



PARKS AND TRAILS COMMISSION

Tuesday, February 25, 2025 at 5:30 PM

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

LIVE STREAM available on Town website

AGENDA

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

Call to Order

Roll Call

Approval of Minutes

- [1.](#) Minutes from January 6, Meeting
- [2.](#) Minutes from January 21 Special Meeting

Petty Cash Report

Public Works Supervisor Report

Town Administrator Report

Business Items

- [3.](#) Report of Volunteer Hours
- [4.](#) Kiosk Revenue (January)
5. Report/Consider Items for Project List
6. Nominate and Vote on Commission Chair
7. Nominate and Vote on Commission Vice Chair
- [8.](#) Update - Trail Signs
9. Former Cabin Site Clean Up - Service Day/Project List
10. Update - USAFA Bridge #2
11. Review List of 2024 Parks Sponsors

Trails and Bridges

12. Update - E-Rock Vision Concept
13. Update - E-Rock Open Pavilion Renovation

- 14. MHYC Discussion (walk creek, make priority list of projects for 4 weeks of labor)

Centennial Park

- 15. Update - Pickleball Workgroup
- 16. Update - Troll Display Design
- [17.](#) Review Pickleball Signs
- 18. GOCO Grant for Centennial Park

Glen Park

- 19. Consider PB/Tennis Court Trench

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 (March 11) 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 AND TRAILS COMMISSION - RESCHEDULED FROM 1/14

Monday, January 06, 2025 at 5:30 PM

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

MINUTES

Call to Order. Commission Chair Reid Wiecks called the meeting to order at 5:30 PM.

Roll Call. Present: Jennifer Nilson, John Tool, Reid Wiecks, Mike Pietsch. Excused: Kevin Magner. Staff: Stacy DeLozier, Dawn Collins, Tish Torweihe.

Approval of Minutes

1. Minutes from December 10, 2024 Meeting. MOTION (Reid, Mike) to approve minutes from December 10, 2024. Motion passed 4-0.

Petty Cash Report. Mike Pietsch reported donations and expenses with a new balance of \$112.

Public Works Supervisor Report. Stacy reported E-Rock cabins have been removed. Debris and large concrete slabs were left behind and planned to be removed. Discussion of tree cuttings and debris will be taken care of before spring. The roofing company delivered materials to the pavilion at E-Rock. They were not able to start the project due to slick freezing old roof tiles making it hazardous to install. Stacy reviewed the project list with Reid to highlight community service projects, if needed.

Town Administrator Report. Dawn reviewed details regarding the Outdoor Classic followed by the Winterfest Broomball event. Grant thank you letters were mailed. Discussion ensued about east side of the lake having a lot of rocks and limbs that have been tossed on the lake.

Business Items

2. Report of Volunteer Hours. Reviewed and reminded to get hours to staff.

3. Kiosk Revenue. Reviewed and discussion was had about a paperless Kiosk when an upgrade is due. PD will be trained on paper replacement, and they look up paid vehicles on kiosk software.

4. Report/Consider Items for Project List. Discussion of project list updates. MOTION (Reid, Jennifer) to add the debris clean up by the former cabin site to the list. Motion passed 4-0.

5. Update of Holiday Lights Contest Winners. Great event. Discussion was had to add a Silent Night category next year and more honorable mentions to get more recognition.

6. Review Take Down of Town Holiday Lights. Lights will be unplugged mid-January and staff will assist.

7. Award of GOCO - MHYC Letter. Discussion to walk the creek, make a priority list of projects for the 4 weeks of labor to be scheduled and reviewed by March.

Trails and Bridges

Update E-Rock Open Pavilion Renovation. Previously mentioned by Stacy, material delivered.

E-Rock Vision Concept. Discussion took place to have this ready for the January 23rd Board meeting. Reid will present and he asked for other members to attend. MOTION (Jennifer, John) to approve the vision concept as discussed. Motion passed 4-0.

Centennial Park

8.Pickleball Workgroup Update. No updates.

9.Review Winterfest Broomball Event Details & Rescheduled Outdoor Classic to 1/18. Jennifer reviewed the details. The youth Outdoor Classic will be on the ice at 9 AM. Sundance BBQ will offer meal deals. The Rock House will offer hotdogs and hot chocolate. Jennifer will reach out to the referees from the Outdoor Classic and offer a payment to referee broomball. MOTION (Jennifer, Mike) to pay \$30 to each referee. Motion passed 4-0.

10.Review Proposed Fees for Pickleball Use, Ballfield Use. Discussion and fees were suggested. Dawn will redline the master fee schedule. She suggested keeping the fees simple for residents and non-resident rates and adjust fees as needed.

11.Update Leaf Blower & Other Items Purchased. Town staff will assist a Commissioner at Home Depot to purchase tax exempt. John and Stacy will connect.

Glen Park. None

Public Comment. None

Report of Other Meetings. None

Next Meeting (2/25) and Future Items. No workshop planned in January.

Adjourn. Reid adjourned the meeting at 6:52 pm.

Minutes by: Tish Torweihe, Administrative Specialist



PARKS AND TRAILS COMMISSION - SPECIAL MEETING

Tuesday, January 21, 2025 at 5:30 PM

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

MINUTES

Call to Order. Commission Chair Reid Wiecks called the meeting to order at 5:30 PM.

Roll Call. Present: John Tool, Jennifer Nilson, Reid Wiecks, Mike Pietsch. Excused: Kevin Magner. Staff: Tish Torweihe. Others: Tim Caves, Jodie Bliss.

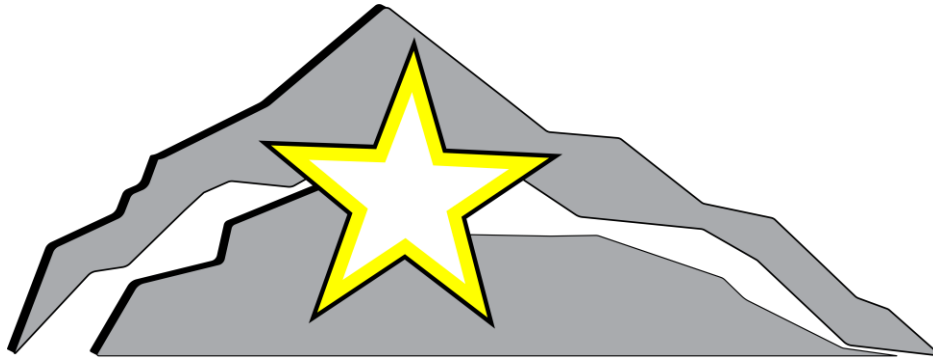
Business Items

1. Presentation and Recommendation of Troll Design, Awake Palmer Lake. Special guests, Jodie Bliss and Tim Caves presented the troll design plans and material that will be used, and reviewed the process for installation. All pieces will be textured and the metal will have smooth edges. The troll will sit under the west abutment of the pedestrian bridge facing the trail and will provide a photo opportunity. The sitting troll will be approximately 8 ft. The boots and structure will be built strong if people climb to take photos. The troll will have a protective clear coat and rust can be easily taken care of with Rust Resolve. Awake Palmer Lake has other troll ideas for future proposals. MOTION (Reid, Jennifer) to accept the troll design to be installed under the ped bridge facing the trail. Motion passed 4-0.

Next Meeting (2/25) and Future Items

Adjourn. Reid adjourned the meeting at 5:50 pm.

Minutes by: Tish Torweihe, Administrative Specialist



Town of Palmer Lake

Board of Trustees Summary Sheet

	December 2024 & January 2025
Title	PARKS Report
Date	2/13/2025 Board meeting; 2/25/2025 Parks meeting
Contact	Parks & Trails Commission
Summary of Volunteer Hours	Labor (clean up, maintenance) : 16.0 hr. Clerical (email, calls, grants, spreadsheets) : 18.0 hr. Miscellaneous Meetings (other than Parks) : 9.0 hr.
Total Volunteer Time	Total = 43.0 hours
Upcoming Activity	Parks Meeting 3/25, Workshop (none at this time)

Dawn Collins

Subject: Parks - Kiosk (Jan-2025)

Kiosk Revenue	January Collections for the Kiosk		
			Gross
	\$ 1,378.00		Collections (260 Transactions)
	\$ (78.00)		Fees
	\$ (70.00)		Monthly T2 Svc charge
	\$ 1,230.00		Net Collections - January
	YTD Collections 2025 - YTD Transactions: 260		
	\$ 1,378.00		Gross Collections
	\$ (78.00)		Fees
	\$ -		Supplies (Kiosk Paper)
	\$ (70.00)		Monthly T2 Svc charge
	\$ 1,230.00		Net Collections
			Total Fees and
	\$ (148.00)		Maintenance
			12%

Dawn A. Collins, CMC
Town Administrator/Clerk



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Palmer Lake CO 80133
719.481.2953
dawn@palmer-lake.org
www.townofpalmerlake.com

Kent St. to
Creekside Trail .17 mi. 

To Kent Street 

Creekside Trail 

◀ Creekside Trail ▶ 

Kent St. via Prairie .17 mi. 

Creekside Trail 

◀ Creekside Trail ▶ 

◀ Creekside Trail
West 

Creekside Trail
East 

Creekside Tr. to
E-Rock Loop Trail  .36 mi

Parking for Trail
Users Only

Creekside Trail

E. Rock Loop Trail 

◀ Creekside Trail ▶


Greeley TH Parking

◀ Reservoir TH

Reservoir TH & Glen
Park Playground  .30 mi

Creekside Tr. to
E-Rock Loop Trail  .36 mi

 Creekside Tr. to
.36 mi E-Rock Loop Trail

 E-Rock Loop Trail 
.90 mi

Creekside Trail to
Reservoir TH  .66 mi

E-Rock Loop &
Kent Street Trails



Kent St. to Creekside Trail

.17 mi



E-Rock Loop & Kent Street Trails



Palmer Lake
COLORADO
EST. 1999

PARKS AND TRAILS



Dawn Collins

Subject: FW: Town liability for player injuries

Thanks Dawn

Looks like we are okay re this concern, but should, at minimum, develop a maintenance list for the courts. I am concerned that we have that “gutter” between the courts at Glen Park. We looked into buying new gutter grates but couldn’t find any the right size and the cost to cut the concrete to an appropriate size for new grates was prohibitive. I think we should look into filling them with concrete and leaving only a slight depression for some drainage.

Reid

On Feb 10, 2025, at 9:00 AM, Dawn Collins <dawn@palmer-lake.org> wrote:

Thank you!

Dawn Collins
Town of Palmer Lake

From: Jessica Cowlshaw <jessicac@cirsa.org>
Sent: Monday, February 10, 2025 7:47 AM
To: Dawn Collins <dawn@palmer-lake.org>
Cc: Nicholas Paoli <nickp@cirsa.org>; Monique Ferguson <moniquef@cirsa.org>
Subject: FW: Town liability for player injuries

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Hi Dawn,

I will also let Nick weigh in if he has anything additional to add, but I will note that Jane’s response below regarding governmental immunity is pretty spot on. Regarding the coverage with CIRSA, there are no exclusions for pickleball courts and therefore there is coverage if it’s needed. Though, possibly you’ll find protection under the Governmental Immunity Act. As Jane noted, the likely claims that could come from this would have to do with the physical condition of the property (which could fall under the holes in the governmental immunity act), and there is coverage for that. Claims arising from something like an inexperienced player being hurt by another player would be defended if you’re brought into the claim, but likely denied as you would not likely have any fault in the incident. I think it would be comparable to having a basketball court or a volleyball court or a tennis court in that way.

Nick may have more in depth information regarding safety measures that can be implemented to provide further protection for the Town, such as signage, reflective paint, maintenance lists, etc.

Let me know if you have any further questions.

Thanks!

From: Dawn Collins <dawn@palmer-lake.org>
Sent: Friday, February 7, 2025 7:32 PM
To: Monique Ferguson <moniquef@cirsa.org>
Cc: Nicholas Paoli <nickp@cirsa.org>
Subject: FW: Town liability for player injuries

Any thoughts or direction on this concern about the new pickleball courts installed late last fall at Palmer Lake?

Dawn Collins
Town of Palmer Lake

From: Reid Wiecks <reidwiecks@gmail.com>
Sent: Friday, February 7, 2025 6:58 PM
To: Dawn Collins <dawn@palmer-lake.org>
Subject: Fwd: Town liability for player injuries

-----**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.**-----

Hi Dawn. I am still traveling but wanted to alert you to Dave’s concern. Is this something we need to be concerned about or are the pickle ball courts covered under the “use at your own risk “ policy? Thanks
Reid
Sent from my iPhone

Begin forwarded message:

From: Jane Fredman <Jane@fredmanlawco.com>
Date: February 7, 2025 at 4:11:55 PM EST
To: David Jones <djjdds.dj@gmail.com>
Cc: Sharon Kumpf <sjkumpf@yahoo.com>, John Tool <tooljohn770@gmail.com>, Reid Wiecks <reidwiecks@gmail.com>
Subject: Town liability for player injuries

Dave,

Eye injuries and lawsuits against the Town are possible. My opinion of a lawsuit against the Town for failing to warn a beginner player who chooses to play with an experienced group seems far-fetched to me, but anyone can sue for any reason – whether they are successful is another issue.

The currently posted sign at the PL courts has a statement that players may play there at their own risk. Whether that is sufficient is unknown and will be untested until someone decides to sue for an injury.

The Colorado Governmental Immunity Act allows a person to sue for a government's negligence in maintaining or failing to warn of a dangerous condition of a public park facility, but, that relates to a physical condition that creates a dangerous condition, not a person's decision to play there and then gets injured due to their own conduct (or another player's conduct). If a net was torn and someone fell into it and was injured, that might be a dangerous condition.

Here is a link to the definition of dangerous condition, which is a physical condition of the facility [https://law.justia.com/codes/colorado/title-24/administration/article-10/section-24-10-103/#:~:text=\(1.3\)%20%22Dangerous%20condition%22,itself%2C%20constitute%20a%20dangerous%20condition.](https://law.justia.com/codes/colorado/title-24/administration/article-10/section-24-10-103/#:~:text=(1.3)%20%22Dangerous%20condition%22,itself%2C%20constitute%20a%20dangerous%20condition.)

If the Parks Commission is concerned about potential liability and whether more protective language can be posted at the courts, it can discuss it with the Town attorney, who is well-versed in governmental immunity law.

I do think the “gutters” on the side of some of the courts could constitute a dangerous condition, as we recognize the possibility someone could trip on them and get injured. We have discussed the Town painting a yellow strip along them to warn people of their existence.

Thanks,
Jane

From: David Jones <djjdds.dj@gmail.com>
Sent: Wednesday, February 05, 2025 1:22 PM
To: Sharon Rrr Pb <Sjkumpf@yahoo.com>; Jane Fredman <Jane@fredmanlawco.com>; John Tool <tooljohn770@gmail.com>; Reid Wiecks <reidwiecks@gmail.com>
Subject: Fwd: Earn your poaching license

Read the section on eye injuries. We probably need signage that people not wearing eye protection do so at their own [risk.dj](#)

----- Forwarded message -----