



## **PARKS COMMISSION**

**Thursday, August 19, 2021 at 8:45 AM**

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

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### **MINUTES**

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**Call to Order** at 8:46 AM.

**Roll Call** – Reid, Mike, Greg, Kirk, Ande F

#### **Petty Cash Report**

1. Petty Cash Report by Mike with a previous balance of \$304.13 minus \$69.27 for slide materials and other items, plus a donation of \$50.88 with a current total balance of \$285.61 reported.

**Approval of Minutes** for August 5, 2021. MOTION (Mike, Reid) MOTION passed.

#### **Public Works Supervisor Report**

Jason D reported that the Astro turf looks good and Parks staff is working on the lake, parking lot, weeds on the East side by the bridge and clean up. Trees were trimmed that blocked the RR signal per RR company's request. Parking Kiosk could be ready by September. The PayPort setup is being worked on. Jason is working on a pole and lighting with a September goal to complete the install.

#### **Town Administrator Report**

Jason D will be reporting in Dawn's absence. Upon recommendation of appointment, Jason will place Dawn's comments of the appointment to Board of Trustees agenda.

#### **Business Items**

2. Review of Parks Commission Applicants was discussed. Holly's application was reviewed at the last meeting, and she was present. Today, Lindsey Leiker could not be present. Her application was reviewed along with her experience and availability. Committee will proceed with recommendation and without interviewing her. There is only one opening currently. Tish T (Arrived at 9:29 AM) and Julia S (Left at 9:30 AM). Reid asked that an item be added to the next meeting, to consider seven commissioners from the current five. MOTION (Kurk, Mike) to recommend approval of (4 – 0, 1 abstain) Lindsey Leiker. MOTION passed. Continue to advertise for a Parks Commissioner.
3. Review recommendation of best meeting dates and times was discussed. The meetings will be held on the first and third Thursday of each month at 9 AM.

4. Recognition and deep appreciation for Kurk N as Parks Commissioner. He has done a lot of great work will be missed. Kirk remains hopeful to return one day to retire in Palmer Lake.
5. Noxious Weed Report was discussed. The removal and treatment to take out Hemlock and Rosita is a priority. Bill Nelson and AJ Butler (PL Residents) were present and stated that cutting the weed flowers helps kill off future growth. It would prevent the reseeding and, after two years, it would die off. Caution when using chemicals must be taken to make sure run off does not go into the stream or lake. The Town website has the latest information posted to help educate the town residents. It may be a good idea to add Holly's contact information as a consultant for residents to ask questions. Reid will ask Holly if an email can be advertised.
6. Update for Winter Festival Exhibit was discussed. Reid has been reaching out to Jennifer Garner at DIA and to members of the historical society. Dawn has sent a message to residents requesting photos. Any winter event photos would be great to add to the exhibit. Tish will check on the Holiday contest entry list to gather photos.
7. Discussion of Service Day on 9/25 took place and Jason will look at ordering a roll off. Reid will lead the Glen Park volunteers, Mike is leading with Creek Week Activities alongside of Service Day, Greg and Ande will be at Centennial Park and surrounding areas. Reid asked for everyone to have a list ready of things that need to be done. Suggested a possible walk through the areas as a special meeting outdoors.
8. Creek Week in Palmer Lake is being led by Mike and a request to add it to the Service in The Parks Day flyer. This would help get the word out for people who want to volunteer.
9. Review Recommendation of Parks Commission's Role for Memorial Requests was discussed. Having the Parks Rules and Guidelines posted clearly on the town's website would help staff direct people to review the rules before submission of a request. This would help make things clear in the rules and guidelines. Reid asked everyone to review the Parks Rules and add this to the next meeting agenda prior to publishing on the website.

### **Centennial Park**

10. Greg reported the Disc Golf course service day was changed to 8/28. Halloween event and registration is open. The old mowers need to be serviced and may require a mechanic to address the special issues with such an old piece of equipment. Reid has a contact person he can talk to regarding this concern.
11. Bulletin board materials and postings can be added such as Disc Golf, Creek Week and Service in the Parks Day. Greg will email Tish the Disc Golf flyer to post on the town website and at the post office.
12. Preliminary discussion of a Master Plan for Centennial Park was discussed. It would benefit the Parks Commission to have a five-year master plan and have it approved by BOT. This gives the Parks Commission precedence on specific projects and concerns. It was suggested for Little League to also have a five-year master plan with the ball field. Awake the Lake was discussed and follow up by the town was suggested for work needed on the bridge and surrounding area. They are a private committee and hope to get a clearer picture of their plan for completion. Reid asked for Awake the Lake Update and Fireworks Committee be added to the next meeting. He also proposed for a walk through of the Lake and brainstorm on the master plan project.

**Glen Park**

13. Update on Glen Park slide was discussed. The base of the slide needs to be fixed by lifting turf, adding sand and a rubber mat to meet CIRSA criteria. Discussion of filling a 6 x6 hole with sand, Reid and Jason will schedule it. There is concern that water is damaging the mound and creating a barrier to protect the hill from water erosion is needed. Jason said he will address this once the hill is completed.
14. Discussion of the removal of the lake fountain sometime in October and the storage of it. It will require the help of two people to get the job done. Reid reported data on the trail head peak times and will forward it to Dawn and Jason.

**Public Comment** None

*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** None

**Next Meeting and Future Items** September 2 at 9 AM

**Adjourn** Reid moved to adjourn at 10:32 AM

Minutes by: Julia Stambaugh, Deputy Town Clerk  
and Tish Torweihe, Admin Assistant