



## PARKS COMMISSION

Monday, May 09, 2022 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.** Commissioner Mike Pietsch called the meeting to order at 5:07 PM.

**Roll Call.** Present: Lindsey Leiker, Andy Maguire, Cindy Powell, Mike Pietsch. Excused: Reid Wiecks, Ande Furrer.

Others present: Phyllis Head, Cindy Kuchinsky. Staff: Supervisor Jason Dosch, Dawn Collins, and Tish Torweihe.

**Approval of Minutes.** Minutes from April 4<sup>th</sup> Meeting. MOTION (Cindy P, Andy M) to approve minutes. Motion passed 4-0.

**Petty Cash Report.** Mike provided new balance of \$538.00 including a donation of \$16.

**Public Works Supervisor Report.** Jason Dosch reported tree trimming will be done in Centennial and Glen Park. Jason will order a roll off for the service day pending weather. Large boulders were donated and will be put aside for Town use. Two large cottonwood trees are dead on the east side of the library and will be scheduled to cut by the Angry Squirrel. Additional pea gravel was hauled and spread at ~~Glen~~ Centennial Park. Cindy P and Andy M will address removing the existing fencing and pile until it can be removed.

**Town Administrator Report.** Dawn will coordinate a site visit for Jason and Reid with the homeowner of the zipline to review placement. Mike reported that the walking path has been moved from the private property.

#### Business Items

1. Review Candidate for Parks Commission. Application for Phyllis Head was reviewed and discussed. MOTION (Lindsey, Mike) to recommend approval of the applicant for appointment to the Parks Commission. Motion passed 4-0.

2. Finalize Plans for Service Day 5/21. Mike spoke to the new owner of the former Depot building, now Journeys End. He was very supportive and will allow Parks to display a banner on his fence facing the Post Office. Details regarding the service day was discussed. Mike will have the volunteer parking passes and all volunteers should park in a parking spot, not on streets. The Glen Park will need help lining the trail path with rocks. Cindy P will oversee projects in the Glen. Centennial Park will have tree branches flagged for trimming. Andy M will bring a small trailer to help haul debris. Mike and Andy M will bring extra wheelbarrows. Cindy K will remove Fireworks items from the Parks storage shed.

3. Parks Items to Add to Town Website (events, video, maps). The Calendar of Events List should only be used as an internal tool for Parks. Cindy P will share past Palmer Lake videos with staff to see if they can be loaded for display on the website.
4. Preview of Parks Flyer (Workshop Date). Discussion took place about an informative tri-fold brochure to be designed and printed with funds from Tri-Lakes Chamber. This brochure should not be required to revise for a minimum of 3-5 years. The brochure will show parks and generally map the accessible trail head, paid kiosk parking, and free parking areas. It will be a great resource for welcome packets. A workshop will be planned to review details.
5. Map of Santa Fe Open Space. The new map was distributed and will be available on the Town's website on the Parks Commission page.
6. Trucking Dirt to South End of Lake. Jason D stated there may be dirt available at cost from the new Woodman Valley Chapel. The Town can use this and haul it to the south end of Palmer Lake and build up the ground that needs it. Awake the Lake will be informed for assistance.
7. Review Project List for 2022 and Funding. CTF funds were confirmed for the items listed.
8. Projected Projects 2022 (for distribution) – duplicate of item 7. Mike reviewed the Eagle Scout projects including the completion of the nature fencing project; installing two more benches near the RR bridge; and the installation of an information board. An additional Scout Troop at the Academy would like to get involved and requested a list of projects to review.

### **Centennial Park**

9. Palmer Lake Fountain Installation. Pending the weather and high winds the fountain should be installed in the next week. A small boat will be needed, and the water depth will be a factor. Mike and Jason will coordinate with Alicia to install and run the fountain.
10. Centennial Park Gazebo Repairs. A local contractor will donate labor to complete the repair of the steps. Mike will coordinate with Lindsey to complete the prep work needed. Jason will provide a mixer to help with the project in June.
11. Plan Public Input Meeting to Centennial Park Master Plan. Discussion took place as to how the Parks would like to present the Master Plan to the public. Reid can prepare a shortened version and it was suggested to plan later in the year.
12. Update on RR-Ped Bridge Activity. Town staff received quotes and Board will determine award of the work. Staff is directed to start the repair in May and Dawn will secure funding. The additional donated fence was mentioned, and Jason will continue to store it for a future use.

**Glen Park.** No report.

**Public Comment.** Cindy Kuchinsky, coordinator for The Festival on the 4<sup>th</sup> reported that posters and flyers are posted throughout the community. They still need sponsors, vendors, and volunteers. Cindy explained they will have inflatables and a dunk tank. Disc Golf will be running a hole in one tourney and the winner will be awarded a grill. Home Depot will sponsor children's craft projects.

Lindsey asked about any regulation on the placement of banners/posters to advertise for Town events. Dawn will address this with the Planning Commission, authority over signs in Town. General discussion also took place about promoting water conservation guidelines.

**Report of Other Meetings.** Reid and Mike attended the funding meeting with Tri Lakes Chamber.

**Next Meeting and Future Items.** A workshop on May 16<sup>th</sup> will be scheduled at 5 PM. Items will include the details pertaining to the service day, garage sale, and planning the tri-fold brochure.

**Adjourn.** Mike adjourned the meeting at 6:22 PM.

**Minutes by:** Tish Torweihe, Town Admin Assistant