



PARKS COMMISSION AMENDED FROM 11/9

Tuesday, November 08, 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

1. Introduction of New Parks Commissioner

Approval of Minutes

- [2.](#) Approval of Minutes from 10/11/22 Meeting
- [3.](#) Approval of Minutes from 10/25/22 Special Meeting

Petty Cash Report

Public Works Supervisor Report

Town Administrator Report

4. Follow Up on CTF Purchase(s)
5. Update Little League
- [6.](#) Update Parks Trifold

Business Items

7. Mountain Bike Race
8. Finalize Holiday Lights Contest

Centennial Park

9. Review Bench Placement
10. Update of Phantom of The Lake "Glow Round"
11. Update GOCO Grant

Glen Park

12. Creekside Trail Condition and Extension

13. Identify Use of Kiosk Funds

[14.](#) Update Tennis Courts

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 (Nov 22) and Future Items

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

Tuesday, October 11, 2022 at 5:00 PM

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

MINUTES

Call to Order. Commissioner Mike P called the meeting to order at 5:01pm.

Roll Call. Present: Cindy Powell, Phyllis Head, Mike Pietsch, Lindsey Leiker. Excused: Reid Wiecks, Ande Furrer. Others present: staff - Jason Dosch, Dawn Collins; public - Gene Kalesti.

Approval of Minutes

1. Approval of Minutes from 9/12/22. MOTION (Lindsey, Mike) to approve minutes. Motion passed 4-0.

Petty Cash Report. Mike reported donations and expenses for a total of \$606. Mike stated that he will turn in \$100 to the town office to be recorded in Parks donation to bring the petty cash amount to the agreed to \$500 limit.

Public Works Supervisor Report. Supervisor Dosch reported that the fountain was removed from the lake and is stored at the shop.

2. Update - Weed Spraying. Dosch commended the volunteers as well as staff cleaning up the weeds around the lake, the pedestrian bridge, and along Hwy 105 and reported the spraying was completed and staff will schedule another early spray in 2023.
3. Update - Power Source for Bridge Lighting. Dosch reported on the request with CORE for placement of a power source near the parking/west entry of the pedestrian bridge. He noted that temporarily, power can be brought to the entrance as it previously was but no power or lighting can cross the bridge (in/over the RR right of way without approval). Lights on the east side of the bridge entrance will be required to be solar if affixed as there is no power.
4. Update - Lighting Plan (Quotes). Dosch reported that he has met with two electricians to consider the power – once established by CORE – and lighting plans suggested by Parks to get design and estimate from the electrician to submit to the Railroad for approval.
5. Update - Replacement of Swing Hooks. Staff will look at what is needed for this replacement to satisfy the inspection/audit by CIRSA relating to playground regulations. Dosch suggested that he and Mike (or Reid) meet to plan the replacement.

Town Administrator Report. Collins provided an update on the kiosk figures to date and suggested a preliminary meeting with Parks members and Awake Palmer Lake with staff to review the status of the

GOCO concept submittal. There remain a few items to reach agreement on – development of stairs on the east side of the ped bridge. Lindsey inquired about the disagreement. Collins explained that the recommendation by the insurance audit of public property was to continue the rail with the intention to direct people to use the path. It was suggested to add temporary fencing now to begin modifying the use. Awake Palmer Lake wants concrete steps off the south side of the east exit. Staff and the Parks Commission supported the inspector’s recommendation due to the caution from the landscaper about the length of the steps, the anticipated maintenance of concrete steps and/or the potential liability of not railing the exit area. A meeting will be requested with these parties.

Business Items

6. Final Review of Parks Flyer. Cindy spoke to the final details she worked with the designer. It was noted to better distinguish the “parking” color from the lake color. MOTION (Cindy, Phyllis) to communicate this detail to the designer and complete the design and printing. Mike suggested providing a copy to Tri-lakes Chamber to inform them of the work being funded.
7. Update - September 24th Parks Service Day. Members discussed the success of the service day and expressed gratitude for volunteers.
8. Update on the GOCO Survey & Concept Letter. Collins offered additional surveys to Lindsey to incorporate in the overall results. Scheduling a meeting with interested parties was covered earlier.
9. Update - Eagle Scout Projects. Mike provided an update noting that Scouts are working on funding and approval of their respective projects.
10. Update - Church Service Day. Phyllis reported on the successful Creekside Trail clean up and spreading mulch. She credited Rachel and the Church of the Jesus Christ of the Latter-Day Saints group made up of adults and teens. Photos were shared and a thank you will be sent.

Centennial Park

11. Little League Vision and MOU (ballfield). Members discussed wanting to hear about the improvements. This item will be forwarded to a future meeting that Little League rep, Dion, can attend.
12. Review Lighting Plan for Ped Bridge. This item was addressed and is in progress.
13. Follow Up - Ped Bridge Steps and Fencing. The steps on the west side of the ped bridge were completed and additional discussion of steps on the east side took place.

Glen Park

14. Update - Tennis Court Resurface & Measurements for Tennis/Pickleball. This item is continued to a future meeting.

Public Comment

Mr. Gene Kalesti introduced himself and shared his background with the Parks Commission members requesting to be considered for appointment to the Commission. He submitted an application for appointment to be placed on the next regular meeting (11/8).

Report of Other Meetings

Next Meeting (10/25) and Future Items. Collins mentioned connecting Lindsey with Coach Bradley relating to the upcoming planning of the Hockey Classic tournament and Winterfest. Phyllis provided information about the Act to eradicate noxious weeds for planning purposes and suggested adding an item to consider kiosk funds to address the tennis courts. Lindsey stated Awake Palmer Lake .5k run had over 870 participants and raised roughly \$40,000.

Adjourn. MOTION (Cindy, Lindsey) to adjourn at 5:55 pm. Motion passed 4-0.

Minutes by: Dawn Collins, Town Administrator/Clerk



PARKS COMMISSION - SPECIAL MEETING

Tuesday, October 25, 2022 at 5:00 PM

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

MINUTES

Call to Order. Commissioner Reid Wiecks called the meeting to order at 5:00 PM.

Roll Call. Present Lindsey Leiker, Cindy Powell, Mike Pietsch, Reid Wiecks, Phyllis Head, Ande Furrer.

Others present: staff – Dawn Collins, Tish Torweihe; public – Dion Arellano, Ray Perez, Gene Kalesti, Nicole Currier, Jeff Hulsman.

Business Items

1. Review Little League Improvements and Recommendation of MOU. Dion shared Little League information and plans to improve the town ballfield. He explained the number of league players and currently having to travel to Colorado Springs for events. The Little League will support ballfield improvements to use for practice and games in Palmer Lake. They would have fundraisers to improve the field, dugouts, score boards, fencing and would continue to maintain it. MOTION (Reid, Lindsey) to recommend approval of the MOU to the Board of Trustees. Motion passed 6-0. Reid stated the Parks Commission would like to be kept informed as plans develop for the ballfield improvements.

2. Consideration of New Parks Commission Member. Gene introduced himself and shared that he recently moved to Palmer Lake. He wants to be involved and assist in improving Parks. MOTION (Phyllis, Lindsey) to recommend approval of the appointment of Gene Kalesti to Parks Commission. Motion passed 6-0. Dawn mentioned the Parks trifold is complete and ready for distribution. A thank you will be sent to Tri Lakes Chamber. Reid thanked Cindy for all her hard work.

Public Comment. None

Next Meeting (Nov 8) and Future Items.

Adjourn. Reid adjourned the meeting at 5:20 ish PM.

Minutes by: Tish Torweihe, Town Administrative Assistant

OUR PARKS & TRAILS

Palmer Lake has many parks and trails with lots of hiking opportunities.

Centennial Park features Palmer Lake, the town's namesake, and has a walking trail that encircles the lake. A volleyball court, 18-hole disc golf course, and a children's playground can all be found on the east side of the park. There are picnic tables and viewing benches all around the lake and a pavilion and gazebo are available for rental. There is parking on north, west and south sides of the lake.

Centennial Park also features connections to both the **Santa Fe Regional Trail** and **Santa Fe Open Space**.

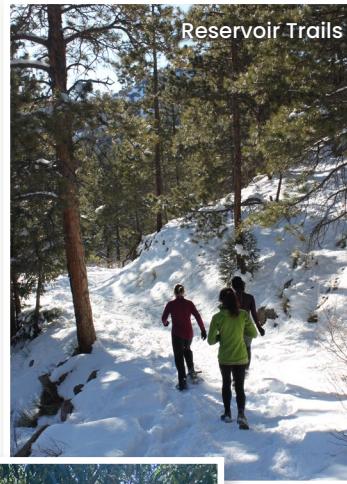
The **Palmer Lake Reservoir Trail** offers hiking trails to the lower and upper reservoirs. There is a parking fee at the trailhead which helps to maintain our parks.

Creekside Trail runs along North Monument Creek and is a easy hike for families.

Glen Park is a historic park dating back to the 1890s that features a playground, picnic tables and a tennis/pickleball court. This beautiful park is full of tall pine trees, Aspen trees, wildflowers, and meandering trails—all of which are great for bird watchers.

Columbine Park is a pocket park, tucked in the middle of a small residential neighborhood. It boasts a basketball court and some of the prettiest flowers in town.

Greenland Open Space and Trail is located immediately north of the Centennial Park entrance and has trails that allow horses, hikers, bikers, and runners, as well as access to some of the most beautiful views in the Palmer Lake area.



*"Take nothing but pictures.
Leave nothing but footprints."*

– Aliyyah Eniath

TOWN OF PALMER LAKE

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Palmer Lake, CO 80133
(719) 481-2953
www.TownofPalmerLake.com



Item 6.

WELCOME TO PALMER LAKE, COLORADO

TRAILS & PARKS

We are a historic town that was founded in 1871 by General William Palmer, founder of Colorado Springs.

Our town is situated adjacent to Pike National Forest, between Denver and Colorado Springs.

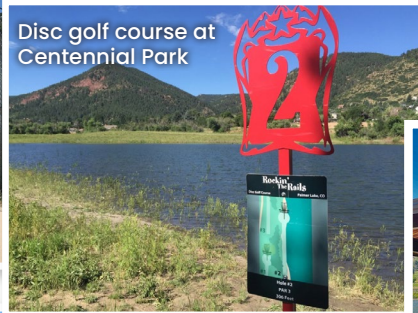


This guide was made by the Palmer Lake Parks Commission.

ACTIVITIES THROUGHOUT OUR PARKS



Columbine Park



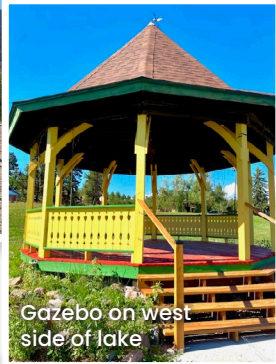
Disc golf course at Centennial Park



Pavilion on east side of lake



Centennial Park



Gazebo on west side of lake



Centennial Park



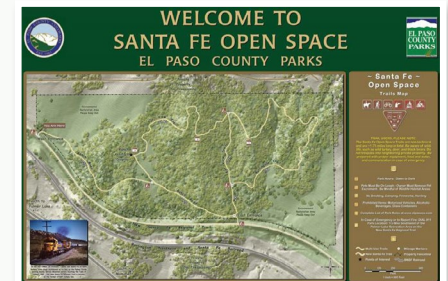
Item 6.

ABOUT SANTA FE OPEN SPACE & TRAIL

The **New Santa Fe Regional Trail** is part of the American Discovery Trail. It has a straight and level gravel road for 10 miles, which begins at Palmer Lake and ends at the U.S. Air Force Academy.

The 60-acre **Santa Fe Open Space** has roughly two miles of nonmotorized trail and offers users of the adjacent New Santa Fe Regional Trail an opportunity to experience a more natural foothills environment. The terrain is very mild, ranging approximately 150 feet in elevation. It's a great place for families to go hiking, biking, horseback riding, dog walking, and running.

Many **local landmarks** can be seen from within the open space, including: Ben Lomand Mountain, Sundance Mountain, Chautauqua Mountain, and Limbaugh Canyon. Santa Fe Open Space is a high value wildlife habitat, much potential for animal sightings.



PROPOSAL

November 1, 2022

Reid Wiecks
Palmer Lake Parks
Palmer Lakes, CO

Dear Reid,

LER, Inc. dba Renner Sports Surfaces hereby submits job specifications and an estimate to resurface two tennis courts located at Glen Parks, Palmer Lake, CO. All work will be completed in a timely and professional manner.

Our proposal includes the following scope of work.

1. Clean off the court using a pressure washer to remove any stains, peeling paint, mildew, dust, and dirt.
2. Fill all cracks full depth with RSS Rhino Crack Filler. Please note our Exclusions on crack fill.
3. Grind down concrete to bevel out edges where its heaved. Patch with Rhino Patch where needed to level out some. Please note our Exclusions.
4. Fill trench down the middle of both courts with concrete level on each side.
5. Apply (1) coat of RSS Acrylic Resurfacer on both courts mixed with silica sand and water.
6. Supply and install (1) new Douglas TN-36DMT Tennis Net with (2) Deluxe Center Straps.
7. Apply two (2) coats of RSS Acrylic Color Coatings with each color chosen. Silica sand and water will be mixed into the color to provide texture and control the speed of play. Owner to choose colors from RSS Color Book Brochure.



THE ULTIMATE
SURFACE EXPERIENCE

8. Layout and paint (4) pickleball court lines (2") wide, one on each court, using RSS Colored Line Paint and RSS Tape Sealer to USPA specifications for play.
9. Layout and stripe the tennis courts with two (2") inch wide lines using RSS Textured White Line Paint to USTA specifications for doubles play. RSS LineRite Tape Sealer is used as a prime coat for crisp edges.
10. Paint the net posts, hang new nets, center straps, and clean up debris generated from the work leaving the courts ready for play.

We hereby propose to furnish all labor and materials – complete in accordance with the above specifications for the sum of: **Twenty-Five Thousand Five Hundred and Eighty-Two Dollars 00/100 cents (\$25,582.00).**

ALTERNATE BID ITEMS-

1. Install new outdoor Douglas Industries black Court Divider Netting 10' tall centered between the two courts with (3) new Galvanized 4" od fence posts set in concrete foundations with ¼" galvanized steel cable and metal c-snaps to hang. **ADD- \$5,685.00 to proposal price and initial here if accepted as contract: _____**
2. Diamond grind off the existing tennis court color coatings down to bare concrete, shot blast the concrete, and then apply Beypoxy 1000 Epoxy Concrete Capillary Sealer Coating over both courts with silica sand broadcast into it. **ADD- \$45,999.00 to proposal price and initial here if accepted as contract: _____**

Exclusions to Proposal:

1. Bonds, testing, permits, landscape and irrigation repairs or plan fees which may be required in your jurisdiction. If bonds, testing, permits, or plan fees are required they will be billed to the Owner at cost in excess of this proposal.
2. The court may not have adequate positive slope and may have some standing water after surfacing is completed. Large areas of standing water or depth will not be patched. Future peeling or delamination may occur if there is inadequate slope. **Any remaining areas of ponding water and any coating damage because of it, is excluded and not covered by any warranty.**
3. When patching cracks or resurfacing courts with cracking, **we Guarantee the cracks will reappear, and that they can reappear within 24 hours**, depending upon temperature fluctuations and other factors beyond our control.

4. **Concealed, Unforeseen and/or Latent Conditions** – Tennis courts may experience widespread bubbling of the coatings once pressure washing begins. Bubbling of the coatings can also occur once the new color coats are applied over the existing coatings. Also, there comes a point where the coatings become too thick over multiple years of resurfacing and bubbling begins or there was no vapor retarder sheeting installed underneath the concrete when the courts were built. **There is no way to ascertain these conditions prior to resurfacing starting.** Should bubbling of the coatings occur the removal of the old coatings and additional coatings needed to cover peeled areas will be accomplished through a Change Order between the Owners and LER, Inc. and will be billed to the Owner for full payment in and above the proposal price.

All material is guaranteed as specified. All work shall be completed in a workmanlike manner according to standard industry practices. Any alteration or deviation from the above specifications will be executed only upon written change orders and may become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. This proposal is subject to acceptance within **30** days and, if not accepted, is cancelable and voidable thereafter at the option of Renner Sports.

Unless otherwise provided herein, all labor and materials will be warranted for a period of one (1) year from date of substantial completion **except for bubbling, patching, cracking and heaving**, which shall carry no warranty. Should the materials prove to be defective or the workmanship faulty within the one (1) year warranty period, the defects will be remedied within a reasonable time from Renner's receipt of notice of the defects, subject to weather conditions and crew schedule.

If digging is required, Renner Sports shall contact the Utility Notification Center of Colorado for utility locates. The owner will be responsible for repairs to any underground lines, if damaged, although reasonable care will be taken when Renner is advised of their presence. This proposal is predicated upon normal digging conditions, and if rocks are encountered, the owner will be responsible for all associated additional extra time and equipment costs necessitated to complete the work.

The owner shall establish and provide suitable access to the construction site; Renner will not be liable for any damages to the construction site and/or site restoration due to unsuitable access. Potable water will be available within one hundred feet (100') of the site.

The below payment schedule will be required and requires a **down payment/deposit of 30% of the proposed amount prior to crew mobilization.** Progress payments will be required according to the following milestones:

- **30% of the proposed amount due prior to crew mobilization**
- **70% of the proposed amount due upon completion of the project**

Payment requests will be issued in accordance with the above payment schedule and are due within ten (10) days of the date of invoice. Work may be suspended and/or delayed if progress payments are not timely and current. Accounts shall be considered overdue and delinquent thirty (30) days after date of invoice. Delinquent accounts shall bear interest at a rate of 1 ½% per month (18% annually) and will be subject to all charges necessary for collection, including, but not limited to, all attorney's fees and all related legal costs. Final payment shall become due upon completion of contractor's work. Opening or use of an installation by owner shall be considered acceptance. Liens and/or bond claims will be filed on delinquent accounts. In the event of termination by owner, the contractor shall be paid for all work performed to date and for all materials ordered, manufactured and/or procured as of the date of termination.

The contractor is not liable for delays caused by strikes, the inability to secure adequate materials, fuel shortage, weather conditions, mechanical failures, Acts of God, *force majeure* and/or any other cause beyond Renner Sports' control.

Renner Sports is a non-union entity and is not bound by any organized labor agreements and/or collective bargaining agreements.

It is understood that if a soil sterilant is applied, it is an effort to retard weed growth as much as possible and no guarantee or warranty as to its effectiveness is expressed or implied. Contractor is not responsible for cracks due to heaving, soil expansion, frost, other conditions, *force majeure* and/or Acts of God.

This proposal is predicated upon standard construction and industry practices developed over the past twenty-five (25) years. Be advised that it is inherent in all asphalt and concrete to crack and Renner will not be responsible for all such cracks. Renner cannot be responsible for ground movement and heaving or settling of the soils. This proposal does not include soils investigation or extraordinary drainage costs. Because of the possibility of expanding soil problems, the owner is urged to procure a soils investigation by a qualified soils engineer. Renner Sports s disclaims any and all liability for soil heaving, but will modify this proposal to include any work, as recommended by the owner's soils engineer.

If the proposed work cannot be performed during the current construction season due to delays caused by the owner, his agents, or employees, this contract shall be valid for the subsequent construction season, subject to possible increases in labor and materials.



THE ULTIMATE
SURFACE EXPERIENCE

The owner may accept this proposal as a binding contract either by signature or by making any payments to Renner Sports in consideration of services, and either of the above modes of acceptance shall be deemed to incorporate all of the terms of this proposal into the contract between the parties thereby formed.

If this proposal is accepted, please sign one copy, indicating which alternates (if any) are accepted, and return it via email or to the office of Renner Sports as soon as possible.

Respectfully Submitted: _____
Colin Donovan- CTCB

ACCEPTANCE OF PROPOSAL

The above prices specifications and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

ACCEPTED BY:

Date: _____ **Customer Signature:** _____
Title: _____

Date: _____ **LER, Inc. Signature:** _____
Greg C. McKenna, President