



PARKS COMMISSION

Tuesday, March 14, 2023 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 5:03 PM.

Roll Call. Present Cindy Powell, Gene Kalesti, Phyllis Head, Reid Wiecks, Mike Pietsch, Samantha Deeder. Absent excused: Ande Furrer. Others present: Staff – Tish Torweihe; Public – Wesley Trimble, Richard Willan, Trustee Jessica Farr, Mayor Glant Havenar.

Approval of Minutes

1. Minutes from February 14, 2023. MOTION (Cindy, Gene) to approve the minutes from February 14, 2023. Motion passed 6-0.
2. Minutes from "Special Meeting" February 21, 2023. MOTION (Gene, Reid) to approve the minutes from February 21, 2023. Motion passed 6-0.

Petty Cash Report. Mike Pietsch reported donations from Winterfest and drop box donations with a new balance of \$622 minus \$100 brought to Julia for Deposit into (Parks) account.

3. Parks Report of Hours. Commissioners were asked to report their hours to Ande by email.

Public Works Supervisor Report. Out of Town.

Town Administrator Report. Out of Town.

4. Parks Maintenance Personnel Update. The Town has hired two new part-time employees, Quentin Davis and Andrew Rudnicki. They will be in training for the next few weeks.
5. Kiosk Revenue Update. The February net collection was \$1,830 with a YTD of \$3560 and total fees of \$362. Discussion took place to collect raw data from the kiosk system to gather more information, understanding peak times and possible future kiosks in other locations. Reid will check with staff.

Reid introduced Wesley Trimble, a resident of Palmer Lake. He has four seasons of working with trails and agencies such as the US Forest Service, Bureau of Land Management, and Colorado Wildlife. He has worked with Creekside trail projects and is well versed in trail design and cleanup. He can assist by providing suggestions for the design and perimeter of the trail. Pikes Peak National Park is offering a twelve-hour training and there are currently four available slots for commissioner or subcommittee members to attend. Day 1 will be on trail construction and Day 2 on restoration work. Training was discussed along with the benefits for the trail development at Elephant Rock property.

Business Items

6. Commission Member Expenditures. Discussion of expenditures for a total of \$360.79 took place and will be submitted by Gene. Gene stated that he mentioned the printing cost at the last two meetings, but no approval was granted by the Commission because receipts were not submitted. Gene stated that Cross Paths wants \$600 per rendering. Gene completed two at his cost, and Trustee Nick Ehrhart and Gene did another six at their cost for a total of \$4800. The total cost is for eight renderings instead of the \$360.79 copies submitted. Trustee Farr stated that going forward, the Commission should agree to preapprove this amount of expenditure. Gene offered to make this a gift to the Town. MOTION (Mike, Cindy) to reimburse Gene the full amount of \$360.79 from the Town Parks account. Motion passed 6-0.

7. Update on Elephant Rock Proposals; including Review of Lists (Gene, Reid). This item was tabled to the workshop on March 28th. Richard Willian stated he will work closely with Parks to get estimates. He asked if three estimates were submitted for the tennis court repair. Reid stated no and that Renner's is the best in the business for tennis court repairs and does local high schools and El Paso County courts.

8. Review Grant Activity - Mile High Youth Corps (Visit and Ideas). Cindy, Mike and Phyllis met with CJ Rogee at Mile High Youth Corps. Discussion took place about grant details and requirements needed. It is a matching grant, and the town would need another \$8,600. It was mentioned that Walmart and Waste Management also have grants available. Kiosk funds are not eligible. Congratulations were given to Cindy for the award of \$25,500 grant for the Fire Department. CJ with MHYC stated they are looking for a new partner for next year and the deadline is September 30th. Cindy proposed they plan this for next year, raise the money and apply for grants.

9. Update Point of Contact Responsibilities. Discussion took place about some committee members not completing the report. Samantha proposed a vote at this meeting for her spreadsheet to get the task completed at this meeting. Reid disagreed and encouraged committee members to complete their assignment as originally requested in January. Mayor Havenar stated how difficult it has been for her and Trustee Farr with all the emails and disagreements with Commission members. She asked that Chair Reid Wiecks to be contacted first, instead of her or Jess, and follow the chain of command. She commended everyone for all their hard work, passion, and commitment. Mayor Havenar stated that no one will be removed from their positions and encouraged everyone to work together. Reid and Samantha will work together to compile the information and use Samantha's spreadsheets. This item will be addressed at the March 28th workshop.

10. Update/Review Projects for 2023. Samantha agreed to work on some of the grants for outdoor exercise equipment. This will be added to the projects list. Mike and Reid have completed several projects on the list and Samantha will assist in updating the project sheet for the March 28th workshop.

11. Discussion to Replace/Add Shed for Storage. Discussion to get a new large shed because the small shed is completely full. Phyllis proposed the small shed be a seasonal shed. Richard Willan mentioned that sheds at the Elephant Rock property could be shared but getting access during the winter could be a challenge. Mayor Havenar stated the town insurance is also a factor to keep in mind. It was agreed to wait for Board direction for Elephant Rock property; at which time, the Commission can determine best storage and if a new shed is needed.

Centennial Park

12. Review Winterfest 2023. Lindsey Leiker submitted receipts for broomball equipment purchased. This equipment will be available for future Winterfests. Donations came in and Lindsey's expenses were taken from that amount with the remaining balance to be deposited to the Town (Parks).

13. Update CORE Power Installation at Pedestrian Bridge. Reid, Tim Caves & Jason Dosch had a meeting on site with CORE. This project is near the ped bridge. A dumpster will be needed to clear the brush behind the restaurants. Power will be installed by CORE to the bridge walkway to accommodate the lighting for the bridge as well as future parking lot lights and other development. A thank you was expressed to Jeff Hulsmann for his efforts assisting with the vandalism clean up.

14. Review Grant Activity - CORE donation/grant. Discussion took place about various grants, including an in-kind installation of pole and amp service. Cindy reviewed a tree grant for \$3500 that would be approximately five trees. A boat launch, baseball and waste management grants are available. These grants are not matching grants and a decision needs to be made. Cindy will earmark the dollar amounts on the grants and bring it back to a future meeting. The lake fountain will be added to the projects list.

15. Update on Christmas Lights & Candy Cane Removal. Reid, Tim Caves and Mike removed all the lights and stored them in the small shed. They were told by April with the restaurant group that the candy cane lights stay up. Trustee Farr asked that the candy canes in the fence be removed. Lights remaining will be removed.

Discussion took place regarding the stairs at the east end of the bridge, to expand them further down, add fencing and allow gaps for sledding. The original estimate was \$27,000 and with additional items requested, the cost will be higher. Awake the Lake is a fundraising group that supports these projects. Discussion also took place about adding dirt between the trail and lake, adding landscaping rocks and natural grasses to improve the muddy area. Reid reported that Awake Palmer Lake suggested millings be added to the trail along the west side of the lake over a 3-year period to prevent future muddy conditions. Commissioners agreed.

Glen Park

16. Review Grant Activity – USTA. Reid will be submitting the request for \$5,000 to resurface the tennis court only to the regional rep. Handicap access is required and a cement ramp can be constructed by Commission members. Discussion took place about a wildlife nature center grant. It was discussed that Phyllis help with her knowledge of noxious weeds.

Phyllis stated she will provide a noxious weeds list/table at the April 11th meeting. Reid would like to include follow-up on the Waste Management grant. Samantha requested that a welcome packet be put together for new Commission members to help get up to speed. This will be added to the projects list.

Public Comment. Tish Torweihe stated that she has worked in security in public schools for over 15 years. It is best practice to immediately paint over or remove “tagging” on Town property. The paint may not match at the time and later can be repainted or removed to send a clear message to gang activity.

Report of Other Meetings. None.

Next Meeting (3/28 workshop) and Future Items.

Adjourn. Reid adjourned the meeting at 7:12 PM.

Minutes by: Tish Torweihe, Admin Specialist