



## PARKS COMMISSION

Tuesday, July 11, 2023 at 5:00 PM

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

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### MINUTES

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**Call to Order.** Chair Reid Wiecks called the meeting to order at 5:02 pm.

**Roll Call.** Present: Cindy Powell, Gene Kalesti, Phyllis Head, Ande Furrer, Mike Pietsch, Reid Wiecks; Trustee Jessica Farr; Dawn Collins. Public member Kevin Magner.

#### Approval of Minutes

1. Minutes from June 13, 2023. Reid questioned a few items out of order; asked to add nets to the approval for item 13; and amend the last two reports under the appropriate headings. MOTION (Cindy, Phyllis) to approve the minutes with changes. Motion approved 6-0.

**Petty Cash Report.** Mike reported expenses for a cash total of \$338.

**Town Administrator Report.** Collins reviewed the kiosk revenue provided to the members, a current YTD total of \$17,375. A brief review of the use of CTF funds was reported and will be confirmed (electrical work for additional power, weeds management, playground resurfacing). She reported for Supervisor Dosch that the hill is built and landscaping at the east abutment is completed. It was noted that the County restroom is currently out of service and the proposal for the bridge lighting was submitted.

Reid stated that a disc golf hole will be relocated, and signs added. Mike will work on signs. Phyllis inquired about the weed management. Reid requested to take item 12 next.

#### Business Items

12. Update on Tennis Court Resurfacing - purchase of storage box, squeegee, nets and posts. Mike welcomed the attending pickleball players present and explained the donation from players toward the purchase of 2 high grade, 2 medium grade nets, storage bin, and squeegee for pickleball use. For the resurfacing timeframe, Mike will work with staff for temporary signs to public. Reid delegated setting rules and use of nets to the players. The storage bin will be a combination lock and the squeegee left out. Nets will require set up/storage. Members thanked the pickleball players for their support.

2. Review of ER Master Plan Meeting & Cancelled Meeting with Paravicini RE: Nature Trail. Reid offered summary of the 6/14 workgroup meeting to hear ideas for the elephant rock property. Reid and Franco planned to meet about the small loop nature trail, but the onsite meeting was cancelled. Nick Ehrhardt revised the maps, reducing one loop to accommodate the wedding venue. The arts

group was very vocal about using the cabins and no other trail discussion took place. Gene suggested that any public trail be shared for the benefit of all using the property. It was agreed to share space.

3. Update on New Trail/Bridge Activity, Volunteer, Fundraising, Consider Expenses. Gene read talking points explaining his meeting with Brad (Air Force Academy) and stated that Keith Curtis will not need to provide a permit if plans are not submitted. It was agreed to get something in writing for the town's protection; otherwise, a basic sketch can be provided for the bridge design. Gene provided an explanation of donated time and material and inquired about recognition. Reid stated that typically Commission members write a personal letter of thanks. Gene reiterated the upcoming volunteer opportunities, including 7/15 and 7/29 from 8a-noon to work on the trail. Discussion took place about advertising the service opportunity. Gene stated the overall cost for bridge work is still within the \$1000 approved amount. He stated a purchase of 2 mcleod and 1 ax may be needed. Discussion took place about a possible fundraising event on the property in the fall including a show and tell. Reid suggested writing a proposal to consider at a later workshop. Cindy and Gene suggested a work session to review the trail with Fish and Wildlife or FEMA regarding the mouse habitat.

4. Possible Request to Vacate Town Right of Way. Cindy suggested the Commission act on a letter to oppose the proposed vacation of a right of way near Epworth. Gene stated the trail is completed in this area. Discussion took place about the proposed vacation request mentioned by abutting landowners, Bickford and Quint. Collins noted there is not currently a complete submittal requesting a vacation of town ROW. Reid reviewed the letter that he and Cindy assembled and shared at the prior workshop. MOTION (Cindy, Pietsch) to approve the letter with corrections to be set to letterhead and signed by members to submit to Planning Commission and/or Board of Trustees at the time of an application submittal. Discussion took place about one sentence. Motion passed 5-1 (no-GK). It was noted that Gene will be removed from the letter.

### **Centennial Park**

5. Update on Pickleball Court and Restroom Project by APL. As the assigned liaison to the APL project, Mike reviewed the meeting including APL members Nicole Currier, Tim Caves and Jeff Hulsmann and staff to review the location of the courts. He began to summarize the meeting.

At 6:10 pm, Gene left the meeting without any explanation. Discussion returned to the letter in item 4. The sentence in question was clarified that it supports restricting the area of the vacation. Nothing stated the trail will be moved. Members agreed to move forward with the letter as written and moved in item 4.

The discussion returned to item 5. The size and quality of the proposed restroom was discussed. Reid offered reduced scope based on discussion with an engineer – suggesting sharing the wall for plumbing and moving storage to the back or length of the structure vs. between facilities and reduce total stalls to two for ladies and one stall plus one urinal for men (not four each). Collins added that the MOU will not exist, and an agreement will be assembled for the responsibilities of each project going forward between APL and town.

6. Update on Ped Bridge Lighting Plan & Landscaping. Reid updated members on the lighting plan design and the submittal to the railroad, installation to be at the top of the bridge. He reported on the rip rap landscaping and stated the schedule for the steps is unknown yet.

7. Update on Playground Resurfacing. The rubber resurfacing will take place after school starts and no activity will be allowed for 24 hours. Colors will change to a cooler sky blue and black and will

not fade. Reid explained the discussion with Kurt Ehrhardt about the elementary school playground equipment that may become available for Parks. He stated there will be a process to consider the parts when available and extend from another play area.

8. Review of Centennial Park Master Plan. Reid reviewed the changes made to the plan with a thank you to Cindy for writing a first draft and he added Gene's suggestion of "Friends of the Park" for future donations. MOTION (Cindy, Phyllis) to include Reid as a contributor to the plan. Motion passed 5-0. MOTION (Reid, Cindy) to adopt the master plan with minor edits as needed going forward. Motion passed 5-0. Reid thanked members for their assistance.

9. Review of Baseball Field Meeting with Possible Donor & Relationship with Little League. Reid reviewed the meetings to take place with a donor for the baseball field. Collins stated she will follow up with Dion of Tri-Lakes Little League.

10. Review of GOCO Grant Submittal. Reid reviewed the draft of the concept submittal for the GOCO community impact funds and addressed the recommendations from the prior submittal. He explained the process and the activities coming – review with Cathy Wilcox, meet with GOCO rep Chris Aaby and he acknowledged District 38 for assistance on the survey. Cindy also explained activity with the Daniels Fund. Ande stated that she supports sand versus rubber pellets and adding a fence between the field and the lake.

#### **Glen Park**

11. Volunteer Service in Glen Park. Reid explained the independent service project by Luke in Glen Park. The individual will need a waiver form and be monitored by Parks staff Andrew, under Supervisor Dosch. Reid stated he will suggest Luke also join the upcoming trail work.

#### **Public Comment**

Mr. Kevin Magner offered a different perspective of the requirements for the bridge design. Kevin will forward emails to staff (Collins) providing contact information and noted requirements for drawings or permits.

Cindy updated members about grant activity. The Waste Management funds will not cover trash bins or pet stations but will support an educational nature center. She is getting estimates on sunshades for playgrounds. Trustee Farr will include the space for nature center on the master plan map (northeast corner). Cindy also reviewed figures of usage of Centennial Park – 105,000 visitors to parks. Cindy mentioned the MHYC draft grant is under review and due on 7/26.

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

**Next Meeting (July 25 workshop) and Future Items.** Mike suggested that a public meeting be offered for rangers to present "Leave No Trace" (previously presented at a workshop). Phyllis suggested a public meeting to review noxious weeds. Reid stated these can be discussed on 7/25 along with an update of the GOCO submittal.

**Adjourn.** Reid adjourned the meeting at 6:55 pm.

*Minutes by: Dawn A. Collins, Town Clerk*