225.5
Apr-25	50	275.5
May-25	82.5	358
Jun-25	118.5	476.5
Jul-25	70.25	546.75
Aug-25	61.5	608.25
Sep-25	124.25	732.5
Oct-25	62	794.5
Nov-25	78.5	873
Dec-25	76.5	949.5
<b>TOTAL 2025</b>	<b>949.5</b>	
Jan-26	38.5	38.5
Feb-26		
Mar-26		
Apr-26		
May-26		
Jun-26		
Jul-26		
Aug-26		
Sep-26		
Oct-26		
Nov-26		
Dec-26		
<b>TOTAL 2026</b>	<b>38.5</b>	

**Palmer Lake Parks & Trails: Project List (New, In Progress, Completed, Ongoing, Removed) - updated 1/28/26**

**CL- Columbine Park; ER- Elephant Rock; CRK - Creekside Trail; KNT - Kent St. to Creekside Trail; RES - Reser**

**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, updated 1/28/26		Public Works	

**Annual – Semi Annual Events / Projects**

1	ALL	Noxious weed workgroup			Recruit and form a workgroup to plan for and execute noxious weed removal in the Parks
2	GP	Order wood chip for Glen Park playground		Public works	PW – before Service Day in May/June, 6 cu yds
3	CP	Install the Lake fountain in the spring and remove in the fall		Staff	PW – Install in the spring, remove in the fall - annually
4	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
5	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
6	CP	Arrange for noxious and non-noxious weed mitigation around the lake and bridge.		Public works	PW – Contract with qualified weed eradicator, see PW for contractor.
7	ALL	Holiday lights contest		Jennifer	December before Christmas. Stacy to research company
8	CP	Assist in putting up holiday lights, Stacy to research possible contracting putting up lights		PLP&T and PW	Early December to late January
9	GP	Store the PLP&T PB net & secure the dividing net/screen against the fence.		Public Works	November 1st to April 1st
10	CRK	Repaint the steel joists on the USAFA Bridge #2 every 3-5 years			Next repaint 2028-2029
11	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.
12 remove?	CP	Conduct an annual Broomball Tournament in the winter or Winterfest		Jennifer	Changed from Winterfest to Broom ball Tournament. Possibility of moving back to Winterfest concept?

13	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.
<b>Weekly / Monthly / OnGoing</b>					
14	CP	Clean out fishing line disposal tubes once per month		Staff	Possibly recycle the lines. Is there a better option. Bear proof trash at at each fishing line disposal, Bigger disposal tube? Does Stacy have the bottoms - installed? Kevin & John willing to do it.
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	
30	RES. TH	Upgrade the bulletin Board at the TH and display new, appropriate material & information		Public Works	
<b>Possible Community Service or Service in the Parks Day projects</b>					
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
H	CP	Replace / repair cedar rails and posts along north end and west side along RR tracks and		Mike / Reid	Service group – check number needed
I					
J	GP	Consider moving the donation box at the GP PB / tennis court to the PB side, or add one to the east side??		Stacy?	Approved to move on March 11, 2025 by PLP&T
K	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)

L**	ER	Clean up the former cabin foundation spaces			Rake out and pickup all glass, wood & metal fragments, concrete left by evacuator. **On hold until the BOT decides on the fate of PLP&T vision plan with the PD.
M					
N					
<b>One and Done Projects</b>					
31	CP	Remove stone fire ring near pavilion			Take rocks to the Greeley / Monument Creek bridge
32	GP	Remove stone fire ring near tennis court			Take rocks to the Greeley / Monument Creek bridge
33**	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. **Road base put down instead of millings. **Wait until spring rains to see if it is okay.
33	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.
34	GP/Crk	Apple pruning and care GP - 3 years		Lauren	Prune and treat apple trees
35	ER, CP	Poison Hemlock weed mitigation		Lauren	
36	ER, CP	Noxious weed eradication subscription		Lauren	All except Poison Hemlock
37	ALL	Consider purchasing and adding trail signs			Once the BOT has decided on the PD for ER and CA Mom. Park
38	COL	Research and install a shade structure(s) at Columbine (small for 3 picnic tables)			For a 8' 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
39	CP	Research and install a shade playground structure(s) at Centennial Park			Included in large parks amenities list, but also research a possible project with the USAFA Engineering depart for 2026-2027

40	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
41	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.
42	ALL	Develop a list of park amenities to be purchased ASAP for 2026 & beyond. Done but will remove this item once the purchases are approved and ordered. Purchase 2026 ASAP		Stacy	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 have June 2025, ordered Dec. '25. Look to purchase 2026 ASAP.
43	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.
44	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.
45 **	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. <b>**As of 9/23/25 they are onhand and will remove this item once mounted. PLP&amp;T needs to identify the locations for the signs and let PW know. Done. Waiting for install to remove this item</b>
46	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
47 **	GP	Reinstall the Handicapped Parking sign at the playground parking area. <b>** remove once the sign is installed</b>		Stacy?	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.
48	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
49	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 Willans		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' width.

50	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 Commission ASAP once cleaned up. Place 2 on top of the RR viewing hill in CP south, or above the PB courts at CP
51	CP	Measure and reconfigure ballfields fence for a multi-use field & get quotes for the fencing adjustments and additions		Reid, PW,	Received 3 quotes and passed them on to PW for inclusion in a fence addition around the yard 10/22/25
52**	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 & its effect on PLP&T. ** or if C.A> Mem. Parks is approved by BOT
53**	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 10/22/25 for purchase		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. Purchased. ** wait for BOT PD approval
54**	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 to include PLP&T commissioners in discussions creating the PD - June 2025
55	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?

57	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.
58	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 BOT - spring 2024
59	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.		Glken, 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 discussions - scheduled mtg w/EPCP 10/15/2025
60**	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 them.
61	CP	Solicit and install CP Park signs strategically at the Park entrances. Stacy to order and install. Stacy purchased, waiting for install to remove.		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.
62	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.

63	CP	Add Gravel or millings 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 millings 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?
64	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
65	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	
66	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
67	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.
68	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
69	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
70**	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. With new purchase agreement with Willans to ballfields concept will have to be looked at once the PLP&T PD is addressed by the BOT**
71	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
72	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. naming rights		PLP&T	
73	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?

74	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)
75	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.
76	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
77	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
78	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.
79	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 toward another big project: I.e shade structure over CP playground.		Reid, Jennifer 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) field. Request by PLP&T Commission for Town attorney to review MOU wordage asap to move forward w/PDSC.
80	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
81	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 already completed trail.		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

82	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
83	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
84**	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 March 2026	Kiosk / Grant / USAFA	Kevin	Wait until 2026 and PD by the BOT for E-rock. **The USAFA needs to know by March if this is viable for class selection.
85		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.
86	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. Park is approved		PLP&T & PLFD & PW	Enlist PLVFD and a local mill to create the tables
87	CP	Reach out to Kurt Ehrhardt about playground equipment for small playground at baseball field		Reid	
88	ALL	Look into various professional organizations that focus on parks, trails, and facilities within for possible organization and individual membership			
89	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, PLPD 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.
90	New	Research the possibility of adding a park on donated land at Westward Ln			Work with Kurt Ehrhardt. February '26 PLP&T agreed to the concept and will work with Kurt on details
91	CP New	Work with Glen and PLPBClub on a new sponsorship agreement starting in Feb.- March 2026. Check MOU wording.			Old sponsor agreement doesn't reflect the new agreement
92	CP New	PLPBClub to provide PLPT the PBcourt windscreen designs and details for immediate purchase through sponsor funds		PW & PLP&T & PLPBClub	To be purchased and put up late May for the summer/fall season.

**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 <sup>st</sup> quote is over the swings, 2nd over playground. USAFA?	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 getting the grant (\$8000.00)
	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.

**Projects removed from the lists for various reasons (keep for one year and delete)**

	Location	Project		Date added to this list	Description
	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
	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 & playground at CP		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 doesn't work
	ER, CP	Research grants for exercise equipment		11/24	E-rock and CP playground.
	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

	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
	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	
	ALL	Coordinate Earth Day, Leave no Trace Event	Remove per PLP&T 2/10/26		
<b>2026</b>		<b>Completed Projects by Palmer Lake Parks and Trails Commission and Public Works (report to the Board of Trustees in January 2026 and then archive)</b>			
55	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 January of Resolution 08-2026			Either a set amount each year or a percentage of out 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 we receive the field grant.
	CP	Glen, John Tool (PLP&T), and Jon agreed to a new sponsorship format for holding the funds donated by sponsors	Jan. 2026		Funds will be kept by PLPBClub for future replacement and maintenance of the PB courts. Funds currently held by PL Town will be used to purchase wind screens and other immediate court needs (\$12,000.00)
<b>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)</b>					
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
<b>64 - new, add? Done</b>	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
<b>Done</b>	CRK	Mowed and weed wacked grassy areas along Creekside Trail from Spring St. to 100 Lovers Lane entrance		Public works	Done 10/24/25
<b>Done</b>	CRK	Removed 3 trees that were across the trail north of log bridge. 10/23/25		Reid	With volunteers & PW
<b>Done</b>	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
<b>Done</b>	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
<b>Done</b>	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
<b>Done</b>	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 fee.			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/CRK 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.

2025 - 2026 - 2027+ items to purchase from PLP&T funds - updated 1/29/26

Year money spending planned	Priority 1=top	Project title	What	Number	Where	Cost/item	Total minus shipping	Who's researching	Notes	Funds source ?	
2025		<b>New donation boxes - lockable</b>	We have sign posts for mounting	3	1 CP,	\$100.00 + ship	300 + shipping	Stacy ordered 4 12/25	Etsy	CTF	
2025		<b>Open pavilion &amp; Centennial Pk</b>	Bear proof trash can	3-	red/maroon	ER & CP	1087.00 + ship	3261 + shipping	Stacy ordered 3 12/25	Amazon?	Parks GF & CTF
2025		<b>ER, CP, Kent/Prairie - top</b>	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		<b>CPx2, E-rock trail, reservoir TH</b>	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		<b>Pickle Ball courts - CP</b>	Benches above courts	2	CP	\$515.00+ ship	1030.00	Stacy ordered 2 12/25	Belson Outdoor	CTF	
2025		<b>Outdoor document display boards</b>		8	CP			Stacy ordered 8 12/25			Parks decided not to order them per John
2025		<b>"Centennial Park" signs</b>	4 entrance sites around CP	4	CP			Stacy ordered 4 12/25			
2026	\$	<b>Apple pruning and care GP - 3 years</b>	Prune and treat apple trees	4	GP, Crk	Est.\$5500	Est. \$5500	Reid	Great Western Tree	1/4 CTF. 3/4 P GF	
2026	\$. #	<b>Poison Hemlock weed mitigation</b>	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	
2026	\$. #	<b>Noxious weed eradication subscription</b>	All except Poison Hemlock, see info from Lauren	See separate schedule for each type of weed	ER, CP	\$1000.00 + shipping	\$1000.00 + shipping1000	Lauren	CO State Insectory	1/2 CTF. 1/2 P GF	
2026	\$	<b>Holiday Lights</b>	materials - need to research and possible hire a company for tree lights		CP			Stacy			Stacy to research possible companies

2026	\$	Wood chips for GP	Deliver & spread in the playground		GP	\$550.00	550.00	Stacy		CTF	
2026	#	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	Depends on BOT allowing PLP&T to proceed w/ vision plan for E-Rock
2026 remove?	Wait for Parks	Broomball Tournament	Awards, supplies, advertising			\$1000.00	1000.00	Jennifer		Parks donations, sponsors	
2026	#	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		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		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		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	All	\$6000.00	\$6000.00		Lowes	1/2 parks, 1/2 PW budget	Do we really need this if E-rock is an OS? Smaller one? Also depends on BOT supporting PLP&T vision plan for E-rock

2026	Wait for Parks	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 yard
2026	Wait for Parks	Baseball field	Resurface - Artificial turf?		CP		\$100,000.00	Reid		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	\$ Wait for Parks	Park map mounted on info kiosk - CP	Map of the park and features	2	CP			Reid	Terrabilt Design	CTF	
2026	\$ wait 4 parks	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	Mike		CTF	
2026	\$	Pea Gravel			GP		300.00	Stacy		CTF	
2027 remove?		Bridge maintenance materials	Supplies		Crk		100.00			Parks GF	

2027		<b>Redo the pickle ball &amp; tennis court surface</b>	Various options from total resurface to removing painted surface and line the cement underlayment		GP			Renner Sport Courts	CTF or Parks GF	
2027		<b>Shade structure over playground</b>	Possible USAFA project		CP		\$150,000.00 estimate in 2024		CTF or Parks GF	
2026		<b>Multi Use field replacement set-aside 10-15 years. 1st years set-aside</b>	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	#	<b>Chapel bldg renovation to nature center, storage, classroom</b>			ER		\$30,000.00 estimate. Need an assessment			Depends on BOT allowing PLP&T to proceed w/ vision plan for E-Rock
2030		<b>Pickle ball courts maintenance</b>	Repair or replace surface over time. Earmarked sponsor donations since 2024		CP		\$12,000.00 donated to date.	Renner Sport Courts		
2026	\$ Wait for Parks	<b>CP PB court windscreens</b>	Wait for parks & info from PLPBClub		CP		To be taken from sponsor donations already in the Town GF \$12,000			
		<b>Code explanations</b>	\$ go ahead and purchase ASAP. # wait until BOT decides on E-rock PLP&T concept plan - buy only non-ER portion							

Rough Draft  
Surveyed Area coming soon

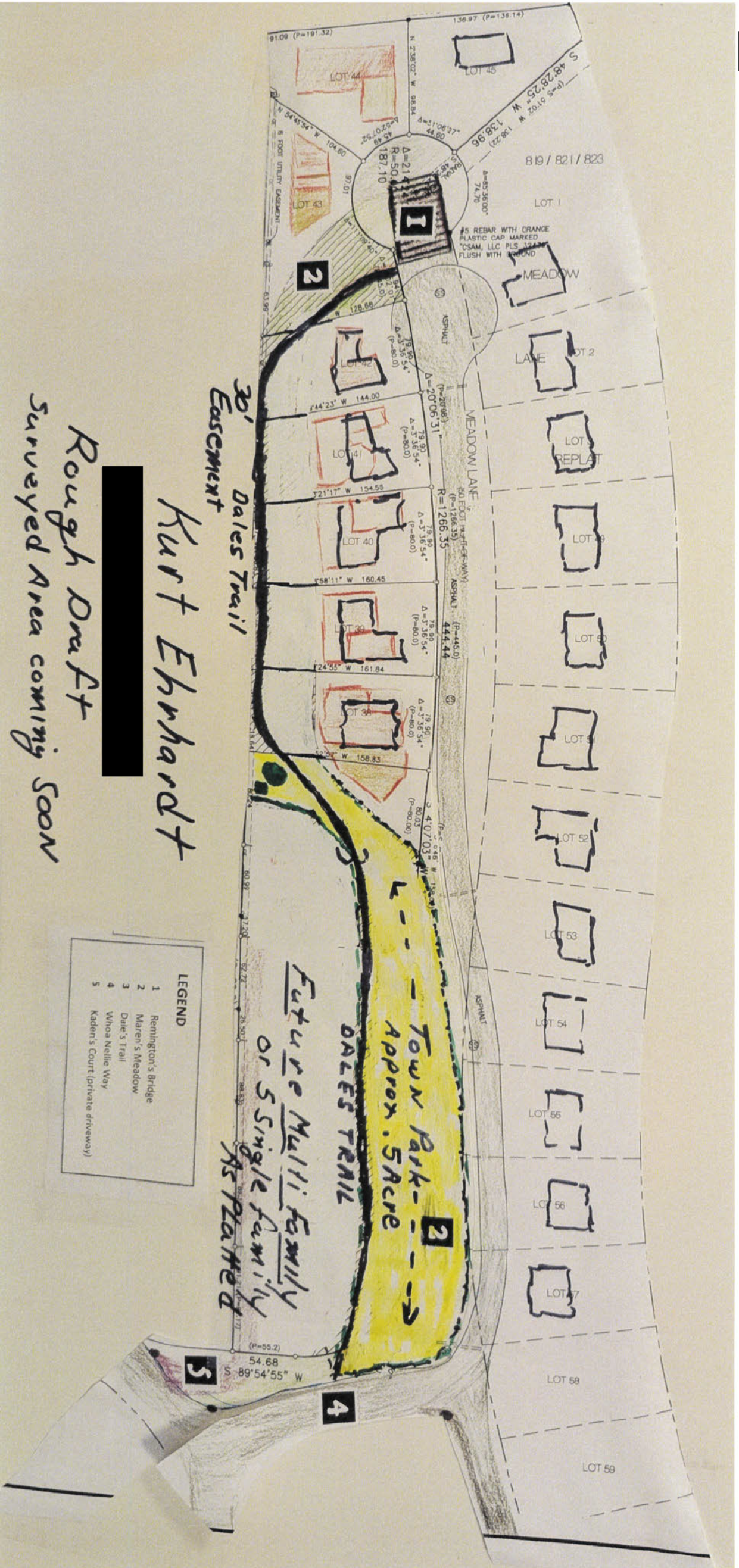
Kurt Ehrhardt

30' Easement  
Dales Trail

Future Malli Family  
or Single family  
As Platted

Town Park -  
Approx. 5 Acre  
DALES TRAIL

LEGEND	
1	Remington's Bridge
2	Maren's Meadow
3	Dale's Trail
4	Whoa Nellie Way
5	Kaden's Court (private driveway)



From: John Tool [REDACTED]  
 Subject: Re: PLPC Meeting with Glen  
 Date: January 24, 2026 at 11:08 AM  
 To: Reid Wiecks [REDACTED]

Reid,

Answers to your questions are in red font below.

1. Was the ongoing maintenance of the courts being paid for out of the sponsor money (per the agreement) discussed? **No, none of the ongoing maintenance is/was being paid by the sponsor money and going forward it SHOULD NOT be used in that manner. We're not sure why it was set up that way in the agreement, but it's a ridiculously cumbersome method to nickel and dime those funds for such small amounts, especially considering there will still be a large shortfall in sponsor money to cover the actual costs when it comes time to resurface.**

3. The Mark Price camp is already on the calendar - was there any discussion about who will be coordinating that? I assume the registration for the camp will be through Civic Rec? Or was it through some other entity? I remember there were some issues last year, especially around communication between you (representing PLP&T) and Price. **The PLPBC will coordinate the camp and all administrative requirements with the Town. And they understand they will need to work with whomever is administering CivicRec at that time.**

4. Did PLPBclub have a wind screen design, size, and source already in mind or is that going to fall on us? **The club has already gathered designs and quotes and the intent is to complete the installation in time for the summer season. They will present the options to Parks and then Parks will need to make a request to the town for the cost of the approved windscreen design. This will help alleviate the need for the Town to transfer sponsor money (already collected) to the club in the event the Town agrees to allow the club to administer the sponsors. Regardless, the club will continue to bank fundraising money to help cover the cost of the court resurfacing.**

On Thu, Jan 22, 2026 at 9:07 PM Reid Wiecks <[REDACTED]> wrote:  
 Thanks for the summary John.

A couple of questions.

1. Was the ongoing maintenance of the courts being paid for out of the sponsor money (per the agreement) discussed?

3. The Mark Price camp is already on the calendar - was there any discussion about who will be coordinating that? I assume the registration for the camp will be through Civic Rec? Or was it through some other entity? I remember there were some issues last year, especially around communication between you (representing PLP&T) and Price

4. Did PLPBclub have a wind screen design, size, and source already in mind or is that going to fall on us?

Thanks John.  
 Reid

> On Jan 21, 2026, at 11:00 AM, John Tool <[REDACTED]> wrote:

>

> Dear Reid,

>

> Here is a summary of the meeting held on January 16, 2026, between Glen Smith, Jon Polkow (representing the Palmer Lake Pickleball Club), and myself (representing the Parks and Trails Commission).

>

> The purpose of the meeting was to update Glen on the benefits the club and its volunteers have provided to the Centennial Park courts and the Tri-Lakes community, and to discuss the administration of the six current sponsors.

>

> Key contributions from the club include:

>

- > - Free public instruction for beginners
- > - Daily skill-level based tournaments for members
- > - Club board member funding and labor for net repairs
- > - Daily court cleaning and debris removal by members
- > - Free professional instructor-based skills and drills sessions for members

>

> Jon noted that the club's success exceeded first-year expectations. Goals for 2026 include hosting another Mark Price Pickleball Camp, a fundraising tournament for court improvements, and weekly evening round-robin leagues during the summer.

>

> Regarding sponsorship, Jon suggested the club take over administration and fee collection. These funds are intended for court resurfacing, estimated at \$60K-\$80K in the next four to five years. While this requires legal approval, the transition to a new Town Attorney may cause delays. Consequently, Glen suggested the club bank its fundraising proceeds for future resurfacing rather than purchasing windscreens now. Instead, the club could request that the Town use current sponsorship fees to purchase the windscreens, which are essential for improving play quality.

>

> The 2026 sponsor fees are due February 1. It was recommended that Town staff invoice each sponsor for the \$2,000 fee. The club also has potential new sponsors ready if any current sponsors decline.

>

> No final decisions were made, but Glen agreed to have Town staff draft a letter to sponsors to initiate fee collection.

>

> Best regards,

>

> John Tool