



PARKS COMMISSION MEETING

Tuesday, January 18, 2022 at 5:00 PM

Palmer Lake Elementary School Library, Upper Glenway

MINUTES

Call to Order. Reid Wiecks called the meeting to order at 5:05 PM.

Roll Call. Present: Mike Pietsch, Reid Wiecks, Lindsey Leiker. Excused: Ande Furrer. Absent: Greg Feuerhaken.

Staff: Dawn Collins, Tish Torweihe. Excused: Jason Dosch. Others: Phyllis Head.

Approval of Minutes

1. Minutes from January 4 Meeting. Reid requested amending item 4 to read approximate vs. minimum. MOTION (Mike, Lindsey) to approve minutes as corrected. Motion passed 3-0.

Petty Cash Report. Mike reported no change with a current balance of \$334.45.

Public Works Supervisor Report. Dawn reported for Jason that he would like to coordinate to get the additional pea gravel hauled and placed in the next couple weeks.

Town Administrator Report. Mayor Bass was contacted by a Scout seeking an Eagle Scout project for Palmer Lake. Mike volunteered to meet with him to discuss the project, possibly completing the wildlife area around the lake. Phyllis inquired about signage to explain native vegetation - possibly in the future as part of the proposed Master Plan for Centennial Park and a future trail.

Business Items

Items 10 and 11 would be discussed first to allow guests to leave earlier.

10. Review of Avid4 Summer Activity at Palmer Lake. Cassidy introduced herself and talked about the Avid4 summer program at Palmer Lake. This would run June 6th through August 5th, excluding July 4th. It will be one group per week up to 13 campers. All staff are CPR and first aid certified. Safety and security is a top priority. It was directed by the Parks members to park on the west side of the lake near the bridge. Cassidy also offered they are willing to volunteer to assist with Parks Service Days and Creek Week.

11. Review of Waypoint Outfitters Lake Activity. Caden introduced himself and partner. They reviewed their plan to offer educational classes for fishing at Palmer Lake and possibly second reservoir, offering lesson for fly fishing. They are CPR and first aid certified, licensed, and bonded through the state. Dawn stated that staff concern is the number in a group at the reservoir area. Not more than six clients in 4-hour window was stated. Parking was suggested at the public area on Hwy 105 near the ball field. They offered to be involved in Parks Service Days and Creek Week.

2. Review of Holiday Lights Contest. Over 27 judges were involved from adults to children. Prizes were donated by Lindsey. Discussion about ideas for next year's judging categories and donations took place with ideas to open it up to all decorated homes in Palmer Lake without an entry form.

3. Review 2022 Calendar of Events. Discussion took place and Reid reviewed the past events over years but not necessarily taking place this year.
4. Prioritize Projects for 2022 – Projects using CTF funds were discussed. Reid will work on fine tuning the list of projects. Dawn suggested prioritizing the projects with approximate cost in order to earmark funds for 2022. Dawn will follow up with Jason about the cut brush at the trailhead. Members will check cost to add sand to VB court. Lindsey will follow up with the County regarding the bulletin boards at the lake. Reid will be available for the Master Plan consultant regarding the trails in Palmer Lake.
5. Review Storage Space/Shed for Parks. Reid will coordinate to review items with staff and create list of items to remove. Madeline offered to assist with items to clear out. Phyllis mentioned the metal filing cabinet could be used to store tools in addition to noxious weed information.
6. Follow up - Plan to Remove Knap Weed. Phyllis spends more time treating and pulling noxious weed in Glen Park. She is willing to help train the volunteer church group for upcoming Service Days (how to identify and treat the noxious weeds). Lindsey will check with Awake the Lake about plans in the area. Reid will reach out to the group to participate in the Service Days to work on this.
7. Discussion of Using Events for Fundraising Ideas. Lindsey stated that events that are not successful fundraising should be considered eliminating. Parks will be brainstorming ideas on how to turn events into great fundraisers.
8. POC - Person of Contact for Parks (Areas, Tasks). Discussion took place and positions considered and Reid will update the list.
9. Discussion of Parks Meeting Time. Parks Commission decided on the first Monday of the month at 5 PM and the third Tuesday at 5 PM would work the best. The meeting space will be determined.

Centennial Park

12. Determine Plan for Gazebo Steps. Lindsey has a donor willing to work on the railing and wood steps if supplies will be purchased by Parks.
13. Review Winterfest Plans (2/12). Discussion took place about the plans for the event, including coffee truck, music, broomball tournament and selling hats and balance of sweatshirts at clearance price. The flyer was slightly modified. Lindsey will send the final draft to the Town office to post. Beanies and decals were discussed for selling and easier to store for other events. MOTION (Reid, Lindsey) to expend funds not to exceed \$300 for beanies and decals. Motion passed 3-0.
14. Follow up on Lake Bulletin Board. Lindsey will follow up with the county and check on the existing board to consider a second bulletin board for historical information.
15. Review of Centennial Master Plan. Discussion took place about the rating the items. Lindsey offered a draft spreadsheet and Reid will re-draft the list for member input and ranking.

Glen Park

16. Determine Direction for Swing. MOTION (Lindsey, Mike) to keep the swing at the same height and install curbing and cushioning in the existing location. Motion passed 3-0.
17. Determine Parking Kiosk Signs. Ande presented draft language to staff and this item will come back to the next meeting.
18. Update(s) - Tennis Court, Zipline. A quote from Renner Sports Surface to repair and resurface the tennis courts came to \$20,566.00. Reid stated he will review the itemized quote to see if work can be done by Parks

to reduce the cost. Dawn will meet with the zipline homeowner to review the space and request removal of the line.

Public Comment. None

Report of Other Meetings. None

Next Meeting (2/7, 5PM) and Future Items. Next meeting location will be confirmed.

Adjourn. Reid adjourned the meeting at 7:19 PM.

Minutes by: Tish Torweihe